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Ordinary Meeting of Council

21 March 2025

The Mayor and Council Members
Pormpuraaw Shire Council
PORMPURA
AW QLD 4892

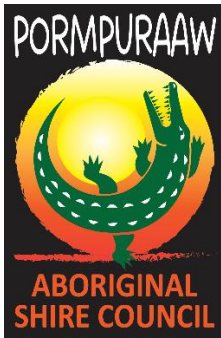
Dear Members

Notice is hereby given that an Ordinary Meeting of the Pormpuraaw Aboriginal Shire Council will be held at the Council Chambers, on Wednesday 26 March 2025 commencing at 10:00 am.

The agenda for the ordinary meeting is attached for your information.

Yours faithfully

Janelle Menzies
Chief Executive Officer



ORDINARY MEETING OF COUNCIL

Wednesday 26 March 2025
Pormpuraaw Aboriginal Shire Council
Boardroom
24 Thinraathin Street, Pormpuraaw

ORDER OF PROCEEDINGS

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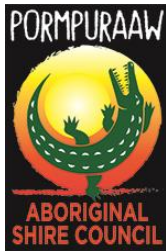
- 1 OPENING OF MEETING**
- 2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE**
- 3 APOLOGIES**
- 4 DECLARATION OF INTEREST**
- 5 RELATED PARTY DECLARATION FORM**

6 RECEIVING AND CONFIRMATION OF MINUTES

RECOMMENDATION

That the Council resolve to receive and adopt the Minutes of the Ordinary Meeting of Pormpuraaw Aboriginal Shire Council Held on 24 February 2025.

Attachments: 1. Unconfirmed- Minutes- Ordinary- Council- Meeting-24 February 2025 [6.1.1 - 9 pages]



Ordinary Meeting of Council

MINUTES

Monday 24 February 2025

Pormpuraaw Aboriginal Shire
Council Boardroom

24 Thinraathin Street
Pormpuraaw

ORDINARY COUNCIL MEETING MINUTES

24 FEBRUARY 2025

**MINUTES OF PORMPURA AW SHIRE
COUNCIL ORDINARY COUNCIL
MEETING
HELD AT THE PORMPURA AW ABORIGINAL SHIRE COUNCIL BOARDROOM,
24 THINRAATHING STREET, PORMPURA AW
ON MONDAY 24 JANUARY 2025, AT 10.00 AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 10.06 am.

2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE

Mayor Ralph Kendall (Jnr) (Via teams), Cr Tim Koo-Aga (Deputy Mayor), Cr Keith Barney, Cr Romena Edwards

In Attendance: Ms Janelle Menzies (Chief Executive Officer and Minute Taker)

3 APOLOGIES

Cr Lucy Foote supplied a medical certificate and is therefore still eligible for the meeting fee to be paid to her.

4 DECLARATIONS OF INTEREST

Nil

5 RELATED PARTY DECLARATION FORM

Nil

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF PORMPURA AW ABORIGINAL SHIRE COUNCIL HELD ON WEDNESDAY 29 JANUARY 2025

RESOLUTION NO: 2025/02/24/01

That the Minutes of the Council Meeting held on 29 January 2025, be received and the recommendations therein be adopted.

Moved: Mayor Ralph Kendall

Seconded: Cr Romena Edwards

CARRIED 4/0

ORDINARY COUNCIL MEETING MINUTES**24 FEBRUARY 2025****6.2 SPECIAL MEETING OF PORMPURAAW ABORIGINAL SHIRE COUNCIL HELD ON MONDAY 10 FEBRUARY 2025****RESOLUTION NO: 2025/02/25/02**

That the Minutes of the Special Council Meeting held on 10 February 2025, be received and the recommendations therein be adopted.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 4/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS**7.1 MATTERS ARRIVING FROM THE MINUTES**

Nil

8 DELEGATIONS/GUESTS

Nil

9 CORRESPONDENCE

Nil

10 OPERATIONAL STATUS REPORTS**10.1 CORPORATE SERVICES MONTHLY STATUS REPORT****EXECUTIVE SUMMARY**

To provide the Council with an update on the corporate services functions as of 16 February 2025.

RESOLUTION NO: 2025/02/24/03

That Council accepts the Corporate Services Reports provided by the Executive Manager of Corporate Services.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Romena Edwards

CARRIED 4/0

10.2 COMMUNITY SERVICES MONTHLY STATUS REPORT**EXECUTIVE SUMMARY**

Provide update to Council regarding Community Services operational activities for the reporting period

ORDINARY COUNCIL MEETING MINUTES**24 FEBRUARY 2025****RESOLUTION NO: 2025/02/24/04**

That the Councils accept the Community Services monthly report for January 2025.

Moved: Cr Keith Barney

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 4/0

Cr Romena Edwards left the meeting at 10.41 am

Cr Romena Edwards returned to the meeting at 10.42 am

10.3 OPERATIONS MONTHLY STATUS REPORT**EXECUTIVE SUMMARY**

To provide the Council with the Operations monthly report for January 2025.

RESOLUTION NO: 2025/02/24/05

That the Council accept the Operations monthly report for January 2025

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

11 CHIEF EXECUTIVE OFFICERS REPORTS**11.1 POLICY REVIEW****EXECUTIVE SUMMARY**

For Council to consider and adopt new and updated statutory policies.

RESOLUTION NO: 2025/02/24/06

That the Council resolve to adopt the following policies:-

Community Grants and Assistance Policy
Standing Orders
Model Meeting Procedures

Moved: Cr Romena Edwards

Seconded: Mayor Ralph Kendall

CARRIED 4/0

ORDINARY COUNCIL MEETING MINUTES

24 FEBRUARY 2025

11.2 PORMPURA AW STATE SCHOOL LUNCH PROGRAM

EXECUTIVE SUMMARY

Report to Council an update on the Pormpuraaw State School Lunch Program

RESOLUTION NO: 2025/02/24/07

That Council

1. Resolve to approve the Pormpuraaw State School Lunch program as a Community Grant and Assistance.
2. Request that Pormpuraaw State School issue an invoice amounting to \$28,080 for 2025 as soon as possible so that the Council can make the payment.

Moved: Mayor Ralph Kendall

Seconded: Cr Romena Edwards

CARRIED 4/0

11.3 DELEGATIONS COUNCIL TO CEO

EXECUTIVE SUMMARY

For council to consider and adopt the Council to Chief Executive Officer Delegations.

RESOLUTION NO: 2025/02/24/08

That Council adopts the Council to CEO Delegations Register.

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

11.4 PORMPUR PAANTH – MENS SHELTER PROPOSAL

EXECUTIVE SUMMARY

For Council to consider the proposal from PPAC to allow 1 or 2 caravan granny flats to be installed at the Mens' Shed location

RESOLUTION NO: 2025/02/24/09

That Council have decided to lay this item on the table until they can be obtain further Information.

ORDINARY COUNCIL MEETING MINUTES

24 FEBRUARY 2025

11.5 PORMPURA AW UNITED BROTHERS SPORTS CLUB – APPLICATION FOR EXTENDED TRADING HOURS FOR 2025 STATE OF ORIGIN MATCHES

EXECUTIVE SUMMARY

For Council to consider and support the proposed changes to the PUBSC Trading Hours during the 2025 State of Origin Matches.

RESOLUTION NO: 2025/02/24/10

That Council resolve

1. to support the proposed changes to the PUBSC Trading Hours during the 2025 State of Origin Matches.
2. Delegate to the Chief Executive Officer to sign the application on confirmation that the Justice Group has met and given their consent.

CARRIED 4/0

12 CORPORATE SERVICES

12.1 FINANCIAL STATEMENTS FOR THE PERIOD 31 JANUARY 2025

EXECUTIVE SUMMARY

To provide the Council with The Financial Statements for the period to 31 January 2025.

RESOLUTION NO: 2025/02/24/11

That Council adopts the Financial Statements for the period to 31 January 2025.

Moved: Deputy Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 4/0

ORDINARY COUNCIL MEETING MINUTES**24 FEBRUARY 2025**

13 COMMUNITY SERVICES**13.1 COMPETITION "DESIGN A SHIRT"****EXECUTIVE SUMMARY**

Following the Council Judging of the Design a Shirt for the Fishing competition, a second design was deemed to be a great design for the Don't Buy Sly" initiative.

As a second prize for the competition Council agree that the winner of the second favoured design should be awarded a prize of \$250.00 Gift Card to be funded from the "Don't Buy Sly" funding

RESOLUTION NO: 2025/02/24/12

That the Council award a second prize of \$250.00 of the Design a Shirt to be funded from the "Don't Buy Sly" initiative.

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

14 CONFIDENTIAL ITEMS**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012.

14.1 APPLICATIONS FOR PERMISSION TO RESIDE IN PORMPURA AW**EXECUTIVE SUMMARY**

For Council to approve applications to reside in Pormpuraaw.

14.2 PERMISSION TO REPACKAGE THE CEO SALARY**EXECUTIVE SUMMARY**

For Council to consider and approve the CEO Salary Repackage.

ORDINARY COUNCIL MEETING MINUTES

24 FEBRUARY 2025

MOVE INTO CLOSED SESSION

RESOLUTION NO: 2025/02/24/13

That the Council moved into closed session at 11.10am .

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Romena Edwards

CARRIED 4/0

At 11.21 am Janelle Menzies left the meeting.

At 11.23 am Janelle Menzies Returned to the meetings.

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: 2025/02/24/14

That the Council moved out of closed session at 11.24 am.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Romena Edwards

CARRIED 4/0

14.1 APPLICATIONS FOR PERMISSION TO RESIDE IN PORMPURA AW

EXECUTIVE SUMMARY

For Council to approve applications to reside in Pormpuraaw.

RESOLUTION NO: 2025/02/24/15

That Council approve the applications to reside in Pormpuraaw.

Moved: Mayor Kendall

Seconded: Cr Keith Barney

CARRIED 4/0

ORDINARY COUNCIL MEETING MINUTES**24 FEBRUARY 2025****14.2 PERMISSION TO REPACKAGE THE CEO SALARY****EXECUTIVE SUMMARY**

For Council to consider and approve the CEO Salary Repackage.

RESOLUTION NO: 2025/02/24/16

That Council resolve to approve to

1. Approve CEO Salary Repackage to include the living away from home allowance and to adjust how superannuation is processed for the first 12 months of employment; and
2. Approve the recalculation on 1 April 2025 to ensure there are no shortfalls in the superannuation calculations.

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 4/0

15 Late Items

Nil

16 TENDERS & QUOTATIONS

NIL

17 NOTICE OF MOTION

NIL

18 NEXT MEETING AND CLOSE

There being no further business, the Mayor declared the meeting closed at 12.15 pm.

These minutes are to be confirmed at the next Ordinary Meeting of the Council. In accordance with the public notice of meetings published by the Council, the next Ordinary Meeting will be held on Wednesday 26 March 2025, in the Pormpuraaw Aboriginal Shire Council Boardroom, 24 Thinraathin Street, Pormpuraaw.

RALPH KENDALL JNR
MAYOR

JANELLE MENZIES
CHIEF EXECUTIVE OFFICER

7 ITEMS ARISING FROM PREVIOUS MEETINGS

7.1 RESOLUTION REGISTER

REPORT ATTACHED

Attachments: 1. Resolution Register [7.1.1 - 2 pages]

2025 RESOLUTOIN REGISTER

| Res Nor | Resolution | Update | Status |
|---------------|---|--|--|
| 2025/01/01 | Into Closed Session | N/A | Complete |
| 2025/01/02 | Out of Close Session | N/A | Complete |
| 2025/01/03 | Appointment of Janelle Menzies as CEO | Adopted | Complete |
| 2025/01/04 | Receiving Minutes of 18 December 2024 | Adopted and updated on Website | Complete |
| 2025/01/05 | Operational Plan Quarterly Update | Adopted | Complete |
| 2025/01/06 | Corp Services Monthly Status Report | Adopted | Complete |
| 2025/01/07 | Monthly Financial Report | Adopted | Complete |
| 2025/01/08 | Operations Monthly Status Report | Adopted | Complete |
| 2025/01/09 | Community Services Monthly Status Report | Adopted | Complete |
| 2025/01/10 | CHSP Activity Report | Adopted | Complete |
| 2025/01/11 | Aged Care Monthly Status Report | Adopted | Complete |
| 2025/01/12 | Hall Lease Proposal – Pormpur Paanth | No approved. Can hire as per fees and charges | Ganthi Notified and completed |
| 2025/01/13 | Procurement Policy | Changes to financial delegations | Policy to be updated and posted to website |
| 2025/01/14 | 2025 Council Meeting Dates | Council meeting dates posted to Facebook and on noticeboard | Completed |
| 2025/01/15 | Councillor Remuneration 2025/26 | Adopted new remuneration at 30 June 2025 | Complete and noted for 2025/26 budget |
| 2025/01/16 | Scheme Supply Fund | Apply for \$100,000 for Supply Scheme Fund – completed on 8 March 2025 | Complete on 8 March 2025 |
| 2025/01/17 | Pormpuraaw State School 2025 Lunch Program | Approved and paid to School | Complete |
| 2025/02/10/01 | Councillor Remuneration and Expense Reimbursement Policy | Adopted and posted to website | Complete |
| 2025/02/10/02 | Council Contribution to Fishing Competition | Adopted | Complete |
| 2025/02/10/03 | Justice Program – Broc Martin Holistic Healing | Not Approved – further consultation required with Justice Group | Waiting to meet with JAG. |
| 2025/02/10/04 | Into Closed Session | N/A | Complete |
| 2025/02/10/05 | Out of Closed Session | N/A | Complete |
| 2025/02/10/06 | Applications to reside in Pormpuraaw | Approved and housing notified | Complete |
| 2025/02/24/01 | Receiving Minutes of 29 January 2025 | Adopted and updated on website | Complete |
| 2025/02/24/02 | Receiving of Minutes of Special Meeting on 10 February 2025 | Adopted and updated website | Complete |
| 2025/02/24/03 | Corporate Services Operational Update | Adopted | Complete |

2025 RESOLUTOIN REGISTER

| Res Nor | Resolution | Update | Status |
|---------------|--|--|---|
| 2025/02/24/04 | Community Services Operational Update | Adopted | Complete |
| 2025/02/24/05 | Operational Services Update | Adopted | Complete |
| 2025/02/24/06 | Policy Update Community Grants, Standing Orders & Model Meeting Procedures | Adopted and updated on website | Complete |
| 2025/02/24/07 | Pormpuraaw State School Lunch Program | Adopted now a Council Donation | Complete |
| 2025/02/24/08 | Delegations Council to CEO | Adopted and printed | Complete |
| 2025/02/24/09 | Pormpur Paanth Men's Shelter proposal | Waiting for more information | Ronald Kingi Jr to meeting with Council on Monday 24 March |
| 2025/02/24/10 | PUBSC application for extension to Trading Hours | Supported | Waiting for Justice Group Meeting before endorsing |
| 2025/02/24/11 | Finance Report for February 2025 | Approved | Complete |
| 2025/02/24/12 | Competition "Design a Shirt" | Approved to Award a Second Prize | Gift Card Purchased – Complete |
| 2025/02/24/13 | Into Closed Session | N/A | Complete |
| 2025/02/24/14 | Out of Closed Session | N/A | Complete |
| 2025/02/24/15 | Permission to reside in Pormpuraaw | Application Approved with questions | Signed off and complete |
| 2025/02/24/16 | Permission to Repackage CEO Salary | Approved | Complete |
| | | | |

8 DELEGATIONS / GUESTS

9 CORRESPONDENCE

Nil

10 OPERATIONAL STATUS REPORTS

Nil

11 CHIEF EXECUTIVE REPORTS

11.1 POLICY REVIEW

Author: Janelle Menzies

Authorisers: Janelle Menzies

Attachments:

1. Advertising Spending Policy [11.1.1 - 4 pages]
2. Accepting Gifts and Benefits Policy [11.1.2 - 5 pages]
3. Administrative Action Complaints Policy [11.1.3 - 7 pages]

KEY OUTCOME

Strategic Priority: 5. Organisation - developing our character

Objective: 5.1 Ensure Council operates with integrity and transparency in all areas of business, decision making, and reporting.

To provide Council with Policies that have been reviewed for approval.

RECOMMENDATION

That Council adopt the following policies

1. G001 – Accepting Gifts and Benefits Policy
2. A002 – Advertising Spending Policy
3. C004 – Administrative Action Complaints Policy

BACKGROUND

Council is currently reviewing all the Statutory Policies under Section 268 of the *Local Government Act 2009* and Section 164 of the *Local Government Regulation 2012*.

There have been no significant changes to the policies other than new style and formatting.

CONSULTATIONS (Internal/External)

Brett and Shave Consultations

Executive Manager Corporate Services

LEGISLATION / LEGAL IMPLICATIONS

Local Government Act 2009

268 Process for administrative action complaints

- (1) A local government must adopt a process for resolving administrative action complaints.
- (2) An *administrative action complaint* is a complaint that—
 - (a) is about an administrative action of a local government, including the following, for example—
 - (i) a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
 - (ii) an act, or a failure to do an act;
 - (iii) the formulation of a proposal or intention;
 - (iv) the making of a recommendation; and
 - (b) is made by an affected person.
- (3) An *affected person* is a person who is apparently directly affected by an administrative action of a local government.
- (4) A regulation may provide for the process for resolving complaints about administrative actions of the local government by affected persons.

Local Government Regulations 2012**164 Requirement to keep record of particular matters**

- (1) A local government must keep a written record stating the following—
 - (a) the risks the local government's operations are exposed to, to the extent they are relevant to financial management;
 - (b) the control measures adopted to manage the risks.
- (2) The local government must keep, with the record, a copy of each of the following—
 - (a) its community grants **policy** ;
 - (b) its entertainment and hospitality **policy** ;
 - (c) its advertising spending **policy** ;
 - (d) its procurement **policy**.

POLICY IMPLICATIONS

Updated Policies attached

FINANCIAL AND RESOURCE IMPLICATIONS

TNil

ASSET MANAGEMENT IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

HUMAN RIGHTS CONSIDERATIONS

Section 4(b) of the Human Rights Act 2019 requires public entities to act and make decisions in a way compatible with human rights. The Human Rights Act 2019 requires public entities to only limit human rights in certain circumstances. The human rights protected under the Human Rights Act 2019 are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

1. Recognition and equality before the law;
13. Cultural rights—generally;

- | | |
|---|--|
| 2. Right to life; | 14. Cultural rights—Aboriginal peoples and Torres Strait Islander Peoples; |
| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |
| 5. Freedom of movement; | 17. Fair hearing; |
| 6. Freedom of thought, conscience, religion and belief; | 18. Rights in criminal proceedings; |
| 7. Freedom of expression; | 19. Children in the criminal process; |
| 8. Peaceful assembly and freedom of association; | 20. Right not to be tried or punished more than once; |
| 9. Taking part in public life; | 21. Retrospective criminal laws; |
| 10. Property rights; | 22. Right to education; |
| 11. Privacy and reputation; | 23. Right to health services. |
| 12. Protection of families and children; | |

Consideration of the 23 human rights protected under the Human Rights Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.



A002 – Advertising Spending Policy

1 HEAD OF POWER

- *Local Government Act 2009 (QLD)*
- *Local Government Regulation 2012 (QLD)*

2 POLICY PURPOSE

This policy establishes a framework for managing the Council's advertising expenditure, ensuring that all decisions regarding advertising are made in the public interest. As specified by Section 197 of the *Local Government Regulation 2012 (QLD)*, the Council is required to adopt a policy concerning advertising spending.

3 POLICY OBJECTIVE

This policy's objective is to ensure that the Council's advertising expenditures are transparent and accountable and deliver value to the community by clearly communicating important information and opportunities in accordance with statutory requirements.

4 POLICY SCOPE

The policy applies to all expenditures on advertising, which includes newspapers, online, social media, radio, and posters. This policy applies to all Council officers, including the Chief Executive Officer and Councillors.

5 POLICY STATEMENT

Council can incur expenditure for advertising only if the advertising is for:

- Education for the public.
- Share information about Council services and events.
- Help people learn about what the Council does.
- Meet legal needs to tell the public certain information.

Council must not spend advertising to:

- Promote achievements of an individual Councillor or select group of Councillors.
- Promote plans of an individual Councillor or select group of Councillors.
- Used to Influence Voters in an election.

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy A002 Version: 3
Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED

Review Due: March 2029

Page 1

A002 – Advertising Spending Policy)

- During Caretaker in accordance with S90D of *Local Government Act 2009 (QLD)*, anything that may influence an elector about voting in an election.

All money spent on advertising must:

- Be reasonable and right for the Council's work.
- Be used only for Council work that helps the community.
- Be well recorded with all details, like detailed bills and receipts, so that anyone can check them.
- Follow all other Council rules and processes.
- Be included in the Council's budget and approved according to our procurement policies and procedures.

We can spend money on advertising for things like:

- Telling the community about new or existing services, programs, places, or events.
- Letting people know if there are changes to any services, programs, places, or events.
- Helping more people use our services, programs, places, or events.
- Meeting the Council's plans and goals.
- Informing the public about Council meetings, what decisions are made, laws, and new policy ideas.
- Asking for the community's opinions or comments on what the Council is doing.
- Hiring staff, buying or selling stuff like property or equipment, and announcing tenders or calls for interest.
- Announcing jobs or projects that need doing to move our plans forward.
- Helping grow and sustain our region's economy.
- Getting involved with the community as part of our plan to talk and work with the public.
- Promoting the region.
- Following the law.

In accordance with section 90D of the Local Government Act 2009, Councillors and Council officers shall not publish or distribute anything during a caretaker period that may influence an elector about voting in an election or affect the result of an election.

Authorisation of expenditure:

- All officers incurring and authorising advertising expenditure shall do so in accordance with relevant financial delegations and Council's Procurement Policy, and must ensure that
 - It is for official purposes and falls generally within the type of advertising listed in this policy
 - It is properly documented with the purpose identified; and
 - It appears appropriate and reasonable and can withstand the 'public defensibility test'.

6 HUMAN RIGHTS COMPATIBILITY STATEMENT

This policy has been assessed as compatible with Human Rights protected under *the Human Rights Act 2019*.

7 DEFINITIONS

| Term | Definition |
|------|------------|
|------|------------|

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy A002 Version: 3
Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED

Review Due: March 2029

Page 2

A002 – Advertising Spending Policy)

| | |
|------------------|--|
| Advertising | defined by the <i>Local Government Regulation 2012 (QLD)</i> , section 197, as promoting, for the payment of a fee, an idea, goods or services to the public |
| Caretaker Period | as defined in Section 90A of the <i>Local Government Act 2009 (QLD)</i> , the period during an election for the Council that starts on the day when the public notice of the holding of the election is given and ends at the conclusion of the election. The exact dates of a caretaker period are determined by the Electoral Commission of Queensland (ECQ) |
| Council | Pormpuraaw Aboriginal Shire Council |
| Council Officers | includes employees, contractors, volunteers and all others who perform work on behalf of Council. |
| CEO | A person who holds an appointment as chief executive officer under section 194 of the <i>Local Government Act 2009 (QLD)</i> . |

8 RELATED DOCUMENTS

Policies:

- Procurement Policy.

Documents:

- Council's Annual Budget.
- Local Disaster Management Plan
- Community Plan

9 MONITORING AND REVIEW

Notwithstanding the above, this policy is to be reviewed every four (4) years for relevance and to ensure that its effectiveness is maintained.

10 RESPONSIBILITY

This Policy is to be:-

- implemented by the CEO; and
- reviewed and amended in accordance with the by the Executive Manager Corporate Services.

11 VERSION CONTROL

| Version | Adoption (Council Resolution Number) | Date |
|---------|--------------------------------------|------------|
| V1 | March 2012 | 01/03/2012 |
| V2 | August 2015 | 23/08/2015 |

Responsible Officer: Executive Manager Corporate Services

Policy Owner: Council **Res No:** 2025

Policy A002 Version: 3

Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED

Review Due: March 2029

A002 – Advertising Spending Policy)

| | | |
|----|------------|--|
| V3 | March 2025 | |
| | | |

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy A002 Version: 3
Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED
Review Due: March 2029



G001 – ACCEPTING GIFTS AND BENEFITS POLICY

1 HEAD OF POWER

- Local Government Act 2009 (Qld)
- Local Government Regulation 2012 (Qld)
- Public Sector Ethics Act 1994 (Qld)

2 POLICY PURPOSE

This policy aims to uphold the integrity and transparency of the Pormpuraaw Aboriginal Shire Council (Council) by establishing clear guidelines for the acceptance, refusal, and reporting of gifts and benefits. It seeks to prevent conflicts of interest and ensure that all Council decisions are made impartially and without undue influence, thereby maintaining public confidence in Council governance.

3 POLICY OBJECTIVE

This policy provides a framework for managing and regulating the acceptance of gifts and benefits that could influence, or be perceived to influence, the actions and decisions of Council members and employees. It will mitigate risks associated with the acceptance of gifts and foster an ethical culture that aligns with public sector values.

4 POLICY SCOPE

This policy applies to all elected members, council officers, contractors, and special committee members of Council. It covers all forms of gifts and benefits, including tangible and intangible items, offered in connection with the duties of Council members, employees, contractors, and special committee members. Gifts excluded from this policy are pens, lanyards, stationery items, drink bottles, and conference apparel.

5 POLICY STATEMENT

There are inherent risks when individuals covered by this policy receive gifts during their official duties. Such gifts might be intended to sway, or could be perceived as attempts to influence, their decision-making processes.

Individuals within the scope of this policy must consistently uphold public trust in the integrity of Council's administration. They should be aware that accepting any gifts or benefits from external parties could impact, or appear to impact, their ability to perform their duties impartially or could influence, or be perceived to influence, their decision-making and conduct.

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy G001 Version: 2
Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED

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G001 – Accepting Gifts and Benefits Policy

5.1 PRINCIPLES:

This policy sets out the principles that apply to the offer and acceptance of gifts and benefits, including hospitality.

5.2 PROHIBITION OF SOLICITATION

Solicitation of any personal gifts or benefits by Council members or employees is strictly prohibited. Any such actions are to be reported immediately to the CEO and will be subject to disciplinary measures and potential notification to the Crime and Corruption Commission.

5.3 PROHIBITION OF BRIBERY

Acceptance of money or any other gifts perceived as bribery is strictly prohibited in all cases and the offer must be reported by the employee to the CEO or appropriate manager immediately.

The CEO is required to notify the Crime and Corruption Commission of any offer of money or attempted bribery.

5.4 ACCEPTANCE OF GIFTS AND BENEFITS

Gifts and benefits may only be accepted under circumstances that do not compromise, or appear to compromise, the integrity and impartiality of Council operations. This includes ensuring that gifts:

- Do not influence the recipient's official duties or decision-making;
- Are not given with the intent of influencing the recipient's actions; and
- Are openly offered without expectation of reciprocity.

5.5 NOT ACCEPTING OF GIFTS AND BENEFITS

A gift or benefit must not be accepted if any of the following principles apply:

- it is considered as a gift of influence - that is, it is seen, or may be seen to affect the performance of the recipient's official duties, or influence, or be seen to influence the decision-making or behaviour of the recipient;
- the gift giver or any reasonable observer would apprehend that the recipient may be under obligation to the gift giver;
- it is not offered openly; or
- it is an offer of money or anything readily convertible to money - for example, gift vouchers.

5.6 GIFT VALUE LIMITS AND REPORTING

Gifts or benefits valued under \$100 may be accepted without registration.

Gifts or benefits valued between \$100 and \$350 must be reported in writing and registered with the CEO or Mayor (for Gifts provided to the CEO), who will decide whether they can be retained.

Gifts or benefits valued over \$350 are considered Council property and are to be used for the public benefit or retained under exceptional circumstances only.

The value of a gift can accumulate over time. For instance, if an initial gift valued at \$60 is given, and a second gift follows two months later valued at \$60, the total value of the gifts should be considered cumulatively, therefore \$120.

G001 – Accepting Gifts and Benefits Policy

5.7 GIFT VALUE DETERMINATION

The value of a gift or benefit is the estimated retail value at the time it is received. When multiple gifts are received from the same individual or organisation, their value is considered cumulative.

5.7.1 Gifts from Suppliers

Supplier are encouraged to supply donations to Council and Community events instead of providing gifts to individual staff.

5.8 GIFTS REGISTER

A detailed register of all accepted gifts and benefits valued over \$100 must be maintained. The register will include:

- the date of receipt
- details of the donor
- description
- value of the gift
- the decision regarding its retention, disposal, or refusal.

Gifts Register is to be maintained by the CEO and can be made available upon an appropriate request.

5.9 PRESCRIBED CONFLICTS OF INTEREST

Receiving gifts creates a prescribed conflict of interest for Councillors and Executives under the Local Government Act 2009 (QLD) because it can compromise, or be perceived to compromise, their ability to make impartial decisions in the public interest. Accepting gifts, particularly those intended to influence decision-making, may lead to a breach of public trust, as it suggests a risk of favouritism or undue influence.

5.10 DECISION-MAKING FRAMEWORK GUIDANCE (PROVE IT MODEL):

When deciding whether to accept a gift or benefit, Council members and employees should use the PROVE IT model:

Purpose: What is the purpose of the gift?

Rules: What are the Council's rules regarding gifts?

Openness: How openly is the gift offered?

Value: What is the value of the gift?

Ethics: Does accepting the gift align with Council's values?

Identity: Who is giving the gift and why?

Timing: What is the timing of the gift relative to any Council decisions?

5.11 ENFORCEMENT AND COMPLIANCE

Non-compliance with this policy will be treated seriously and may result in disciplinary action, including termination of employment or contracts and notification to relevant authorities.

G001 – Accepting Gifts and Benefits Policy

6 HUMAN RIGHTS COMPATIBILITY STATEMENT

This policy has been assessed as compatible with Human Rights protected under *the Human Rights Act 2019*.

7 DEFINITIONS

| Term | Definition |
|------------------|---|
| Council | Pormpuraaw Aboriginal Shire Council |
| CEO | A person who holds an appointment as chief executive officer under section 194 of the <i>Local Government Act 2009 (QLD)</i> . |
| Employee | A person appointed an employee under section 196 of the <i>Local Government Act 2009 (QLD)</i> or “Council Advisor” per section 197A. |
| Gift and Benefit | Refers to any item, service, or benefit received by an individual without payment in return. Gifts may include but are not limited to, tangible items such as goods, meals, and tickets to events, as well as intangible benefits like services and discounts |
| Soliciting | Is the act of requesting or encouraging the offer of gifts, benefits, or favours from external parties for personal gain. |
| Suppliers | Businesses that supplier goods to Council |

8 RELATED DOCUMENTS**Policies:**

- Employee Code of Conduct (PASC)
- Councillor Code of Conduct (PASC).

Documents:

- Gifts Register

9 MONITORING AND REVIEW

Notwithstanding the above, this policy is to be reviewed every four (4) years for relevance and to ensure that its effectiveness is maintained.

10 RESPONSIBILITY

This Policy is to be:-

- implemented by the CEO; and
- reviewed and amended in accordance with the by the Executive Manager Corporate Services.

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy G001 Version: 2
Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED

Review Due: March 2029

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G001 – Accepting Gifts and Benefits Policy

11 VERSION CONTROL

| Version | Adoption (<i>Council Resolution Number</i>) | Date |
|----------------|--|-------------|
| V1 | July 2021 (2021/07/12) | 28/07/2021 |
| V2 | March 2025 | |

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy G001 Version: 2
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C004 - Administrative Action Complaint Management Procedure (Policy)

1 HEAD OF POWER

- *Local Government Act 2009*
- *Local Government Regulation 2012*

2 POLICY PURPOSE

To provide a procedural framework for investigating and resolving administrative action complaints received by Council in accordance with requirements under the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2012* (Qld).

3 POLICY OBJECTIVE

The complaints process is established with the following objectives:

- The fair, efficient and consistent treatment of complaints about decisions and other administrative actions of the council.
- A complaints process that is easy to understand and is readily accessible to all.
- Detection and rectification, where appropriate, of administrative errors and identification of areas for improvement in the council's administrative practices.
- Increase in awareness of the complaints process for the council's staff and the community and the building of staff capacity to effectively manage complaints.
- Enhancement of the community's confidence in the complaints process and of the reputation of the council as being accountable and transparent.

4 POLICY SCOPE

For the purposes of this policy, an administrative action complaint is:

- an expression of dissatisfaction with the quality of service Council has provided, or the failure to provide a service; or
- any form of misconduct by employees or agents.

Administrative matters do not include:

- Requests for information;
- Requests for service;
- Suggestions;
- Enquiries;
- Petitions;
- Comments submitted during a formal consultation or negotiation processes; or

Responsible Officer: Executive Manager Corporate Services

Policy Owner: Council **Res No:** 2025

Policy C004 Version: 3

Effective Date: 26 March 2025

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C004 – Administrative Action Complaints Procedure (Policy)

- Councillor conduct.

The following complaints will not be managed under this policy:

- Corruption complaints that are required to be dealt with under the *Crime and Corruption Act 2001*(Qld);
- Competitive neutrality complaints;
- Public Interest Disclosures (PIDS) made under the *Public Interest Disclosure Act 2010* (Qld);
- Internal complaints relating to employee conduct (i.e., Code of Conduct matters) will be actioned in accordance with the relevant policies; or
- Social media comments.

5 POLICY STATEMENT

Council will endeavour to ensure that:

- All complaints are handled with respect for confidentiality and privacy;.
- Anyone unhappy with a Council decision or action can easily make a complaint;
- Information on how to make a complaint and how complaints are handled is available on the Council's website;
- Help will be provided to anyone needing assistance to submit a complaint;
- Each complaint is recorded and assessed based on its priority, complexity, and urgency;
- Complaints will be addressed as quickly as possible, following the timeframes in the Administrative Action Complaint Management Procedure;
- Complainants will be informed of the outcome, the decision made, and the reasons for it, along with options for review if needed;
- Complainants won't face any negative consequences from Council for making a complaint; and
- Complaints are reviewed regularly to help improve Council services and processes.

Council is committed to managing all complaints quickly and efficiently, the objectives being to:

- Ensure the complaint management process is fair, objective, and consistent;
- Facilitate the use of information obtained from the complaints management process to improve overall service delivery; and
- Ensure that complaints are responded to in a timely manner.

5.1 HOW TO MAKE A COMPLAINT

There are several ways you can lodge a complaint:

In Person: Pormpuraaw Aboriginal Shire Council, 24 Thinraathin Street, Pormpuraaw

By Phone: 07 4060 4600

By Mail: Chief Executive Officer
Pormpuraaw Aboriginal Shire Council
C/- Post Office, PORMPURA AW QLD 4892

By Email: admin@pormpuraaw.qld.gov.au

Responsible Officer: Executive Manager Corporate Services

Policy Owner: Council **Res No:** 2025

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C004 – Administrative Action Complaints Procedure (Policy)

People who make verbal complaints should provide their name, address, and contact details to help the Council respond. They may also request a copy of the complaint from Council to confirm that the statement has been accurately recorded.

Council will accept anonymous complaints.

5.1.1 Language Assistance

If language assistance is required to communicate with Council, support is available for people from non-English speaking backgrounds by request to Council or calling the Translating and Interpreting Service (TIS National) on 13 14 50.

5.1.2 Lodging a Complaint on Behalf of Another Person

If someone can't make a complaint themselves due to health, distance, language, or other reasons, someone else can make the complaint for them.

The officer handling the complaint will check that the person making the complaint has permission to do so.

For serious complaints or those involving personal information, written permission is needed. If an authorised agent, like a solicitor or power of attorney, lodges the complaint, responses will be sent directly to them.

5.1.3 Acknowledgement of an Administrative Complaint

Council will acknowledge receipt of the complaint in writing within seven (7) days and explain the process it will follow to review the issue.

If contact details for an anonymous complainant are not available, Council will note that no acknowledgement was made.

5.2 COMPLAINTS REGISTER

All complaints will be lodged in Council's Records Management System at the time of receipt and

5.3 NOTIFICATION OF INVALID OR OUT-OF-SCOPE COMPLAINTS.

If a complaint has not been properly made or is not within the scope of an administrative action complaint, the complainant will be notified in writing within 14 days of Council's decision, outlining why the complaint cannot be processed under the Administrative Action Complaints Process.

5.4 ASSESSMENT OF SERVICE STANDARD OR COMPLIANCE COMPLAINT

5.4.1 Reviewing Officer

When an administrative action complaint relates to service delivery standards or a decision made under Council policy or legislation, it will be referred to the reviewing officer. The reviewing officer will consider all information, including any new information from the affected person. The table below outlines who may by the reviewing officer:

| Previous Decision Maker | Reviewing Officer Option |
|-------------------------|---|
| Chief Executive Officer | Executive Manager or External Party |
| Executive Manager | Chief Executive Officer or External Party |

Responsible Officer: Executive Manager Corporate Services

Policy Owner: Council **Res No:** 2025

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C004 – Administrative Action Complaints Procedure (Policy)

| Previous Decision Maker | Reviewing Officer Option |
|-------------------------|--|
| Supervisor/Team Leader | Executive Manager or Chief Executive Officer |
| Other Officer | Supervisor/Team Leader or Executive Manager |

The reviewing officer handling the complaint is responsible for capturing and recording the data related to the complaint and responding appropriately to the complainant. If the affected person is satisfied with the response, no further action is required.

5.4.2 Complaint Types and Service Delivery Standards

After reviewing the complaint, the reviewer will notify the affected person in writing within the appropriate standard of time per the following:

Low Complexity Complaints

Response time - maximum of 30 business days

Low complexity complaints require little investigation and can be readily addressed through the provision of information, or verbally negotiating the desired outcome; a written response may not be required. The relevant business area should manage low complexity complaints.

High Complexity Complaints

Response time - maximum 90 business days

Complexity complaints require detailed investigation and may involve multiple related issues or concerns. These complaints often require time to gather additional information, consult with relevant departments, and may involve discussions or interviews with employees, the complainant, or external parties. Given the complexity, a thorough investigation may be necessary, which could include reviewing policies or procedures and engaging in external consultation if needed.

