



11 May 2023

Dear Councillors

**Re: Meeting Notice for Council Meeting to be held on 18 May 2023**

Notice is hereby given that the Council Meeting of the Longreach Regional Council will be held in the Council Boardroom, 20 Mary St, Isisford on Thursday 18 May 2023 commencing at 9:00am.

The Briefing Session for this meeting will be held in the Ilfracombe Recreational Centre on Wednesday 17 May 2023 commencing at 9:00am as follows;

Your attendance at these meetings is requested.

Yours faithfully

Brett Walsh  
Chief Executive Officer

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# LONGREACH REGIONAL COUNCIL ORDINARY MEETING AGENDA

**Thursday 18 May 2023**

*Council Chambers, Isisford*

- 1. Opening of Meeting**
- 2. Prayer**
- 3. Consideration of Leave of Absence**
- 4. Declaration of any Prescribed / Declarable Conflicts of Interest by Councillors**
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- 7. Councillor Requests**
- 8. Notices of Motion**
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**15. Late Items**

Nil for this meeting

**16. Closed Matters**

Nil for this meeting

**17. Closure of Meeting**

# LONGREACH REGIONAL COUNCIL ORDINARY MEETING AGENDA

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## **OUR VISION, MISSION AND VALUES**

### ***Vision:***

The communities of the Longreach Region, with their individual identities and a proud heritage, will be characterised by their cohesive and inclusive nature, making the region a location of choice for business investment and outback living. Reaching a population of 5,500 by 2027, the Longreach Region will be characterised by strong communities and a vibrant economy driven by skills and innovation in a diversity of traditional and new industries.

### ***Mission:***

Council's Mission is to deliver decisive leadership in making locally-responsive, informed and responsible decisions, providing the highest-quality services and facilities to all communities of the Longreach Region.

### ***Values:***

Our values govern the actions of Council and how it serves the communities of Ilfracombe, Isisford, Longreach and Yaraka. Our eight core values are:

1. A Safe and Healthy Work Environment
2. Inclusiveness and Respect
3. Consistency and Fairness
4. Teamwork and Staff Development
5. Performance and Value for Money
6. Leadership and Collaboration
7. Sustainability
8. Forward-looking

**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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**1. OPENING OF MEETING**

**2. PRAYER** – Reverend John Jackson, Salvation Army.

**3. CONSIDERATION OF LEAVE OF ABSENCE**

**4. DECLARATION OF ANY PRESCRIBED / DECLARABLE CONFLICTS OF INTEREST BY COUNCILLORS**

**4.1 Declaration of Prescribed Conflicts of Interest on any Item of Business**

Pursuant to section 150EG, 150EH, 150EI, 150EJ, 150EK, 150EL and 150EM of the *Local Government Act 2009*, a Councillor who has a prescribed conflict of interest in a matter must notify Council of the potential benefit or loss, and if applicable, provide the name of the related person and their relationship with them. They may not participate in a decision relating to the matter and must leave the meeting.

**4.2 Declaration of a Declarable Conflict of Interest on any Item of Business**

Pursuant to section 150EN, 150EO, 150EP, 150EQ, 150ER, 150ES and 150ET of the *Local Government Act 2009*, a Councillor who has a declarable conflict of interest in a matter must notify Council of the nature of the interest, if applicable, name of the related person, the relationship to them, and the nature of the interest, and/or the value and date of any gift received.

The Councillor may voluntarily leave the meeting and not participate in a decision relating to the matter or;

Other Councillors may vote on this matter and decide if;

- (a) the Councillor must leave the meeting and not participate in a decision relating to the matter; or
- (b) the Councillor may remain in the meeting and participate in a decision relating to the matter.

**5. CONFIRMATION OF MINUTES**

5.1 Council - 20 April 2023

# **LONGREACH REGIONAL COUNCIL**



## **Ordinary Meeting**

**Thursday 20 April 2023**

## **UNCONFIRMED MINUTES**

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 20 April 2023 at the Civic Centre, 96 Eagle Street, Longreach**

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**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 20 April 2023 at the Civic Centre, 96 Eagle Street, Longreach**

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**Minutes of the Longreach Regional Council Ordinary Meeting  
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**1 Opening of Meeting and Acknowledgement of Country**

The Mayor declared the meeting open at 8:59 AM.

*"We acknowledge the Traditional Owners of the land on which we meet today, and we acknowledge elders past, present and future."*

**2 Prayer**

Reverend Steven Ballin, Baptist Church, opened the meeting with a prayer.

**Condolences**

Council paid their respects and observed a minutes silence for the passing of community members Doris Searles, Mark McLachlan, Roy Stokes, Katheryn Klem, Peter Faunt and Jean Brandstetter.

**PRESENT**

**Councillors**

Mayor

Cr AC Rayner

Deputy Mayor

Cr LJ Nunn

Cr DJ Bignell

Cr AJ Emslie

Cr TM Hatch

Cr DW Paterson

Cr TFB Smith

**Officers**

Chief Executive Officer

Brett Walsh

Chief Financial Officer

David Wilson

Acting Director of Community and

Cultural Services

Kimberley Dillon

Acting Director of Infrastructure Services

Guy Goodman

Executive Officer, Economic Development and

Public Affairs

Simon Kuttner

Executive Assistant to Chief Executive Officer,

Mayor and Councillors

Elizabeth Neal

**3 Consideration of Leave of Absence**

Nil

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**4 Declaration of any Prescribed / Declarable Conflicts of Interest by Councillors**

**4.1 Declaration of Prescribed Conflicts of Interest on any Item of Business**

Pursuant to section 150EG, 150EH, 150EI, 150EJ, 150EK, 150EL and 150EM of the *Local Government Act 2009*, a Councillor who has a prescribed conflict of interest in a matter must notify Council of the potential benefit or loss, and if applicable, provide the name of the related person and their relationship with them. They may not participate in a decision relating to the matter and must leave the meeting.

**4.2 Declaration of a Declarable Conflict of Interest on any Item of Business**

Pursuant to section 150EN, 150EO, 150EP, 150EQ, 150ER, 150ES and 150ET of the *Local Government Act 2009*, a Councillor who has a declarable conflict of interest in a matter must notify Council of the nature of the interest, if applicable, name of the related person, the relationship to them, and the nature of the interest, and/or the value and date of any gift received.

The Councillor may voluntarily leave the meeting and not participate in a decision relating to the matter or;

Other Councillors may vote on this matter and decide if;

- (c) the Councillor must leave the meeting and not participate in a decision relating to the matter; or
- (d) the Councillor may remain in the meeting and participate in a decision relating to the matter.

*Cr Nunn declared a declarable conflict of interest in Item 14.4 Referral Agency Assessment Application (Alternative Siting Assessment) - 24 Quarrian Road, Longreach as she is closely associated to the owners of the property and will leave the room.*

*Cr Bignell declared a declare bale conflict of interest in Item 14.1 Community Donations - Yaraka Campdraft and Rodeo Association as he is related to the Secretary of this Community Group and will leave the room.*

*Cr Bignell declared a prescribed conflict to Interest in Item 14.9 Application for Works on Council Owned Land Request - Renovation of the Ungazetted Cemetery in Yaraka as he discussed possible grant applications with Kerry Joseland.*

*(Res-2023-04-083)*

*Moved Cr Smith seconded Cr Hatch*

*That Cr Bignell can remain in the room for the discussion and vote on Item 14.9.*

*Mayor Rayner, Cr Nunn, Cr Smith, Cr Emslie, Cr Hatch, Cr Paterson voted for the motion*

*CARRIED 6/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**5 Confirmation of Minutes**

(a) **5.1 Council - Thursday 16 March 2023**

(Res-2023-04-001)

Moved Cr Bignell seconded Cr Nunn

That the Minutes of the Council held on Thursday 16 March 2023, be confirmed.

CARRIED 7/0

**6 Reception and Consideration of Mayoral Report**

(b) **6 Mayoral Report**

(Res-2023-04-085)

Moved Cr Hatch seconded Cr Paterson

That Council receives the Mayor's Report, as presented.

CARRIED 7/0

**7 Councillor Requests**

Nil

**8 Notices of Motion**

Nil

**9 Petitions**

Nil

**10 Deputations**

Nil

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**11 Reception and Consideration of Chief Executive Officer's Report**

Consideration was given to the Chief Executive Officer's Report

**(c) 11.1 Councillor Information Correspondence**

From the Chief Executive Officer, tabling a list of significant and relevant correspondence for Councillors and public information.

The following correspondence has been received up to Tuesday 11 April 2023:

1. EMA - 2023 - 17 - 03 - Gail Butt - Longreach Bowls Club
2. EMA - 2023 - 20 - 03 - Cherith Eames - Head Yakka Event
3. EMA - 2023 - 20 - 03 - Grant Cassidy - Regional digital study for CWQ
4. EMA - 2023 - 05 - 04 - Julie Tanner - Director Partnerships and Investment - RADF options
5. EMA - 2023 - 05 - 04 - Joshua Dyke - Amendments to the Stock Route Management Act 2002

*(Res-2023-04-086)*

*Moved Cr Nunn seconded Cr Bignell*

*That Council receives the Councillor Information Correspondence Report, as presented.*

*CARRIED 7/0*

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**(d) 11.2 Calendar of Events**

**Upcoming Events, Meetings and Conferences**

The calendar provides an update on Council and community events occurring over the next three months.

<b>April 2023</b>			
1 Saturday	Easter Egg Hunt & Markets	Wool Pavilion – Longreach Showgrounds	Public Event
11 Monday	RADF Meeting	Longreach Civic Centre	RADF Committee
17 Monday 8.00am- 5.00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
20 Thursday 9.00am- 5.00pm	Ordinary Council Meeting	Council Chambers, Longreach Civic Centre	Councillors Executive Leadership Team Open to the public
22 Saturday	Longreach Races	Longreach Race Course	Public Event
25 Tuesday 5.45am	ANZAC Day Dawn Service	Edkins Park Longreach	Public Event
25 Tuesday 5:45am	ANZAC Day Dawn Service	Ilfracombe Memorial Park	Public Event
25 Tuesday 5:30am	ANZAC Day Dawn Service	Isisford Town Park	Public Event
25 Tuesday 5:45am	ANZAC Day Dawn Service	Mount Slowcombe Yaraka	Public Event
25 Tuesday 8.20am	ANZAC Parade	RSL Memorial Club	Public Event
26 Wednesday 6:30pm – 8:00pm	Head Yakka Conversation	TBC	Public Event
27 Thursday 9.00am- 5.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
30 Sunday 7:00am	Rotary Free Community Breakfast	Edkins Park Longreach	Public Event
<b>May 2023</b>			
4 Thursday 6:00pm	Wolfgang's Magical Musical Circus	Longreach Civic Centre	Public Event
6 Saturday	Longreach Races	Longreach Race Course	Public Event
8 Monday 9:00am - 5:00pm	Pre-budget Workshop 2	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
12-13 Friday- Saturday	Longreach Show	Longreach Showground	Public Event
16 Tuesday 8:00am – 5:00pm	Council Briefing	Ilfracombe Rec Centre, Ilfracombe	Councillors Executive Leadership Team
18 Thursday 9:00am - 5:00pm	Ordinary Council Meeting	Town Hall, Isisford	Councillors Executive Leadership Team Open to the public
20 Saturday 6.00pm	Festival of Outback Opera: Singing in the Night	Camden Park Station	Public Event

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21 Sunday 11.30am 5.00pm	Festival of Outback Opera: Sing Sing Sing Opera Ball	The Branch Smithy's Camp	Public Event Public Event
22 Monday – 24 Wednesday	RAPAD Board Meeting	Longreach	RAPAD BOARD & Councils
22 Monday 6.30pm	Festival of Outback Opera: Lady Sings the Maroons	TBC	Public Event
27 Saturday All Day	Isisford Sheep & Wool Show	Isisford	Public Event
31 Wednesday 9.00am- 5.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
<b>June 2023</b>			
3 Saturday	Longreach Races	Longreach Race Course	Public Event
5 Monday	Pre-budget Workshop 3	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
20 Tuesday 8:00am – 5:00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
22 Thursday 9.00am- 5.00pm	Ordinary Council Meeting	Council Chambers, Longreach Civic Centre	Councillors Executive Leadership Team Open to the public
18 Saturday	Longreach Races	Longreach Race Course	Public Event
29 Thursday 9.00am- 12.00pm	Budget Adoption Meeting	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
29 Thursday 12:00pm- 5.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team

*(Res-2023-04-087)*

*Moved Cr Hatch seconded Cr Bignell*

*That Council receives the report, as presented*

*CARRIED 7/0*



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**(e) 11.3 Road Priorities**

A proposal to identify and prioritise Council's major transport routes to advocate for future road funding.

*(Res-2023-04-088)*

*Moved Cr Smith seconded Cr Nunn*

*That Council advocates for future road funding based on safety issues and traffic numbers for the following roads in priority order:*

- 1. Thomson Developmental Road – Longreach Stonehenge - widening*
- 2. Ilfracombe-Isisford Road – upgrade*
- 3. Isisford-Emmet Road – sealing remaining unsealed sections*
- 4. Cramsie-Muttaburra Road – widening*
- 5. Ilfracombe-Aramac Road – sealing*

*CARRIED 7/0*

**(f) 11.4 Workplace Health & Safety Update Report - March 2023**

This report provides a summary of Council's health and safety performance as at 31 March 2023, highlighting issues, risks and opportunities impacting on employee health and safety in the workplace.

*(Res-2023-04-089)*

*Moved Cr Bignell seconded Cr Hatch*

*That Council receives the Workplace Health & Safety Update Report for the period ending 31 March 2023.*

*CARRIED 7/0*

The meeting adjourned for Morning Tea at 10:40am

The meeting resumed at 11:10am with all present prior to the adjournment in attendance.

**(g) 11.5 Information Report - Governance**

This report provides an update on a range of activities that have occurred over the previous month for the Governance Department.

*(Res-2023-04-090)*

*Moved Cr Hatch seconded Cr Paterson*

*That Council receives the Governance information report, as presented.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**12 Reception and Consideration of Financial Services Report**

**(h) 12.1 Monthly Financial Statements**

Consideration of the financial statements for the period ending 31 March 2023.

*(Res-2023-04-091)*

*Moved Cr Emslie seconded Cr Nunn*

*That Council receives the monthly financial statements for the period ending 31 March 2023, as presented.*

*CARRIED 7/0*

**(i) 12.2 Budget Ilfracombe Rec Centre Lighting Towers**

Budget adjustment for the repair of lighting towers at the Ilfracombe Recreation Centre.

*(Res-2023-04-092)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council approves the additional capital expenditure budget of \$70,216 excluding GST in the 2022/23 financial year to replace the existing conduits and cabling for the spotlights at the Ilfracombe Recreation Centre.*

*CARRIED 7/0*

**(j) 12.3 Supply and Replace Air Conditioning Units Longreach Administration Building**

Council to consider the Tender Responses for the supply and replacement of Air Conditioning Units at the Longreach Administration Building.

*(Res-2023-04-093)*

*Moved Cr Bignell seconded Cr Smith*

*That Council accepts the Option 1 tender from Hirotec Maintenance (QLD) Pty Ltd for the supply and replacement of the air conditioning units in the Longreach Administration Building for the amount of \$323,000 excl. GST on the basis that this is the most advantageous to Council.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**13 Reception and Consideration of Director Corporate Services Report**

Consideration was given to the Director Corporate Services Report.

**(k) 13.1 Consideration of late nomination for Land & Pest Committee**

Consideration of late nominations to be appointed a member of the Longreach Regional Council Land and Pest Management Advisory Committee.

*(Res-2023-04-094)*

*Moved Cr Bignell seconded Cr Smith*

*That Council, in accordance with section 265 of the Local Government Regulation 2012, appoints the following additional committee members to the Longreach Regional Council Land and Pest Management Advisory Committee with the term expiring on 31 March 2025:*

- a) Keith Gordon*
- b) Matt Carr*

*CARRIED 7/0*

**(l) 13.2 Information Report - Update on Land Activities around the Thomson River area**

An information report to provide an update on key land and tenure activities which are occurring around the Thomson River area.

*(Res-2023-04-095)*

*Moved Cr Hatch seconded Cr Paterson*

*That Council receives the report as presented.*

*CARRIED 7/0*

**(m) 13.3 Information Report - Corporate Services**

This report provides an update on a range of activities that has occurred during the month of March 2023 for the Corporate Services Department.

*(Res-2023-04-096)*

*Moved Cr Emslie seconded Cr Nunn*

*That Council receives the Corporate Services information report as presented.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**14 Reception and Consideration of Director Community and Cultural Services Report**

Consideration was given to the Director Community and Cultural Services Report.

Councillor Bignell left the Meeting at 12:23 pm.

**(n) 14.1 Community Donations - Yaraka Campdraft and Rodeo Association**

Consideration of the Community Donations application received in April in accordance with the Community Donations Policy No. 11.06.

*(Res-2023-04-097)*

*Moved Cr Hatch seconded Cr Smith*

*That Council endorses the following allocation of funds from the Community Donations Program in accordance with the Community Donations Policy No. 11.07;*

<b>Organisation/ Name</b>	<b>Event/Activity</b>	<b>Grant Requested</b>	<b>Grant Approved</b>
<i>Yaraka Campdraft and Rodeo Association</i>	<i>Yaraka Campdraft Horsemanship and Campdraft Clinic</i>	<i>\$4,012.00</i>	<i>\$4,012.00</i>
		<b>TOTAL \$4,012.00</b>	<b>TOTAL \$4,012.00</b>

*CARRIED 6/0*

Councillor Bignell returned to the Meeting at 12:25 pm.

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**(o) 14.2 Community Donations - Individuals**

Considerations of applications received for the month of April 2023 in accordance with the Community Donation Policy 11.06.

(Res-2023-04-098)

Moved Cr Nunn seconded Cr Bignell

That Council endorses the allocation of funds from the Mayoral Donation Program, in accordance with the Mayoral Donations Policy No. 11.02, as follows:

<b>Organisation/ Individual</b>	<b>Event/Project Activity</b>	<b>Event Date</b>	<b>Grant Approved</b>
Jackarra Jones	North West Netball State Championships	27-30 April 2023	\$350.00
Jozette Jones	North West Netball State Championships	27-30 April 2023	\$350.00
Maggie Geiger	North West Netball State Championships	27-30 April 2023	\$350.00
Sophie Elmes	North West Netball State Championships	27-30 April 2023	\$350.00
Macen Palmer	Queensland Rugby League Championships	20-23 May 2023	\$350.00
Lara Palmer	Queensland Touch Football State Championships	18-21 May 2023	\$350.00
<b>TOTAL</b>			<b>\$2,100.00</b>

CARRIED 7/0

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**(p) 14.3 Regional Arts Development Fund (RADF) Advisory Committee Meeting and Recommendations**

Consideration of the minutes and recommendations of the Regional Arts Development Fund (RADF) Committee meeting held on Tuesday 11 April 2023.

*(Res-2023-04-099)*

*Moved Cr Nunn seconded Cr Paterson*

*That Council:*

- a) receives the Minutes of the Regional Arts Development Fund Committee held on Tuesday 11 April 2023;*
- b) approves the application by Noosa Film Festival for the 'Noosa Film Festival Workshops and Event' project to the value of \$5,993.00;*
- c) approves the application by Selectability for the 'Art you ok' project to the value of \$5,000.00;*
- d) retrospectively approves the application by Griffith University for the 'Creative Futures Programs' application to the value of \$5,000.00;*
- e) approves the allocation of surplus funds to a significant community project such as the 'Windmill Wheel Shade Structure' at Iningai Park Nature Reserve pending RADF and Works on Council Land applications;*
- f) approves the opening and closing dates for round one of the 23/24 financial year; and*
- g) advertises the RADF round one opening in appropriate media.*

*CARRIED 7/0*

**(q) 14.4 Community Funding Policy Review**

Consideration of the reviewed Community Donations Policy No. 11.6.

*(Res-2023-04-100)*

*Moved Cr Hatch seconded Cr Smith*

*That Council:*

- a) repeals the Mayoral Donations Policy No. 11.2 and*
- b) adopts the revised Community Donations Policy No. 11.6, as presented.*

*CARRIED 7/0*

**(r) 14.5 Australia Day Awards Policy - Biennial Review**

Consideration of the Australia Day Award Policy No.11.03 which is due for its biennial review.

*(Res-2023-04-101)*

*Moved Cr Smith seconded Cr Emslie*

*That Council defers the Australia Day Awards Policy No. 11-03, to the next Ordinary Council meeting.*

*CARRIED 7/0*

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**(s) 14.6 Application for Outback Aussie Tours Rail Adventure Operational Activities on Stock Route Network and Road Reserve**

Consideration of an application received from Outback Aussie Tours – Outback Rail Adventure – to conduct tourism activities on Stock Route Network and Road Reserve within the Council area.

*(Res-2023-04-102)*

*Moved Cr Bignell seconded Cr Hatch*

*That Council endorses the approval of the proposed activities on Council controlled land subject to the following requirements:*

- 1. A signed agreement, incorporating Biosecurity and Waste Management plans, is entered into that restricts activities to those described in the current proposal;*
- 2. The installation and maintenance of road surfaces and signage at the River Farms Road bus pick up area will be at the expense of Outback Aussie Tours; and,*
- 3. Outback Aussie Tours conducts activities in accordance with the signed agreement, and holds appropriate insurance cover.*

*CARRIED 7/0*

Councillor Smith left the Meeting at 12:59 pm.

The meeting adjourned for Lunch at 12:59pm

The meeting resumed at 1:49pm with all present prior to the adjournment in attendance.

**(t) 14.7 Application for Works on Council Owned Land Request - Installation of Horse-Drawn Pull Grader on the Isisford Ilfracombe Road, Isisford**

Consideration of an application received from Whitman's Memorial Park & Museum Association Inc. to place a Horse-Drawn Pull Grader on entry to Isisford along the Isisford-Ilfracombe Road.

*(Res-2023-04-103)*

*Moved Cr Bignell seconded Cr Paterson*

*That Council approves the application for Whitman's Memorial Park & Museum Association Inc. to place the Horse-Drawn Pull Grader on Lot 27 on MTL91 Isisford-Ilfracombe Road (Isisford Town Reserve).*

*CARRIED 6/0*

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**(u) 14.8 Application for Works on Council Owned Land Request - Windmill Shade / Rest area at Iningai Park**

Consideration of an application received from Elizabeth Clark – Longreach to build an artistic shade structure at Iningai Park entrance, Longreach.

*(Res-2023-04-104)*

*Moved Cr Hatch seconded Cr Paterson*

*That Council approves the application for works on Council land on the condition that the applicant obtains Building Approval prior to commencement of any works on site.*

*CARRIED 6/0*

**(v) 14.9 Application for Works on Council Owned Land Request - Renovation of the Ungazetted Cemetery in Yaraka.**

Consideration of an Application to renovate the old cemetery from the Yaraka Sports and Progress Association.

*(Res-2023-04-105)*

*Moved Cr Hatch seconded Cr Bignell*

*That Council grants permission to the Yaraka Sports and Progress Association to renovate the old cemetery on the Town Common (Lot 12 on BC25) at Yaraka.*

*CARRIED 6/0*

**(w) 14.10 Application for Works on Council Owned Land Request - Longreach Mens Shed Inc. Longreach Showgrounds**

Consideration of an application received from Longreach Mens Shed Inc. to construct a shed at the Longreach Showgrounds.

*(Res-2023-04-106)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council approves the application for the proposed structure provided:*

- a) Building requirements for Building Approval are met;*
- b) The structure doesn't interfere with or obstruct existing infrastructure; and*
- c) A formal agreement is created between Council and the Longreach Men's Shed Inc. outlining the terms of use including that Longreach Men's Shed Inc. is to maintain and cover ongoing costs of the facility and surrounding land.*

*CARRIED 6/0*



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**(x) 14.11 Development Permit for Material Change of Use for Home Based Business operating out of New Shed**

*Consideration of a development application lodged with Council on 3 March 2023 by Longreach Event Hire for a Home based business at 111 Wompoo Road, Longreach.*

<i>Description:</i>	<i>Material Change of Use for a Home based business at 111 Wompoo Rd, Longreach</i>
<i>Development:</i>	<i>Development Permit</i>
<i>Applicant:</i>	<i>Mr Cody Cook C/- Longreach Event Hire</i>
<i>Owner:</i>	<i>Rachael Bryant and Cody Cook</i>
<i>Current Use of Land:</i>	<i>Dwelling house</i>
<i>Address:</i>	<i>111 Wompoo Road, Longreach</i>
<i>Real Property Description:</i>	<i>Lot 3 on SP159860</i>
<i>Applicable Planning Scheme:</i>	<i>Longreach Regional Planning Scheme 2015 (v2.1)</i>
<i>Zone:</i>	<i>Low Density Residential Zone</i>
<i>Level of Assessment:</i>	<i>Code Assessment</i>

*(Res-2023-04-107)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council approves the development application for a for a Material Change of Use for a Home based business at 111 Wompoo Road, Longreach, formally described as Lot 3 on SP159860, subject to the following conditions:*

*CARRIED 6/0*

**1.0 PARAMETERS OF APPROVAL**

*1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.*

*1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.*

*1.3 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.*

*1.4 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out associated with the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.*

*1.5 All conditions, works, or requirements of this development approval must be undertaken*

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and completed prior to commencement of use and to Council's satisfaction, unless otherwise stated.

## **2.0 APPROVED PLANS AND DOCUMENTS**

2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

<i>Plan/Document Name</i>	<i>Plan/Document Number</i>	<i>Issue</i>	<i>Date</i>
<i>Building Layout</i>	<i>Page 4 of 6</i>	-	<i>03/11/22</i>
<i>Building Information</i>	<i>Page 5 of 6</i>	-	<i>03/03/2023 (Received date)</i>

2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

## **3.0 PARAMETERS OF USE**

3.1 The Home based business is permitted to operate for an event hire business only.

3.2 The Home based business, including the delivery of goods, is permitted to operate seven days a week from 7am to 6pm.

3.3 The Home based business is permitted to have a maximum of one (1) non-resident employee.

3.4 The Home based business is permitted to generate a maximum of one (1) heavy vehicle trip per day.

## **4.0 ROOF AND ALLOTMENT DRAINAGE WORKS**

4.1 All roof and allotment drainage must be discharged such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.

4.2 All stormwater must drain to the lawful point of discharge and must not adversely affect adjoining land or infrastructure in comparison to the pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure.

## **5.0 AMENITY**

5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, odour, vibration, fumes, smoke, vapour, steam, soot, ash, wastewater, waste products, grit, oil or otherwise.

5.2 Any proposed outdoor lighting must comply with AS4282 Control of Obtrusive Effects of

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*Outdoor Lighting.*

**8.0 EROSION AND SEDIMENT CONTROL**

6.1 *Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site for the duration of the works, and until such time as all exposed soil areas are permanently stabilised (for example, turfed, hydro mulched, concreted, and landscaped). The ESCP must be available on-site for inspection by Council Officers during the works.*

6.2 *The Erosion and Sediment Control Plan must be prepared in accordance with the Best Practice Erosion and Sediment Control document from the International Erosion Control Association, as updated from time to time.*

**7.0 CONSTRUCTION ACTIVITIES**

7.1 *Construction activity and noise must be limited during earthworks and construction of the approved development to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.*

7.2 *The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the relevant provisions of Planning Scheme Policies No. 1 – Works Planning Scheme policy under Schedule 5 of the Longreach Regional Planning Scheme 2015 (v2.1).*

7.3 *All construction materials, waste, waste skips and machinery must be located and stored or parked within the development site, unless otherwise approved in writing by Council.*

**8.0 ASSET MANAGEMENT**

8.1 *Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.*

**ADVISORY NOTES**

1. *Permits and approvals for building work, plumbing and any other related works should be obtained prior to commencement of the building works authorised by this permit.*

2. *This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.*

3. *General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.*

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*This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").*

**(y) 14.12 Development Permit for Material Change of Use for a Club, Indoor Sport and Recreation, Multi Dwelling Units and Education Establishment.**

*(Res-2023-04-108)*

*Moved Cr Paterson seconded Cr Emslie*

*That Longreach Regional Council approves the development application for a Development Permit for Material Change of Use for a Club, Indoor Sport and Recreation, Educational Establishment and a Multiple Dwelling (4 units) over land at 41 Plover Street, Longreach, formally described as Lot 1 on SP302027, subject to the following conditions:*

*CARRIED 6/0*

*Consideration of a development application lodged with Council on 28 November 2022 by Mr Justin Griffith C/- Wall Planning & Environmental Planning for a Development Permit for Material Change of Use for a Club, Indoor Sport and Recreation, Educational Establishment and a Multiple Dwelling (4 units) at 41 Plover Street, Longreach.*

<i>Description:</i>	<i>Material Change of Use for a Club, Indoor Sport and Recreation, Educational Establishment and a Multiple Dwelling (4 units)</i>
<i>Development:</i>	<i>Development Permit</i>
<i>Applicant:</i>	<i>Mr Justin Griffiths C/- Wall Planning &amp; Environmental Planning</i>
<i>Owner:</i>	<i>Justin James Griffiths and Tina Louise Griffiths</i>
<i>Current Use of Land:</i>	<i>Commercial offices, storage sheds and mechanical workshop</i>
<i>Address:</i>	<i>41 Plover Street, Longreach</i>
<i>Real Property Description:</i>	<i>Lot 1 on SP302027</i>
<i>Applicable Planning Scheme:</i>	<i>Longreach Regional Planning Scheme 2015 (v2.1)</i>
<i>Zone:</i>	<i>Low Density Residential Zone</i>
<i>Level of Assessment:</i>	<i>Impact Assessment</i>

**1.0 PARAMETERS OF APPROVAL**

*1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.*

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1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.

1.3 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.

1.4 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out associated with the development. To the extent the damage is deemed by Council to create a hazard to the community, it must be repaired immediately.

1.5 All development conditions contained in this development approval about infrastructure under Chapter 4 of the Planning Act 2016 (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.

1.6 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council's satisfaction, and to be maintained at all times thereafter, unless otherwise stated.

### **APPROVED PLANS AND DOCUMENTS**

2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this approval:

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision</b>	<b>Date</b>
Site Plan	SK1	-	28 November 2022 (Received date)
Plans	SK2	-	28 November 2022 (Received date)
Elevations	SK3	-	28 November 2022 (Received date)

2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail.

### **3.0 HOURS OF OPERATION**

3.1 Hours of operation are limited to the following:

- Club and Indoor Sport and Recreation - 4pm – 9pm – Monday to Sunday
- Educational Establishment – 7.30am – 6pm – Monday to Friday.

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**4.0 ACCESS AND PARKING WORKS**

- 4.1 Provide a minimum twenty (20) car parking spaces for the shared use of the Club, Indoor Sport and Recreation and Educational Establishment uses.
- 4.2 Provide a minimum four (4) car parking spaces for residents and a minimum two (2) car parking spaces for visitors for the Multiple dwelling.
- 4.3 All car parking spaces must be clearly delineated by either line-marking or signage.
- 4.4 Design, construct and maintain sealed car parking spaces and vehicle manoeuvring areas associated with the approved development to the satisfaction of Council.
- 4.5 Design, construct and maintain all car parking and access works generally in accordance with the approved plans, Australian Standard AS2890 "Parking Facilities" (Parts 1 to 6), Manual of Uniform Traffic Control Devices (Queensland), and Planning Scheme Policy 1 – Works.
- 4.6 Construct and maintain a new crossover to the Multiple dwelling from Plover Street in accordance with the approved plans and the Institute of Public Works Engineering Australia Standard Drawing No. RS-049.
- 4.7 Upgrade the existing crossovers to Crane Street to ensure they are designed and constructed in accordance with the Institute of Public Works Engineering Australia Standard Drawing No. RS-049.

**5.0 STORMWATER WORKS**

- 5.1 All roof and allotment drainage must be discharged such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.

**Advisory Note:** Stormwater run-off from new sealed access and parking areas must not be concentrated to a single point of discharge and rather will likely need to sheet-flow to garden and grassed areas.

- 5.2 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.

**6.0 SERVICES**

- 6.1 Maintain all reticulated water and sewerage connections to the premises in accordance with the standards prescribed in Table SC5.1.2.6 (Water and Sewer Standards) of Planning Scheme Policy 1 – Works. Each use is to be connected to Council's reticulated water and sewer services.
- 6.2 Maintain electricity and telecommunication services to the premises in accordance with the standards and requirements of the relevant service provider. Each use is to be connected to electricity and telecommunications services.

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**7.0 LANDSCAPING AND FENCING**

7.1 *Establish and retain all landscaping generally in accordance with the approved plans. Provide a minimum 1m landscape buffer to the western boundary of the Multiple dwelling.*

*The landscaping must predominantly contain species that are endemic to the region due to their low water dependency.*

7.2 *Ensure the landscaped areas are subject to water and maintenance during the establishment phase, and an ongoing maintenance and replanting programme as required.*

7.3 *Provide a maximum 1.2m fence to the Plover Street and Cassowary Street frontages of the Multiple dwellings.*

**8.0 ENVIRONMENTAL HEALTH**

8.1 *Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, dust, vibration, odour, fumes, smoke, vapour, steam soot, ash, waste water, waste products, oil or otherwise*

8.2 *Maintain outdoor lighting to comply with AS4282 – 1997 “Control of Obstructive Effects of Outdoor Lighting”.*

8.3 *In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste containers and services are to be provided to cater for the containment and removal of all waste generated on the site. Waste must be removed to a lawful landfill.*

**9.0 EROSION AND SEDIMENT CONTROL**

9.1 *Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site for the duration of the works, and until such time as all exposed soil areas are permanently stabilised (for example, turfed, hydro mulched, concreted, and landscaped). The ESCP must be available on-site for inspection by Council Officers during the works.*

9.2 *The Erosion and Sediment Control Plan must be prepared in accordance with the Best Practice Erosion and Sediment Control document from the International Erosion Control Association, as updated from time to time.*

9.3 *Where any component of the works is to be undertaken during the wet season (October to May), the Erosion and Sediment Control Plan must be submitted to Council for approval, prior to commencement of the works.*

**Advisory note:** *Schedule 5.1.2.5 of the Longreach Regional Council Planning Scheme (v2.1) references the Director of Infrastructure Services to undertake the assessment of the ESCP.*

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**10.0 CONSTRUCTION ACTIVITIES**

10.1 Construction activity and noise must be limited during earthworks and construction of the approved development to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

10.2 The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the relevant provisions of Planning Scheme Policy No. 1 – Works Planning Scheme Policy under Schedule 5 of the Longreach Regional Planning Scheme 2015 (v2.1).

10.3 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.

**11.0 ASSET MANAGEMENT**

11.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.

**ADVISORY NOTES**

1. Prior to commencing any construction activities, the applicant/developer may be required to obtain further development permits for operational work (for example, for the relocation of the sewer line if this is required), building work, and plumbing and drainage work, as required under relevant legislation for this work.

2. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.

3. General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

4. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").

**(z) 14.13 Development Permit for Reconfiguring a Lot - Lot 162 Crossmoor Road, Longreach**



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(Res-2023-04-109)

Moved Cr Nunn seconded Cr Hatch

That Council approves the development application for a Development Permit for Reconfiguring a Lot (1 lot into 2 lots) over land at Crossmoor Road, Longreach, formally described as Lot 162 on CP851193, subject to the following conditions:

CARRIED 6/0

Consideration of a development application lodged with Council on 6 December 2022 by Michel Group Services Pty Ltd on behalf of Tanya and David Neal for a Development Permit for Reconfiguring a Lot at Lot 162 Crossmoor Road, Longreach, formally described as Lot 162 on CP851193.

Description:	Reconfiguring a Lot
Development:	Development Permit
Applicant:	Tanya and David Neal C/ – Michel Group Services Pty Ltd
Owner:	Tanya and David Neal
Current Use of Land:	Tourist Park (Mitchell Grass Retreat) and Dwelling house
Address:	Lot 162 Crossmoor Road, Longreach Qld 4730
Real Property Description:	Lot 162 on CP851193
Applicable Planning Scheme:	Longreach Regional Council Planning Scheme 2015 (v2.1)
Zone:	Rural
Level of Assessment:	Impact Assessment

**1.0 PARAMETERS OF APPROVAL**

1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.

1.2 Where these conditions refer to “Council” in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.

1.3 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.

1.4 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out associated with the development. To the extent the damage is deemed by Council to create a hazard to the community, it must be repaired immediately.

1.5 All development conditions contained in this development approval about infrastructure under Chapter 4 of the Planning Act 2016 (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.

1.6 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council’s satisfaction, and to be maintained

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at all times thereafter, unless otherwise stated.

### **APPROVED PLANS AND DOCUMENTS**

2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this approval:

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision</b>	<b>Date</b>
Subdivision Plan Lot 162 on CP851193 Crossmoor Road Longreach	19018-1	A	24/11/2022

2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail.

### **3.0 ENDORSEMENT OF SURVEY PLAN**

3.1 Council will not endorse or release the survey plan for this development until such time as:

- (a) All conditions of this development approval for Reconfiguring a Lot have been fully satisfied, unless the condition is otherwise stated as relating to a future land use;
- (b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council; and
- (c) All outstanding rates and charges relating to the site have been paid.

### **4.0 STORMWATER WORKS**

4.1 Discharge all minor stormwater flows that fall or pass onto each lot to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with the Queensland Urban Drainage Manual (QUDM).

### **5.0 WATER SUPPLY**

5.1 Each lot must be provided with on-site water supply in accordance with Planning scheme policy 1 – Works.

### **6.0 SERVICES**

6.1 Electricity and telecommunication services must be provided to each lot in accordance with the standards and requirements of the relevant service provider. Each connection point must be wholly contained within the respective lot boundary.

6.2 Any service connection to an existing building that traverses a lot boundary is to be:

- (a) removed; or
- (b) relocated so that it does not traverse a lot boundary; or
- (c) covered by an easement.

### **7.0 ON-SITE SEWAGE TREATMENT & DISPOSAL**

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7.1 *Each lot must maintain on-site sewage treatment and disposal in accordance with the requirements of the Plumbing and Drainage Act 2018, including the Queensland Plumbing and Wastewater Code, at all times.*

**8.0 ACCESS WORKS**

8.1 *Each lot must maintain separate access from Crossmoor Road.*

**9.0 ASSET MANAGEMENT**

9.1 *Any alteration necessary to electricity, telephone, water mains, sewerage mains and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.*

**ADVISORY NOTES**

1. *Prior to commencing any construction activities, the applicant/developer may be required to obtain further development permits for operational work (for example, for the relocation of the sewer line if this is required), building work, and plumbing and drainage work, as required under relevant legislation for this work.*

2. *This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.*

3. *Compliance must be achieved with any relevant Civil Aviation Safety Authority requirements. The development and operation of the use must not conflict with or adversely impact the operational requirements of the Longreach Airport.*

4. *General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.*

*This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").*

Councillor Nunn left the Meeting at 02:08 pm

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**(aa) 14.14 Referral Agency Assessment Application (Alternative Siting Assessment) -  
24 Quarrian Road, Longreach**

Consideration of a Referral Agency Assessment Application for an alternative siting assessment lodged with Council on March 15 2023, for a carport to be constructed on land located at 24 Quarrian Road, Longreach and described as Lot 15 & 16 on RP607685.

*(Res-2023-04-110)*

*Moved Cr Hatch seconded Cr Paterson*

*That Council approves the construction of a carport with a 0.72m setback from the road boundary at 24 Quarrian Road, Longreach, and formally described as Lot 15 & 16 on RP607685, pursuant to section 32 and 33 of the Building Act 1975, Planning Act 2016 and schedule 9, table 3 of the Planning Regulations 2017.*

*CARRIED 5/0*

Councillor Nunn returned to the Meeting at 02:09 pm.

**(bb) 14.15 Information Report - Planning & Development Report**

This report provides an update on Development Services that has occurred during the month of March 2023.

*(Res-2023-04-111)*

*Moved Cr Hatch seconded Cr Paterson*

*That Council receives the Planning & Development information report, as presented.*

*CARRIED 6/0*

**(cc) 14.16 Information Report - Community & Cultural Services**

This report provides an update on a range of activities that has occurred during the month of March for the Community & Cultural Services Department.

*(Res-2023-04-112)*

*Moved Cr Emslie seconded Cr Nunn*

*That Council receives the Community & Cultural Services information report, as presented.*

*CARRIED 6/0*

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held on Thursday 20 April 2023 at the Civic Centre, 96 Eagle Street, Longreach**

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**15 Reception and Consideration of Director Infrastructure Services Report**

Consideration was given to the Director Infrastructure Services Report.

**(dd) 15.1 Information Report - Infrastructure Services**

This report provides an update on a range of activities that has occurred during the month of March 2023 for the Infrastructure Department.

*(Res-2023-04-113)*

*Moved Cr Nunn seconded Cr Bignell*

*That Council receives the Infrastructure Information Report, as presented.*

*CARRIED 6/0*

**16 Late Items**

Nil for this meeting

**17. Closed Matters**

Nil for this meeting

**18 Closure of Meeting**

There being no further business, the meeting was closed at 2:25PM

**Minutes Certificate**

These minutes are unconfirmed.

\_\_\_\_\_  
Cr AC Rayner  
Mayor

\_\_\_\_\_  
Brett Walsh  
Chief Executive Officer

**Minutes of the Longreach Regional Council Land and Pest Management Advisory Committee Meeting  
held on Thursday 11 May 2023 at the Fairmount Rooms - Longreach Civic Centre, 96a Eagle Street,  
Longreach**

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**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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**6. MAYORAL REPORT**

The Mayor hosted a visit from Duncan Taylor from the Country University Centre on a proposal to establish a Country University Centre in Longreach.

The Mayor Chaired the RAPAD Board Meeting.

The Department of Agriculture and Fisheries held a Regional Conference in Longreach and Barcaldine with the Mayor and CEO attending a function at Camden Park.

The Mayor attended various Anzac Day Events in Longreach.

The Mayor met with local tourism operators to discuss the current tourism season.

The Mayor met with Opera QLD to discuss the upcoming Festival of Outback Opera and finalise details.

The Mayor liaised with Government House regarding an upcoming Vice-Regal visit. An itinerary has been developed, with the Governor to tour various locations and discuss current issues in the Longreach Region.

The Mayor helped Dr Anita Milroy from University of Queensland with the planning of UQ community forums in Longreach in May. The forums see UQ engage the community by convening panel sessions on regional issues.

The Mayor undertook several and various media interviews with 4LG and ABC Western Queensland.

***RECOMMENDATION:***

*THAT COUNCIL RECEIVES THE MAYORAL REPORT, AS PRESENTED.*

**7. COUNCILLOR REQUESTS**

None received at time of agenda preparation.

**8. NOTICES OF MOTION**

None received at time of agenda preparation.