A written responses are required from the complainant, who will be informed of the progress made throughout the investigation.

5.4.3 Types of Remedies

Types of remedies (more than one may be applied) include:

- admission of fault;
- explanation;
- apology;
- change of decision;
- change to policy or procedure;
- repair / rework / replacement;
- technical assistance.

5.4.4 Advice to Complainant

A simple complaint made verbally, either by phone or in person, can be responded to in the same way. However, file notes, including reasons for the decision, must be recorded. More serious complaints will receive a written response.

C004 – Administrative Action Complaints Procedure (Policy)

Once a Council officer has investigated a complaint using procedural fairness, they should inform the complainant of the decision, the reasons behind it, and any solutions as soon as possible. This response will also explain how the complainant can request an internal review if they are not satisfied, which must be done in writing.

5.5 ADMINISTRATIVE ACTION COMPLAINTS WHERE THE DECISION WAS MADE BY COUNCIL RESOLUTION

For complaints about decisions made by Council resolution, the CEO will:

- Acknowledge the complaint within seven (7) days,
- Provide the complainant with all relevant information used in making the decision (except confidential details),
- Meet with the affected person to discuss the matter,
- Allow the complainant to address a Council workshop or meeting if appropriate, and
- Only where necessary, seek a repeal or amendment of the decision.

The CEO will notify the complainant of the Council's review decision in writing within 14 days. The review should be completed within 90 days, subject to information availability. If the complainant is dissatisfied with the Council's decision, they can request a review, and an external party may be involved.

Suppose the complainant is not satisfied that a complaint has been satisfactorily resolved. In that case, the complainant can ask for an internal review.

5.6 INTERNAL REVIEW OF COMPLAINT

If the initial complaint cannot resolve a complaint, it will be escalated for internal review or investigation, managed by the CEO or external party.

Acknowledge of receipt of the request for internal review within seven (7) working days and, where possible, provide an estimated response time. The exact timeframe will depend on the seriousness and complexity of the issue. The officer will keep the complainant updated on progress.

Once the review is complete, the officer will consider all evidence, make a decision or recommendation, and report the outcome to the relevant executive and, in more serious cases, to the CEO.

Suppose the complainant is not satisfied that a complaint has been satisfactorily resolved. In that case, the complainant will be informed of any further available review mechanisms and given details of any statutory right of review through external agencies such as the Queensland Ombudsman.

5.7 RECTIFICATION

When an administrative action complaint is found to be valid, Council will promptly take action to correct any affected processes, policies, or procedures and inform the complainant of these changes. Wherever possible, this rectification will be completed within a reasonable timeframe, depending on financial or operational constraints.

C004 – Administrative Action Complaints Procedure (Policy)

5.8 REPORTING

All administrative action complaints will be included in the Council's annual report. The CEO will also regularly review the number and types of complaints to identify any patterns or trends that may require improvements to processes or policies.

6 HUMAN RIGHTS COMPATIBILITY STATEMENT

This policy has been assessed as compatible with Human Rights protected under *the Human Rights Act 2019*.

7 DEFINITIONS

| Term | Definition |
|----------------------------------|--|
| Affected person | is a person who is apparently directly affected by an administrative action of Council or an authorised agent of the Affected People. |
| Competitive neutrality complaint | is a complaint that: a) relates to the failure of a local government to conduct a business activity in accordance with the competitive neutrality principle; and b) is made by an affected person. |
| Complaint | is an expression of dissatisfaction, orally or in writing, by a person who is directly affected by an administrative action of Council or its employees (including contractors and volunteers), including a failure to take action |
| Council | Pormpuraaw Aboriginal Shire Council |
| CEO | A person who holds an appointment as Chief Executive Officer under section 194 of the Local Government Act 2009. |
| Enquiry | is a request for clarification, advice, information or further information about Council services, policies or procedures. Enquiries can usually be resolved in a one-off communication. |
| Frivolous complaint | shall mean a complaint that is considered either minor, lacking in substance or without merit and, therefore, not worthy of any further action. |
| Inappropriate conduct | is conduct that is not appropriate for a representative of a local government but is not misconduct. Types of conduct that comprise inappropriate conduct include: a) failing to comply with Council's Employee Code of Conduct; or b) not following procedures and/or behaving in an offensive or disorderly manner. |
| Internal Review | is a re-examination of a complaint by a senior or independent Council officer not involved in the original decision to ensure fairness and adherence to Council policies. |
| Misconduct | is conduct that affects the performance of a person's duties. It represents a breach of trust, misuse of information or a failure to comply with the principles of the <i>Local Government Act 2009</i> (Qld). Misconduct is the conduct of a person that meets any of the following criteria: a) adversely affects the honest and impartial performance of the individual's responsibilities; b) is a breach of the trust placed in the person; |

Responsible Officer: Executive Manager Corporate Services

Policy Owner: Council **Res No:** 2025

Policy C004 Version: 3

Effective Date: 26 March 2025

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C004 – Administrative Action Complaints Procedure (Policy)

| Term | Definition |
|----------------------|---|
| | c) is a misuse of information or material acquired by the individual, whether for personal benefit or d) the benefit of someone else; e) is a repeat case of inappropriate conduct; f) in the case of a councillor, involves a failure by the councillor to notify Council of alleged misconduct, material personal interest or conflict of interest of another councillor |
| Procedural fairness | is concerned with the procedures used by a decision-maker rather than the actual outcome reached. It requires that a fair and proper procedure be used when making a decision. A decision-maker who follows a fair procedure is more likely to reach a fair and correct decision. The rules of procedural fairness require: a) a hearing appropriate to the circumstances; b) lack of bias; c) evidence to support a decision; and d) inquiry into matters in dispute. |
| Queensland Ombudsman | is an independent complaint investigation agency. |
| Vexatious complaint | shall mean a complaint, which is considered to be made maliciously, regardless of its merits, primarily to embarrass, annoy or place an unreasonable burden on a respondent and, therefore, not worthy of any further action. |

8 MONITORING AND REVIEW

Notwithstanding the above, this policy is to be reviewed every four (4) years for relevance and to ensure that its effectiveness is maintained.

9 RESPONSIBILITY

This Policy is to be:-

- implemented by the CEO; and
- reviewed and amended in accordance with the by the Executive Manager Corporate Services.

10 VERSION CONTROL

| Version | Adoption (Council Resolution Number) | Date |
|---------|--------------------------------------|------------|
| V1 | June 2016 (2016/06/02) | 23/06/2016 |
| V3 | May 2020 (2020/05/09) | 27/05/2020 |
| V4 | June 2022 (2022/06/07) | 29/06/2022 |
| V5 | March 2025 (2025) | |

Responsible Officer: Executive Manager Corporate Services
Policy Owner: Council **Res No:** 2025
Policy C004 Version: 3
Effective Date: 26 March 2025

UNCONTROLLED DOCUMENT WHEN PRINTED

Review Due: March 2029

12 EXECUTIVE MANAGER OF CORPORATE SERVICES REPORTS

12.1 CORPORATE SERVICES FINANCE REPORT TO COUNCIL - MARCH 2025

Author: Tracey Graham (Executive Manager of Corporate Services)
Authorisers: Janelle Menzies
Attachments: 1. Finance Report for Period Ended 28 February 2025 [**12.1.1** - 10 pages]

EXECUTIVE SUMMARY

To provide Council with the financial statements for the period ended 28 February 2025.

RECOMMENDATION

1. For Council to adopt the financial statements as provided for the period ended 28 February 2025.

REPORT ATTACHED

FINANCIAL STATEMENTS FOR THE PERIOD ENDED 28 FEBRUARY 2025

RECOMMENDATION:

That Council notes and accepts the financial statements for the period ended 28 February 2025.

EXECUTIVE SUMMARY:

This report contains the financial statements for the period ended 28 February 2025.

| FINANCIAL STATEMENTS AT A GLANCE | | | |
|---|---------------------|---------------------|------------------|
| | Actual YTD \$ | Budget YTD \$ | Variance \$ |
| Total operating revenue | 19,421,297 | 19,505,238 | (83,941) |
| Total operating expenses | 12,291,939 | 15,551,175 | 3,259,236 |
| Operating Position | 7,129,358 | 3,954,063 | 3,175,295 |
| Capital items | 9,376,765 | 13,336,312 | (3,959,547) |
| Net Result | 16,506,123 | 17,290,375 | (784,252) |
| Capital Works Program | | | |
| YTD - 2024/25 capital | 10,906,558 | 23,540,084 | 12,633,526 |
| Full project life capital costing | 11,842,282 | 40,180,017 | 28,337,735 |

Council's net result is \$16.51M, with an unfavourable variance of 5% to budget. Less than forecasted operating expenses (\$3.26M) is offsetting less than forecasted capital revenue (-\$3.96M).

For capital grant revenue, Council recognises the revenue in proportion to the completion percentage of the respective capital project. If capital grant funds are received but no work has been completed, the funds are recorded as a contract liability. Several capital projects have experienced delays, which in turn have delayed the recognition of capital revenue, resulting in a negative variance of \$3.96 to budget.

Key points to note for the month include the following:

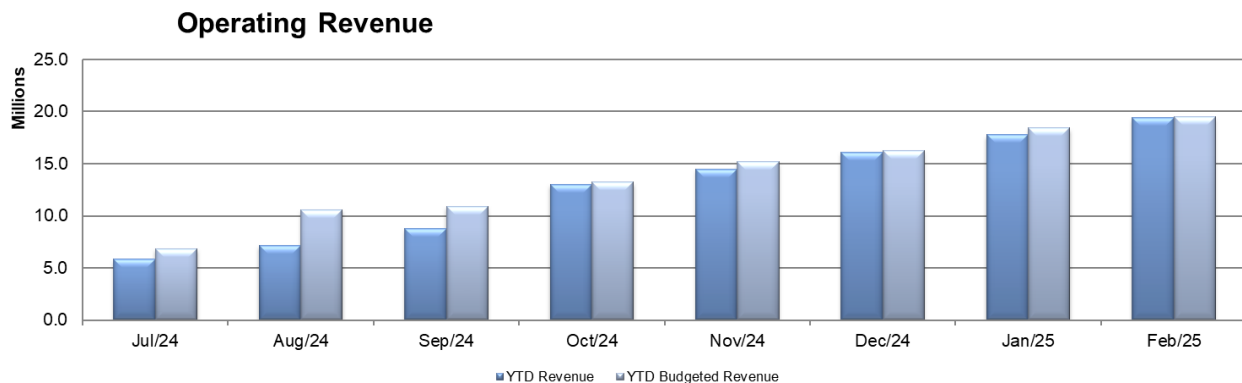
- Jackson Semler Pty Ltd has completed stage two of sewerage strainer pit and pipe repairs for \$103,071. The project has been funded under ICCIP.
- HC Construction have completed claim 8 of \$822,204 for the social housing build in February. They have also completed claims 3 & 4 totalling \$979,925 for the staff houses being built at 65 Yalu.
- 1314 ACCUs were sold in the month of February. The remainder of the ACCUs are expected to sell closer to June.

DETAILED REVIEW OF REVENUE & EXPENDITURE

| | ACTUAL YTD | ORIGINAL BUDGET YTD | VARIANCE | VARIANCE | ORIGINAL BUDGET FY 24/25 |
|------------------------------|-------------------|---------------------------|--------------------|-------------|--------------------------------|
| | \$ | \$ | \$ | % | \$ |
| Recurrent Revenue | | | | | |
| Levies & charges | 531,999 | 534,818 | (2,819) | -1% | 534,821 |
| Fees & charges | 290,885 | 228,856 | 62,029 | 27% | 343,300 |
| Rental income | 1,150,224 | 856,648 | 293,576 | 34% | 1,285,000 |
| Interest received | 2,282,339 | 1,375,000 | 907,339 | 66% | 2,062,500 |
| Sales revenue | 5,146,408 | 5,818,576 | (672,168) | -12% | 8,727,990 |
| Other incomes | 110,587 | 119,648 | (9,061) | -8% | 139,500 |
| Grants & Subsidies | 9,908,855 | 10,571,692 | (662,837) | -6% | 10,928,089 |
| | 19,421,297 | 19,505,238 | (83,941) | 0% | 24,021,200 |
| Recurrent Expenditure | | | | | |
| Employees costs | 3,563,501 | 4,951,416 | 1,387,915 | 28% | 7,795,210 |
| Materials and services | 4,880,968 | 6,456,999 | 1,576,031 | 24% | 9,453,592 |
| Finance costs | 58,413 | 43,824 | (14,589) | -33% | 65,750 |
| Depreciation | 3,789,057 | 4,098,936 | 309,879 | 8% | 6,148,438 |
| | 12,291,939 | 15,551,175 | 3,259,236 | 21% | 23,462,990 |
| Operating Result | 7,129,358 | 3,954,063 | 3,175,295 | 80% | 558,210 |
| Capital | | | | | |
| Capital Revenue | 19,836 | - | 19,836 | 100% | - |
| Capital Grants & Subsidies | 9,546,222 | 13,361,184 | (3,814,962) | -29% | 20,041,875 |
| Capital Expense | (189,292.81) | (24,872) | 164,421 | -100% | (6,384,757) |
| | 9,376,765 | 13,336,312 | (3,959,547) | -30% | 13,657,118 |
| Result After Capital | 16,506,123 | 17,290,375 | (784,252) | -5% | 14,215,328 |

OPERATING REVENUE:

Operating revenue is \$19.42M, on target to budget.



While overall recurrent revenue is relatively on target with the budget, there are some variances that offset each other. Notable variances in operating revenue are as follows:

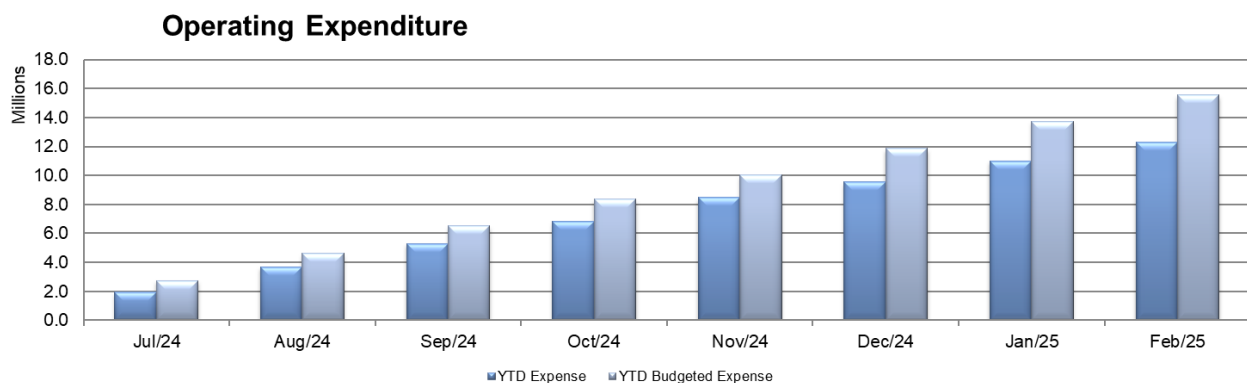
| Variance | Income Category | Reason |
|----------|------------------------------|---|
| \$294K | Rental income | Accommodation revenue is more than forecasted due to requirements of a large stakeholder project. |
| \$907K | Interest received | Interest rates forecasted were conservative with an expected drop in the beginning of the year. This aligned with the economic forecast at the time. |
| -\$672K | Sales revenue | <p>\$717K variance in concrete batching revenue is more than expected due to a large stakeholder project.</p> <p>-\$844K variance in private works revenue due to the timing of completion for upgrade works.</p> <p>-\$401K variance in carbon credit sales due to the timing of ACCUs sales in the year.</p> <p>-\$104K variance in other sales of goods mainly to the budgeted bakery sales as well as less than expected admin store sales.</p> |
| -\$663K | Recurrent grants & subsidies | Reflects the timing of payment for operational grants where payment was delayed due to variations in agreements. |

OPERATING EXPENDITURE:

Operating expenditure is \$12.29, compared to the budget of \$15.55M, \$3.26M less than budgeted.

The major drivers of this variance are as follows:

| Variance | Expense Category | Reason |
|----------|------------------------|---|
| \$1.39M | Employee costs | Employee costs are less than budgeted by \$1.46M due to excessive absenteeism through the organisation. There have also been vacancies within the Council, notably with executive management roles vacant this financial year |
| \$1.58M | Materials and services | <p>Private works expenditure is \$252K less than forecasted.</p> <p>Grants repaid is \$441K less than budget, that relates to the Indigenous Employment Initiative funding.</p> <p>Administration supplies are \$429K less than budget.</p> <p>Consultant expenses are \$190K less than budget.</p> |



Awarded Contracts > \$200,000.00 (GST Exclusive)

There are no contracts awarded for amounts over \$200K in February 2025.

CAPITAL EXPENDITURE:

| | YTD Actual | Budget 24/25 | Overall Budget | WIP 23/24 |
|--------------------|-------------------|-------------------|-------------------|----------------|
| Airport | 105 | 20,000 | 20,000 | |
| Bakery | 208,781 | 211,800 | 230,000 | 16,098 |
| Contractors Cai | 198,910 | 250,000 | 250,000 | |
| Council Roads | 61,947 | - | - | |
| DHPW | 3,413,383 | 5,602,490 | 5,928,236 | 876,137 |
| DRF R1 | | 1,863,152 | 14,917,375 | |
| DRFA | 2,062,948 | 5,734,423 | 7,234,687 | 12,600 |
| ICCIP | 307,985 | 637,760 | 637,760 | |
| L&S | | 38,000 | 38,000 | |
| LGGSP | 1,378,415 | 2,018,699 | 2,045,710 | 30,890 |
| LRCI | 255,814 | 389,386 | 389,386 | |
| Capital Plant | 880,562 | 1,171,000 | 1,147,000 | |
| QRRRF | 166,675 | 186,427 | 186,427 | |
| R2R | | 434,622 | 2,173,111 | |
| Sewerage | | 30,000 | 30,000 | |
| Staff Houses | 10,032 | 70,000 | 70,000 | |
| TIDS | 595,928 | 296,615 | 296,615 | |
| W4QR4 | 1,340,368 | 2,045,710 | 2,045,710 | |
| W4QR5 | 24,706 | 2,540,000 | 2,540,000 | |
| Grand Total | 10,906,558 | 23,540,084 | 40,180,017 | 935,724 |

Council's capital works program for 2024/25 is as follows:

- Airport: New light pole, concreting downlights (WIP)
- Bakery: Upgrade works (WIP)
- Contractor Camp: Ablution unit and donga renewals (WIP)
- DHPW: New Community Houses (WIP)
- DRFA: Restoration of Roads 2023 Wet Weather Events (Completed)
- DRF R1: Airport Upgrade (Yet to start)
- ICCIP: Sewerage Macerator, Plastic screen system, Safety system at grinder pits (WIP)
- L&S Guesthouse: New solar hot water system, Bathroom refurbishment (Yet to start)
- LGGSP: New Staff Housing (WIP)
- LRCI: Front Beach amenities renewal (WIP), Community Hall Refurbishment (WIP), Murrays Creek Crossing floodway upgrade (Completed)
- Council Plant: Isuzu MUX (x2), Toyota Hilux, Isuzu D-Max, Isuzu NPR 75-190, Isuzu NPR 65-190, Water Truck, Mini Excavator, 2.5T Forklift, Grader gearbox, Flail mower attachment, Small boat for sewer ponds, massage chairs (x2) (WIP)
- QRRRF: ARNI purchase and implementation (ARNI delivered)
- R2R: Road Upgrades (Yet to start)
- Sewerage: Engineer and install an A frame with an endless chain (Yet to start)

- Staff Houses Upgrade works (WIP)
- W4QR4: New Staff Housing (WIP)
- TIDS Strathgordon Rd Stabilise & Seal (1.1KM) (Completed)
Strathgordon Rd (41.1) Floodway Extension 160m2 (Completed)
Strathgordon Rd - Murray Crossing Extension (Completed)
- W4QR5: Main Road Camp upgrades
Admin Store upgrades
Fencing to staff housing
Power & fencing to the batching plant
Airport building & house upgrades
Campground amenities & shelter refurbishment
New shed & power supply upgrades to the Water Treatment Plant
Sewerage infrastructure upgrades
Power to the Sportsfield with amenities upgrades
(WIP)

The build of ten community houses (DHPW) is scheduled for completion in March, with the build of the staff houses ongoing.

The stabilisation and sealing of Strathgordon Rd has been completed as well as the floodway extension. The Strathgordon Rd - Murray Crossing extensions have also reached practical completion.

The AirBridge Rapid Network Infrastructure (ARNI) control unit has been delivered under the QRRRF funding. Council has purchased the Toyota Hilux, Isuzu D-Max & MUX, 2.5T Forklift, Water Truck, Excavator and two Fuso trucks.

COUNCIL CASH POSITION

Council's Unconstrained Funds

Pormpuraaw Aboriginal Shire Council
As of 28 February, 2025

| | \$ | \$ |
|--|-------------------|--------------------------|
| Cash At Bank | 1,621,962 | |
| QTC - Investment | <u>66,636,362</u> | 68,258,324 |
| Trade Debtors | 1,396,173 | |
| Provision Doubtful Debts | <u>(173,466)</u> | 1,222,706 |
| Less: Trade Creditors | | (2,060,921) |
| Less: Tied Grant Funds | | (8,434,888) |
| Less: Current Commitments | | (3,857,292) |
| Adjustment for major commitments of tied grant funds | | 682,799 |
| Total Unconstrained Funds | | <u>55,810,729</u> |

Please see Appendix A: Statement of Financial Position for further details on Council's assets, liabilities, and community equity.

Summary of Council's Aged Debt

Council aims to minimise the amount of outstanding monies owed through regular review of debtor accounts and systematic engagement with our debtors.

As at the end of February 2025, \$397,693 is outstanding over 60 days.

Below is a snapshot of the significant aged debt:

| | | |
|-----------|--|---|
| \$123,000 | For the provision of concrete & other supply | The debt mainly relates to the provision of concrete. There is a discrepancy between Council records and the debtors' records. An administrative review was undertaken that resulted with the debtor further disputing different invoices. Council has continued to review and respond to the debtor with an aim for resolution in March. |
| \$94,534 | For service levies & rent | Negotiations through legal representation is not progressing. No resolution has been achieved to date. The Council premise has now been vacated. |
| \$48,612 | For service levies | A commercial property is in arrears. Understanding has been achieved between the Council and debtor with payments being made towards the aged debt, however repayments have become sporadic. |
| \$41,468 | For service levies | Debtor is a state department that is disputing the service levies. Council has escalated the matter, and it is currently under the final review by the state department. |
| \$77,485 | For service levies | This debt relates to the service levies for 19 homeownership leasee debtor accounts within community. There are 20 accounts, 6 properties have payments recorded with 1 account paid in full and 5 others on payment plans. For 14 properties no payments have been made. |

FINANCIAL SUSTAINABILITY STATEMENT

The Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) financial sustainability ratios have been provided as an indication of Council's performance against key financial sustainability criteria.

There are eight ratios that review sustainability measures across the categories of:

- Financial capacity
- Operating Performance
- Liquidity
- Asset management

The three asset management ratios and the population growth ratio will be presented to Council at end of year.

Below is an overview of Pormpuraaw's sustainability measures for February 2025.

| Type | Measure | Target | Actual 24/25 | 5-Year Average |
|-----------------------|--|-----------------------|------------------|----------------|
| Financial Capacity | Council Controlled Revenue Ratio | No target | 4.24% | 3.34% |
| Operating Performance | Operating Surplus Ratio | Greater than 0% | 36.7% | 2.69% |
| Operating Performance | Operating Cash Ratio | Greater than 0% | 56.2% | 35.73% |
| Liquidity | Unrestricted Cash Expense Cover Ratio | Greater than 4 months | 56 months | - |

Council Controlled Revenue Ratio – An Indicator of Financial Flexibility

Council controlled revenue is an indicator of Council's financial flexibility, ability to influence its operating income and capacity to respond to unexpected financial shocks. This ratio is calculated by adding service levies plus statutory fees & charges and dividing by the total operating revenue.

Operating Surplus Ratio – A Measure of Sustainability

This ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes. This ratio is calculated by dividing the operating result by the total recurrent revenue being principally operating grants, sales revenue, interest and rental income.

Operating Cash Ratio

The operating cash ratio is a measure of Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation and finance costs. The ratio is calculated by adding the operating result plus depreciation and finance cost divided by total operating revenue.

Unrestricted Cash Expense Cover Ratio

The unrestricted cash expense cover ratio is an indicator of the unconstrained cash available to meet ongoing and emergent financial demands. The ratio is calculated by adding total cash and current investments less externally restricted cash (grants) divided by operating expenditure (less depreciation and finance costs).

The result represents the number of months Council can continue operating based on current monthly expenses. This measure is to be present to Council as a single-year result only.

COUNCIL GRANT REVIEW

Pormpuraaw Aboriginal Shire Council

Tied Grants by Project

For the Month Ended 28 February 2025

| | Balance 1/07/2024 \$ | Revenue \$ | Council Contribution \$ | Expense \$ | Balance \$ |
|---|----------------------------|------------------|-------------------------------|--------------------|------------------|
| Commonwealth Government Grants | | | | | |
| Department of Infrastructure, Transport, Regional Development, Communications & The Arts | | | | | |
| <i>Financial Assistance Grant</i> | - | 4,855,504 | - | (4,855,504) | - |
| <i>Local Roads & Community Infrastructure Program - Phase 3</i> | (103,336) | - | - | - | (103,336) |
| <i>Local Roads & Community Infrastructure Program - Phase 4</i> | - | 233,632 | - | (255,814) | (22,182) |
| Total | (103,336) | 5,089,136 | - | (5,111,317) | (125,517) |
| Department of Health & Aged Care | | | | | |
| <i>CHSP Home Support Programme (HACC)</i> | 17,658 | 268,550 | 34,499 | (352,737) | (32,029) |
| <i>Indigenous Employment Initiative (IEI) - Aged Care</i> | 713,794 | 270,497 | - | (287,732) | 696,559 |
| Total | 731,452 | 539,048 | 34,499 | (640,469) | 664,530 |
| Department of Climate Change, Energy, the Environment and Water | | | | | |
| <i>Indigenous Protected Areas (IPA) Program</i> | - | 164,564 | - | - | 164,564 |
| Total | - | 164,564 | - | - | 164,564 |
| Services Australia | | | | | |
| <i>Centrelink Agency</i> | - | 28,850 | - | (33,086) | (4,236) |
| Total | - | 28,850 | - | (33,086) | (4,236) |
| Total - Commonwealth Govt Grants | 628,117 | 5,821,597 | 34,499 | (5,784,872) | 699,342 |
| State Government Grants | | | | | |
| Department of Environment, Science & Innovation | | | | | |
| <i>QIL&S Ranger Program</i> | 49,333 | 797,590 | - | (495,831) | 351,091 |
| Total | 49,333 | 797,590 | - | (495,831) | 351,091 |
| Queensland Fire and Emergency Services | | | | | |
| <i>State Emergency Services</i> | - | 14,011 | - | (7,559) | 6,452 |
| Total | - | 14,011 | - | (7,559) | 6,452 |
| Department of Justice & Attorney-General | | | | | |
| <i>Community Justice Group</i> | 108,274 | 86,350 | - | (141,913) | 52,710 |
| Total | 108,274 | 86,350 | - | (141,913) | 52,710 |
| State Library of Queensland | | | | | |
| <i>Indigenous Libraries</i> | - | 23,000 | 10,004 | (22,290) | 10,714 |
| <i>First Five Forever Program</i> | - | 3,000 | - | (1,003) | 1,997 |
| Total | - | 26,000 | 10,004 | (23,293) | 12,711 |
| Department of Transport and Main Roads | | | | | |
| <i>ATSI TIDS Projects</i> | - | - | - | (595,928) | (595,928) |
| Total | - | - | - | (595,928) | (595,928) |
| Queensland Health | | | | | |
| <i>ATSI Public Health Program</i> | - | 154,572 | - | (162,005) | (7,433) |
| Total | - | 154,572 | - | (162,005) | (7,433) |
| Health and Wellbeing Queensland | | | | | |
| <i>Discrete Communities Planning Funding</i> | - | 75,315 | - | - | 75,315 |
| Total | 42,298 | 75,315 | - | - | 75,315 |
| Department of Agriculture, Fisheries & Forestry | | | | | |
| <i>Coastal Clean Up</i> | 42,298 | - | - | (6,810) | 35,487 |
| Total | 42,298 | - | - | (6,810) | 35,487 |
| Department of Education, Skills & Employment | | | | | |
| <i>First Start Program</i> | - | 45,000 | - | - | 45,000 |
| Total | - | 45,000 | - | - | 45,000 |

Pormpuraaw Aboriginal Shire Council

Tied Grants by Project

For the Month Ended 28 February 2025

| | Balance 1/07/2024 | Revenue | Council Contribution | Expense | Balance |
|---|----------------------|-------------------|-------------------------|---------------------|------------------|
| | \$ | \$ | \$ | \$ | \$ |
| State Government Grants | | | | | |
| Queensland Reconstruction Authority | | | | | |
| DRFA 2023 Restoration - Kowanyama Rd | (222,539) | - | - | (787,079) | (1,009,618) |
| DRFA 2023 Restoration - BAAS Yard Rd | 50,983 | - | - | (131,842) | (80,859) |
| DRFA 2023 Restoration - Northern Rd | 533,775 | - | - | (896,996) | (363,221) |
| DRFA 2023 Restoration - Pormpuraaw Rd | 94,511 | - | - | (19,290) | 75,220 |
| DRFA - CAT D Betterment Program | 124,954 | - | - | (227,741) | (102,787) |
| Qld Resilience & Risk Reduction Fund | - | 61,928 | - | (169,526) | (107,598) |
| DRF Aerodrome Upgrade | 4,475,212 | - | - | - | 4,475,212 |
| DRFA 2025 Emergent Works | - | - | - | (4,013) | (4,013) |
| Get Ready Qld | (1,356) | 6,780 | - | (3,352) | 2,072 |
| Total | 5,055,539 | 68,708 | - | (2,239,839) | 2,884,408 |
| Department of Treaty, Aboriginal & Torres Strait Islander Partnerships, Communities and the Arts | | | | | |
| Splashpark | (87,500) | 262,500 | - | (144,450) | 30,550 |
| Service Enhancement Plan | (45,000) | - | - | - | (45,000) |
| Don't Buy Sly Grog Initiative | (7,750) | - | - | (9,956) | (17,706) |
| Total | (140,250) | 262,500 | - | (154,406) | (32,156) |
| Department of Communities, Housing & Digital Economy | | | | | |
| Qld Community Support Scheme | - | 45,432 | - | (36,067) | 9,365 |
| Community Transport | - | 30,285 | - | (24,731) | 5,554 |
| Forward Remote Capital Program - 7 Social Houses | 3,053,866 | - | - | (2,508,455) | 545,412 |
| Remote Capital Program - 3 Social Houses | 1,405,409 | - | - | (904,928) | 500,481 |
| Total | 4,459,275 | 75,717 | - | (3,474,181) | 1,060,811 |
| Department of Tourism & Sport | | | | | |
| Deadly Active Sport & Recreation Program | - | 63,000 | - | (37,274) | 25,726 |
| Total | - | 63,000 | - | (37,274) | 25,726 |
| Department of State Development, Infrastructure, Local Government and Planning | | | | | |
| Indigenous Council Funding | - | 2,649,230 | - | (2,649,230) | - |
| LGGSF - New Staff Duplex Complex | 392,110 | - | - | (1,378,414.78) | (986,304) |
| Works for Queensland 2021-2024 | 800,000 | - | - | (1,340,368.39) | (540,368) |
| Works for Queensland 2024-2027 | - | 1,200,000 | - | (24,706) | 1,175,294 |
| ICCIP | 458,098 | - | - | (307,985) | 150,112 |
| Total | 1,650,208 | 3,849,230 | - | (5,700,705) | (201,266) |
| Total - State Govt Grants | 11,224,677 | 5,517,993 | 10,004 | (13,039,745) | 3,712,929 |
| Other Grant Providers | | | | | |
| Local Government Association of Queensland - LGAQ | | | | | |
| Rapid Low Earth Orbit (LEO) Program | (17,383) | 45,000 | - | (27,617) | - |
| Total | (17,383) | 45,000 | - | (27,617) | - |
| Cape York Natural Resource Management | | | | | |
| Nest to Ocean (Turtle Program) CY397 R8 | 5,395 | 11,500 | - | (16,895) | - |
| Total | 5,395 | 11,500 | - | (16,895) | - |
| Total Other Grant Providers | (11,988) | 56,500 | - | (44,512) | - |
| Total Grants | 11,840,805 | 11,396,091 | 44,503 | (18,869,128) | 4,412,271 |
| Add back negative (unclaimed) grant balances | 484,864 | | | | 4,022,617 |
| Unspent grant revenue | 12,325,669 | | | | 8,434,888 |

APPENDIX A: STATEMENT OF FINANCIAL POSITION

Pormpuraaw Aboriginal Shire Council
Statement of Financial Position
 As at 28 February 2025

| | 2024/25 |
|--------------------------------------|--------------------|
| | \$ |
| Current assets | |
| Cash At Bank | 1,621,962 |
| Cash - Trust Account | 466,004 |
| Cash - QTC Account | 66,636,362 |
| Receivables | 1,222,706 |
| Contract Asset | 3,961,899 |
| Inventories | 633,883 |
| Total current assets | 74,542,817 |
| Non-current assets | |
| Property, plant and equipment | 168,859,294 |
| Other financial assets | 12,124,158 |
| Total non-current assets | 180,983,452 |
| Total assets | 255,526,269 |
| Current liabilities | |
| Payables | 2,060,921 |
| Contract Liability | 7,006,917 |
| Provisions | 758,151 |
| Total current liabilities | 9,825,988 |
| Non-current liabilities | |
| Provisions | 189,488 |
| Total non-current liabilities | 189,488 |
| Total liabilities | 10,015,476 |
| Net community assets | 245,510,794 |
| Community equity | |
| Asset revaluation surplus | 140,249,131 |
| Retained surplus | 105,261,662 |
| Total community equity | 245,510,794 |

13 EXECUTIVE MANAGER OF OPERATIONS REPORTS

Nil

14 EXECUTIVE MANAGER OF COMMUNITY SERVICES REPORTS

Nil

15 CONFIDENTIAL ITEMS

15.1 PERMISSION TO RESIDE

CONFIDENTIAL REASONS

As required under Section 254J(3) of the *Local Government Act 2009*, this item is considered confidential due to the following reason(s):

(f) matters that may directly affect the health and safety of an individual or a group of individuals.

EXECUTIVE SUMMARY

Council to consider approving Applications to Reside in Pormpuraaw.

RECOMMENDATION

That Council to approve the Applications to Reside in Pormpuraaw as received.

16 LATE ITEMS

16.1 COMMUNITY SERVICES STATUS REPORT

Author: Shelina Bartlett (Executive Manager of Community Services)

Authorisers: Janelle Menzies

Attachments: Nil

EXECUTIVE SUMMARY

Executive Manager Community Services Report February 2025

RECOMMENDATION

That the council resolve to receive and note the report.

RECOGNITIONS, APPRECIATIONS AND MILESTONES ACHIEVED

Big thank you to Emily Kendall, Clinton Williams, Ferguson William, Grace Tomun, Josephine Szilagyi and Coral Harris for working to make the Disco so much fun for all that attended.

COMMUNICATION CATCH UP

Community Services currently has positions available for Library, Customer Services Officer (with Traineeship) 2 x Justice Mentors, Aged Care Head Cook and multiple positions for Aged Care Support Workers. + Bakery (WIP)

February saw the recruitment of Centrelink Customer Service Officer and 3 new Aged Care support Workers (1 proceeded to resign due to family sorry business)

28th April saw a fantastic turn out to our disco, young children, teenagers, young adults and parents all arrived to enjoy the event, the police and teachers were amazing getting out there on the floor playing touch footy and as soon as it got dark the music kicked in and the dance floor was alive. Great feedback about how much the event was enjoyed. New disco lights to be purchased for our monthly event. Next Disco 28.03.2025

Attended OLGR 11.02.25 – information requested is in progress

Apunipima Elder Care Support Connector – Lillian Auda visit to Aged Care and ECSM regarding referrals

OPERATIONAL UPDATE

Post Office / Cashier has been open 100%

CBA to visit 19-21st May to engage and support community members with their banking need

PORMPURA AW JUSTICE

Our regular Magistrate court happened on the 10/02/25, with an additional 3x other Court video links through the month.

New Magistrate James Morton is on our Pormpuraaw Circuit for the next 6 months.

18 community members attended with 16 of them having alcohol related offending .

Our number of community members attending court has decreased over wet season , from last years Approx 25 community members attending court days each month.

2x Justice Mentors (1x Male 1x Female) currently being advertised

Our Justice Group Coordinator continued to work with Nathan Higgins (DJAG Project manager) to complete and submit Surplus application to DJAG for consideration for some much-needed Resources and Programs to expand services and support community.

General Services being delivered is : Pending Variation agreement which will align some new service deliverable for the Group , 2x New mentor positions and Coordinator

| ASSISTANCE | MEETINGS | COURT | OTHER SERVICES / SUPPORT |
|---|---|--|--|
| <ul style="list-style-type: none"> • Births, Deaths and Marriages • SPER • Community Local ID • Legal Aid, ATSILS, QIFVLS Assistance • QPS Assistance / Enquiry • Probation and Parole Assistance • Child Safety-General Assistance • Blue Card Application Assistance • Local Fares Scheme • Victim Assist • General Assistance | <ul style="list-style-type: none"> • Justice Group Meetings • Justice Group Consultation • Community Stake Holders Meeting • Child Safety-Family General Meetings • Other Meetings | <ul style="list-style-type: none"> • Court submissions-written • Court Support - Oral • Bail submissions-written • Bail Support-Oral • Magistrate Court Days • District Court Days • Court Assistance | <ul style="list-style-type: none"> • Community Engagement • Mediation Peace Keeping • Justice of the Peace Services • Agency Visits • Prison-visit & Contact Assistance • Community Service Orders • CJG Referral to support Agencies |

AGED CARE MONTHLY REPORT – February 2025

Current clients

Home Care Package level 2 – 7 clients

Home Care Package level 3 - 3 clients

CHSP – 29 Clients

QCSS Clients - 2

My Aged Care Referrals – 2

Referrals to other stakeholders –0

Adverse impacts on service delivery – sly grog / client aggression

Human Resources - Staffing levels & comments – recruitment in process, progress made with obtaining ID for police checks for potential staff

Training – Altura (Customer Service 5 star and Dignity and Respect

Requests, Complaints & Feedback (staff & clients) nil

Stakeholder Meetings / Engagement Nil

WHS issues Nil

Compliance Aged Care SDAP support approved and to be provided by CDCS (Culturally Directed Care Solutions) SDAP will be a engagement over 18 months to oversee necessary changes to current processes and compliance aligning to the new aged care standards.