**9. PETITIONS**

None received at time of agenda preparation.

**10. DEPUTATIONS**

None received at time of agenda preparation.

## **11. CHIEF EXECUTIVE OFFICER'S REPORT**

### **11.1 - Councillor Information Correspondence**

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#### **11. CHIEF EXECUTIVE OFFICER'S REPORT**

##### **11.1 Councillor Information Correspondence**

From the Chief Executive Officer, tabling a list of significant and relevant correspondence for Councillors and public information.

The following correspondence has been received up to Monday 8 May 2023:

EMA - 2023 - 13 - 04 - NRMA Partnership Opportunity  
EMA - 2023 - 14 - 04 - Red Ridge Store Opening  
EMA - 2023 - 24 - 04 - Electoral Commission Queensland  
EMA - 2023 - 26 - 04 - Dept Transport and Main Roads - Letter of Practical Completion  
EMA - 2023 - 03 - 05 - JLT Public Sector Risk Report 22-23  
EMA - 2023 - 04 - 05 - Letter of Appreciation Show Society  
EMA - 2023 - 05 - 05 - RAPAD Communique First Quarter 2023  
EMA - 2023 - 05 - 05 - Spinal Life Australia

#### **Appendices**

1. EMA - 2023 - 13 - 04 - NRMA Partnership Opportunity [↓](#)
2. EMA - 2023 - 14 - 04 - Red Ridge Store Opening [↓](#)
3. EMA - 2023 - 24 - 04 - Electoral Commission Queensland [↓](#)
4. EMA - 2023 - 26 - 04 - Dept Transport and Main Roads - Letter of Practical Completion [↓](#)
5. EMA - 2023 - 03 - 05 - JLT Public Sector Risk Report 22-23 [↓](#)
6. EMA - 2023 - 04 - 05 - Letter of Appreciation Show Society [↓](#)
7. EMA - 2023 - 05 - 05 - RAPAD Communique first quarter 2023 [↓](#)
8. EMA - 2023 - 05 - 05 - Spinal Life Australia [↓](#)

#### **Recommendation:**

*That Council receives the Councillor Information Correspondence Report, as presented.*



**\*\*CAUTION: This email came from outside of Longreach Regional Council - Only open links & attachments you're expecting\*\*.**

Dear Mr Walsh,

My name is Alex Courtis, Land Acquisition Manager at the NRMA and we want to establish our Electric Vehicle charging network in Longreach to provide this important amenity to the residents and visitors to your LGA as the consumer take-up of EVs accelerates.

### **Purpose of this email**

I am emailing you today because I am seeking potential host Electric Vehicle (EV) charging sites in Longreach for NRMAs national EV charging network and hoping to identify Council owned or operated locations that could suit.

Typically, the ideal site for NRMAs needs is off street parking that is owned & operated by Council which is proximate to amenities within the location that our customers can utilize during the charging dwell time and/or within close proximity to the Highway. I have identified two sites that I believe Council own/operate that I think could be suitable but I am open to all opportunities.

- Option 1 – [Visitor Centre](#)
- Option 2 – [Council Office Car Park](#)

NRMA seek to build Australia's largest, most connected and most reliable EV Charging network and we are focused on electrifying highways and regional Australia as well as heavily urbanized State & Territory Capital Cities, so Australia's major highways are truly electrified and no area is left behind. We want to partner with you to provide this important amenity to the residents and visitors to your LGA and help futureproof your LGA for the continued mass adoption of EVs and the global transition away from traditional ICE vehicles.

We see many benefits to Landholders to partner with NRMA which includes but is not limited to;

- NRMA being a trusted Australian brand with 103 year old heritage
- NRMA being a mutual organization which is for its members and the communities it serves
- NRMA providing the latest technology and a reliable service for your residents and visitors to utilize

## 11.1 - Councillor Information Correspondence - Appendix 1

---

- Your business benefiting from NRMAs loyal 2.77m members and other customers of NRMAs national businesses such as NRMA Holiday Parks that will be drawn to your RSL and may make use of your businesses during the charging dwell time
- The ability to partner with NRMA for NRMA to install and maintain public use EV charging equipment at its cost which shows your businesses commitment to climate change and carbon emission reduction initiatives
- Being an early adopter and creating a relationship with a network host that will provide futureproofing for your business and likely future mass customer needs

### **Who are NRMA?**

The NRMA is Australia's largest Member organisation, providing a range of services for Members and the community, including roadside assistance, car batteries, International Drivers Licences, car reviews, a diverse range of motoring, travel and lifestyle benefits, as well as products and services. The NRMA is driven by the desire to keep people moving. With roadside assistance at NRMAs core, NRMA have been helping people for more than 100 years. Now, as our world changes, we're reimagining the way people move - your car, your journey and your destination including supporting Australia's carbon emission reduction targets through the electrification of NSW and Australia's transport future. This includes the global push to promote the consumer take-up and use of EV and the transition away from the traditional internal combustion engine powered vehicle that account for approximately 11% of all of Australia's carbon emissions.

NRMA is committed to doing its part to preserve our planet within its sphere of influence and its' electrification plans include initiatives such as;

- Building Australia's largest and most connected EV charging network
- Converting half of the 16,000 vehicle fleet of its car & truck rental business, SIXT Australia, within 5 years
- Electrification of its fast ferry business to revolutionize the future of transport on Sydney Harbour
- To continue to adapt to the growing needs of EV drivers with its core Roadside Assistance business

### **NRMAs EV Journey & Strategy**

The NRMA currently operates Australia's largest regional Electric Vehicle (EV) charging network with over 50 charging sites throughout NSW and the largest share of ownership of the Australian Motoring Services (AMS) acquisition of Chargefox who operate nationally and have targets to build an independent network of more than 5000 EV plugs across the country by 2025. You can read more about NRMA & Chargefox plans [here](#).

I am aware that there is already EV facilities via Chargefox's Electric Super Highway in Longreach at 118 Emu St but NRMAs infrastructure model is different to the existing which I explain in summary below and I'd be happy to talk to.

NRMAs EV infrastructure strategy will see the organization construct Australia's most connected national EV infrastructure network. This includes over 120 EV fast charging sites as a part of the Federal Government's recently announced Electric Highway Commitment. You can read more the Australian Government's plans and strategy [here](#).

This joint funded initiative, between the Federal Government and the NRMA, will see nearly \$80 million committed to delivering Electric Vehicle (EV) fast charging stations no more than 150km apart on national highways around Australia.

### **What we are looking for and what we offer**

In undertaking the initial scoping, Longreach have been identified as an approved locations where additional fast charging infrastructure would be of benefit.

As a part of the Federal Government commitment there are a few considerations in play which we would welcome exploring with you;

## 11.1 – Councillor Information Correspondence – Appendix 1

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- We are looking for sites that are not more than a 10 minute deviation from the highway
- A 300-350kW site (subject to site design and grid restraints) with a minimum of four (4) parking bays to better accommodate high use periods and queuing. This will also allow for four (4) vehicles to charge concurrently at a minimum of 75kW. If existing grid power is insufficient to meet the target demand, NRMA has an in-house engineering team who will be responsible for determining suitability and designing a solution that can deliver the demand which can include working with DNSP to upgrade the supply or creating supplementary power supply or micro-grid using renewable energy. Council will be consulted throughout the process.
- Locations need to be available 24/7 with good access to amenities and night visibility. Being close to amenity will allow our users to explore Longreach and potentially utilize the local businesses within easy reach as they fill their charging dwell time.

Typically we are looking for good quality off-street car parking facilities in a central location which offers the required space, user safety requirements, access to existing grid power infrastructure and proximity to local amenity, but we are open to discuss any and all suggestions.

All capital and on-going operational expenses, including design, infrastructure upgrades, engineered solutions hardware procurement & build, power, on-going maintenance and monitoring costs will be covered by the NRMA.

Our existing network has been enabled under License to Occupy arrangements with both Councils and private site partners. We would be keen to explore the viability of this arrangement should there be interest from Council to progress site discussions.

I would be very happy to meet with you or your colleagues to discuss any aspect of the above information.

I look forward to hearing from you.

Kind regards

**Alex Courtis**  
Site Acquisition Manager  
at the NRMA


**Tel: 0438283276**  
**Email: [alex.courtis@mynrma.com.au](mailto:alex.courtis@mynrma.com.au)**

The NRMA acknowledges the Traditional Custodians of the land and waterways on which our business operates.

We pay our respects to Aboriginal and Torres Strait Islander Elders past, present and emerging.



Classified as Internal



**RED RIDGE**  
*the label*

**Join in Conversations with 'Sisters Yarning'**

Red Ridge the Label artist share their inspiring journey that brings Aboriginal art into mainstream high-end fashions.

Learn about the journey that commenced on the desert sandhills aspiring towards a vision for Paris.

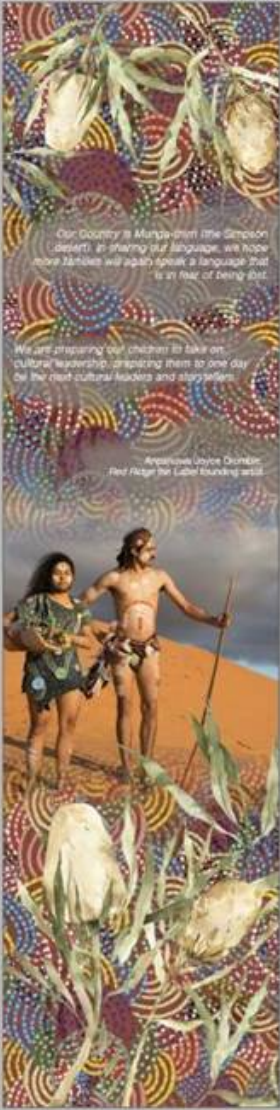
**Founding Artists 'Two Sisters Talking'**  
Anpanuwa Joyce Crombie and Aulpunda Jean Barr Crombie have a dream to see Aboriginal art come to life so the world can talk and walk in wearable canvas.  
Red Ridge the label is the realization of this dream

**Thursday 20 April**  
Commencing at 5pm  
106 Eagle Street  
Longreach  
Nibbles and Drinks

**SISTERS YARNING**  
with  
Family and Friends  
Bringing stories to life

Red Ridge the Label  
Beautiful fashion  
Perfect Gifts and Souvenirs  
Artworks  
Personalized Styling  
EPTOS and CASH

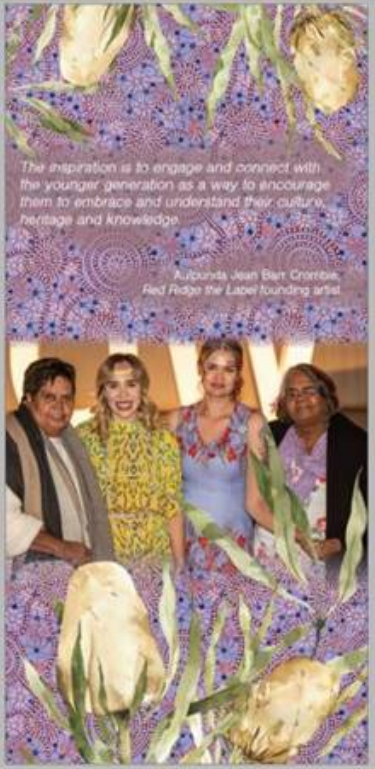
Authentic designs inspired by the simplistic yet enriching canvas of the outback  
Designed in Australia  
Made in Australia  
[www.redridgetheLabel.com.au](http://www.redridgetheLabel.com.au)



*Our Country is Marpaamim (the Simpson desert). In sharing our language, we hope more children will again speak a language that is in fear of being lost.*




*We are inspiring our children to take on cultural leadership; connecting them to one day be the next cultural leaders and storytellers.*

*Anpanuwa Joyce Crombie  
Red Ridge the Label founding artist*



*The inspiration is to engage and connect with the younger generation as a way to encourage them to embrace and understand their culture, heritage and knowledge.*

*Aulpunda Jean Barr Crombie  
Red Ridge the Label founding artist*

Kind Regards  
Louise Campbell  
Manager  
Red Ridge Interior Queensland Ltd  
PO Box 23  
Blackall Qld 4472  
M: 0428397319  
W: [www.redridgeinteriorqueensland.com](http://www.redridgeinteriorqueensland.com)

File number: LG2024

Your reference: Cost Estimate



**Electoral  
Commission**  
QUEENSLAND

24 April 2023

Mr Brett Walsh  
Longreach Regional Council  
PO Box 144  
ILFRACOMBE QLD 4727  
Email: ceo@longreach.qld.gov.au

Dear Mr Walsh,

As you are aware, the Electoral Commission of Queensland (ECQ) has been engaging with individual councils and the local government sector generally about the March 2024 local government quadrennial elections. This includes through the ECQ's Local Government Advisory Committee, which was formed to advise us during this critical phase of election planning and preparation. Throughout this engagement the ECQ has heard about and appreciates the challenges that councils are facing, including the challenge of financial sustainability.

In that context, I know the cost of your 2024 election is an important input to your forthcoming budget. In providing a cost estimate for your election, I want you to know that the ECQ has constrained cost increases to the greatest extent possible, with any increase compared to your actual 2020 election costs based on the drivers outlined below. Having said that, I am confident that we are well-positioned to ensure your council and voters receive the highest quality electoral services based on this estimate.

The ECQ has now finalised planning for delivery of the elections at a state-wide level. Based on this and as indicated during our engagement, the ECQ has identified that the estimated cost of the 2024 local government elections will increase when compared to the actual cost incurred in 2020. This estimated increase is due to several key cost drivers, including a Consumer Price Index (CPI) increase of 18 per cent over the four-year period, which I have outlined below. At the same time, I know our team are working directly with you on what the final service design for your election will look like, a process that will also inevitably affect the actual cost of your 2024 election.

**The cost of labour is rising and attracting capable staff is crucial**

To ensure the successful delivery of a major election event, the ECQ engages up to 11,000 temporary election staff state-wide. As you would have noted when considering the dashboard provided to you about the 2020 elections, labour costs are the primary component of expenditure in conducting election events. This generally includes both attendance elections and full postal elections, with the different models of delivery requiring a different labour mix (e.g., more polling booth staff for

GPO Box 1393 Brisbane Queensland 4001 Australia | Level 20, 1 Eagle Street Brisbane 4000  
Telephone 1300 881 665 | Facsimile (07) 3036 5776 | Email [ecq@ecq.qld.gov.au](mailto:ecq@ecq.qld.gov.au) | Website [www.ecq.qld.gov.au](http://www.ecq.qld.gov.au)



Page 1 of 3

attendance elections versus more ballot scrutiny/vote counting staff for full postal elections).

Since 2020, there has been annual increase in staff wages in accordance with public sector wage rises. Additionally, the superannuation entitlement will have increased from 9.5 per cent in 2020 to 11 per cent in 2024. As you would appreciate, the labour market is tight and competition for capable people is strong. Offering fair and reasonable remuneration to election workers is therefore critical, especially in the context of staffing being one of the main strategic risks to election delivery highlighted across the country in recent times. Combined, this has had a direct impact on the overall estimated cost of labour, which is reflected in your cost estimate.

**Service providers are increasing prices and rental markets are tight**

The ECQ engages a range of third-party service providers to deliver critical services for the election (e.g., Australia Post, ballot paper printers). As part of its planning and preparation process, the ECQ has liaised with these providers and they have consistently informed us that price increases in line with the CPI should be factored into our budgeting.

Moreover, having conducted market sounding of the availability of short-term office and venue leases across the State, the ECQ anticipates those being in high demand thereby driving up costs of Returning Officers' offices, early voting centres, and polling booths. This situation is consistent with the experiences of other electoral commissions across the country which have reported cost increases in delivering recent elections. While market conditions may yet change, it has been important to factor this into your cost estimate to ensure there are no surprises.

**There is state-wide elector growth**

Finally, while not every Queensland council has experienced elector growth since 2020, the majority have, with the number of electors across Queensland continuing to rise (e.g., as of the end of March 2023 there are approximately 3.5 million electors in Queensland compared to approximately 3.3 million in March 2020, an increase of 6 per cent since 2020). This trend is expected to continue, with an additional 2 per cent increase projected to occur by March 2024.

In concluding this outline of key cost drivers, I want to reiterate that the ECQ makes every effort to minimise costs for councils, including utilising local government facilities where possible, modifying election service design to suit community needs, and absorbing indirect costs associated with the state-wide event. These indirect costs include program activity related to overarching event management, event awareness, elector contact, compliance, event auditing, and event evaluation and reporting. At the same time, each election offers us an opportunity to improve our service, and we have factored business improvements into this estimation process. Your election estimate has therefore been prepared using all detail currently available about key cost drivers and volatilities, and at a time that I know is crucial for your council's budgeting process.

Taking account of the factors outlined above, the estimated cost for delivering the upcoming local government election for the Longreach Regional Council is \$28,609 (GST exclusive). This estimate is based on the delivery of a full postal ballot, which is the same election model delivered for the 2020 local government election.

Application for a full postal ballot election must be submitted to the Deputy Premier and Minister responsible for Local Government prior to 1 May 2023. Should your request be declined by the Minister, the ECQ will provide your council with an updated cost estimate.

The ECQ will be working closely with you over the coming year to ensure your feedback and any opportunities for service improvements are considered as part of the preparation process. To assist, your council has been assigned a dedicated ECQ finance account manager for any queries related to the cost estimate, updates on the costs incurred during the election period, or the cost recovery process under section 202 of the *Local Government Electoral Act 2011*.

The ECQ will be working closely with each council over the coming year to ensure feedback and opportunities for service improvements are considered as part of the preparation process. We appreciate your continued support and understanding as we work towards delivering a successful local government election event in 2024. If you need any further information, please contact Ms Maya Marpudin, Chief Finance Officer, at 07 3035 8055 or [maya.marpudin@ecq.qld.gov.au](mailto:maya.marpudin@ecq.qld.gov.au).

Yours sincerely

  
Pat Vidgen PSM  
**Electoral Commissioner**

## 11.1 - Councillor Information Correspondence - Appendix 4



Our ref 450/00350  
Your ref  
Enquiries Nish Palliyaguru

26 April 2023

Department of  
**Transport and Main Roads**

Mr Brett Walsh  
Chief Executive Officer  
Longreach Regional Council  
PO Box 144  
ILFRACOMBE QLD 4727  
[ceo@longreach.qld.gov.au](mailto:ceo@longreach.qld.gov.au)

Dear Brett

**Contract Number:** CN-16460  
**Project Number:** 1078784, 1648493, 1687713  
**Project Description:** Pavement Rehabilitation & Widening  
**Location:** Cramsie-Muttaburra Road (5705)  
**Chainage:** 83.328km – 91.601km

### Letter of Practical Completion

Under Clause 42.5 of the General Contract Conditions, I hereby certify that the date for Practical Completion of the works is 9 December 2022.

Your attention is drawn to the provisions of Clause 37 of the General Conditions of Contract, which detail the obligations of the Defects Liability Period. The Defects Liability Period is 90 calendar days commencing on the above Date of Practical Completion and will conclude on 9 March 2023.

A list of defects and omissions will be compiled if required and forwarded for your attention. Upon receipt of this list, rectification of these defects will be required within the Defects Liability Period.

Clause 42.7 of the General Conditions of Contract requires you to lodge a Final Payment Claim within 20 business days after the expiration of the Defects Liability Period, at which time a final certificate will be issued in accordance with Clause 42.7.

If you have any queries in relation to this matter, please contact Nish Palliyaguru by telephoning 07 4651 2782.

Yours sincerely



John Pfingerst  
**Administrator for the Contract**

Program Delivery and Operations  
Central Queensland  
Ground Floor Barcaldine Office  
69 Ash Street Barcaldine Queensland 4725  
PO Box 3 Barcaldine Queensland 4725

Telephone +61 7 4651 2782  
Website [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au)  
Email [nishantha.s.palliyaguru@tmr.qld.gov.au](mailto:nishantha.s.palliyaguru@tmr.qld.gov.au)  
ABN 39 407 690 291





File no: 450/00350

**C/c** Via email

1. Guy Goodman  
[works@longreach.qld.gov.au](mailto:works@longreach.qld.gov.au)
2. Roger Naidoo  
[engineer@longreach.qld.gov.au](mailto:engineer@longreach.qld.gov.au)
3. John Pfingst  
[john.z.pfingst@tmr.qld.gov.au](mailto:john.z.pfingst@tmr.qld.gov.au)
4. Nish Palliyaguru  
[nishantha.s.palliyaguru@tmr.qld.gov.au](mailto:nishantha.s.palliyaguru@tmr.qld.gov.au)
5. Frank Standfast  
[frank.m.standfast@tmr.qld.gov.au](mailto:frank.m.standfast@tmr.qld.gov.au)
6. Financial Controls  
[barcaldine.finance@tmr.qld.gov.au](mailto:barcaldine.finance@tmr.qld.gov.au)
7. Barcaldine ARMIS  
[laura.m.balderson@tmr.qld.gov.au](mailto:laura.m.balderson@tmr.qld.gov.au)

For your information.

A handwritten signature in blue ink, appearing to read 'John Pfingst'.

John Pfingst  
**Administrator for the Contract**

26 April 2023

Department of Transport and Main Roads



# JLT Public Sector Risk Report

# The 2022/23 JLT Public Sector Risk Report highlights the unpredictability of events that are arising, the indescribable effects that are coming out of these and how Local Governments are at the coal face of these events.

JLT Public Sector is your trusted expert in the design and delivery of risk solutions for governments and their communities.

Our solutions are built on knowledge and expertise across advice, protection, claims, risk and insurance service areas and our clients are our number one priority.

Our experience in the sector and in product innovation create risk solutions for stronger local, state and federal governments and more resilient communities for the future.

## Acknowledgement of Country

In the spirit of reconciliation, JLT Public Sector acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

# NOTE FROM GARY OKELY

## Welcome



Through 2019 to 2021, Australia experienced disruption and impacts from bushfires, cyclones and the pandemic. During 2022 the impact of La Nina brought new challenges for Local Government, with flood events impacting across four different states.

This fifth edition of the Risk Report charts the significant challenges that local government leaders identify, the interconnectivity of the risks on their radar and, as we see herein, the potential of a domino effect.

197 Council CEOs and General Managers contributed to the JLT Public Sector Risk Survey, providing their perspective on the greatest risks for the sector at this time. Local Government insights provide the basis of this report and we again incorporate our observations and knowledge of the industry to comment on these risks.

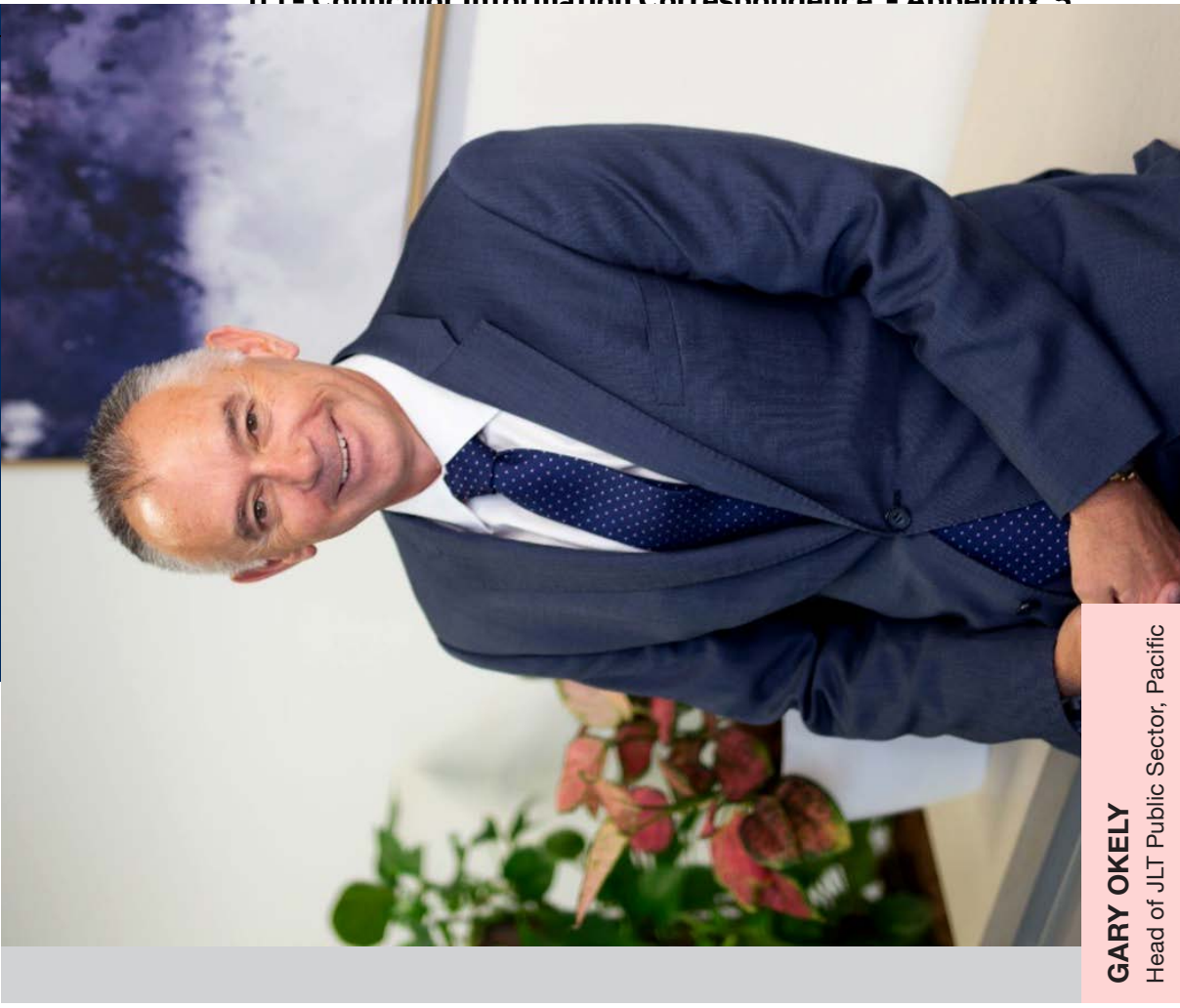
Unprecedented flooding events across the country and multiple local government areas leaving little to no time for communities to recover and prepare for the next event. These extraordinary events elevated the challenges that governments at all levels are facing, compounding the complexities and not allowing time for solutions to be

developed and executed to provide support and protection to their communities.

Additionally, the attacks on Optus and Medibank Private brought to the forefront the serious impact cyber criminals can have on organisations holding personal data. These incomparable attacks where the community were effected highlighted how organisations are cyber reliant and at the same time cyber vulnerable and continuous management of cyber security is so vital.

As different events unfold, the interconnectivity of risk and the domino effect of these risks on government and the community is clear.

Thank you to all the CEOs and General Managers who participated in the survey. Your contribution is a vital attribute of the JLT Public Sector Risk Report.



**GARY OKELY**  
Head of JLT Public Sector, Pacific





# TOP 10 RISK



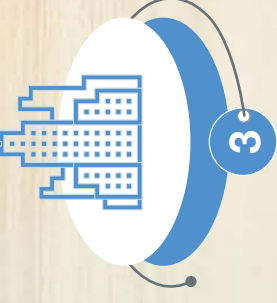
## Financial Sustainability

The perennial 'number one risk' for the sector. Financial constraints to invest in the future and manage community expectations, being a common theme. The underlying factors varying greatly across the sector.



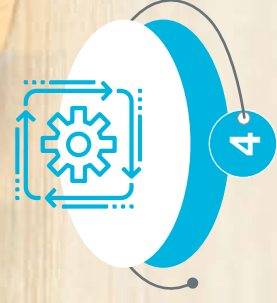
## Cyber Security

With two major attacks on organisations gaining personal client data, the focus is on how to protect constituent data.



## Assets & Infrastructure

With the major disaster and catastrophic events in 2022 – the impact on aged infrastructure is a serious concern.



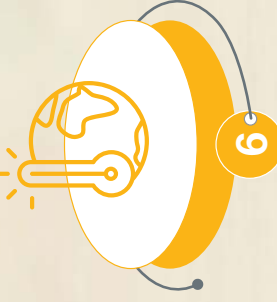
## Business Continuity

The events of the past three years have impacted Business Continuity. This has a domino affect to Council servicing the community.



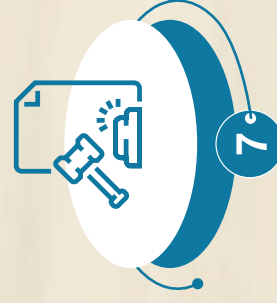
## Disaster & Catastrophe

Continuing floods in the same regions has showcased disasters and catastrophes never seen in Australia. Communities have not been able to recover before a major event has occurred again.



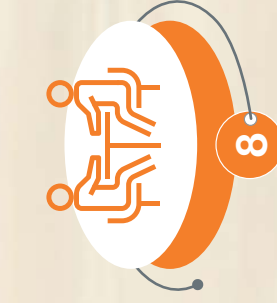
## Climate Change

Climate Change is affecting councils specifically through disaster and catastrophe. The unpredictability makes it difficult to develop and implement new policies and programs.



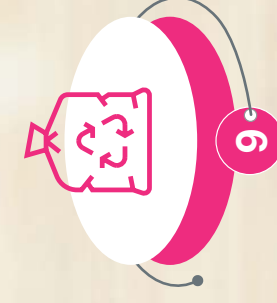
## Statutory & Regulatory Requirements

The continued shifting of responsibility to Local Government along with new regulations, does not incorporate resources to equip Councils to maintain requirements.



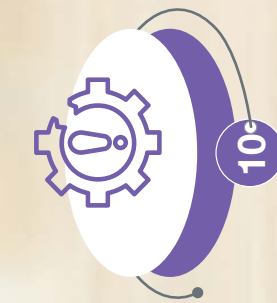
## HR Management

Attracting and retaining professional staff due to not having the financial capacity to meet the market.



## Waste Management

The ability to manage waste and meet community expectations surrounding managing waste environmentally are a concern for Council.



## Ineffective Governance

Linking to Financial Sustainability, the inadequacy of financial controls. Concerns around misconduct or challenges from employees or elected members lead this.

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## EXECUTIVE SUMMARY

In 2022, local governments and communities continued to be impacted by unprecedented natural hazard events that quickly escalated to disaster status.

Data indicates the devastating floods that swept through south-east Queensland and northern New South Wales in late February and early March 2022 caused \$5 billion in insured damages. Rated the third most costly extreme weather event in Australia's history, the 2022 east coast flood is now the most costly flood event in Australian history.

While climate change is described as the cause for delivering such an intense period of natural disasters, lack of local knowledge, inability to prepare, inadequate resources to respond and access to contemporary data results in a country that is unable to cope. Lack of capacity and capability across all levels of government to prepare, respond and protect communities against the impacts of natural disasters continues to overwhelm local governments and devastate communities.

The JLT Public Sector Risk Report (Risk Report) highlights all of the above. The key "risks" that keep a CEO/GM up at night, continue to highlight financial sustainability, climate change, disaster/catastrophic events, cybercrime and governance. The extremity of the flow-on effects of these circular risks are at the coal face for local governments.

The Risk Report provides a measure for the maturity of local government's strategic risk profile. CEOs and GMs recognise the risks and the underlying reasons why they are ranked as set out in the Report.

The 2022 events, off the back of previous disasters, continue to focus the lens on financial sustainability. While climate change continues to be a key risk, the risk of impacts of disaster/catastrophic events on communities here and now has understandably leap frogged climate change in the list.

The 2022 survey responses include feedback that highlights the need to understand what makes a council vulnerable and how investment in mitigating the impacts of hazard events will support vulnerable communities.

Local government has been confronted with a myriad of issues as impediments from the pandemic have lifted. Across Australia, Federal and State Government elections have transpired and caused a shift in the political landscape. Globally the economic fallout caused by Covid-19, impacted and continues to impact tourism, aviation, health, building and government sectors. These occurrences have further been affected by chain of supply issues, the Russian-Ukrainian War and inflation, contributing to a domino effect on increase of costs across the local government sector.

The Report highlights concerns for the emerging risks CEOs and GMs continue to face at an executive level. Ability to oversee and ensure compliance with good governance highlights the value of measuring sustainability (ESG).

The interconnectivity for these risks continued to be acknowledged in this year's report, with the top six contributing to the overall key risk - financial sustainability.

The findings of the survey also demonstrated a domino effect. As one risk is impacted by an event, it falls and topples into the next risk creating a circular list of key risks, all impacting on each other.

The survey responses recognise the domino effect disasters and catastrophes have on assets & infrastructure, in particular ageing and/or inadequate infrastructure. Outside of disasters, the survey indicated issues around the cost of upgrade or betterment of infrastructure and the ability to appropriately manage assets as an ongoing concern.

In response to disaster events, compounded in some situations with successive disaster events, there is an identified need to have in place effective business continuity plans. The survey results established the interconnection between the event and sustainability of business continuity plans, extending to information technology capabilities.

Compounding the issues for local government is the heightened awareness and reality of what a cyber-attack can mean for a council organisation; in particular the risk of exposure of personal information of the community.

The major and public attacks on Optus, Medibank and Latitude brought to the forefront the vulnerability of public facing organisations in relation cyber security.

While appropriate risk transfer (insurance) is important, the importance equally lies in risk mitigation. The Australian Cyber Security Centre's Annual Cyber Threat Report said "critical infrastructure networks are being increasingly targeted" with the "rapid exploitation of critical public vulnerabilities"<sup>1</sup> becoming the norm.

The Risk Report has cyber risk remaining at ranking number two - demonstrating CEOs and GMs continue to recognise that maturing the strategic risk reduction framework aligned with strategic plans and informed budgets is paramount to successful ongoing business.

Local Government is the pillar of its community. To be able to better support communities, councils need financial and resource support to have in place effective strategic plans, budgets and risk reduction initiatives that are able to contemplate unforeseen and unpredictable events.

The annual contribution by CEOs and GMs in responding to the Risk Survey enables JLT Public Sector to deliver powerful information and data that gives the Risk Report integrity and continue to provide valuable insight into the thoughts and views of the sector's leaders as strategic and financial considerations continue to mould the key risk framework of local government in Australia.

<sup>1</sup> Australian Government, ACSC Annual Cyber Threat Report, Australian Signals Directorates et al

# OVERVIEW

## 2022

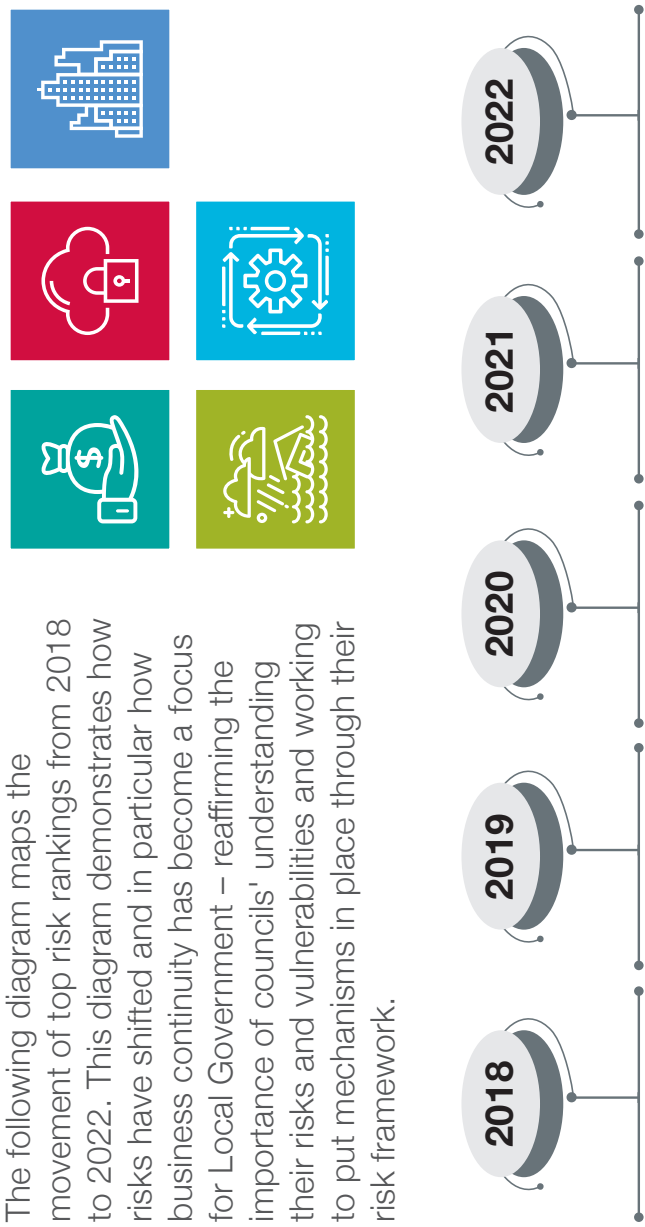
The 2022 Survey provides compelling insight of local government executives from across the country. There are certainly similarities in the risks that concern the sector, but the underlying reason behind the concerns can vary, depending on the State, geography (metro and regional) and the local regulatory environment.

This year, JLT Public Sector interviewed the CEOs of two Councils, asking for insights they have in particular risks within the survey. This provided deeper information into what Councils are facing within these risks. We thank Troy Green of Tweed City Council and Glenn Pattison of Casey City Council for contributing to this year's Risk Report.

We made changes to how Councils responded to the survey. Rather than choosing the leading reason for why they selected a risk, we gave the opportunity for respondents to rank the underlying reasons driving their perception of the risk. Using these findings, along with the historic data, we hope this report continues to help Councils consider how they approach risks, consider their vulnerabilities and shape their frameworks.

# THE MOVEMENT OF THE TOP FIVE RISKS 2018-2022

The following diagram maps the movement of top risk rankings from 2018 to 2022. This diagram demonstrates how risks have shifted and in particular how business continuity has become a focus for Local Government – reaffirming the importance of councils' understanding their risks and vulnerabilities and working to put mechanisms in place through their risk framework.



Financial Sustainability	Financial Sustainability	Financial Sustainability	Financial Sustainability	Financial Sustainability	Financial Sustainability
Asset & Infrastructure	Cyber Security	Assets & Infrastructure	Cyber Security	Cyber Security	Cyber Security
Natural Catastrophes		Disaster or Catastrophic	Disaster or Catastrophe	Natural Catastrophes	Asset & Infrastructure
Cyber Security	Asset & Infrastructure	Cyber Security	Asset & Infrastructure	Disaster or Catastrophe	Business Continuity
Business Continuity	Business Continuity	Business Continuity	Business Continuity	Business Continuity	Business Continuity
					Disaster or Catastrophe

**As different events unfold, the interconnectivity of risk and the domino effect of these risks on government and the community is clear.**

GARY OKELY  
CEO, JLT Public Sector



# THE RANKING OF THE

## 12 RISKS

The two major cyberattacks on Optus and Medibank Private in Australia in 2022 contributed to continuing concerns about Cyber Security and the Breach of Data keeping Cyber Security top of mind in local government.

With the ongoing effects of devastating events of 2019, 2020 and 2021, the destructive floods of 2022 held influence on how risks impact local government. The impact of floods in New South Wales, Victoria and Queensland has maintained concerns around business continuity, disaster and catastrophic events continuing to be in the sights of Council.

Highest Ranking by respondents - Ranked 14



This report demonstrates that Councils are recognising the interconnectivity of risks and the domino effect they have on each other. Even with particular risks moving within the ranks, they know the impact of one risk will have a chain reaction across a number of others.

# RISK RANKINGS

## 2018-2022

Year	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Rank 6	Rank 7	Rank 8	Rank 9	Rank 10	Rank 11	Rank 12
2018	Financial Sustainability	Theft, fraud and/or crime	Reputation	Statutory & regulatory Requirements	Environmental Management	Asset & Infrastructure	Natural Catastrophes	Cyber Security	Business Continuity	Ineffective Governance	HR/WHS Management	Errors, omissions or civil liability exposure
2019	Financial Sustainability	Cyber Security	Reputation	Natural Catastrophes	Climate Change/Adaption	Asset & Infrastructure	Statutory & regulatory Requirements	Ineffective governance	Business Continuity	HR/WHS Management	Environmental Management	Errors, Omissions or Civil Liability Exposure
2020	Financial Sustainability	Assets & Infrastructure	Disaster or Catastrophic	Cyber Security	Reputation	Business Continuity	Waste Management	Statutory & regulatory Requirements	Climate Change/Adaptation	HR/WHS Management	Ineffective Governance	Theft, fraud & crime threats (including social media)
2021	Financial Sustainability	Cyber Security	Asset & Infrastructure	Disaster or Catastrophe	Reputation	Business Continuity	Climate Change/Adaptation	Impact of Pandemic	Statutory & regulatory Requirements	Ineffective Governance	Waste Management	HR/WHS Management
2022	Financial Sustainability	Cyber Security	Asset & Infrastructure	Business Continuity	Disaster or Catastrophe	Climate Change/Adaptation	Statutory & regulatory Requirements	HR Management	Waste Management	Ineffective Governance	Reputation	Impact of Pandemic

Weather-related events continue to rate as one of the biggest risks councils face, compounded by the continual moving responsibilities on from federal and state jurisdictions to local government with minimal to no financial support for these transferred responsibilities.

The impacts that have occurred across the past three years are not well supported financially through the FAGs. In 1996, 1% of Commonwealth taxation revenue was committed to FAGs but by 2017 this had dropped to only 0.55%<sup>1</sup>. This is despite population growth, increased responsibilities, along with the surge in disasters, catastrophes and the pandemic.

“One of the biggest issues with the national disaster relief is liquidity,” says Troy Green, of Tweed City Council. “The process after a disaster places a great deal of strain on the financial position of local government.” In some cases, councils are drawing down on limited unrestricted cash reserves to pay for the immediate requirements of day to day expenses and rebuild the community after a disaster. In some instances, it can take years before the money is reimbursed as per the guidelines.

“Disaster impacts all capital works programs,” continues Mr Green, “focus is completely on rebuild and programmed capital works are impacted. This affects financial sustainability of council and conversely our ‘Fit for the Future’ asset renewal and maintenance ratios.”

The largest concern is that there is cost shifting moving from other governments with no increased funding to local government to assist. 41.62% of respondents of the risk survey ranked cost shifting as the leading issue underpinning Financial Sustainability which impact councils. This was followed by 35.53% of respondents ranking insufficient rate revenue or growth to support the delivery of services.

In many instances, local government is managing infrastructure and assets built after the second-world war and delivered during the Australia Boom. Today, this sector manages physical assets valued at \$523B.

With the four highest-ranking concerns for councils associated with assets, it is little surprise these impact on the sector’s Financial Sustainability outlook.

As noted in 2021, councils continue to be limited in how they can increase revenue in order to deliver operational requirements. This provides considerable pressure to meet the demand and expectations of the community. Rate pegging continues to impact Councils and with such constraints in place, grant funding stagnating, the ability for Councils to maintain Financial Sustainability is minimal placing a burden on how local government can maintain services to the community.

The evolving local government risk environment continues to present council executives with challenges in developing and resourcing business plans that enable the delivery of the organisation’s strategic direction.

Catastrophic events, many being weather related, continue to dominate the local government landscape. The new post-Covid work environment and community expectations provide Executives with challenges and opportunities; and the ever changing exposure to cyber related crime has challenged Local Government like no other time in history.

Since 2018, Financial Sustainability has been ranked by Risk Survey respondents as the number one concern they face. While councils benefit from the relative stability of annual Council rates which increase modestly most years, it is the escalating cost of meeting community expectations with maintaining and modernising public living spaces and key public assets - including ageing assets – which presents executive teams with major planning and budgetary hurdles year-on-year.

There are certainly similarities in the type of financial challenges faced by metro and regional councils across Australia. Not only are they navigating the ongoing cost shifting from state to local governments but also a disproportionate allocation of needed Federal Assistance Grants (FAGs). The ever increasing impost of compliance across all aspects of local government additionally makes recruiting appropriately experienced staff in a competitive jobs market an ongoing challenge.

Competition for talent across the country increase intensely and a common theme is that local government has lost both talent and capacity in recent times as employees are attracted to the private sector. The general consensus is councils are a great platform for developing skilled talent due to the breadth and diversity of operations, services provided. This is further exacerbated in regional areas where talent attraction and retention has always been difficult.

Local government in most states is also responsible for the care and maintenance of many critical state-owned assets which are leased to councils. The arrangements were often cast years ago when the assets were in reasonable conditions either through rates or grants to maintain the assets in line with community or regulatory expectations. An example is jetties and wharves which are extremely expensive to maintain and replace but are seen as a critical asset to a town’s tourism and local economy. If closure was to occur, the impacts would be far-reaching with broad financial implications for the community and its visitors.

Financial sustainability and the underlying risks can vary depending on the geographic location and demographic mix of each community. This report endeavours to unpack some of these challenges.



**FINANCIAL SUSTAINABILITY**

1

“One of the biggest issues with the national disaster relief is liquidity.”

**TROY GREEN**  
CEO, Tweed City Council

<sup>1</sup> LG Professionals Australia, Local Government Professionals 2020-21 Pre-Budget Submission, December 2019  
<sup>2</sup> Australian Local Government Association, 2021 National State of the Assets Report



2



CYBER SECURITY

Financial Sustainability survey results



Respondents ranked **cost shifting** from other tiers of government as the leading reason for this risk



Ranked **insufficient rate revenue** (and/or growth) to deliver functions, services as the leading issue.



Recognised the **impact of Climate Change and maintaining assets** ranking this issue fourth as the leading issue.



**Inadequate government funding/grants** was ranked in third place contributing to Financial Sustainability as the leading risk

The frequency and sophistication of malicious cyber-attacks against organisations is increasing. This increase affects online services at all levels of government, within businesses and the community due to the increasing dependency on the internet and hybrid working models. These circumstances provide greater opportunity for cyber-criminals to exploit vulnerabilities within the broad range of technology being used in society.

With COVID19 fast-tracking how work, school and engaging with people and organisations, take place virtually solutions were quickly developed using technology. Councils were no different and needed to respond and reshape how services could be delivered online and from the home environment where possible.

Over 43% of Councils listed their leading concern underlining the issue of Cyber Security as not knowing their vulnerability of IT infrastructure and their proactive ability to manage cyber security. The second ranking issue at 25% was their concern on cyber security failure. These two are supported by the fact that when ranking what underpins this risk, Local Government is not confident it is not aware of potential attacks and how they would respond.

Cyber has also been affected by the disaster and catastrophes in 2022 impacting business continuity.

Troy Green of Tweed City Council noted, "This has led to the need to look at how we manage and deliver our services differently. When we lost access to our services during the floods and the NBN was taken out, we couldn't be as effective or efficient. This has led us to evaluate our BCP and look at moving everything to the Cloud. By moving our core applications to software as a service (SAAS), our services will continue, in any event, as our people can work from any location. By looking at outsourcing to the Cloud, we are outsourcing our cyber risk as well as addressing the business continuity aspect with the added benefit we have our data in a secure vault, backed by Tier 1 vendors".

The Australian Cyber Security Centre reported in its 2022 Annual Cyber Threat Report, there were over 76,000 cybercrime reports in the 2021/2022 year, an increase of nearly 13% on the previous year. This was attributed to state sponsored cybercrime incidents, Australia's prosperity attracting cybercriminals, evolution of ransomware attacks and the rapid exploitation of critical public vulnerabilities.<sup>3</sup>

Through the work JLT Public Sector has performed in partnership with our Council clients, it is clear that basic cyber-controls such as email filtering, web security, managing secure system configurations and keeping secured, encrypted and tested backups is relatively commonplace. However other controls require a renewed focus including endpoint detection and response, privileged access management and multifactor authentication to enhance the sector cyber-security posture.

The Allianz Risk Barometer found Cyber as the highest issue that organisations globally are facing and second in Australia. This was picked by Business Interruption.<sup>4</sup>

<sup>3</sup> [https://www.cyber.gov.au/sites/default/files/2022-11/ACSC Annual Cyber Threat Report 2022](https://www.cyber.gov.au/sites/default/files/2022-11/ACSC%20Annual%20Cyber%20Threat%20Report%202022)

<sup>4</sup> Allianz Global Corporate & Specialty, Allianz Risk Barometer 2022

Councils are responsible for approximately one third of Australia's public sector owned assets and infrastructure. The most recent estimated value of this portfolio exceeds \$523 billion annually and costs over \$35 billion to manage.<sup>7</sup>

Figure 1 depicts the split over a range of asset classes. The Australian Local Government Association (ALGA) estimates that of the total portfolio under council control, nearly three of every 100 assets require replacement and one in 10 assets require urgent attention. The cost of this is considerable, with estimates for replacing infrastructure in poor condition sitting in the order of \$51 billion and those in fair condition ranging up to \$138 billion.<sup>6</sup>

To put this into perspective, the cost of replacing the assets in poor condition exceeds the total annual revenue available to local government.

It should be noted, those estimates were compiled before the surge in inflation over the course of 2022 and into 2023 and do not directly account for the cost to councils to adequately manage and maintain the remaining components of the total infrastructure portfolio.

This clearly has significant implications for councils and highlights the strong interconnectedness between asset management and the underlying financial sustainability of the sector. This has a domino effect with significant implications for liability exposures associated with local government operations.

Further, it is recognised that this is potentially not just a liability matter, but could possibly incorporate property as assets in poorer condition are more vulnerable to loss. This in turn has implications for continuity of operations, reputation among the community as custodians of assets.

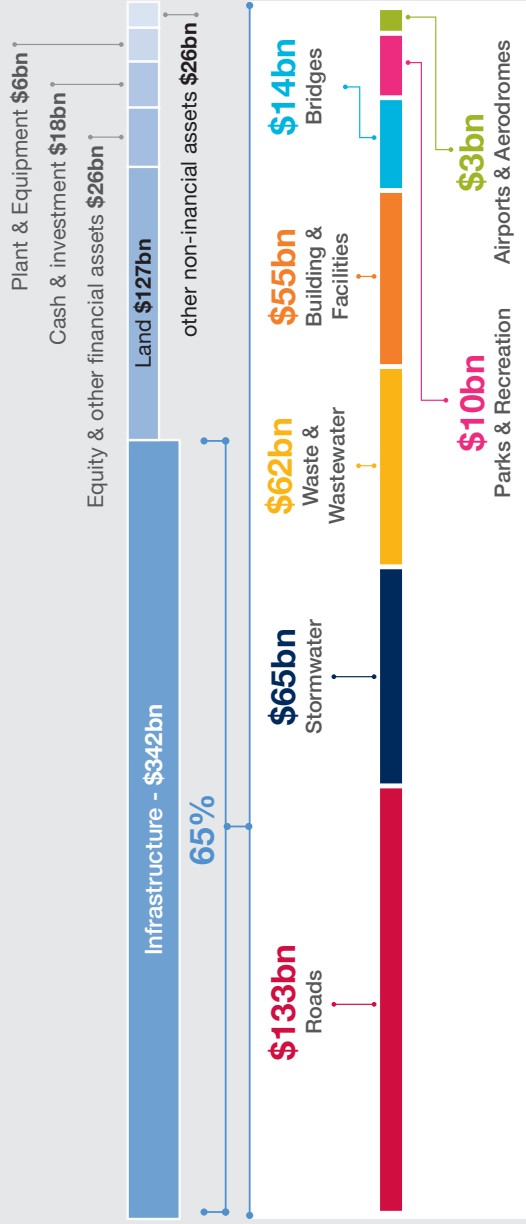


Figure 1: Value of financial & non-financial assets control by local government (June 2020)<sup>6</sup>

“Such assets have a shorter renewal cycle” says Glenn Pattison, CEO of City of Casey. “While in recent years efforts have been made to increase the funding envelope for this asset class, other pressures on the capital program, along with a need to move developer contribution funds into project delivery creates a tension between the new and renewal requirements.”

This underlines the imperative for a substantial expansion to the funding that is available to councils from other tiers of government to support asset management. These funding mechanisms include financial assistance grants and other targeted infrastructure funding programs such as the Commonwealth road black spot funding, various disaster risk reduction funding programs and disaster recovery funding that supports building back better and the development of resilient infrastructure.

It also highlights the importance of the need for dependable and mature data that is capable of supporting informed and robust planning and decision-making that reflects the fundamental and determinative interrelationship between asset management planning and financial sustainability. The impacts from the profound socio-demographic shifts arising from the COVID-19 pandemic are also likely to have significant implications for asset and infrastructure management into the future. This is from interregional migration and population shift, changes in infrastructure demand and utilisation, skilled and affordable contractor, and the ability of councils to attract and retain skills and capacity within their workforce.

With the 2022 survey providing the opportunity for councils to provide specific rankings of issues underlying a risk, Figure 2 demonstrates the national overview of each issue underlying this risk. The leading concern by a significant number of points is the capacity to finance the assets further magnified by the significant funding required due to the supply chain issues and inflation.

Figure 2 highlights that councils do not believe they have the capacity to finance the management of infrastructure assets and this is the biggest risk driver across the sector. This is exacerbated by inflation and supply chain disruption and disaster impacts. These, along with betterment in recovery were identified and are seen as interrelated and compounding factors.

Equal second place of underlying issues to management of assets and infrastructure is the cost of upgrading or betterment of repairing these. For example, councils are finding assets have shorter lifecycles and the funds to deliver new assets is not achievable. For example, City of Casey has concerns surrounding open space assets such as playgrounds and sports fields.

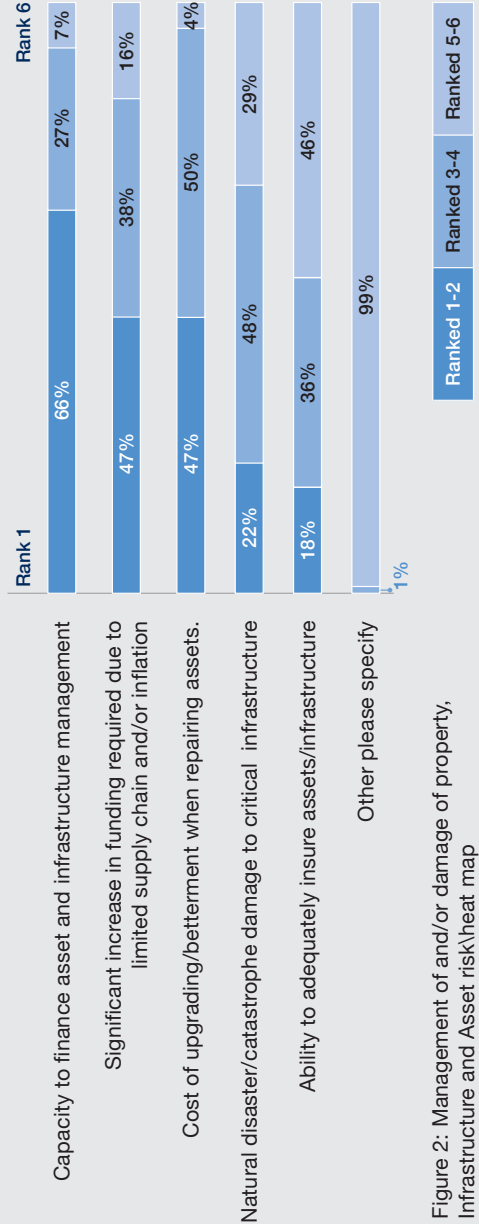


Figure 2: Management of and/or damage of property, Infrastructure and Asset risk\heat map

<sup>6</sup> Australian Local Government Association, 2021 National State of the Assets Report  
<sup>7</sup>Source ALGA, 2021

With the events of the past three years, local governments have turned their attention to business continuity and the consideration of short, medium and long-term steps they need to take help their communities navigate uncertainty during an event. Well-crafted and implemented business continuity plans typically aim to quickly and efficiently restore normal service through the actions of staff and the executive.

Unsurprisingly, business continuity awareness has moved up two spaces in 2022 from sixth to fourth position.

The substantial devastation and effects of the 2022 floods across Australia has moved the destruction of council assets/infrastructure due to an insured peril and to the second highest issue underpinning the Business Continuity risk. Widespread global volatility impacting supply chains, labour costs and inflation, has created a perfect storm impacting asset and business interruption declared values. We have seen a surge in valuation activity from proactive councils seeking to ensure their declared values reflect the reality of replacement under current market conditions; a task which cannot be overlooked when planning for business continuity.

**There is a linkage between disaster and catastrophic events and the domino effect on councils' Business Continuity plans, impacting processes which in some cases are compounded by unplanned IT outages; each being part of the interconnectivity of risks.**

Respondents demonstrated an active interest in processes to respond to unplanned outage of IT / social media / telecommunications, which has become a focus for councils. IT resilience is a growing challenge for local government, and the financial impact of unplanned outages and security breaches is increasing.

Failure to align IT security capabilities with councils' strategic goals and appetite for risk, including the integration of operational disaster recovery plans into the strategic business continuity plans may expose vulnerabilities to the continuity of services and should be a priority of local government.

Finally, councils recognise that the development of community resilience plans and processes to mitigate the impact on council services and functions need to be addressed. Councils forced to distil critical and operational choices with the executive during the pandemic escalation must now ensure business continuity plans allow for a triaged approach to the continuity of services. This needs to be delivered in an orderly manner and in a way that communicates with affected communities with compassion and transparency.



# BUSINESS CONTINUITY

## 4

41%



CEO's and GM's ranked the leading underlying concern for Business Continuity, the destruction of council assets / infrastructure due to natural and other disasters.

23%



The next ranking concern within the Business Continuity Risk is the destruction of council assets/ infrastructure due to an insured peril.

16%



Process to respond to unplanned outages of IT/social media/ telecommunications is the third concern unpinning the risk for Business Continuity.



# DISASTER AND CATASTROPHE

5

It comes as no surprise the impacts from disasters and catastrophic events on councils and their communities and features highly, rounding out the top five in the 2022 survey.

In the shadow of the 2019/20 Black Summer bushfires, followed by severe weather wrought by a return to La Nina conditions in 2020/21 across most of Australia, councils were already stretched and exhausted by the continued impacts of the COVID-19 pandemic. Councils were then having to brace for a second conservative La Nina in 2021/22.

Yet it was an earthquake that sounded the bell of things to come when it centred in Mansfield, Victoria, in September 2021. Tremors were felt in Tasmania and into New South s magnitude 5.9 event caused damage to a number of homes and commercial buildings.

South Australia and Victoria were first hit by widespread severe weather, with strong winds, lightning and hail causing extensive and catastrophic damage to agriculture, buildings and community infrastructure in late October 2021.

The unforeseen three weather systems which combined to cause flooding across the east coast of Australia in February 2022, with the most severe flooding experienced in South East Queensland as well as Central and Northern New South Wales, brought communities under extreme stress. Flooding impacts occurred in more than 70 local government areas and

caused damage of over \$5 billion in insured losses according to the Insurance Council of Australia – the third costliest weather event in Australia’s history.

Saturated catchments and widespread flooding from ongoing rain events continued into 2023. This included the Hawkesbury-Nepean which experienced its worst flooding in nearly 50 years in July, then the Murray-Darling where unprecedented flooding in November devastated Forbes and surrounding towns in Central West NSW before impacting downstream communities in the months that followed.

Unsurprisingly, disaster hazards occupy the most attention of councils, however emergency response, event predictability, funding, community awareness and planning aspects of disaster management were identified as high concern by respondents as indicated by Figure 3.

Glenn Patterson, CEO of City of Casey Council agree councils are working to reduce climate change risks through long-term planning, ensuring this is reflected in policies and planning controls.

“It is important that government responses are informed by accurate data and science, and that collaboration occurs between all levels of government, community and industry to effectively address mitigation and adaption”.

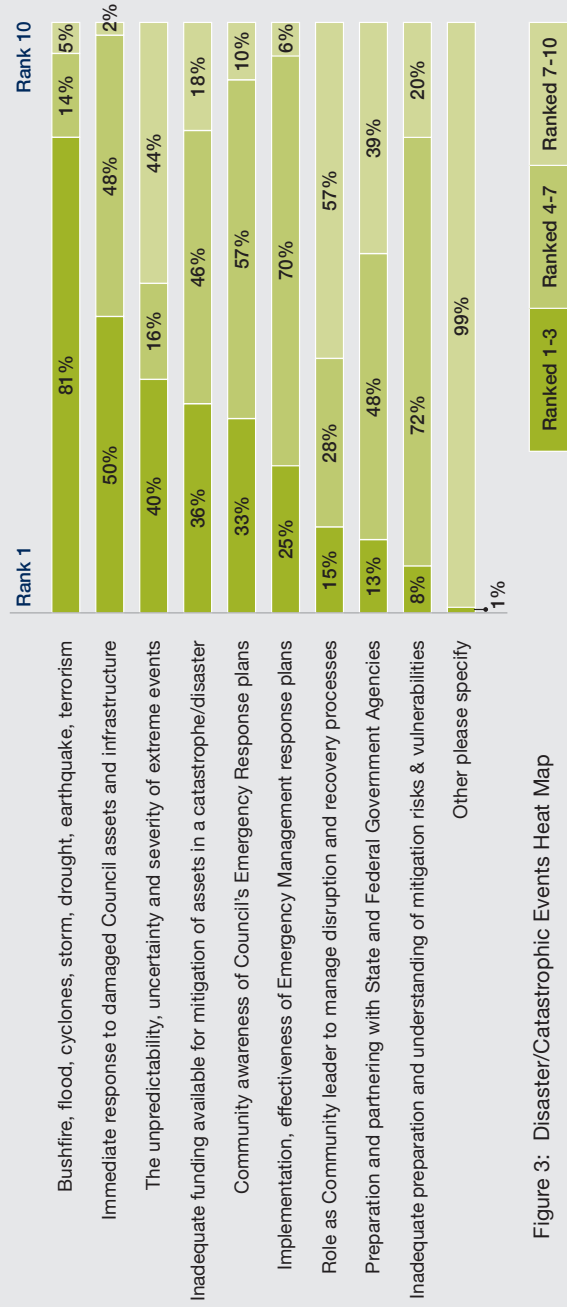


Figure 3: Disaster/Catastrophic Events Heat Map

The impact of the events of 2022 and 2023 are well seen in how they connect with other risks. The roll on effect from these events is seen throughout this report from the financial implications, to the impact on technology, as well as business continuity programmes unable to survive reoccurring events.

Since 2020, it is estimated that there have been over \$12 billion in claims. These events come at a significant additional economic impact, with Treasury estimating a \$5billion cost on the national economy due to the 2022 disasters through crop losses, mining and construction delays, supply chain disruption and increased inflationary pressure. The events of 2021/22 are a stark reminder of how Councils must continue to focus on understanding vulnerabilities, improving systems, and building community and organisational capacity to reduce risk and strengthen resilience.

“The hidden cost of a catastrophic event, which is hard to factor, is the emotional cost” stated Troy Green of Tweed City Council. “Staff are working ridiculous hours to manage operations of Council as well as responding to the immediate effects of a disaster. The community doesn’t have the lens over all aspects of what is involved in a disaster and eventually, Council employees are at the end of multiple complaints each day. The emotional impact on Council staff during such events can impact morale. One of the hidden effects of a disaster is in trying to obtain additional skilled human resources to assist those agencies undertaking recovery deal with the additional demands placed upon them over an extended period of recovery.”

The results of the survey, as shown in figure 4 demonstrate that the immediate response to manage assets and infrastructure during a disaster and catastrophic event. What all councils across remote, rural, regional, metropolitan and city are equally concerned about is if their emergency management response plans can be effectively implemented and is the community aware of the response plans are.

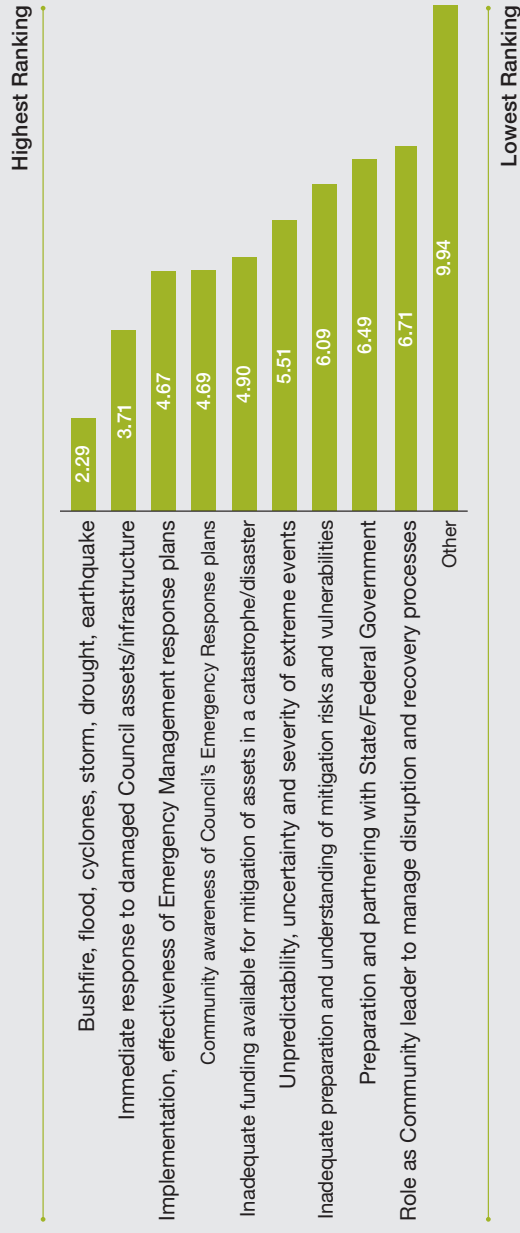
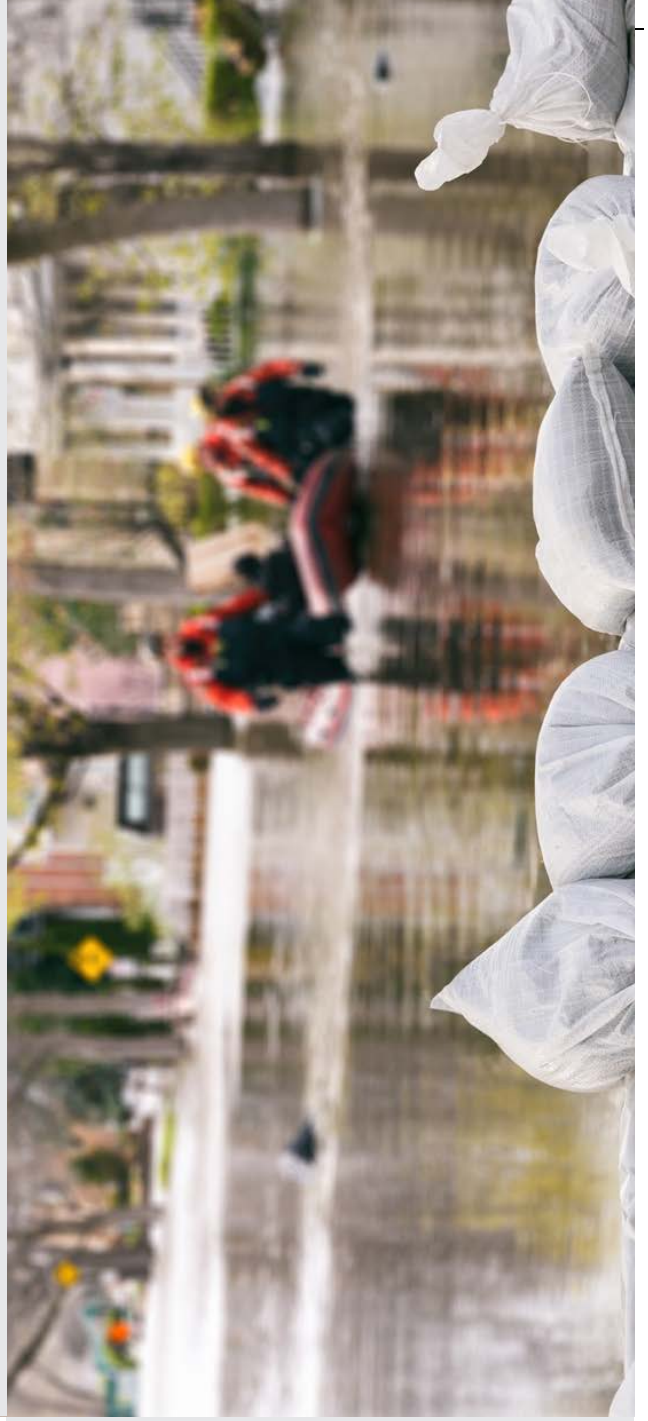


Figure 4: Disaster/Catastrophic Event Average Ranking of underlying concerns 1 to 10



The unpredictability of disasters coupled with La Nina and the Negative Indian Ocean Dipole in the second half of 2022 have contributed considerably to the impact of catastrophic events. This layered over the events of 2019 through 2022 has applied pressures to all councils with more significant impacts on those communities who have had the effects of multiple events over this time period.

The annual Bureau of Meteorology and CSIRO State of the Climate Report<sup>9</sup> draws on the most recent national and international climate research, encompassing observations, analyses and future projections. The report notes associated changes in weather and climate extremes—such as extreme heat, heavy rainfall and coastal inundation, fire weather and drought—have a large impact on the health and wellbeing of our communities and ecosystems.

These changes are happening at an increased pace with the past decade seeing record-breaking extremes leading to natural disasters; as well as having a growing impact on the lives and livelihoods of all Australians. These, combined with chronic, periodic and local stressors, will compound local communities' vulnerability to such disasters.

The 2022 risk survey results show all states/territories, and in NSW in particular, have been effected substantially by four major flood events in 2022. The time required to identify, investigate and assess the damage and then work through what needs to be rebuilt is considerable. In some cases, a number of communities have not had the time to work through this process before another major flood event occurred.

The effort to ensure that infrastructure and the community reduce their vulnerability is important as this will contribute to better preparedness in the future.

As noted above, though this example represents primarily NSW, all states and territories are concerned that the ability to procure insurance is not achievable or the cost of doing so is unsustainable to pay. This is very much at the forefront of councils affected by multiple events across a short period of time.

The basic premise is that natural hazards only lead to disasters if they intersect with a community that is exposed, un-prepared and vulnerable. Disasters are increasingly exceeding the capacity and capability of councils and local communities to respond to and recover, thus making it necessary to invest more and smarter in disaster risk mitigation.

Mitigating the risk of disaster requires identifying and understanding the direct and indirect cause

and effect of vulnerability. Exploring how local community values influence 'vulnerability' needs to be properly understood and calculated. Local government decisions effecting a community's ability to build resilience are the result of multiple, cumulative, non-linear processes by which local community values, tensions and trade-offs are able to be effectively managed.

Respondents continued to identify assessment of predicted climate change impacts on their community functions and activities as the key issue they face within this risk. The need to develop strategic policies informed by credible knowledge of climate change impacts and supported by robust risk reduction is the reason this risk in sixth position.

The 2022 State of the Climate Report has projected that Australia will continue to be affected by increasing temperatures with more heat extremes, a decrease of cool seasons and dangerous fire seasons.

In accord with the National Disaster Resilience Strategy, the Australian Government is looking at a broader policy and framework engaging with local government in order to support the development of skills and expertise to build resilience in the community.

The creation of a vulnerability profile of local government, as the community leader, will assist in understanding and identifying how it can influence the capacity of a local community to prepare for, absorb and recover from a natural hazard event while building resilience.

The transition of resilience from a descriptive concept to a series of accepted values, able to be integrated into a strategic plan, attracts challenges while providing opportunities.

Achieving resilience will not be an outcome. Resilience is an ongoing course that will mature and evolve as the risk environment of local government continues to be influenced by varying factors.

Governments are encouraged to commit to specific funding programs to enable local governments to invest in and undertake essential mitigation programs. These will help reduce the exposure of communities to the impacts of natural disasters enabling the ongoing maturity of community resilience.

A resilient community is better prepared for, more able to respond, and able to recover from a natural disaster event. Increasing community resilience will create a more attractive environment for the insurance industry to maintain affordable and appropriate insurance and/or risk solution products.

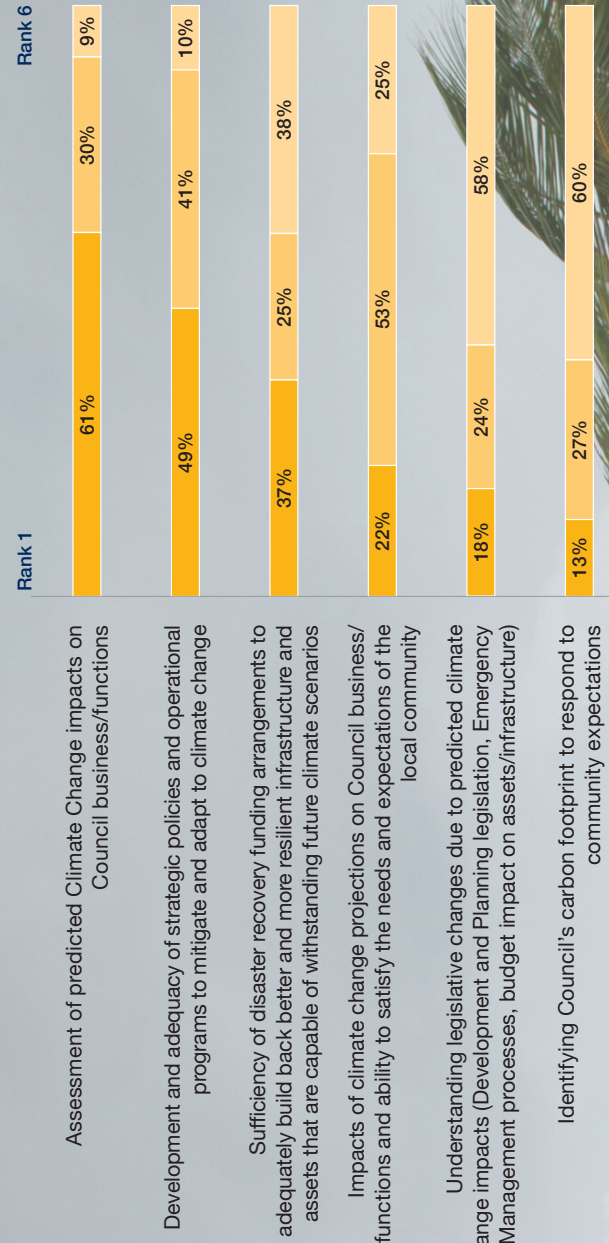


Figure 5: Climate change and/or adaptation risk heat map

6



CLIMATE CHANGE/ADAPTION

<sup>9</sup> Bureau of Meteorology and CSIRO State of the Climate Report



7



## STATUTORY & REGULATORY REQUIREMENTS

**It is important that government responses are informed by accurate data and science, and that collaboration occurs between all levels of government, community and industry to effectively address mitigation and adaptation.**

**GLENN PATTERSON**  
CEO, City of Casey Council

Local governments across Australia are operating in an environment of increased statutory and regulatory requirements. The driving forces behind this trend include ongoing cost shifting mechanisms from other tiers of government, increasing governance and accountability requirements, which have come about as a result of integrity and accountability related legislative reform.

Respondents have indicated that this area is significantly influencing their organisation's risk profile as evidenced by the movement in risk ranking in this year's report from ninth in 2021 to sixth in 2022.

Local governments may see these risks manifest in a number of ways including:

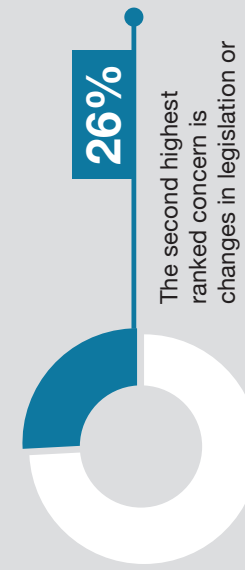
- An increase in litigation and claims activity as a result of non-compliance activity (including governance and accountability matters against councillors and officers), which in turn connects to the risk of ineffective Governance.
- Financial sustainability implications as a result of local governments needing to provide additional services and functions to communities that were previously the responsibility of other tiers of government. This connection with the leading risk, places further pressure on organisations already stressed from a resourcing perspective.

Increased exposure to additional fines and penalties for non-compliance and the additional cost associated with compliance management.

- Increased risk shifting from state/territory government agencies to local government, including complexity around Planning and Development regulations and obligations, and
- Increased community complaints and adverse audit findings resulting in risk to reputational damage.

The key challenges identified in managing and controlling this risk include access to appropriately qualified staff which links with the seventh ranked risk – Human Resources. This is further exacerbated by the sheer pace of legislative change and cost shifting mechanism from other tiers of government as they too grapple with financial sustainability pressures.

There is a continuing focus by individuals, stakeholders, interest groups and regulators on corporate governance structures and decision-making processes across all levels of government. This is particularly in the areas of environmental, social and governance matters, which we anticipate will continue to drive the ever changing and expanding legislative agenda facing local governments in the coming years.





The Australian Local Government Association (ALGA) reported in September 2022 that “around nine in ten Australian councils are now experiencing skill shortages – an increase of 30% in four years and two thirds of councils have had local projects impacted or delayed as a result”.<sup>10</sup>

The Local Government employment profile is complex, with low unemployment rates creating a skills shortage across many key roles with this challenge further compounded for regionally located Councils. The complexity of council service delivery and the challenge of meeting regulatory obligations and community expectations makes it very difficult for councils to appropriately resource their organisations.

The age profile of Local Government is also significantly geared towards the more senior age brackets, creating workplace efficiency and transition to retirement challenges. The clear distinction in roles and responsibilities of ‘outside’ and ‘inside’ workers presents hurdles such as how to overcome a transition for workers to a more labour intensive role.

Governments in general were not set up for a work from home arrangement prior to the pandemic and being able to sustain this and manage performance is proving difficult.

Councils have started to develop Employee Value Propositions (EVPs) to source, attract, recruit and retain staff.

“Local Government needs to identify what can be offered through benefits, remuneration and career development”, states Glenn Patterson, CEO of Casey City Council. “We need to shift from traditional and reactive sourcing to a strategic and proactive approach”.

Mr Patterson continues that “to retain talented staff, local government must uplift culture and implement future focussed, new ways of working. We need a



**We need to shift from traditional and reactive sourcing to a strategic and proactive approach.**

**GLENN PATTERSON**  
CEO, City of Casey Council

8



**HUMAN RESOURCE MANAGEMENT**

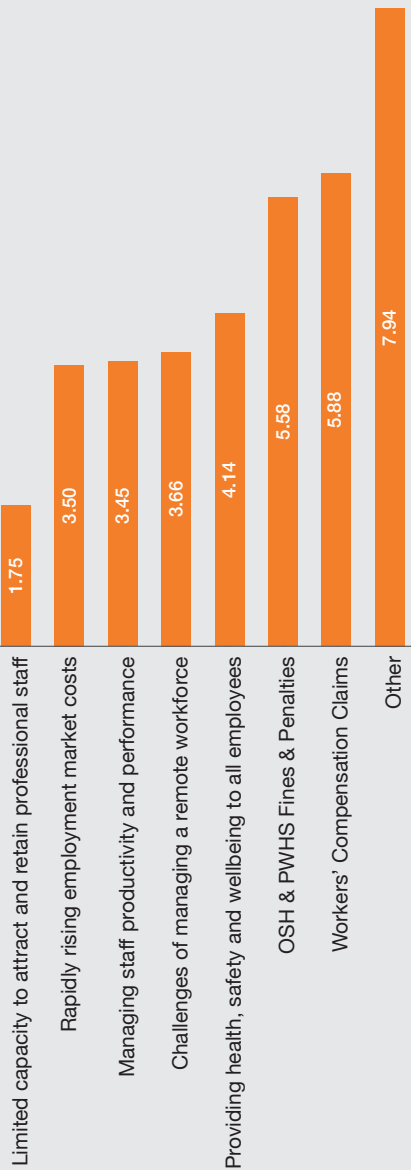


Figure 6: Human Resources Average Ranking of underlying concerns 1 to 8

Consistent feedback in the 2022 Risk Survey showed local government in general needs to consider how it can compete in the low-unemployment environment and better position local government as an industry of choice for new graduates. This can also be said of the challenge to attract the best leadership talent to help overcome succession challenges for senior positions.

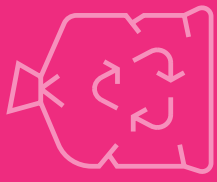
There is minimal differences in rankings between meeting market costs and being able to manage employee productivity which is supported by the fact councils face challenges when it comes to managing a remote workforce.

robust, employee centred approach that actively engages employees throughout their work lifecycle”.

With minimal ability to influence operating revenues through rate increases and being primarily reliant on federal assistance and grants, councils are financially constrained in being able to effectively resource and attract the best talent to the organisation.

Further compounded by the heavy media scrutiny around Council spending and the public access to Executive remuneration.

<sup>10</sup> ALGA, News & Events



9

# WASTE MANAGEMENT

The 2018 National Waste Report noted that “Australia generates more waste than the average Western economy”.<sup>11</sup> Local Government manages approximately 26% of Australia’s waste via self-management or specialised services and kerbside, dispatched and recycled material.

**Over 9.7 million tonnes of waste is collected and managed nationally each year costing around \$3.5 billion.**

In 2020, an Action Plan was put in place for better waste management practices. An 80% recovery rate target across all waste streams by 2030. Further requirements within this report include halving organic waste to landfill and phasing out unnecessary plastics by 2025. These targets put pressure on Councils with minimal financial support to achieve this.

Concerns for financial capacity to meet these requirements is reflected in the results of the 2022 Public Sector Risk Survey. Waste Management moved up two places in the rankings from 2021. The cost and ability to effectively manage waste was ranked as the number one reason for this concern. This accounted for 68% of Councils ranking this as number one.

Councils are under increasing pressure to repurpose, build, fund and educate residents around the changing requirements. Waste management is a high-risk activity with significant losses sustained in the industry, every year. The most obvious risk posed is environmental contamination.

Clean up expenses, fines and damages, increased costs, are all further potential outcomes. Overarching these operational hazards is the significant reputational risk to mitigate environmental harm whilst innovating to create a circular economy, in a climate of increased environmental sensitivity.

The increased focus on reducing waste to landfill creates opportunities but also opens the door to new risks such as:

- Maintenance run-off of older facilities and monitoring of legacy landfill which will create a burden to balance sheets as well as regulatory changes.
- Increased costs to manage
- Stockpiling because of insufficient, suitable infrastructure and limited demand in the domestic market.

Waste facilities have evolved from past models of landfill-only operations to sophisticated waste management solutions including refuse recovery, recycling, and energy generation.

This change in pace around waste management creates opportunities in the waste-2-energy space, potentially opening the door to new revenue streams for local government. Whilst these opportunities appear attractive, a move into this space will change the profile of local government waste management activities and the implications of this are something that Councils ought to thoroughly consider when planning for and evaluating these opportunities.

There are a number of local government projects underway across Australia directly engaged in W2E, investigating W2E solutions and developing solutions to cater for the waste generated from these plants.



Figure 7: Waste Management Average Ranking of underlying concerns 1 to 5

<sup>11</sup> Parliament of Australia, Waste Management & Recycling, Budget Review 2020-21 Index

# INEFFECTIVE GOVERNMENT

10



Governance within a local government encompasses all the structures, systems and processes by which it is controlled and operated, and the organisation as a whole, and its people, are held to account. Effective governance processes and practices (including enterprise risk management) within local governments are critical to their success and meeting the needs of the communities they serve.

While ineffective governance remains in 10<sup>th</sup> position, failure to initially set up and maintain appropriate governance structures, and then appropriately apply and monitor them is the key feature in the continued increase of claims in Public and Professional Liability, Council and Officers, and Fidelity/Crime covers.

The largest issue council executives identified this year relating to ineffective governance is the inadequacy of financial controls. While previously ranked at the bottom of the underlying governance sub issues, respondents ranked this as the leading issue for ineffective governance. The driving forces behind this movement may be linked to the increasing budgetary pressures in a challenging operating

environment of inflationary pressures, supply chain issues, and workplace planning difficulties. Challenges from managing elected member and or employee behaviour/misconduct and challenges with managing Council meetings, efficiently and effectively were ranked closely being the adequacy of financial controls. The driving forces behind these sub groups emerging as priorities for a large number of councils likely include the integrity related legislative reform agenda across the country.

In the procurement of contractors, facilities and events, councils need to ensure there is planning incorporating justification for engagement as well as the approach taken in how they go to the market to deliver services and events. The process must ensure sourcing is carried out transparently and the process is managed effectively. This can be particularly challenging in the current environment with pressures on supply chains and the labour market. Failing to undertake appropriate due diligence and get these critical processes right exposes councils to public liability claims, financial loss, and significant reputational damage.



With the ranking of risks this year, councils have considered a number of issues around what effects local government. Reputation has been ranked 11th out of the 12 risks.

As the closest level of government to the community, councils are best in touch with their community needs and understand the best ways to ensure those needs are met.

Councils are responsible for providing a wide range of key services but, also have a legislative responsibility to provide governance and leadership for their local community through advocacy, sound decision making and action.