MONTH AHEAD

- Council Get to know you
- Aged Care Forum in Cairns 20.03.25
- Preparation for Fishing Competition
- Computer training
- Internal Operational Audit
- Disco 28/03/2025 (all welcome)
- Nathan Higgins / Debbie Dixon Searle visit – Justice
- Community Disco (Deadly Active Sport and Rec)
- WHS – Mango training
- Visit Kerry-Lee Bird 31/03/25





16.2 MARCH OPERATIONS STATUS REPORT

Author: Grant Dennis (Executive Manager of Operational Services)
Authorisers: Janelle Menzies
Attachments: Nil

EXECUTIVE SUMMARY

To update Council on the Operational Services activities

RECOMMENDATION

That the council resolve to receive and note the report.

Work for Month

- QBuild works.
- General duties.
- Staff attendance has improved; however, the absentee times are still higher than desired.

Waste and Recycling

- Works have started on Town Waste Centre cleanup and are in continuing.
- Working with Environmental Department on long term plans for Recycling centre to be presented to council.

Workplace health and safety.

- WHS Manager appointed to start end of March.
- No reportable incident.

Main Roads

- Some minor concrete shoring to happen on roads banks highlighted for future works by Kelso.
- All works have ceased until after wet season.
- CARP Nomination Submitted for road from Airport to Boat Ramp.

Parks and Gardens

- Paul is doing well as team leader, showing initiative and leadership. He is a positive influence on other staff.
- Achieved good results in town areas with 1 staff member away for most of month.

Water supply and sewerage

- Water usage and testing is being maintained. All test results presented well.
- With assistance from Qbuild inspectors we have reduced potable water inflow into the wastewater system significantly through tap repairs. Will be able to report specific number once month has passed.
- All sewer macerators are now operational and no high water alarms have stopped.

- No major issues.

Plumbing

- Ongoing QBuild maintenance
- Plumber Elijah Walker resigned.
- Waterpark is in use.
- No Major issues, Brett is managing well on his own with assistance coming in coming month.

Rangers

- IPA Grant finalised.
- Ranger will be helping maintain the Cemeteries going forward.

Housing

- An overall reduction on outstanding jobs has taken place over the last month with QBuild making positive comments at the recent meeting about local performance, we will continue to monitor this closely.
- 10 new houses under construction currently, progress is slower than desired, but they are progressing with practical completion expected Mid-April after. Housing inspector conducted full defect survey, this has been issued to builder for rectification prior to handover.
- 2 CHC contractor staff removed from community by their boss after bad behaviour and an accident where they run into our water truck.

Airport

- Additional ARO training to took place in February. With 4 staff attending.
- Recent Audit at Airport had satisfactory result with only minor changes required.
- Airport upgrade design nearing finalisation to be ready for tenders.
- Emergency Landing at airport – charter plane. Safely landed and all responders were prompt and co-ordinated.

Special Projects

- LCRI funding Scopes confirmed for Community Hall and Beachside Ablution upgrades. Works to be finished April.
- Staff Duplexes have progress with an April-May 2025 expected practical completion.

16.3 CORPORATE SERVICES REPORT TO COUNCIL - MARCH 2025

Author: Tracey Graham (Executive Manager of Corporate Services)
Authorisers: Janelle Menzies
Attachments: Nil

EXECUTIVE SUMMARY

To provide the Council with an update on the corporate services function as of 19 March 2025.

RECOMMENDATION

That the council resolve to receive and note the corporate services report.

DISCUSSION

- Appreciation to the Corporate Services Team for their time away from family and their ordinary roles, to travel and participate in the "Get to Know You workshop" and the support provided to departments on the ground in Pormpuraaw.
- Appreciation to the Community Services Team Leader for the assistance with accommodation duties and supporting the cleaning staff.
- Appreciation to Corporate Services Administration Officer for supporting the Accommodation Team Leader and undertaking HR recruitment duties.
- On 05 December 2024, audit committee members were requested to complete self-assessment questionnaire and return it for summary to be tabled at the next audit committee meeting in April 2025. To date no questionnaires have been received.
- Internal audit to visit Pormpuraaw on Tuesday 25 March to Thursday 27 March 2025 inclusive to undertake an overall review of the organisational structure and human resources, including investment strategies, to align strategic objectives and operational decisions with the new implementation of the Corporate Plan. The key summary areas of this internal audit project are as follows:
 - The recruitment and retention of key personnel is assessed as high risk to Council to the ongoing success of the Council. The attraction and retention of skilled and professional staff to a community is important if it is to remain vibrant and self-sufficient and be able to sustain itself in the future. The turnover in key management roles in recent years, along with the upcoming change in CEO, presents potential risks to operational stability and continuity, potentially impacting the achievement of strategic objectives and the consistency of service delivery.
 - Development of a draft investment and cash management strategy including potential strategies for implementation incorporating Council input, results from the community engagement and external requirements.
 - With the recent implementation of the new Corporate Plan, there is a risk that existing strategic and operational risks may not be fully aligned with the updated plans and strategies. The alignment of Council's strategic and operational risks and direction with the new Corporate Plan is also assessed as high risk as the misalignment could lead to resources being allocated to initiatives that do not support the Council's long-term goals or, conversely, fail to address critical risks that could hinder the achievement of these objectives. The delivery of the internal audit project will involve internal audit travelling to Pormpuraaw and working with management staff and the elected members.

- Grant expenditure reporting is provided each month to the executive management team to ensure managers monitor their program budgets and ensure that funded projects are delivered on time and within budget.
- Attended CEO meetings on 17, 18, 19, 21, 24, 27 & 28 February and 04 & 17 March 2025.
- Attended ELT meetings on 20 February and 06, 07 & 18 March 2025.
- Attended Corporate Services Team meetings on 17 & 24 February and 03 March 2025.
- Attended Internal Audit planning meeting held on 19 February 2025.
- Attended First Start Program – First Nations segment meeting on 20 February 2025.
- Undertook interviews for HR Advisor applicants.
- QAO Technical Audit Update for 2025 on 25 February 2025.
- External Audit planning meeting held on 27 February 2025.
- Attended IPOLA – Privacy/Qld Privacy Principles (QPPs) online training on 03 March 2025.
- Attended IPOLA – Right to Information (RTI) online training on 04 March 2025.
- Attended IPOLA – Mandatory Notification of Data Breach (MNDB) online training on 05 March 2025.
- Attended First Start Program meeting to review our 3 funded positions and complete outstanding First Start reporting on 06 March 2025.
- Attended Cert 3 Water Operator Training meeting # 1 on 12 March 2025.
- Participated in Training for new program Doc Assembler on 12, 13, 14 & 19 March 2025.
- Attended External Audit meeting on 17 March 2025.
- Attended Community Housing Project meeting on 19 March 2025.
- Completed review and reconciliation of Ergon accounts due to a failed new system implementation by Ergon.
- Completed & submitted LGAQ Workforce Census Reporting # 1, 2 & 3 on 25 February 2025.
- Completed & submitted ABS Survey – Wage Price Index on 25 February 2025.
- Completed & submitted ATO PAYG reporting for February 2025 on 03 March 2025.
- Completed & submitted IPA Project mid-year Report for July to December 2024 on 06 March 2025.
- Completed & submitted Annual Report for Sawfish Display and permit update on 10 March 2025.
- Completed & submitted LGMS Risk Profile & General Information Questionnaire 2025 on 10 March 2025.
- Completed & submitted LGMS Supplementary Covers Questionnaire on 10 March 2025.
- Completed & submitted LGMS Casual Hirers Liability Questionnaire 2025 on 11 March 2025.
- Completed & submitted LGMS Councillors & Officers Liability Questionnaire 2025 on 11 March 2025.
- Completed & submitted LGMS Property Questionnaire 2025 on 11 March 2025.
- Completed & submitted LGMS Public Liability & Professional Indemnity Questionnaire 2025 on 11 March 2025.
- Completed & submitted QBE Fleet Subsidy Offer & Nomination Form 2025 on 11 March 2025.
- Completed & submitted LGMS Risk Self-Assessment on 18 March 2025.
- Completed & submitted LGMS Cyber Security Liability Questionnaire 2025 on 11 March 2025.

Current Corporate Services Projects

- Staff commencements and inductions as required.

- Train and support Accommodation Team Leader, HR Advisor & Corporate Services Administration Officers.
- Undertake detailed review of driver's licences, blue cards, and other relevant licences relevant to roles within Council.
- Coordinate audit committee meeting for late April or early May 2025.
- Work with internal audit on projects for 2025.
- Review audit matrix.
- Complete grant acquittals and reporting as required.
- Provide budget template spreadsheets to ELT to commence drafting budgets for 2026 and work with ELT to develop their department budgets.
- Coordinate policy workshops for ELT.
- Confirm asset indexation schedule for all asset classes for 2025.
- Seek training funding from LGAQ for First Aid & CPR refresher training.

WHS

- Mango WHS system training scheduled for 01 April for the Exec Team and new WHS & Risk Manager.

HR

- Fortnightly staff absenteeism report is provided to executive managers to monitor staff absenteeism. Totals hours for **absenteeism is 9,903 hours** for the financial year to date:
 - **Operational Services – 5,511 hours**
 - **Community Services – 3,621 hours**
 - **Corporate Services – 771 hours**
- Recruitment completed for the reporting period:
 - WHS & Risk Manager (commences on 31 March 2025)
 - Accommodation Team Leader (commenced on 10 March 2025)
 - Human Resources Advisor (Temporary) (commences on 26 March 2025)
 - Aged Care Support Worker # 1 (commenced on 24 February 2025)
 - Aged Care Support Worker # 2 (commenced on 24 February 2025)
 - Aged Care Kitchen Hand (commenced on 24 February 2025)
 - Operations General Hand - Garbage Crew (commenced on 03 March 2025)
 - Community Services Officer - Centrelink (commenced on 11 March 2025)
- A recruitment agency is currently seeking suitable applicants for the HR Advisor role to be based in Pormpuraaw full-time.
- Resignations received for the reporting period:
 - Plumber
 - Aged Care Support Worker
- Continue to focus on recruitment of staff working collaboratively with RISE. Current positions vacant are as follows:
 - Plumber (Full-time)
 - Aged Support Workers x 3 (Part-time)
 - Aged Care Cook (Full-time)
 - Aged Care Kitchen Hand (Part-time)
 - Community Services Officer – Library (Part-time)
 - Community Justice Mentors x 2 (Part-time)
 - Community Services Officer – Trainee (Full-time)
 - Apprentice Carpenter (Full-time) (Interviews completed)

- Apprentice Mechanic (Full-time)
- Apprentice Plumber (Full-time)
- Executive Assistant (Full-time)
- Operations General Hand – Plumbing (Temporary 6 Weeks) (Interviews completed)
- Carpenter (Full-time)
- Accommodation Cleaner (Part-time)

Admin Store

- Admin store bi-annual stocktake has been finalised for the period ended 31 January 2025 including a detailed review of inventory valuation.
- Admin Store Team Leader has been utilising quiet period to undertake a detail clean-up and sort out of Admin Store yard. Biannual stock take has been finalised with some minor variances. Discussion held on improving our internal controls to minimise stock variances and ensure that correct stock codes are being recorded on documentation.

Accommodation

- Accommodation occupancy has been at a steady capacity, with the Council working continuously with contractors to ensure they have accommodation available for their workers to undertake capex works commencing, such as the construction of community houses, staff houses, road works, hospital, etc. The contractor's camp is being fully utilised by WIP Constructions.

** EMCS confirms there are no changes to her reported related parties or register of interests.*

16.4 CEO STATUS REPORT

Author: Janelle Menzies

Authorisers: Janelle Menzies

Attachments: Nil

EXECUTIVE SUMMARY

To provide a status report for Council to 17 March 2025

RECOMMENDATION

That the council resolve to receive and note the report.

RECOGNITIONS, APPRECIATIONS AND MILESTONES ACHIEVED

Thank you to all the staff for participating in the “Getting to Know You and Wellbeing Forum” in Pormpuraaw on 10 and 11 March 2025.

OPERATIONAL UPDATE

| Date | Event / Meeting | Location | Attendees |
|--------------|--|--------------|---------------|
| 29 Jan 2025 | Council Meeting | Pormpuraaw | Councillors |
| 30 Jan 2025 | Council Meeting Agenda Demonstration – Redman Solution | Teams | CEO |
| 31 Jan 2025 | LGMA CEO Connect | Teams | CEO |
| 31 Jan 2025 | Executive Team Meeting | Teams | ELT |
| 3 Feb 2025 | Meet all the Teams | Person/Teams | All Council |
| 3 Feb 2025 | Council Induction | Teams | HR |
| 4-7 Feb 2025 | ARO Training | Pormpuraaw | Staff |
| 7 Feb 2025 | Ganthi – Pormpur Panthu | Pormpuraaw | Update |
| 7 Feb 2025 | LGMA Indigenous Council CEO Update | Teams | CEO |
| 10 Feb 2025 | Special Council Meeting & Councillor Briefing | Pormpuraaw | CEO & Council |
| 10 Feb 2025 | LDMG | Pormpuraaw | LDMG Members |

| | | | |
|-------------|--|----------------|--------------------------------|
| 10 Feb 2025 | Rise | Pormpuraaw | CEO & Rise |
| 11 Feb 2025 | Doc Assembler Presentation | Teams | CEO |
| 11 Feb 2025 | Jenny Humphries legal catchup | Teams | CEO |
| 12 Feb 2025 | QDMC Extra Ordinary Meeting | Teams | CEO |
| 12 Feb 2025 | Jenny Hogan – Capital Housing | Teams | CEO |
| 12 Feb 2025 | Fishing Comp Meeting | Justice Centre | Stakeholders |
| 12 Feb 2025 | Executive Meeting | Teams | ELT |
| 13 Feb 2025 | RILPO PEPO Introduction | Teams | CEO, Ricardo & Patrina |
| 13 Feb 2025 | Future Immortals | Teams | Kowanyama & Pormpuraaw CEOS |
| 13 Feb 2025 | Black & More catch up re Housing Construction | Teams | CEO |
| 14 Feb 2025 | WIP meeting re IEOP | Teams | CEO, Mayor |
| 14 Feb 2025 | Keiran Mau – Project Manager Airport Upgrade | Teams | CEO Ops Manager |
| 14 Feb 2025 | PPAC – Trevor Adcock & Ronald Kingi – Mens Shelter | Teams | CEO |
| 17 Feb 2025 | NHVR Training | Teams | CEO |
| 17 Feb 2025 | Onboard Meeting Agenda demonstration | Teams | CEO |
| 18 Feb 2025 | WIP re IEOP & Batching Plant | Teams | CEO |
| 18 Feb 2025 | Pormpuraaw Shire Area Fire | Teams | CEO / CSM |
| 18 Feb 2025 | Pulse – Delegations Presentation | Teams | CEO |
| 19 Feb 2025 | JOM Meeting | Teams | CEO OPSM |
| 19 Feb 2025 | Internal Audit Planning Meeting | Teams | CEO, EXCorp |

| | | | |
|----------------|--|------------|----------------------|
| 20 Feb 2025 | Dept of Education – Master Planning | Pormpuraaw | CEO, Mayor |
| 20 Feb 2025 | Executive Meeting | Teams | ELT |
| 20 Feb 2025 | Airport Design Meeting | Teams | CEO, ExOps |
| 20 Feb 2025 | Doc Assembler – Start Up meeting | Teams | CEO |
| 20 Feb 2025 | DETSI re Landfill and Sewerage | Pormpuraaw | CEO |
| 20 Feb 2025 | Pormpuraaw Stakeholders Meeting | Pormpuraaw | Stakeholders |
| 20 Feb 2025 | Australian Bureau of Statistics | Teams | CEO |
| 20 Feb 2025 | Pulse Delegations Demo | Teams | CEO |
| 24 Feb 2025 | Council Meeting | Pormpuraaw | CEO Council |
| 25 Feb 2025 | Government Frameworks – On Traq Demo | Pormpuraaw | CEO |
| 25 Feb 2025 | Dept of Health Infrastructure Team | Pormpuraaw | CEO, Deputy Mayor |
| 26 Feb 2025 | TICIA Meeting | Cairns | CEO |
| 27-28 Feb 2025 | Cairns Office | Cairns | CEO |
| 27 Feb 2025 | NAB Indigenous Banking | Teams | CEO |
| 27 Feb 2025 | External Audit Meeting | Teams | CEO, Finance & Crowe |
| 28 Feb 2025 | LGMA CEO Connect | Teams | CEO |
| 28 Feb 2025 | Peak Services | Cairns | CEO |
| 28 Feb 2025 | Dept of Local Government | Cairns | CEO |
| 3 Mar 2025 | Qld Local Government Grants Commission | Brisbane | CEO |
| 6 Mar 2025 | Executive Team Meeting | Teams | ELT |

| | | | |
|----------------|---------------------------------------|------------|---------------|
| 6 Mar 2025 | Fishing Competition | Pormpuraaw | Stakeholders |
| 6 Mar 2025 | Rise – Catch Up | Pormpuraaw | CEO |
| 10 Mar 2025 | Council Briefing | Pormpuraaw | CEO & Council |
| 10-11 Mar 2025 | Getting to Know You & Wellbeing Forum | Pormpuraaw | All Staff |
| 12-14 Mar 2025 | Doc Assembler Training | Pormpuraaw | CEO & ExCorp |
| 13 Mar 2025 | Raatsic Meet & Greet | Pormpuraaw | CEO |
| 13 Mar 2025 | ExOps 4 month probation meeting | Pormpuraaw | CEO & ExOps |
| 17 Mar 2025 | NBN – Catch Up | Teams | CEO |
| 17 Mar 2025 | QAO & External Audit – Fees | Teams | CEO |
| 17 Mar 2025 | First Nations Digital Identity | Teams | CEO |
| 18 Mar 2025 | Executive Meeting | Teams | ELT |
| 18 Mar 2025 | InfoCouncil Feedback | Teams | CEO |
| 19 Mar 2025 | Doc Assembler Training | Teams | Exec Team |
| 19 Mar 2025 | Blaklash re Wellbeing Master Plan | Teams | CEO |
| 19 Mar 2025 | Black & More – HC Housing update | Teams | CEO |

I have spent a large amount of time familiarising myself with the current operations of Council having daily meetings with the Executive Manager Corporate Services for 4 weeks and now 3 times per week.

I have finalised the Batching Plant Land Agreement with WIP.

I am working with our Solicitors on the PUBSC Lease and then I will work on the PPAC Leases.

I have started working on new plans for the Council Building and HACC Centre.

MONTH AHEAD

| Date | Event / Meeting | Location | Attendees |
|----------------|--|-----------------|------------------|
| 20 Mar 2025 | Dept of Housing | Pormpuraaw | Councillors |
| 20 Mar 2025 | Rise – Cafe / Juice Bar | Teams | CEO |
| 21 Mar 2025 | Menton APM Demonstration | Teams | CEO |
| 21 Mar 2025 | Assemble Council Agenda with new program | Teams | CEO |
| 24 Mar 2025 | Council Briefing & Operational Update | Pormpuraaw | Council |
| 24 Mar 2025 | PPAC – Ronald Kingi re Men's Shelter | Pormpuraaw | Council |
| 25-27 Mar 2025 | Internal Audit Visit | Pormpuraaw | Council ELT |
| 26 Mar 2025 | Council Meeting | Pormpuraaw | Council |
| 26 Mar 2025 | Education Transition Meeting | Pormpuraaw | CEO |
| 27 Mar 2025 | Peak Servies – Procurement | Teams | CEO |
| 28 Mar 2025 | LGMA Monthly CEO Connect | Teams | CEO |
| 1 Apr 2025 | CJG Meeting with Nathan | Pormpuraaw | CEO |
| 1 Apr 2025 | Mango Training | Teams | CEO |
| 3 Apr 2025 | Executive Meeting | Teams | ELT |
| 7 Apr 2025 | Council Briefing | Pormpuraaw | Council |
| 7 Apr 2025 | Qld Health | Pormpuraaw | Council |
| 9 Apr 2025 | JOM – Housing | Pormpuraaw | CEO |
| 11 Apr 2025 | Fishing Comp | Pormpuraaw | CEO |

16.5 AMENDMENT TO CAPITAL EXPENDITURE BUDGET 2024/25

Author: {author-name}
Authorisers: Janelle Menzies
Attachments: Nil

KEY OUTCOME

Strategic Priority: 5. Organisation - developing our character

Objective: 5.8 Implement best practice financial planning that incorporates the costs of assets over their lifetime for current and future needs.

EXECUTIVE SUMMARY

To advise Council of the proposed variation to the Plant & Equipment Budget

RECOMMENDATION

That Council endorse the revised budget for Plant & Equipment for 2024/25

BACKGROUND

The Council will use the \$70,000 for the Isuzu MUX for a DMax for the Animal Control Vehicle

| Asset Class | Asset | Budget | Cost | Savings |
|---------------|-------------------|--------|--------|---------|
| Plant & Equip | Massage Chair x 2 | 24,000 | 0 | 24,000 |
| Plant & Equip | Isuzu MUX | 58,000 | 50,910 | 7,090 |
| Plant & Equip | Isuzu MUX to DMAX | 70,000 | 79,000 | 1,000 |
| Plant & Equip | Toyota Hilux | 64,000 | 61,048 | 2,952 |
| | | | | 35,043 |

The current surplus of \$35,043 to be used to purchase the Cairns Office a suitable vehicle.

CONSULTATIONS (Internal/External)

Finance

Workshop

INTERESTED PARTIES

Type here

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

LEGISLATION / LEGAL IMPLICATIONS

Local Government Act 2019

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Reallocation of current budget.

ASSET MANAGEMENT IMPLICATIONS

Replacement of current vehicles.

RISK MANAGEMENT IMPLICATIONS

Nil

HUMAN RIGHTS CONSIDERATIONS

Section 4(b) of the Human Rights Act 2019 requires public entities to act and make decisions in a way compatible with human rights. The Human Rights Act 2019 requires public entities to only limit human rights in certain circumstances. The human rights protected under the Human Rights Act 2019 are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

- | | |
|---|--|
| 1. Recognition and equality before the law; | 13. Cultural rights—generally; |
| 2. Right to life; | 14. Cultural rights—Aboriginal peoples and Torres Strait Islander Peoples; |
| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |
| 5. Freedom of movement; | 17. Fair hearing; |
| 6. Freedom of thought, conscience, religion and belief; | 18. Rights in criminal proceedings; |
| 7. Freedom of expression; | 19. Children in the criminal process; |
| 8. Peaceful assembly and freedom of association; | 20. Right not to be tried or punished more than once; |

- | | |
|--|----------------------------------|
| 9. Taking part in public life; | 21. Retrospective criminal laws; |
| 10. Property rights; | 22. Right to education; |
| 11. Privacy and reputation; | 23. Right to health services. |
| 12. Protection of families and children; | |

Consideration of the 23 human rights protected under the Human Rights Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

16.6 CHANGE TO APRIL 2025 COUNCIL MEETING

Author: {author-name}
Authorisers: Janelle Menzies
Attachments: Nil

KEY OUTCOME

Strategic Priority: 5. Organisation - developing our character

Objective: 5.1 Ensure Council operates with integrity and transparency in all areas of business, decision making, and reporting.

EXECUTIVE SUMMARY

To advice Council of the proposed change of date for the April 2025 Council Meeting.

RECOMMENDATION

That Council resolve to change the April 2025 Council Meeting to Wednesday 16 April 2025.

BACKGROUND

The April 2025 Council meeting is scheduled for Wednesday 30 April 2025. This date clashes with the Local Government Association of Queensland (LGAQ's) Indigenous Leadership Forum (ILF) on the Sunshine Coast and Cherbourg.

The week prior to the ILF is a short week with Easter Monday and ANZAC day.

It is proposed that the April 2024 Council meeting be rescheduled to Wednesday 16 April 2025.

CONSULTATIONS (Internal/External)

Council and CEO

LEGISLATION / LEGAL IMPLICATIONS

Local Government Act 2019

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

ASSET MANAGEMENT IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

HUMAN RIGHTS CONSIDERATIONS

Section 4(b) of the Human Rights Act 2019 requires public entities to act and make decisions in a way compatible with human rights. The Human Rights Act 2019 requires public entities to only limit human rights in certain circumstances. The human rights protected under the Human Rights Act 2019 are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

- | | |
|---|--|
| 1. Recognition and equality before the law; | 13. Cultural rights—generally; |
| 2. Right to life; | 14. Cultural rights—Aboriginal peoples and Torres Strait Islander Peoples; |
| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |
| 5. Freedom of movement; | 17. Fair hearing; |
| 6. Freedom of thought, conscience, religion and belief; | 18. Rights in criminal proceedings; |
| 7. Freedom of expression; | 19. Children in the criminal process; |
| 8. Peaceful assembly and freedom of association; | 20. Right not to be tried or punished more than once; |
| 9. Taking part in public life; | 21. Retrospective criminal laws; |
| 10. Property rights; | 22. Right to education; |
| 11. Privacy and reputation; | 23. Right to health services. |
| 12. Protection of families and children; | |

Consideration of the 23 human rights protected under the Human Rights Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

16.7 GARBAGE TRUCK AND COMPACTOR

Author: {author-name}

Authorisers: Janelle Menzies

Attachments:

1. VP R 793865 Tender Response Pormpuraaw [16.7.1 - 130 pages]
2. VP R 793304 Garwood Bantam 10 m 3 Rear Loading Compactor Bo (3) [16.7.2 - 5 pages]
3. VP R 793304 V P 450178 PAS C 250001 RFQ Truck and Garbage Com (2) [16.7.3 - 5 pages]

KEY OUTCOME

Strategic Priority: {custom-field-strategic-priority}

Objective: {custom-field-objective}

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award tender VP450178 for a New Garbage Truck and Compactor.

RECOMMENDATION

1. That Council approve the purchase of a new Garbage Truck from Bucher Municipal for \$306,906.44.
2. Increase the budget for a Garbage Truck from \$252,386 to \$306,906.44 to be funded from Capital Reserves.
3. Pursuant to section 257 of the *Local Government Act 2009*, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

BACKGROUND

Councils existing truck is continually breaking down and causing disruption to the town garbage service. The Compactor itself has required a lot of repairs mechanically, hydraulically and structurally of the years and has reached the end of economic life. To continue to use the existing truck would require a large overhaul and rebuild of the existing equipment by a specialist engineering company.

REPORT

It is the consideration of the Workshop Manager and myself that the existing equipment is not viable to continue service, nor would it be financially prudent to spend further monies to refurbish the existing truck. It would take months for the truck to be overhauled outside community and after extensive effort we have been unable to find a truck to hire to use in the interim. The cost to do garbage runs manually is high due to time factors with manual handling risks escalate rapidly due to available methods of waste retrieval.

OPTIONS

The following Options were assessed as most fit for service during review.

| | Vendor | Truck | Rear loader Compactor | Price Inc GST | Proposed Delivery Date |
|---|-------------------|-------------------|--------------------------|---------------|---------------------------|
| 1 | RGM | FUSO 1224 | Garwood | \$277,490.73 | 20 Weeks |
| 2 | Irelands | ISUZU FRR 110-240 | Garwood | \$251,834.19 | 21 Weeks |
| 3 | Manco Engineering | ISUZU FSR 120-260 | Manco | \$334,143.42 | 22 Weeks |
| 4 | Bucher Municipal | ISUZU FRR 110-240 | Bucher RL90 | \$306,906.44 | 8 Weeks |

Our recommendations are as follows.

Option 1 : Purchase from Bucher Municipal for \$306,906.44 for the following reasons.

- Rearloader on this unit allows for dual bin lift at same time as well as the ability to lift 1000L bins with no modification. This will lower costs in the long term to as estimated 20-25% lower costs for garbage runs annually. The price difference will be caught up with the costs savings.
- Delivery time of 8 weeks lowers risk of breakdown of existing equipment.
- There is an official service agent for the compactor in Cairns should we require servicing or assistance with compactor repairs.
- The Compactor appears to be of sturdier make and the design more economical for use than other units.
- This unit is fit for purpose and we believe it is a better long-term option for council.
- Purchase direct from compactor manufacturer.

Option 2 : Purchase from Irelands Cairns for \$251,834.19 for the following reasons

- This is the recommendation based on price.
- We have had issues with the existing Garwood unit which is sideload however we are not as confident in the selection of this unit although it is specified as fit for purpose but does not have all the options available of the above unit.

Option 3 : No purchase at this time.

CONSULTATIONS (Internal/External)

Cameron Watts – Workshop Manager

Grant Dennis – Executive Manager of Operations

Ralph Kendall – Mayor

Janelle Menzies – CEO

Work Crew - Numerous

INTERESTED PARTIES

No external interest

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

LEGISLATION / LEGAL IMPLICATIONS

Low Risk

POLICY IMPLICATIONS

Low Risk

FINANCIAL AND RESOURCE IMPLICATIONS

High Risk

Existing unit continues to fail costing both time and money to keep operational and becomes a continuous uncontrollable expense to council. New unit will provide warranty and a lower costs on Garbage services long term.

ASSET MANAGEMENT IMPLICATIONS

Medium Risk

Council no longer has operational assets to complete our obligations to community.

RISK MANAGEMENT IMPLICATIONS

| Risk Name & Description <i>What could happen and why?</i> | Current Controls <i>Are there current controls for the risk</i> | Impacts <i>Impact if the risk eventuates</i> | Risk Assessment | | | Risk Treatment <i>Depending on risk rating – additional controls / mitigation strategy to be implemented (to reduce risk rating)</i> |
|--|--|---|--|-----------------|-----------------|---|
| | | | Likelihood | Consequence | Risk Rating | |
| | | | Refer to risk calculator provided above for measures | | | |
| Example: <i>Insufficient funding</i> | <i>None</i> | <i>Delays to purchasing</i> | <i>C Possible</i> | <i>4 Major</i> | <i>High</i> | <i>Ensure funding approvals obtained at start of project</i> |
| | | | Choose an item. | Choose an item. | Choose an item. | |

HUMAN RIGHTS CONSIDERATIONS

Section 4(b) of the Human Rights Act 2019 requires public entities to act and make decisions in a way compatible with human rights. The Human Rights Act 2019 requires public entities to only limit human rights in certain circumstances. The human rights protected under the Human Rights Act 2019 are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

- | | |
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| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |
| 5. Freedom of movement; | 17. Fair hearing; |
| 6. Freedom of thought, conscience, religion and belief; | 18. Rights in criminal proceedings; |
| 7. Freedom of expression; | 19. Children in the criminal process; |
| 8. Peaceful assembly and freedom of association; | 20. Right not to be tried or punished more than once; |
| 9. Taking part in public life; | 21. Retrospective criminal laws; |
| 10. Property rights; | 22. Right to education; |
| 11. Privacy and reputation; | 23. Right to health services. |
| 12. Protection of families and children; | |

Consideration of the 23 human rights protected under the Human Rights Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

BUCHER
municipal

Garbage Trucks & Compactor

Pormpuraaw Aboriginal Shire Council



Driven by better



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(Note: Please click on the above headings for quick access to the respective files)



As per the email from the Executive Operations Manager of Pormpuraaw Aboriginal Shire Council, Bucher Municipal is pleased to submit this proposal for a Rear Loader, RL90 - 9 cu.m Rear Loader, which has a superior performance and usability when compared to small side loader options.

This Bucher UrBin 3 Rear Loader is ideal for use in a range of applications, from light duty litter collection in parks and gardens, to heavy duty commercial, industrial and hard waste collection. Our proposal includes the UrBin 3 series Rear Loader, RL 90 on an Isuzu Chassis.

1 About Us

Bucher Municipal is the world's leading manufacturer and provider of municipal vehicles and equipment solutions across the world and has a proven track record in supplying and supporting its products to the municipal sector and is one of the five core divisions of the global industrial group Bucher industries and is today recognised as the leading provider of equipment to the Australian Waste Industry.

Bucher Municipal boasts an impressive product range including Side, Rear and Front-loading Refuse machines, bulk waste compactor equipment, Compact and Truck Mounted Sweepers as well as Vacuum Tankers, all designed to elevate operational efficiency, enhance safety standards, and promote environmental sustainability within urban landscapes.

Every Bucher Municipal machine is application engineered, manufactured in Victoria and supported by a passionate after sales support team that operates 24/7, 365 days a year.



Please refer to the attached Appendix 13 – Bucher Company Profile for further details regarding the Company Profile of Bucher Municipal.

**BUCHER**
municipal

2 Response to Customer Equipment Specification

Please refer to Appendix 1 – RFT Response Form for the completed specification sheets for both the new truck and the demo model. This also includes the vehicle cost sheet.

Please refer to Appendix 2 – Sales Data Sheets & Brochures for vehicle specification for the sales data sheets & brochures of the RL 90 we are offering and or the other details of the equipment.

Further details on the RL90 – Risk Assessment are provided in the attached Appendix 8 – Risk Assessment.

3 Pricing

Please refer to our pricing for the RL 90 in Appendix 2 – Quotations.

Upon acceptance of our proposal, please provide our salesperson with your Purchase Order. For more information regarding Purchase Order, please refer to Section 8 Purchase Order Receipt.

4 Warranty

Please refer to Warranty Policy in Appendix 4 – Warranty Policy of our tender return for further details. For the sales terms and Conditions, please refer to the Bucher Municipal website [Sales T&C.pdf \(d3v9db8ug40up8.cloudfront.net\)](https://d3v9db8ug40up8.cloudfront.net/Sales_T&C.pdf).

5 Delivery

The truck shall be delivered in full working order and condition by Bucher.

6 Training

Bucher Municipal shall provide complete induction and training to the Council staff on the technical and operational aspects of the refuse trucks supplied. This is an in-depth technical training program aimed to help your staff on all aspects of the refuse trucks. Bucher also provides a 24/7 breakdown service with on-site service vans, along with assistance over the phone.



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In addition to the above, Bucher Municipal offers a wide array of training options and can customize courses to meet your specific needs. Our trainers regularly participate in internal training programs focused on the Bucher product range.



[For further information on training please click here](#)

Please refer to Appendix 5 – Training Operation Details for details on the training operation.

Bucher Municipal is always looking towards the future and how we can better meet the ever-changing needs of our customers. We take pride in driving the industry forward; adopting more sustainable practices across the board and helping put large-scale alternative energies within reach of everyone.

Bucher Municipal shall handover the Rear Loader truck to the Council and a short briefing shall be provided to the Council about the functioning and operation of the trucks during the handover.

7 Customer Service Support

National Service Centres

Our network of strategically located Regional Service Centres in Victoria, New South Wales, Queensland, Western Australia, and South Australia, provide first class customer support.

We also have Service Vans placed in strategic regions including Tasmania and Northern Territory. Our Service Vans provide 24/7 field service, 365 days a year.



Each Service Centre is staffed with a Customer Service Manager, Advisor, Supervisor, and a team of Bucher-trained technicians who are fully mobile and equipped to provide support both in the workshop and on-site.

Our workshops are spacious and fully equipped to handle any service needs for all Bucher products.



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- 6 state-of-the-art Service Centres
- 24/7 field service support, 365 days a year
- 15,000 Lines of Parts with Inventory located in every State
- 40 Service Vehicles with the latest GPS technology.
- Factory Trained Technicians
- Repair & Maintenance Packages



Spare Parts

With over 15,000-part lines on shelf always, Bucher Municipal assures that all your spare parts requirements throughout the life of your machine are provided. Additionally, a full range of spare parts is always maintained across our Victoria stores.

As components are fully designed and specified, we can hold spare parts for the life of the vehicle. Bucher Municipal has 2 Service Centers in Victoria alone based in Clayton and Sunshine West, Victoria. The service center in Clayton, Victoria is only 16 kms away from the Council's depot and has a full stock of spare parts for all wearing areas and has an extensive inventory of high-quality, OEM spare parts ensures that any replacements needed can be handled quickly, minimizing disruption to the Council's operations.

Please refer to Appendix 6 – Customer Service Support Information for more details.

Please refer to Appendix 7 – Service Maintenance Summary for the proposed service maintenance summary for the RL.

8 Purchase Order Receipt

If we are successful in winning this tender, all purchase orders must be returned to the respective salesperson.

The Sales team will promptly acknowledge receipt of your tender and verify the specifications against the Purchase Order promptly. We will then send you an order confirmation. Upon receipt of this order confirmation, we kindly request you to confirm that final specifications meet your requirements.





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Appendix 1 – RFT Response Form



Request for Quote

Garbage Truck with Compactor Fitted

Pormpuraaw Aboriginal Shire Council (PASC) invites Quotes for the Supply of a Garbage Truck and Fitted Compactor.

This Request for Quote (RFQ) process will be governed by the Conditions of Offer contained in Section 2 – Conditions of Submission. Any contract arising from this RFQ process will be governed by the Conditions of Contract and Special Conditions contained in Section 3.

The response form contained in Section 4 – Offeror Response has been included to allow Offerors to respond to the RFQ. It is a requirement of the RFQ that the response form be completed and submitted to the PASC by the date and time specified in Section 1 - Requirements.