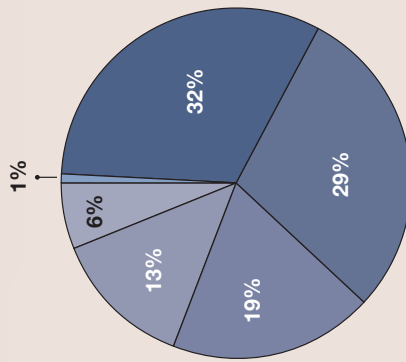
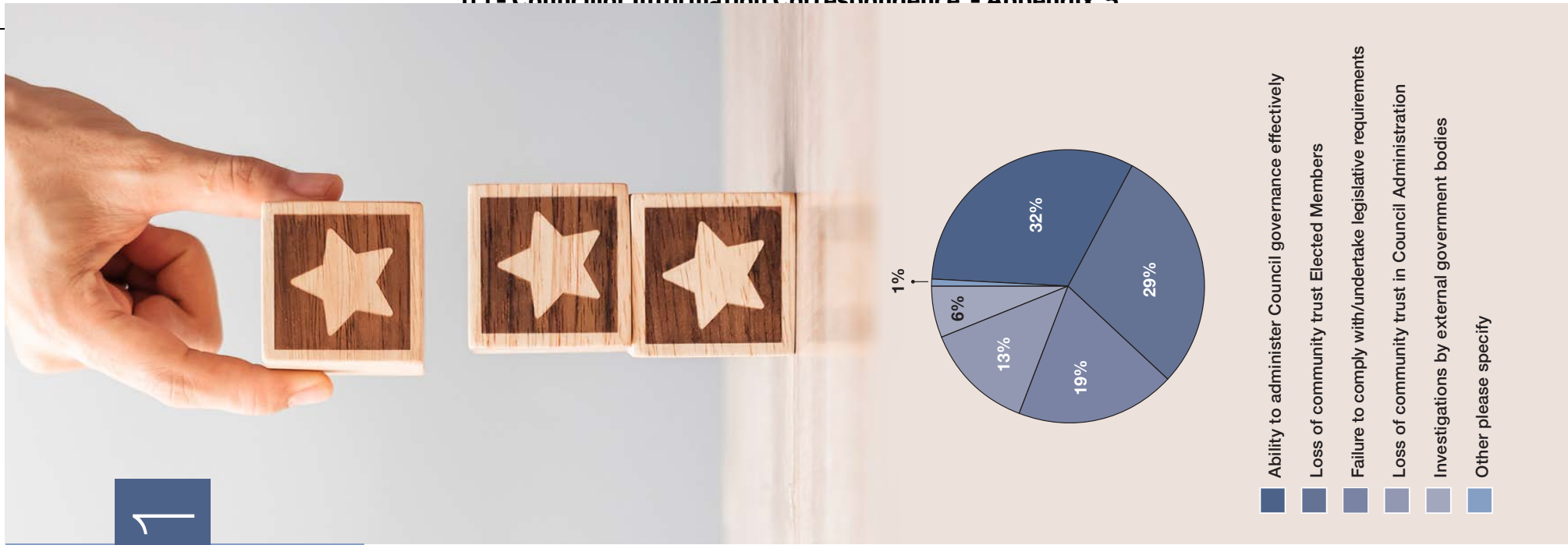
Councils are accountable to their local communities in the performance of their functions, the exercise of powers and the use of resources. Should there be any real or perceived failure in performance of these duties, there could be significant consequences to a council's reputation.

In 2022, councils have been under increased pressure to continue to provide essential services while supporting their local communities through a number of events that have occurred across 2022.

While councils have been seen in the community, advocating for their needs, council resources have been tested as well as stretched which in some circumstances has led to frustration in the community and potential impacts to a Councils reputation.

Local Government identified their biggest concern in the reputation category is their ability to administer council governance effectively. However, this was closely followed by the impact of failing to comply with or undertake legislative requirements as these change. While related to the shifting of responsibilities, changes of legislation and the inability to engage and maintain the right people to manage this through. This leads to the loss of community trust in elected members and administrative staff.

This year, with the ability for respondents to specifically rank their reasoning behind each risk, there has been movement in the specific number one ranked risks. The ability to administer council governance effectively moved to number one with the loss of confidence in elected members moving to number 2. It should be noted these remained extremely close.



- Ability to administer Council governance effectively
- Loss of community trust Elected Members
- Failure to comply with/undertake legislative requirements
- Loss of community trust in Council Administration
- Investigations by external government bodies
- Other please specify

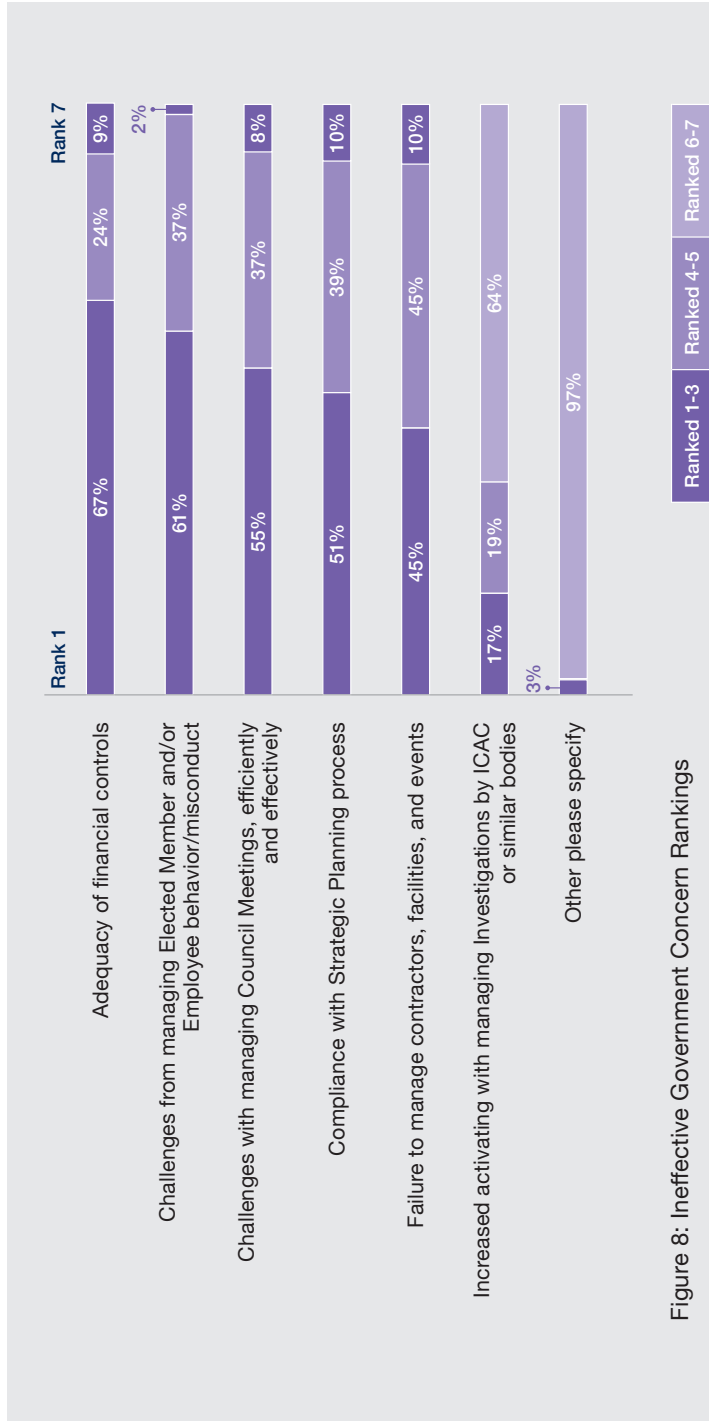


Figure 8: Ineffective Government Concern Rankings

The COVID-19 outbreak tested previous thinking about planning and responding to an evolving pandemic. It continued to impact organisations and communities in 2022. Though shut downs have eased, the third and fourth pandemic waves in conjunction with the first serious flu season in two years continued to see governments and business have employees work from home when needed. This reduced the capacity of local businesses being able to bounce back and thrive with people returning to work in metropolitan and regional cities.

Public sector pandemic planning had two key underlying assumptions:

- Phased approach to linear developing pandemic conditions in accordance with relevant health authorities declared phases.
- Focus on continuity of critical and core service deliverables associated with 40-60% workforce reduction and supply chain interruptions due to people being sick or caring for the sick.

The COVID-19 pandemic challenged all previous pandemic planning assumptions because there was:

- Rapid non-linear escalation;
- Global, national and state based border closure;
- Lock downs at various stages across the country;
- Mass vaccination responses to reduce transmission and protect vulnerable populations, along with;
- Technology advancements that facilitated communications (including misleading information);
- Work from home capabilities.

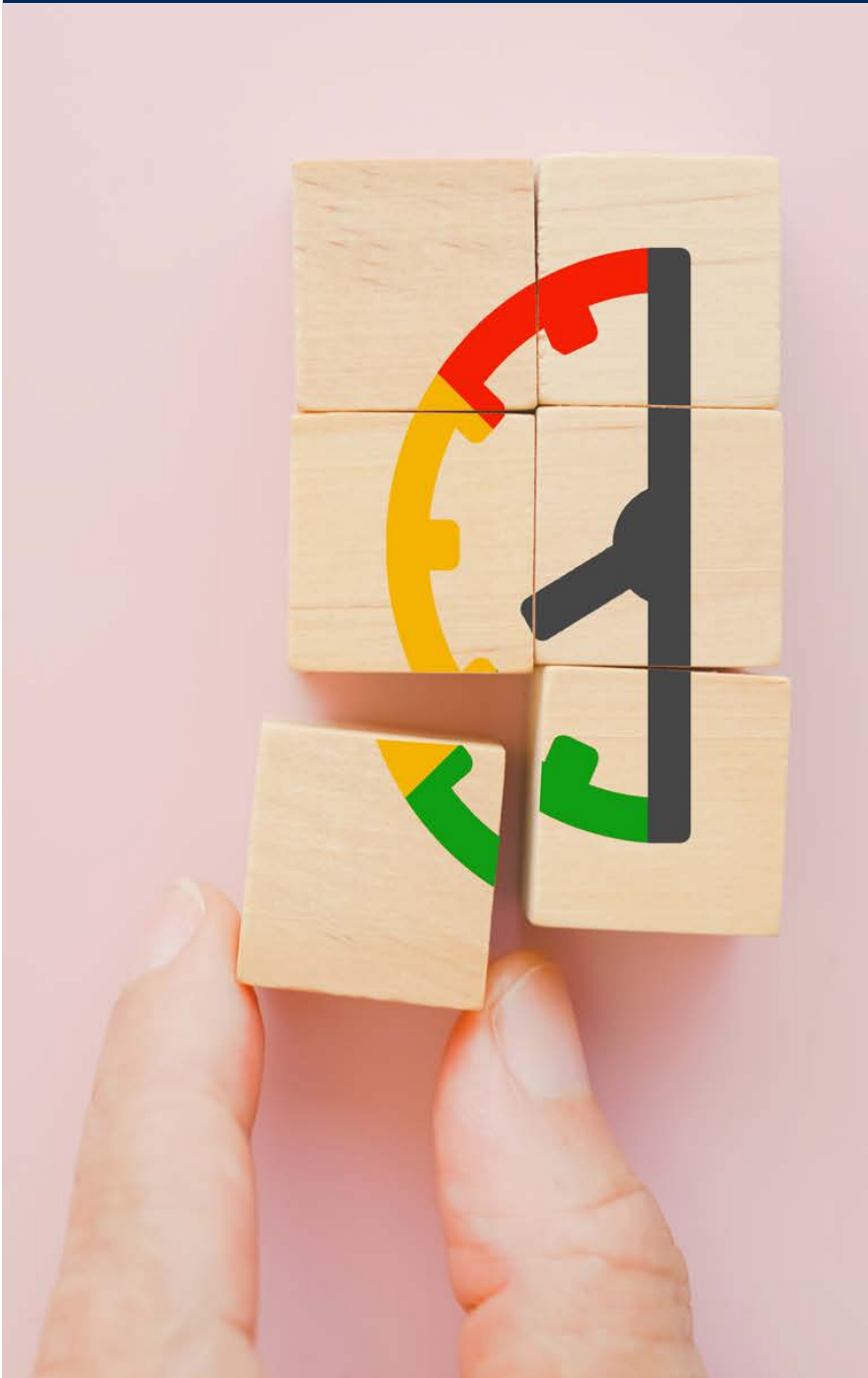
While the COVID-19 pandemic continues to have impacts, the lifting of border closures, lock downs and supply chain delays eased during 2022. The lessons learned over the past three years have changed pandemic planning and response for local government in many ways, not only addressing the risk but also realising opportunities. Today local government is adapting to:

- The return of visitors and workers to capital and major cities following a mass exodus during the pandemic.
- Some regional areas are experiencing increased community population, changed demographics and associated changes to service expectations.
- Different ways and evolving expectations for community services, events and engagement.
- The critical role local government plays in facilitating and delivering key health messages to their local communities.

There have been high levels of demonstrated resilience at a whole of community and local government level with the proven ability to deliver continuity of critical and core services. This 'new normal' prepares us for future pandemic threats with recent monitoring of Foot and Mouth outbreak in Indonesia and reported Monkey Pox cases in Australia.



# 12 PANDEMIC



The 2022 JLT Risk Survey was carried out through September and October of 2022. Due to the continued events in October, November and December, the report has moved for release in March 2023. 197 CEOs and GMs participated in the questionnaire representing rural/remote, regional, metropolitan and city councils from across Australia.

**Reshaping the ranking of Risk**  
The survey provides the view of CEOs and General Managers of local government and their perception of 12 key risks.

-----  
**This year, we provided the opportunity for respondents to be more specific in ranking their risks. In the first instance, each risk was ranked in order of concern.**  
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# THE KEY RISK INDICATOR REPORT METHODOLOGY



The following explains the approach off the example of rankings.

**Risk Category:**

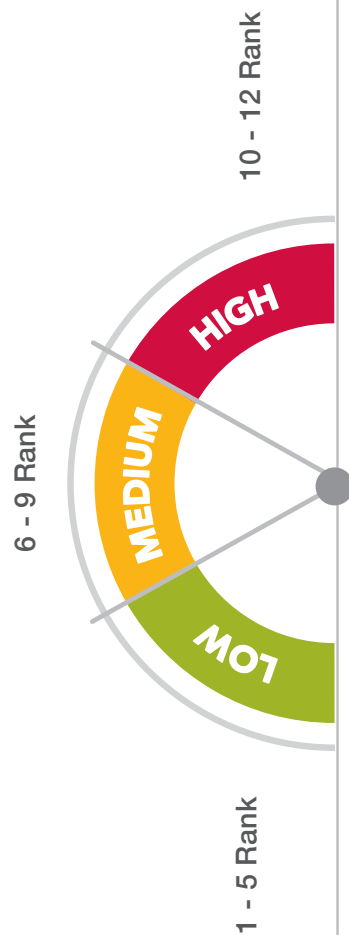
Business continuity planning and Community disruption

Risk Category	1	2	3	4	5	6
Destruction of Council assets/infrastructure due to natural and other disasters (bushfire, flood, extreme storms, terrorism, etc.)	40.61%	22.34%	14.21%	13.20%	9.14%	0.51%
Destruction of Council assets/infrastructure due to an insured peril (fire, storm, vandalism)	22.84%	31.47%	18.27%	15.74%	11.68%	0.00%
Process to respond to unplanned outages of IT/social media/telecommunications	16.24%	15.23%	14.21%	19.29%	34.01%	1.02%
Development of community resilience plans and processes to mitigate the impact of a loss of/reduced Council services and functions	11.17%	10.66%	38.07%	20.81%	19.29%	0.00%
Process to ensure clear, consistent communication with affected community/ies integrity of current business continuity plan and process	8.63%	19.29%	15.23%	30.96%	25.89%	0.00%
Other please specify	0.51%	1.02%	0.00%	0.00%	0.00%	98.48%

If we take business continuity risk category as an example, the highlighted column above sums to 100% and shows a breakup of all the risks ranked at number 1.

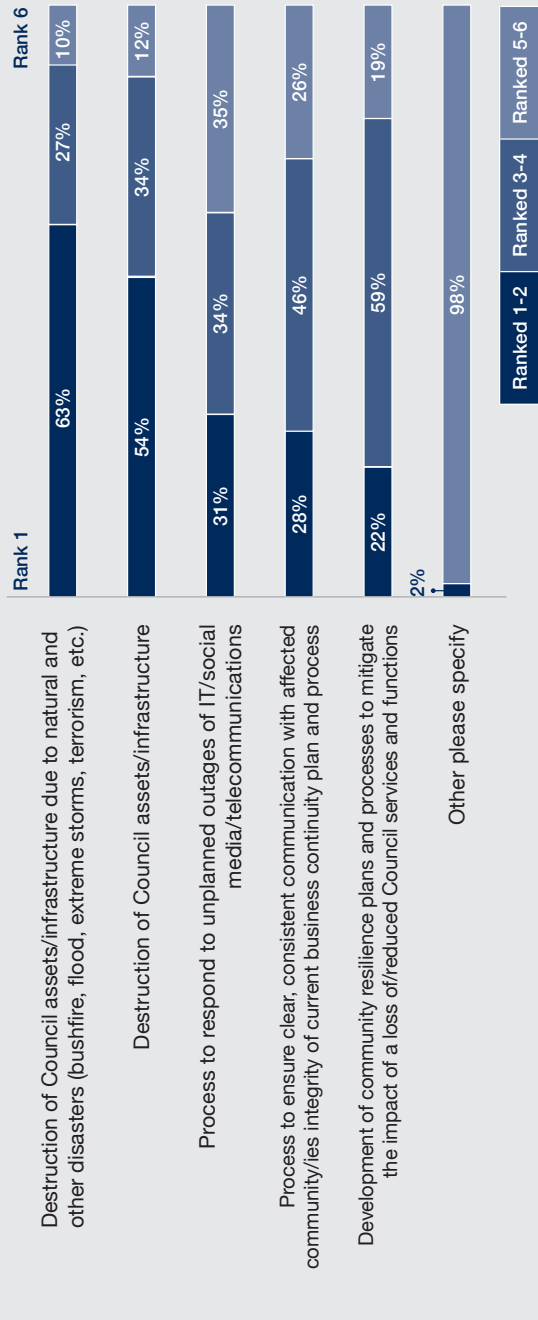
This sample shows 40.61 % of responders had Destruction of Council assets/infrastructure due to natural and other disasters (bushfire, flood, extreme storms, terrorism, etc.) ranked 1.

To identify high, medium and low risks we have bundled the rankings as follows.



While the above key is true for the overall risk picture (1 to 12) there are tables showcasing the findings for the individual risk as a comparable risk map. In this instance, respondents were provided the opportunity to rank the underlying concerns within each risk.

The following example looks at Business Continuity Planning and Community Disruption. The underlying issue Destruction of Council assets/infrastructure due to natural and other disasters (bushfire, flood, extreme storms, terrorism, etc.) has an average rank of 2.29  
 Destruction of Council assets/infrastructure due to an insured peril (fire, storm, vandalism) has an average rank of 2.62  
 This means when we average out all the rankings the responders placed these risks for business continuity (high, med, low) they averaged out to be fairly close, this is an example where people had differing opinions on the rank 1 risk for this category.



### Survey Respondents

197 local government CEOs and General Managers participated in the 2022 JLT Public Sector Risk Survey. Participants were from each state and territory – these also represented metropolitan, city, regional, regional city and rural/remote communities.

Participants ranked 14 risks from highest to lowest, drilling down further into the reasons behind each risk. We have presented the results of the top 12.

### State representation nationally

The 2022 Risk Survey had 197 respondents representing 37% of council CEO/GM's. Of this 37% the representation of State responses is in figure 9.

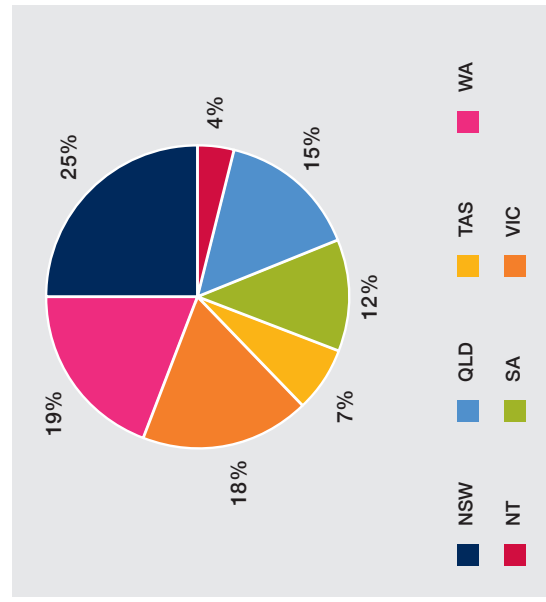


Figure 9: State respondent representation

### Regions

The representations within these charts consider small populations in remote Australia through to densely populated cities. Remoteness is based on the level of access to services. The following provides the breakdown of councils by region.

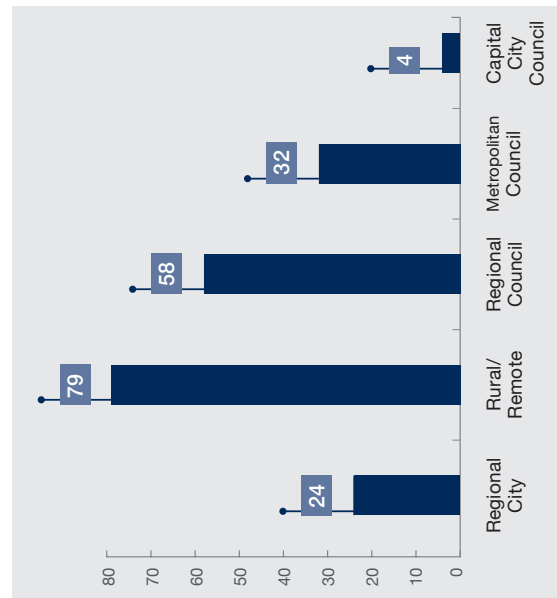
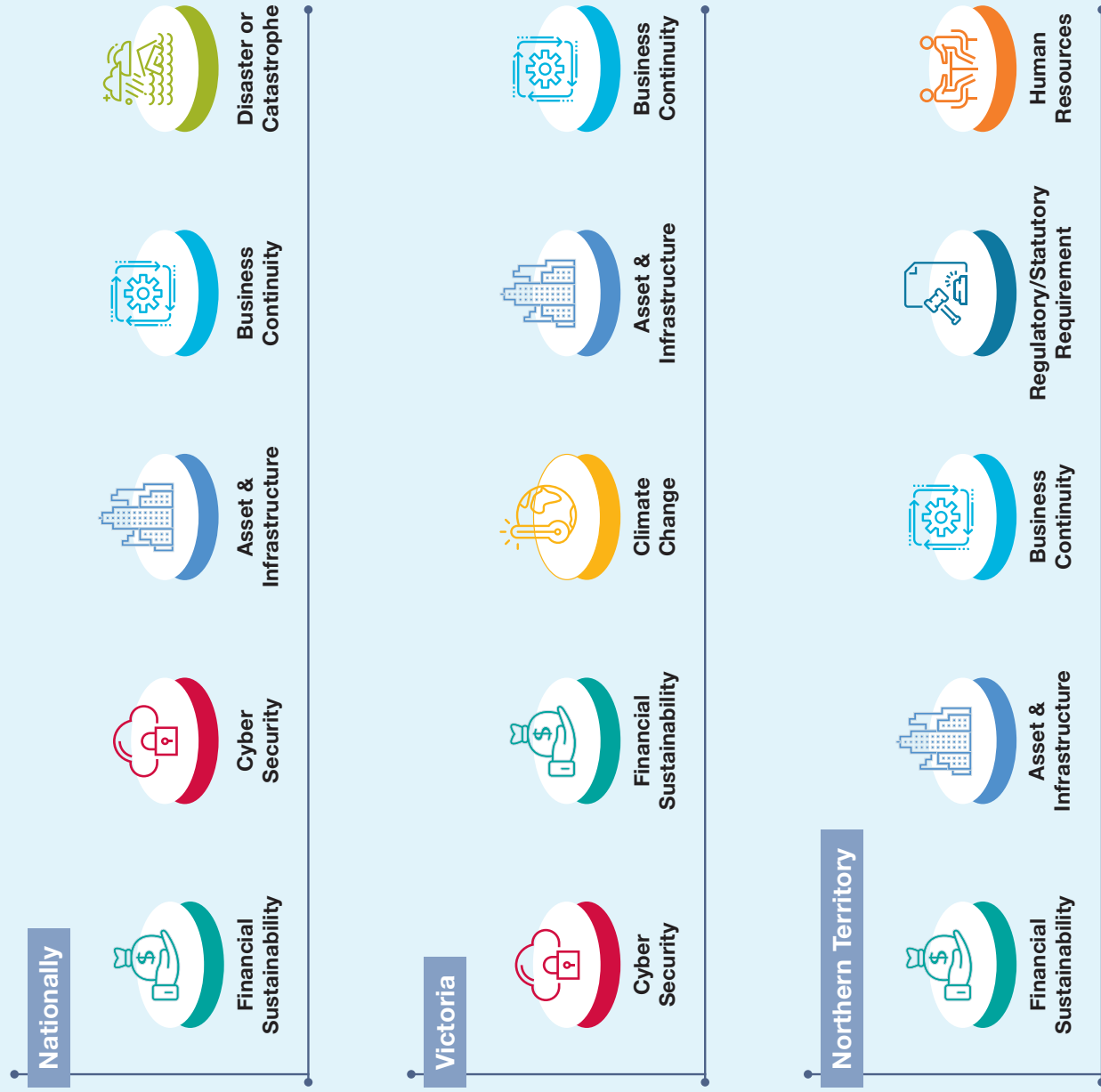


Figure 10: Regional Representation

# HIGHEST RISKS BY STATE

Table 1 shows the impact of varying events and how different States are identifying issues that effect them. For example, Financial Sustainability doesn't rank first across the board. In some cases Cyber Security is ranked first. In most states, the same risks are ranked somewhere in the top five.

### Top 5 Risks compared by state



# GLOSSARY

Financial Sustainability		Financial Sustainability
Cyber Security		Cyber security / data breach / vulnerable IT infrastructure
Assets & Infrastructure		Management of and/or damage to ageing, property, assets infrastructure and assets
Business continuity planning		Business continuity planning and community disruption
Disaster / Catastrophic Events		Disaster or Catastrophic Events
Climate Change/ Adaptation		Climate Change and/or Adaptation
Human Resources		Implementation and maintenance of efficient, effective HR & WHS management systems
Statutory/ Regulatory requirements		Increased Statutory&/or Regulatory requirements
Waste Management		Waste Management Environment Management
Ineffective governance		Ineffective governance
Reputation		Reputation risks
Pandemic		Impact from infectious diseases/pandemic
Claims		Negligence causing civil liability claims against Council
Terrorism		Terrorism

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## South Australia

- Cyber Security
- Financial Sustainability
- Asset & Infrastructure
- Climate Change
- Regulatory/Statutory Requirement

## Tasmania

- Cyber Security
- Financial Sustainability
- Disaster or Catastrophe
- Climate Change
- Business Continuity

## Western Australia

- Financial Sustainability
- Cyber Security
- Human Resources
- Asset & Infrastructure
- Business Continuity

## Queensland

- Financial Sustainability
- Cyber Security
- Disaster or Catastrophe
- Business Continuity
- Asset & Infrastructure

## NSW

- Financial Sustainability
- Cyber Security
- Disaster or Catastrophe
- Business Continuity
- Asset & Infrastructure



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LONGREACH SHOW SOCIETY

# Certificate

of

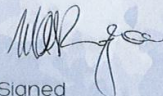
# Appreciation

presented to

**Longreach Regional Council**

in recognition of your valued  
partnership & contribution to the  
**2023 Longreach Show.**

*Thank you for supporting our event  
& giving back to our community.*



Signed  
Mrs Mary-Ann Ringrose  
President

# RAPAD Board

## COMMUNIQUE



MAYOR SEAN DILLON  
Barcaldine  
Regional Council



MAYOR SALLY O'NEIL  
Barcoo  
Shire Council



MAYOR ANDREW MARTIN  
Blackall-Tambo  
Regional Council



MAYOR RICK BRITTON  
Boulia  
Shire Council



MAYOR ROBBIE DARE  
Diamantina  
Shire Council



MAYOR TONY RAYNER  
Longreach  
Regional Council



MAYOR GAVIN BASKETT  
Winton  
Shire Council



DAVID ARNOLD  
CEO RAPAD

## BOARD MEETING UPDATE

The Board has held three meetings this first quarter of 2023 including: two virtual and one face-to-face on February 10, March 31, and February 27 – March 1 respectively.

The face-to-face meeting was held in Winton where directors, councils and RAPAD representatives, and guests had the opportunity to visit the Australian Age of Dinosaurs and view the latest additions to this paleontologically significant and magnificent tourism attraction. Across the meetings, the Board welcomed Ms Nikki Boyd MP, Assistant Minister for Local Government; Kaitlin McInnes, Jonathon Pavetto and Simon Smith, AEC; Scott Mason, LG Services; Ms Ann Leahy MP, Member for Warrego & Shadow Minister for Local Government; Josh Dyke, LGAQ; Sonya Cullen, the Dept of the Premier and Cabinet; Jess Jones, Local Buy; Duncan Taylor, Country Universities Centre; Mick Allen, NBN; and Candice Vea Vea, DSDILGP for the AEC consultation. Cr White and Cr Elliott from Winton Shire Council also attended the Winton meeting.



[www.rapad.com.au](http://www.rapad.com.au)

A united organisation, with a powerful voice for our region and capacity to deliver initiatives that shape and create a prosperous future for the RAPAD region of Outback Queensland.

## Objects of RAPAD

The objects for which the Company is established are:

- (a) to support, facilitate, promote and encourage the community, environmental and economic development of the region,
- (b) to formulate, develop, facilitate, maintain and implement, or cause to be implemented, strategies, policies and plans relating to the objects in Rule 1.5(a),
- (c) to advocate to, consult with, and advise, relevant State and Federal ministers and government agencies on matters of regional concern, and on the priorities of such matters and the means to ensure effective co-ordination and implementation of the policies, activities and programs of those State and Federal agencies, and
- (d) to facilitate, support, implement, or cause to be implemented, collaborative regional discussion and associated desired outcomes amongst, but not limited, to members.

Source: RAPAD constitution

BOARD MEETINGS CONT:

The Winton meeting was also the venue for the quarterly meetings of the RAPAD Regional Water and Sewerage Alliance, the Outback Regional Roads and Transport Group and the Central West Regional Pest Management Group.



ITEMS ACROSS THE THREE RAPAD MEETINGS INCLUDED:

Finance, Legal, Risk



Across the meetings the **Board received and or endorsed monthly 22-23 YTD operating financial statements**, noting there were no extraordinary operational or strategic budget matters to report. The Board also noted a range of other operational, financial, legal and risk matters in the normal course of business along with RAPAD Skilling operational updates.

The Board also received and endorsed:

- a \$15,000 support request from Blue Light Shearing in support of a wool handling training initiative being held in Central West Qld. In support of the request the Board considered several factors including the value of the wool industry to the region, the present and growing need amongst the sheep and wool industry for skilled labour, the growth of the industry given exclusion fencing, favourable weather, the training opportunities for youth and under and unemployed,
- that AEC be appointed to undertake the Water for Economic Development study funded through the Department of State Development, Infrastructure Local Government and Plannings Remote Area Board (RAB) funding program.

Other



The Board took part in a consultation with AEC who were conducting a high-level tourism and supply chain opportunities assessment relating to the **2032 Brisbane Olympics**. RAPAD is linking in with our Western Queensland Alliance of Councils (WQAC) partners, the SWQROC and NWQROC in this initial scoping paper.



The Board considered a preliminary report prepared by LG Services and received an update on the **potential for bulk fuel purchasing** across the RAPAD councils.



The Board heard from the Mayors and CEOs from Barcoo and Boulia regarding recent letters they had received from the State in relation to **gravel pits and the upcoming lack of access**. This will potentially impact many if not all council's road maintenance costs detrimentally. The matter had been forwarded up to LGAQ for action given it could become a state wide issue, and discussions had commenced with the relevant departments.



The Board heard from Ann Prince, Debra Mackeen and Kylie Hughes regarding the commencement and consultation process regarding the **Regional Waste Management Strategy development**, hearing the on-site visits will commence very soon. The RWM Strategy development is funded through the Department of Environment and Science.



Mick Allen from NBN provided an update on NBN matters, upcoming funding, and the recently completed regional and council area specific digital plans.



The Board heard from the CEO regarding the planning for the **September WQAC Assembly** to be held in Winton in September. The CEO is chairing the planning committee.



The Board heard again from Duncan Taylor from Country Universities Centre in relation to a **potential RAPAD region Regional University Centre**. Duncan spoke to the Board on potential governance models for a new entity and advisory groups at the local level. Duncan planned to visit in late April to view possible venues for local centres and this will support the development of a business case.



**Assistant Minister for Local Government, Nikki Boyd MP attended the Winton meeting.**

The Assistant Minister spoke to:

- First Nations Treaty,
- Crime and recidivist youth crime; requires a community and government approach,
- Electoral expenditure caps in the local government sector,
- The OIA review and recommendations implementation progress,
- The financial sustainability review implementation, and methodology review finalisation,
- Advocating to Canberra to increase the grants pool overall,
- Building Our Regions Rd 6 – Water and associated infrastructure,
- Local Grants and Subsidies Program, and
- W4Q continuing into the future and that they were currently in discussions with LGAQ,



Several issues were raised with the Assistant Minister being RAB funding and RAPADs concerns this was ending, water infrastructure funding and the 2024 local government elections. The Chair took the opportunity to thank the Government for recent housing funding across the region and also impressed the importance of Weeds of National Significance funding.



Cr Martin & J.Dyke from LGAQ, addressed the Board regarding LGAQ and LGAQ policy executive items.



Jess Jones addressed the meeting regarding **bulk fuel procurement and current PEAK, Local Buy arrangements** and took feedback from directors on their views on current PEAK, Local Buy issues.



Jonathon Pavetto from AEC addressed the Winton meeting on the Water for Economic Development project approach and undertook initial consultation with the Board. Cr Martin spoke on the alignment of this project and the remote guardians, policy executive focus on water and recent meetings with the Deputy Premier and G.Fraire.



**CWQ HR Alliance and Attraction and Retention projects:** During the Winton meeting, M. Gronold facilitated a joint virtual meeting of the seven councils staff from across the HR, community services and economic development areas.

During this meeting they were joined by Tatiana Sinha from SEEK and Liza Cameron from Western Game Processing who spoke on the Pacific Australia Labour Mobility scheme.



At the March 31 meeting the Board welcomed **Ms Ann Leahy MP, member for Warrego and Shadow Minister for Local Government** who spoke to:

- Valuations, and encouraged revaluation if concerns were arising,
- Regional Australia Institute Childcare Study,
- The OIA report and recommendations and that the opposition was calling on Government to give 3mth updates so recommendations can be monitored,
- The reforms regarding the COI laws, and
- Electoral cap legislation.



Across the meetings the CEO provided updates on:

- The planned **WQAC Ministerial deputations** occurring in the week of 6/3, with the Deputy Premier, Minister Bailey and Enoch, and federally, Ministers McBain & Chisolm and senior advisers from Ministers Butler and Rowlands offices,
- Housing and the status of the **Local Housing Action Plans**,
- Letters of support for two **Longreach Pastoral College tenders**, noting RAPAD only received the two requests,
- The status of the **DCQ RAPAD MoU** and its application,
- The history of **Central Qld Rail Alliance** and current issues specifically for CWQ. There was discussion on the need for someone to Chair this informal alliance and Cr Rayner agreed to take on the task.

**The Board's upcoming meetings for quarter two are planned for May 5, and May 23 and 24 in Longreach.**

**Further detail can be provided by contacting the CEO, David Arnold on 0428 583 301.**

**Information:**

**RAPAD – [www.rapad.com.au](http://www.rapad.com.au)**

**RFCSNQ – [www.rfcsnq.com.au](http://www.rfcsnq.com.au)**

**RAPAD Skilling – [www.rapadskilling.com.au](http://www.rapadskilling.com.au)**

**CENTRAL WEST QUEENSLAND'S OWN REGISTERED TRAINING PROVIDER**

For individual and business training needs, contact the team at RAPAD Skilling.





5 May 2023

Cr Tony Raynor  
Mayor, Longreach Regional Council  
PO Box 144  
ILFRACOMBE Queensland 4727

Dear Mayor

It's an exciting time of year in local government in Queensland – it's budget time!

At Spinal Life Australia, we recognise that this is a critical time when Councils look to the future – to build better, stronger communities for both residents and visitors alike. That's why we encourage you to include funding in your budget to make your community, infrastructure and services more accessible and inclusive.

There are approximately 4.4 million Australians living with disability across the nation – and many of your residents are living with disability or have a friend or family member living with disability. Any improvements you could make to improve accessibility in the coming year will not only positively impact your residents and ratepayers, promoting more economic participation in the community, but could also attract more visitors with disability to your region.

Our organisation was established more than 60 years ago, providing high quality care, supports and advocacy services to people with disability. With our long connection to supporting people to live more equitable, accessible and empowered lives, we are well placed to assist you to improve accessibility and inclusion.

We ask you to consider adding one or more of the below services to your budget, delivered by our experienced team:

**Realistic RACE training** – Our premium disability awareness training program. Designed to help people have a brief experience of living with a disability, using a range of mobility aids while carrying out tasks to change their perception, this course has been delivered to Councils and businesses across Queensland.

**Access Consulting** – We have skilled and experienced staff who have lived experience of disability and are trained access consultants, who can assist with advice on signage, layout, structure and pedestrian flow around buildings and precincts, and more.

**Accessible Tourism audits** – Our staff will engage with community members to participate in reviews of local points of interest, sharing their experiences for others, providing key feedback to businesses and tourism operators to improve their skills, and reporting outcomes to Council for future planning.

**Access/mobility maps** – We have collaborated with partners, as well as conducted standalone activities, to capture data to create access maps for the community, providing valuable resources for people with disability to better access their communities, while identifying potential improvements.

**Assistance with creation of strategic planning documents** – We have assisted Councils to engage with their residents and create or update their access and inclusion plans and would be pleased to assist your community to ensure they have their say in the future direction of your region.

With Queensland declaring 2023 the 'Year of Accessible Tourism', now is the perfect time to review opportunities to improve access and inclusion in your community, and we'd be pleased to share our advice and expertise on applying for funding grants that would assist you achieve these goals.

If you would like to learn more about any of the above ahead of budget time, or throughout the coming months, please contact Executive Manager – Member Services, Ross Duncan, on 0475 077 080 or [rduncan@spinal.com.au](mailto:rduncan@spinal.com.au).

Thank you for your time and support.

Regards



Mark Townend  
Chief Executive Officer

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.2 - Calendar of Events**

**11.2 Calendar of Events**

**Upcoming Events, Meetings and Conferences**

The calendar provides an update on Council and community events occurring over the next three months.

<b>May 2023</b>			
4 Thursday 6:00pm	Wolfgang's Magical Musical Circus	Longreach Civic Centre	Public Event
6 Saturday	Longreach Races	Longreach Race Course	Public Event
8 Monday 9:00am - 5:00pm	Pre-budget Workshop 2	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
11 Thursday 1:00pm - 5:00pm	Land & Pest Committee Meeting	Fairmount Room, Longreach Civic Centre	Land & Pest Committee
12-13 Friday- Saturday	Longreach Show	Longreach Showground	Public Event
17 Wednesday 8:00am - 5:00pm	Council Briefing	Ilfracombe Rec Centre, Ilfracombe	Councillors Executive Leadership Team
18 Thursday 9:00am - 5:00pm	Ordinary Council Meeting	Town Hall, Isisford	Councillors Executive Leadership Team Open to the public
20 Saturday 6.00pm	Festival of Outback Opera: Singing in the Night	Camden Park Station	Public Event
21 Sunday 11.30am 5.00pm	Festival of Outback Opera: Sing Sing Sing Opera Ball	The Branch Smithy's Camp	Public Event Public Event
22 Monday	Governor's Visit	Various	Limited Access
22 Monday - 24 Wednesday	RAPAD Board Meeting	Longreach	RAPAD BOARD & Councils
22 Monday 6.30pm	Festival of Outback Opera: Lady Sings the Maroons	Longreach Racecourse	Public Event
27 Saturday All Day	Isisford Sheep & Wool Show	Isisford	Public Event
29 Monday 8.00am	Scar Tree Unveiling	Thomson River	Limited Access
31 Wednesday 9.00am- 5.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
<b>June 2023</b>			
2-5 Friday - Sunday	Australian Stockman's Hall of Fame Camp draft	Australian Stockman's Hall of Fame	Public Event
3 Saturday	Longreach Races	Longreach Race Course	Public Event
3 Saturday	Horse Ride for Hope	Longreach Showgrounds	Public Event
5 Monday	Pre-budget Workshop 3	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.2 - Calendar of Events**

20 Tuesday 8:00am – 5:00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
22 Thursday 9.00am- 5.00pm	Ordinary Council Meeting including Budget adoption	Council Chambers, Longreach Civic Centre	Councillors Executive Leadership Team Open to the public
18 Saturday	Longreach Races	Longreach Race Course	Public Event
29 Thursday 12:00pm- 5.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
<b>July 2023</b>			
8 Saturday	Ilfracombe Races	Ilfracombe Race Course	Public Event
19 Wednesday 9.00-11.00am	Audit and Risk Committee Meeting	Council Chambers Longreach Civic Centre	Committee Members
19 Wednesday 11.00am- 5.00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
20 Thursday 9.00am- 5.00pm	Ordinary Council Meeting	Town Hall, Yaraka	Councillors Executive Leadership Team Open to the public
23 Sunday	Longreach Races	Longreach Race Course	Public Event
31 Monday 9.00am- 5.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team

**Recommendation:**

*That Council receives the report, as presented*

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023

#### 11.3 Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023

Consideration of the 2023 Annual Operational Plan quarterly review for the period ending 31 March 2023.

#### Council Action

Deliver

#### Applicable Legislation

*Local Government Act 2009*

*Local Government Regulation 2012 – Section 174*

#### Policy Considerations

N/A

#### Corporate and Operational Plan Considerations

GOVERNANCE: GOVERNANCE SERVICES			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.1.1 4.2.2 4.3.2	Develop and review Council's Annual Operational Plan in accordance with legislative guidelines and in line with the Corporate Plan.	Annual Operational Plan adopted each financial year.	Quarterly Reviews on progress against strategies in the Annual Operational Plan provided to Council to coincide with quarterly budget reviews.

#### Budget Considerations

Nil

#### Previous Council Resolutions related to this Matter

Nil

#### Officer Comment

**Responsible Officer/s:** Brett Walsh, Chief Executive Officer

#### Background:

The Annual Operational Plan is adopted by Council annually in conjunction with setting its financial budget. The plan outlines the key activities and targets which Council has agreed to meet for the twelve-month period, which are derived from Council's 5-year Corporate Plan.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023

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**Issue:**

Pursuant to the provisions of section 174 of the *Local Government Regulation 2012*, the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at a meeting at regular intervals of not more than three months.

A copy of the Annual Operational Plan 2022-2023 third-quarter (Q3) review, including written assessment information for the period ending 31 March 2023, is attached.

**Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Possible  
Consequence: Moderate  
Rating: Medium (9/25)

Any risk to Council will be in non-compliance or not achieving targets within the set timeframes.

**Environmental Management Factors:**

Any factors will be dependent on the individual activities within the Annual Operational Plan.

**Other Comments:**

Nil.

**Appendices**

1. Annual Operational Plan 2022-2023 Q3 as at 30.03.23 [↓](#)

**Recommendation:**

*That Council, pursuant to section 174(3) of the Local Government Regulation 2012, receives the Chief Executive Officer's evaluation of the implementation of the 2023 Annual Operational Plan for the period ended 31 March 2023.*



# Longreach Regional Council

Ifracombe Isisford Longreach Yaraka

## Annual Operational Plan 2022-2023

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## 1. Introduction

The Longreach Regional Council Annual Operational Plan contains the targets and goals of Council for a twelve month period, and is a tool to be used by staff in setting their key performance indicators, budgetary requirements, and is referenced in the preparation of their monthly reports to Council.

These strategies identified in the Annual Operational Plan are derived from the Longreach Regional Council Corporate Plan 2017-2027 which was developed through a community consultation process and sets the long term targets and goals for the future direction of Council and its communities.

Each year during the Annual Financial Budget adoption, the strategies from the Corporate Plan are considered for the twelve months ahead, along with Council's commitments through its previously adopted decisions and resolutions for that period, and in line with legislative requirements. The items committed to the next financial year are included in the Annual Operational Plan, and are allocated the necessary funds and resources during the budget process to ensure the successful delivery of these services throughout the year.

After adoption, the Annual Operational Plan is reviewed each quarter, along with the quarterly budget review, to report on Council's progress towards achieving these strategies and to minimise any risks to the completion of these services. The detail included in the Annual Operational Plan will assist the Chief Executive Officer in his quarterly reports to Council on these specific matters, and to advise on the progress achieved against the performance measures. The financial allocations required to achieve this plan will be included in the 2021/2022 adopted Budget which should be referenced in line with this plan.

In accordance with statutory reporting requirements of the *Local Government Act 2009*, and Council's commitment to engage with the Longreach Region community in setting the agenda for the next ten years, Council will conduct annual reviews of the Corporate Plan. Annual operational reporting will track progress and will assist in the development of the following year's operational plan and budget.

Annual Planning and Monitoring Framework



## 2. Background from Corporate Plan 2017-2027

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### Vision:

The communities of the Longreach Region, with their individual identities and a proud heritage, will be characterised by their cohesive and inclusive nature, making the region a location of choice for business investment and outback living.

Reaching a population of 5,500 by 2027, the Longreach Region will be characterised by strong communities and a vibrant economy driven by skills and innovation in a diversity of traditional and new industries.

### Mission:

Council's Mission is to deliver decisive leadership in making locally-responsive, informed and responsible decisions, providing the highest-quality services and facilities to all communities of the Longreach Region.

### Our Core Values:

Our values govern the actions of Council and how it serves the communities of Ilfracombe, Isisford, Longreach and Yaraka. Our eight core values are:



### **3. Annual Operational Plan Strategies**

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Our vision, mission and values inform the strategies presented in the Corporate Plan and the key outcomes Council aspires to realise across the four Corporate Plan themes of 'Community', 'Economy', 'Environment' and 'Governance'. The key outcomes are as follows:

- Our Community: Engaged Communities with Strong Identities Supported by High-Quality Services and Facilities
- Our Economy: A Vibrant Economy Driven by Skills and Innovation in a Diversity of Industries
- Our Environment: A Sustainable Environment Supported by Climate-Adapted Communities
- Governance: An Engaging and Transparent Council Providing Community Leadership



# 11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1

## 4. Governance Services

**Red:** Behind target, unlikely to be achieved this financial year | **Yellow:** Monitor, some issues | **Green:** On target to be achieved this financial year | **Completed:** Project completed

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Governance Services</b>									
4.1.1	Develop and review Council's Annual Operational Plan in accordance with legislative guidelines and in line with the Corporate Plan.	Annual Operational Plan adopted each financial year.	Quarterly Reviews on progress against strategies in the Annual Operational Plan provided to Council to coincide with quarterly budget reviews.	Chief Executive Officer	25%	50%	75%		The Q3 AOP review was completed during April 2023 and scheduled to be presented to the May Council meeting.
4.1.2	Coordinate regular liaison with the community through the delivery of community engagement activities.	Community forums held in each community across the region. Implementation of community engagement policy and plan.	March /October Adopted policy and deliver Community Engagement Plan actions within agreed timeframes	Chief Executive Officer	25%	50%	100%		Community forums dates have been set for September 2023.
4.1.2	Review Corporate Plan	Undertake a Corporate Plan to ensure strategy areas remain relevant and in line with the communities visions.	Adoption of a new 5 year Corporate Plan 2023-2028 during 2022-2023.	Chief Executive Officer	10%	15%	75%		Significant work has been undertaken on the development of a new Corporate Plan in Q3. Multiple workshops have been undertaken with the Executive Leadership Team and Council on the draft corporate plan which is aiming to be presented to Council for adoption at the June Ordinary Meeting.
4.1.1	Ensure effective and responsible policy development and decision making.	Maintain Council's policy register in line with policy review dates and legislative requirements.	90% of policies are reviewed and adopted in line with review dates.	Executive Officer of Governance & Special Projects	20%	45%	55%		As at the end of Q3, 66% of policies had been reviewed and adopted in line with the review dates. Officers will continue to prioritise the review of policies throughout Q4 with a role currently vacant to be filled during this time whose role will be to focus on the updates.

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
4.3.3	Mayor and Councillor Support.	Improve Elected Members knowledge and understanding of Local Government.	Education and training held at least twice a year Advocate for bi-annual interactions for regional representation with: • Federal Ministers • State Ministers.	Chief Executive Officer	25%	50%	75%		QTC facilitated two Service Level workshops with Councillors during Q3.
4.3.2	Monitor and review non-compliance with legislative requirements.	Report on legislative non-compliance and/or matters impacting local government to Executive Leadership Team.	Timely reporting to the Executive Leadership Team of legislative changes as and when they occur.	Executive Officer of Governance & Special Projects	25%	50%	75%		On track with meeting this operational target with regular advice provided to the Executive Leadership Team and Officers.
<b>Human Resources</b>									
2.1.9	Develop Verification of Competency (VOC) framework, including required policies and procedures, that also support employee personal development.	• Ensure employees are consulted with in relation to the development of the VOC Framework by December 2022 in order to identify key operators that can undertake VOC assessments of employees. • Develop a schedule for implementation of the VOC framework with required tools allowing for systematic roll out in 2023.	Schedule created, outlining the implementation/rollout of VOC by December 2022 for rollout in 2023.	Human Resources and Workplace Health and Safety Manager	15%	20%	20%		In Q2 the HR Team engaged with Central Highlands Regional Council their process and documentation for implementation of the VOC process. Further recommendations were also provided in Council WHS Audit Report.  In Q3 a project was commenced to cleanse the training data within Council's Training Matrix and the WHS has arranged to meet with the WHS team from Central Highlands to understand how they prioritised and went about the risk assessment for plant identified to be included in the VOC process. Both activities will assist the team and ensure any gaps in our proposed process are captured and addressed before commencing discussion with operators on what is involved and getting their feedback.
4.3.2									

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
2.19	Continue to advocate the Workplace of Choice Policy and commit to provide a workplace that attracts superior employees.	A range of workplace initiatives based on Workplace of Choice Policy and Management Directives.	Workplace Initiatives: <ul style="list-style-type: none"> <li>• Big Day In</li> <li>• Immunisation Program</li> <li>• Employee Excellence Awards</li> <li>• Recognition of Service Awards.</li> </ul>	Human Resources and Workplace Health and Safety Manager	25%	50%	75%		In Q3 the ELT confirmed that the next Big Day In would occur in October 2023 with an internal focus, preparation will commence from Q4.  Council's Annual Immunisation Program has been arranged and will occur in the first month of Q4.
2.19	Communicate industrial relation reforms to staff along with hosting ongoing Joint Consultative Committee (JCC) Meetings.	Compliance of current industrial instruments including the Certified Agreement, relevant awards and industrial relations legislation.	Hold scheduled Quarterly JCC Meetings, unless no agenda items are raised.  Reach a Certified Agreement by December 2022	Human Resources and Workplace Health and Safety Manager	25%	50%	75%		During Q3, Enterprise Bargaining Negotiation meetings continued with all parties confident that an In-Principal Agreement could be reached in Q4.  There were no JCC meetings held in Q3 as the focus was on finalising Enterprise Bargaining Negotiations. Throughout the negotiations various items have been identified an agreed to be tabled at future JCC Meetings.
<b>Workplace Health and Safety</b>									
4.3.1	Provide a safety management system that minimises the risk to all people and property.	Successful implementation of the identified KPI's in the 2022-2023 LPC-SMS Plan.	90% of KPI's achieved and completed by 30 June 2023.	Human Resources and Workplace Health and Safety Manager	25%	50%	75%		KPI's set for Q3 were mostly achieved. System errors within SkyTrust are still being identified in relation to how inspections and actions are being assigned and scheduled, however Council is working with the software developer to address these.

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Disaster Management</b>									
131 4.4.1	Coordination and training of the Local Disaster Management Group.	Regular meetings of the Local Disaster Management Group, with all members trained in accordance with the QDMA Guidelines and Framework.	2 meetings per year to coordinate disaster management and preparedness activities.	Chief Executive Officer	25%	50%	75%		The Longreach LDMG met on 22 March 2023. The EMC is still working on gaining the full suite of Queensland Disaster Management Training Framework trainer appointments. All Module 1 courses are available on line on the Disaster Management Learning System. Upcoming training opportunities include Disaster Funding Arrangements & Disaster Recovery, High Consequence Decision Making Masterclass and Meteorology for Disaster Managers. The Red Cross Pillowcase Program was delivered to year 3 & 4 students at Longreach State School and Our Lady's Catholic School at Longreach and to all the students at Isisford State School and Ilfracombe State School. The Longreach LDMG responded to the sinking of a tourist vessel in the Thomson River on 6 March 2023. Council has made an application to NEMA for funding to upgrade the rear of the Longreach Library as a meeting room for the public and as the Longreach Local Disaster Coordination Centre. Due to the forthcoming sale of the Longreach Pastoral College, the Council intends to use the Civic Centre as an Evacuation Centre.
131	Conduct an annual review of the Local Disaster Management Plan in accordance with statutory requirements.	Annual review completed by 30 November each year.	Complete review and ensure Local Disaster Management Plan and associated Sub Plans is adopted by Council – Completed Annually.	Chief Executive Officer	25%	50%	75%		The Longreach Evacuation Sub Plan was endorsed by the Longreach LDMG on 22 March 2023.

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>State Emergency Services (SES) Operations</b>									
131 4.4.1	Liaison and Support.	Work with SES Local Controller to provide support on a range of initiatives or challenges throughout the year.	100% compliance with the Memorandum of Understanding (MOU).	Chief Executive Officer	25%	50%	75%		Council has made application to replace the SES Toyota Troop Carrier and made application to upgrade the storm damage trailer carport at the SES complex in Miner Road through the SES Support Grant process. The outcome of these applications is expected in April 2023. Council has been granted approval to reallocate funding to upgrade the Isisford SES shed to build a shed to house the Longreach SES flood boat and storm trailer. A fresh application to upgrade the Isisford SES shed will be submitted when the next round of SES grant funding is available.
<b>Public Affairs</b>									
4.1.1	Deliver accurate and relevant communication regarding the work of Council to the community and general public on a timely basis.	Utilise multiple traditional and digital Communications channels to engage with the community.	<ul style="list-style-type: none"> <li>Website Content reviewed on a Quarterly basis.</li> <li>Minimum three (3) Social Media posts published per seven-day period.</li> <li>Media requests are responded to within 24 hours.</li> </ul>	Executive Officer, Economic Development & Public Affairs	25%	50%	75%		All measures on target.

## 11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
4.4.1	Develop and maintain collaborative partnerships with regional agencies and government organisations.	Provide support to the Mayor and Chief Executive Officer in coordinating advocacy and regional representation with external corporate and intergovernmental stakeholders.	100% of requests for support are completed within a timely manner resulting in no missed deadlines.  Provide assistance and advice in coordinating regular Council delegations to Canberra and Brisbane as required.	Executive Officer, Economic Development & Public Affairs	25%	50%	75%		All measures on target. Intergovernmental interaction during Q3 included meetings with various state and federal ministerial and departmental officers in Brisbane and Canberra associated with the Western Queensland Alliance of Councils (WQAC).
<b>Tourism</b>									
2.2.2	Development of Shoulder season tourism promotion.	Support and partner local tourism operators on a range of shoulder season tourism activities.	Demonstrated support of local tourism operators and event's organisers on initiatives that extend the season from October – March.	Executive Officer, Tourism	25%	50%	75%		Social media posts continue on a weekly basis to help our visitors plan ahead, when they are heading into the shoulder season. The off-peak experiences guide was developed and continues to be updated to keep visitors abreast of available experiences. Maintain contact with operators to advise them of numbers coming through and support them through bookings and via social media posts
2.2.6	Engage with Outback Queensland Tourism Association (OQTA) / Tourism and Events Queensland (TEQ) for external tourism familiarisation visits to Longreach Region.	Each familiarisation group visiting the region is engaged with at least once per visit.	Bi-annual familiarisation tours per annum with a summary of the visit included in Information Paper to Council.	Executive Officer, Tourism	0%	25%	75%		Council continues to build their relationships with OQTA and TEQ. Inbound TEQ/OQTA Familiarisation was conducted in April 2023 showcasing Longreach and Winton ahead of ATE Australian Tourism Exchange.  A focus for the Team during Q4 will be to further develop existing tourism assets operated by Council throughout the region, which will then be incorporated into future familiarisation tours. Along with Longreach Region Tourism operators we have formed a working group which is getting operators to work together to showcase our region with a united message.

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Visitor Information Centres (VIC)</b>									
2.23	Comply with Visit Queensland VIC Guidelines and Regulations.	Operate the VIC to the standard outlines in Guidelines and Regulations to maintain accreditation.	Obtain compliance from Visit Queensland external audit by June 2023.	Executive Officer, Tourism	0%	0%	100%		QICA External Audit was conducted in Q3; the VIC has verbally be granted accreditation
<b>Economic Development</b>									
2.11	Coordinate the preparation of a new Economic Development Strategy in partnership with external advisors.	Develop a program of Economic Development activities that can be supported from operational expenditure.	Delivery of ongoing Economic Development initiatives.	Executive Officer, Economic Development & Public Affairs	0%	0%	0%		The preparation of a new Economic Development Strategy in 2022-23 has been postponed at the direction of Council. Ongoing support of Economic Development outcomes continues through coordination with regional bodies, DESBT, AusIndustry, Trade and Investment Queensland, plus local industry and stakeholders.
2.1.11	Respond effectively to inquiries that present opportunities for commercialisation.	Opportunities are acted on in a timely manner that aligns with Council's desired outcomes.	Monthly reporting to Council of commercialisation activities.	Executive Officer, Economic Development & Public Affairs	25%	50%	75%		All measures on target. Commercialisation activities in Q3 included: <ul style="list-style-type: none"> <li>• Completion of tender process for the Ilfracombe Post Office</li> <li>• Completion of tender process for Lot 151 on SP259530</li> <li>• Liaison with government agencies including Dept. Employment, Small Business and Training, Dept. Communities, Housing and Digital Economy, Dept. Regional Development, Manufacturing and Water, and AusIndustry</li> <li>• Commercial-in-confidence advice to prospective private investors</li> <li>• Economic modelling and reporting in support of funding applications and internal strategy development</li> <li>•</li> </ul>

## 5. Financial Services

**Red:** Behind target, unlikely to be achieved this financial year | **Yellow:** Monitor, some issues | **Green:** On target to be achieved this financial year | **Completed:** Project completed

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Financial Management</b>									
4.2.2	Council operates efficiently.	Council operational and capital expenditure programs are within budget.	<ul style="list-style-type: none"> <li>Monthly performance within budget.</li> <li>Asset management plans are updated annually and comprise service level plans.</li> </ul>	Chief Financial Officer	15%	30%	50%		Council's financial performance remains within budget. Asset management plans are being updated and new asset management software being considered.
4.2.3	Council improves its financial sustainability.	Financial sustainability ratios are maintained within budget.	<ul style="list-style-type: none"> <li>Monthly performance within budget.</li> </ul>	Chief Financial Officer	25%	50%	75%		Council is achieving its budgeted financial sustainability targets.
4.2.3	Council builds financial resilience and adaptability.	Council's financial position is maintained within budget.	<ul style="list-style-type: none"> <li>Monthly performance within budget.</li> <li>Council maintains a regular financial forecast.</li> </ul>	Chief Financial Officer	25%	50%	75%		Council's financial position is within budget.
<b>Audit and Risk Management</b>									
4.2.2	Council identifies and manages its risks effectively.	Enterprise Risk Management register is no more than 3 months out of date. At least 2 internal audits have been conducted per year.	<ul style="list-style-type: none"> <li>Quarterly reviews of the ERM register are conducted.</li> <li>The internal audit plan is reviewed annually and audits conducted bi-annually.</li> </ul>	Chief Financial Officer	10%	30%	60%		Council's Risk Management Policy and Risk Management Framework have been adopted. Review of strategic risks and management directives underway. Internal audit plan is being implemented currently.
<b>Asset Management</b>									
4.2.1	Plan for Whole of Life Costing when making decisions on new or enhanced community facilities and implementing Asset Management Plans.	Undertake review of all asset and service plans with a focus on improving maintenance data.	30 June 2023	Chief Financial Officer	25%	50%	60%		Asset management and service level plans are being updated and asset data integrity being improved. Whole of life costing forms a part of the Project Decision Group process with a policy being adopted by council.



Appendix 1

6. Corporate Services

**Red:** Behind target, unlikely to be achieved this financial year | **Yellow:** Monitor, some issues | **Green:** On target to be achieved this financial year | **Completed:** Project completed

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Grants</b>									
4.2.2 4.4.1	Identify and pursue external funding opportunities and properly assess all major expenditure proposals.	Council maximises opportunities for grant funding. All applications \$50,000 or over are undertaken in accordance with the Project Decision Framework. Grants are managed in accordance with grant guidelines and key milestones are met.	<ul style="list-style-type: none"> <li>All grants applied for have had whole of life costs considered and approved by the Project Decision Group prior to lodgement.</li> <li>Reporting and acquittals are completed in line with the set funding agreement guidelines.</li> </ul>	Director of Corporate Services	25%	50%	75%		<p>All incoming Grants have been captured and monitored within Council's business operating system.</p> <p>The Project Decision Group has had 2023 meetings scheduled for the remainder of the year.</p> <p>All quarterly reports have been lodged on time, or in accordance with any extension of time requests.</p> <p>Upcoming Grant Opportunities are discussed as Agenda Items at Project Decision Group meetings.</p>
<b>Leasing</b>									
	Leasing and land management	Monitor and manage all leasing arrangements for council assets. Ensure all assets are leased. Manage sale processes for excess Council land.	<ul style="list-style-type: none"> <li>All leases renewed when due.</li> <li>All available assets leased out.</li> <li>Work in partnership with local Real Estate Agencies to market properties available for sale.</li> </ul>	Director of Corporate Services	25%	50%	75%		<p>Council continues to actively manage the leasing of Council assets including renewals and new leases where required.</p> <p>In Q2 several blocks listed in the vacant land subdivision areas of both Ilfracombe and Longreach were sold with more offers received.</p> <p>In Q3 the remaining blocks of the Ilfracombe subdivision have now been sold.</p>

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Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
2.15	Continue to support the redevelopment activities of the regional saleyard and spelling complex.	Facilitate Stage 2 Redevelopment Undertake extension of railway siding Facilitate development of new holding pens and railway loading infrastructure.	<ul style="list-style-type: none"> <li>Acquittal completed for Stage 2 redevelopment project.</li> <li>Railway siding extension complete.</li> <li>Transit and Spelling facilities under construction.</li> <li>Heavy Vehicle upgrades under construction.</li> </ul>	Director of Corporate Services	25%	50%	75%		Stage 2 redevelopment of the sale yard has been completed with the acquittal to be undertaken in Q2. Council continues to work with key project stakeholders on the management of the railway siding extension project. The land tenure and acquisition process continued throughout Q3. Further progress to be made during Q4 of the 2022/2023 Financial Year.
<b>Customer Service</b>									
1.11 4.1.1 4.3.2	Encourage timely and effective delivery of Council's services and requests.	Customer Service requests actioned and resolved within required timeframes.	<ul style="list-style-type: none"> <li>Monthly reporting provided to the ELT.</li> <li>Weekly emails sent to Managers on overdue customer requests.</li> <li>80% of requests actioned within required timeframes.</li> </ul>	Director of Corporate Services	25%	50%	75%		Weekly and monthly reports were completed throughout Q3. A total of 486 customer requests were lodged via the Council request module for the March quarter.
<b>Records Management</b>									
4.3.2	Ensure accurate recording on Councils records in line with relevant legislation.	Council complies with relevant legislation and has implemented a formal record keeping process within Council.	<ul style="list-style-type: none"> <li>Undertake training in records management with new employees if relevant to the position within 4 weeks of commencement.</li> </ul>	Director of Corporate Services	15%	25%	75%		New staff training has been undertaken throughout this quarter.

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Information Technology									
4.2.1	Equipment and applications are available as per service level.	Scheduled outages are pre-planned through the year for upgrade and scheduled for minimum interruption.	<ul style="list-style-type: none"> <li>99% up time during business hours.</li> <li>Timely resolution of Help Desk Requests in accordance with service standards.</li> </ul>	Director of Corporate Services	25%	50%	75%	There have been minimal interruptions to business due to faults with third part suppliers, all possible upgrades have been done out of business hours.  There are no outstanding tickets in breach of the SLA. 19 tickets have been closed in the last quarter.	
4.2.1	Asset Replacement Schedule	Identified equipment schedule for replacement has been procured and installed.	<ul style="list-style-type: none"> <li>Annual equipment renewals are completed before 31 March 2023.</li> <li>Timely roll out of annual equipment renewals.</li> </ul>	Director of Corporate Services	25%	40%	75%	Equipment has begun arriving for the replacement cycle.	
4.2.1	Cybersecurity	Implement Cyber Maturity Assessment Report (May 2022).	<ul style="list-style-type: none"> <li>Implement 85% of the report recommendations.</li> <li>Complete formal review of system security and intrusion protection.</li> </ul>	Director of Corporate Services	25%	40%	70%	Changes have been made and some large plans developed in regards to system changes and infrastructure services. Many changes have been implemented including new firewalls, network visibility and intrusion detection.	

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Procurement		Director of Corporate Services	25 %	3125 %	53.3 %	Q3 Procurement Policy is in review. An audit of 10% of orders was undertaken in Q3 of these orders audited 72.73% were compliant with the Procurement Policy and MD.  Write offs are being monitored each month.
4.2.2	Responsible management of Stores / Procurement operations.	95% of procurement activities audited are compliant with Council's policy and management directives.  Annual Stores inventory write-off less than \$15,000.	25 %	3125 %	53.3 %	Annual Information session to be delivered in Q4.  Monthly reports submitted on local spend.  Pre-qualified Supplier opportunity tender for refresher of 4 of the 6 panels was released.
2.1.10	Increase local spend on good/services within the region.	Facilitate one 'Doing Business with Council' informational sessions with local businesses.  Annual Information session delivered to local businesses. <ul style="list-style-type: none"> <li>Monthly reporting on Local spend.</li> <li>Provide an annual opportunity for additional suppliers to join the pre-qualified supplier panels.</li> <li>Support provided to local businesses to apply for supplier panels.</li> </ul>	25 %	50 %	75 %	
Local Laws		Local Laws / Rural Lands Supervisor	66 %	70.8 %	76.94 %	To end March 2023, dog registration renewals were at 76.94% from the notices issued, with deceased/cancelled/transferred registrations processed out. Follow-up contact to continue for unregistered dogs.
1.1.1 4.1.1	Animal-related compliance and enforcement.	90% of previous registrations renewed in new registration period, excluding registrations that are transferred, cancelled or deceased.	66 %	70.8 %	76.94 %	

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1.11 4.1.1	Animal-related compliance and enforcement.	Pet owner compliance with microchipping requirements.	Microchip (PPID) number recorded for 80% of registered dogs and cats.	Local Laws / Rural Lands Supervisor	77%	81.3%	77.17%	Overall rate for microchips recorded on registered dogs is 77.17% across the region. Individual towns recorded microchip rates as follows: Longreach - 76.74% (18% decrease on last quarter) Ilfracombe - 72.97% (7.03% decrease on last quarter) Isisford - 58.97% (7.63% decrease on last quarter) Yaraka - 100% (same as last quarter) <i>Please note that microchipping rates will fluctuate as existing dogs with PPIDs recorded are removed, and new dogs are registered without PPIDs recorded.</i>
1.11 4.1.1	Animal-related compliance and enforcement.	Compliance with animal-related State and Local Laws.	Conduct one approved inspection program, relating to registrations, microchipping, minimum standards, keeping of excess animals, prohibited animals, and other animal-related matters stated under State and Local Laws.	Local Laws / Rural Lands Supervisor	25%	50%	50%	Draft Approved Inspection Program has been developed for unregistered dogs, unmicrochipped cats and dogs, excess and prohibited animals, under <i>Animal Management (Cats and Dogs) Act 2008</i> and <i>Local Government Act 2009/Local Law No. 2 (Animal Management) 2011</i> .  Program was planned to commence approx. April 2023, however is on-hold until following new registration roll-over in August due to time constraints, priority matters contractor availability and a maximum effect.  Planning to continue in Q4 for commencement in 2023/2024 financial year.

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		<b>Appendix 1</b>				
1.11 4.1.1	State and Local Laws awareness and education	Community awareness and education about legislated requirements to encourage voluntary compliance with animal-related matters, as well as overgrown and unsightly allotments, water restriction compliance, illegal camping, abandoned vehicles, town common management, signage, and other matters as stated in State and Local Laws.	Develop and deliver a communication plan, with one community awareness/education activity per month. Activities may include, but are not limited to: - Social media posts - Newspaper ads or editorial - Radio interviews - Pop-up stalls at community events - Programs in schools - Information sessions - Dissemination of flyers or fact sheets.	Local Laws / Rural Lands Supervisor	<div style="background-color: #90EE90; padding: 2px; text-align: center;">25%</div> <div style="background-color: #FFD700; padding: 2px; text-align: center;">30%</div> <div style="background-color: #FFD700; padding: 2px; text-align: center;">60%</div>	<p>Communication plan has been developed and provided to Media team, works ongoing to schedule regular social media posts regarding identified topics. Awareness/education activities conducted:</p> <p>Flyers/Fact Sheets: Multiple 'Responsible Pet Ownership' flyers were provided to persons in the community where a breach had been identified. It is standard practice for Regulatory Services Officers to provide the flyer on each Pound Release, and the issuance of a Caution Notice for pet-related issues. Multiple other fact sheets were provided, related to specific animal matters such as barking and dog attacks. We worked with the Department of Community Housing to develop an information notice where breaches of legislation are determined in State housing properties, alerting the resident that breaches of State legislation and Council Local Laws is also a breach of their tenancy agreement.</p> <p>Face-to-face: Regulatory Services officers attended the Skate Park consultation pop-up in February to field any questions relating to pet issues, which were anticipated due to suggestion of a dog park at the Skate Park area.</p> <p>ILY Newsletter Articles: February: Overgrown land March: Invasive weeds – Parthenium and Sticky Florestina</p> <p>Team Talk: March: Level 1 Watering Times &amp; article about Parthenium and Sticky Florestina.</p> <p>See 'Rural Lands' section below for awareness/education activities.</p>

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Rural Lands		Appendix 1					
3.3.2	Town Common Management Plan.	Implementation of new 5 year Town Common Management Plan.	Establish Plan implementation processes.	Director of Corporate Services	70%	70%	Previously drafted new Town Common Management Plan is on-hold, requiring further consultation and development. This is ongoing until a plan is determined to move forward.
3.4.2	Continue to advocate for pest fencing needs in each community of the Longreach Region.	Ongoing engagement with State and Commonwealth Governments and RAPAD.	Support delivery of latest Exclusion fencing scheme being delivered by RAPAD.	Local Laws / Rural Lands Supervisor	75%	75%	Identification for fencing needs and investigation potential funding opportunities remains ongoing, as required.
3.3.1	Provide awareness and education in regards to General Biosecurity Obligations ( <i>Biosecurity Act 2015</i> ).	Community awareness and education about legislated requirements to encourage voluntary compliance with pest animals and weeds.	Develop and deliver a communication plan, with one community awareness/education activity per month. Activities may include, but are not limited to: - Social media posts - Newspaper ads or editorial - Radio interviews - Pop-up stalls at community events - Programs in schools - Information sessions - Dissemination of flyers or fact sheets.	Local Laws / Rural Lands Supervisor	25%	70%	Communication plan has been developed and provided to Media team, works ongoing to schedule regular social media posts regarding identified topics.  Awareness/Education activities to date: ILY Newsletter Articles: February: Overgrown land March: Invasive weeds – Parthenium and Sticky Florestina  Team Talk: March: Level 1 Watering Times & article about Parthenium and Sticky Florestina.  Flyers/Fact Sheets: Multiple pest weed information sheets were provided to members of the public where invasive plants were observed/reported in their yards.
3.3.2	Provide advice and activities in relation to managing pest animals and weeds within the Council area.	Execute annual program of pest animal and weed control.	90% of annual program completed.	Local Laws / Rural Lands Supervisor	10%	75%	Following a delayed start to this activity in Q1 & Q2, Regulatory Services – Rural Lands officers have made remarkable progress in the management of pest weeds across the region, with an estimated 83,400 litres of mixed chemical being dispersed roadside, and more than 3,000 spot-sprays of isolated plants or small groups. More than 7,700 kilometers were travelled for roadside spraying from January to March 2023.

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33	Provide advice and activities in relation to managing pest animals and weeds within the Council area.	Implementation of - Property Pest Management Plans for LWDEFS participants.	<ul style="list-style-type: none"> <li>Finalisation of 30 Property Pest Management Plans (excluding LWDEFS Properties) by 30/6/23.</li> <li>Develop and implement a program for obtaining annual updates of MERI data by Landholders.</li> </ul>	Local Laws / Rural Lands Supervisor	0%	0%	0%	0%	The development of property pest management plans was a function of the Biosecurity Officer role advertised during September 2022, however there were no applicants for the position. Position was re-advertised in December 2022 closing 5 January 2023. This action is currently on hold until a suitable applicant for the position is sourced.
33	Provide advice and activities in relation to managing pest animals and weeds within the Council area.	Collaborative efforts on identified projects that address emerging or existing infestations within the RAPAD region. Advocate regional issues through CWRPPG and CWRPMG.	Council represented in CWRPPG and CWRPMG with continued participation in identified projects.	Local Laws / Rural Lands Supervisor	75%	50%	25%	Local Laws / Rural Lands Supervisor is the Chair of the Central West Regional Pest Partnership Group, and a member of the Central West Regional Pest Management Group. CWRPPG have identified prioritised projects to be conducted in collaboration with relevant Councils/agencies.	
33.1	Longreach Wild Dog Exclusion Fence Scheme (LWDEFS).	Completion of scheme and Property Pest Management Plan (PPMP) and MERI data collected from all properties.	Collation of annual LWDEFS Property Pest Management Plans and MERI data by 30 June 2023.	Local Laws / Rural Lands Supervisor	25%	25%	25%	Property Pest Management Plans for LWDEFS participants have been drafted, requiring review and finalisation as a function of the Biosecurity Officer role, when suitable applicant is sourced.	
33.2	Stock Routes, Reserves & Water Facilities.	Compliance with State Legislative Requirements.	<ul style="list-style-type: none"> <li>60% of Water Facilities Inspected</li> <li>70% of Pasture Assessments conducted on Stock Routes</li> <li>Submit EOI/s for Water Facility Capital Works.</li> </ul>	Local Laws / Rural Lands Supervisor	50%	45%	10%	<p>IT issues relating to iPads and software were experienced, impacting the completion of further inspections and reports. New iPads were received in early April, with water facility inspections to continue.</p> <p>Officers require pasture assessment training.</p> <p>Capital Works projects for 2022/2023 are in final stages, following material supply delays.</p>	
<b>Commercial Services</b>									
1.1.1	Ilfracombe Post Office.	Open during business hours.	Open on business days.	Director of Corporate Services	75%	50%	25%	Meeting operational targets. The tender process	



## 7. Community and Cultural Services

**Red:** Behind target, unlikely to be achieved this financial year | **Yellow:** Monitor, some issues | **Green:** On target to be achieved this financial year | **Completed:** Project completed

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Events</b>									
1.1.5	Deliver and support local events and celebrations.	Deliver approved civic and community events and ceremonies in collaboration with stakeholders.  Support community organisations on developing and delivering community events throughout the region.	Events completed within annual budget.	Director of Community and Cultural Services	25%	50%	75%		Delivery of events on track and Council continues to support community organisations through arranging workshops & regular engagement. Council has also established support for community groups via the website.
<b>Community Development</b>									
4.2.2	Provide community sponsorship for various activities.	Administer Mayoral and Community donations along with sponsorships in accordance with the guidelines and budget.	Deliver program within budget allocated by June 2023.	Community Development Administration Officer	25%	50%	75%		On track
<b>Arts and Culture</b>									
1.1.7	Deliver the Regional Arts Development Fund.	All Regional Arts Development Fund applications are assessed in accordance with the guidelines.	Deliver program within budget allocated by June 2023.	Community Development Administration Officer	25%	50%	75%		Four rounds of RADF completed.
<b>Libraries</b>									
1.1.2	Provide quality library service to the Council communities.	Meets the objectives set out by the Queensland State Library Agreement.	Deliver an annual report to State Libraries Qld.	Library Manager	25%	50%	75%		On track

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Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
1.1.2 1.1.1	Libraries available in Longreach, Ilfracombe and Isisford.	Regional Libraries operations.	Open 100% of set times.	Library Manager  Director of Community and Cultural Services	25%	50%	75%		On track.
<b>Public Facilities</b>									
4.2.1	Maintain and repair facilities in accordance with approved budget.	Achieve annual maintenance budget and program.	Achievement of maintenance program and operational expenditure within >95% - <102%.	Public Facilities Manager	25%	50%	75%		On track.
4.2.1	Deliver the annual capital & one-off works program.	Achieve annual capital & one-off works program.	Achievement of capital expenditure budget delivered on time and at or <100% of budgeted cost.	Public Facilities Manager	25%	50%	75%		On track.
<b>Public Facilities – Parks and Open Spaces</b>									
1.2.2	Parks maintained in accordance with service level agreement.	90% of park maintenance service standards completed on schedule.	Achievement of maintenance program as stated in Parks & Open Spaces schedule.	Public Facilities Manager	25%	50%	75%		During Q3 the Team continued to deal an increase in service levels due to wet weather events.
1.2.2	Open spaces maintained in accordance with service level agreement.	90% of open space maintenance service standards completed on schedule.	Achievement of maintenance program as stated in Parks & Open Spaces schedule.	Public Facilities Manager	25%	50%	75%		On track.
<b>Public Facilities – Pools</b>									
1.1.1	Safe – No Injury, Illness or Loss of life resulting from preventative maintenance of water and infrastructure.	Pool management and safety guidelines are followed. Compliance with State Swimming Pool legislation.	100% compliance with guidelines – ongoing.	Public Facilities Manager	25%	50%	75%		On track.

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Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
1.1.1	Affordability and Whole of Life Management – Pools remain affordable.	Develop asset management plan for all pools.	Develop asset replacement/refurbishment schedule for all Council operated pool facilities.	Public Facilities Manager	25%	50%	75%		During Q3 pool facility management plans have been developed for each of our facilities after inspections and a detailed documentation of assets were undertaken.
<b>UHF Facilities</b>									
1.2.1.0	Maintain UHF facilities and connectivity across the region.	100% of sites audited.	All identified issues rectified with updates provided to Land and Pest Management Advisory Committee.	Public Facilities Manager	25%	50%	75%		On track.
<b>Council Housing and Property</b>									
1.1.1	Maintenance of Housing and property.	Compliance to performance standards.	90% of maintenance requests actioned within the service standard.	Public Facilities Manager	25%	50%	75%		Work orders have been issued for all reported maintenance via Ray White. Continue to struggle with contractor availability.
<b>Cemeteries and Undertaking</b>									
1.1.1	Deliver funeral administration and undertaking service.	Compliance with funerals and cemeteries policies.	100% compliance in service delivery.	Public Facilities Manager	25%	50%	75%		On track.
1.2.2	Maintain lawn and historical cemetery in accordance with Parks & Open Spaces schedule	90% of maintenance service standards completed on schedule	Achievement of maintenance program as stated in Parks & Open Spaces schedule.	Public Facilities Manager	25%	50%	75%		Wet weather events have continued in Q3 making it difficult to achieve the service standard.
<b>Child Care - All Services</b>									
1.1.6	Provide quality care for all children, ensuring care environments are safe.	Compliance with relevant legislation and learning frameworks.	100% compliance at all times.	Childcare Services Manager	25%	50%	75%		Childcare Services are consistently striving to provide the best quality care for all children by complying with relevant legislation and staying up to date with new research and information.

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Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Mobile Childcare Centre</b>									
1.1.6	Provide childcare in communities of Muttaborra, Aramac, Ilfracombe and Isisford.	Enhance early childhood learning opportunities in communities one day per week during school terms.	100% compliance at all times.	Childcare Services Manager	25%	100%			The Mobile Childcare Unit ceased operations in Jan 2023 due to significant factors impacting this service.
<b>Planning and Development</b>									
4.1.4	Longreach Regional Council Planning Scheme.	Comply with the legislative requirements of the <i>Planning Act 2016</i> and the Longreach Regional Council Planning Scheme.	Continue planning for future growth in each community.	Town Planning Support Officer	25%	50%	75%		On track. Planning Scheme Amendment No.2 continued to progress in Q3.
<b>Plumbing and Drainage Regulation</b>									
4.1.4	Plumbing certification services.	Plumbing certification services comply with statutory requirements and are client connected and outcome driven.	100% of plumbing applications assessed within 10 business days and without the need to extend the decision period. 95% of customer requests are responded to within 2 days.	Town Planning Support Officer	25%	50%	75%		On track.
<b>Building Services &amp; Regulation</b>									
4.1.4	Building certification services.	Building certification services comply with statutory requirements and are client connected and outcome driven.	100% of building applications assessed within 10 business days and without the need to extend the decision period. 95% of customer requests are responded to within 2 days.	Town Planning Support Officer	25%	50%	75%		On track.

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Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage Complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Development Assessment – Planning</b>									
4.1.4	Planning Assessment services.	Planning Assessment services comply with statutory requirements and are client connected and outcome driven.	100% of development applications considered by Council once a properly made application is received. 95% of customer requests are responded to within five (5) days.	Town Planning Support Officer	25%	50%	75%		On track.
<b>Food Premises</b>									
4.1.1	Regulation of food licences.	Annual audits of licenced businesses pursuant to the <i>Food Act 2006</i> .	100% of businesses licenced pursuant to the <i>Food Act 2006</i> audited.	Environmental Health Consultant	25%	50%	75%		On track. EHO fourth visit booked for May 2023.
<b>Waste Services</b>									
4.1.1	Bulk Waste Collection Service.	Conduct an annual bulky item kerbside waste collection service for all communities in the Region.	Bulk waste collection service to be conducted in all communities in the first quarter of the financial year.	Environmental Health Consultant	25%	50%	75%		Annual bulk waste collection service was completed on 14/11/2022.

## 8. Infrastructure Services

**Red:** Behind target, unlikely to be achieved this financial year | **Yellow:** Monitor, some issues | **Green:** On target to be achieved this financial year | **Completed:** Project completed

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Workshop</b>									
4.2.1	Maintain and service all of Council's Plant and Vehicles.	Keep records on service of all vehicles. All plant is safe to operate and in good repair.	Plant is reliable with minimal down time. Maximum 10% down-time of total hours worked.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		Full staffing levels at the Workshop are allowing for prompt and on-time servicing of plant. Increased utilisation of the Navman system to schedule and record maintenance is being progressed.
<b>Fleet</b>									
4.2.1	Plant renewals.	Renewals to be carried out in accordance with the approved 10 year forecast and meeting optimum replacement guidelines as set out in the Plant Vehicle Management Manual.	Plant budget approved and replacements tendered in accordance with approved plant replacement schedule.	Director of Infrastructure	25%	50%	65%		Fleet replacement is on track however delivery timeframes are flagged to be an issue later in the year.
4.2.2	Plant utilisation.	Monthly review of plant utilisation through Navman reporting. Identify plant that does not fall within the utilisation tolerances outlined in the Plant Vehicle Management Manual and report on reasons why utilisation is not being met.	Monthly plant utilisation report provided to Council.	Director of Infrastructure	25%	50%	75%		Heavy Plant Utilisation reporting is being included in Council reports on a monthly basis. Plant utilisation hours are under target across the board due to ongoing wet weather.
<b>Airports/Aeroplane Landing Areas</b>									
1.2.8	General maintenance of all three Aeroplane Landing Areas (ALA's).	Regular inspections to identify any defects. Review ALA Report 2018.	Complete all maintenance works identified to ensure landing areas are safe to for use.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		Routine maintenance is carried out as and when required in accordance with the Airstrip Audit Report. 03/04 – Ilfracombe air strip has been graded and rolled. Slashing has been completed.