Section 1 – Requirements

| | |
|--|---|
| a) Description of Goods and/or Services required: | Supply of a Garbage Truck and Fitted Compactor |
| b) Specifications and/or scope of works: | <p>Truck Specification –</p> <p>Option 1: Isuzu FRR 110-240 AMT MLWB 5.2L 6 Speed Model FH-FRRED-Z22</p> <p>Option 2: Fuso Canter Fighter 1124 Euro 6 7.5L 6 Cyl 5 speed auto</p> <p>To Include</p> <ul style="list-style-type: none"> - Canvas seat covers. - Underbody spray on rustproofing - Roof bar with two (2) Amber rotating beacons. - Reverse Alarm - Alloy Bullbar with Tow Pin - UHF 2-way radio - Rubber Floor Mats <p>Garbage Compactor Specification –</p> <p>10m3 Step Out to Operate Side Loader Compactor</p> <p>To load 120,140 & 240 Liter Bins</p> <p>To Include</p> <ul style="list-style-type: none"> - Two (2) LED work Lights - Rotating Hazard Beacon - Two (2) Side Cameras - Rear Door Open Shur - All required lights (Side, Tail, Top etc.) - With all standard features to be listed in submission <p>Additional Conditions –</p> <ul style="list-style-type: none"> - To be Delivered to Cairns Qld |

| | | |
|--|---|---------------------------|
| | <ul style="list-style-type: none"> - Concessional Rego – Local Government - Common Due Date 1st December | |
| c) Delivery Date: | As soon as practical | |
| d) Site Location: | Delivery to Cairns fully commissioned and registered. | |
| e) Insurance requirements: | N/A | |
| f) Evaluation criteria: | Offers received will be evaluated against the following criteria. | |
| | Evaluation criteria 1: | Specification |
| | Evaluation criteria 2: | Price and Value for Money |
| | Evaluation criteria 3: | Delivery Date |
| | Evaluation criteria 4: | Warranty |
| g) Mandatory requirements: | Details of relevant Industry licences | |
| h) Requirements of submission: <i>Refer response form below to provide detail on all listed requirements (a) – (j)</i> | (a) Completion of section 4 – Offeror Response – Including Full scope (b) Price (c) | |
| i) Lodgement of submission: | Via Vendorpanel | |
| j) Closing Date: | As per Vendorpanel | |
| k) Offer Validity Period: | 120 days from closing date | |
| l) Contact officer | All queries via Vendorpanel | |
| m) Confidential Information: | See section 3 (a) | |
| n) Complaints Management: | Refer to PASC website for complaints process: Corporate Reports pormpuraaw | |

Section 2 – Conditions of Submission

This RFQ process is governed by the terms of Conditions of Offer version 004 dated 1 July 2012 as detailed at: <http://www.hpw.qld.gov.au/SiteCollectionDocuments/ConditionsOfOffer004.pdf>.

Section 3 – Conditions of Contract and Special Conditions

The documents that will govern any contract arising from this RFQ process are as set out below:

- (a) Short Form Conditions of Contract for the provision of goods and services version 004 dated 1 July 2012 as detailed at <http://www.hpw.qld.gov.au/SiteCollectionDocuments/ShortFormConditionsContract004.pdf>.

(b) Special Conditions

Team members on all project sites **must** comply with Workplace Health and Safety requirements. All contractors engaged by PASC must have as a minimum:

- Long sleeved high visibility shirt
- Broad brimmed hat
- Steel capped work boots
- Blue/white card
- Site specific Safe Work Method Statements
- Relevant Licences
- Bitumen contractors must induct all relevant staff on bitumen safety requirements.

(c) Contractors working in the Pormpuraaw Shire must comply with the Staff and Visitors Code of Conduct

(d) Alcohol Restriction


Pormpuraaw Aboriginal Shire is an alcohol restricted zone. All contractors must check and abide by current restrictions prior to entering. Details can be found at

<https://www.datsip.qld.gov.au/programs-initiatives/community-alcohol-limits/pormpuraaw>

Section 4 – Offeror Response

| | | | | | |
|---|--|------|---------------------|--------------|---------------|
| Company details: | | | | | |
| Company name | Bucher Municipal Pty Ltd. | | | | |
| ACN/ABN | 004 992 090/ 68 004 992 090 | | | | |
| Address | 50 Buchanan Road, Banyo, Qld 4014, Australia | | | | |
| Postal Address (if different from above) | | | | | |
| Contact Officer Name | Brendan Kerr | | | | |
| Phone Number | + 61 (0) 436 399 322 / 07 3363 6400 | | | | |
| Email Address | brendan.kerr@buchermunicipal.com | | | | |
| Offer details | <p>Note to Offeror:</p> <p>Provide full details on the requirements as outlined in Section 1 h)</p> <p>If required, please attach an appendix to this Request for Quote.</p> <p>Please Include a fully detailed description of goods including Options being offered.</p> | | | | |
| Fee / Pricing Information: | Price (Includes items section 1b) | Unit | Total ex GST | GST | Total |
| S1 – Supply of Garbage Truck and Compactor per Section 1 | \$ 306,906.44 | 1 | \$ 306,906.44 | \$ 30,690.64 | \$ 337,597.08 |

| | | | | | |
|---|--|---|---|--------------|---------------|
| Total S1: | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total : | \$ 306,906.44 | 1 | \$ 306,906.44 | \$ 30,690.64 | \$ 337,597.08 |
| Total of 4 Sections | | | | | \$ 337,597.08 |
| Insurance Details: | | | | | |
| Workers Compensation (if specified in Section 1) | Insurer: WorkCover Queensland Policy No: WCA870712647 Expiry Date: 30 June 2025 Insured Amount: Unlimited | | | | |
| Public Liability (if specified in Section 1) | Insurer: HDI Global Policy No: 01813896-14000 Expiry Date: Dec 31, 2025 Insured Amount: AUD 20,000,000/- | | | | |
| Warranty details including warranty period and conditions: (if required) | Std Warranty provided | | | | |
| Deviation from the above Specifications: (if applicable) | Bucher is proposing a Rear Loader RL 90 instead of the Side Loader as mentioned in the specifications, and email. Section 1 - b) Specifications and/or scope of works. | | | | |
| Departures from the Conditions of Contract (including Special: Conditions if required) | Clause Number | | Proposed departures, variations and additions | | |
| | Section 1 - b) Specifications and/or scope of works | | Tender submitted for a Rear Loader 9 m - RL90 | | |
| Conflict of Interest and Collusion: (disclose if applicable) | Conflict of Interest: Offerors must supply details of any possible conflict of interest that exists or may arise in relation to the making and/or acceptance of their Offer. If there is nothing to declare, please insert "None". None | | | | |
| | Collusion: In submitting its Offer, the Offeror warrants to the Eligible Customer that it fully complies with clause 23.5 of the Conditions of Offer, except as | | | | |

| | | |
|--|--|---|
| | <i>expressly disclosed in this Response Form. The Offeror must disclose the full nature and extent of any agreements with competitors to the Eligible Customer. If there is nothing to disclose, please insert "Nil".</i> Nil | |
| Authorisation, Certification and Execution by Offeror | As the authorised officer named below, I certify that in submitting the Offeror's Response on behalf of the Offeror: (a) I have the appropriate authority to authorise the Offeror's Response (b) I have read, understood and complied with the Requirements of the Request for Quote. (c) The enclosed Offeror's Response is a true and accurate account of our offer. | |
| | Name: | Brendan Kerr |
| | Signature: |  |
| | Date: | March 19, 2025 |



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Appendix 2 – Quotations



Quotation – UrBin RL90

Quote Number: ""202403-Q127""
Tender of RFQ Number: VP450178
Customer: Pormpuraaw Aboriginal Shire Council
Address: 24 Thiraanthin Street, Pormpuraaw. QLD, 4893
Contact: Grant Dennis
Contact Position: Executive Operations Manager

Date: 23-Mar-2024
Salesperson: Brendan Kerr
Contact: 0436 399 322
Contact No: 0409 211 067
Email: OperationsManager@pormpuraaw.qld.gov.au

Base Specification

Body

- Body constructed from single sheet rolled High Grade
- Hopper bowl constructed from wear resistant steel
- Optimum sweep and slide panel geometry
- Replaceable wear pads in body and tailgate
- Sliding / Rotating tailgate pivot
- Water tight tailgate seal

Material Specifications

- **Body side sheets** - 3mm Grade 300
- **Body floor sheet** - 3mm Grade 300
- **Body roof sheet** - 3mm Grade 300
- **Tailgate sheets** - 4mm Grade 350
- **Hopper bowl floor** - 6mm Wear resistant steel
- **Sweep Panel** - 5mm Wear resistant steel
- **Slide Panel** - 3.2mm Wear resistant steel
- **Ejector Blade** - 3mm Grade HU300 steel
- **Ejector Blade/Tailgate Wear Pads** - Oil filled Nylon

Lighting

- ADR approved body lighting
- Low mount LED tail lights
- Rear mounted amber LED beacon light with guard
- Backlit control keypad on curb side of tailgate

Safety

- Full OH&S Compliance
- Tailgate Safety check valve.
- Integrated self-aligning tailgate prop
- Anti-burst valves in Tailgate cylinders
- In-cab warning system
- In-cab emergency stop to disable all body functions
- Emergency stops at all control stations
- Reversing Alarm
- Low pressure system isolation.
- Anti-tamper function pressure and speed settings

Standard Accessories

- Bin counter
- Bin lifter spill tray (Steel)
- Hour meter
- Hydraulic tank ball valve
- Hydraulic tank level gauge
- Bucher Municipal mudflaps
- Plastic mudguards
- Premium single colour 2 pack paint - Bucher White
- Statutory & safety signage
- Technical Manual
- Hydraulic return filter bypass indicator
- Warranty - 12 months/2500 hours

Electric & Hydraulic Controls

- Bucher Municipal CANBus control system with diagnostic interface
- Fully configurable control system
- 4.3" screen control monitor
- Push button control keypads on curb side of tailgate
- High capacity load sensing piston pump
- Hydraulic filtration on pressure lines
- Hydraulic filtration on return lines



Binlifter Details

Type: Underbody
Winch: No
Spill Flap: Steel
Step: No
Binbuffer: Fixed Bar 240L-1100L Bins

Binlifter Options

| Option Type | Option | Price |
|-------------|--------|--------|
| No | | \$0.00 |

Options

| <u>Ancillary Options:</u> | Description | Price | Included |
|-------------------------------------|--------------------------------------|------------|-------------------|
| Carbon Monoxide detector | CMD001 - Carbon Monoxide detector | \$1,763.00 | |
| Decals | | \$0.00 | |
| Decals | HWSD01 - Height and Weight decal | \$167.00 | |
| Fire Extinguisher | FE0001 - 4.5kg | \$700.00 | \$700.00 |
| Fire Extinguisher | FE0002 - 9.0kg | \$949.00 | |
| Fire Extinguisher | FE0003 - Bracket for 9.0kg | \$723.00 | |
| Fire Extinguisher In Cab | FE0004 - 2.3kg in Cab | \$317.00 | |
| Handwash with soap dispenser | | \$0.00 | |
| Handwash with soap dispenser | HWSP01 - Yes | \$1,195.00 | |
| Mudguards | MG0001 - Black Plastic (std) | \$0.00 | \$0.00 |
| Mudguards | MG0002 - Dark Blue Plastic | \$0.00 | |
| Mudguards | MG0003 - Red Plastic | \$0.00 | |
| Mudguards | MG0004 - Dark Green Plastic | \$0.00 | |
| Mudguards | MG0005 - Dark Grey Plastic | \$0.00 | |
| Mudguards | MG0006 - Light Blue Plastic | \$0.00 | |
| Mudguards | MGS006 - Stainless Steel 4x2 Chassis | \$1,296.00 | |
| Mudguards | MGS007 - Stainless Steel 6x4 Chassis | \$2,540.00 | |
| Spill Kit | SPK001 - Spill Kit | \$255.00 | |
| Spray Suppresant | SSP001 - Front only | \$497.00 | |
| Spray Suppresant | SSP002 - Rear only | \$455.00 | |
| Spray Suppresant | SSP003 - Front and Rear | \$950.00 | |
| Toolbox | TB0001 - 600x400x500 | \$1,070.00 | \$1,070.00 |

| <u>Body Options:</u> | Description | Price | Included |
|----------------------------------|---|-------------|-------------------|
| Access ladder with small landing | ACL001 - Front of body, Kerbside | \$1,703.00 | |
| Broom and shovel holder | BSH001 - Yes | \$421.00 | \$421.00 |
| Enclosed Canopy | EHC001 - Canopy enclosed hopper only | \$6,738.00 | |
| Fire Suppression system | | \$2,476.00 | |
| Fire Suppression System | | \$2,681.00 | |
| Front body access door | ADF001 - Access Door | \$1,210.00 | |
| Rear steps | RTS001 - Dual | \$2,941.00 | |
| Rear steps | RTS002 - LHS only | \$2,206.00 | |
| Rear steps | RTS003 - RHS only | \$2,206.00 | |
| Rear steps | RTS004 - LHS with Speed limit/active indicator | \$2,418.00 | |
| Rear steps | RTS005 - Dual with Speed limit/active indicator | \$3,153.00 | |
| Secure Waste Canopy | SWH001 - Hopper only | \$10,011.00 | |
| Secure Waste Canopy | SWH002 - Hopper and front mesh | \$10,472.00 | |
| Side View Panel | SVP001 - Tailgate both sides | \$1,040.00 | |
| Stainless Steel Floor | SSF002 - Stainless steel floor | \$4,288.00 | |
| Sullage tank | ST0001 - Tailgate | \$3,448.00 | |
| Sump Door | SD0001 - Body | \$5,587.00 | \$5,587.00 |
| TailGate Safety Prop | | \$0.00 | |
| TailGate Safety Prop | TGP001 - LH (Std) | \$0.00 | |
| TailGate Safety Prop | TGP002 - RH & LH side | \$540.00 | |

| <u>Electrical / Control Options:</u> | Description | Price | Included |
|--------------------------------------|-----------------------------------|------------|-------------------|
| Battery Isolator | BISO01 - Yes | \$415.00 | \$415.00 |
| Bin Shaker | BS0001 | \$518.00 | |
| Camera System | CSC100 - 1 Camera - Bucher | \$1,263.00 | \$1,263.00 |
| Camera System | CSC101 - 2 Cameras - Bucher | \$2,522.00 | |

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 info@buchermunicipal.com.au • www.buchermunicipal.com.au

* Service must be completed during normal working hours at Bucher Municipal service facility. Parts costs not included.



| | | |
|------------------------------------|---|-------------|
| Camera System | CSC102 - 3 Cameras - Bucher | \$3,780.00 |
| Camera System | CSC103 - 4 Cameras - Bucher | \$5,082.00 |
| Camera System - 360 Degree | CSC500 - 360 degree | \$8,727.00 |
| Control Screen | | \$0.00 |
| Control Screen | DIS001 - 4.3" Control screen (Std) | \$0.00 |
| Engine Advance On/Off Switch | ED0001 - Yes | \$518.00 |
| Front of Body Controls | BCU001 | \$1,465.00 |
| Intercom | INT001 - Driver only push to talk | \$1,007.00 |
| Intercom | INT002 - Driver & Runner push to talk | \$1,436.00 |
| Rear controls | | \$0.00 |
| Rear controls | RC0001 - LHS (Std) | \$0.00 |
| Rear controls | RC0002 - LHS with 2 Hand Control | \$474.00 |
| Rear controls | RC0004 - RHS with 2 Hand Control | \$945.00 |
| Rear controls | RC0005 - LHS and RHS | \$1,537.00 |
| Rear controls | RC0006 - LHS and RHS with 2 Hand Controls | \$2,480.00 |
| Reverse Alarm | | \$0.00 |
| Reverse Alarm | RA0001 - White Noise (Std) | \$0.00 |
| Reverse Alarm | RA0002 - Self Adjusting | \$524.00 |
| Safety Systems | RS0001 - SGESCO R/Watch & Maxsafe | \$19,573.00 |
| Safety Systems | RS0002 - SGESCO Maxsafe only | \$6,759.00 |
| Safety Systems | RS0003 - Sentry | \$4,003.00 |
| Telematics | CSC600 - 3 Logix IVMS system including 10" Touchscreen display dual screens | \$17,058.00 |
| Weighing system - Axle | WS0001 - Axle Accu Onboard - Axle 4x2 - Front & Rear Spring Suspension | \$7,971.00 |
| Weighing system - Axle | WS0002 - Axle Accu Onboard - Axle 4x2 -Front Spring, Rear Air Suspension | \$9,050.00 |
| Weighing system - Axle | WS0003 - Axle Kimax 1 Rear Suspension only | \$2,761.00 |
| Weighing system - Axle | WS0004 - Axle Kimax 1 Rear Suspension-Auto Shutdown | \$4,344.00 |
| Weighing System - BinLifter | | \$0.00 |
| Weighing System - BinLifter | WS0004 - Bin Lifter - Loadrite NMI Approved | \$36,691.00 |

Lighting Options:

| | Description | Price | Included |
|---|--|------------|-----------------|
| 2x LED work lights to light rear axles when reversing | | \$988.00 | |
| Beacon location | BEC001 - 1x Rear & 1x Front (Std) | \$0.00 | \$0.00 |
| Beacon location | BEC002 - Move rear to RH | \$0.00 | |
| Beacon location | BEC003 - Move rear to LH | \$0.00 | |
| Beacon location | BEC004 - Additional Rear LH & RH | \$635.00 | |
| Beacon location | BEC005 - Move Front to RH | \$0.00 | |
| Beacon location | BEC006 - Move Front to LH | \$0.00 | |
| Beacon location | BEC007 - Additional Front LH & RH | \$635.00 | |
| Beacon location | BEC008 - Dual Front & Dual Rear | \$916.00 | |
| Beacon location | No Beacons | \$0.00 | |
| Lightbar | LB0001 - Ionnic | \$1,334.00 | |
| Search Lamps | SSL001 - Side Lamps | \$855.00 | \$855.00 |
| Upper tailgate lamps | TL0004 - Marker lamps (Std) | \$0.00 | \$0.00 |
| Upper tailgate lamps | TL0006 - LED (no guards) | \$391.00 | |
| Upper tailgate lamps | TL0007 - LED with Guards | \$530.00 | |

Paint / Signwriting Options:

| | Description | Price | Included |
|-------------------------|------------------------------------|------------|---------------|
| Paint - Body | PNT001 - Bucher White (Std) | \$0.00 | \$0.00 |
| Paint - Body | PNT002 - Single Colour | \$898.00 | |
| Paint - Body | PNT003 - Two Colour | \$2,366.00 | |
| Paint - Body | PNT004 - Three Colour | \$3,920.00 | |
| Paint - Body Clear Coat | PNT005 - Clear Coat | \$2,366.00 | |

Water Options:

| | Description | Price | Included |
|-----------|------------------------|-------------|----------|
| Superwash | SW0001 - Low Pressure | \$5,172.00 | |
| Superwash | SW0002 - High Pressure | \$13,345.00 | |

Other Options:

| | Description | Price | Included |
|----------------------------------|-------------------|------------|----------|
| Operator Training | DRT001 - 1 Day | \$835.00 | |
| Operator Training | DRT002 - 2 Days | \$1,667.00 | |
| Technical & Parts Manual - Paper | TP0001 - 1 Copy | \$268.00 | |
| Technical & Parts Manual - Paper | TP0002 - 2 Copies | \$532.00 | |
| Technical & Parts Manual - USB | TP0003 - 1 Copy | \$51.00 | |

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* Service must be completed during normal working hours at Bucher Municipal service facility. Parts costs not included.



| | | | |
|--------------------------------|--|---------------|---------------|
| Technical & Parts Manual - USB | TP0003 - 2 Copy | \$103.00 | |
| Warranty | WRY001 - 12 Months 2500 hours (Std) | \$0.00 | \$0.00 |
| Warranty | WRY002 - Extended - 24 Months, 5000 hours | \$8,034.00 | |

Specifics:

| | |
|----------------------|----------------------|
| Registration: | Price: \$0.00 |
| Signwriting: | Price: \$0.00 |

Pre-Delivery:

| | |
|----------------------------------|--------------|
| Canvas seat covers. | Price |
| Underbody spray on rustproofing. | \$550.00 |
| Alloy Bullbar with Tow Pin. | \$2,492.59 |
| UHF 2-way radio. | \$6,935.00 |
| Heavy Duty Rubber Floor Mats. | \$960.00 |
| Two (2) Side Cameras. | \$250.00 |
| | \$2,700.00 |

Chassis Details:

| | | |
|--|--|------------------------|
| Model: RL90 | Model: FRR 110-260 (MY 22) | Wheelbase: 4360 |
| Chassis: Isuzu | Suspension: Spring | |
| Transmission: Auto | Vehicle Chassis Specification: 4/U41M1116 | |
| Sales Data Sheet: SD-UR3-9EH00-V568 | | |

Total Price Per Unit:

| | |
|---------------------------------------|---------------------|
| Total Price Including Options: | \$320,794.03 |
| Total Discount Applied: | \$13,887.59 |
| Sub Total: | \$306,906.44 |
| GST: | \$30,690.64 |
| Net Price per unit: | \$337,597.08 |
| Number of Units: | 1 |

Payment Terms:

COD with deposit of 10%

Bucher Municipal Bank Details:

Commonwealth Bank Brisbane
BSB - 064 000
Account - 10312932

Estimated delivery date:

Based on our current order intake and production schedule, delivery of the vehicle is estimated to be 8 weeks from receipt of order. Changes to the order intake, production schedule and delivery of cab chassis to Bucher Municipal may affect vehicle delivery. On receipt of an official order, a confirmation letter will be sent to the customer from Bucher Municipal advising of the actual delivery date.

Validity:

This quotation is valid for a period of 30 days from the date here of & may be subject to variation after that time.

***Note: Any electric chassis pricing included in this quotation is only valid for 7 days due to price fluctuations from suppliers. After this time, any electric chassis pricing must be re-confirmed at the time of the order being placed with Bucher Municipal**

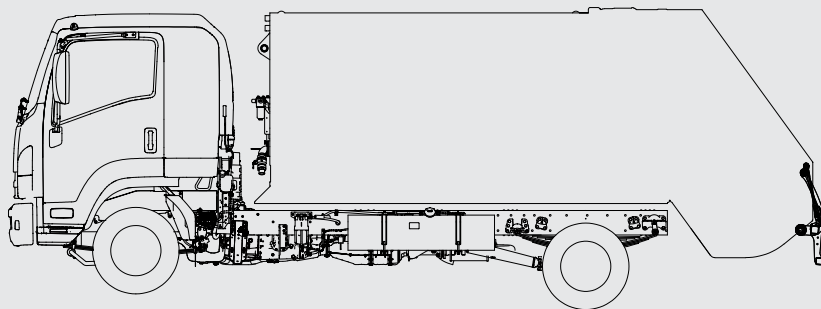


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Appendix 3 – Data Sheets & Brochures

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UrBin Series 3 Rear Loader - RL90



Dimensions

| | |
|-------------------------------|--------------|
| Body length (incl. tail gate) | 5270 mm |
| Body width | 2200 mm |
| Body height (excl. chassis) | 1800 mm |
| Tailgate opening angle | 100° degrees |

Weight

| | |
|-------------------------------|---------|
| Body weight (incl. tail gate) | 3600 kg |
| Payload average* | 4000 kg |

Capacity

| | |
|--|--------|
| Total capacity (body + hopper) | 9.0 m³ |
| Bin suitability** 80L, 120L, 140L, 240L, 660L, 1100L | |

Chassis

| | |
|-----------|----------------------|
| GVM | (4x2) 8500 - 12000kg |
| Wheelbase | 4200 - 4500 mm |

Performance

| | |
|-----------------------|------------|
| Compaction cycle time | 26 seconds |
| Compaction density* | 450 kg/m³ |
| Bin lifter capacity** | 600 kg |

Material listing

| | |
|---------------------------------|--------|
| Body side, floor & roof sheets^ | 3.0 mm |
| Tailgate side sheets^ | 4.0 mm |
| Hopper bowl floor^ | 6.0 mm |
| Sweep panel^ | 5.0 mm |
| Slide panel^ | 3.0 mm |
| Ejector blade^ | 3.0 mm |

Ejector blade/tailgate wear pads

Replaceable wear pads (Oil filled Nylon)

* Subject to loading conditions, waste type, options and chassis selection (Refer to sales data sheet)

** Subject to bin lifter configurations and waste type

^ Wear resistant steel or equivalent material, subject to availability

Refer to sales data sheet for specific body + chassis combinations.

Versatile, reliable & powerful



Control System (Bucher IQ)

Bucher integrates into the vehicles CANBus system providing a fully integrated control system with increased diagnostics and system configuration.



Tailgate

Tailgate and body streamlined through smaller, lighter and stronger design to accommodate all environments.



Technology

Bucher and its partners work together to integrate new technology that you see as a necessity today, like Anti roll away, IVMS (in vehicle monitoring system), Zone detection and much more. Ensuring your fleet is kept current today.

UrBin Series 3 Rear Loader

Body

Introducing the new body design, a remarkable innovation! Slimmer and lighter, it boasts exceptional strength and a higher payload capacity, all while minimising body wear. Prepare for unparalleled performance and efficiency in one sleek package. Options available for a 2.1m low height version (RL60 only).

Tailgate design

Utilise Bucher's enhanced waste management efficiency with our new slimmer and stronger tailgate design. Seamlessly navigate through narrow street corners while maximising waste capacity. Complemented by advanced bin lifting technologies, our tailgates effortlessly handle bins up to 1100L, ensuring seamless and effective waste collection.

Electrical control system

Bucher CANBus control system with diagnostic interface, also offers a push button control console with backlit buttons for greater visibility.

Hydraulics

Bucher Hydraulics in conjunction with Bucher Municipal has created a specially designed Hydraulic system to suit Bucher vehicles. Engineered to balance inefficiencies and safety through hose burst and counter balance valves, advanced anti tamper technology and the ability to directly control the system from the control screen, to increase savings and decrease maintenance needs.

Camera system

Multiple camera solutions available with the ability to record, programme and integrate into Bucher or 3rd party software. Control screen and monitor options to match your needs.

Lighting

The vehicles are equipped with a variety of lights to meet all safety and operational requirements with the added protection of guards if required. Lights are fitted around the vehicle for operators to work at anytime whilst warning vulnerable road users when the vehicle is in motion. Lighting options include beacons, reverse lights, directional light bar, side search or hopper lights with a selection of brands to choose from.

Safety

All Bucher trucks are fully OH&S compliant, with the operator and vulnerable road users in mind. The UrBin 3 is packed full of safety features including emergency stops at all control stations, tailgate safety check valves, automatic tailgate lock, bin lifter safety interlock, anti burst valves in cylinders, in cab warning system and many other features to ensure safety is always front of mind.

Paint

Premium single colour 2 pack paint - White standard.

Service & warranty

1 year/2500hrs warranty
Technical & spare parts manual.

Standard accessories

- Tailgate safety check valves
- Self aligning Tailgate safety prop
- ADR approved lighting
- In cab warning systems
- Emergency stops at all control stations
- Reversing alarm
- Bucher's integrated configurable control system
- Mudguards with Bucher mud flaps

Options

A comprehensive range of options are available. Contact us for more information.

Subject to technical changes without notice.



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Driven by better

SD 09/2014

SALES DATA SHEET

ACN 004 992 090

BUCHER
municipal

| | | | | | |
|---|-----------------------|--------------------|----------|----------------------------|-------------------|
| PRODUCT NAME | | DATE | REVISION | SHEET | SD-UR3-9EH00-V568 |
| URBIN 3 | | 17/11/2022 | 01 | 1 OF 1 | |
| PRODUCT CODE | PRODUCT SIZE/CAPACITY | SALES MARKET | | PRODUCT FUNCTION VARIATION | |
| REARLOADER | 9m3 | | | | |
| BODY OPTIONS | | | | | |
| VEHICLE MAKE | | VEHICLE MODEL | | AXLE CONFIGURATION | WHEELBASE |
| ISUZU | | FRR 110-260 (MY22) | | 4x2 | 4360 (STD) |
| CAB/CHASSIS OPTIONS | | | | | VCS CODE |
| SPRING SUSPENSION, ALLISON TRANSMISSION | | | | | 4 / U41M1116 |

TRUCK TARE WEIGHT CALCULATION

| | | | |
|-----------|------------|-----------|------------|
| | FRONT (kg) | REAR (kg) | TOTAL (kg) |
| TRUCK * | 2,270 | 1,220 | 3,490 |
| DRIVER | 80 | 0 | 80 |
| FUEL | 67 | 102 | 169 |
| BODY | 168 | 3,432 | 3,600 |
| BINLIFTER | -74 | 224 | 150 |
| TARE | 2,512 | 4,978 | 7,490 |

THEORETICAL MAX PAYLOAD

| | | | |
|---------------------------|------------|-----------|------------|
| | FRONT (kg) | REAR (kg) | TOTAL (kg) |
| PAYLOAD STD | 733 | 2622 | 3356 |
| GROSS | 3246 | 7600 | 10846 |
| MAX PERMISSABLE AXLE LOAD | 4000 | 7600 | 11000 |

* TRUCK TARE TAKEN FROM DEALER SPEC SHEET WITH 10L FUEL, ADBLUE & NO DRIVER

*** LEGAL PAYLOAD LIMITED BY REAR AXLE

Notes

1. Bucher Municipal takes every care to provide accurate information, however cab chassis tare weights may change which will alter the payload outcome.

2. Body tare weights stated do not include options and are subject to variance.

3. The payload & data indicated above reflects the maximum payload legally achievable and is not in any way a recommendation of payload outcome for recyclable materials. The maximum achievable payload may be higher than what is shown in the table based on the material density and loading distribution.

Due to continuous product development Bucher Municipal reserves the right to alter specifications without prior notice

Giving every city the power to change

Lower maintenance costs

Faster operation

Fuel savings

More efficient collection

Safer operation



Bucher Municipal

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At Bucher Municipal, we innovate and engineer better cleaning and clearing solutions, helping our customers grow and maintain efficient and profitable businesses. By choosing Bucher Municipal products for your commercial or domestic waste collection and management, you are not only choosing the best solution for your business, but also for the environment. As a reliable partner, we shape our products and services to give your business the best possible result for a smarter, cleaner and more efficient tomorrow. Today.



● Bucher Municipal locations
● Distribution Partners



Fuel Efficiency
BMD 1400000
100 km / 200 km



Reliability
BMD 1400000
100 km / 200 km



Safety
BMD 1400000
100 km / 200 km

Version 03_04/2024
Technical data is subject to change without prior notice.
We warrant that the information is true and correct at the time of printing.

Driven by better

BUCHER municipal

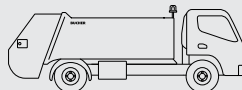
Bucher UrBin series 3, the most **versatile** rear loader



16.7.1 VP R 793865 Tender Response Pormpuraaw

Page 96

Our mission is to keep our world **clean and safe**



Bucher UrBin series 3 rear loader

Since its launch in 2010, the Bucher UrBin rear loader has been a valuable addition to the range of refuse products at Bucher Municipal. Over the years, we have continuously improved and developed this product based on feed-back from our customers.

The UrBin series 3 rear loader is ideal for use in a range of applications, from light duty litter collection in parks and gardens, to heavy duty commercial, industrial and hard waste collection.

UrBin, which stands for Universal Rear Loading Bin Lifter, is available in a variety of body sizes, ranging from 6 m³ to 14 m³ to suit a variety of 4x2 and 6x4 chassis configurations, including “alternative” fuel vehicles.

What **benefits** does the Bucher UrBin series 3 rear loader offer?



Versatility

Slimmer, lighter design for greater manoeuvrability around cities.



Long term reliability

Like all equipment from Bucher Municipal, the UrBin series 3 offers a long service life, trouble free operations and reduced maintenance costs to maximise profitability of your operations.



Efficiency

On demand Bucher hydraulics with load sensing pump and smart valves for faster, more fuel efficient operation.



100% Australian made

The UrBin series is proudly designed, manufactured and tested in rugged Australian conditions, assuring customers of rigorous quality control and a sustainable approach to design.

Bucher Municipal

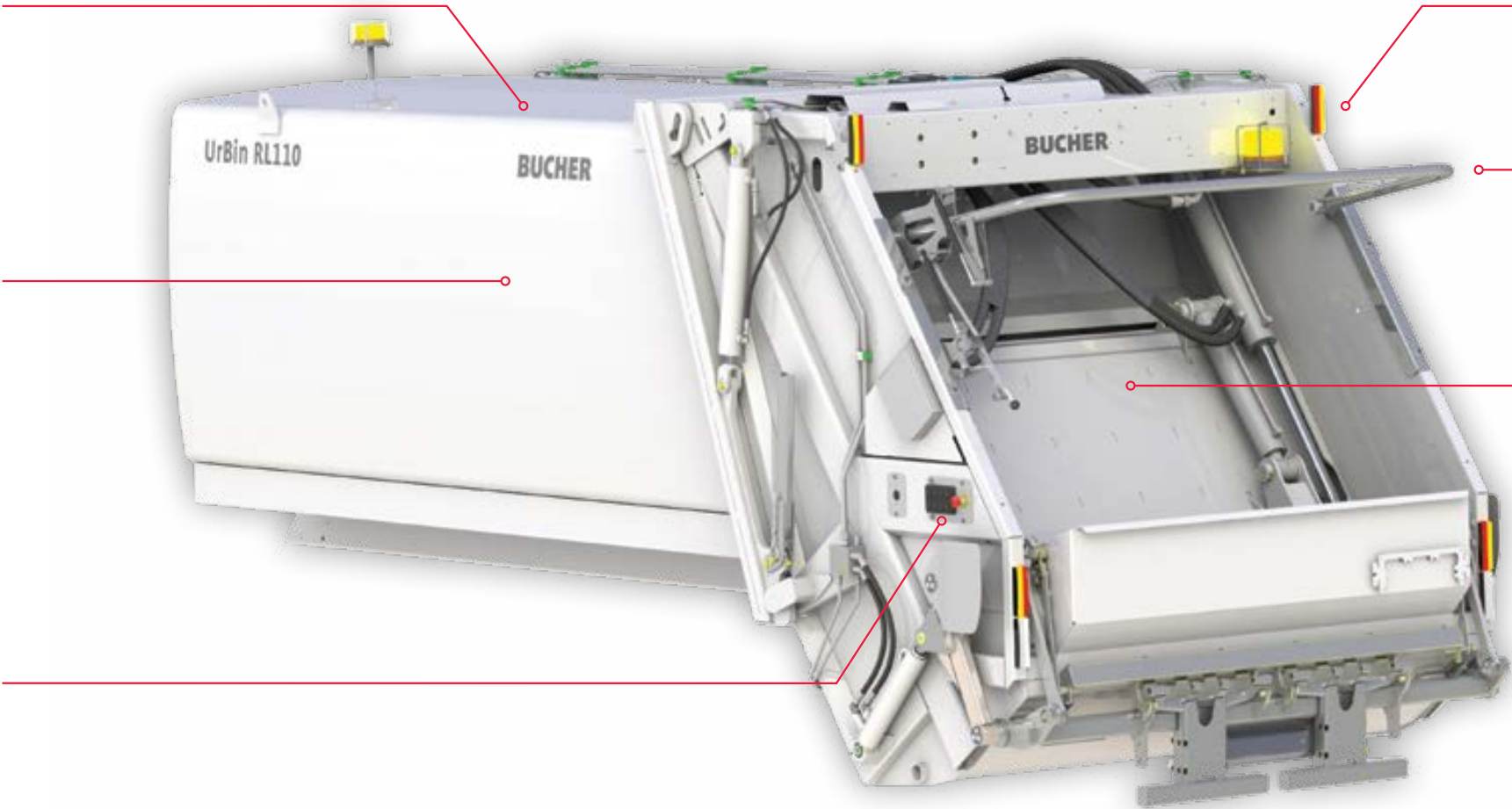
Bucher UrBin series 3 Rear loader

5

Size
Offered in a variety of sizes from 6 m³ to 14 m³
RL60, RL60- 2.1m, RL90, RL110, RL140

Body design
Body streamlined through slimmer, lighter and lower design to accommodate changing environments eg smaller streets, whilst keeping payloads high

Bucher control system
Simplified integrated in cab, control system
Updated rear control panel to incorporate coloured backlighting



Incorporated safety
Mechanical tailgate locking mechanism
Tailgate safety prop
Emergency E stops
In cab warning system
Pedestrian protection system (option)

Bin buffer
Bin buffers available to suit 120L to 1100L bins

Tailgate design
Just like the new body design, the tailgate is streamlined to fit in tighter areas whilst keeping a market leading compaction force to keep payloads high

Bin lifter
Bin lifter options available to cater for height limitations and NMI weighing system technologies

BUCHER
hydraulics

Bucher hydraulics
Experience enhanced performance and cost savings with the Urbin 3 hydraulic system. Hydraulic valve banks exclusively designed and produced by Bucher hydraulics for Bucher Municipal vehicles. The system boasts advanced anti-tamper technology, and direct control from the in cab screen along with increased savings in maintenance and parts.

Weighing system
Fully integrated options available to monitor payloads, axle limits and individual bin weights. NMI certified options available for charge by weight capabilities.

Technology
Bucher and its partners work together to integrate new technology that you see as a necessity today, like anti roll away, IVMS (In Vehicle Monitoring System), zone detection and much more.

Camera systems
Bucher offer a wide range of cameras and accessories for waste management fleet operators who need to manage a mobile workforce. Bucher IQ seamlessly integrates with options like the 360° birdsye view camera, digital recording devices and many other options ensuring complete on-the-go coverage.

RL60 2.1m low profile
The RL60 with a maximum height of 2.1m on selected cab chassis configurations is perfect for underground collection and servicing multi-unit dwellings (MUDs). Suitable for a range of bins from 120L to 1100L.

Safety
Bucher takes the safety of your operators and vulnerable road users seriously and is always striving to create a safer work environment through better design, increased usability and the integration of new safety technologies.

ISUZU

SPECIFICATIONS

FRR 110-260 / FRR 110-260 CREW

FRD 110-260

**Now with
Sat Nav fitted
as standard***



FRR 110-260 Crew



FRR 110-260

* Satellite Navigation functions and maps provided at no extra cost, with up to four quarterly updates provided by user free download for the first three years of ownership, after which updates can be purchased at additional cost.