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Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
1.2.5 1.3.1	Identify, schedule and implement improvements to Airport access roads	Construct new road to Isisford Airport using Council staff and/or Contractors.	100% completion within required timeframes and budget.	Manager of Operations (Civil Construction and Maintenance)	25%	35%	75%		Project is underway with clearing and grubbing of alignment. Surveying has been completed. RCBC's have been ordered. 03/04 – Sub base material has been delivered to work site and will be mixed and compacted
<b>Stormwater</b>									
1.2.9	Stormwater Maintenance.	Regular inspections and repair/cleaning.	No major infrastructure damage caused by stormwater blockages. No ponding of water exceeding 72hrs from last rain event.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		Regular inspections along with repairs and cleaning of the stormwater network has been undertaken.  Identified side inlets and culverts have been replaced at various town street locations to improve drainage as per Stormwater Master Plan.
<b>Main Roads Works</b>									
4.4.1	All Main Roads Works.	As per Road Maintenance Performance Contract (RMPC) and Variations to the Contract.	100% completion within required timeframes and budget.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		RMPC is on track however there are some minor delays with progress due to wet weather.
4.4.1	All Main Roads Works.	As per Minor Works Performance Contract (MWPC)	100% completion within required timeframes and budget.	Manager of Operations (Civil Construction and Maintenance)	50%	50%	75%		Pavement Rehabilitation & Widening project on the Longreach Jundah Road has commenced with culvert upgrades in progress.
<b>Town Streets</b>									
4.2.1 4.2.2	Identify, schedule and implement improvements to Town Streets.	Work through the short, medium and long term recommendations as per Transport Plan and Streetscape Policy.	All risk areas are identified and prioritised for rectification within the allocated budget for the financial year.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		As per the Transport Plan, identified improvements have been budgeted for and resealing prep works have commenced.  03/04 – Eagle St asphalt overlay and line marking has been completed. Waiting on contractor to re-paint the shared zone.
<b>Flood Damage - DRFA</b>									

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
131 4.2.2 4.4.1	Disaster Recovery Funding Arrangements.	Complete the approved 2020 Disaster Recovery Funding Arrangements (DRFA) repair program.	100% completion of all works to QRA standards, by 30 September 2022.	Manager of Operations (Civil Construction and Maintenance)	100%				The 2020 DRFA Package has been fully completed in Q1.
131 4.2.2 4.4.1	Disaster Recovery Funding Arrangements.	Complete the approved 2021 Disaster Recovery Funding Arrangements (DRFA) repair program.	100% completion of all works to QRA standards, by 30 June 2023.	Manager of Operations (Civil Construction and Maintenance)	30%	55%	80%		The 2021 DRFA Package is on track. There are minor ongoing delays due to wet weather halting works.
131 4.2.2 4.4.1	Identify flood damaged roads as soon as possible via DRFA.	Submit applications for approval to carry out flood damage works if Councils trigger levels are met.	Application completed and submitted on time.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	90%		All data has been collated for the 2022 flood damage assessments. Waiting on final approval.
<b>Rural Roads</b>									
12.4 4.2.1 4.2.2	Identify, schedule and implement improvements to Rural Road network.	Work through the short, medium & long term recommendations as per Transport Plan.	All risk areas are identified and prioritised for rectification works within the allocated budget for the financial year.	Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		The identified improvements within the Transport Plan are in progress as per budget allocations.
<b>All Roads</b>									
12.4 4.2.1 4.2.2	Roads Maintenance Program Review.	As part of the review of the Asset Management Plans, undertake a detailed analysis of ongoing maintenance programs to identify service levels and options to reduce ongoing costs.	Regular Review.	Director of Infrastructure Services Manager of Operations (Civil Construction and Maintenance) Asset Manager	25%	50%	75%		Council is implementing updated traffic count software to monitor road use and inform future asset data.



**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
1.31 4.2.2 4.4.1	Identify funding opportunities for road projects and road infrastructure improvements.	Submit relevant application/s for consideration.	Application/s completed and submitted on time.	Director of Infrastructure Services Manager of Operations (Civil Construction and Maintenance)	25%	50%	75%		TIDS & R2R funding applications lodged to supplement identified project within the Transport Plan.
<b>Water and Sewerage Projects</b>									
1.2.1 2.1.2 2.1.3 3.1.1 3.1.3	Investigate funding opportunities for recommendations within the Water Security and Sustainability Report.	Submit relevant funding application/s. Continue to work through long term recommendations as per priority list.	Application completed and submitted on time.	Director of Infrastructure	25%	50%	75%		Identification of potential projects and funding options for next financial year budget is ongoing.
2.1.2 3.1.3	Investigate funding opportunities for installation of smart water meters as recommended within the Water Security and Sustainability Report.	Submit relevant funding application/s.	Application/s completed and submitted on time.	Director of Infrastructure	10%	20%	20%		Council has partnered with a service provider to plan a smart meter trial at selected residential premises. Current meters are in the process of being replaced with a product alternative better suited to Councils needs and climatic conditions. Roll out is delayed until 23/24 until replacement stock arrives.
1.2.1 2.1.2	Undertake essential preliminary work for the Thomson River Weir raising project.	Carry out the works using Council staff and/or Contractors. Submit relevant funding application/s.	Completion of works within budget and timeframe. Application/s completed and submitted on time.	Director of Infrastructure	15%	25%	25%		Contract for the Environmental Impact Study (EIS) has been awarded to Wild Environmental and is in progress. Wild Environment is assisting Council with the Approval Process. Discussions with the Department of State Development, Infrastructure, Local Government and Planning are continuing.
1.2.1 2.1.2	Undertake essential repairs to the Isisford Weir.	Carry out the works using Council staff and/or Contractors.	Completion of works within budget and timeframe.	Director of Infrastructure	90%	95%	95%		Flows in the Barcoo River have stalled the final works for Isisford Weir repairs. Timeframe for crews to recommence works is dependent on weather.
1.2.3	Meet legislative requirements at all Sewerage Treatment Plants.	Continue working with Department of Environment and Science.	Ongoing monitoring for compliance.	Director of Infrastructure	25%	50%	75%		Council continues to meet all legislative requirements at its sewerage treatment plants.

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
1.2.1	Identify and replace ageing water mains as per the Asset Management Plans - Isisford.	Carry out the works using Council staff and/or Contractors.	Completion of works within budget and timeframe.	Director of Infrastructure	25%	90%	98%		Mains replacement in Isisford is complete with final project sign off in progress.
2.1.2					10%	15%	15%		
3.1.1					5%	20%	98%		
3.1.3									
1.2.1.1									
1.2.1	Identify and replace ageing water mains as per the Asset Management Plans - Longreach.	Carry out the works using Council staff and/or Contractors.	Completion of works within budget and timeframe.	Director of Infrastructure	10%	15%	15%		Mains replacement sections for Longreach have been identified. Design and Tender documents are in progress.
2.1.2					5%	20%	98%		
3.1.1									
3.1.3									
1.2.1.1									
2.1.3	Re-line identified ageing sewer lines as per the Asset Management Plan 10 year forecast - Longreach.	Carry out the works using Council staff and/or Contractors.	Completion of works within budget and timeframe.	Director of Infrastructure	5%	20%	98%		Sewer relining sections for Longreach commenced during March 2023. Minor variations are being negotiated to repair junction displacements and manhole obstructions.
1.2.1.1									
<b>Water Operations</b>									
3.1.1	Operation of water treatment plants (WTP), pump stations, reservoirs and distribution network.	WTPs and associated infrastructure operational 24/7.	Compliant with Drinking Water Quality Management Plan (DWQMP). Staff trained. Unscheduled interruptions as per Levels of Service.	Director of Infrastructure	25%	50%	75%		Council continues to meet all legislative requirements for water operations and drinking water quality. Water incidents are reported within timeframes.  Installation of UV Filter at Isisford WTP has been awarded with works to commence in March 2023. Ilfracombe WTP Valve Automation upgrade to commence in April/May 2023.
3.1.2									
3.1.3									
4.3.2									

**11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1**

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
3.1.1	Water Quality and Statutory performance reporting and compliance.	Compliance with DWQMP. Compliance with legislative reporting requirements. Compliance with licensing.	>98% compliance with DWQMP. 100% with annual and quarterly reporting.	Director of Infrastructure	25%	50%	75%		State Wide Information Management System "SWIMS" report has been completed.  DWQMP Annual Report for 2021/2022 has been submitted on time.
3.1.2					25%	50%	75%		
3.1.3					25%	50%	75%		
3.1.4					25%	50%	75%		
3.1.1	Drought Management Plan (DMP).	Activate DMP changes as and when required and advertised to communities.	Activate within 24 hours.	Director of Infrastructure	25%	50%	75%		Monthly monitoring of reservoir levels and seasonal conditions is undertaken in accordance with the DMP.
3.1.2	Drought Management Plan (DMP).	Update DMP to incorporate new water security measures and infrastructure.	Council to adopt updated DMP.	Director of Infrastructure	5%	10%	10%		Review of the DMP to commence during 2024.
3.1.3					5%	10%	10%		
3.1.4					5%	10%	10%		
<b>Sewerage Operations</b>									
1.2.3	Operation and maintenance of Sewerage Treatment Plants (STP), pump stations and collection network.	STPs and associated infrastructure operational 24/7.	Staff trained. Operations as per Levels of Service.	Director of Infrastructure	25%	50%	75%		Sewer treatment plants are meeting all compliance standards and are operational. Staff are trained as and when required to meet operational requirements of the facilities.
2.1.3					25%	50%	75%		
3.4.1					25%	50%	75%		
<b>Waste Services</b>									
3.2.1	Collection frequency.	Waste is collected in each town as per Levels of Service.	99% collection each week.	Director of Infrastructure	25%	50%	75%		Waste collection is meeting operational target. Customer Requests are assessed and responded to within timeframes.
3.4.1					25%	50%	75%		
4.2.2	Landfill opened during business hours.	Longreach landfill is open each day (Except Christmas, Boxing, New Year and Good Friday). Ilfracombe, Isisford and Yaraka Landfill open 24/7.	<5 complaints per year excluding wet weather closures.	Director of Infrastructure	25%	50%	75%		Longreach Landfill is operational as per business hours advised to the community. There are occasional wet weather closures across all sites. No complaints have been received YTD.
3.4.1	Landfill meets environmental guidelines.	Comply with conditions of environmental authority.	Routine inspections for compliance as per Site Based Management Plans.	Director of Infrastructure	25%	50%	75%		Inspections and Contractor management is undertaken at routine intervals to ensure all environmental conditions are being met.

11.3 - Annual Operational Plan Review 2022-2023 - Review for Period Ending 31 March 2023 - Appendix 1

Link to Corp. Plan	Activity	Key Performance Indicators	Operational Targets	Responsible Officer	Status & Percentage complete				Status Commentary
					Q1	Q2	Q3	Q4	
<b>Quality Control</b>									
4.3.2 4.4.1	Certification of ISO9001:2015.	Completion of Internal and external audits.	Continue to achieve compliance.	Director of Infrastructure	100%	100%	100%		Council remains certified for the period 2021 to 2023. The annual audit took place in November 2022 with outcomes being addressed. Recertification is due in September 2023.

## 9. Operational Risk Reporting

Longreach Regional Council has established an Organisational Risk Register which provides details on significant risks to the organisation and how they are managed. This register is maintained in accordance with Council's Enterprise Risk Management Policy which states "As Council is exposed to a broad range of risks which, if not managed could impact on the organisation not achieving its Corporate objectives, it is committed to creating an environment where all of Council, employees and contractors will take responsibility for managing risk (by developing and maintaining a strong risk management culture)." Council's risk management processes are based around the following principles:

- Risk Identification:** Identify and prioritise reasonably foreseeable risks associated with activities, using the agreed risk methodology.
- Risk Evaluation:** Evaluate those risks using the agreed Council criteria.
- Risk Treatment / Mitigation:** Develop mitigation plans for risk areas where the residual risk is greater than our tolerable risk levels.
- Risk Monitoring and Reporting:** Report risk management activities and risk specific information in accordance with the risk protocols.

The Risk Assessment Matrix below is used to assess the likelihood and consequence of any risk to Council, to then identify any necessary treatment actions. This matrix will also be used to assess any risk identified in this plan.

**Related Documents:**

- Longreach Regional Council Corporate Plan 2017-2027
- Longreach Regional Council Budget 2022/2023

**Risk Assessment Matrix**

Likelihood	Consequence				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
<b>Almost Certain</b> 5	Medium 5	High 10	High 15	Extreme 20	Extreme 25
<b>Likely</b> 4	Medium 4	Medium 8	High 12	High 16	Extreme 20
<b>Possible</b> 3	Low 3	Medium 6	Medium 9	High 12	High 15
<b>Unlikely</b> 2	Low 2	Low 4	Medium 6	Medium 8	High 10
<b>Rare</b> 1	Low 1	Low 2	Medium 3	Medium 4	Medium 5

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.4 - Workplace Health & Safety Update Report - April 2023**

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**11.4 Workplace Health & Safety Update Report - April 2023**

This report provides a summary of Council's health and safety performance as at 30 April 2023, highlighting issues, risks and opportunities impacting on employee health and safety in the workplace.

**Council Action**

Recognise

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

*Workplace Health and Safety Act 2011*

*Workplace Health and Safety Regulations 2011*

**Policy Considerations**

Workplace Health and Safety Policy No 10.2

**Corporate and Operational Plan Considerations**

<b>GOVERNANCE: WORKPLACE HEALTH AND SAFETY</b>			
<b>Link to Corporate Plan</b>	<b>Activity</b>	<b>Key Performance Indicators</b>	<b>Operational Targets</b>
4.3.1	Provide a safety management system that minimises the risk to all people and property.	Successful implementation of the identified KPI's in the Longreach Regional Council Safety Management System 2021-22.	90% of KPI's achieved and completed by 30 June 2022

**Budget Considerations**

Operational Expenses YTD for Workplace Health and Safety are within current budget parameters.

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officers:**

*Morgan Ashwood, Workplace Health and Safety Advisor*

*Grace Jones, Human Resources & Workplace Health & Safety Manager*

**Background:**

Workplace Health and Safety provides a monthly update report, which provides a summary of Council's health and safety performance.

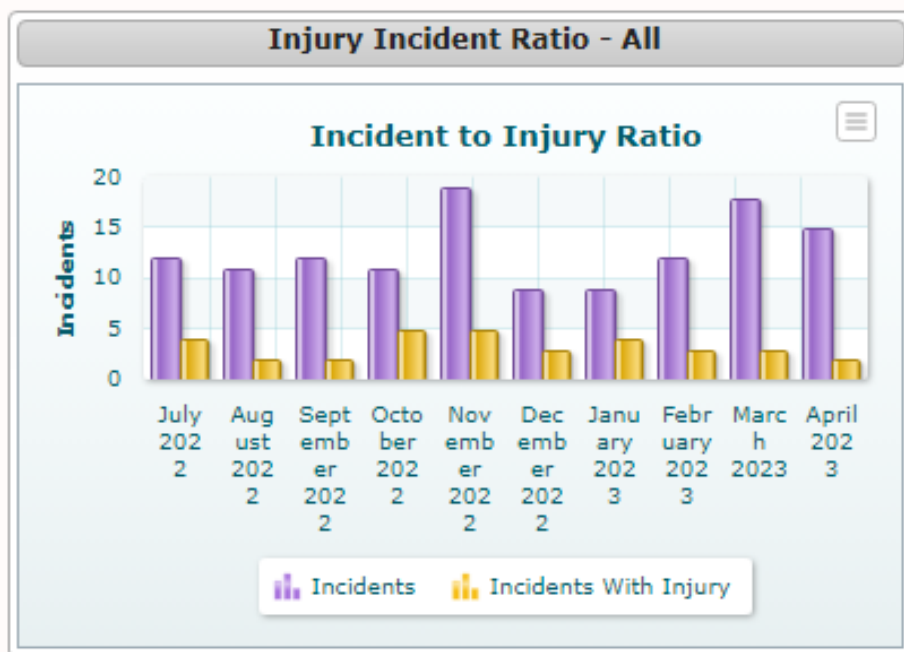
**Workplace Health and Safety Reporting – Period Ending 30 April 2023**

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.4 - Workplace Health & Safety Update Report - April 2023**

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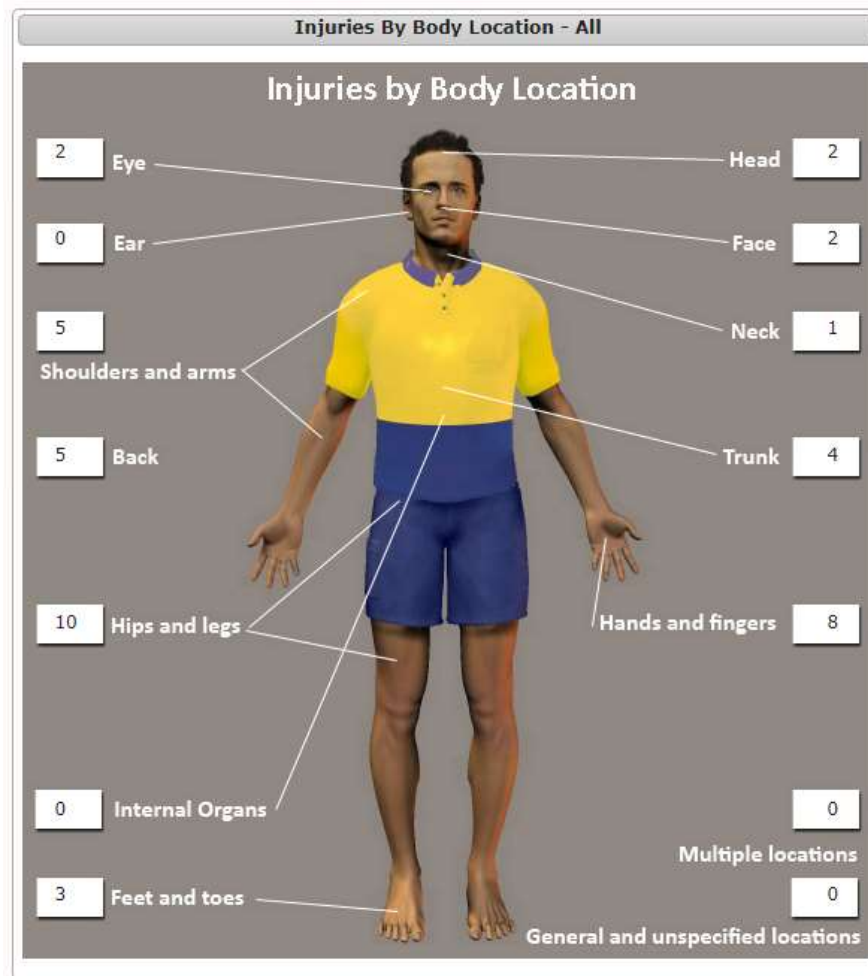
- A total of 2 injuries were reported in April. Of the injuries, one required medical treatment and resulted in a lost time injury. The remaining incident was a report only and did not require first aid. Both incidents were the result of a slip, trip or fall.
- A total of 8 incidents reported resulted in property damage to Council plant or other property assets, namely minor panel or glass damage. 2 of the incidents related to a damaged grid on a Council controlled rural road and damage to unmarked telecommunication lines on a job site.
- A total of 2 near misses were reported that related to a snake within a work area and a vehicle passing the street sweeping in a narrow section of road breaching the blind spot of the plant.
- A total of 2 hazards were identified relating to live ammunition being found at the Longreach Waste Facility and a damaged Ergon electrical box.
- There was a single incident considered notifiable under Queensland Workplace Health and Safety requirements, where the regulator was notified, which related to an 'uncontrolled' fire on a job site where hot works were being performed.

The below graphs depicts the Incident to Injury Ratio and Location of injuries for all incidents reported YTD.



## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.4 - Workplace Health & Safety Update Report - April 2023



#### **Current or Upcoming Changes**

- Queensland Office of Industrial Relations has released the Managing Respirable Crystalline Silica (RCS) Dust Exposure Code of Practice (Code of Practice), that came into effect on 1 May 2023. The new Code of Practice introduces exposure assessment and control measure guidance as an Australian first for the construction industry. The Code of Practice provides good guidance on what council will need to do to strengthen controls for the risks of this hazard. Council is mapping the requirements of the Code of Practice to the current controls in place for this risk to determine a plan for compliance.

#### **WHS Updates/Consultation**

- As part of Council's commitment to LGW's mutual risk obligations and the improvement of current systems, Council is progressively completing a variety of internal audits related to:
  - o Excavation;
  - o Supervision at Swimming Pools;
  - o Work- Related Dust and Airborne Contaminants;
  - o On-site Traffic Management (Depots); and
  - o Harmonised Temporary Traffic Management Systems.



## **11. CHIEF EXECUTIVE OFFICER'S REPORT**

### **11.4 - Workplace Health & Safety Update Report - April 2023**

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- A summary of audit actions, from both internal and external audits conducted in this financial year, were presented at the recent Safety Committee Meeting in April. The committee reviewed actions that had been closed out and discussed open actions that are required to be addressed as a high priority.
- In April the WHS Team commenced a review of the WHS System Plan for the 2023/2024 financial year. The plan sets out strategic and operational targets for the safety system which will set a focus on maintaining current systems (e.g. completing audits and inspections, establishing effective communication and consultation methods and reviewing system framework documentation), incorporating the new psychosocial hazards and preparing a strategic framework that will take place over a five-year period.

#### **Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Possible

Consequence: Minor

Rating: M6

Risk assessments continue to be applied to find suitable controls for hazards in the workplace.

#### **Environmental Management Factors:**

Nil

#### **Other Comments:**

Nil

#### **Appendices**

1. WHS Strategy Plan Tracking - Quarter Three Reporting (01 Jan 23 - 31 Mar 23).pdf [↓](#)

#### **Recommendation:**

*That Council receives the Workplace Health & Safety Update Report, as presented.*

# 11.4 - Workplace Health & Safety Update Report - April 2023 - Appendix 1

2022 - 2023 WHS System Strategy Plan					
Objectives	Strategic Target	Performance Indicators	Timeframe	Responsibility	Quarter 3 (01 Jan 23 - 31 Mar 23)
1. Update Councils current safety management system in line with NAT self-insurer and ISO 45001 requirements.	Participate in LGW safety management system discovery workshops to identify gaps and opportunities to improve Council's Safety System.	Summary of findings to be provided to the Executive Leadership Team and Safety Committee Meeting for implementation.	20-Dec-22	WHS Team	In Q2 the WHS Team developed a System Framework Mapping/Planning document (attached) in consultation with LGW. This document was based on LGW's suggested framework to streamline Council's safety management systems and ensure currency to the ISO and NAT Standards.
	Develop a new Safety Management System (SMS) Architect aligned to self-insurer and ISO 45001 Requirements.	New SMS architect to be provided to the Executive Leadership Team and Safety Committee Meeting for implementation.	15-Mar-23	WHS Team	The team has mapped out the phase one plan which is to review and implement the high level documents (ie. policies, standards and overarching procedures) over a 12-18 month period. The documentation that was highlighted as gaps within the system, through audits and workshops, have been scheduled as a high priority documents. The framework provides a strategic breakdown and has grouped documents within a category to ensure efficiency within the review process.
	Establish a safety documentation review and customisation program for the ongoing development of Council's SMS.	Summary of documents that require review and further customisation to be provided to the Executive Leadership Team and Safety Committee Meeting for implementation.	30-Jun-23	WHS Team	Phase two will be mapped out prior to the completion of phase one and will incorporate the system tools and templates.
2. Develop an internal safety management system audit program.	Provide lead auditor training for the WHS Team.	WHS Team receives qualifications as a SMS lead auditor.	30-Dec-22	HR Team	Target achieved in Q2 - no further update at this time.
	Develop an internal safety audit calendar 2023 - 2024.	2023 - 2024 audit calendar to be presented at Executive Leadership Team and Safety Committee Meeting in preparation for implementation.	30-Jun-23	WHS Team	In Q3 the WHS Team had scheduled a meeting with a fellow Council to ascertain how they assess the risk within their system to determine what their risk areas are categorised and how this feeds into their audit schedule. However, due to unforeseen circumstances this meeting has been delayed and will be rescheduled at a more suitable time.
3. Review LGW WHS training menu as part of the LGW Resource suite and update any additional training needs.	Develop internal audit tools to reflect 2023-2024 audit calendar.	2023-2024 audit tools uploaded into safety management system platform Skytrust in preparation for implementation.	30-Jun-23	WHS Team	In Q3 the WHS Team have integrated internal surveillance audit tools and WHSO self-assessment tools into Skytrust and commenced/completed a variety of these audits. Some of the audit topics include: <ul style="list-style-type: none"> <li>Internal Surveillance Tool - Excavation - Completed;</li> <li>Internal Surveillance Tool - Work-Related Dust and Airborne Contaminants - Scheduled Q4;</li> <li>Internal Surveillance Tool - Harmonised Temporary Traffic Management System - Scheduled Q4;</li> <li>WHOSO Self-Assessment - Supervision at Public Swimming Pools - Yarakka, Isisford and Iffracombe partially completed. Longreach to be scheduled.</li> </ul>
	Update Council training register to reflect organisational training needs.	Summary of training need to be presented to Executive Leadership Team and Safety Committee for implementation.	30-Dec-22	HR Team	In Q3 the HR team reached out to Central Highlands Regional Council and obtain information relating to their "whole of Council" training register. The HR team are now able to start developing their own training register on the basis of this.
	Training needs analysis is undertaken for all employees to assess training and development gaps within their roles.	Internal Audit Assessments to be undertaken annually to ensure implementation of and adherence to developed Training Plans for all relevant staff.	30-Jun-23	HR Team	In Q2, Council engaged Mead Perry to complete a Magiq/Synergy Soft data review to ensure the system accurately reflects the competencies of all employees. This review is still occurring, scheduled to be completed by Q4. Once all data is accurately recorded, the team will then be able to start reporting to understand training needs and start assessing gaps.

## 11.4 - Workplace Health & Safety Update Report - April 2023 - Appendix 1

2022 - 2023 WHS Operational Strategy Plan					
Objectives	Operational Target	Key Performance Indicators	Timeframe	Responsibility	Quarter 3 (01 Jan 23 - 31 Mar 23)
Implement or participate in programs to assess the effectiveness of managing health and safety risk.	Conduct a minimum of 3 surveillance audits within the organisation.	Summary of findings to be provided to the Executive Leadership Team and Safety Committee Meeting for action and/ or implementation.	30-Jun-23	WHS Team Executive Leaders	The following surveillance audits will be completed by Council WHSA: <ul style="list-style-type: none"> <li>Excavation Work - completed in Q3.</li> <li>Work-related dust and airborne contaminants - Scheduled in April (Q4).</li> <li>Harmonised temporary traffic management - Scheduled in April (Q4).</li> </ul> Findings from these audits will be provided to LGW as well as ELT/Safety Committee. Any actions will be distributed through Skytrust's action module for rectification and consultation with appropriate staff to allow for findings to be addressed. Target achieved in Q2 - no further update at this time.
	Participate in third party audit aligned to ISO 45001 requirements.				
Procedures and work practices reflect the requirements of current health and safety legislation, standards, codes of practice, agreements and guidelines.	Routinely conduct facility inspections to highlight risks and ensure facilities are maintained to current standards	90% completion of hazard inspections as scheduled	30/06/2023 (As per schedule)	Executive Leaders Council Officers	There were 92 hazard inspections due in Q3 with 66 remaining outstanding - This is a 33.33% completion rate. Of the 6 outstanding 15 of these inspections were rolled over and remain from Q1 and Q2.  There have been circumstances beyond staff control such as staff vacancies and weather events. There are also still teething issues within the system, resulting in the system failing to maintain scheduled inspection dates. We have also discovered the way in which data is collected for hazard inspections is accumulative which has changed the dynamics of the way we report our data.  The WHS Team have been communicating with LGW and Skytrust on some of the issues that Council is facing with Skytrust system. Where possible, the WHS team have been actioning these changes in the background of the system.
	Conduct reviews of work procedures and practices based on updated legislation and system gaps.	Findings and recommendations from relevant reviews and site inspections to be provided to Executive Leadership Team and Safety Committee Meeting for action and/ or implementation.		30-Jun-23	WHS Team Executive Leaders Council Officers
Safety Actions are addressed in a timely manner.	On-site inspections are to be completed by a WHSA to ensure work procedures match work practices.	10 or more site inspections and involvement in pre-start talks to be completed by a WHSA on a monthly basis with an inspection report provided with recommendations/ findings.	30-Jun-23	WHS Team Executive Leaders	More than 10 inspections have been completed in Q3. Re-occurring trends identified included: <ul style="list-style-type: none"> <li>Pre-start books not being completed;</li> <li>Signage books not being on site;</li> <li>Strobe lighting on plant not being operational; and</li> <li>Failure of appropriate PPE being worn when weed spraying.</li> </ul> These areas are being addressed while the WHSA is on site and further reported to the respective supervisor to complete ongoing monitoring.
	Completion of scheduled actions, assigned to officer is achieved within designated timeframes.	90% of Actions addressed by allocated timeframe.		30-Jun-23	Executive Leaders Council Officers

## 11.4 - Workplace Health & Safety Update Report - April 2023 - Appendix 1

<p>Workers or their representatives are involved in the decision making process where there is an impact on workplace health and safety.</p>	<p>Completion of corrective actions raised from audits and hazard inspections completed by their due date.</p>	<p>90% of overdue actions from previous reporting cycle closed within 10 days or mitigation strategy has been implemented.</p>	<p>30-Jun-23</p>	<p>Executive Leaders Council Officers</p>	<p>Q3 reflected a low completion percentage of actions and through consultation with the identified impacts above, the WHS team will develop an overarching procedure that outlines key processes for raising, actioning and addressing overdue actions which will provide guidance to staff. This procedure will be developed within phase 1 of the new system framework strategy.</p>
<p>Workers and contractors are inducted into Council's SMS</p>	<p>All employees and third parties are inducted in LRC-SMS prior to commencing works.</p>	<p>95% of all employees and third parties to receive the appropriate induction prior to commencement of work.</p>	<p>Ongoing</p>	<p>Human Resources WHS Team</p>	<p>In Q3, the KPI is reflective of a 95.46% completion rate as there have been:  <ul style="list-style-type: none"> <li>16 new staff members inducted with 3 non-conformances.</li> <li>50 new contractors inducted with 0 non-conformances.</li> </ul>                     The non-conformances are the result of staff commencing duties prior to the completion of their induction.</p>
<p>Workers or their representatives are involved in the decision making process where there is an impact on workplace health and safety.</p>	<p>Workplace Health and Safety Committee meetings held on a quarterly basis, with HSR's provided sufficient notice to propose any agenda items for meetings.</p>	<p>80% attendance by Health and Safety Representatives (HSR) and advisory members at each scheduled Safety Committee Meeting.</p>	<p>30-Jun-23</p>	<p>Safety Committee</p>	<p>In Q3, the SCM had 65% attendance (Feb-2023). This rate was effected due to staff being on leave and both staff and HSR vacancies. The meeting was still able to be held as there was a quorum.</p>
<p>Establish effective communication channels for the distribution of health and safety information to the workplace.</p>	<p>WHS team to utilise various levels of communication strategies to ensure effective distribution of information to all workers.</p>	<p>WHS team to establish the following:                      - Culture Surveys (annual)                      - Safety Workshops (annual)                      - Safety Updates included in Team Talk (monthly)                      - Monthly Report to Councillors</p>	<p>30-Jun-23</p>	<p>WHS Team Executive Leaders Council Officers</p>	<p>In Q2 HRSWHS Manager reached out to Activa to understand their availability to have all Supervisors / ELT and WHS Advisors trained in the "switch on" training. This training is now scheduled to occur in Q1 23/24 Financial Year. The WHS team are also working towards having a survey sent out early Q1 23/24 financial year, which is in line with WHSO's recommended risk assessment (people at work survey), which aims to understand the psychosocial risks in the workplace, and start to implement process changes to assist in mitigating these risks.</p>

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.5 - Information Report - Governance

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#### 11.5 Information Report - Governance

This report provides an update on a range of activities that have occurred over the previous month for the Governance Department.

#### **Council Action**

Recognise  
Deliver

#### **Applicable Legislation**

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

#### **Policy Considerations**

Nil

#### **Corporate and Operational Plan Considerations**

Strategy area: 3.2 Our Economy and 3.4 Governance

#### **Budget Considerations**

Nil

#### **Previous Council Resolutions related to this Matter**

Nil

#### **Officer Comment**

**Responsible Officer:** *Brett Walsh, Chief Executive Officer*

#### **Background:**

Officers provide an information update to Council on a monthly basis to outline achievements, challenges and statistical information for the various functional areas of Council.

#### **Issue:**

#### **Chief Executive Officer Update**

Following is a summary of activities undertaken for the period to 12 May 2023:

#### **Strategic Leadership**

- Further develop the new Corporate Plan including Themes, Strategies and KPI's
- Attend monthly RAPAD meeting
- Attend monthly CEOs of the West (COWS) meeting
- Attend Central West Senior Officers Network meeting

#### **Operational Management**

- Attend workshop with our software supplier to review their new business systems
- Work with the Infrastructure team to develop the Thomson River Weirs prospectus

## **11. CHIEF EXECUTIVE OFFICER'S REPORT**

### **11.5 - Information Report - Governance**

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- Discuss the tender process for a new waste landfill management contract
- Tenders called for update of Prequalified Supplier Register
- Lead workshop with parks and gardens team to review operational management
- Meet with architect to plan upgrade of wave pavilion at showground
- Review options for Edkins Park playground improvements

#### **Financial Management**

- Participate in further budget workshops in preparation for the 2024 budget
- Participate in procurement workshop to review the procurement policy
- Participate in UQ/QTC service level workshops
- Application to the Housing Infrastructure Fund lodged for additional Council housing

#### **Workforce Capability**

- Continue the enterprise bargaining negotiation process with final draft agreement sent to the Unions for approval prior to a vote of all employees
- Complete appointment of Director of Communities to commence on 12 June
- Advertise for Director of Works
- Shortlist and interview for the Fleet and Workshop Manager position
- Finalise the new draft Organisational Structure for consultation phase

#### **Stakeholder Engagement**

- Meet with the District Director of Transport and Main Roads to discuss current and future projects
- Meet with GBA Consulting Engineers to discuss current projects
- Meet with consultants reviewing the Long Distance Passenger Rail service ie Spirit of the Outback
- Participate in Telstra video production promoting Council's communications infrastructure upgrade
- Meet with local business owners to discuss common issues
- Attend the opening of the new Red Ridge store in Longreach
- Meet with QUT regarding Council's participation in the Qld Connects Program
- Attend ANZAC services at Longreach Cemetery and Yaraka – Mount Slowcombe
- Attend Rotary Conference opening ceremony
- Meet with Department of Agriculture and Fisheries senior officers including the Chief Biosecurity Officer
- Attend Longreach Show including Council stand

#### **Quality, Risk and Compliance**

- Attend Council Safety Committee meeting

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

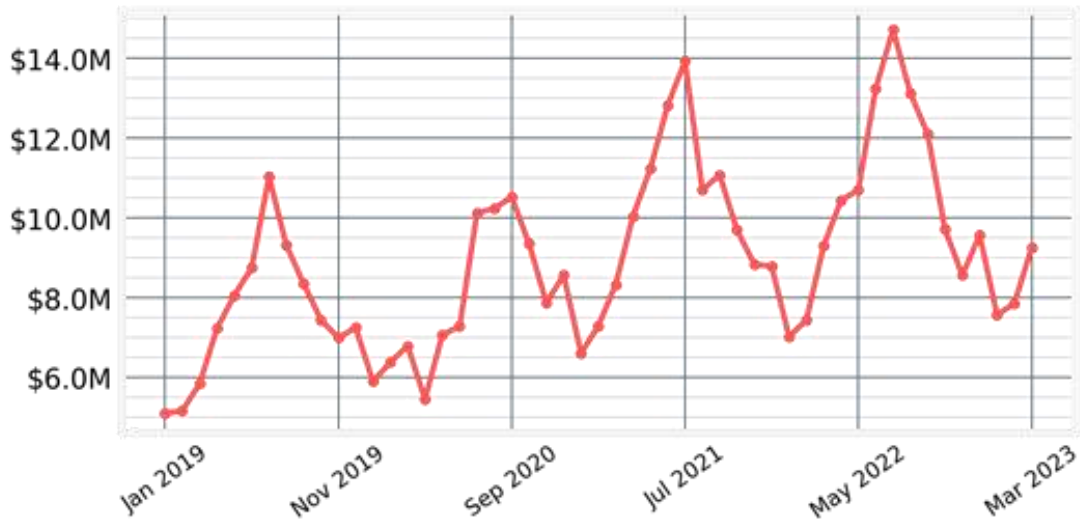
**Economic/Consumer Spending Data (Spendmapp)**

April data has not yet been released. For the month of March 2023:

Total Local Spend was \$9.2M. This is a -0.65% decrease from the same time last year. Resident Local Spend was \$6.6M. This is a 4.2% increase from the same time last year. Visitor Local Spend was \$2.7M. This is a -10.78% decrease from the same time last year.

Total Local Spend

The total amount spent with merchants within the Longreach Regional Council LGA.



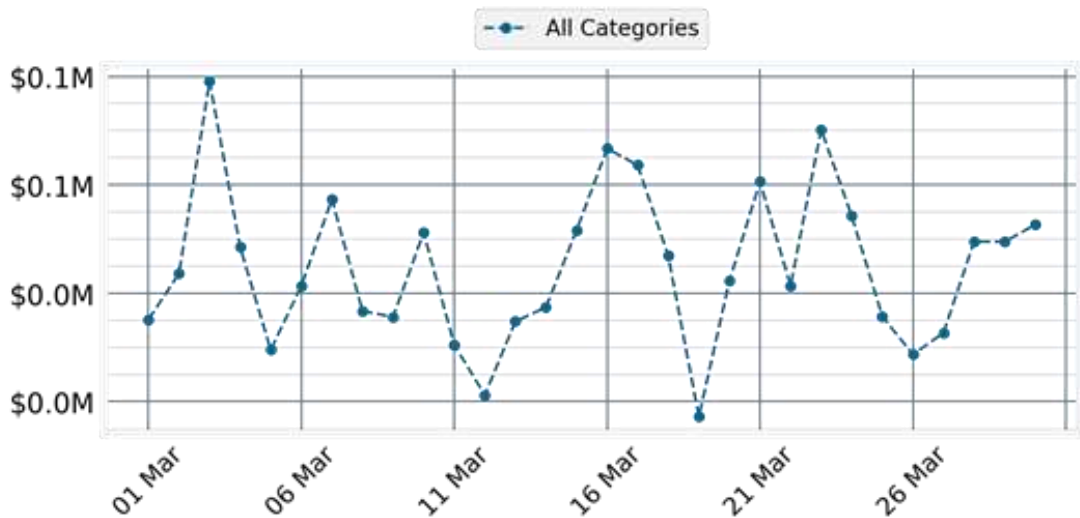
The Top 3 Suburbs by Resident Escape Spend for March 2023

Resident Escape Spend by destination Suburbs (i.e. where the spending goes to).

- Emerald: \$370k
- Barcaldine: \$150k
- Rockhampton: \$140k

Night Time Economy for March 2023

The biggest spending night of the month of March 2023 was Friday 3 March.

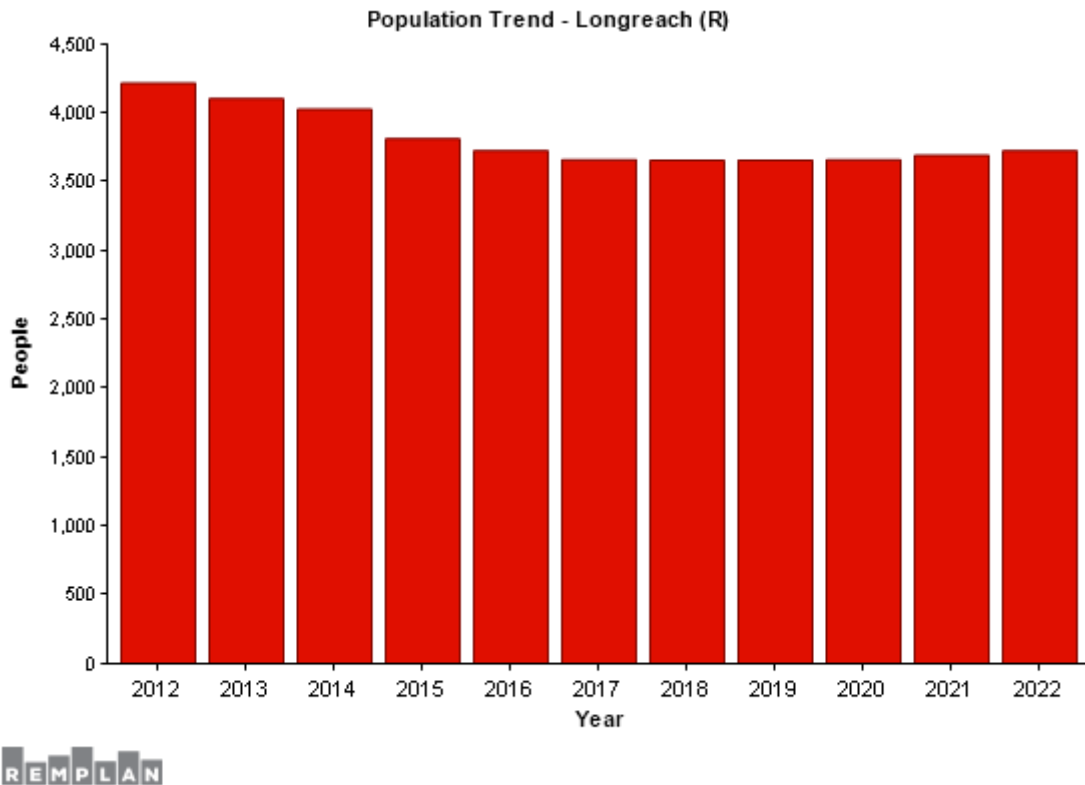


## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.5 - Information Report - Governance

The latest update to ABS data has been released, and it is worth noting that ABS have estimated a 2.1% increase to our population from 2021 to 2022:

ABS 2022 Estimated Residential Population:	<b>3,726</b>
ABS 2021 Census Place of Usual Residence Population:	<b>3,647</b>
Annualised Population Growth Rate (2016–2021):	<b>-0.1%</b>
Land Area (ha):	<b>4,057,224.42</b>
Census Population Density (persons / ha):	<b>0</b>
Median Age:	<b>40 years</b>
Median Weekly Income:	<b>\$942 (\$49,042 pa)</b>
Labour Force Participation Rate:	<b>65.79%</b>





**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

**Tourism Update**

**Longreach Explore Centre (Visitor Information):**

April has started slowly for the region which can happen when Easter is early. There has been a lot happening in our space for the month however.

Longreach Powerhouse and Historical Museum and the Lynn Cameron Machinery Mile was listed as Best of Queensland Experiences for 2023, these experiences are judged on if our Australian Tourism Data Warehouse (ATDW) listings are up to date, social media presence, visitor reviews and our response and response times to these reviews.

Longreach has a new tour Company launching on Monday 1<sup>st</sup> May called Golden West Tours, run by Brett and Kathy Hintz. They will be running the following tours

Longreach Town Tours: Tue, Wed, Thur, Fri, Sat, Sun 9.00am

Guided Powerhouse Tours: Mon, Wed, Fri, 1.00pm – 3.00pm

Ilfracombe Town Tours: Tue, Thur, Sat 10.30am – 1.30pm

This is a very welcome addition to the tourism offering in Longreach as it has been a gap in the market.

Isisford Hospital ladies will be conducting morning tea tours through the old Isisford Hospital as well as on request tours.

**Visitor Information Centre Statistics**

	<b>April 2023</b>
Phone Calls Received	59
Emails Received	21
Over the Counter Enquires	104
Phone Bookings	14
General Information	80
Information packs sent	28
<b>Total Enquiries</b>	<b>306</b>

Bookings made on behalf of Operators **\$15712.00**

**Longreach Explore Centre (Visitor Information) Statistics (financial year) 2022-2023:**

Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023
<b>5089</b>	3813	2955	1678	1223	142	236	181	596	1217		
<b>July 2021- June 2022</b>				<b>April 2023</b>				<b>2022 - 2023 YTD</b>			
<b>24,882</b>				<b>1,217</b>				<b>15,496</b>			

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

**Longreach Regional Council Approved Camping Areas (financial year) 2022-2023:**

Location	April 2023 Campers	2022 -2023 YTD Campers
<b>Apex Park</b>	273	6,373
<b>Emergency Camping Passes</b>	0	0
<b>Barcoo Weir/Oma Waterhole</b>	161	849
<b>Yaraka</b>	N/A	N/A

**Longreach Powerhouse and Historical Museum Statistics (financial year) 2022-2023:**

Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023
<b>924</b>	713	569	230	0	0	2	1	75	<b>319</b>		

**Human Resources**

**Staffing Levels 31 March 2023**

Longreach Based FTE	Operational	Admin/ Supervisors	Contract	Total
Full Time	57.0	39.0	9.0	105.0
Permanent Part Time	1.1	3.8		4.8
Contracted Staff (Consultants)				-
<b>Total Permanent Employees</b>	<b>58.1</b>	<b>42.8</b>	<b>9.0</b>	<b>109.8</b>
Temporary Full Time	2.0	3.0	1.0	<b>6.0</b>
Temporary Part Time				-
Apprentices - Trades	2.0			<b>2.0</b>
Traineeships				-
Casual Staff	1.3	1.4		<b>2.7</b>
<b>Total Temporary Employees</b>	<b>5.3</b>	<b>4.4</b>	<b>1.0</b>	<b>10.7</b>
<b>Total Current Employees FTE</b>	<b>63.4</b>	<b>47.2</b>	<b>10.0</b>	<b>120.5</b>
Current Vacant Positions	3.0	3.0	3.0	<b>9.0</b>

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

<b>Ilfracombe Based FTE</b>	<b>Operational</b>	<b>Admin/ Supervisors</b>	<b>Contract</b>	<b>Total</b>
Full Time	16.0	5.0	2.0	23.0
Permanent Part Time	-		0.8	0.8
Contracted Staff (Consultants)				-
<b>Total Permanent Employees</b>	<b>16.0</b>	<b>5.0</b>	<b>2.8</b>	<b>23.8</b>
Temporary Full Time				-
Temporary Part Time				-
Apprentices - Trades				-
Traineeships				-
Casual Staff	0.8	0.3		<b>1.1</b>
<b>Total Temporary Employees</b>	<b>0.8</b>	<b>0.3</b>	<b>-</b>	<b>1.1</b>
<b>Total Current Employees FTE</b>	<b>16.8</b>	<b>5.3</b>	<b>2.8</b>	<b>24.9</b>
Current Vacant Positions	3.0			<b>3.0</b>

<b>Isisford Based FTE</b>	<b>Operational</b>	<b>Admin/ Supervisors</b>	<b>Contract</b>	<b>Total</b>
Full Time	9.0	5.0		14.0
Permanent Part Time		1.2		1.2
Contracted Staff (Consultants)				-
<b>Total Permanent Employees</b>	<b>9.0</b>	<b>6.2</b>	<b>-</b>	<b>15.2</b>
Temporary Full Time				-
Temporary Part Time				-
Apprentices - Trades	1.0			<b>1.0</b>
Traineeships				-
Casual Staff	0.6			<b>0.6</b>
<b>Total Temporary Employees</b>	<b>1.6</b>	<b>-</b>	<b>-</b>	<b>1.6</b>
<b>Total Current</b>	<b>10.6</b>	<b>6.2</b>	<b>-</b>	<b>16.8</b>

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

**Employees FTE**

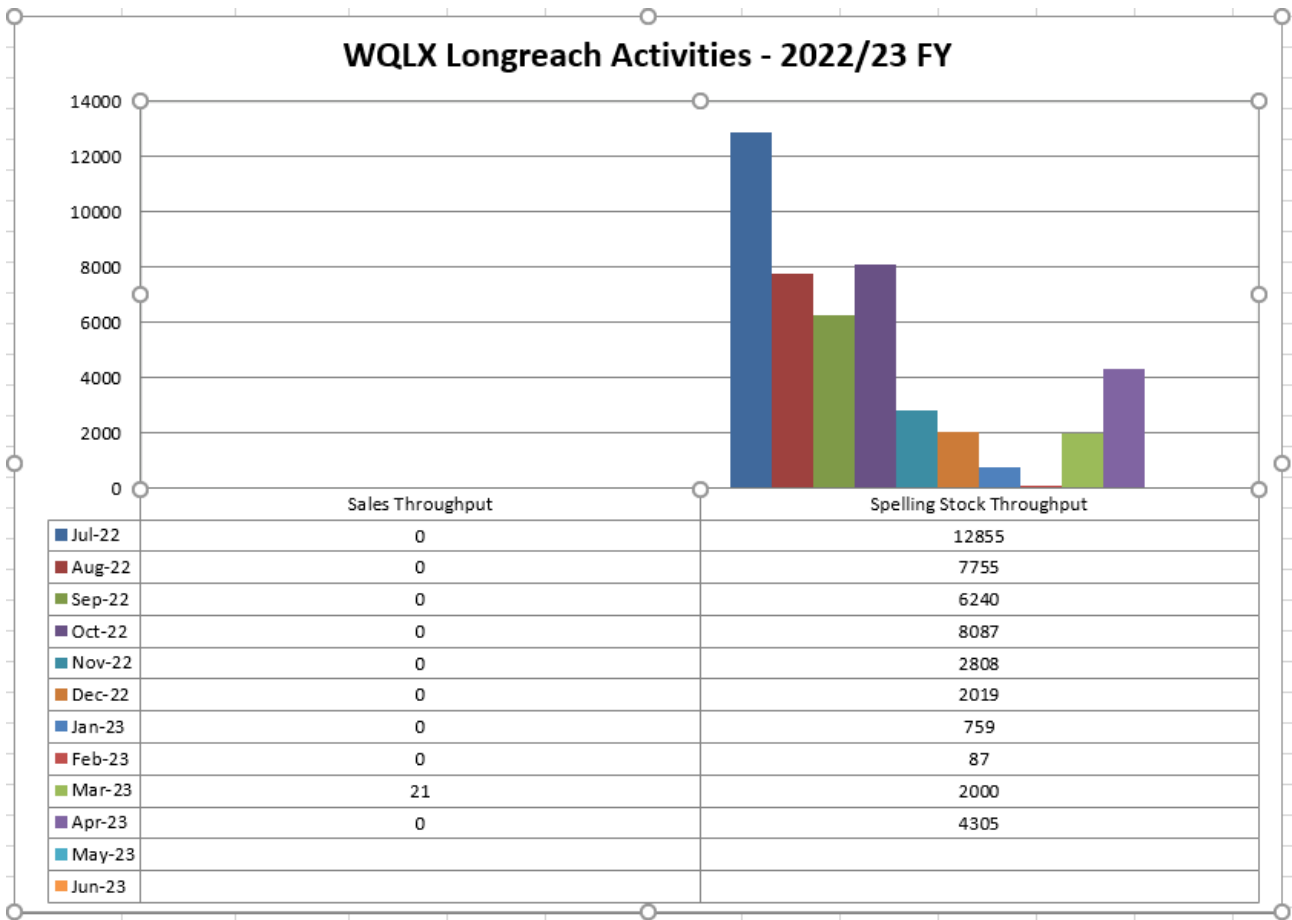
Current Vacant Positions	2.0			<b>2.0</b>		
<b>Yaraka Based FTE</b>	<b>Operational</b>	<b>Admin/ Supervisors</b>	<b>Contract</b>	<b>Total</b>		
Full Time Permanent Part Time	0.9			0.9		
Contracted Staff (Consultants)				-		
Total Permanent Employees	0.9	-	-	0.9		
Temporary Full Time				-		
Temporary Part Time				-		
Apprentices - Trades				-		
Traineeships				-		
Casual Staff				-		
Total Temporary Employees	-	-	-	-		
<b>Total Current Employees FTE</b>	<b>0.9</b>	<b>-</b>	<b>-</b>	<b>0.9</b>		
Current Vacant Positions						-

<b>ALL Employees FTE</b>	<b>Operational</b>	<b>Admin/ Supervisors</b>	<b>Contract</b>	<b>Total</b>	<b>Last Month</b>	<b>30/06/22</b>
Full Time Permanent Part Time	82.0	49.0	11.0	142.0	139.0	138.0
Contracted Staff (Consultants)	1.9	5.0	0.8	7.7	7.7	8.3
	-	-	-	-	-	-
Total Permanent Employees	83.9	54.0	11.8	149.7	146.7	146.3
Temporary Full Time	2.0	3.0	1.0	<b>6.0</b>	<b>5.0</b>	<b>5.0</b>
Temporary Part Time	-	-	-	-	-	-
Apprentices - Trades	3.0	-	-	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
Traineeships	-	-	-	-	-	<b>1.0</b>
Casual Staff	2.8	1.7	-	<b>4.5</b>	<b>4.1</b>	<b>5.0</b>

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

Total Temporary Employees	7.8	4.7	1.0	13.5	12.1	14.0
<b>Total Current Employees FTE</b>	<b>91.7</b>	<b>58.6</b>	<b>12.8</b>	<b>163.2</b>	<b>158.8</b>	<b>160.3</b>
Current Vacant Positions	8.0	3.0	3.0	<b>14.0</b>	<b>18.0</b>	<b>17.0</b>
<b>Complement FTE</b>				<b>177.2</b>	<b>176.8</b>	<b>177.3</b>

**Saleyards - Throughput Figures**



**Leasing and Council Land Leasing**

Council is still in the process of renewing the following agreement.

- Whitman's Café - Outer Barcoo Interpretation Centre (Isisford)

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

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**Regulatory Services – Compliance (Local Laws)**

Throughout April, Regulatory Services Compliance Officers continued with routine tasks, including town patrols, monitoring illegal water use, overgrown vegetation, feral animal control, pest weed spraying and various animal related non-compliances.

All Longreach Regional Council townships are currently on Level 1 Water Restrictions. Sprinkler use is limited to 6:00am-9:00am and 5:00pm-8:00pm daily.

The main points of interest for April were:

1. The total number of animals impounded during April was 15 dogs. All 15 dogs were impounded for wandering at large. Three dogs were repeat offenders for wandering at large, and one dog was surrendered.
  
2. Overgrown and unsightly properties have improved, with many long-standing issues being rectified. Officers are patrolling for overgrown vegetation that could present a fire risk, harbour vermin and reptiles, and affect amenity.
  
3. To end April, the following statistics were determined:
  - o Registration renewal rate: ~77.69% (previous registration period ended 15/08/2022)
  - o Total dogs registered across Region for 2022/2023 rego period: 673 dogs
  - o Dogs with registration expired 15/08/2022, not renewed or updated: 178
  - o New registrations for dogs within current rego period (since 15/08/2022): 136 dogs
  - o Microchipping rate across Region (details on LRC file): ~75.63%
  - o Total animals impounded YTD 2023: 62
  
4. During April, work continued with CPR Group in relation to the development of an Animal Management Strategy for Council. Two surveys were finalised – one for community/residents, and another for tourists/traveller – and will be disseminated throughout May.

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

<b>Regulatory Services Tasks Completed – April 2023</b>			
<b>Animals</b>	<b>113</b>	<b>Water</b>	<b>33</b>
Dogs Impounded	15	Watering / Sprinkler Patrols	19
Domestic Cats Impounded	0	Illegal Water Usage – Residential	7
Pound Releases	14	Illegal Water Usage – Business/Public	0
Animals Euthanised – unclaimed*	0	Water Leaks Reported/Observed	0
Animals Euthanised – surrendered	1	Water Exemption Applications/Permits	0
Animals Rehomed via Agency	0	Notices / Fines Issued	7
Feral Cats Trapped and Euthanised	15	<b>Property</b>	<b>68</b>
Dog Attacks / Investigations	1	Town Common Patrols	5
Dogs Involved in Attacks	2	Common Gates Open / Damaged	1
Dog Traps Issued	0	Town Patrols - Longreach	23
Cat Traps Issued	15	Town Patrols - Ilfracombe	14
Wandering Dogs (not impounded)	7	Town Patrols - Isisford	2
Wandering Animals Reported (other than dogs)	0	Town Patrols - Yaraka	1
Wandering Animal Posts on FB – not reported to Council (minimum)	22	Camping / Apex Park / River Patrols	4
Barking Dogs Reported	1	Overgrown / Unsightly Reports (initial + follow up) (private + LRC-controlled)	16
Animal Inspections – Extra dogs/cats, adequate housing, insecure enclosure, compliance checks	0	Overgrown / Unsightly Notices Issued (unattended, falling within follow-up timeframes)	2
Assist with Animal Welfare	0	Notices / Fines Issued	0
Notices / Fines Issued	20	<b>Other</b>	<b>39</b>
<b>Vehicles</b>	<b>14</b>	Customer Service Requests	24
Abandoned Vehicles	11	Equipment Maintenance	0
Vehicles Impounded / Processed	3	After Hours Call Out	1
Impounded Vehicle Release	0	Impound Facility Maintenance	13
		Illegal Dumping / Littering	0
		Pest Weed Spraying by LLO	1
		<b>Total</b>	<b>267</b>

## **11. CHIEF EXECUTIVE OFFICER'S REPORT**

### **11.5 - Information Report - Governance**

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#### **Regulatory Services – Rural Lands**

##### **Town Commons**

There were no applications received for Town Common Agistment during the month. Inspections are ongoing to determine the correct description and amount of horses and cattle being kept on each Common.

No pasture assessments have been conducted as new staff require training in this skill.

Ongoing Town Common Issues:

- Poor quality or lack of boundary fences between Landholders and Town Commons, including flood-damaged sections of fencing
- Infrastructure being damaged by vehicles, particularly gates being run over
- Gates being left open, causing a safety issue for the horses being agisted on the Commons
- Illegal dumping of rubbish
- Pest weeds –
  - Longreach Common; Jumping Cholla, Parkinsonia, Prickly Acacia, Rubber Vine, Sticky Florestina.
  - Ilfracombe Common: Prickly Acacia, Parthenium, Sticky Florestina, Parky
  - Isisford Common: Rubber Vine, Prickly Acacia, Parthenium, Parkinsonia, Sticky Florestina, Tiger Pear
  - Yaraka Common: Parkinsonia

##### **Stock Routes & Reserves**

Ongoing Reserve Issues:

- Poor quality or lack of boundary fences between Landholders and Reserves
- Illegal dumping of rubbish
- Pest weeds

##### **Permit to Occupy (PTO)**

There was one PTO submitted to Council this month.

##### **Water Facilities (WF)**

No water facility inspections were completed due to prioritised pest weed spraying and preparation for baiting program.

##### **Pest Weeds**

Ongoing Pest Weed Issues:

- Lack of awareness, support and obligations within the Community in regards to Pest Weeds i.e. Parthenium, Sticky Florestina, Cacti.
- Continual rains, which will delay/slow down pest weed spraying programs, as well as increase the spread and density of pest weeds
- New and emerging Pest Weeds



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Information Report - Governance**

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**Pest Animals**

*Wild Dog / Feral Cat Bounties – Year to Date*

<b>Division</b>	<b>Scalp Bounty - Dog 22/23 YTD</b>	<b>Contract Dog Trapper 22/23 YTD</b>	<b>Scalp Bounty - Cat 22/23 YTD</b>
1	-	4	-
2	3	29	-
3	115	-	1
4	12	-	65
<b>Total</b>	<b>130</b>	<b>33</b>	<b>66</b>

**Baiting Preparation**

Officers spent the final weeks of April preparing for the upcoming baiting campaign.

Summary of main tasks / issues completed by Rural Lands Officers during the month:

- Approximately 18,000 litres of mixed chemical was distributed on pest weeds, mainly Triclopyr and water, with small quantities of Access and Diesel being used.
- 12 specified separate areas were sprayed, covering stock routes, reserves and road corridors.
- Approximately 5,200 kilometres were travelled, searching for and spraying pest weeds.
- Two Customer Service Requests were received.

**Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Rare

Consequence: Insignificant

Rating: Low (1/25)

Low risk, informational report only.

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

**Recommendation:**

*That Council receives the Governance information report, as presented.*

**12. FINANCIAL SERVICES REPORT**  
**12.1 - Monthly Financial Statements**

**12. FINANCIAL SERVICES REPORT**

**12.1 Monthly Financial Statements**

Consideration of the financial statements for the period ending 30 April 2023:

**CFO report for the month of April 2023**

**Financial overview**

Council's year-to-date (YTD) financial performance is at a bigger deficit than expected as we are yet to receive a Financial Assistant Grant which we had budgeted for April as per last year.

Expenses in most programs remain within budget with a few exceptions noted in more detail later in the report. Wages remains well under budget due to vacancies and while awaiting the final outcome of the EBA negotiations.

The 13-month rolling forecast shows that Council's cash position will remain within target and that Council may end the financial year with a cash balance of around \$30 million, depending on a few risk factors.

Overall Council's financial performance, position and cash flows are satisfactory.

**Financial performance**

Statement of financial performance	YTD Actual	YTD Budget	Last YTD	Full year budget
	\$'000	\$'000	\$'000	\$'000
Total revenue	37,283	44,481	38,152	52,821
Total expenses	40,004	44,055	36,670	52,757
<b>Net surplus or (deficit)</b>	<b>(2,722)</b>	<b>426</b>	<b>1,482</b>	<b>64</b>

Council's financial performance to the end of April has been close to expectations in most respects with the main variances to budget caused by:

Item	Income	Expenditure	Net result
Finance	(\$5,399k)	\$538k	(\$4,861k)
2021 flood damage	(\$280k)	\$1,240k	\$960k
TMR works	(\$1,266k)	\$329k	(\$937k)
Capital grant income	(\$1,320k)		(\$1,320k)
Other programs	\$1,067k	\$1,943k	\$3,010
Net	(\$7,198k)	\$4,051k	(\$3,148k)

(positive amounts = favourable variance, negative amounts = unfavourable variance)

Council's YTD net result is lower than budget due to the prepayment of the Financial Assistant Grant yet to be received. Wages remaining low to budget due to ongoing

## 12. FINANCIAL SERVICES REPORT

### 12.1 - Monthly Financial Statements

vacancies and the EBA still undergoing negotiations. Materials and services are lower with timing differences in the flood works being the main contributor.

Council's net result for the YTD to April is a deficit of \$2.722 million.

#### Program performance

Overall programs have been operating within or under budget and the detailed program report is attached. There were six programs where YTD expenses were over budget. Most of these are likely to be timing differences except for:

- Cemeteries – extra costs have been incurred in maintaining the cemeteries. Most of these costs have been Council labour and plant costs that were redeployed from parks and gardens.
- Swimming pools – higher energy costs and the cost of chemicals to maintain the pools are higher than budget and are likely to create a permanent budget variance.
- Rates – permanent difference due to write offs.

Program	Expenses		
	YTD	Budget YTD	
Depot and airstrips	(319)	(283)	●
2020 NDRA event	(1,134)	(1,000)	●
Fleet management	585	446	●
Development services	(190)	(158)	●
Cemeteries	(341)	(259)	●
Swimming pools	(954)	(816)	●
Rates	(288)	(105)	●

#### Cash

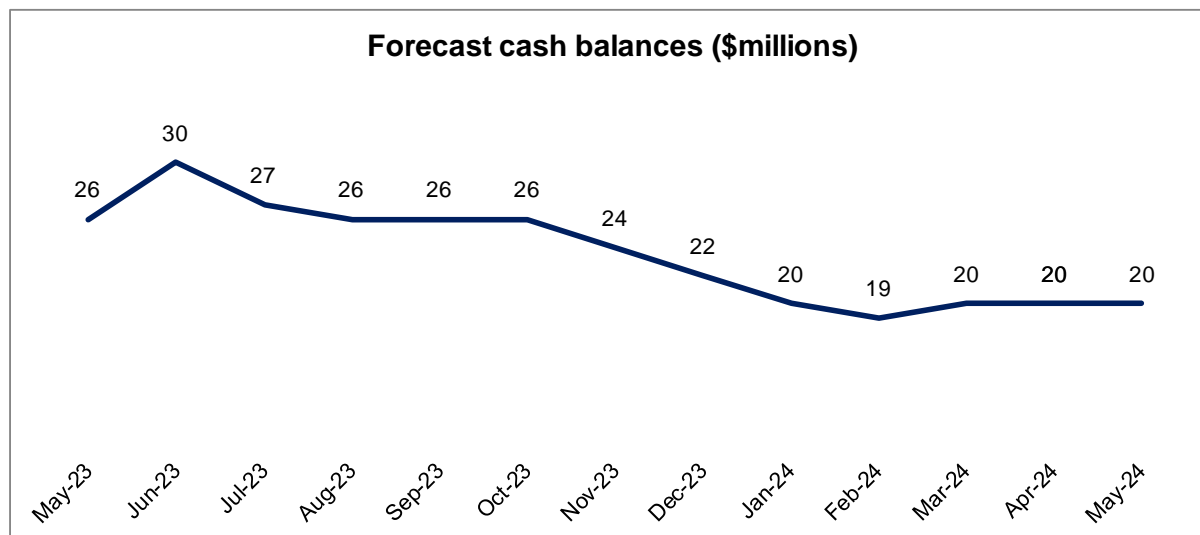
Statement of cash flows	YTD Actual	Full year budget
	\$'000	\$'000
<b>Net cash inflow/(outflow) from operating activities</b>	<b>(7,932)</b>	<b>(1,924)</b>
<b>Net cash inflow/(outflow) from investing activities</b>	<b>(2,859)</b>	<b>(7,551)</b>
<b>Net cash outflows from financing activities</b>	<b>(2,560)</b>	<b>(1,244)</b>
<b>Net cash inflow/(outflow)</b>	<b>(13,352)</b>	<b>(10,719)</b>
Opening cash balance	34,074	34,074
<b>Closing cash balance</b>	<b>20,722</b>	<b>23,355</b>

At the end of April, Council had a cash balance of \$20.722 million (unrestricted \$20.357 million). Council's unrestricted cash balance is sufficient to cover 6.1 months of cash expenses. The proposed new financial sustainability target for cash cover is 4 months.

## 12. FINANCIAL SERVICES REPORT

### 12.1 - Monthly Financial Statements

The 13-month rolling forecast indicates that Council will be able to maintain a cash balance of at between \$19 million and \$30 million in the short term and is likely to end the financial year with a cash balance of around \$30 million. This is due to the prepayment of flood damage grants for 2022 (\$4.4 million).



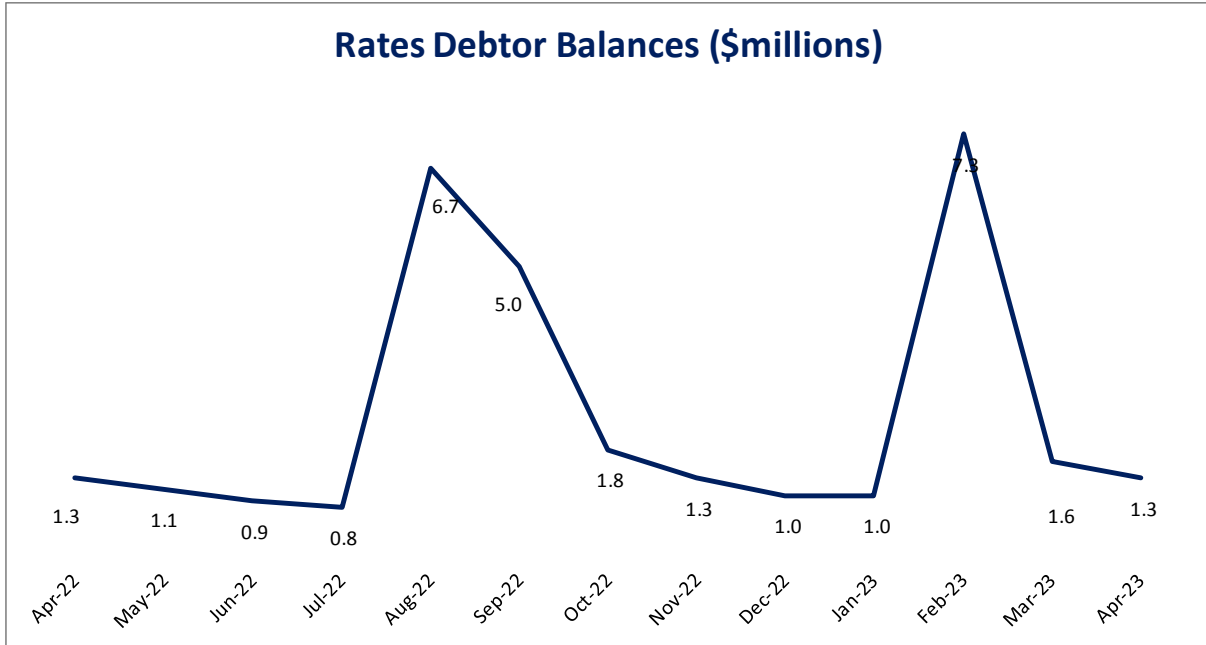
### Financial position

Statement of financial position	YTD Actual \$'000	Actual June 2022 \$'000	Full year budget \$'000
<b>Total assets</b>	<b>378,723</b>	<b>391,345</b>	<b>385,190</b>
<b>Total liabilities</b>	<b>23,324</b>	<b>33,309</b>	<b>27,172</b>
<b>Net community assets</b>	<b>355,399</b>	<b>358,036</b>	<b>358,018</b>
<b>Community equity</b>			
Asset revaluation reserve	150,151	150,094	150,095
Retained surplus	205,248	207,941	207,923
<b>Total community equity</b>	<b>355,399</b>	<b>358,036</b>	<b>358,018</b>

Council maintains a sound financial position and good working capital with current assets exceeding current liabilities by 5.59 times.

The rates debtor balance is \$1.3 million. There was an improvement in the number of ratepayers that paid their notices within the discount period in the second half of the year.

**12. FINANCIAL SERVICES REPORT**  
**12.1 - Monthly Financial Statements**

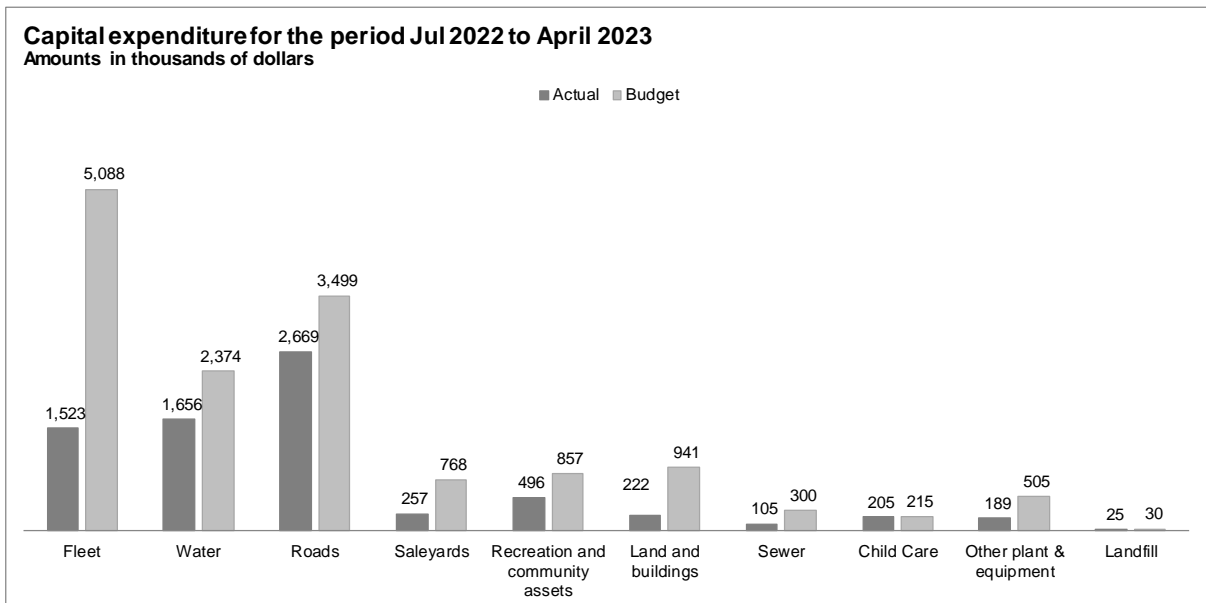


The aging of the outstanding rates is illustrated below. There is \$307k of unpaid rates that are over 1-year old (less than 1% of total rates revenue). There are 50 ratepayers that have been referred to external debt collection.

	<b>Current</b>	<b>1 year</b>	<b>2 years</b>	<b>3 years</b>
Outstanding rates	\$999,204	\$185,963	\$103,342	\$17,403
Number of assessments	541	59	32	18

\* the number of assessments can represent the same ratepayer in each aging category. For example, the 18 ratepayers in the 3 years column will also be included in the current, 1 year and 2 year columns.

The property, plant and equipment balance remains low with 50% of budgeted capital expenditure being spent YTD.



Liabilities mainly comprise QTC loan balances as illustrated below.

## 12. FINANCIAL SERVICES REPORT

### 12.1 - Monthly Financial Statements

Loan	Rate	Expiry date	Book value	Market value	Unrealised gain/(loss)
Saleyard land purchase	2.950%	15/12/2026	277	274	3
Water project 15/16	2.939%	15/06/2036	548	513	35
Sewer infrastructure	6.565%	15/09/2026	547	576	(29)
ACC land purchase	5.244%	15/03/2032	584	622	(38)
Water project	5.282%	15/06/2029	2,722	2,861	(139)
LWDEFS loan 1	3.693%	15/12/2036	10,746	10,508	238
<b>Total borrowings</b>			<b>15,424</b>	<b>15,354</b>	<b>70</b>

### Risks

The main risks to Council's short term financial performance, position and cash flow are:

Risk	Description	Treatment	Rating
Change in timing and amount of Financial Assistance Grant.	There is a change to the methodology used by the Commonwealth to prepay the Financial Assistance Grants. If the prepayment is discontinued or the amount changes, it will impact the financial result and cash position for FY23.	Maintain a cash balance large enough that Council will be able to continue providing services until the FY24 grant payments are received. Maintain forecasting and prepare to be flexible in how Council operates.	Likelihood – Possible  Consequence – Major (a significant but temporary negative impact to financial results and cash balances)  Rating - High
Project related grant income is not realized.  Reputational damage with funding bodies.	If projects are not completed within the timeframes according to the grant conditions, grant income may not be realized in FY23. The main risk is project delays due to wet weather.	Improve project reporting and risk assessments. Improve cross-functional communications across project teams, grant administration and procurement.	Likelihood – Possible  Consequence – Major (capital grant income is a significant part of Council's ability to fund capex)  Rating - High
Costs continue to increase rapidly placing pressure on Council's ability to sustainably provide services.	The cost of wages, goods and services, particularly construction materials continue to increase at a higher rate than previously experienced, increasing the cost of providing services and maintaining assets.	Prioritise services and projects to allocate limited resources to the most important community areas.  Maintain reporting and forecasting to identify issues and where necessary, revise budgets.	Likelihood – Almost certain  Consequence – Moderate  Rating - High

### Appendices

1. Financials 30.04.23.pdf [↓](#)
2. Management Reports 30.04.23.pdf [↓](#)
3. Capital 22.23 .pdf [↓](#)
4. Grants Report\_Council.pdf [↓](#)

**12. FINANCIAL SERVICES REPORT**  
**12.1 - Monthly Financial Statements**

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**Recommendation:**

*That Council receives the monthly financial statements for the period ending 30 April 2023, as presented.*

## 12.1 - Monthly Financial Statements - Appendix 1

Statement of financial performance	YTD Actual \$'000	YTD Budget \$'000	Last YTD \$'000	Full year budget \$'000
<b>Revenue</b>				
Rates, levies and charges	11,700	11,461	11,049	11,890
Fees and charges	1,687	2,198	1,580	2,638
Recoverable works income	5,109	6,364	5,549	7,626
Other revenue	1,162	463	769	467
Operating grants, subsidies and contributions	13,149	18,694	16,298	21,844
Capital grants, subsidies and income	3,981	5,301	2,708	7,716
Profit on sale of assets	495	-	199	640
<b>Total revenue</b>	<b>37,283</b>	<b>44,481</b>	<b>38,152</b>	<b>52,821</b>
<b>Expenses</b>				
Employee expenses	11,956	13,695	11,873	16,606
Materials and services	20,581	22,567	17,382	26,798
Finance expenses	646	715	719	858
Depreciation	6,822	7,079	6,696	8,495
Other expenses	-	-	-	-
<b>Total expenses</b>	<b>40,004</b>	<b>44,055</b>	<b>36,670</b>	<b>52,757</b>
<b>Net surplus or (deficit)</b>	<b>(2,722)</b>	<b>426</b>	<b>1,482</b>	<b>64</b>
<b>Operating deficit</b>				
Net surplus/(deficit)	(2,722)	426	1,482	64
less capital grants and income	(4,476)	(5,301)	(2,907)	(8,356)
<b>Operating deficit</b>	<b>(7,197)</b>	<b>(4,875)</b>	<b>(1,425)</b>	<b>(8,292)</b>
<b>Statement of financial position</b>	<b>YTD Actual</b>	<b>Actual June</b>	<b>2022</b>	<b>Full year</b>
	<b>\$'000</b>	<b>\$'000</b>		<b>budget</b>
				<b>\$'000</b>
<b>Current assets</b>				
Cash and cash equivalents	20,722	34,074		23,355
Current trade and other receivables	6,876	5,646		979
Inventories	985	1,418		650
<b>Non-current assets</b>				
Trade and other receivables	11,075	11,689		10,460
Property, plant and equipment	339,066	338,518		349,746
Other non-current assets	-	-		-
<b>Total assets</b>	<b>378,723</b>	<b>391,345</b>		<b>385,190</b>
<b>Current liabilities</b>				
Trade and other payables	932	8,283		5,395
Current borrowings	1,244	1,241		1,382
Current provisions	2,933	3,027		1,500
<b>Non-current liabilities</b>				
Borrowings	14,181	16,744		15,329
Provisions	4,034	4,014		3,566
<b>Total liabilities</b>	<b>23,324</b>	<b>33,309</b>		<b>27,172</b>
<b>Net community assets</b>	<b>355,399</b>	<b>358,036</b>		<b>358,018</b>
<b>Community equity</b>				
Asset revaluation reserve	150,151	150,094		150,095
Retained surplus	205,248	207,941		207,923
<b>Total community equity</b>	<b>355,399</b>	<b>358,036</b>		<b>358,018</b>



## 12.1 - Monthly Financial Statements - Appendix 1

<b>Statement of cash flows</b>	<b>YTD Actual</b>	<b>Full year budget</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Cash flows from operating activities</b>		
Receipts from ratepayers and customers	19,043	23,343
Receipts from grants	9,012	21,955
Payments to employees	(12,030)	(16,746)
Payments to suppliers	(23,311)	(29,750)
Interest paid	(646)	(726)
<b>Net cash inflow/(outflow) from operating activities</b>	<b>(7,932)</b>	<b>(1,924)</b>
<b>Cash flows from Investing activities</b>		
Receipts from capital grants	3,981	7,594
Receipts from sale of assets	604	-
Payments for capital expenditure	(7,444)	(15,145)
<b>Net cash inflow/(outflow) from investing activities</b>	<b>(2,859)</b>	<b>(7,551)</b>
<b>Cash flows from financing activities</b>		
Loan repayments	(2,560)	(1,244)
<b>Net cash outflows from financing activities</b>	<b>(2,560)</b>	<b>(1,244)</b>
<b>Net cash inflow/(outflow)</b>	<b>(13,352)</b>	<b>(10,719)</b>
Opening cash balance	34,074	34,074
<b>Closing cash balance</b>	<b>20,722</b>	<b>23,355</b>

<b>Statement of changes in equity</b>	<b>YTD Actual</b>	<b>Full year budget</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Accumulated surplus</b>		
Opening balance	207,941	207,941
Recognise land sold in prior years	28	
Net profit or (loss)	(2,722)	(18)
<b>Closing accumulated surplus</b>	<b>205,247</b>	<b>207,923</b>
<b>Asset revaluation reserve</b>		
Opening balance	150,094	150,094
Other comprehensive income	57	-
<b>Closing asset revaluation reserve</b>	<b>150,151</b>	<b>150,094</b>
<b>Total community equity</b>	<b>355,399</b>	<b>358,017</b>

12.1 - Monthly Financial Statements - Appendix 2

Longreach Regional Council  
 Program Report  
 for the YTD April 2023

Program	Revenue		Expenses		Net result	
	YTD	Budget YTD	YTD	Budget YTD	YTD	Budget full year
<b>Office of the CEO</b>						
Human resources	42	-	(914)	(1,068)	(872)	(1,068)
Governance	4	-	(685)	(693)	(681)	(1,067)
Elected member expenses	-	-	(432)	(453)	(432)	(544)
Disaster management and regional coordination	74	56	(205)	(211)	(131)	(155)
Economic development	-	-	(113)	(148)	(113)	(148)
Tourism, museums and VIC	112	108	(649)	(661)	(537)	(664)
<b>Total Office of the CEO</b>	<b>232</b>	<b>164</b>	<b>(2,998)</b>	<b>(3,235)</b>	<b>(2,765)</b>	<b>(3,070)</b>
<b>Infrastructure Services</b>						
Infrastructure administration	-	-	(625)	(707)	(625)	(849)
Depot and airstrips	-	-	(319)	(283)	(319)	(339)
Roads, streets and stormwater	10	-	(5,325)	(5,123)	(5,315)	(6,148)
2019 NDRA event	63	-	(3)	-	61	-
2020 NDRA event	1,127	1,000	(1,134)	(1,000)	(7)	-
2021 NDRA event	8,356	8,636	(8,356)	(9,595)	-	(960)
Contract works	5,044	6,310	(5,389)	(5,718)	(345)	709
Fleet management	285	113	585	446	870	670
Sewerage	1,784	1,637	(628)	(664)	1,156	840
Waste management	1,082	1,024	(644)	(660)	438	233
Water	3,389	2,982	(2,194)	(2,724)	1,195	(11)
<b>Total Infrastructure Services</b>	<b>21,139</b>	<b>21,701</b>	<b>(24,031)</b>	<b>(26,029)</b>	<b>(2,892)</b>	<b>(6,047)</b>

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## 12.1 - Monthly Financial Statements - Appendix 2

<b>Community Services</b>							
Health and environmental services	15	11	(75)	(85)	(59)	(74)	(89)
Child Care	1,782	2,314	(1,916)	(2,253)	(133)	61	73
Community development and events	62	-	(270)	(324)	(208)	(324)	(389)
Donations and sponsorship	-	-	(112)	(135)	(112)	(135)	(162)
RADF	68	23	(27)	(31)	40	(8)	(10)
Community administration	9	-	(525)	(697)	(516)	(697)	(836)
Libraries	12	3	(150)	(198)	(138)	(194)	(233)
Community centres and halls	154	33	(344)	(433)	(190)	(400)	(480)
Public conveniences	11	6	(99)	(337)	(88)	(331)	(397)
Development services	56	50	(190)	(158)	(134)	(108)	(130)
Council housing	79	83	(193)	(271)	(114)	(188)	(226)
Showgrounds and sporting facilities	71	71	(631)	(615)	(560)	(544)	(588)
Cemeteries	142	108	(341)	(259)	(199)	(151)	(181)
Parks and gardens	25	-	(1,472)	(1,542)	(1,447)	(1,542)	(1,836)
Swimming pools	7	7	(954)	(816)	(947)	(809)	(971)
<b>Total Community Services</b>	<b>2,493</b>	<b>2,710</b>	<b>(7,298)</b>	<b>(8,154)</b>	<b>(4,804)</b>	<b>(5,445)</b>	<b>(6,455)</b>
<b>Financial Services</b>							
Insurance	5	21	(632)	(629)	(628)	(608)	(604)
Finance	3,136	8,535	(671)	(1,209)	2,465	7,326	7,982
Asset management	-	-	(125)	(265)	(125)	(265)	(318)
Rates	4,954	5,443	(288)	(105)	4,666	5,337	5,270
LWDEFS	508	412	(389)	(398)	119	14	17
Internal recharges	37	29	(303)	4	(266)	33	40
<b>Total Financial Services</b>	<b>8,640</b>	<b>14,440</b>	<b>(2,408)</b>	<b>(2,603)</b>	<b>6,232</b>	<b>11,837</b>	<b>12,387</b>
<b>Corporate Services</b>							
Corporate administration	5	-	(1,313)	(1,324)	(1,308)	(1,324)	(1,589)
IT	-	-	(861)	(999)	(861)	(999)	(1,199)
Land, leased out assets and commercial businesses	114	56	(376)	(436)	(262)	(380)	(431)
Saleyards	47	38	(9)	(463)	38	(425)	(260)
Local laws	136	126	(701)	(812)	(565)	(686)	(823)
<b>Total Corporate Services</b>	<b>302</b>	<b>220</b>	<b>(3,260)</b>	<b>(4,034)</b>	<b>(2,958)</b>	<b>(3,814)</b>	<b>(4,302)</b>
<b>Total Council Operating Result</b>	<b>32,807</b>	<b>39,235</b>	<b>(39,995)</b>	<b>(44,055)</b>	<b>(7,188)</b>	<b>(4,820)</b>	<b>(8,292)</b>

### Notes to the program report

- 1 - Depot operations are higher for the YTD as unscheduled maintenance occurred. Full year budget should be maintained.
- 2 - The variances in the flood works and contract works are due to differences in total work completed to estimated work at project inception.
- 3 - Child care revenues are significantly lower than budget due to fewer children attending. The ability to generate higher revenue at the centre is dependant on being able to adequately staff the centre to safely and legally supervise children. The ratios are defined by regulation. If the ratios cannot be maintained due to availability of staff then both expenses and revenues drop.
- 4 - Development services expenses are higher due to the timing of the planning scheme review to budget.
- 5 - Cemetery costs remain above budget. Apart from a higher number of funerals in the first half of the year, the wet weather has meant that people and plant that would have spent time in other open spaces have been redeployed to the cemeteries to maintain weed control.
- 6 - The costs of maintaining the pools remains challenging as the higher volume of rain has an impact on the volume of chemicals required to maintain pool water quality. Energy costs to run the pools have also reached the annual budget amount.
- 7 - Insurance claims remain low, particularly the number of vehicle damage claims from windscreen damage and roof strikes. A couple of larger claims are still being progressed.
- 8 - The prepayment of the Financial Assistance Grant is yet to be received as per last year with no indication of when the funds will be received which remains a risk to councils cash flow forecast.
- 9 - Rates revenue is lower to budget as a higher number of ratepayers paid their rates notices within the discount period.