AUSTRALIA'S TOP SELLING TRUCK BRAND SINCE 1989.

AT A GLANCE*

| | |
|--------|----------------------------|
| GVM | 11,000 kg |
| GCM | 20,000 kg |
| Power | 191 kW @ 2,400 rpm |
| Torque | 761 Nm @ 1,450 - 2,400 rpm |

* Refer to back page for detailed weight rating information

ADVANCED TECHNOLOGY

| | |
|---|--|
| Emissions: Euro V / ADR 80/03 | Hill Start Aid (HSA) - except auto model |
| Driver and passenger airbag with seatbelt pretensioner | Electric mirrors |
| ADR42 compliant sleeper - except crew | Front stabiliser bar |
| ECE-R29 compliant cab | Cruise control |
| Anti-lock Braking System (ABS) | ISRI 6860 driver seat with integrated seatbelt |
| Anti Skid Regulator (ASR) - except auto and crew models | Cornering lamps |



ISUZU
TRUCKS

TIC: Isuzu is a member of the Truck Industry Council - Safer Greener Essential.

FRR/FRD 110-260/ CREW - ARK1380 01/21

DRIVELINE AND CHASSIS SPECIFICATIONS

ENGINE: ISUZU 6HK1-TCC

Type: 6 cylinder 24 valve SOHC
Displacement: 7,790 cc
Compression Ratio: 17.5:1
Bore x Stroke: 115 mm x 125 mm
Max power (DIN-NET): 191 kW (256 HP) @ 2,400 RPM
(JIS Gross): 198 kW (265HP) @ 2,400 RPM
Max torque (DIN-NET): 761 Nm (561 lb.ft) @ 1,450 - 2,400 RPM
(JIS Gross): 788 Nm (581 lb.ft) @ 1,450 - 2,400 RPM
Induction system: Electronically controlled variable nozzle turbocharger with air-to-air intercooler.
Fuel injection: Direct injection high pressure common rail system.
Emission control system: Cooled EGR with exhaust Diesel Particulate Diffuser (DPD). ADR 80/03 (Euro V) compliant. EEV compliant.

CLUTCH (MANUAL TRANSMISSION MODEL)

- Air assisted hydraulic control. Single plate 381 mm diameter.
- Total lining area: 1,363 cm²

TRANSMISSION

ISUZU MZW-6P (except auto model)

- 6 speed manual with air assisted shift.
- Synchromesh on gears 2-6. Triple cone synchromesh on 2nd and 3rd gears. Integral oil pump provides full pressure lubrication.
- PTO provision on LHS of transmission case. PTO drive from mainshaft gear.
- Gear ratios (:1)

| 1st | 2nd | 3rd | 4th | 5th | 6th | Rev |
|-------|-------|-------|-------|-------|-------|-------|
| 6.615 | 4.095 | 2.358 | 1.531 | 1.000 | 0.722 | 6.615 |

ALLISON LCT2500 (auto model)

- 6 speed automatic. 5th generation electronic controls with adaptive shift.
- Allison long life TranSynd synthetic fluid.
- LHS and RHS PTO openings on transmission case. Torque convertor turbine driven PTO drive gear.
- Gear ratios (:1)

| 1st | 2nd | 3rd | 4th | 5th | 6th | Rev |
|------|------|------|------|------|------|------|
| 3.51 | 1.90 | 1.44 | 1.00 | 0.74 | 0.64 | 5.09 |

AXLES

Front: Isuzu F041

- Reverse Elliot I-beam. 4,100 kg capacity.

Rear: Isuzu R077

- Full floating Banjo type. 7,700 kg capacity.
- Drive ratio: 4.333:1

SUSPENSION

Front:

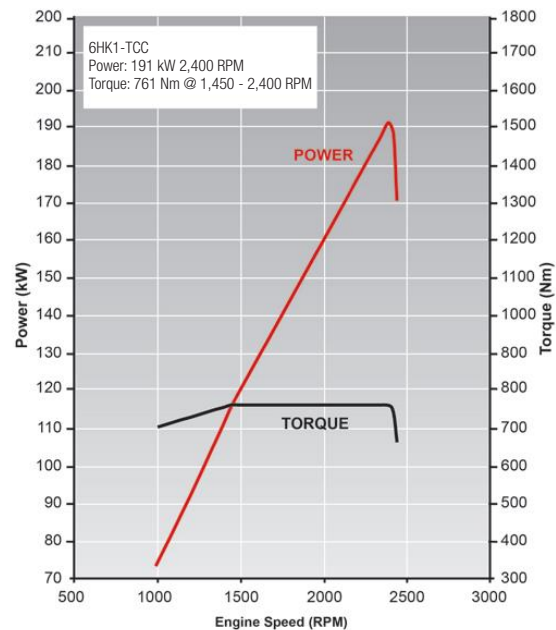
- Single stage alloy steel taper-leaf springs.
- Double acting hydraulic shock absorbers. Stabiliser bar.

Rear: (FRR 110-260):

- Multi-leaf main spring, multi-leaf helper spring.

REAR (FRD 110-260):

- Hendrickson HAS200 airbag. 9,000kg capacity at ground.
- Outboard mounted double acting shock absorbers.



BRAKES

- Dual circuit air over hydraulic front and rear drum brakes.
- ABS.
- ASR traction control - except auto and crew models.
- Hill Start Aid (HSA) - except auto model.
- Front drum size: 320 x 120 mm
- Rear drum size: 320 x 145 mm
- Spring park brake.
- Air controlled exhaust brake.
- Air dryer.

STEERING

- Power assisted recirculating ball steering.
- Gear ratio: 16:1 - 18.8:1
- Turns lock to lock: 4.1
- Maximum angle: 52° (inside wheel) / 39° (outside wheel)

WHEELS AND TYRES

- 17.5 x 6.75 six stud steel wheels (except AW model).
- 17.5 x 6.75 six stud Alcoa aluminium wheels (AW model).
- 235/75R17.5 132/130M Michelin X Multi Z Tubeless.
- Maximum tyre rating:
 - Steer axle: 4,000 kg
 - Drive axle: 7,600 kg
- Spare wheel and tyre assembly with winch type carrier.

CHASSIS FRAME

- Cold rivetted ladder frame with parallel side rails. HT540A high tensile weldable steel sidemembers.
- Frame dimensions:
 - Side rail (mm): 225 x 70 x 6.0
 - Rear frame width (mm): 840

FUEL TANK

- Frame mounted 200L steel fuel tank.
- Lockable fuel cap.

ELECTRICAL SYSTEM

- 24 volt electrical system.
- 90 amp alternator.
- 24 volt, 5.0 kW starter motor.
- 2 x 115E41L (651 CCA) batteries connected in series.
- Underdash CAN interface unit and connector. SAE J1939 protocol. Facilitates connection to a Fleet Management System (FMS) (not supplied).

CABIN SPECIFICATIONS AND APPOINTMENTS**CAB EXTERIOR**

- All steel construction. High tensile steel used for cab underframe.
Single cab: Manual cab tilt to 45° with torsion bar assistance.
Crew cab: Electro-hydraulic cab tilt.
- Complies with ECE-R29 cab strength standard.
- **Single cab:** Liquid filled front and rear cab mounts.
Crew cab: Rubber cab mounts.
- Heavy duty non slip entry steps.
- 90° opening internally reinforced front doors.
- Water spray suppression guards and front mudflaps.
- Laminated windscreen with shade band.
- Two speed windscreen wipers, with intermittent wipe mode.
- Halogen multi-reflector headlamps incorporating turn signals. Additional door mounted integrated side indicator/cornering lamps.
- Combination brake, turn, reverse and marker lamps, registration plate illumination lamps. Extended wiring harness. Reverse alarm.
- Roof-mounted clearance lamps.
- Heated and powered exterior main mirrors with flat glass and additional powered convex "spot" mirrors.
- Chrome grille.
- Body coloured steel air dam bumper with front foglamps.

CAB INTERIOR

- Isri 6860 air suspension driver's seat with pneumatic lumbar support, height, rake and automatic weight adjustment.
- Front passenger adjustable bucket seat and front centre seat with folding seat back.
- **Crew cab:** Rear bench seat with 4 seat capacity.
- 3-point lap sash seatbelts in all outboard seating positions. Driver seatbelt with pretensioner integrated with driver seat. Outboard front passenger seatbelt fitted with pretensioner. Centre seat lap belts.
- **Single cab:** ADR42 compliant sleeper.
- Driver and outboard front passenger airbag.
- Door and roof pillar entry assist grips. **Crew cab:** Full width rear grab rail with ashtray.
- Full interior trim, padded roof lining and vinyl floor covering. Driver and passenger windscreen header storage shelf.
- Tilt/Telescopic adjustable steering column, soft feel urethane steering wheel.
- Electric windows.
- Central locking with remote keyless entry and immobiliser.
- Twin cup holders. 24V Cigarette lighter. Dashboard hook.
- Front door mounted storage pockets and driver's side ashtray.
- Centre console box with storage tray. Fold down storage tray behind centre seat backrest.
- Fully integrated air conditioning and heater/demister with 4-speed fan and outlets for windscreen, side windows, face and floor.
Single cab: Auto control. **Crew cab:** Manual control.
- Fluorescent type interior lamp with On/Door/Off switch.
- 2 DIN, two speaker multimedia unit with 6.2" LCD capacitive touch screen. 1.6GHz processor with Android operating system. DAB+ digital radio and fully integrated Bluetooth with voice recognition. Inbuilt PDF, photo and movie viewer. Internet radio accessible via smartphone. 32GB internal file storage. USB and auxilliary input connection provisions. Firmware and map updates possible via smartphone.

- DIN sized compartment for storage or for CB radio installation.

ISUZU SATELLITE NAVIGATION

- Integrated with multimedia unit. Displayed information includes:
- Points of interest and Isuzu truck dealer locations.
 - Road safety alerts.
 - Speed limits and traffic signals.
 - Route selection based on entered information such as vehicle weight and dimensions.

DRIVER CONTROLS

- Key-operated engine start/stop and steering lock. Engine idle speed control.
- HSA slow/fast engagement control and on/off switch - except auto model.
- ASR on/off - except auto and crew models.
- DPD regeneration.
- T-bar gear selection control (auto model).
- **Left side combination stalk:** Windscreen wipers, washers and exhaust brake.
- **Right side combination stalk:** Turn signals, headlamps and cruise control.

INSTRUMENTATION

- Electronically driven speedometer and tachometer. Digital odometer with integrated dual tripmeter. Engine coolant temperature, fuel level and air pressure gauges.
- **Warning lamps:** Check engine, oil pressure, ABS, SRS airbag, alternator charge, service brakes, park brake, seatbelt unfastened, low air pressure, low fuel level, cab lock.
- **Indicator lamps:** HSA (except auto model), warm up system, high beam, ASR (except auto model), DPD status, exhaust brake, turn signals, cruise control.
- Multi information display. Shows service intervals, vehicle systems status, instantaneous and average fuel consumption, DPD bar chart, hourmeter, voltmeter, time/day/date and includes 40-120km/h adjustable vehicle speed warning.

OPTIONS AND GENUINE ACCESSORIES

Include the following (extra cost, request a brochure and further details from your Isuzu dealer):

Multimedia unit:

- Supports up to five camera inputs. One digital camera with infra red and rear microphone input active when reversing. Four analogue cameras.
- Reversing sensors.
- Tyre pressure monitoring system.

Other:

- Airbag compatible bullbar.
- Air deflector.

ISUZU CARE

Isuzu Care gives truck owners access to products and services including Roadside Assist, Service Agreements, Extended Care, Extended Isuzu Assist and the Isuzu Care Centre. Call 1800 035 640.

ISUZU

SPECIFICATIONS

WEIGHTS (kg)

| Models | Ratings* | | Loading Limit* (at ground) | | Cab Chassis Mass # | | |
|---------------------------|-----------|----------|----------------------------|-------|--------------------|-------|-------|
| | GVM | GCM | Front | Rear | Front | Rear | Total |
| FRR 110-260 MWB | 11,000*** | 20,000 | 4,000 | 7,600 | 2,270 | 1,220 | 3,490 |
| FRR 110-260 AUTO MWB | 11,000*** | 20,000** | 4,000 | 7,600 | 2,290 | 1,215 | 3,505 |
| FRR 110-260 LWB | 11,000*** | 20,000 | 4,000 | 7,600 | 2,315 | 1,245 | 3,560 |
| FRR 110-260 AUTO LWB | 11,000*** | 20,000** | 4,000 | 7,600 | 2,330 | 1,240 | 3,570 |
| FRR 110-260 XLWB | 11,000*** | 20,000 | 4,000 | 7,600 | 2,335 | 1,245 | 3,580 |
| FRR 110-260 AUTO XLWB | 11,000*** | 20,000** | 4,000 | 7,600 | 2,350 | 1,245 | 3,595 |
| FRR 110-260 CREW | 11,000*** | 20,000 | 4,000 | 7,600 | 2,510 | 1,300 | 3,810 |
| FRR 110-260 AUTO CREW | 11,000*** | 20,000** | 4,000 | 7,600 | 2,530 | 1,300 | 3,830 |
| FRD 110-260 LWB | 11,000*** | 20,000 | 4,000 | 7,600 | 2,300 | 1,330 | 3,630 |
| FRD 110-260 LWB (AW) | 11,000*** | 20,000 | 4,000 | 7,600 | 2,285 | 1,280 | 3,565 |
| FRD 110-260 AUTO LWB | 11,000*** | 20,000** | 4,000 | 7,600 | 2,315 | 1,330 | 3,645 |
| FRD 110-260 AUTO LWB (AW) | 11,000*** | 20,000** | 4,000 | 7,600 | 2,300 | 1,280 | 3,580 |

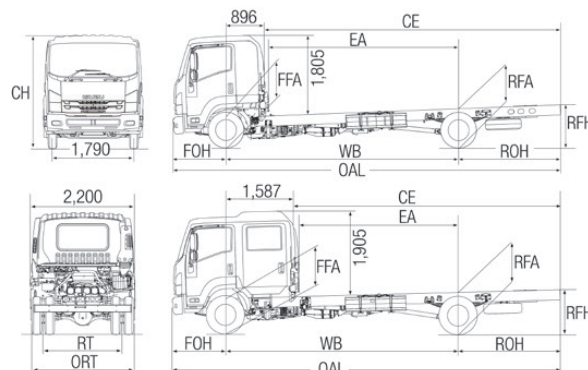
* Vehicle ratings and front/rear weight limits are subject to government regulatory requirements and weight distribution analysis. Consult your Isuzu dealer to select the correct vehicle for your specific application.

** Pre-approved ratings as stated apply for general transport and distribution applications. For other applications approval from Allison is required. For example, GVM and GCM limits of 12,000kg apply for refuse application.

*** Optional 8,000kg GVM rating available. # Cab chassis only as supplied and including 10 litres of fuel.

DIMENSIONS (mm)

| Models | WB | OAL | FOH | ROH | EA | CE | RT | ORT | CH | FFA (unladen) | RFA (unladen) | RFH (unladen) | Turn Circle (m) |
|------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|------------------|------------------|------------------|--------------------|
| | | | | | | | | | | | | | KERB TO KERB |
| FRR 110-260 MWB | 4,360 | 7,255 | 1,170 | 1,725 | 3,375 | 5,190 | 1,600 | 2,170 | 2,585 | 715 | 895 | 960 | 13.9 |
| FRR 110-260 LWB | 5,160 | 8,605 | 1,170 | 2,275 | 4,175 | 6,540 | 1,600 | 2,170 | 2,585 | 715 | 895 | 950 | 16.4 |
| FRR 110-260 XLWB | 5,560 | 9,155 | 1,170 | 2,425 | 4,575 | 7,090 | 1,600 | 2,170 | 2,585 | 715 | 895 | 960 | 17.7 |
| FRR 110-260 CREW | 5,160 | 8,605 | 1,170 | 2,275 | 3,450 | 5,848 | 1,600 | 2,170 | 2,650 | 715 | 895 | 950 | 16.4 |
| FRD 110-260 LWB | 5,160 | 8,605 | 1,170 | 2,275 | 4,175 | 6,540 | 1,600 | 2,170 | 2,585 | 720 | 820 | 860 | 16.4 |



PERFORMANCE (calculated - typical paved road)

| | | Geared Speed* (top gear at peak power engine RPM) | Low Speed Gradeability (lowest forward gear assuming no wheel slip) | Engine Speed (top gear at 100km/h) |
|----------------------|------------------|--|--|---------------------------------------|
| FRR/FRD 110-260 | At 11,000 kg GVM | 112 km/h @ 2,400 RPM | 47% | 2,145 RPM |
| FRR/FRD 110-260 AUTO | At 11,000 kg GVM | 126 km/h @ 2,400 RPM | 39% | 1,900 RPM |

*Maximum speed achievable depends on vehicle frontal area as well as other factors. Consult your Isuzu dealer for more detailed information.

ISUZU WARRANTIES

STANDARD¹

New Vehicle 3 years • 150,000km • 2,500 hours

Cab Perforation Corrosion 3 years • unlimited km

Isuzu Assist: 24 hour roadside assistance (3 years, unlimited km)*

EXTENDED CARE²

Extended Warranty: 5 years • 300,000km • 5,000 hours

Isuzu Assist: 24 hour roadside assistance (5 years, unlimited km)

ORDER CODES

| Model | Code |
|-----------------------|--------------|
| FRR 110-260 MWB | FH-FRRCG-B20 |
| FRR 110-260 AUTO MWB | FH-FRRCG-L20 |
| FRR 110-260 LWB | FH-FRRCG-D20 |
| FRR 110-260 AUTO LWB | FH-FRRCG-N20 |
| FRR 110-260 XLWB | FH-FRRCG-E20 |
| FRR 110-260 AUTO XLWB | FH-FRRCG-P20 |
| FRR 110-260 CREW | FH-FRRGG-D20 |

| Model | Code |
|---------------------------|--------------|
| FRR 110-260 AUTO CREW | FH-FRRGG-N20 |
| FRD 110-260 LWB | FH-FRDCG-D20 |
| FRD 110-260 LWB (AW) | FH-FRDCG-D40 |
| FRD 110-260 AUTO LWB | FH-FRDCG-N20 |
| FRD 110-260 AUTO LWB (AW) | FH-FRDCG-N40 |

¹ Subject to the conditions outlined in the IAL New Vehicle Warranty, the Isuzu FRR and FRD models carry a standard factory warranty which covers the owner: (i) for the entire vehicle, for the first 36 months or 150,000 km or 2,500 hrs (whichever comes first); (ii) against cab perforation corrosion, for 36 months and unlimited kilometres. ² Extended Warranty as illustrated may be purchased to cover the owner against the failure of original components, but may exclude some components and expendable items such as oil, filters, etc. *Valid for three years from the date of new vehicle purchases. All Isuzu warranties are subject to mandatory prescribed terms under Australian Consumer law including customer guarantees. For more details visit the Isuzu website which explains Isuzu warranties in more detail, or alternatively contact your local dealer. All warranties commence from date of delivery.

ISUZU AUSTRALIA LIMITED ABN 97 006 962 572 ("IAL"). The information in this spec sheet was correct at time of printing, but all measurements, specifications and equipment are subject to change without notice. Some equipment may have been changed and/or is available at extra cost. IAL may make changes at any time without notice, in prices, colours, materials, equipment and models. IAL makes all reasonable attempts to ensure the availability of all vehicles and equipment. The information in this spec sheet is general in nature. Your Isuzu dealer can confirm all measurements, specifications and vehicle / equipment availability upon request. To the extent permitted by the law, IAL is not liable to any person as result of reliance on the content of this spec sheet.

ISUZU

TRUCKS

FRR/FRD 110-260/ CREW - ARK1380 01/21



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Appendix 4 – Warranty Policy

Warranty: Policy - Terms & Conditions

PRODUCTS:

Side Loader, Rear Loader, Front Loader, Compact and Truck Mounted Sweepers, Static Compactors, Balers, Vacuum Tankers, Jetting units, CCTV Camera Equipment and Suction Excavation machines.

- 1) Bucher Municipal expressly warrants that goods manufactured by it will be free from defects arising from faulty material and workmanship on the date of delivery of the goods to the purchaser. Coverage under the warranty is conditional upon the goods being correctly serviced, maintained and operated by the purchaser under such conditions and in such a manner as may be prescribed by Bucher Municipal or if Bucher Municipal does not so prescribe under such conditions and in such a manner as is normal for such goods.

Compact Sweepers are warranted for a period of 24 months or 4000 hours (whichever is the sooner) (hereafter known as "the warranty period"). All other products are warranted for a period of 12 months or 2500 chassis hours (whichever is the sooner) (hereafter known as "the warranty period"). To invoke the warranty, the customer must notify Bucher Municipal of defects within the warranty period.

Any original equipment part replaced by Bucher Municipal at Bucher Municipal's cost is covered by the warranty from the date of delivery/installation for the remainder of the warranty period. Warranty extensions are available; information is attached.

- 2) No employee, representative or agent of Bucher Municipal has the authority to vary or add to this warranty except with Bucher Municipal's official confirmation, in writing.
- 3) Bucher Municipal's liability under this express warranty is specifically limited to the repair or the replacement of the goods at Bucher Municipal's discretion. Any such repair or replacement will take place at Bucher Municipal's Premises during Bucher Municipal's normal business hours and is subject to the goods being returned (carriage paid) by the customer to Bucher Municipal.

Note: Customers in remote regions with a mission disabled vehicle can, by prior arrangement with local Bucher Municipal branches, have warranty repairs conducted on-site, however travel, accommodation and parts freight charges may apply. Alternatively, remote customers may, by prior arrangement, conduct warranty repairs and be reimbursed at Bucher Municipal standard repair times (SRT).

- 4) This express warranty shall not apply to:
 1. any goods which have been repaired, altered or modified in any way whatsoever by persons other than Bucher Municipal or its authorised service representatives;
 2. any claims related to the truck manufacturer's cab/chassis content of the total equipment and any such claims that may arise must be submitted to the chassis manufacturer or their locally appointed agent.
- 5) Bucher Municipal undertakes no liability for any parts, service adjustments or consumable items (as set out in paragraph 9) for any vehicle used in general maintenance work as nominated in the Maintenance Manual. This warranty does not cover and Bucher Municipal will not be liable for defects arising directly or indirectly from fair wear and tear, incorrect, faulty or negligent operation or maintenance or by the continued use of the goods after the discovery of any defect or deficiency which had not been rectified or from any other cause whatsoever not attributable to faulty material and workmanship.

Warranty: Policy - Terms & Conditions

- 6) This warranty applies only to the original equipment as supplied by Bucher Municipal and genuine Bucher Municipal parts. It shall not apply to unauthorised alternative parts or materials or any consequential damage or failure resulting from the use or fitting of such parts or materials.
- 7) Apart from this express warranty, and to the maximum extent permitted by law, all conditions or warranties (whether express or implied), liabilities to compensate or indemnify, representations and statements are hereby excluded.
- 8) To the maximum extent permitted by law, Bucher Municipal otherwise excludes its liability (including any liability in negligence) to any person for any loss or damage, whether economic, special, indirect, consequential or otherwise howsoever suffered or incurred by any such person caused by or resulting from the goods or from any failure breakdown defect or deficiency of whatsoever nature and kind or in the goods.
- 9) This warranty does not cover (and expressly excludes):
 1. Consumable items, wearing components and incidental costs.
 2. Filters and elements, drive couplings, bearings and belts, dust curtains and mudflaps, impellers and casings, lift cables, light globes, relays, fuses and batteries, seals (including rear door) and rubbers, tyres and friction materials. Wearing plates, slide blocks, strips and baffles, windows, mirrors and inspection glasses, hoses, oils, fluids, surface treatment, gaskets. Wearing components on Jetting, vacuum or recycling system, Wearing components on lifters, bodies, shear pins, wear pads, and any other item normally considered as consumable.
 3. Adjustments to pressures after initial 3 month/600 hours run-in period.
 4. Incidental costs including towing, vehicle cleaning and oil clean-up, hire vehicle costs, travel time, fares, meals, accommodation, overtime, site allowances, penalty rates and other incidental costs are not covered.
- 10) **EXTENDED WARRANTY PURCHASE OPTIONS**
Applicable for Side, Rear, Front Loaders, Truck Mounted Road sweepers, Tankers and Drain Cleaning Equipment only.

TERMS AND CONDITIONS

The terms and conditions applicable to any Extended Warranty are the Warranty Agreement Terms and Conditions, subject to the following differences.

1. An Extended Warranty must be purchased within 30 days of the vehicles date into service
2. Any failure by the customer to comply with the Warranty Agreement Terms and Conditions terms will void the Extended Warranty.



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Appendix 5 – Training Operation Details

Assessment Tool

On-the-Job Observation

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| | | | |
|---|---|--------------|--|
| Category: | Operation | | |
| Element: | OROE003 – Operation and Adjustment of a Rear Loader | | |
| Participant Name: | | | |
| Location of Assessment: | | Date: | / / |
| Assessor Name: | | | |
| Product (circle): | UrBin | JP5 Series | JM Series |
| Operation Type (tick one): | Static Operation and adjustment <input type="checkbox"/> (Performance criteria in italics not required) | | On-Road Operation and adjustment <input type="checkbox"/> (All performance criteria required) |
| Underpinning Knowledge | | | |
| <ul style="list-style-type: none"> Identify relevant vehicle Operation Guide Acceptable level of understanding in operating heavy vehicle machinery <i>Correct Drivers Licence</i> | | | |
| Assessment Guidelines : | <p>Instructions to Participant</p> <p>In this assessment task you are required to demonstrate safety, orientation, pre start correct operation and end of day maintenance routine for a Refuse Vehicle. You will need to be assessed as Satisfactory for all performance criteria upon which a certificate of attendance will be provided.</p> <p><u>Preparation</u></p> <p>To prepare for this assessment, you are required to complete the following activities:</p> <ul style="list-style-type: none"> Identify correct manual for vehicle type Identify correct sections of applicable manual <i>Operator to confirm with Supervisor appropriate area for tipping material and cleaning the unit (on-road operation only)</i> <i>Correct licence for driving applicable vehicle (on-road operation only)</i> <p><u>Resource requirements for assessment</u></p> <p>For this task you will need access to the following resources / equipment:</p> <ul style="list-style-type: none"> A vehicle in operational and roadworthy condition <i>Site for refuse collection and area for dumping waste material (on-road operation only)</i> <i>Area for vehicle wash down and cleaning (on-road operation only)</i> <p>Instructions for Assessor</p> <p>Determine the participant's readiness for assessment by answering the following questions:</p> <p>Has the participant satisfactorily completed any preparation tasks? Yes No</p> <p>Does the participant have the resources, tools and equipment to complete this assessment? Yes No</p> <p><u>Assessment Criteria</u></p> <p>To achieve competency for this element, the participant must satisfy all performance criteria. This can be completed over a number of task observations as required.</p> <p>If the participant does not meet all performance criteria, implement an improvement plan and schedule time within a month for re-assessment.</p> <p>It is not the intended outcome to train operators in the daily legal road use of this equipment. It is the responsibility of the licensed operator to make themselves aware of all statutory requirements and abide by these laws and regulations at all times.</p> | | |

Assessment Tool

On-the-Job Observation

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| Performance Criteria Some criteria only apply to selected vehicles as indicated in brackets. S – Satisfactory NYS – Not Yet Satisfactory | Train | Candidate Demonstrated | |
|---|--------------------------|--------------------------|--------------------------|
| | Yes | S | NYS |
| Safety | | | |
| • Identify emergency stop in cab and rear stations (front control, side ladder and body access if optioned) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify rotating parts – PTO shaft (shut down vehicle prior to maintenance) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify hot parts - Engine, exhaust, hydraulic tank, hydraulics etc. Use correct PPE | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Demonstrate correct use of tailgate safety props | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify safety buffer zone of 2 metres around binlifter/tailgate when operating | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Demonstrate emergency rescue function and operation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify pinch points – Binlifter, compaction panels, tailgate, ejector | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Describe shut down vehicle prior to entering body/hopper | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify waste on vehicles – Clean it first. Use correct PPE | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Describe welding or grinding in body. Use correct PPE and positive ventilation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Demonstrate climbing on vehicles – 3 points of contact and use specified access only | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Describe confined spaces inside body – Refer to supervisor prior to access | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify clearance for over height situations (bin lifting, tipping etc) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Demonstrate use of dead man switch for binlifter if optioned | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identify safety decals are fitted as per Operators Guide | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Orientation – Identify the following: | | | |
| • PTO, pumps and compactor/bin lifter valve banks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Ejector, rails, body, tailgate, tail gate seal and sub frame | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Cabin, rear and front control panel (if optioned) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Power supply box, nodes and sensors | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Options – Bin lifter, bin buffer, canopy, enclosed hopper, rear steps | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Electrical – Care with HP water (nodes, loom connectors, camera locations) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pre Start – Demonstrate or describe the following: | | | |
| • Identification of vehicle GVM, maximum payload and correct drivers licence for equipment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Correct chassis fluid levels and pre start checklist | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Tyres, wheels, mud guards and flaps in good condition | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Hydraulic, engine/transmission, air or body leaks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Hydraulic oil level and correct oil type for top up (Operator Guide) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Assessment Tool On-the-Job Observation

BUCHER
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| Performance Criteria Some criteria only apply to selected vehicles as indicated in brackets. S – Satisfactory NYS – Not Yet Satisfactory | Train | Candidate Demonstrated | |
|---|--------------------------|--------------------------|--------------------------|
| | Yes | S | NYS |
| • Head lights, indicators, brake lights work lights and rotating lights operation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Wipers, horn, mirrors and glass, truck controls and steering operation. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Reverse lights, alarms and camera systems | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Check condition and operation of all compactor equipment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Park brake operation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operation – Demonstrate or describe the following: | | | |
| • Mirrors, seating position and camera monitors are set correctly | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Travel to site with PTO off and ejector in forward position. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Exiting vehicle (Park brake, neutral, 3 points of contact) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Maximum bin weight SWL for lifter (operators manual) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Armrest control pad and tip controls | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Operate compactor/bin lifter from left hand side of vehicle out of the traffic | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Aware of dangers of working at rear of vehicle | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Aware of traffic, pedestrians and obstacles when retrieving or lifting bins | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Pack and prime operation in both auto and manual modes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Bin lifter and bin buffer operation for applicable size bins including 2 speed | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Ejector operation - Eject panel pulses toward load with compactor panel cycling | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Bin lifter/compactor interlocks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Bins to be left with lids closed after tipping | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Positions vehicle to avoid overhanging foliage, vehicles, persons and structures when operating bin lifter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Identifies when body is full via scales if fitted | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Drainage of liquid in bowl via hopper sump if fitted | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Correct body unloading criteria and procedure (hand brake, neutral, look above for clearances, clear bowl, tailgate down when travelling). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Option – Pack on run | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Option – Correct inch bar operation (park brake, neutral, stand clear) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Option – Bale lifter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Option – Camera systems and DVR if fitted | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | |

Assessment Tool On-the-Job Observation

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| Performance Criteria Some criteria only apply to selected vehicles as indicated in brackets. S – Satisfactory NYS – Not Yet Satisfactory | Train | Candidate Demonstrated | |
|---|--------------------------|--------------------------|--------------------------|
| | Yes | S | NYS |
| End of day routine – Demonstrate or describe the following: | | | |
| • Check vehicle for damage | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Wash/clean excessive refuse from binlifter and vehicle | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Lubrication points (Operators Guide) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Clean refuse behind ejector panel through access door (vehicle isolated) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| | |
|---|--|
| Final Result | |
| Competent <input type="checkbox"/> | Not yet competent <input type="checkbox"/> |
| Summary of Feedback/ Action Plan | |
| | |
| Assessor Signature: | |
| Participant Acknowledgement | |
| I acknowledge that I have received feedback about my assessment results and agree with the outcomes | |
| Participant Signature: | |



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Appendix 6 – Customer Service Support Information

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Customer Service Centres



MAF-ASSP-001

Innovation • Competency • Reliability • Sustainability



Welcome

Formed in 1951, Bucher Municipal has a proud 70 year history, having grown from a small family business, to today employing over 350 people Australia wide.

From humble beginnings and with a vision of becoming the “leading provider of efficient and affordable equipment and services for maintaining a cleaner, more sustainable environment”, Bucher Municipal is today recognised as the leading provider of equipment to the Australian Waste Industry.

Bucher Municipal boasts an impressive product offering including Side, Rear and Front loading refuse machines as well as Compact and Truck Mounted Road Sweepers, Vacuum Tankers and Bulk Waste compaction equipment.

Every Bucher Municipal machine is application engineered, manufactured in Australia and supported by a passionate After Sales support team that operates 24/7, 365 days a year.

Bucher Municipal provides national After Sales support, which is unsurpassed within the industry, with Spare Parts, Service, Warehousing and Distribution facilities located in Adelaide, Brisbane, Perth, Sydney and Melbourne. The extensive fleet of Bucher Municipal field service vehicles can address all service requirements on location Australia wide.

Bucher Municipal Customer Service Centres are located in each state housing our Sales, After Sales, and Spare Parts Teams.



Bucher Municipal • 65-73 Nantilla Rd, Clayton North, Vic. 3168 AUS
Phone +61 3 9271 6400 • Fax +61 3 9271 6480
www.buchermunicipal.com.au

Due to continuous development Bucher Municipal reserves the right to alter specifications without prior notice. October 2018.

Service Packages

Service Offerings

Bucher Municipal Customer Service Centres lead the industry in After Sales support. The team is equipped to undertake the service and repair of hydraulic systems and components, welding and boiler making repairs, body/chassis replacements, auto electrical, diagnostics, repairs, CCTV installation, and general maintenance, no matter the make or model of your equipment.

Response Times

Bucher Municipal makes every effort to ensure all service calls are attended to in the quickest possible timeframe and this will be clearly communicated by our Customer Service Centre staff when you book your equipment in for a service or repair at Bucher Municipal.

Vehicle Off Road (VOR)

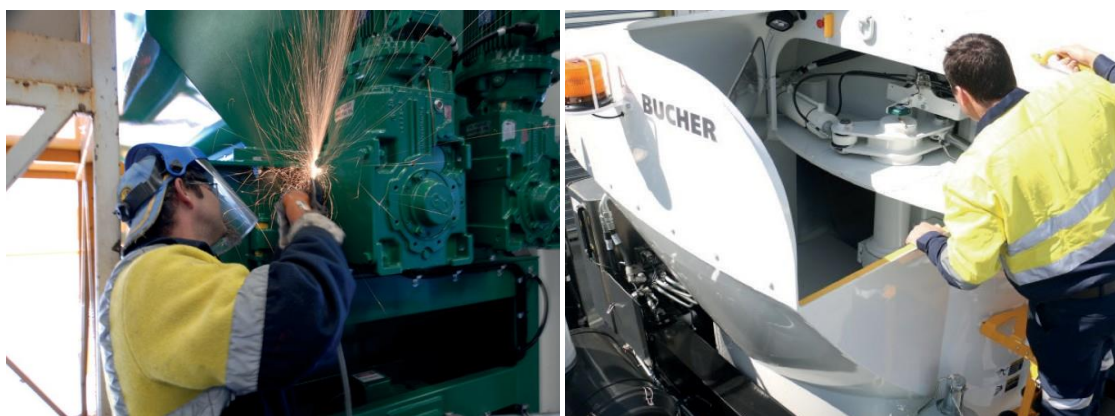
Bucher Municipal has a Vehicle Off Road escalation process that ensures all machines without a clearly defined return to service plan, receives the highest priority within all areas of the business. This pooling of company-wide resources ensures your machine is returned to service in the quickest possible timeframe.

Hours of Business

| BRANCH | OPENING HOURS |
|-------------------|--------------------------|
| Victoria | 7:30am - 4:00pm |
| Western Australia | 7:00am - 5:00pm |
| Queensland | 6:00am - 8:00pm |
| New South Wales | 7:30am - 4:00pm |
| South Australia | 8:00am - 4:30pm |
| All States | Saturdays by appointment |

Services Offered

Bucher Municipal customers expect us to provide high-quality, long-lasting machines that run efficiently and provide maximum up time, and as with all mechanical equipment, it will require routine checks, regular servicing and more importantly preventative maintenance. The team at Bucher Municipal can address all servicing requirements and provide various maintenance packages to cover these requirements. Bucher Municipal has developed a unique range of maintenance packages which are designed to meet our customer's individual needs.



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Fixed Price Servicing and Contract Maintenance Packages

Using specialised knowledge of the equipment and its maintenance requirements, the team at Bucher Municipal can develop a plan to maximise vehicle productivity and reliability, including a fixed cost maintenance agreement to meet specific customer requirements.

There are four standard packages to choose from, however if you have a specific requirement that does not fit within one of our standard packages, the team at Bucher Municipal will be able to tailor a package to meet your individual needs.

Package 1 – Service Connections

A great package designed to assist your in-house workshop or on-site staff to provide preventative maintenance and ensure OH&S compliance for your equipment.

For a fixed monthly fee, Bucher Municipal will visit your site on an agreed monthly interval; to service, inspect and report on the condition of your equipment.

Agreements can also be flexibly tailored to meet your requirements and the equipment's duty cycle.

Package 2 – Major Components Connections

This package can be tailored to suit any Bucher Municipal equipment. For a fixed monthly fee Bucher Municipal will cover the cost of rebuilding major components over the life of the equipment. We sit down with you and agree on what you need rebuilt or replaced and at what stage, we can tailor services to your equipment.

You call us when the equipment is available at its due time and we recondition or renew the components specified for a flat monthly fee. No surprises!

Package 3 – Contract Connections

The complete package!

Full repair and maintenance agreements can be established from two to ten years and are based on new or used equipment which can be customised to your requirements.

- Available for all Bucher Municipal products
- Genuine OEM lubricants, parts & filters
- All wearing parts, labour and consumables included
- Safety check
- Factory trained technicians
- Proactive maintenance
- Priority service

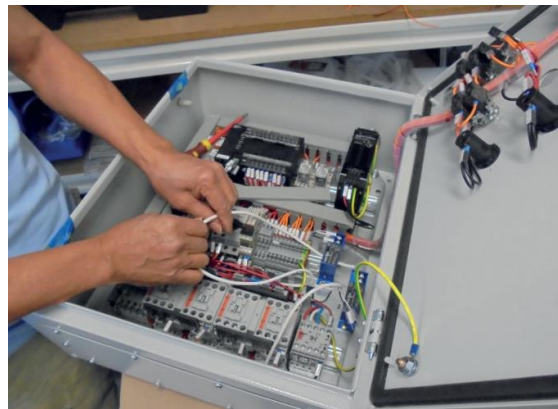
Package 4 – Training Connections

Train your Team!

Should the customer decide to fully maintain their equipment in-house, Bucher Municipal can conduct training sessions either on-site or at Bucher Municipal premises. This ensures that the equipment is maintained by fully trained personnel.

Certificates are provided at the conclusion of the Training Connections sessions.

A competitive price can be discussed with your local Bucher Municipal representative, based upon your individual needs, location, type of equipment and fleet size.



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Spare Parts

Stock Level

Bucher Municipal's National Customer Service Centres hold more than 15 thousand active lines or parts to support equipment of all ages.

Response Rates

All confirmed orders placed before 1:30pm EST, can be dispatched on the same day from our Spare Parts departments to all major capital cities.*

Parts Delivery/Pick-Up Service

Orders are dispatched by courier or freight services*. The following services are currently being offered:

- Same Day
- Next Day
- Saturday (by arrangement)
- After-hours customer pick-up (by arrangement)

Opening Hours

| BRANCH | OPENING HOURS |
|-------------------|-----------------|
| Victoria | 7:30am - 4:00pm |
| Western Australia | 7:00am - 5:00pm |
| Queensland | 7:30am - 4:30pm |
| New South Wales | 7:30am - 4:30pm |
| South Australia | 8:00am - 4:30pm |

To place an order:

Please contact one of our Customer Service Centres, a full Bucher Municipal contact list is provided at the end of this publication.

* All subject to stock availability, charges may apply and some outlying regions may vary from these times. Further details are available upon request.



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Internal



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Appendix 7 – Service Maintenance Summary



URBIN 2 REAR LOADER SERVICE SCHEDULE

**"A" MONTHLY "B" THREE MONTHLY
"C" SIX MONTHLY "D" TWELVE MONTHLY**

SIR No
REGISTRATION NO
JOB No

SPEEDO READING
TECHNICIAN
HOUR METER READING

Service

| | | | |
|---|---|---|---|
| A | B | C | D |
|---|---|---|---|

Key

☐

Required

☐

Not Required

X = not ok

✓ = corrected

| | | | | COMMENTS | X | ✓ |
|--|--|--|--|---|---|---|
| | | | | Rescue mode for operation | | |
| | | | | Check Fire extinguisher | | |
| | | | | Emergency Stops (3-5) pending options | | |
| | | | | Hydraulic Oil level and Leaks | | |
| | | | | Check slide wear pads | | |
| | | | | Check sweep and slide panels for smooth operation and damage | | |
| | | | | Check binlifter and bin buffer for correct operation and damage | | |
| | | | | Clean away any excess refuse around compactor and lifter | | |
| | | | | Check all lights, beacons and cameras | | |
| | | | | Body, Tailgate and sumps for condition, leaks and damage including seals | | |
| | | | | Lubricate Sweep (4) and Slide (4) cylinders | | |
| | | | | Lubricate sweep panel pivot (2) | | |
| | | | | Check hydraulic hoses for condition | | |
| | | | | Lubricate ejector cylinder (2) and tailgate cylinder (4) | | |
| | | | | Lubricate binlifter if fitted | | |
| | | | | Lubricate tailgate pivo points (2) | | |
| | | | | Lubricate PTO shaft (3) | | |
| | | | | Check ejector cylinder and panel for correct operation and damage | | |
| | | | | Check body mounts | | |
| | | | | Check winch oil and cable if fitted | | |
| | | | | Replace Return Filter | | |
| | | | | Part # TXW3E-GDL10 x1 (UR 6, 8, 11, 14) Part # 936978Q x1 (UR 20, 24) | | |
| | | | | Replace Pressure Filter | | |
| | | | | Part # SL4-H-0090-1 x1 (UR 6,8,11,14) Part # HP-135-3-A10-A-N x1 (UR 20, 24) | | |
| | | | | Sample Oil – Replace if required | | |
| | | | | SOS-001 | | |
| | | | | Pressure check all hydraulic functions and speeds | | |
| | | | | SPSSUR | | |
| | | | | Change winch oil if fitted | | |

Any additional comments.

| | |
|--------|-------|
| SIGNED | DATED |
|--------|-------|



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Appendix 8 – Risk Assessment

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OCCUPATIONAL HEALTH & SAFETY

Rear Loader



DECLARATION OF CONFORMITY

Manufacturer's Name: Bucher Municipal Pty Ltd

Manufacturer's Address: 65-73 Nantilla Road, Clayton, Victoria
3168

Product Name: UrBin

Product Type(s): Rear Loader

Product Options: All

Product Serial Number: RL

Conforms to the following standards:

Code of Practice – Managing Risks of Plant in the Workplace – 03/2016

This product is manufactured in accordance with the Health and Safety Guide for the Waste Management and Recycling Industry in Victoria and New South Wales.

A handwritten signature in blue ink, appearing to be "AM".

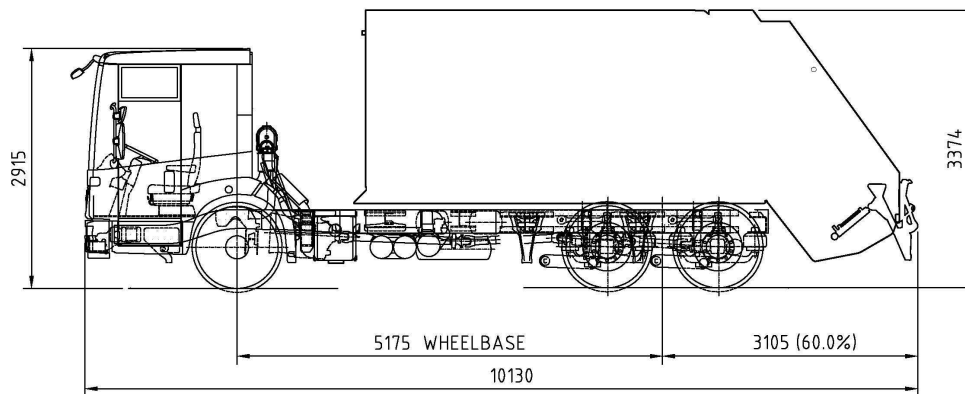
Andrew Mitchell
General Manager - Engineering
September 2024

A handwritten signature in blue ink, appearing to be "David Bishop".

David Bishop
Managing Director
September 2024



Bucher Municipal Rear Loader



Technical Data Index

- 1) Electronic and Hydraulic control circuit drawings can be found in the Technical and Parts Manuals
- 2) Operating, safety and maintenance procedures can be found in the Technical and Parts Manuals.

These documents are supplied with each vehicle. Operators must read and take note of these documents before operation.

- 3) Design calculations, test results, etc, are obtainable from the Engineering Department Technical Reference Files.
- 4) General Description (ref. pg. 3)
- 5) List of Hazards (ref. pg. 4)
- 6) Safety Requirements and Measures (ref. pg. 9)
- 7) Information for use



4. **GENERAL DESCRIPTION**

Ejector panel

The ejector panel discharges the load from the body and is moved by a multi-stage double acting cylinder. The panel is of a robust design and is made of high tensile

350 grade steel. It is supported on bearing pads that run inside a lubricated channel section that forms part of the body structure.

Tailgate

The tailgate is raised and lowered by double acting hydraulic cylinders. The descent of the door is controlled at a slow rate taking 30 seconds to close from the fully opened position. The opening speed is preset to 40 seconds.

Sweeping and packing

The sweep and packing involves sweeping the refuse out of the hopper and packing it into the body against the ejector panel. Two panels are connected and supported by pins and rotate independently. Panel movement is basically broken into 4 steps

- Sweep cylinder retracts
- Packing cylinder extends
- Sweep cylinder extends
- Packing cylinder retracts

The sweep and packing panels are operated by double-acting cylinders.

Binlifter

Bucher Municipal produces a range of mobile bin lifting equipment. In typical operations two people are working the bin lifter at the rear. The following options are covered in this report. Refer to the operator's manual for descriptions:

- Universal Compact Bin Lifter
- Underbody Lifter

Controls

External controls cover the raising of the tailgate and the ejector panel control, the throttle advance switch, compactor cycle control on both sides at the rear and controls for the various types of bin lifters. The in-cab controls consist of an optional TV camera display for the rear and various controls for lights, beacons and indicators. Refer to the operator's manual for more information.



5. LIST OF HAZARDS

| HAZARD | | LOCATION |
|--|--|---|
| 1. Entanglement hazard | | |
| <ul style="list-style-type: none"> Is any person at risk of having their hair, clothing, gloves, necktie, jewelry and any other materials becoming entangled with moving parts of the product? | | Maintenance Tailgate Sweeping and Packing |
| 2. Crushing hazard | | |
| <ul style="list-style-type: none"> Can anyone be crushed due to material falling off the product? | | Ejector Panel |
| <ul style="list-style-type: none"> Can anyone be crushed due to unexpected or uncontrolled movement of the product or its load? | | Ejector Panel Bin lifting Controls Miscellaneous |
| <ul style="list-style-type: none"> Can anyone be crushed due to a lack of capacity of the product to be slowed, stopped or immobilised? | | Sweeping and Packing Sweeping and Packing Binlifting |
| <ul style="list-style-type: none"> Can anyone be crushed due to the product tipping or rolling over? | | |
| <ul style="list-style-type: none"> Can anyone be crushed due to parts of the product collapsing? | | Binlifting |
| <ul style="list-style-type: none"> Can anyone come into contact with moving parts of the product during testing, inspection, maintenance, operation, cleaning or repair? | | Maintenance Maintenance Eject panel Eject panel |
| <ul style="list-style-type: none"> Can anyone be thrown off or under the product? | | Binlifting Tailgate |
| <ul style="list-style-type: none"> Can anyone be crushed due to being trapped between the product and materials or fixed structures? | | Tailgate Tailgate Tailgate Binlifter |
| 3. Cutting, Stabbing or | | |
| <ul style="list-style-type: none"> Can anyone be cut, stabbed or punctured due to coming in contact with sharp or flying objects? | | Tailgate |
| <ul style="list-style-type: none"> Can anyone be cut by coming in contact with moving parts of the product during testing, inspection, operation, maintenance, cleaning or repair of the vehicle? | | Ejector panel Ejector panel Maintenance Maintenance |
| <ul style="list-style-type: none"> Can anyone be cut by parts of the product or work pieces disintegrating? | | Binlifter |
| <ul style="list-style-type: none"> Can anyone be cut due to work pieces being ejected? | | Ejector panel |
| <ul style="list-style-type: none"> Can anyone be cut due to the mobility of the product? | | Ejector panel |
| <ul style="list-style-type: none"> Can anyone be cut due to uncontrolled or unexpected movement of the product? | | Controls Controls |



| HAZARD | LOCATION |
|--|---|
| 4. Shearing | |
| <ul style="list-style-type: none"> Can anyone's body parts be sheared between two parts of the product, or between a part of the product and a work piece or structure? | Sweeping and Packing |
| 5. Friction | |
| <ul style="list-style-type: none"> Can anyone be burnt due to contact with moving parts or surfaces of the product, or material handled by the product? | Miscellaneous |
| 6. Striking | |
| <ul style="list-style-type: none"> Can anyone be struck by moving objects due to uncontrolled or unexpected movement of the product or material handled by the product? | Tailgate Sweeping and packing Bin lifting Hydraulic System |
| <ul style="list-style-type: none"> Can anyone be struck by the product, parts of the product or work pieces disintegrating? | |
| <ul style="list-style-type: none"> Can anyone be struck by work pieces being ejected? | Bin lifting Miscellaneous |
| <ul style="list-style-type: none"> Can anyone be struck due to mobility of the product? | Tailgate Bin lifting Miscellaneous |
| 7. High Pressure Fluid | |
| <ul style="list-style-type: none"> Can anyone come into contact with fluids under high pressure, due to product failure or misuse of the product? | Hydraulic System |
| 8. Electrical | |
| <ul style="list-style-type: none"> Can anyone be injured by electrical shock or burnt due to the product contacting live electrical conductors? | Electrical system Electrical system |
| <ul style="list-style-type: none"> Can anyone be injured due to the product working in close proximity to electrical conductors? | Electrical system |
| <ul style="list-style-type: none"> Can anyone be injured due to overload of electrical circuits? | Electrical system |
| <ul style="list-style-type: none"> Can anyone be injured due to damaged or poorly maintained electrical leads and cables? | Controls Electrical system |
| <ul style="list-style-type: none"> Can anyone be injured due to damaged electrical switches? | Controls |
| <ul style="list-style-type: none"> Can anyone be injured due to water near electrical equipment? | Electrical system |
| <ul style="list-style-type: none"> Can anyone be injured due to lack of isolation procedures? | Controls |



| HAZARD | LOCATION |
|---|--|
| 8. Electrical | |
| <ul style="list-style-type: none"> Can anyone be injured due to thermal radiation or other phenomena such as the projection of molten particles and chemical effects from short circuits? | Controls |
| 9. Explosion | |
| <ul style="list-style-type: none"> Can anyone be injured by explosion of gases, vapors, liquids, dusts or other substances, triggered by the operation of the product or by material handled by the product? | Ejector panel |
| 10. Slipping, tripping and falling | |
| <ul style="list-style-type: none"> Can anyone using the product, or in the vicinity of the product, slip, trip or fall due to uneven or slippery work surfaces? | Miscellaneous Miscellaneous Binlifting |
| <ul style="list-style-type: none"> Can anyone slip or fall due to poor housekeeping eg. Swarf in the vicinity of the product, spillage not cleaned up? | Miscellaneous |
| <ul style="list-style-type: none"> Can anyone slip or fall due to obstacles being placed in the vicinity of the product? | |
| <ul style="list-style-type: none"> Can anyone fall from a height due to lack of a proper work platform? | |
| <ul style="list-style-type: none"> Can anyone fall from a height due to a lack of possible stairs or ladders? | |
| <ul style="list-style-type: none"> Can anyone fall due to a lack of guardrails or other suitable edge protection? | |
| <ul style="list-style-type: none"> Can anyone fall from a height due to unprotected holes, penetrations or gaps? | |
| <ul style="list-style-type: none"> Can anyone fall from a height due to poor floor or walking surfaces, such as the lack of a slip-resistant surface? | |
| <ul style="list-style-type: none"> Can anyone fall from a height due to steep walking surfaces? | |
| <ul style="list-style-type: none"> Can anyone fall from a height due to collapse of the supporting structure? | |
| 11. Ergonomic | |
| <ul style="list-style-type: none"> Can anyone be injured due to poorly designed seating? | |
| <ul style="list-style-type: none"> Can anyone be injured due to repetitive body movement? | |
| <ul style="list-style-type: none"> Can anyone be injured due to constrained body posture or the need for excessive effort? | Controls |



| HAZARD | LOCATION |
|--|---------------------------|
| 11. Ergonomic | |
| ▪ Can anyone be injured due to a design deficiency causing mental or psychological stress? | |
| ▪ Can anyone be injured due to inadequate or poorly placed lighting? | Miscellaneous |
| ▪ Can anyone be injured due to a lack of consideration being given to human error or human behaviour? | Controls Miscellaneous |
| ▪ Can anyone be injured due to mismatch of the product with human traits and natural limitations? | |
| 12. Suffocation | |
| ▪ Can anyone be suffocated due to a lack of oxygen, or atmospheric contamination? | Ejector panel |
| 13. High temperature of fire | |
| ▪ Can anyone come into contact with objects at high temperatures? | Miscellaneous |
| ▪ Can anyone be injured by fire? | |
| 14. Temperature (thermal comfort) | |
| ▪ Can anyone suffer ill-health due to exposure to high or low temperatures? | |
| 15. Other Hazards | |
| ▪ Can anyone be injured or suffer ill-health from exposure to chemicals? | Ejector panel |
| ▪ Can anyone suffer ill-health from exposure to toxic gases or vapours, fumes or dust? | Ejector panel |
| ▪ Can anyone suffer hearing loss from noise? | |
| ▪ Does the noise level affect vital communication that is required in high risk operations? | Binlifting |
| ▪ Can anyone suffer ill health from radiation? | |
| 16. Stability | |
| ▪ Can anyone be injured due to the loss of stability of the product or its parts? | |
| 17. Vibration | |
| ▪ Does any part of the product involve vibration that could cause long term neurological and vascular disorders? | |
| 18. Combination of Hazards | |
| ▪ Are there risks associated with the failure or disorder of the control system on the product? | Controls |



| HAZARD | | LOCATION |
|--|--|--|
| 18. Combination of Hazards | | |
| ▪ Are there any risks associated with errors in software? | | |
| ▪ Are there any risks associated with the variation in the rotational speed of parts? | | |
| ▪ Are there any risks involved when there is a failure of the power supply? | | Controls Miscellaneous |
| ▪ Are there any risks involved with the failure of the control circuit? | | Miscellaneous Miscellaneous Controls |
| ▪ Are there any risks involved with the product breaking up during operation? | | |
| ▪ Are there any risks associated with movement of parts when starting the engine? | | Miscellaneous Controls |
| ▪ Are there any risks associated with movement of parts without the driver at the driving position? | | |
| ▪ Are there any risks associated with movement of the product without all parts in a safe position? | | Controls |
| ▪ Are there any risks associated with insufficient visibility from the work positions? | | Controls Miscellaneous |
| ▪ Are there any risks involved due to the inadequate location of manual controls? | | Controls |
| ▪ Are there any risks involved due to the fact that there is inadequate design of manual controls and their mode of operation? | | Controls |
| ▪ Are there any risks associated with the engine and the batteries? | | Maintenance |
| ▪ Are there any risks associated with transmission of power between machines parts? | | Hydraulic |

OHS/RL-02/08

6. SAFETY REQUIREMENTS AND MEASURES

| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|---|------|-----|---|--|
| 1. | Ejector panel | | | | |
| 1.1 | Panel traps and crushes an operator on discharge or during maintenance. | 1 | 3 | <ul style="list-style-type: none"> ▪ The ejector panel cannot operate unless the main engine is switched on. ▪ During load discharge, the tailgate is always open so the person cannot be trapped. ▪ The access door and ladder have safety switches, when they are used the system is shut down. ▪ A safety label indicates that the engine should be switched off before entering the body | <ul style="list-style-type: none"> ▪ The operator must check inside the body before moving the ejector panel. |
| 1.2 | Refuse crushes a person on discharge | 3 | 3 | <ul style="list-style-type: none"> ▪ The operator is in the cab or at the front of the vehicle to discharge the load. ▪ When the in-cab controls are fitted, the TV camera option gives a rear view of the vehicle. ▪ The tailgate and ejector panel controls locate the operator away from the danger areas. Flashing lamps operate at the rear to warn bystanders. | <ul style="list-style-type: none"> ▪ The operator is to ensure that the area behind the vehicle is clear. ▪ Warning: The TV camera is not useful when the tailgate is in lowering mode. |
| 1.3 | Injury caused from working in hazardous work areas | 2 | 3 | <ul style="list-style-type: none"> ▪ Risks involve contamination of fumes from refuse or from welding operations. ▪ Before any welding or hot work is conducted inside the body, the body must be cleaned out of any chemicals. ▪ When conducting any work in front of the ejector panel, the top hopper door must be kept open to allow ventilation of air. ▪ When working behind the ejector panel, the tailgate and the hopper door are to be open at all times. This will significantly reduce the risk of a worker injured from air contamination. | <ul style="list-style-type: none"> ▪ A worker must not be fully enclosed in the body -tailgate must remain raised. ▪ Refer to the Operator's Manual and OH&S document. |

| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|--|------|-----|--|---|
| 2. | Tailgate | | | | |
| 2.1 | Tailgate raises into an operator/bystander. | 1 | 2 | <ul style="list-style-type: none"> ▪ The operation of the tailgate is from inside the cabin or at the front of the body. ▪ Before opening the tailgate a TV camera is optional and can be used to view the rear of the vehicle. ▪ In two-man operation at the back, this ensures more safety since an offside can indicate to the controller of any dangers of bystanders behind the vehicle. The offside must always keep clear. ▪ When the tailgate is moving, amber lights at the rear are flashing as a warning to bystanders. | |
| 2.2 | Edges and corners on the tailgate cause injuries. | 2 | 3 | <ul style="list-style-type: none"> ▪ All parts have been designed for smooth surfaces and return edges are rounded. | The operator must be aware of bystanders before opening the tailgate. |
| 2.3 | Tailgate traps an operator, person or object on closure. | 2 | 3 | <ul style="list-style-type: none"> ▪ The tailgate closing controls are positioned outside the danger zone. ▪ The closing time of the tailgate is restricted to 40 seconds due to flow control valves allowing time for a person to evacuate the body area. ▪ Warning labels on the side inform operator to keep clear of moving parts. | <ul style="list-style-type: none"> ▪ Refer to 2.2.3 (Alarm required) ▪ Communication between operators at the rear is important ▪ When the tailgate is moving the rear lights are flashing and a buzzer sounds which warns bystanders. |
| 2.4 | Operator drives off with the tailgate raised. | 2 | 2 | <ul style="list-style-type: none"> ▪ The operator is able to drive with the tailgate raised. ▪ A warning buzzer and light in the cabin are still activated. | <ul style="list-style-type: none"> ▪ Operator must be trained in the procedure of discharging the load with adequate knowledge of cabin controls. ▪ Refer to the operation manual |
| 2.5 | Mechanical or hydraulic failure of the tailgate | 2 | 3 | <ul style="list-style-type: none"> ▪ Check valves and hose burst valves will prevent the tailgate from falling due to hydraulic failure. ▪ Tailgate props located on both sides need to be manually set by the operator and will prevent the tailgate from falling. | <ul style="list-style-type: none"> ▪ Warning signs on the vehicle indicate that the tailgate props are to be used at all times. |

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Severity Code

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| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|---|------|-----|---|---|
| 3. | Sweeping and Packing | | | | |
| 3.1 | An operator is injured by the sweeping panel pinch point during the prime mode. | 2 | 3 | <ul style="list-style-type: none"> ▪ The control system requires the operator to activate controls for the prime mode of sweeping. This mode raises the sweeping panel and lowers the packing panel and leaves a large pinch point gap. ▪ The blade ends up well above the hopper entry lip leaving a large clearance to the floor for anyone reaching in. ▪ Emergency stop buttons are fitted at the rear to shut down system. ▪ Safety labels have notes and diagrams warning bystanders of danger. | <ul style="list-style-type: none"> ▪ Operators working together at the rear of the vehicle must be trained in ensuring maximum safety in use of the controls. Controls are emergency stop buttons, prime mode and pack mode buttons. |
| 3.2 | An operator is crushed by the panel during pack mode | 2 | 4 | <ul style="list-style-type: none"> ▪ The control system requires the operator to activate the controls for pack mode. ▪ Mechanical Gap/Height restricts the operator of injury, there is no continuous cycle, and panel stops at pinch point. ▪ The initial prime mode covers the refuse with the packing panel eliminating the risk of the operator being crushed. ▪ Emergency stop buttons are fitted at the rear to shut down system. ▪ Safety labels have notes and diagrams warning bystanders of danger. | <ul style="list-style-type: none"> ▪ Operators must be trained in ensuring maximum safety and must keep clear of the vehicle when another person is using the controls. |
| 3.3 | Operation while vehicle is in motion | 3 | 1 | <ul style="list-style-type: none"> ▪ For automatic transmissions, the hydraulics only operate when the vehicle is in neutral, therefore the external controls will not function. ▪ Manual vehicles have clutch operated cut out switches to ensure the panels do not operate with the vehicle in motion. | <ul style="list-style-type: none"> ▪ Warning: Manual vehicles can allow hydraulics to work if the driver presses a button to activate the hydraulics whilst driving. This risk is minimal but the driver must be careful. |

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|-----------|--|------|-----|---|--|
| 3. | Sweeping and Packing | | | | |
| 3.4 | Refuse is ejected from hopper by mechanism. | 4 | 1 | <ul style="list-style-type: none"> ▪ The panel moves over the refuse in the hopper and is held too high to push the refuse out of the hopper. ▪ With the hopper loaded to maximum level or loading sill, the packing action will not spill refuse from hopper. But if the hopper is overloaded by the operator, refuse may spill on the ground. | <ul style="list-style-type: none"> ▪ If this occurs, then the operator should check the body for a full load. Load discharge may be required. |
| 3.5 | Mechanical failure of the compactor panels due to jamming or stress overload | 2 | 2 | <ul style="list-style-type: none"> ▪ During the packing cycle, pressure relief valves in the hydraulics will stop the panel. The valve causes oil to be bypassed in the hydraulic circuit reducing the damage to mechanical parts. | <ul style="list-style-type: none"> ▪ Refer to the maintenance manual. |
| 4. | Bin Lifting | | | | |
| 4.1 | Bin hits operator/ bystander on lifting or lowering | 2 | 2 | <ul style="list-style-type: none"> ▪ All types of binlifters manufactured meet the requirements of the duty of care under the Victorian OH&S Act. ▪ The controls position the operator clear of the movement of the binlifter, they are positioned so the operator is directed away from the lifter. ▪ The controls for the binlifter are dead man controls, no automatic movement. ▪ Warning signs on the vehicle state to keep clear of the device. | <ul style="list-style-type: none"> ▪ Communication between operators is vital. ▪ Operators need to be trained in safety. Both or either operators must use care when walking in front or standing near the lifter. |
| 4.2 | Binlifter hits object or obstruction | 3 | 2 | <ul style="list-style-type: none"> ▪ The binlifter is designed for a specific lift weight. If the weight is too high, it will stop the binlifter. If an obstruction is hit then the binlifter will stop. | <ul style="list-style-type: none"> ▪ The operator must be fully aware of other obstacles when using the controls. |
| 4.3 | Bin slips and is dropped before returning to the ground | 2 | 3 | <ul style="list-style-type: none"> ▪ The bin is clamped mechanically and the clamps ensure the bin is held securely with the use of check valves in the circuit. ▪ When the bin is tipped over, it is prevented from falling into the hopper by a bin buffer at the top of the hopper. | <ul style="list-style-type: none"> ▪ Bins must be to standard design to suit lifting system. ▪ Operator is responsible for using equipment safely. |

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| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|--|------|-----|--|---|
| 4. | Bin Lifting | | | | |
| 4.4 | Binlifter moves when the vehicle is in motion and causes injury to a bystander | 2 | 3 | <ul style="list-style-type: none"> The transmission is set up so the driver can not move the lifter unless the transmission is in neutral. Operator must be aware of bystanders while operating the binlifter. | <ul style="list-style-type: none"> The binlifter must not be in the fully UP position while the vehicle is in motion (discharge). The operator must be aware of obvious dangers |
| 4.5 | Mechanical failure of the pivot arms which support the bin. | 1 | 3 | <ul style="list-style-type: none"> The bins are supplied by a third party and must be checked for design/ function. The pivot arms are designed for specific type bins. Extensive testing and a good history of operation has proven low level risk. | <ul style="list-style-type: none"> If any fatigue or movement in the pivots is noticed, the supervisor should be informed immediately. |
| 4.6 | Mechanical or hydraulic failure of the winch and/ or cable and bin falls. | 2 | 3 | <ul style="list-style-type: none"> Bin winching meets the requirements of the Crane Code. Hard piping and a closed spool in the hydraulic circuit will hold the bin stationary if there is failure and will prevent the bin from falling if failure occurs. The winch is designed to handle a specific weight limit, beyond this weight the winch will not operate. | <ul style="list-style-type: none"> For any signs of splitting in the winch rope or damage to the winch, a supervisor must be informed immediately. The winch should be regularly maintained |
| 4.7 | The hook from the winch swings around and causes head injury | 3 | 2 | <ul style="list-style-type: none"> The hook is fitted with a lock that must be pressed to slide into a catch. The operator must show care in ensuring the hook is correctly locked on to the catch. | <ul style="list-style-type: none"> Operator must be adequately trained in use of the winch. |
| 4.8 | A failure in communication causes the driver to drive off while operators are using the binlifter. | 2 | 2 | <ul style="list-style-type: none"> The binlifter operation will cease when vehicle is put into gear. A buzzer is located on both sides at the rear of the vehicle so the offsiders can indicate to the driver that he can commence to move on. The driver can also warn the operators via a horn. | <ul style="list-style-type: none"> Consistent communication between the driver and the operators is essential. Training must be provided. |

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| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|---|------|-----|--|---|
| 4. | Bin Lifting | | | | |
| 4.9 | Bin is released into the hopper a) Binlifter system b) Winch cable system | 2 | 1 | a) For the binlifter system, a bin buffer stops the bin falling into the hopper. The bar is positioned so that the wheels of the bin hook over the bar to prevent it falling. b) For the winch system, when lifting the large bins with a winch, the buffer bar cannot be used, a check valve in the hydraulics of the winch ensures the bin does not continue to fall. ▪ The cable for the winch is set to the correct length to restrict movement of the bin into the hopper. | ▪ Operator must be adequately trained, refer to the operator's manual. |
| 4.10 | Operator fails to locate bin correctly for: a) The Binlifter system b) Winch cable system | 3 | 2 | a) The binlifter system requires minimum of one operator for bin loading to lifter, the system is easy to use/ self align. The bin will move away from operator if not aligned. b) Winch cable allows bin to be pulled into locating supports for self alignment. ▪ The placing of the bin in line with the pivots is simple and involves a basic check. ▪ It is possible for the operator to place the bin only with one pivot captive and then lift. The pivots have been designed specifically for safe operation of clients bin. If differing bins are used this may cause an accident. | ▪ Important: The operator must check and confirm the position of the bin before lifting. |
| 4.11 | Mechanism lifts bin, which is over the capable weight. | 3 | 2 | ▪ The winch and the binlifter are designed with weight limits that prevent overload. ▪ Pressure relief valves are activated if weight is too high and the bin will not be lifted. | ▪ The operator must inform the supervisor of overweight bins. |

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| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|---|------|-----|---|---|
| 4. | Bin lifting | | | | |
| 4.12 | Offsiders operating at the rear of the vehicle fall from the vehicle while it is mobile. | 2 | 2 | <ul style="list-style-type: none"> ▪ Rear steps and offsider transport meet the requirements of the duty of care under the OH&S Act. ▪ The rear steps where the operator stands has a non slip surface to allow the person to stand normally while holding suitable grab rails. ▪ The steps have a vertical kick plate to prevent the person's feet sliding forward. ▪ Grab handles are also provided on both sides of the vehicle. | <ul style="list-style-type: none"> ▪ Offsiders must not jump from the vehicle while it is moving. Must wait until the vehicle is stationary. |
| 5. | Controls | | | | |
| 5.1 | Incorrect controls pressed in the cabin | 2 | 1 | <ul style="list-style-type: none"> ▪ All controls are clearly labelled on the control panel. The operator must have a good understanding of controls before use. | <ul style="list-style-type: none"> ▪ Operator must be fully trained in use of all controls. Refer to the operator's manual. |
| 5.2 | Unintended action caused by interference fields | 2 | 1 | <ul style="list-style-type: none"> ▪ Electronic components are tested to EMC Standard. | |
| 5.3 | Electrical fault | 2 | 1 | <ul style="list-style-type: none"> ▪ Assuming no unauthorised person/s have altered the electrical system, any electrical fault will not cause a hazardous situation with the vehicle. ▪ Warning systems are designed to be fail-safe. | <ul style="list-style-type: none"> ▪ Maintenance of the electrical system should be conducted in accordance with the manual. |
| 5.4 | Power failure | 2 | 1 | <ul style="list-style-type: none"> ▪ A power failure will close down operation, emergency stop buttons will shut down all moving parts. These buttons need to be released to restart. | |
| 5.5 | Unexpected start-up which causes injury | 2 | 1 | <ul style="list-style-type: none"> ▪ A switch on the control panel must be turned to 'start' in order to start the engine running. In start mode, the hydraulics system is isolated until the switch is turned to 'compactor'. Hence all parts will be stationary. | <ul style="list-style-type: none"> ▪ Refer to the operators manual |
| 5.6 | Position of controls places operator near moving parts ie. Compactor and bin lifting systems | 3 | 3 | <ul style="list-style-type: none"> ▪ All controls are clear of moving parts except the controls for bin lifting. These controls are placed in this position so the operator can view the movement of the lifter. The binlifter control directs the operator away from the binlifter. ▪ A guard is placed on either side of the binlifter and warning labels are located on the vehicle to keep clear. | <ul style="list-style-type: none"> ▪ Operator must keep clear of the binlifter while activating the controls. |

This document is not to be used in any way detrimental to the interests of Bucher Municipal Pty Ltd

Probability Code

- (1) Highly improbable occurrence (Assumed not to occur in life of the vehicle)
- (2) A remotely possible but known occurrence (possible to occur in life of vehicle)
- (3) An occasional occurrence (may occur once in the life of the vehicle)
- (4) A fairly frequent occurrence (will occur several times in the life of the vehicle)
- (5) A frequent and regular occurrence (will occur frequently)
- (6) Almost a certainty (continuously experienced occurrence)

Severity Code

- (1) Negligible injuries
- (2) Minor injuries (normally reversible injury)
- (3) Major injuries (normally irreversible injury)
- (4) Single fatality (death immediate or after – on site)
- (5) Multiple fatalities (death immediate or after – on site)
- (6) Multiple fatalities (death immediate or after – off site)



| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|---|------|-----|--|---|
| 5. | Controls | | | | |
| 5.7 | The operator activates the controls without a clear view of moving parts | 4 | 2 | <ul style="list-style-type: none"> The raising and closing of the tailgate has controls in the cabin and at the front of the body of the vehicle without a clear view of the rear. Care must be taken in observing bystanders. | <ul style="list-style-type: none"> Operator must always check the rear of the vehicle for bystanders. |
| 5.8 | Controls are designed and positioned so that they may cause pain and discomfort for the operator. | 2 | 2 | <ul style="list-style-type: none"> Controls are positioned and designed for operator to have easy access from various seated positions in the cabin and from all locations around the vehicle. | <ul style="list-style-type: none"> Operator must make all necessary adjustments before operation to ensure safety. ie. Seating and mirrors |
| 5.9 | Operator caused injury due to the controls not clearly defined and explained on control boxes. | 1 | 1 | <ul style="list-style-type: none"> Controls are appropriately marked and similarly explained in the operator's manual. Warning and instruction labels are also provided | <ul style="list-style-type: none"> The operator must have adequate knowledge of all controls and their location. |
| 5.10 | Injury caused from operator having to apply too much physical effort for controls. | 1 | 2 | <ul style="list-style-type: none"> Warning: Moving of the large bins into position to be lifted may cause injury. | |
| 6. | Maintenance | | | | |
| 6.1 | Injury or entanglement during greasing and lubrication | 1 | 1 | <ul style="list-style-type: none"> Greasing points are positioned at easily accessible locations around the vehicle. | <ul style="list-style-type: none"> All maintenance should be conducted by qualified people. Care must be taken when climbing on the roof. Refer to the maintenance manual |
| 6.2 | Engine components cause injury due to not being suitably arranged. | 1 | 1 | <ul style="list-style-type: none"> All servicing should be carried out according to the maintenance manual. Person must be aware of dangers during maintenance. | <ul style="list-style-type: none"> All maintenance should be conducted in accordance with the maintenance manual. |

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| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|-----------|---|------|-----|--|---|
| 7. | Electrical system | | | | |
| 7.1 | Electrical circuits are not protected against overload having potential for fire. | 1 | 1 | <ul style="list-style-type: none"> ▪ All circuits are protected with fuses and circuit breakers against overload. | <ul style="list-style-type: none"> ▪ Maintenance of the electrical system must only be conducted according to the manual |
| 7.2 | Electrical wire damage | 1 | 1 | <ul style="list-style-type: none"> ▪ Electrical components are designed, constructed, positioned and retained to avoid contact with hot surfaces, friction and other unintentional damage. | |
| 8. | Hydraulic system | | | | |
| 8.1 | Operator/ bystander injured by oil from burst hose | 2 | 2 | <ul style="list-style-type: none"> ▪ All hoses operate within the recommended manufacturers operating pressure/temperature range. ▪ A temperature gauge indicates the hydraulic fluid temperature. The hoses have a factor of safety four times the maximum working pressure to the burst pressure. | <ul style="list-style-type: none"> ▪ Maintenance of the hydraulics system should be conducted in accordance with routine maintenance in the manual. ▪ Maintenance must only be conducted by qualified people. |
| 8.2 | Hydraulic failure of the ejector panel | 1 | 1 | <ul style="list-style-type: none"> ▪ The panel will stop in this situation leaving no risk to safety of operators. ▪ If failure occurs then the operator must inform supervisor immediately. | <ul style="list-style-type: none"> ▪ Supervisor must be informed immediately. Refer to the maintenance manual. |
| 8.3 | Hydraulic failure of the sweeping and packing cylinders | 1 | 1 | <ul style="list-style-type: none"> ▪ Sweep and pack cylinders are not fitted directly with hose burst valves. ▪ There are sequencing valves which act as load hold valves, if the hydraulic system fails then the panels will remain stationary. All cylinders have a 2:1 design safety factor ▪ A burst hose may allow the panels to fall, but operators will not be within the hopper bowl. | <ul style="list-style-type: none"> ▪ Maintenance is to be conducted in accordance with the maintenance manual. |

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|-----------|---|------|-----|---|--|
| 9. | Miscellaneous | | | | |
| 9.1 | The door from the storage compartment is left open injuring a bystander when the vehicle is in motion | 2 | 1 | <ul style="list-style-type: none"> ▪ The storage compartment is optional. When the door is open, the circuit has been set up where the driver can not place vehicle in gear. ▪ A buzzer and a light in the cabin are activated. | <ul style="list-style-type: none"> ▪ Storage of waste or recyclables must not be carried outside the body by offsideers. ▪ All waste should be stored either in the storage compartment or not at all. ▪ The driver must check the door is closed before driving. |
| 9.2 | Seal leakage at the rear | 3 | 1 | <ul style="list-style-type: none"> ▪ The release of fluid from inside the body will cause a major inconvenience. No danger of injury would be expected. ▪ Seal should be frequently checked for wear. | <ul style="list-style-type: none"> ▪ All routine maintenance should be conducted in accordance with the maintenance manual. |
| 9.3 | Overloaded body with refuse | 3 | 1 | <ul style="list-style-type: none"> ▪ When the body is full the ejector panel will have reached the front of the body. ▪ When the sweeping and packing panels have refuse falling back into the hopper, then the operator/s need to inform the driver to discharge the load. | <ul style="list-style-type: none"> ▪ The operators must check the ejector panel location and the hopper. |
| 9.4 | Operators vision obstructed by glare/ rain | 3 | 1 | <ul style="list-style-type: none"> ▪ Electric mirrors are optional; these have heating to keep a clear view down the sides of the vehicle. ▪ An optional TV camera offers clear vision on danger zones. | <ul style="list-style-type: none"> ▪ The operator must ensure safety. ▪ If there is poor visibility that could cause a danger to people then operations should be halted until a safe time. |
| 9.5 | Operating external controls with vehicle moving | 2 | 1 | <ul style="list-style-type: none"> ▪ The controls for the ejector panel, the sweeping panels and the binlifter are all non functional unless the vehicle is in neutral. | <ul style="list-style-type: none"> ▪ Warning: These parts are operational if vehicle is moving along in neutral. |
| 9.6 | Operators vision obstructed due to inadequate lighting | 2 | 1 | <ul style="list-style-type: none"> ▪ Lights are located along the side of the vehicle and a work light is fitted at the rear. | <ul style="list-style-type: none"> ▪ If lights fail then the operator must inform the supervisor. If poor lighting will cause a danger to people, operations should not be continued. |

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Severity Code

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| REF | HAZARD | PROB | SEV | SAFEGUARD | ACTION BY: |
|------|--|------|-----|---|--|
| 9. | Miscellaneous | | | | |
| 9.7 | Restarting after power failure | 2 | 1 | ▪ A selector switch in the cabin prevents any hazardous movement of parts. The system switch must be ioff before the vehicle can be started up. To operate the hydraulics, the switch must be turned to i on. | Refer to the operator's manual. |
| 9.8 | The access door to the body is opened when the body is full. Refuse injures the operator | 2 | 1 | ▪ The body is designed to allow access to the front of the ejector panel so it only exposes to the non-compacted side of the panel. | |
| 9.9 | Failure of safety related devices | 1 | 1 | ▪ If emergency stops are removed the system power will not operate. | ▪ If safety devices are found non-functional then the supervisor should be informed. |
| 9.10 | The driver sets off before offside is safely on the step. | 2 | 2 | ▪ Controls at the rear have communication buzzers so the operators can indicate to the driver when to move off each time after bin collection. | ▪ The driver must be aware of the actions of the offside. |
| 9.11 | An offside is crushed whilst vehicle is reversing | 2 | 3 | ▪ A buzzer can be activated by the offside to warn the driver of dangerous situations. | |
| 9.12 | Hot surfaces on the vehicle cause injury when the operator comes in contact with them. | 3 | 2 | The operator must be aware of the exhaust from the engine of the vehicle, a pipe that is located up the side of the truck. Do not lean on. | |

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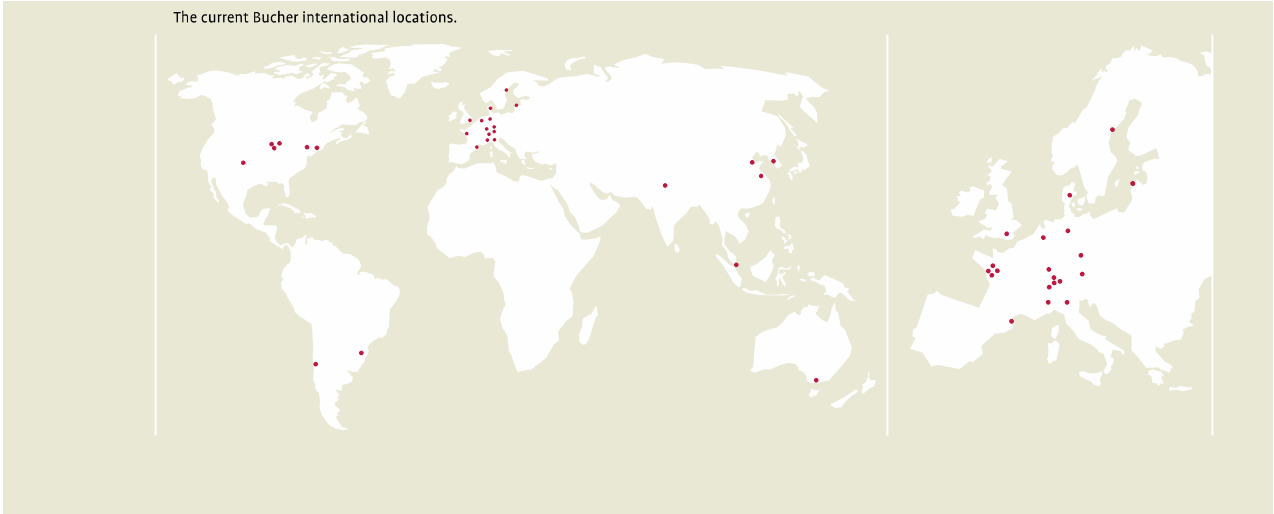
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Appendix 9 – Noise Report



UrBin 20 NOISE TEST REPORT

OBJECTIVE:

The noise test report outlined below is a detailed test and analysis procedure to measure the noise level generated by Bucher's mobile rear loader vehicles. These tests are important to ensure that the vehicles do not produce excessive noise which is detrimental to the community, to pedestrians, and to operators.

The analysis of results will ensure Bucher's vehicles comply with statutory regulations, and help to minimise any occupational health and safety risk to vehicle operators.

The tests carried out in this report, are based on NSW Noise Control Act 1995.

This Noise test is based on an UrBin 20 on Mercedes Econic.

TEST PROCEDURE:

1. Noise generated to the Environment by the Stationary vehicle in operation.

(Ref, NSW Noise Control ACT 1995)

TEST #1

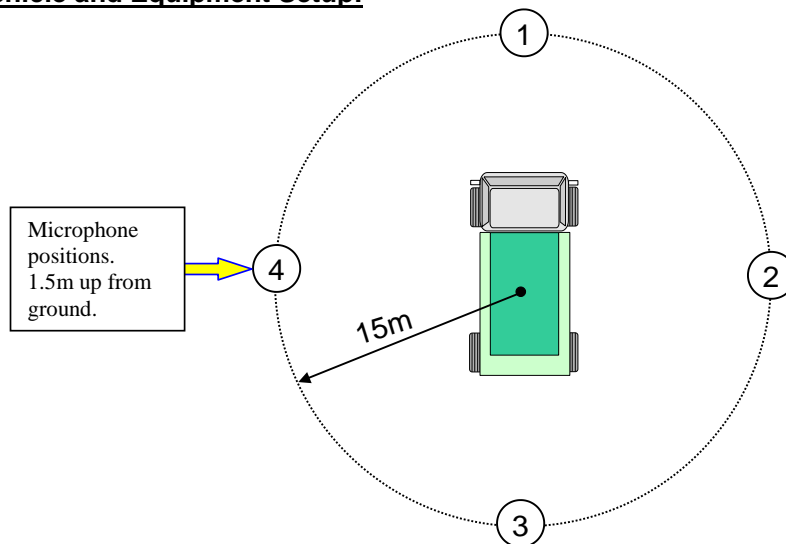
Noise Generated to the Environment by the Stationary Vehicle in Operation

(Ref, NSW Noise Control ACT 1995)

For NSW vehicles registration authorities may request a label specifying the vehicles maximum noise level. (Ref, Noise Control Act 1995, Part 3).

The noise level of the stationary vehicle will be measured as follows:

Vehicle and Equipment Setup:



Site: As noted in Test 1.

Measurements:

- The microphone should be 1.5m above the ground, and placed at a distance of 15m from the approximate geometric centre of the vehicle at each of the 4 points on the principle axes of the vehicle.
- The microphone must be facing towards the vehicle under test.
(Ref, Noise Control Act 1995, No.503, part3).

The maximum noise level will be recorded at each of the 4 points as specified.

Truck Preparation:

The truck noise level should be measured using normal operating conditions regarding temperatures, tuning etc.

For Rear Loaders:

- The compactor should be operated over full compaction cycles as many times as necessary to obtain repeatable, and representative results.
- The binlifters will NOT be operated, unless it is necessary for the operation of the compactor.
- No garbage will be present in the truck.
- The throttle advance shall be engaged when obtaining measurements.



Results:

If the recorded noise level at the 4 points is within 5 dB(A) of each other, the arithmetic average can be used to calculate the mean noise level.

If the readings differ by more than 5 dB(A), the logarithmic average must be used as follows.

The Average noise Level, known as the "Equivalent AVERAGE Continuous A-Weighted Sound Pressure Level", (LAeq,T)

$$(LA_{eq,T}) = 10 \log \left[\frac{1}{N} \sum_{i=1}^N 10^{0.1 LA_{eq,Ti}} \right]$$

Where N= the total number of microphone positions.

LAeq,Ti = The equivalent continuous A-weighted sound pressure level resulting from the ith microphone position.

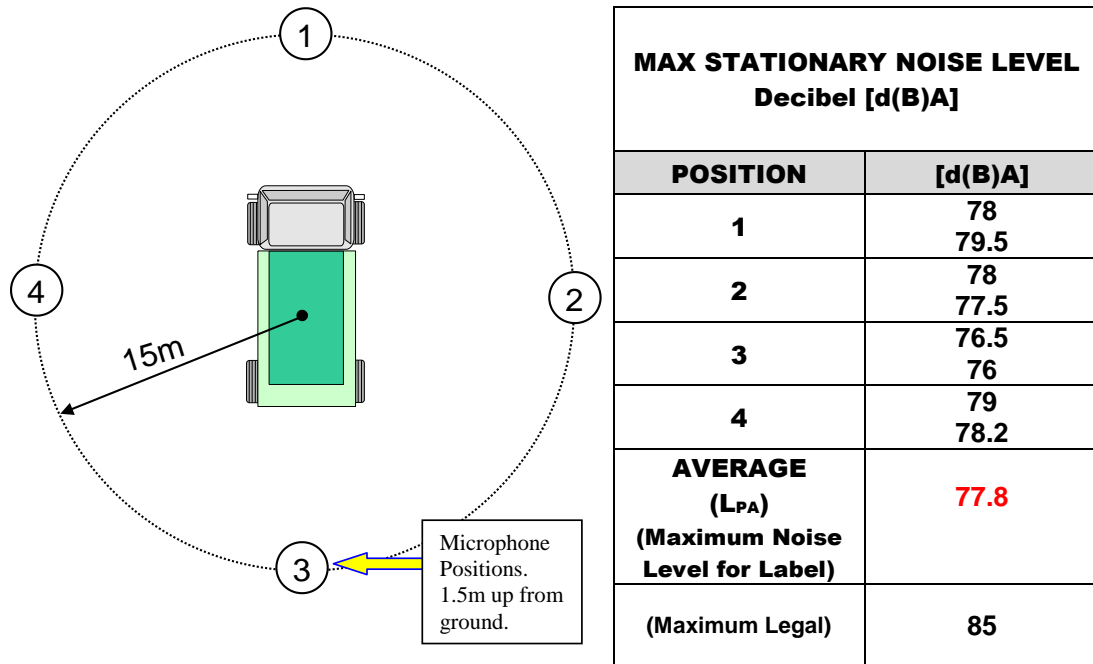
Eg.

Maximum dB(A) Readings Taken at the 4 microphone positions: 80,86,78,81.

$$\begin{aligned} (LA_{eq,T}) &= 10 \log \left[\frac{1}{4} \{ (10^{0.1 \times 80}) + (10^{0.1 \times 86}) + (10^{0.1 \times 78}) + (10^{0.1 \times 81}) \} \right] \\ &= 82 \text{ dB(A)} \end{aligned}$$

This figure is the MAX NOISE LEVEL to be affixed to the label.

TEST 1 RESULTS – STATIONARY VEHICLE IN OPERATION



Note: maximum Noise Levels are measured with the following features operating:

- PTO Engaged Engine Running = (65 d(B)A Ambient)
- Binlifter Operating through Cycle (As noted in Table Above)
- Test carried out with no garbage in hopper.



APPENDIX

BIBLIOGRAPHY

| CODE | TITLE/PUBLISHER |
|--|---|
| NSW Regulation, Noise Control Act 1995 | Part 3 – Mobile Garbage Compactors. Reprinted 1995, No 503. |
| | |
| | |
| | |
| | |



BUCHER
municipal

Appendix 10 – ISO Certificates



CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

Bucher Municipal Pty. Ltd.

Main Site: 65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia

See appendix for additional sites and additional site scopes

has been registered by INTERTEK SAI Global as conforming to the requirements of:

ISO 14001:2015

The management system is applicable to:

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Certificate Number:

EMS41381

Initial Certification Date:

30 April 2019

Date of Certification Decision:

26 September 2024

Issuing Date:

27 September 2024

Valid Until:

29 April 2028



Calin Moldovean

President, Business Assurance

SAI Global Certification Services Pty. Ltd.

Level 7, Suite 7.01

45 Clarence Street

Sydney NSW 2000

Australia



In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





CERTIFICATE OF REGISTRATION

APPENDIX

This appendix identifies the locations covered by the management system of:

Bucher Municipal Pty. Ltd.

This appendix is linked to the Main Certificate # EMS41381 and cannot be shown nor reproduced without it.

Bucher Municipal Pty. Ltd.

65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Bucher Municipal Pty. Ltd. - Banyo

50 Buchanan Road, Banyo, Queensland, 4014, Australia

Warehousing and part distribution, service workshop including in-field servicing and sales of new trucks.

Bucher Municipal Pty. Ltd. - Bassendean

76 Grey Street, Bassendean, Western Australia, 6054, Australia

Warehousing and part distribution, service workshop including in-field servicing.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





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Bucher Municipal Pty. Ltd.

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Bucher Municipal Pty. Ltd. - Cavan

4 Newcastle Crescent, Cavan, South Australia, 5094, Australia

Sales activities, warehousing and part distribution, service workshop including in-field servicing, spare parts sales and drivers (customer) training.

Bucher Municipal Pty. Ltd. - Clayton South

Factory 6, 80 Fairbank Road, Clayton South, Victoria, 3169, Australia

National Warehouse to support the branch network, sales activities, a service workshop including in-field servicing, spare parts sales and driver (customer) training.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





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Bucher Municipal Pty. Ltd. - Marsden Park

19 Astoria Street, Marsden Park, New South Wales, 2765, Australia

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Bucher Municipal Pty. Ltd. - Scoresby

6 Dalmore Drive, Scoresby, Victoria, 3179, Australia

The fabrication (welding) of the side loader, rear loader and front loader bodies and planning, buying and warehousing activities.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

Bucher Municipal Pty. Ltd.

Main Site: 65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia

See appendix for additional sites and additional site scopes

has been registered by INTERTEK SAI Global as conforming to the requirements of:

ISO 45001:2018

The management system is applicable to:

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Certificate Number:
HSM41594

Initial Certification Date:
01 October 2021

Date of Certification Decision:
26 September 2024

Issuing Date:
27 September 2024

Valid Until:
30 September 2027



Calin Moldovean

Calin Moldovean
President, Business Assurance

SAI Global Certification Services Pty. Ltd.
Level 7, Suite 7.01
45 Clarence Street
Sydney NSW 2000
Australia



In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





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Bucher Municipal Pty. Ltd.

65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

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50 Buchanan Road, Banyo, Queensland, 4014, Australia

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Bucher Municipal Pty. Ltd. - Bassendean

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Bucher Municipal Pty. Ltd. - Cavan

4 Newcastle Crescent, Cavan, South Australia, 5094, Australia

Sales activities, warehousing and part distribution, service workshop including in-field servicing, spare parts sales and drivers (customer) training.

Bucher Municipal Pty. Ltd. - Clayton South

Factory 6, 80 Fairbank Road, Clayton South, Victoria, 3169, Australia

National Warehouse to support the branch network, sales activities, a service workshop including in-field servicing, spare parts sales and driver (customer) training.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





CERTIFICATE OF REGISTRATION

APPENDIX

This appendix identifies the locations covered by the management system of:

Bucher Municipal Pty. Ltd.

This appendix is linked to the Main Certificate # HSM41594 and cannot be shown nor reproduced without it.

Bucher Municipal Pty. Ltd. - Marsden Park

19 Astoria Street, Marsden Park, New South Wales, 2765, Australia

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Bucher Municipal Pty. Ltd. - Scoresby

6 Dalmore Drive, Scoresby, Victoria, 3179, Australia

The fabrication (welding) of the side loader, rear loader and front loader bodies and planning, buying and warehousing activities.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





CERTIFICATE OF REGISTRATION

APPENDIX

This appendix identifies the locations covered by the management system of:

Bucher Municipal Pty. Ltd.

This appendix is linked to the Main Certificate # HSM41594 and cannot be shown nor reproduced without it.

Bucher Municipal Pty. Ltd. - Sunshine West

24/30 Industrial Dr, Sunshine West, Victoria, 3020, Australia

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

Bucher Municipal Pty. Ltd.

Main Site: 65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia

See appendix for additional sites and additional site scopes

has been registered by INTERTEK SAI Global as conforming to the requirements of:

ISO 9001:2015

The management system is applicable to:

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles, High Pressure Water Jetting & Vacuum Systems and associated equipment, including the logistical support to parts and service for all products.

Certificate Number:

QEC21418

Initial Certification Date:

16 May 1995

Date of Certification Decision:

24 June 2024

Issuing Date:

25 June 2024

Valid Until:

22 May 2027



ISO 9001



WWW.JAS-ANZ.ORG/REGISTER

Calin Moldovean

President, Business Assurance

SAI Global Certification Services Pty. Ltd.

Level 7 Suite 7.01
45 Clarence Street
Sydney NSW 2000
Australia



In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.

CT_ISO_9001_2015_SAI_G_JAS-ANZ-EN-A4-08.may.23





APPENDIX TO CERTIFICATE OF REGISTRATION

This appendix identifies the locations covered by the management system of:

Bucher Municipal Pty. Ltd.

This appendix is linked to the Main Certificate QEC21418 and cannot be shown nor reproduced without it.

65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles, High Pressure Water Jetting & Vacuum Systems and associated equipment, including the logistical support to parts and service for all products.

50 Buchanan Road, Banyo, Queensland, 4014, Australia

Warehousing and part distribution, service workshop including in-field servicing and sales of new trucks.

76 Grey Street, Bassendean, Western Australia, 6054, Australia

Warehousing and part distribution, service workshop including in-field servicing.

4 Newcastle Crescent, Cavan, South Australia, 5094, Australia

Sales activities, warehousing and part distribution, service workshop including in-field servicing, spare parts sales and drivers (customer) training.

Factory 6, 80 Fairbank Road, Clayton South, Victoria, 3169, Australia

National Warehouse to support the branch network, sales activities, a service workshop including in-field servicing, spare parts sales and driver (customer) training.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





APPENDIX TO CERTIFICATE OF REGISTRATION

This appendix identifies the locations covered by the management system of:

Bucher Municipal Pty. Ltd.

This appendix is linked to the Main Certificate QEC21418 and cannot be shown nor reproduced without it.

9 Wellsford Drive, East Bendigo, Victoria, 3550, Australia

The manufacture and supply of high pressure water jetting and vacuum systems, together with the introduction into service and follow on in-service of them and imported products.

19 Astoria Street, Marsden Park, New South Wales, 2765, Australia

Warehousing and part distribution, service workshop including in-field servicing.

6 Dalmore Drive, Scoresby, Victoria, 3179, Australia

The fabrication (welding) of the side loader, rear loader and front loader bodies and planning, buying and warehousing activities.

24/30 Industrial Dr, Sunshine West, Victoria, 3020, Australia

Fabrication, assembly and refurbishment of metal components and parts including installation of bulk-waste handling and associated equipment.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





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Appendix 11 – Bucher Sustainability

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Driven by **better**
responsibility to the **environment**





At Bucher Municipal, we are driven to conduct our business with integrity and respect towards our stakeholders and the environment. Sustainability is an integral component of our long-term success; hence we strive to incorporate sustainable practices into our day-to-day operations.

Our Integrated Management System (IMS) supports and guides our vision for Quality, Safety and Environment. These three pillars of Bucher Municipal's IMS (Quality, Safety and Environment) are governed by international standards through which Bucher Municipal has received accreditation for all our sites nationally with SAI Global.

- Quality Management Systems ISO9001- Bucher Municipal was accredited in 1997
- Environmental Management Systems ISO14001, accredited in 2019
- Occupational Health and Safety Management System ISO45001, accredited in 2020

Quality

Bucher Municipal recognises the importance of protecting the environment and thus develops and manufactures economical state-of-the-art, environmentally sustainable machinery and systems. Our goal is to minimise the impact on society and the environment. This means creating cleaning and clearing solutions that do not just meet current needs, but can also prepare us for the low-carbon society of tomorrow.

Safety

Protecting the health and safety of our employees, stakeholders and community is our priority.

Our people are empowered to manage their personal safety and the safety of others. We believe that everyone has a role to play in maintaining a safe working environment, and everyone has the right to stop work if they feel unsafe.

As part of our open culture, we encourage hazard reporting across the business so that we can continually address risks and raise safety standards.

We are also focused on promoting psychological health as well as physical safety, and invest in a comprehensive wellbeing program to support the welfare of our people.

Environment

We are committed to proactively managing our impacts on climate change and support the global goal of reducing greenhouse gas emissions, consistent with the 2015 Paris Climate Agreement.

At Bucher Municipal, we take our role as market leader and pioneer seriously. Using smarter and more efficient technologies designed to keep cities, communities and infrastructure running smoothly, enable us all to be cleaner and greener while reducing our use of natural resources.

Our Research and Development team are constantly seeking ways to improve fuel efficiency and reduce the impact of our equipment on the environment through reduced weight, hydraulic efficiency and optimal integration of the machine with the cab chassis.



Over the years, we have introduced solutions such as:

- ✓ A fully electric truck mounted sweeper
- ✓ CNG-powered sewer cleaners
- ✓ The 2nd generation, all-electric, heavy-duty compact sweepers
- ✓ The world's first fully electric professional spreader

Additionally, our solar panels that power our production facility in Melbourne VIC, allow us to drive energy efficiency by reducing greenhouse gas emissions and pollution.

We are also committed to being an equal opportunity employer and abide by all fair labour practices. We offer employees attractive working conditions and development opportunities as well as individual training and continuing education. Furthermore, we encourage our employees to volunteer through programs organised both internally and externally.



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Appendix 12 – Insurances



To whom it may concern

Global Public and Product Liability and related Professional Indemnity Certificate

| | |
|--|---|
| Preface | <p>This certificate of insurance neither affirmatively nor negatively amends, extends, or alters the coverage afforded by the policy/ies listed hereafter. It is for information purposes only, confers no rights upon the certificate holder and is issued with the understanding that the rights and obligations of the parties are covered by the original policy/ies which may be amended by endorsements from time to time.</p> <p>HDI Global SE, Hannover, Zurich Branch/Switzerland (Hardstrasse 201, 8005 Zurich, Switzerland) herewith confirms that insurance has been arranged within a local policy and within the framework of the international liability program of Bucher Industries AG as follows:</p> |
| Named Insured | <p>Bucher Municipal Pty Ltd 65-73 Nantilla Road AU-Clayton VIC 3168 Australia</p> <p>Kuhn Farm Machinery Pty Ltd 313-325 Folexs Road AU-Deer Park VIC 3023</p> <p>Bucher Alimentech Ltd. Level 1, 10 Arthur Brown Place Mt Wellington PO Box 14258 Panmure NZ-1060 Auckland</p> |
| Policyholder master policy | Bucher Industries AG Murzlenstrasse 80 CH-8166 Niederweningen |
| Master policy number | 01056938-30015 |
| Local policy number | 01813896-14000 |
| Policy period | from January 1, 2025 to December 31, 2025 |
| Type of Insurance / Coverage | Public, Professional and Product Liability for Bodily Injury, Property Damage and Financial Loss (Professional Indemnity with regards to losses due to errors and omissions in the Design or Consultancy in relation to the insured's professional services/activities only). |
| Limit for Public and Products Liability | AUD 20'000'000.-- per occurrence and in the annual aggregate for bodily injury and property damage combined. |
| Territory | Worldwide |
| Place and date | Zurich, 03 December 2024 |

HDI Global SE, Hanover
Branch Zurich/Switzerland

Marc Luginbühl
Chief Executive Officer

Gianni Solazzo
Head Liability Underwriting



Certificate of Currency

Employer's information

| | |
|-----------------------|---------------------------|
| Employer name | Bucher Municipal Pty Ltd |
| ABN | 68 004 992 090 |
| ACN | 004 992 090 |
| Policy number | WCA870712647 |
| Insurance type | Accident Insurance Policy |

Statement of coverage

This certificate issued on **02 October 2024** is a Certificate of Currency, which provides cover under the *Workers' Compensation and Rehabilitation Act 2003* for:

- (a) the employer's legal liability for compensation; and
- (b) the employer's legal liability for damages.

The amount of insurance under the workers' compensation scheme is unlimited subject to the provisions of the *Workers' Compensation and Rehabilitation Act 2003* and the *Workers' Compensation and Rehabilitation Regulation 2014* and the employer's compliance with their requirements. In some instances, non-compliance can jeopardise an employer's insurance cover but will not prevent an injured worker from being compensated pursuant to the Act.

This Certificate of Currency is issued for the insurance period from **01 July 2024 to 30 June 2025**.

WorkCover industry classification

349918 - Other Machinery & Equipment Wholesaling n.e.c.

For more information, please contact us on 1300 362 128 or visit our website at worksafe.qld.gov.au.



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Appendix 13 – Bucher Company Profile



About Bucher Municipal



Bucher Municipal Team



Our **Commitment**

"We are aware of our responsibility to society and the environment for ensuring roads and public spaces are kept clean and safe, and we live up to it by focusing on functional engineering, environmental integrity, and driving comfort."

Aurelio Lemos

Bucher Municipal - Division President

Our **Vision**

At Bucher Municipal, we are driven to conduct our business with integrity and respect towards our stakeholders and the environment.

Sustainability is an integral component of our long-term success; hence we strive to incorporate sustainable practices into our day-to-day operations.

Our Integrated Management System (IMS) supports and guides our vision for Quality, Safety and the Environment.

Global Presence



Leading supplier of municipal vehicles for use in cleaning and clearance work in public and private traffic areas

- Comprehensive product range for the municipal vehicles market
- European market leader in sweepers
- Market leader in sweepers in the UK
- Market leader in refuse collection vehicles and sweepers in Australia
- Market leader in sewer cleaning vehicles in Scandinavia and the UK





Global scale.
Local presence.


● Bucher Municipal locations
● Distribution Partners


| | | |
|---|--|--|
| <p>OUR PEOPLE</p> <p>2.545 employees make up Bucher Municipal</p> | <p>NET SALES</p> <p>Total revenue in 2023 of CHF 573 million</p> | <p>GLOBAL REACH</p> <p>19 sites across five continents</p> |
|---|--|--|

Products Offered









**Refuse
Product Range**

- SPORT Side Loader
- FORCE Front Loader
- UrBin Series Rear Loader

**Sweeper
Product Range**

- Compact Sweepers
- Truck Mounted Sweepers
- Electric Sweepers

**Bulk Waste
Products**

- Compactors (Auger/Blade)
- Stationary Integrated*
- Containers
- Bin Lifters

**Sewer Cleaning
Products**

- Combination Units
- Vacuum Units
- Drain Cleaning Units
- Recycling Units

ISO Certifications



Safety



CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

Bucher Municipal Pty. Ltd.

Main Site: 65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia
See appendix for additional sites and additional site scopes
has been registered by INTERTEK SAI Global as conforming to the requirements of:

ISO 45001:2018

The management system is applicable to:

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Certificate Number: H26411504
Initial Certification Date: 01 October 2021
Date of Certification Decision: 26 September 2024
Issuing Date: 27 September 2024
Valid Until: 30 September 2027



Calin Moldoveanu
President, Business Assurance
SAI Global Certification Services Pty. Ltd.
Level 7, Suite 7.01
45 Clarence Street
Sydney NSW 2000
Australia



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Environment



CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

Bucher Municipal Pty. Ltd.

Main Site: 65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia
See appendix for additional sites and additional site scopes
has been registered by INTERTEK SAI Global as conforming to the requirements of:

ISO 14001:2015

The management system is applicable to:

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles and associated equipment, including the logistical support to parts and service for all products.

Certificate Number: H26411381
Initial Certification Date: 30 April 2019
Date of Certification Decision: 26 September 2024
Issuing Date: 27 September 2024
Valid Until: 29 April 2028



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President, Business Assurance
SAI Global Certification Services Pty. Ltd.
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45 Clarence Street
Sydney NSW 2000
Australia



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Quality



CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

Bucher Municipal Pty. Ltd.

Main Site: 65 - 73 Nantilla Road, Clayton North, Victoria, 3169, Australia
See appendix for additional sites and additional site scopes
has been registered by INTERTEK SAI Global as conforming to the requirements of:

ISO 9001:2015

The management system is applicable to:

The design, manufacture and supply of Waste Handling, Recycling and Road Sweeping Vehicles, High Pressure Water Jetting & Vacuum Systems and associated equipment, including the logistical support to parts and service for all products.

Certificate Number: QEC21418
Initial Certification Date: 16 May 1995
Date of Certification Decision: 24 June 2024
Issuing Date: 25 June 2024
Valid Until: 22 May 2027



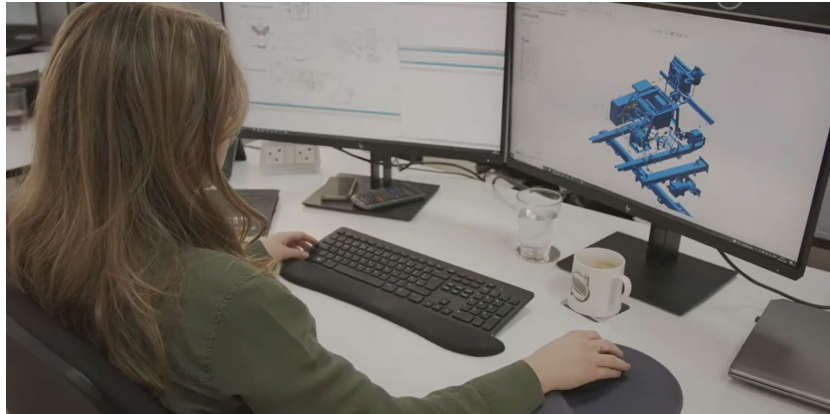
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SAI Global Certification Services Pty. Ltd.
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45 Clarence Street
Sydney NSW 2000
Australia



Page 1 of 2



Research & Development



Applications Engineering Group

- Ensure product offered meets specific application and performance requirements in the most efficient and affordable manner.
- Sales Data Sheets – clear application performance expectations from body / chassis combination.
- Special application requirements (Un – Published Option process) covers special design and engineering approval prior to order placement.
- Involvement continues through the full manufacturing, quality assurance testing and inspection processes.

Product Development Group

- Combine the latest in technology with innovative and tailored customer solutions to ensure our product range and options continue to be the most efficient and affordable to the market.
- Uses the latest in software tools to ensure maximum efficiency in product operation, payload and service life.
- Innovative and efficient engineering setting new industry standards



Manufacturing Facilities



Bucher, Clayton, VIC



Bucher, Scoresby VIC



Bucher Bendigo, VIC



Bucher Marsden Park, NSW



Inside View of Factory Clayton, VIC



Inside View of Factory, Scoresby, VIC



Inside View of Factory, Bendigo, VIC

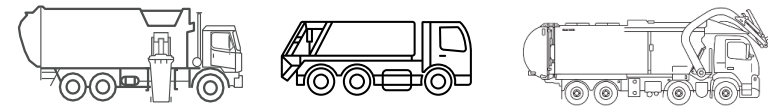


Inside View of Factory, Marsden Park, NSW

- State-of-the-art manufacturing facilities specializing in the production of Refuse Trucks, Sweepers, Bulk Waste equipment, and Vacuum Tankers.
- Lean manufacturing principles, streamlined processes and optimal efficiency throughout production.
 - Six Sigma
 - Safety
 - Continuous Improvement
 - Quality

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Refuse Product Range



UrBin Refuse Rear Loader

UrBin (which stands for Universal Rear Loading Bin Lifter) is a valuable addition to the range of refuse products at Bucher Municipal. Ideal for use in a range of applications, from light duty litter collection in parks and gardens, to heavy duty commercial, industrial and hard waste collection.

Available in variety of body sizes : ranging from 6m³ to 14 m³ on UrBin3 and 16m³ to 24m³ on UrBin2 to suit a variety of 4x2 and 6x4 chassis configurations, including Electric Vehicles.

Key Benefits

- **Maneuverability** Greater maneuverability for inner city collection.
- **Performance** Equipped with new energy-efficient hydraulics and a load sensing pump allowing faster and quieter operation. High compaction force and market leading payloads across multiple waste streams.
- **Reliability** Designed, tested & manufactured to endure rugged Australian conditions. Long service life, trouble free operations and reduced maintenance costs to maximise profitability of operations
- **Safety** Comprehensive range of safety features (Standard & Optional) to keep both vehicle operators and your communities safe.

[Video on Bucher UrBin RL60](#)



UrBin Refuse Rear Loader (UrBin 2)



15 Bucher Municipal

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Optional Safety Systems



Collision Avoidance & Camera Systems

- Anti-roll away braking systems
- Reverse automated braking systems
- Turn safe warnings, with optional talking alarms
- Reverse safe warnings
- 360 degree 'Birds eye' camera systems
- FLIR Infrared (thermal) camera systems, for safe night vision



Optional Safety Systems



Dynamic Bin Weighing

- Fully integrated with Bucher iQ system
- Single NMI approved load cell mounted in grab box
- Normal bin lifter speed maintained for maximum productivity
- High accuracy (+/- 1.5kg)



Fire Safety System

- **Carbon monoxide sensor:** Detects the beginning of a fire and warns the operator in the cabin
- **Fire Suppressant system:** Allows the operator to douse an internal body fire with water by connecting to a fire hydrant or garden hose without opening the hopper or tailgate



Driving Australian Economy

Bucher Municipal is an innovative Australian designer and manufacturer of waste equipment



Local Impact

- 4 manufacturing facilities in Australia
- Australian-made & designed refuse trucks
- Engineering, manufacturing, and assembly in Victoria

Australian Made Advantage

- High-quality, locally designed products
- Responsive to Australian market needs
- Reduced carbon footprint from shorter supply chains

Economic Benefits

- Job creation in manufacturing and related industries
- Skill development in engineering and technical fields
- Boosting local and national economy

Supporting Small Local businesses

- Estimated 300+ local suppliers and contractors

Local Employment

- Approximately 400 employees nationwide

Technical & Operator Training



- Bucher Municipal runs technical and operator training courses in all branch locations.
- Courses are based on a thorough knowledge of Bucher products and their applications, passion for customer satisfaction and continuous improvement.

Operator Training Courses

- One-day course designed to teach sweeper operators best practices of their Bucher Municipal model.
- Training users in the operation, and maintenance of a sweeper - consistently improves sweeper performance, prolongs sweeper life and reduces running and maintenance costs.
- Training pricing is available on request.

Technical Training Courses

- Comprehensive one-day course covering daily, weekly, and periodic servicing, as well as hydraulic, electrical, and pneumatic systems.
- Also includes J-Plex 2 CanBus network operations, component identification, and maintenance procedures for a maximum of 6 technicians per session.
- Training pricing is available on request.



Sustainability




By leading the way in efficiency, electrification and use of alternative energy solutions, we ensure your access to quality equipment designed to reduce CO2 emissions, noise pollution, and energy and water consumption. This will enable us to set new standards – together – and take us one step closer to providing a greater quality of life for people living in urban environments.

| Reducing CO ₂ and harmful emissions | Environmentally Friendly Products | Quality, Environment, Health & Safety |
|---|--|---|
| <ul style="list-style-type: none">• Energy efficient design for equipment;• Electric powered Trucks and sweepers (zero emissions);• Energy efficient manufacturing;• Reduced energy consumption;• Reduced environmental impact during operations;• Reduction in Scope 1, 2 and 3 CO2 emission; | <ul style="list-style-type: none">• Reliable & financially sustainable supply chains;• Recyclable content in manufacturing;• Designing products for durability;• End of Life Recoverable in our products;• Reduction in ecological footprints - Innovative Products & Optimal Solutions• Product Research & Development to validate environmental impacts | <ul style="list-style-type: none">• Compliance with laws & regulations – Quality, Environmental, Health & Safety in all operations;• Employee Training - Continuous training programs to maintain high QEHS standards;• Customer Health & Safety - Technical safety precautions, regulatory compliance, regularly reviewed and updated product information, and instructions and training for customers |


Bucher Alternative Fuels

Electric Vehicles







Zero Emissions



Low Environmental Impact



High Operational Performance



Safety



High Productivity/Low Water Usage



Ease of Operation

Bucher Alternative Fuels

Hydrogen Waste Collection Trucks



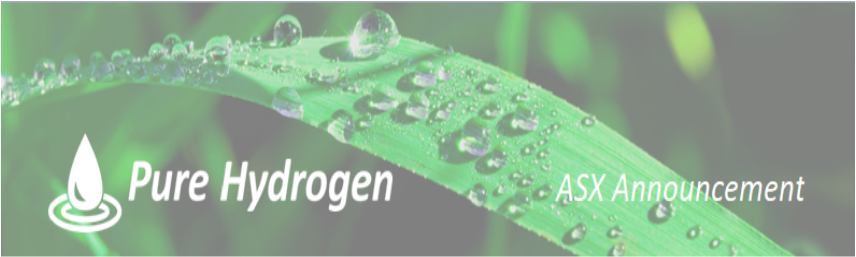
SPORT SL240h Hydrogen Side Loader



Urban RL200h Hydrogen Rear Loader



Hydrogen Fuel Cell Electric Vehicle (HFCEV)



Pure Hydrogen and Bucher Municipal collaborate on hydrogen waste collection trucks in Australia

- Pure Hydrogen enters Preferred Supplier Agreement (PSA) with Bucher Municipal (Bucher), a global distributor of safe and reliable products for cleaning and clearing needs, part of Bucher Industries, a leader in specialty mechanical and vehicle engineering.
- Bucher to supply waste collection truck bodies including the electronic side lifter arm to pick up garbage bins and the compactor on garbage trucks to Pure Hydrogen and specifically will supply a waste collection truck body for use in the JJ's Waste trial garbage truck
- The Term Sheet provides for terms that will see Pure Hydrogen and Bucher progress negotiations for Bucher to supply refuse truck bodies integrated to Hydrogen Fuel Cell Electric Vehicle (HFCEV) waste collection trucks to Pure's customers
- Pure Hydrogen has now ordered all the components for the trial HFCEV garbage truck announced on the 21 March 2022
- The PSA term is a 60-month supply contract commencing 1 July 2022, with the option of extending the agreement for an additional year



Services Offered



Service Packages

- Every Bucher Municipal machine is application engineered, manufactured in Australia and supported by a passionate After Sales support team that operates 24/7, 365 days a year.
- Bucher Municipal servicing and maintenance ensures the vehicle is maintained to Bucher standards by highly trained technicians using genuine parts of latest specification, minimizing downtime and increasing the residual value of your machine.



Monthly Service Reviews

- Reduced overall maintenance and operating costs due to fewer vehicle breakdowns
- Improved vehicle fuel consumption
- Increased customer satisfaction due to consistent on-time deliveries
- Enhanced vehicle residual value
- Reduced risk of vehicle downtime
- Increased driver safety and improves their working environment

Spare Parts

- Genuine Spare Parts
- Immediately available from stock
- Quality, function and interchangeability guaranteed
- Long-term stock of spare parts
- Supply of original spare parts at competitive prices

Customer Service Support



6 state-of- the-art customer service centres located in Adelaide, Brisbane, Perth, Sydney and Melbourne

24/7 field service support, 365 days a year

40 service vehicles with latest GPS technology

Factory Trained Technicians

Repair & Maintenance Packages

15,000 Lines of parts with inventory in every state

Maintenance Support Network



| Service Centre | Operating Hours |
|-------------------|-------------------|
| Victoria | 7:30 am – 4:00 pm |
| Western Australia | 7:00 am – 5:00 pm |
| Queensland | 6:00 am – 8:00 pm |
| New South Wales | 7:30 am – 4:30 pm |
| South Australia | 8:00 am – 4:30 pm |

- Victoria – Clayton North**
Danny Totino, Customer Service Manager (Victoria & Tasmania)
Unit 6, 80 Fairbank Road, Clayton North, VIC, 3169.
Email: vicservice@buchermunicipal.com.au
Phone (Direct/Breakdown Response): **1800BUCHER** (1800282437)
- Victoria – Sunshine West**
Danny Totino, Customer Service Manager (Victoria & Tasmania)
24-30 Industrial Drive, Sunshine West, VIC, 3020.
Email: vicservice@buchermunicipal.com.au
Phone (Direct/Breakdown Response): **1800BUCHER** (1800282437)
- New South Wales – Marsden Park**
James Dundas, Customer Service Manager NSW
19 Astoria Street, Marsden Park, NSW, 2765.
Email: nswservice.refuse@buchermunicipal.com.au
Phone (Direct/Breakdown Response): **1800BUCHER** (1800282437)
- Queensland- Banyo**
Nathan Cotterell, Customer Service Manager Northern Region
50 Buchanan Road, Banyo, QLD, 4014.
Email : qldservice.refuse@buchermunicipal.com.au
Phone (Direct/Breakdown Response): **1800BUCHER** (1800282437)
- Western Australia**
Andrew Mcclelland, Customer Service manager Western Australia
76 Grey Street, Bassendean, WA, 6054
Email : waservice.refuse@buchermunicipal.com.au
Phone (Direct/Breakdown Response): **1800BUCHER** (1800282437)
- South Australia**
Anton Chicarella, Customer Service Supervisor – South Australia
4 Newcastle Crescent, Cavan, SA, 5094.
Email : SA.Service@buchermunicipal.com.au
(Direct/Breakdown Response): **1800BUCHER** (1800282437)
- Hobart Service Van Tasmania**
- Service Van North Queensland**



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Appendix 14 – Bucher Policies

| | | |
|--|---------------------------------------|----------------------------|
| Policy Title: Environment Policy | Policy Reference: IMS-POLI-018 | BUCHER municipal |
| Issue Date: 14 th February, 2023 | Issue No: 7 | |

Policy Purpose

The purpose of this Environmental Policy is to create a framework for understanding and managing our direct and indirect environmental impacts, risks and opportunities, supporting and informing our broader leadership role.

Scope

This Environmental Policy covers all Bucher Municipal sites across various states of Australia regardless of their accreditation status and includes the design, testing, manufacture, sales and service of waste collection, vacuum tankers, road sweeping and bulk waste management equipment and any associated support services.

Responsibility

The Operations Director is responsible for the development, communication and review of this Policy.

Policy

Bucher Municipal Pty Ltd is committed to complying with, or exceeding, the requirements of environmental legislation relevant in all areas in which we operate.

We are committed to managing our direct and indirect environmental impacts through the following activities:

- Monitoring, reducing and reporting on the company's impact on the environment.
- Investing in energy efficient equipment and seeking opportunities to use recycled materials and the use of sustainable energy technology, where cost effective.
- Considering our impacts on biodiversity and climate change in our business activities.
- Correct disposal of materials and waste as per manufacturers' specification or as per Safety-Data-Sheets and in alignment with statutory laws and regulations.
- Train and inform all (newly inducted and current) employees and contractors in the appropriate disposal of waste and materials to meet environmental safety regulations.
- Informing the public, suppliers and customers, where appropriate, of Bucher Municipal's Environmental policy.
- Encouraging our suppliers to consider the environment when manufacturing, supplying and delivering goods and services to our facilities.
- Investigate and report all incidents of misuse or inappropriate disposal of waste which does not comply with Company or statutory requirements. Bucher Municipal will implement corrective actions to prevent re-occurrence.
- Review environmental performance with annual objectives.
- Maintain a committed Environmental Management System to ISO14001:2015

Audit Requirements

Audit Frequency: Annually

Audit Intent: To ensure currency of document

Endorsed



DAVID BISHOP
Managing Director



DARRIN PRITCHARD
Operations Director

**** UNCONTROLLED IF PRINTED ****

Page 1 of 1

| | | | | |
|----------------------|-------------------------------|--------------------------|-------------|----------------------------|
| Policy Title: | Health Safety and Wellbeing | Policy Reference: | SMS-POL-001 | BUCHER municipal |
| Issue Date: | 30 th January 2023 | Issue No: | 8 | |

Policy Purpose

Bucher Municipal is committed to conducting business in a manner that protects the health and safety of our workers, our neighbours and those who may be affected by our work activities. We strive for a continuous improvement approach aimed at the elimination of hazards and prevention of work related injury and illness.

Scope

This Policy applies to all Bucher Municipal stakeholders, including employees, contractors and visitors.

Responsibility

The Operations Director is responsible for the development, communication and review of this Policy.

Principles

To demonstrate our commitment to the provision of safe and healthy working conditions, Bucher Municipal will:

- Foster a positive culture which supports everyone being responsible and accountable for health and safety and which promotes the reporting and resolution of incidents, hazards, risks and opportunities;
- Ensure sufficient financial and human resources are allocated for the effective implementation of the Safety Management System;
- Define and communicate roles and responsibilities in relation to the Safety Management System;
- Consult with and engage our workers and their representatives on health and safety matters;
- Identify, assess and implement measures to eliminate hazards and reduce the risk of work related injuries and illnesses through risk management principles and practices;
- Provide training, adequate supervision and information to enable all workers to carry out their jobs safely and productively;
- Meet or exceed relevant legislative and regulatory requirements;
- Establish measurable objectives and targets and openly communicate performance to relevant internal and external stakeholders including identifying and implementing safety improvements;
- Integrate the Safety Management System requirements into business and planning activities;
- Ensure the review and continual improvement of the Safety Management System; and
- Maintain a committed Safety Management System to ISO45001:2018.

Audit Requirements

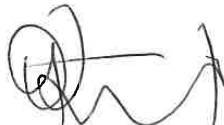
Audit Frequency: Annually

Audit Intent: To ensure that the Policy remains current

Endorsed



DAVID BISHOP
Managing Director



DARRIN PRITCHARD
Operations Director

Public

BUCHER

Human Rights Statement

Version December 2023

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Murzlenstrasse 80
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bucherindustries.com

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This Human Rights Statement (hereinafter “**Human Rights Statement**” or “**Statement**”) specifies the commitment of Bucher Industries and each of its affiliates (each individually a “**Group Company**”, and collectively referred to as “**Bucher Industries**” or “**Bucher**”) to support and respect human rights for all people.

The objective of this Human Rights Statement is to provide a common framework for Bucher Industries’ responsibility to respect human rights and environment-related rights that are globally valid for all Group Companies and underlies all its business activities and relationships. In this Statement the term “human rights” includes environment-related rights or environmental concerns depending on the context.

This Statement clarifies:

- Bucher Industries’ objective that human rights are respected throughout the value stream;
- the relevant international human rights frameworks that Bucher Industries uses as guidance;
- the Bucher Industries’ salient human rights issues;
- Bucher Industries’ human rights due diligence (hereinafter “**HRDD**”) framework and governance to implement its human rights commitment.

1 Commitment

Bucher Industries recognises that business wherever it operates may potentially have an impact on human rights through its own operations or through business relationships along the value stream. Through this Statement and the HRDD framework, Bucher Industries aspires to lead by example in adopting responsible business practices in line with internationally proclaimed human rights. This means continuously taking steps to identify, mitigate and address human rights risks and impacts, embedding responsible business conduct in business processes, tracking and communicating performance and allow access to grievance and remedy in particular for people potentially affected (rightsholders).

2 International reference framework and salient human rights issues

2.1 International reference framework

Bucher Industries attaches great importance to high standards of business ethics and integrity including the support and respect of internationally proclaimed human rights as outlined in the following international reference frameworks:

- Universal Declaration of Human Rights (UDHR)
- The Ten Principles of the UN Global Compact
- ILO Convention No. 29 of 28 June 1930 concerning Forced or Compulsory Labour
- Protocol of 11 June 2014 to ILO Convention No. 29 of 28 June 1930 concerning Forced or Compulsory Labour
- ILO Convention No. 105 of 25 June 1957 concerning the Abolition of Forced Labour
- ILO Convention No. 138 of 26 June 1973 concerning the Minimum Age for Admission to Employment
- ILO Convention No. 182 of 17 June 1999 concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour
- ILO-IOE Child Labour Guidance Tool for Business of 15 December 2015

- United Nations Guiding Principles on Business and Human Rights (UNGPs)
- Minamata Convention on Mercury of 10 October 2013 (Minamata Convention)

In addition, Bucher Industries complies with Swiss law, in particular regarding conflict minerals (Swiss Code of Obligations; DDTro) as far as applicable.

Based on this international reference frameworks and Swiss law, Bucher Industries summarises its most important expectations as follows, whereas the summary is not conclusive:

- **Prohibition of child labour:** Bucher Industries complies with all applicable laws, regulations and other legal provisions relating to the protection of children. In particular, Bucher Industries adheres to the prohibition of any child labour.
- **Prohibition of forced labour and oppression:** Bucher Industries does not use any form of forced labour and does not violate the prohibition of slavery, practices similar to slavery, servitude, or other forms of domination or oppression in the workplace environment.
- **Occupational health and safety:** Bucher Industries complies with the applicable laws, regulations and other legal provisions on occupational health and safety. To this end, Bucher Industries takes necessary measures to prevent occupational accidents and work-related health hazards and to reduce the risks for its employees in this regard.
- **Freedom of association:** Bucher Industries respects the right of its employees to form, join and work for associations for the promotion and protection of their economic, social and cultural interests. Bucher Industries also respects the right of such associations to operate freely and in accordance with the laws of the place of employment, and in particular ensures the right to collective bargaining and effective labour relations through engagement and social dialogue.
- **Equality and personality rights:** Bucher Industries values the individuality of each of its employees. Bucher Industries is an equal opportunity employer making no discrimination on the grounds of national and ethnic origin, social background, health status, disability, sexual orientation, age, gender, political opinions, religion, belief or the like.
- **Adequate wages and working conditions:** Bucher Industries pays its employees a wage which is based at least on the amount of any applicable collective agreement and, in the absence of a collective agreement, at least on the minimum wage established under the laws applicable at the place of employment. In addition, Bucher Industries grants its employees a reasonable limitation of working hours including breaks, regular paid holidays as well as payment on public holidays in accordance with the laws applicable at the place of employment.
- **Conflict minerals:** Bucher Industries expects its suppliers and other business partners who provide services for Bucher Industries not to use conflict minerals, i.e. minerals in respect of which there is a suspicion that the proceeds from their extraction are used to finance armed groups or conflicts, in particular tin, tantalum, tungsten and their derivatives, as well as gold from the Democratic Republic of Congo (DRC) or its neighbouring countries.

- **Corruption and bribery:** Bucher Industries does not engage in or participate in corruption, bribery, extortion, embezzlement, misappropriation, money laundering or terrorist financing.

Bucher Industries also expects its suppliers and business partners to follow the laws and regulations in the markets they operate and internationally recognised human rights and employment standards when providing services for Bucher Industries. Bucher Industries has summarised its expectations to its suppliers and business partners in a Supplier Code of Conduct. The Supplier Code of Conduct is attached to this Human Rights Statement as **Appendix 1**.

2.2 Salient human rights

Bucher Industries does not attribute more importance to one human right over another. However, for the implementation of its human rights commitment, Bucher Industries prioritises the following human rights issues (in alphabetical order) because they have been identified in the context of a human rights risk and impact assessment according to section 3.1 of this Human Rights Statement with third party experts as most salient under consideration of Bucher Industries business areas and the entire upstream and downstream value stream:

- Child labour
- Corruption and bribery
- Environmental issues impacting human rights (e.g., climate change, water)
- Fair wages
- Forced labour and modern slavery
- Freedom of association and collective bargaining
- Health and safety (OHS and product use)
- Working conditions

Whereby, as Bucher Industries is not active in critical sectors, the above mentioned salient human right issues generally have a higher likelihood for adverse impacts in the upstream value stream or the downstream value stream, but a lesser likelihood for adverse impact in Bucher Industries' own operations. The most severe adverse human rights impacts are expected beyond tier one suppliers. In line with the risks identified, Bucher Industries pays particular attention to the aforementioned international reference frameworks.

Bucher Industries recognises that the evaluation of the severity of potential impacts may change and that other issues may grow in importance over time.

3 Bucher Industries HRDD framework

Bucher Industries is committed to aligning its human rights due diligence (HRDD) framework with the above mentioned international reference frameworks with the aim to conduct HRDD throughout the business to proactively assess, identify, cease, prevent, mitigate actual and potential adverse human rights impacts on rightsholders. The HRDD framework set out in this section 3 shall guide the implementation of HRDD within Bucher Industries.

3.1 Human rights risk and impact assessment

In order to assess actual and potential human rights impacts, Bucher Industries regularly and occasion-related conducts a systematic human rights risk assessment and identifies its salient human rights issues under consideration of all internationally recognised human rights. The following key elements are considered while assessing and prioritising the human rights issues:

- **Scope:** considering Bucher Industries' own operation and the entire upstream and downstream value stream;
- **Risk to people:** Assessing the risks and impacts from the point of view of the potentially affected groups (rightsholders);
- **Human rights focus:** considering all internationally recognised human rights;
- **Sources of information:** using relevant internal and common external sources and consulting human rights experts;
- **Prioritisation:** identifying salient human rights issues considering
 - the **severity** which depends on the scale (impact on a human right, in particular with special attention to human rights impacts on people that may be at heightened risk of vulnerability or marginalisation), the scope (number of affected people) and the remediability (possibility to remediate the impact) on the one hand and
 - the **likelihood** (probability of a risk materialising) on the other hand.

Bucher Industries conducts enhanced due diligence through human rights impact assessments in high risk areas. This includes the consultation of and meaningful engagement with potentially affected groups.

3.2 Cease, prevent or mitigate adverse human rights impacts

Based on the results of the risk and impact assessment, in particular on the human rights risks and impacts, Bucher Industries defines measures and provides guidance for its divisions including guidance on appropriate measures to cease, prevent or (in case of limited ability to influence) mitigate adverse human rights impacts across their value stream. Depending on the specific situation, the measures may consist, for example, of developing and implementing appropriate procurement strategies and conducting human right-related trainings for Bucher Industries' employees. Where appropriate, a measure may also consist of on-the-spot checks on a supplier, in particular in case of critical or new suppliers. As an ultimo ratio, it may also be necessary, depending on the individual case, to terminate the business relationship with a supplier if the supplier commits human rights violations and fails to remedy them.

Bucher Industries differentiates between impacts which it causes through its own operations, which it contributes to together with others or which it may be linked to by its business relationships, to maximise its leverage and identify the most impactful measures. Where Bucher Industries ability to influence human rights issues is limited, it strives to enhance leverage through collaboration with other actors.

While all identified risks and impacts are considered when implementing measures, Bucher Industries and its divisions concentrate first on the most salient issues.

3.3 Embed and integrate respect for human rights

A human rights roadmap outlining the key measures, targets and responsibilities is approved by the board of directors and monitored by the Group Compliance Officer.

The roadmap is updated and revised annually and occasion-related to address potential new human rights risks and to continuously improve Bucher Industries HRDD framework. To the extent possible, human rights-related prevention and mitigation measures are integrated into division operations, incentive schemes, training programs, policies, management systems and decision-making mechanisms.

3.4 Track and communicate performance

The implementation of the human rights roadmap is monitored and tracked, for example based on feedback from relevant internal and external stakeholders, which is used to inform and support continuous improvement and ensure the effectiveness of Bucher Industries HRDD framework. Where possible, Bucher Industries strives to measure the impacts of its actions on the human rights of potentially affected people.

Bucher Industries communicates annually about human rights in its non-financial reporting as well as on its website.

3.5 Access to grievance and remedy

Bucher Industries attaches great importance to living a culture of shared responsibility. Anyone who has a concern regarding a possible violation of a human right can freely and with respect to confidentiality speak up, without fear of retaliation. Bucher Industries maintains a whistle-blower hotline, which enables in particular employees and potentially affected internal and external stakeholders to voice concerns related to potential compliance issues and potential issues related to human rights issues, including potential violations of this Human Rights Statement and the Bucher Code of Conduct. The hotline is operated by an independent, qualified, third-party service partner and allows to raise concerns anonymously. The compliance hotline covers all main languages and is available 24/7. Bucher compliance personnel confidentially answers the calls and forwards reports to the appropriate person within Bucher Industries for further investigation and a fair and adequate procedure for grievance and complaints lead by impartial personnel. Persons reporting concerns can later ask for follow-up information. The whistleblower hotline can be reached via all websites of Bucher Industries and its divisions (bucherindustries.com/en/whistleblower-system). Further information can be found in the whistleblower policy on the whistle-blower hotline.

In case adverse human rights impacts related to Bucher Industries business activities or linkages to its operations are identified, Bucher Industries is committed to taking timely and transparent action to remediate

in a fair and equitable manner. Where Bucher Industries finds impacts directly linked to its business relationships, it will use its influence to encourage its business partners (including in particular suppliers) to respect human rights, whether through collaboration and support, corrective action plans, suspension or termination of the business relationship on a case-by-case basis.

4 Scope of application

This Statement covers fully consolidated operations of Bucher Industries worldwide, including those of fully consolidated affiliates, and applies to all Bucher Industries employees and managers, including part-time and temporary workers as well as casual workers (e.g. day labour workers). Bucher Industries will regularly inform its employees and managers about its human rights strategy and the contents of this Human Rights Statement and train them in this regard, in particular in case of amendments and in case new human rights risks become apparent.

Bucher Industries also expects its customers, suppliers, business partners and other parties directly linked to its operations, products and services to respect human rights. Bucher Industries will use reasonable efforts to require its suppliers and business partners providing services to comply with its Supplier Code of Conduct (**Appendix 1**) wherever possible. In doing so, Bucher Industries will prioritise critical suppliers and critical business partners providing services.

5 Entering into force, implementation and responsibility

The Bucher Industries board of directors has approved this Statement which enters into force on December 1, 2023. It is issued in various languages.

This Statement will be reviewed periodically and updated as required to amend it to changed business processes, regulatory requirements as well as political and societal expectations.

All divisions have the responsibility to adhere to and implement this Statement in line with further policies and directives (e.g. Directive on Supplier Due Diligence) and applicable local laws, allocate adequate resources to relevant business functions, ensure that staff have appropriate legal and technical knowledge and that personnel involved are provided with appropriate tools and resources.

6 Communication

This Statement is made publicly available on the Bucher Industries corporate website in all relevant languages. It is also made available to the internal stakeholders.

7 Disclaimer

This Statement is subject to change and does not constitute the base for any legal claims by any employees or third parties with regard to Bucher Industries or any of its affiliates.

Bucher Industries AG



Philip Mosimann

Chairman of the Board of Directors



Jacques Sanche
CEO



MODERN SLAVERY STATEMENT 2022

Bucher Municipal is a world-leading supplier of vehicles for cleaning and clearing operations on public and private roads and other traffic areas. Its range encompasses sweepers, winter maintenance equipment, as well as vehicles for refuse collection and sewer cleaning. Bucher Municipal vehicles offer efficient cleaning, ease of operations, low maintenance costs and good environmental compatibility.

We are aware of our responsibility to society and the environment for ensuring roads and public spaces are kept clean and safe, and we live up to it by focusing on functional engineering, environmental integrity and driving comfort.

Bucher Municipal is committed to improving our practices and driving out acts of modern slavery and human trafficking from within our business and from within our supply chains. We acknowledge the requirements to act in accordance with the Commonwealth *Modern Slavery Act 2018* (**the Act**) and will ensure transparency within our organisation and with our suppliers of goods and services.

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business. Our Code of Business Conduct reflects our commitment to acting ethically and with integrity in all our business relationships and to implementing and enforcing effective systems and controls to guard against slavery and human trafficking from taking place anywhere in our supply chains.



Bucher Municipal • 65-73 Nantilla Road • Clayton North VIC 3168
Phone 03 9271 6400 • Fax 03 9271 6479
• www.buchermunicipal.com.au

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Reporting Entities

Bucher Municipal is a reporting entity under the Act and agrees to abide by the requirements of the Act and this statement.

Our headquarters are located at Clayton North and employs 365 employees.

What Bucher Municipal will do in 2022-2023

Although Bucher Municipal already has measures in place to help address modern slavery, it understands that more needs to be done. Moving forward, Bucher Municipal will take the following actions:

- Establish a "Modern Slavery Working Group" by September 2022
- Establish a detailed schedule for supplier assessment to ensure modern slavery due diligence activities occur as planned and on time
- Roll out its Modern Slavery Questionnaire to main supplies by the first quarter of 2023
- Develop and include modern slavery clauses in all applicable template agreements by the first quarter of 2023
- Implement the process of Corporate Social Responsibility Quick Audits
 - These audits are designed to provide a snapshot into our third party contractors, suppliers and other external parties engaged by Bucher Municipal
 - Audits are conducted for all suppliers and contractors who derive more than AU\$100,000 from Bucher Municipal within a financial year
 - These assessments are completed on-site wherever possible and include visual observations. These quick audits seek to collect information relating to the following:
 - Modern Slavery
 - Child Labour
 - Health and Safety
 - Security
 - Environment
 - These audits are conducted by internal Bucher Municipal employees who are responsible for the service/product or contract. Audits are provided to the Procurement Department for review and inclusion within our database.
 - Should non-conformances be identified, an Action Schedule is provided to the service/product supplier for action. Only when resolved to the satisfaction of Bucher Municipal will the supplier then be engaged. This process is overseen by the National Supply Chain Manager.
 - Should the non-conformances not be rectified, Bucher Municipal will not engage with this organisation.
- Implement the process of Corporate Social Responsibility Drill Deep Assessments
 - In the event of an identified low performer, or should other flags related to the external supplier be identified, a "deep drill assessment" must be conducted.
 - This deep drill assessment involves the previous audit criteria, but increases the depth and



breadth of the analysis

- Material/service providers who enter into deep drill assessments cannot be utilised by Bucher Municipal until they have satisfied the requirements of the assessment and any consequent areas for concern.
- These suppliers are flagged and not able to be engaged within our purchasing program.
- All information from both audits is included within our Corporate Social Responsibility reporting within our region. This information is available to all senior management and those involved in the procurement and approval of suppliers.

Conclusion

Bucher Municipal, in line with the global Bucher Industries organisation, is dedicated to enhancing our Corporate Social Responsibility. We have invested heavily globally in information systems and practices to ensure we set the standard in how a modern organisation should act locally and globally.

The information contained within this statement demonstrates our commitment to the elimination of modern slavery and criminal work practices, and our desire to have Corporate Social Responsibility at the forefront of our operations.

Declaration

This statement is made in accordance with the *Modern Slavery Act* (Cth) (2018), and is accurate and correct as at the time of submission. This statement represents the reporting for the period 1 January – 31 December 2022.

This statement was approved by the Managing Director of Bucher Municipal in July 2022



3 Hexham Place, Wetherill Park NSW 2164
Tel: 02 9756 3756 Fax: 02 9756 2031
Email: info@garwoodinternational.com.au

Q/N TH10MRL

Date: March 14. 2025

TONY IRELAND ISUZU

Attention: Mr. Ben Lawrence

P: 0429 479 611

E: benl@tonyireland.com.au

Address: 52 Duckworth Street Garbutt Townsville QLD 4814

OFFICIAL QUOTATION BANTAM 10M3

(PORMPURAAW ABORIGINAL SHIRE COUNCIL VP450178 / BRNPASC250001)

To Supply:

One (1) Garwood BANTAM full width, rear loading refuse compactor body of 10 cubic meters capacity, including supply of heavy-duty tailgate with high tensile bisalloy sweep panel. Price includes supply of PTO, hydraulic pump and paint in colour to council specifications. Body to be mounted to ISUZU FRR 110-240 cab chassis. Ejector system to be double acting hydraulic cylinder. All operation controls to be of the electric push button type. In cab controls and duplicated N/S front of body.

PRICE –

Compactor Body: \$126,890.00

GST: \$12,689.00

Total: \$139,579.00

(Please add cab chassis price to achieve total purchase price)

GARWOOD INTERNATIONAL PTY LTD ABN 90 060 740 865

Included in price:

- Fitment to cab chassis.
- PTO, dual hydraulic pumps.
- Electric push button control system for all compactor operations.
- Engine advance 950rpm during operation.
- Half / full pack compaction cycle selection.
- Hopper clear facility / hopper skim facility.
- Emergency stop and warning buzzer, rear left & right front of body.
- Emergency lift off packer panel-activate from rear of unit.
- Dash indicator light and audible sound when warning buzzer activated.
- Dash indicator light when tailgate not locked.
- LED Work Lights to illuminate hopper, control box and foot path area.
- LED Amber beacons front & rear of body.
- LED taillights high & low mounted.
- Paint customer specifications.
- Wide Comb Bin Lifter capable of lifting 120 – 1100litre bins.
- Lifter switches left & right of tailgate.
- Adjustable bin buffer bar.
- Tailgate auto locking.
- Tailgate safety props.
- Tailgate seal to body.
- Drainage sullage tank between body and tailgate.
- Body side inspection / cleanout doors located left & right front of body.
- Broom / shovel bracket.
- Safety guards fitted with Perspex panels as per Work Cover requirements.
- Safety and switch identification decals.
- Drain outlets left & right of hopper.
- Toolbox chassis mounted.
- Fire Extinguisher (4.5kg).
- Hand wash tank and soap dispenser chassis mounted.
- CCTV Monitor 2x camera system.

Optional Equipment (exclusive of GST)

- Works cabinet between cabin and compactor body: **\$3,850.00**
- High pressure water lance hose & reel: **\$8,750.00**

Manual:

Operation, parts, maintenance manual supplied on delivery.

Training:

A Garwood representative will carry out onsite operational training in Cairns QLD.

Tools:

No special tools required for service or adjustment of the unit

GARWOOD INTERNATIONAL PTY LTD ABN 90 060 740 865

Spare Parts:

Full stock of parts available from the Garwood facility Wetherill Park Sydney, express delivery and consignment stock offered to rural and interstate customers.

Warranty:

Twelve (12) months against faulty workmanship and materials on all components manufactured by Garwood.

Delivery:

Twenty-two (22) weeks from receipt of official purchase order, dependent on cab chassis availability.

Terms of payment:

On delivery of completed unit.

Freight / Transport:

Cab chassis supplier.

Registration:

To be carried out by cab chassis supplier, at council's expense.

If additional information or clarification relating to this quotation is required please do not hesitate to contact me.

Regards

Daniel McHugh
Managing Director
Garwood International
0408 234 015
daniel@garwoodinternational.com.au



GARWOOD INTERNATIONAL PTY LTD ABN 90 060 740 865



GARWOOD INTERNATIONAL PTY LTD ABN 90 060 740 865



GARWOOD INTERNATIONAL PTY LTD ABN 90 060 740 865



Request for Quote

Garbage Truck with Compactor Fitted

Pormpuraaw Aboriginal Shire Council (PASC) invites Quotes for the Supply of a Garbage Truck and Fitted Compactor.

This Request for Quote (RFQ) process will be governed by the Conditions of Offer contained in Section 2 – Conditions of Submission. Any contract arising from this RFQ process will be governed by the Conditions of Contract and Special Conditions contained in Section 3.

The response form contained in Section 4 – Offeror Response has been included to allow Offerors to respond to the RFQ. It is a requirement of the RFQ that the response form be completed and submitted to the PASC by the date and time specified in Section 1 - Requirements.

Section 1 – Requirements

| | |
|--|---|
| a) Description of Goods and/or Services required: | Supply of a Garbage Truck and Fitted Compactor |
| b) Specifications and/or scope of works: | <p>Truck Specification –</p> <p>Option 1: Isuzu FRR 110-240 AMT MLWB 5.2L 6 Speed Model FH-FRRED-Z22</p> <p>Option 2: Fuso Canter Fighter 1124 Euro 6 7.5L 6 Cyl 5 speed auto</p> <p>To Include</p> <ul style="list-style-type: none"> - Canvas seat covers. - Underbody spray on rustproofing - Roof bar with two (2) Amber rotating beacons. - Reverse Alarm - Alloy Bullbar with Tow Pin - UHF 2-way radio - Rubber Floor Mats <p>Garbage Compactor Specification –</p> <p>10m3 Step Out to Operate Side Loader Compactor</p> <p>To load 120,140 & 240 Liter Bins</p> <p>To Include</p> <ul style="list-style-type: none"> - Two (2) LED work Lights - Rotating Hazard Beacon - Two (2) Side Cameras - Rear Door Open Shur - All required lights (Side, Tail, Top etc.) - With all standard features to be listed in submission <p>Additional Conditions –</p> <ul style="list-style-type: none"> - To be Delivered to Cairns Qld |

| | | |
|--|---|---------------------------|
| | <ul style="list-style-type: none"> - Concessional Rego – Local Government - Common Due Date 1st December | |
| c) Delivery Date: | As soon as practical | |
| d) Site Location: | Delivery to Cairns fully commissioned and registered. | |
| e) Insurance requirements: | N/A | |
| f) Evaluation criteria: | Offers received will be evaluated against the following criteria. | |
| | Evaluation criteria 1: | Specification |
| | Evaluation criteria 2: | Price and Value for Money |
| | Evaluation criteria 3: | Delivery Date |
| | Evaluation criteria 4: | Warranty |
| g) Mandatory requirements: | Details of relevant Industry licences | |
| h) Requirements of submission: <i>Refer response form below to provide detail on all listed requirements (a) – (j)</i> | (a) Completion of section 4 – Offeror Response – Including Full scope (b) Price (c) | |
| i) Lodgement of submission: | Via Vendorpanel | |
| j) Closing Date: | As per Vendorpanel | |
| k) Offer Validity Period: | 120 days from closing date | |
| l) Contact officer | All queries via Vendorpanel | |
| m) Confidential Information: | See section 3 (a) | |
| n) Complaints Management: | Refer to PASC website for complaints process: Corporate Reports pormpuraaw | |

Section 2 – Conditions of Submission

This RFQ process is governed by the terms of Conditions of Offer version 004 dated 1 July 2012 as detailed at: <http://www.hpw.qld.gov.au/SiteCollectionDocuments/ConditionsOfOffer004.pdf>.

Section 3 – Conditions of Contract and Special Conditions

The documents that will govern any contract arising from this RFQ process are as set out below:

- (a) Short Form Conditions of Contract for the provision of goods and services version 004 dated 1 July 2012 as detailed at <http://www.hpw.qld.gov.au/SiteCollectionDocuments/ShortFormConditionsContract004.pdf>.

(b) Special Conditions

Team members on all project sites **must** comply with Workplace Health and Safety requirements. All contractors engaged by PASC must have as a minimum:

- Long sleeved high visibility shirt
- Broad brimmed hat
- Steel capped work boots
- Blue/white card
- Site specific Safe Work Method Statements
- Relevant Licences
- Bitumen contractors must induct all relevant staff on bitumen safety requirements.

(c) Contractors working in the Pormpuraaw Shire must comply with the Staff and Visitors Code of Conduct

(d) Alcohol Restriction

Pormpuraaw Aboriginal Shire is an alcohol restricted zone. All contractors must check and abide by current restrictions prior to entering. Details can be found at

<https://www.datsip.qld.gov.au/programs-initiatives/community-alcohol-limits/pormpuraaw>

Section 4 – Offeror Response

| | | | | | |
|---|--|------|---------------------|------------|--------------|
| Company details: | | | | | |
| Company name | IRELAND ISUZU | | | | |
| ACN/ABN | | | | | |
| Address | 227 MULGRAVE ROAD, CAIRNS QLD 4870 | | | | |
| Postal Address (if different from above) | PO BOX 1112, CAIRNS CITY QLD 4870 | | | | |
| Contact Officer Name | BEN LAWRENCE | | | | |
| Phone Number | 0429479611 | | | | |
| Email Address | BEN.LAWRENCE@TSVAUTOMOTIVE.COM.AU | | | | |
| Offer details | <p>Note to Offeror:</p> <p>Provide full details on the requirements as outlined in Section 1 h)</p> <p>If required, please attach an appendix to this Request for Quote.</p> <p>Please Include a fully detailed description of goods including Options being offered.</p> | | | | |
| Fee / Pricing Information: | Price (Includes items section 1b) | Unit | Total ex GST | GST | Total |
| S1 – Supply of Garbage Truck and Compactor per Section 1 | | 1 | 229,095.90 | 22,738.29 | 251,834.19 |

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| Total S1: | | | | | |
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| | | | | | |
| Total : | | 1 | 229,095.90 | 22,738.29 | 251,834.19 |
| Total of 4 Sections | | 1 | 229,095.90 | 22,738.29 | 251,834.19 |
| Insurance Details: | | | | | |
| Workers Compensation (if specified in Section 1) | Insurer: WORKCOVER QLD Policy No: WSB190679254 Expiry Date: 30/06/2025 Insured Amount: UNLIMITED | | | | |
| Public Liability (if specified in Section 1) | Insurer: ALLIANZ Policy No: 980981797 DLR Expiry Date: 31/12/2025 Insured Amount: 30,000,000.00 | | | | |
| Warranty details including warranty period and conditions: (if required) | 6YRS FACTORY WARRANTY ISUZU 12 MONTHS BODY WARRANTY | | | | |
| Deviation from the above Specifications: (if applicable) | No Conforming Tender Option With Rear Loader | | | | |
| Departures from the Conditions of Contract (including Special Conditions if required) | Clause Number | | Proposed departures, variations and additions | | |
| | insert clause number | | insert details of proposed departures / variations / additions | | |
| Conflict of Interest and Collusion: (disclose if applicable) | Conflict of Interest: Offerors must supply details of any possible conflict of interest that exists or may arise in relation to the making and/or acceptance of their Offer. If there is nothing to declare, please insert "None". Insert text | | | | |

| | | |
|---|--|-------------------------|
| | <p>Collusion: <i>In submitting its Offer, the Offeror warrants to the Eligible Customer that it fully complies with clause 23.5 of the Conditions of Offer, except as expressly disclosed in this Response Form. The Offeror must disclose the full nature and extent of any agreements with competitors to the Eligible Customer. If there is nothing to disclose, please insert "Nil".</i></p> <p>Insert text</p> | |
| <p>Authorisation, Certification and Execution by Offeror</p> | <p>As the authorised officer named below, I certify that in submitting the Offeror's Response on behalf of the Offeror:</p> <p>(a) I have the appropriate authority to authorise the Offeror's Response</p> <p>(b) I have read, understood and complied with the Requirements of the Request for Quote.</p> <p>(c) The enclosed Offeror's Response is a true and accurate account of our offer.</p> | |
| | <p>Name:</p> | BENJAMIN ALLAN LAWRENCE |
| | <p>Signature:</p> | <i>Ben Lawrence</i> |
| | <p>Date:</p> | 16/03/2025 |

17 TENDERS & QUOTATIONS

Nil

18 NOTICE OF MOTION

19 NEXT MEETING

20 CLOSE OF MEETING