## 12.1 - Monthly Financial Statements - Appendix 3

### Capital as at 30.04.23

Infrastructure	Amended Budget.	YTD Actual.	
22.23 Longreach Town Weirs Capping	150,000	-	0%
22.23 Murray Dam Ilfracombe Pump / Isisford Dam Pump Refurbishments	25,000	6,559	26%
Bailey Street - Ilfracombe	96,000	-	0%
DCP Security Fencing - Isisford Waste Facility	30,000	25,000	83%
Dsdilgp Grant 21-22 Isisford Weir Replacement	278,918	209,267	75%
FLEET MANAGEMENT- Capital Works Plant & Equipment	5,138,968	1,521,889	30%
Ilfracombe - Car Park Opposite Caravan Park	30,000	11,059	37%
Ilfracombe / Drainage Upgrade	50,000	-	0%
Ilfracombe WTP Upgrade and Automation	97,000	6,003	6%
Isisford Footpath - Golden West Hotel To St Catherine Street	47,300	51,372	109%
Isisford WTP Clarifier	265,000	267,746	101%
LGGSP Longreach Sewer Relining	300,000	700	0%
LGGSP Longreach Water Mains Replacement	700,000	242	0%
Lrci P3 Eagle Street Road Upgrade	775,000	772,850	100%
Lrci P3 Isisford / Pave And Seal New Road To Airport Including New Alignm	335,000	218,630	65%
Lrci P3 Isisford Footpath	70,000	52,233	75%
Lrci P3 Longreach Footpath	98,000	89,636	91%
Ptiip 22.23 Ilfracombe (East) Bus Stop	50,000	16,200	32%
Ptiip 22.23 Ilfracombe (West) Bus Stop	50,000	8,600	17%
Ptiip 22.23 Longreach Bus Stop	50,000	8,900	18%
R2R 21/22 - Wellshot St - Ilf Streets Reseal	197,640	36,180	18%
R2R 22/23 - Glenloch Road / Install Concrete Floodway/ Ch Tbc	40,000	21,777	54%
R2R 22/23 - Gride Renewal (All Areas)	150,000	132,229	88%
R2R 22/23 - Isisford/ Reseal Bimerah Road Ch 0 Ch.450	29,700	15,924	54%
R2R 22/23 - Isisford/ Reseal Racecourse Road	92,400	58,266	63%
R2R 22/23 - Longreach - Silsoe Road / Repair Downstream Batter / Ch 26.6i	84,075	74,369	88%
R2R 22/23 - Longreach / Kite Street / Pave And Seal	120,000	130,334	109%
R2R 22/23 - Longreach/Cranse Street/ Pave & Seal Centre Section/ Betwee	90,000	86,566	96%
R2R 22/23 - Morella - Silsoe Road / Reseal And Prep Ch 45.767 To Ch 52.72	282,425	234,358	83%
R2R 22/23 - Silsoe - Vergemont road / Install concrete floodway / ch 4.150	100,000	51,845	52%
R2R 22/23 - Town Street Reseals (All Areas)	450,000	241,918	54%
R2R 22/23 - Westlands - Gaza Road / Install Concrete Floodway/ Ch 20.430	40,000	40,024	100%
ST003 - SPS upgrade/SCADA and Electrical	95,000	73,826	78%
Tids 22.23 - Longreach - Tocal Road / Reinstate Concrete Floodway (Tocal C	100,000	127,738	128%
Tids 22.23 - Morella Silsoe Rd Reseal	200,000	162,306	81%
Tids 22.23 -Morella - Silsoe Road / Reseal And Prep Ch 0 - Ch .600 / Ch 15.3	100,000	13,867	14%
W4Q 21- 24 - Water Mains Highway And Railway Crossings Longreach	250,000	-	0%
W4Q 21-24 Water Mains Replacement Stage 2 Isisford	970,000	876,594	90%
W4Q COVID Ilfracombe SP1 Upgrade	48,000	30,469	63%
W4Q COVID Isisford WTP Upgrade	389,000	128,214	33%
<b>Grand Total</b>	<b>12,464,426</b>	<b>5,803,688</b>	<b>47%</b>

## 12.1 - Monthly Financial Statements - Appendix 3

Community & Project Management	Amended Budget..	YTD Actual	
2023 Cemetery Plinth	15,500.00	15,500.00	100%
22.23 Variable message boards	85,000.00	84,199.99	99%
Replace fencing 22-24 Flinders Street (council housing)	25,000.00	-	0%
Cemetery Planter Boxes	19,000.00	19,000.00	100%
Child Care Expansion Cabintery	50,000.00	42,600.00	85%
Civic Centre Storage	6,000.00	-	0%
Councillor CAPEX to allow for community Projects	100,000.00	-	0%
Eagle Street Beautification	60,000.00	-	0%
Edkins Park Shade Structure	140,000.00	167,026.00	119%
Executive House	650,000.00	3,026.00	0%
House Stumping x 2	80,000.00	-	0%
Ilfracombe Rec Centre Toilet Refit	-	9,300.00	0%
Iningai Reserve Refurbishment	-	37,739.97	0%
Jarley Street - Fencing Replacement	20,000.00	-	0%
Lrci P1 Isisford Community Hall Renovations	-	28,974.11	0%
LRCI P2 Electronic Signboards	85,000.00	63,321.27	74%
Lrci P3 Childcare Playground (New)	162,000.00	161,934.43	100%
Lrci P3 Edkins Park Ablutions Block	330,000.00	297,214.56	90%
Lrci P3 Ilfracombe Rec Centre Capital Aircons	65,000.00	-	0%
Lrci P3 Ilfracombe Rec Centre Maintenance Flooring	-	12,022.73	0%
Lrci P3 Isisford Park Renovations	50,000.00	44,930.00	90%
LRCI P3 Longreach Library Roof Replacement	71,350.00	-	0%
LRCI P3 Longreach Showgrounds Rodeo Arena Surface replacement	31,000.00	19,600.00	63%
LRCI P3 New planting, irrigation, turf, shade structure, seating and path	25,000.00	-	0%
Lrci P3 Rec Centre Stairs/Landing Replacement	15,000.00	-	0%
Lrci P3 Showgrounds Audio Upgrade	45,000.00	46,465.47	103%
LRCI P3 Wool Pavilion Concreting	120,000.00	376.23	0%
Lrcip2 Thomson River Masterplan Stage 2	69,463.00	59,016.02	85%
SES Support Grant - Longreach SES flood boat shed	92,625.50	-	0%
Showgrounds Irrigation Replacement	36,000.00	36,000.00	100%
<b>Grand Total</b>	<b>2,447,938.50</b>	<b>1,148,246.78</b>	<b>47%</b>
<b>Corporate</b>			
	<b>Amended Budget .</b>	<b>YTD Actual .</b>	
22.23 Vic Printer	10,000.00	-	0%
BBR4 21- Saleyards Transit and spelling	131,583.00	257,393.51	196%
Bor521 Wqlx Redevelopment Stage 2	305,930.00	-	0%
Hvspp21 - Saleyards Heavy Vehicle Turning	330,462.00	-	0%
Isisford Depot Concrete Slab	20,000.00	-	0%
Longreach Administration Building Air Conditioning Replacement	350,000.00	-	0%
Lrcip2 - Isisford Town And Dam Exclusion Fence	-	83,764.34	0%
Replace 2 x Printers	-	-	0%
Storage Container Isisford Store	-	17,799.25	0%
Yaraka Fuel Depot	-	22,883.99	0%
<b>Grand Total</b>	<b>1,147,975.00</b>	<b>381,841.09</b>	<b>33%</b>

## Grant/s Information

(current as of Monday, 08 May 2023)

### Completed Grants

The below table outlines those Grants that were active as at, or since 01 July 2022, and have now been finalised.

Grant #	Name	Title	Grant Subsidy Amount	Income Received to Date	Income Yet to Receive	Grant Start Date	Grant End Date
GC2022165	Department Environment & Science	LIDSigns40 - Keep QLD Clean Road Signage	\$ 7,700	\$ 7,700	\$ -	25/08/2020	03/10/2022
GC2021115	DEPARTMENT OF EDUCATION AND TRAINING	ECEC 2021/2023 - Longreach & District Child Care Services	\$ 110,000	\$ 110,000	\$ -	19/11/2020	30/06/2023
GC2022164	DEPARTMENT OF INDUSTRY INNOVATION AND SCIENCE	PAC Grant - Purchase Of Four Variable Message Signboards Mounted On Trailers project	\$ 65,099	\$ 65,099	\$ -	07/06/2021	30/06/2023
GC2020080	DEPARTMENT OF STATE DEVELOPMENT	BoR Ro5LONG 0038 - WQLX - Stage 2	\$ 874,120	\$ 874,120	\$ -	01/06/2021	30/11/2022
GC2021138	Dept. OF EMPLOYMENT, SMALL BUSINESS & TRAINING	Skilling QLD for Work First Start Program 2021-22	\$ 49,500	\$ 49,500	\$ -	17/10/2021	29/08/2022
GC2021136	FOUNDATION FOR RURAL AND REGIONAL RENEWAL	FRRR Round 1 - Future Drought's Fund's Network to Build Drought Resilience	\$ 32,500	\$ 32,500	\$ -	01/07/2021	23/02/2023
GC2022171	NATIONAL AUSTRALIA DAY COUNCIL LIMITED	NADC 2023- Australia Day COVID Safe Grant 2023	\$ 22,000	\$ 22,000	\$ -	01/05/2022	23/01/2023
GC2022167	QUEENSLAND FIRE & EMERGENCY SERVICES	SES Support Grant 2022/2023 - Isisford Facility Upgrade and Fit out	\$ -	\$ -	\$ -	01/05/2022	31/12/2022
GC2022170	QUEENSLAND FIRE & EMERGENCY SERVICES	State Emergency Services - Local Government Subsidy 2022/2023	\$ 19,000	\$ 19,000	\$ -	01/07/2022	30/06/2023
GC2023183	QUEENSLAND FIRE & EMERGENCY SERVICES	SES Support Grant 2022/2023 - Isisford SES Driveway	\$ -	\$ -	\$ -	27/09/2022	30/06/2023
GC2021123	QUEENSLAND HEALTH	LMHI 2021/2022	\$ 75,000	\$ 75,000	\$ -	17/10/2022	30/06/2023
GC2020096	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA NDRRA 2019/20 - LRC00171920E-REC	\$ 10,611,393	\$ 10,611,393	\$ -	05/10/2022	30/06/2023
GC2023178	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC-0022-2122B-EWK - 10 Nov - 3 Dec 2021 Event	\$ 104,550	\$ 104,550	\$ -	31/12/2022	30/06/2023
GC2022171	STATE LIBRARY OF QLD	First 5 Forever Subsidy (2022/2023)	\$ 4,607	\$ 4,607	\$ -	11/01/2023	30/06/2023
GC2022172	STATE LIBRARY OF QLD	Service Development Subsidy 2022-2023	\$ 8,775	\$ 8,775	\$ -	01/07/2022	30/06/2023
		<b>Total</b>	<b>\$ 11,984,244</b>	<b>\$ 11,984,244</b>	<b>\$ -</b>		

### Lodged Grants

The below table provides a list of Grant opportunities that have been applied for. At time of writing, the outcome of these Grants has not been determined.

Grant #	Name	Title	Grant Subsidy Amount	Income Received to Date	Income Yet to Receive	Grant Start Date	Grant End Date
GC2023185	DEPARTMENT OF HOUSING & PUBLIC WORKS	MIP1 - Longreach Squash Courts Upgrade	\$ 328,692	\$ -	\$ 328,692	01/07/2023	31/12/2024
GC2023181	DEPARTMENT OF TRANSPORT & MAIN ROADS	Walking Local Government Grant 2022/2023	\$ 50,000	\$ -	\$ 50,000	30/06/2023	30/06/2024
GC2023186	DEPT OF LOCAL GOVERNMENT & PLANNING	FAG's - Financial Assistance Grant's 2023/2024 FY	\$ 9,993,312	\$ -	\$ 9,993,312	30/04/2023	30/06/2024
GC2022174	QUEENSLAND FIRE & EMERGENCY SERVICES	SES Support - Driving safely for Longreach	\$ 30,000	\$ -	\$ 30,000	01/07/2023	30/06/2024
GC2023182	QUEENSLAND RECONSTRUCTION AUTHORITY	Disaster Ready Fund 23/24 - Cross-functional Disaster Response and Recovery Facilities for	\$ 410,000	\$ -	\$ 410,000	01/07/2023	30/06/2026
GC2023194	QUEENSLAND TREASURY	HIF - Teal Street Development 2023	\$ 3,943,970	\$ -	\$ 3,943,970	01/09/2023	30/10/2025
		<b>Total</b>	<b>\$ 14,755,974</b>	<b>\$ -</b>	<b>\$ 14,755,974</b>		

### Approved Grants

Outlined below are all Grants that are currently active in the SynergySoft system. The below includes multi-year funding rounds, where income will be received at agreed milestones and/or scheduled dates until the completion dates.

Grant #	Name	Title	Grant Subsidy Amount	Income Received to Date	Income Yet to Receive	Grant Start Date	Grant End Date
GC2023193	Department of Agriculture & Fisheries	QCFG - Queensland Community Fishing Grants 2023	\$ 5,000	\$ -	\$ 5,000	27/04/2023	01/07/2024
GC2021119	DEPARTMENT OF EDUCATION AND TRAINING	CCCF Round 3 2021/2024 - Sustainability Support - 4-G9703A3/4-G8QDYQ6/4-G8XYQBB	\$ 870,000	\$ 630,000	\$ 240,000	01/07/2021	30/06/2024
GC2023184	DEPARTMENT OF EDUCATION AND TRAINING	QKFS-Longreach Kindergarten Service.01 January 2023 to 30 June 2023	\$ 32,326	\$ 6,182	\$ 26,144	01/01/2023	30/06/2023
GC2023192	DEPARTMENT OF EDUCATION AND TRAINING	ECEC - Kindy Uplift Program 2023	\$ 3,000	\$ -	\$ 3,000	28/03/2023	31/12/2023
GC2020081	DEPARTMENT OF INDUSTRY INNOVATION AND SCIENCE	BBR Round 4 - BBRF IIV000466 - WQLX Transit and Spelling Facility Upgrade	\$ 719,584	\$ 506,666	\$ 212,918	25/08/2020	30/06/2023
GC2019011	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	Roads 2 Recovery 2019/24	\$ 7,177,052	\$ 4,132,115	\$ 3,044,937	30/06/2019	30/06/2024
GC2021102	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 1. LRCH Airport Walking Path	\$ 276,500	\$ 248,850	\$ 27,650	29/01/2021	28/02/2023
GC2021103	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 2. LRCH Thomson River Redevelopment - Stage 2	\$ 200,000	\$ 180,000	\$ 20,000	29/01/2021	28/02/2023
GC2021104	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 3. ISISFORD Town and Dam Exclusion Fence	\$ 155,000	\$ 139,500	\$ 15,500	29/01/2021	28/02/2023
GC2021105	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 4. LRCH Pedestrian Infrastructure Maintenance at Inningai Park	\$ 50,000	\$ 45,000	\$ 5,000	29/01/2021	28/02/2023
GC2021106	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 8. LRCH Lioness Park Footpath Replacement	\$ 35,000	\$ 31,500	\$ 3,500	29/01/2021	28/02/2023
GC2021107	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 6. LRCH Aquatic Centre BBQ and Playground Upgrade	\$ 100,000	\$ 90,000	\$ 10,000	01/02/2021	28/02/2023
GC2021109	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P2 - 7. Electronic Roadside Signboards	\$ 72,165	\$ 64,949	\$ 7,217	01/02/2021	28/02/2023
GC2021142	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 1 LRCH Childcare Playground Replacement	\$ 162,000	\$ 81,000	\$ 81,000	01/01/2021	30/06/2024
GC2022146	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 2 Yaraka Tree Line	\$ 11,000	\$ 5,500	\$ 5,500	01/01/2022	30/06/2024
GC2022147	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 3 Isisford MPC Kiosk Repair	\$ 19,500	\$ 9,750	\$ 9,750	01/01/2022	30/06/2024
GC2022148	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 4 Isisford Park Renovations	\$ 44,500	\$ 22,250	\$ 22,250	01/01/2022	30/06/2024
GC2022149	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 6 ILF Rec Centre Maintenance	\$ 50,000	\$ 25,000	\$ 25,000	01/01/2022	30/06/2024
GC2022150	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 8 LRCH Showgrounds landscaping	\$ 70,000	\$ 35,000	\$ 35,000	01/01/2022	30/06/2024
GC2022151	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 9 LRCH Showground Audio Upgrade	\$ 50,000	\$ 25,000	\$ 25,000	01/01/2022	30/06/2024
GC2022152	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 10 ILF Rec Centre Decking and Stairs replace	\$ 15,000	\$ 7,500	\$ 7,500	01/01/2022	30/06/2024
GC2022153	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 11 Painting of LRCH Civic Centre	\$ 70,000	\$ 35,000	\$ 35,000	01/01/2022	30/06/2024
GC2022154	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 12 LRCH Edkins Park Ablution Block	\$ 330,000	\$ 165,000	\$ 165,000	01/01/2022	30/06/2024
GC2022155	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 13 LRCH Eagle St Beautification	\$ 60,000	\$ 30,000	\$ 30,000	01/01/2022	30/06/2024
GC2022156	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 14 LRCH Eagle St Landsborough HWY and Pelican St	\$ 775,000	\$ 387,500	\$ 387,500	01/01/2022	30/06/2024
GC2022157	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 15 Isisford Footpaths	\$ 70,000	\$ 35,000	\$ 35,000	01/01/2022	30/06/2024
GC2022159	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 17 Longreach Footpaths	\$ 98,000	\$ 49,000	\$ 49,000	01/01/2022	30/06/2024
GC2022160	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 16 Isisford Airport Road	\$ 335,000	\$ 167,500	\$ 167,500	01/01/2022	30/06/2024
GC2023187	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 18 Longreach Showgrounds Rodeo Arena Resurfacing	\$ 31,000	\$ 15,500	\$ 15,500	21/03/2023	30/06/2024
GC2023188	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 19 Powerhouse Museum Centenary Garden	\$ 25,000	\$ 12,500	\$ 12,500	21/03/2023	30/06/2024
GC2023189	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 20 Wool Pavilion Concreting	\$ 120,000	\$ 60,000	\$ 60,000	21/03/2023	30/06/2024
GC2023190	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 21 Longreach Library Roof Replacement	\$ 71,350	\$ 35,675	\$ 35,675	21/03/2023	30/06/2024



12.1 - Monthly Financial Statements - Appendix 4

Grant #	Name	Title	Grant Subsidy Amount	Income Received to Date	Income Yet to Receive	Grant Start Date	Grant End Date
GC2019036	DEPARTMENT OF STATE DEVELOPMENT	BoR R4 Long 0056 - Railway Siding Extension	\$ 500,000	\$ 250,000	\$ 250,000	12/12/2019	01/05/2024
GC2020093	DEPARTMENT OF TRANSPORT & MAIN ROADS	HVSP Round 7 - Saleyards Heavy Vehicle Upgrades	\$ 550,770	\$ 220,308	\$ 330,462	29/11/2020	30/06/2023
GC2021135	DEPARTMENT OF TRANSPORT & MAIN ROADS	MWPC CN 16460 - Muttaborra Cramsie Rd	\$ 4,108,179	\$ 4,069,363	\$ 38,816	01/07/2021	30/06/2023
GC2022175	DEPARTMENT OF TRANSPORT & MAIN ROADS	MWPC - CN17474 - 95B Longreach - Jundah Road	\$ 4,540,094	\$ 1,596,820	\$ 2,943,274	30/06/2022	30/06/2023
GC2023179	DEPARTMENT OF TRANSPORT & MAIN ROADS	STIP - Our Lady's Primary School - Turn around facility	\$ 230,000	\$ -	\$ 230,000	12/09/2022	30/06/2024
GC2023180	DEPARTMENT OF TRANSPORT & MAIN ROADS	STIP - Longreach State High School - Parking & Drop-off Area	\$ 450,000	\$ -	\$ 450,000	12/09/2022	30/06/2024
GC2020066	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 1/8 ISISFORD Major repairs to OBIC	\$ 250,000	\$ 225,000	\$ 25,000	30/07/2020	30/06/2023
GC2020067	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 2/8 ISISFORD Ablutions Block	\$ 45,000	\$ 40,500	\$ 4,500	30/07/2020	30/06/2023
GC2020068	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 3/8 LRCH Renovations to GA waiting room	\$ 40,000	\$ 36,000	\$ 4,000	30/07/2020	30/06/2023
GC2020069	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 4/8 LRCH Sewer Pump Station upgrade	\$ 50,000	\$ 45,000	\$ 5,000	30/07/2020	30/06/2023
GC2020070	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 4/8 LRCH Sewer Pump Remote Telemetry and Electrical	\$ 75,000	\$ 67,500	\$ 7,500	30/07/2020	30/06/2023
GC2020071	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 5/8 ISISFORD Weir Pump Replacement	\$ 60,000	\$ 54,000	\$ 6,000	30/07/2020	30/06/2023
GC2020072	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 5/8 ISISFORD WTP Upgrade and Electrical Upgrade	\$ 210,000	\$ 189,000	\$ 21,000	30/07/2020	30/06/2023
GC2020073	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 6/8 Ilfracombe WTP upgrade and Automation	\$ 70,000	\$ 63,000	\$ 7,000	30/07/2020	30/06/2023
GC2020074	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 7/8 LRCH Valve installation	\$ 30,000	\$ 27,000	\$ 3,000	30/07/2020	30/06/2023
GC2020075	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 8/8 LRCH Water Re Lift Pumps	\$ 80,000	\$ 72,000	\$ 8,000	30/07/2020	30/06/2023
GC2020076	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 4/8 LRCH Pump Station 2 Genset	\$ 30,000	\$ 27,000	\$ 3,000	30/07/2020	30/06/2023
GC2020077	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 6/8 ILF Sewer Pump Station 1 Upgrade	\$ 30,000	\$ 27,000	\$ 3,000	30/07/2020	30/06/2023
GC2020078	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q COVID 20/21 - 8/8 LRCH Elevated Reservoir Repairs	\$ 150,000	\$ 135,000	\$ 15,000	30/07/2020	30/06/2023
GC2021116	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q 2021/2024 - 1/2 ISISFORD Water Mains Replacement - Stage 2	\$ 870,000	\$ 783,000	\$ 87,000	01/07/2021	30/06/2024
GC2021117	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q 2021/2024 - 2/2 LRCH Water Mains Replacement (Highway & Railway) - Stage 2	\$ 250,000	\$ 225,000	\$ 25,000	01/07/2021	30/06/2024
GC2021122	DEPT OF LOCAL GOVERNMENT & PLANNING	Special Purpose Grant - Isisford Weir Repairs	\$ 1,200,000	\$ 840,000	\$ 360,000	16/06/2021	30/06/2023
GC2022162	DEPT OF LOCAL GOVERNMENT & PLANNING	FAGs 2022/2023 - General	\$ 7,715,196	\$ 7,606,006	\$ 109,190	07/04/2022	30/06/2023
GC2022163	DEPT OF LOCAL GOVERNMENT & PLANNING	FAGs 2022/2023 - Roads	\$ 2,278,116	\$ 2,240,170	\$ 37,946	07/04/2022	30/06/2023
GC2022169	DEPT. OF STATE DEVELOPMENT	LGGSP 2022/2024 - Water and Sewerage Replacement	\$ 600,000	\$ 163,636	\$ 436,364	01/07/2022	30/06/2024
GC2023191	QUEENSLAND FIRE & EMERGENCY SERVICES	SES Support Grant 2022/2023 - Longreach SES New Flood Boat Shed	\$ 80,362	\$ -	\$ 80,362	21/03/2023	30/06/2024
GC2020079	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA 2018/19 - LRC.0015:1819E.FWIN	\$ 155,000	\$ 109,918	\$ 45,082	30/06/2020	06/02/2023
GC2021129	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA NDRRA 2021/2023 - LRC.0019:2021F.REC	\$ 11,547,221	\$ 4,750,770	\$ 6,796,451	12/08/2021	30/06/2024
GC2022168	QUEENSLAND RECONSTRUCTION AUTHORITY	GRQ 2022/2023 - LRC.0021:2223A.QGR - Get Ready Queensland	\$ 9,700	\$ 8,730	\$ 970	01/07/2022	30/06/2023
GC2022173	QUEENSLAND RECONSTRUCTION AUTHORITY	QRRF - 2022-2023 Regional Disaster Management Coordinator	\$ 207,500	\$ 62,250	\$ 145,250	01/01/2023	30/06/2026
GC2023195	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.0025:2122J.REC - 21 April to 12 May 2022 events	\$ 14,930,610	\$ -	\$ 14,930,610	30/05/2023	30/06/2024
GC2022166	Translink Division- Transport Dept	PTIIP - Long Distance Coach Stops Grant	\$ 75,000	\$ 37,500	\$ 37,500	01/06/2022	30/06/2024
	<b>Total</b>		<b>\$ 63,520,724</b>	<b>\$ 31,249,907</b>	<b>\$ 32,270,817</b>		

## 12. FINANCIAL SERVICES REPORT

### 12.2 - Audit and Risk Committee - Minutes and Recommendations 19 April 2023

#### 12.2 Audit and Risk Committee - Minutes and Recommendations 19 April 2023

A report on the matters reviewed at the Audit and Risk Committee meeting held on 19 April 2023.

#### Council Action

Deliver

#### Applicable Legislation

*Local Government Act 2009*

*Local Government Regulation 2012 Section 211 – the chief executive officer must present a report about the matters reviewed at the audit committee meeting and the committee’s recommendations to the next meeting of the local government.*

#### Policy Considerations

Internal Audit Policy No. 1.10

Enterprise Risk Management Policy No. 1.11

Advisory Committee Policy No. 2.31

Audit and Risk Committee Policy No. 2.32

#### Corporate and Operational Plan Considerations

FINANCIAL SERVICES: AUDIT AND RISK MANAGEMENT			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.2.2	Council identifies and manages its risks effectively.	Enterprise Risk Management register is no more than 3 months out of date. At least 2 internal audits have been conducted per year.	<ul style="list-style-type: none"><li>Quarterly reviews of the ERM register are conducted.</li><li>The internal audit plan is reviewed annually and audits conducted bi-annually.</li></ul>

#### Budget Considerations

Nil

#### Previous Council Resolutions related to this Matter

**Responsible Officer:** David Wilson, Chief Financial Officer

#### Risk Management Factors:

## 12. FINANCIAL SERVICES REPORT

### 12.2 - Audit and Risk Committee - Minutes and Recommendations 19 April 2023

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This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Likely

Consequence: Major

Rating: High

Without effective governance structures there is a high risk that Council will not achieve its objectives and will suffer from losses.

#### **Environmental Management Factors:**

Not applicable

#### **Other Comments:**

Not applicable

#### **Recommendations:**

*That Council receives the report of the Audit and Risk Committee meeting held 19 April 2023.*

## 12. FINANCIAL SERVICES REPORT

### 12.3 - Procurement Policy

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#### 12.3 Procurement Policy

Review of the Procurement Policy

#### **Council Action**

Deliver

#### **Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulations 2012 s.164*

#### **Policy Considerations**

Not applicable

#### **Corporate and Operational Plan Considerations**

Audit and Risk Management – Council identifies and manages its risks effectively.

#### **Budget Considerations**

Nil

#### **Previous Council Resolutions related to this Matter**

*(Res-2021-10-248)*

*Moved Cr Emslie seconded Cr Smith*

*That pursuant to section 198 of the Local Government Regulation 2012, the Procurement Policy 2021-2022, as presented, be adopted.*

#### **Officer Comment**

**Responsible Officer/s:** *David Wilson, Chief Financial Officer*

#### **Background:**

Council's Procurement Policy sets out the framework under which Council develops its procurement procedures.

#### **Issue:**

A review of the Procurement Policy has been undertaken through a number of workshops to ensure that it achieves an appropriate framework for Council to develop procurement procedures that deliver projects and services in a cost effective manner and achieve sound contracting principles.

The sound contracting principles as set out in the *Local Government Regulations 2012* are:

- Value for money,
- Open and effective competition,
- The development of competitive local business and industry,
- Environmental protection, and
- Ethical behaviour and fair dealing.

## 12. FINANCIAL SERVICES REPORT

### 12.3 - Procurement Policy

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#### **Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Possible  
Consequence: Moderate  
Rating: Medium

Without an effective procurement policy, there is a medium risk that Council will not be able to deliver its projects and services in a manner that achieves value for money.

#### **Environmental Management Factors:**

Not applicable

#### **Other Comments:**


Not applicable.

#### **Appendices**

1. Procurement Policy [↓](#)

#### **Recommendation:**

*That Council adopts the Longreach Regional Council Procurement Policy, as presented.*

<b>Procurement Policy</b>		 Longreach Regional Council
Policy Number:	1.1	
Policy Category:	Financial	
Authorised by:		
Date approved:		
Review Date:		

**PURPOSE**

Council’s procurement activities are critical to its ability to deliver services and infrastructure to the community. This policy establishes a procurement framework that allows the efficient delivery of quality services while ensuring adherence to sound contracting principles and adequate internal controls.

**SCOPE**

This policy applies to:

- a) Procurement activities at all levels,
- b) Entering into contracts for the supply of goods and services.

**LEGISLATION**

*Local Government Act 2009 s104 paras 1-4*

*Local Government Regulation 2012 s198, s223 to s238*

**SOUND CONTRACTING PRINCIPLES**

Sound contracting principles must be regarded when entering into a contract for the supply of goods or services or the disposal of assets.

The sound contracting principles are:

- a) Value for money – ensure that all procurement and contracting activities represent the best return on money spent from a whole-of-life cost perspective;
- b) Open and effective competition – ensure transparent processes and the promotion of effective competition between potential suppliers;
- c) The development of competitive local business and industry – proactively support local business and industry to provide jobs in the Longreach Region. A 10% margin will be added to the price offered by non-local businesses when comparing offers with local businesses (limited to purchases under \$200,000);
- d) Environmental protection – ensure procurement and contracting activities conserve resources, save energy, minimize waste, allows the reuse of recovered materials, protect human health and maintain environmental quality and safety;
- e) Ethical behavior and fair dealing – ensures equitable and fair outcomes, probity and transparency, and ensures Officers act with integrity and in the public interest.

### **STRATEGIC APPROACH TO PROCUREMENT**

Procurement is a strategic function that works with operational and project teams to achieve sound contracting principles. By working together, from the development of budgets through to contract administration, Council will achieve better outcomes that will aid in its financial sustainability.

Procurement planning will be influenced by operational demands, industry and economic circumstances, annual budgets, asset management plans and long-term financial plans. Forward planning over a number of years can aid in entering into longer-term contracts for materials and services, providing better outcomes for Council.

Innovation is important to enhancing value for money outcomes for Council. Market led solutions can provide Council with a unique and innovative solution to a problem, address an opportunity or enhance the services that Council provides.

Where possible, Council will endeavor to procure from local and regional businesses and community groups to stimulate local economic activity and achieve better social outcomes for the Longreach Region.

The Procurement function will also create value by aiding operational and project teams in administering large value contracts and applying the Risk Management Framework to all procurement activities.

### **MANAGING CONFLICTS OF INTEREST**

Council Officers participating in planning, procurement and contracting activities must comply with the requirements of Council's Code of Conduct. Officers must advise the Procurement Officer of all conflicts of interest related to any procurement or contracting activity.

### **CONTRACTING/PURCHASING DELEGATIONS**

The Chief Executive Officer will nominate delegated staff with authority to undertake procurement activities subject to:

- a) The expenditure being provided for in the approved annual budget for the financial year, or
- b) Council has authorised the expenditure by resolution, or
- c) The Chief Executive Officer authorising the expenditure because of genuine emergency.

### **ESTABLISHED BUYING ARRANGEMENTS**

Vendorpanel will be the preferred method of inviting quotes for procurement of goods and services when quotes are required.

Buying arrangements will be created through a register of Pre-Qualified Suppliers, Local Buy Arrangements and Preferred Supplier Arrangements.

Establishing buying arrangements will reduce the administrative efforts in procurement while adhering to the sound contracting principles.

Preferred Supplier Arrangements and Pre-Qualified Suppliers will be created through a tender process.

### MINIMUM QUOTATION THRESHOLDS

	Amount (GST exclusive)	Default quotation requirements
Small	\$0-\$3,000	No quotes
	\$3,001 - \$15,000	Invite 2 quotes
Medium	\$15,001 - \$199,999	Invite 3 quotes
Large	\$200,000 +	Tender

When quotes are invited, all quotes received are to be in writing and attached to the purchase order within the purchasing system.

### SMALL VALUE PURCHASING (up to and including \$15,000)

Authorised Council Officers may use Council credit cards for small value purchasing under \$3,000. Any purchase made on a credit card will not require purchase orders to be raised.

All card holders must follow Council's Credit Card Policy when using cards for any payments.

For all other small value contracts, a purchase order must be raised and if required a copy of the quote/s attached or a note added to the purchase order.

### MEDIUM VALUE PURCHASING (\$15,001 - \$199,999)

For all medium value purchases, Council Officers must invite quotes from at least three suppliers unless:

- 1) there is a Preferred Supplier Arrangement in place, in which case no quotes are required; or
- 2) invitations for quotes are sent to the suppliers via Vendorpanel; or
- 3) a Local Buy Arrangement is used; or
- 4) the Chief Executive Officer, Chief Financial Officer or a Director authorises an exception under *Local Government Regulations 2012* Division 3.

A copy of the accepted quote must be attached to the purchase order. All procurement documentation and records of quotes received must be kept on file.



### **LARGE VALUE PURCHASES (\$200,000+)**

For all large value purchases, Council Officers must invite written tenders unless:

- 1) there is a Preferred Supplier Arrangement in place, in which case no quotes are required; or
- 2) invitations for quotes are sent to pre-qualified suppliers via Vendorpanel; or
- 3) a Local Buy Arrangement is used; or
- 4) the Chief Executive Officer authorizes an exception under *Local Government Regulations 2012* Division 3.

Copies of received quotes must be attached to the purchase order. If the purchase order is raised after a successful tender, then the tender reference will be noted on the purchase order. All procurement documentation and records of quotes and tender responses received must be kept on file.

### **TENDERS**

The Procurement Officer will manage all tenders for Council to assist operational and project teams in ensuring that sound contracting principles are adhered to. Tender procedures will be laid out in Management Directives.

### **PROBITY PLANS**

A simple probity plan will be completed for all purchases with a value of between \$50,000 and \$200,000 by the responsible officer.

A full probity plan must be completed for all large value contracts by the Procurement Officer. All full probity plans will be reviewed and approved by the Chief Financial Officer. Probity procedures will be laid out in Management Directives.

### **PURCHASE ORDERS**

When raising a purchase order, Council Officers must ensure that they operate within their delegated limits. The following principles must be followed:

- a) One purchase order must be raised for each contract. Issuing multiple purchase orders to remain under a delegated limit is not approved;
- b) A variation of 10% in value between the purchase order and the invoice is acceptable;
- c) Variations to a purchase order must not cause the total value of the purchase order to exceed a delegated limit. For example, if a purchase order was raised for \$150,000 and a variation to the purchase order causes the total to exceed \$150,000, then the variation must be approved by a Director or higher;
- d) A purchase order must be raised before engaging a supplier. The purchase order should be issued prior to the receipt of an invoice;

- e) A requisition must be raised by an officer with an appropriate requisition authority and then approved by a secondary officer with authorising delegation.

**PURCHASING WITHOUT A PURCHASE ORDER**

Purchase orders will be raised for all purchases with the following exceptions:

- a) When a credit card is used for purchases;
- b) For utility bills, vehicle registrations, tax payments and other similar transactions;
- c) For employee reimbursements;
- d) To pay approved community donations;
- e) For refunds to ratepayers;
- f) Other exceptional circumstances authorised by the Chief Executive Officer, Chief Financial Officer or Director.

Under these circumstances, the payment of the expense must be properly authorised by a manager with the appropriate level of delegation.

**OTHER EXCEPTIONS**

The Chief Executive Officer may authorise exceptions to this policy if circumstances require it.

**MANAGEMENT DIRECTIVES AND PROCEDURES**

This policy is to be read in conjunction with Management Directives and Procedures to practically apply this policy and guide the use of Council's systems.

Authorised by resolution on xxxx:   <hr/> Brett Walsh Chief Executive Officer
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**12. FINANCIAL SERVICES REPORT**  
**12.4 - Information Report - Financial Services**

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**12.4 Information Report - Financial Services**

This report provides an update on a range of activities that has occurred during the month of April 2023 for the Financial Services Department.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

N/A

**Corporate and Operational Plan Considerations**

Corporate Plan Strategy Area: 4.1: Community Engagement and Customer Service

**Budget Considerations**

As per approved 2022/23 budget.

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officer/s:** *David Wilson, Chief Financial Officer*

**Background:**

Officers are requested to provide an information update to Council on a monthly basis to outline achievements, challenges and statistical information for the various functional areas in Council.

**Issue:**

**Information Technology**

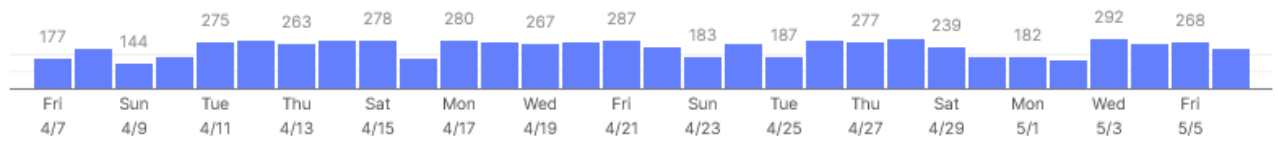
**Public Wi-Fi Usage (last 30 days)**

Below is a series of information relating to the council provided public use Wi-Fi network for the last month. The busiest section has shown to be the units at the Longreach Library with Apex Park now starting to see more traffic as we see visitors to the regional camping at the river. The busiest in terms of actual people using the Wi-Fi network was the Merino Bakery. The Wi-Fi network had an average of 241 users per day with 1157 unique people over this period, for a total use of 998.82 GB of data.

## 12. FINANCIAL SERVICES REPORT

### 12.4 - Information Report - Financial Services

#### Clients per day



#### Top devices

Name	Model	# Clients	Usage	% Usage
Library Meeting Room	MR33	260	293.18 GB	29.35%
Apex Park	MR74	247	182.05 GB	18.23%
Library Entrance	MR36	507	162.06 GB	16.22%
Prices Plus	MR33	849	139.04 GB	13.92%
Merino Bakery	MR33	870	103.39 GB	10.35%
Vinnies	MR33	791	62.17 GB	6.22%
Kinnon	MR33	667	26.42 GB	2.65%
VIC AP	MR33	665	21.3 GB	2.13%
Mercury Business Supplies	MR33	533	9.21 GB	0.92%

#### Risk Management Factors:

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Rare  
 Consequence: Insignificant  
 Rating: Low (1/25)

Low risk, informational report only.

#### Environmental Management Factors:

Nil

#### Other Comments:

Nil

#### Recommendation:

*That Council receives the Financial Services information report as presented.*

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.1 - Community Donations - Isisford Golf Club Inc**

**13. COMMUNITY AND CULTURAL SERVICES REPORT**

**14.1 Community Donations - Isisford Golf Club Inc**

Consideration of a Community Donations application received in May in accordance with the Community Donations Policy No. 11.06.

**Council Action**

Partner  
 Deliver

**Applicable Legislation**

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

**Policy Considerations**

Community Donations Policy No. 11.06

**Corporate and Operational Plan Considerations**

<b>COMMUNITY AND CULTURAL: COMMUNITY DEVELOPMENT</b>			
<b>Link to Corporate Plan</b>	<b>Activity</b>	<b>Key Performance Indicators</b>	<b>Operational Targets</b>
4.2.2	Provide community sponsorship for various activities.	Administer Community donations along with sponsorships in accordance with the guidelines and budget.	Deliver program within budget allocated by June 2023.

**Budget Considerations**

\$112,000.00 committed and allocated to Community Donations YTD.

<b>Category</b>	<b>Total Budget</b>	<b>Budget Committed (not yet paid)</b>	<b>Budget Remaining</b>	<b>Budget required to meet Community Donations – Individuals for May 2023</b>	<b>Budget remaining for future applications</b>
Donations	\$112,000.00	0.00	\$46,599.38	\$11,840.29	\$34,759.09

## 14. COMMUNITY AND CULTURAL SERVICES REPORT

### 14.1 - Community Donations - Isisford Golf Club Inc

#### Previous Council Resolutions related to this Matter

(Res-2022-05-127)

Moved Cr Nunn seconded Cr Hatch

That Council endorses the allocation of funds from the Community Donations Program as contained in the following table, in accordance with the Community Donations Policy No. 11.06:

<b>Organisation / Name</b>	<b>Event/ Activity</b>	<b>Grant Requested</b>	<b>Grant Approved</b>	<b>Conditions of approval/ Payment</b>
Isisford Golf Club Inc	Isisford Golf Club Open 2022	Financial \$3,890.00 <b>Total \$3,890.00</b>	Financial \$3,890.00 <b>Total \$3,890.00</b>	Nil

#### Officer Comment

**Responsible Officer:** Abby Lewis - Community Development Coordinator

#### Background:

Longreach Regional Council Community Donations program:

- Enhances the community's resilience, wellbeing, sustainability and liveability
- Contributes to vibrant and engaged communities
- Provides community organisations with financial support to meet identified community need and provides benefit to the broader Longreach region communities
- Achieves Council's strategic objectives, as identified in the Corporate Plan.

Community Donations (financial and in-kind support) are offered each financial year. Each Community Group is eligible to apply for a maximum of \$5,000 per financial year. All applications will be assessed against eligibility and assessment criteria as stated in this Policy and the Program Guidelines.

#### Issue:

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.1 - Community Donations - Isisford Golf Club Inc**

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**Isisford Golf Club Inc**

<b>Isisford Golf Open</b>	
<i>Has the Community group applied for funds in the past?</i>	Yes
<i>Has the Community Group applied for funds within the 22/23 Financial Year?</i>	No
<i>Does the Community Group have any outstanding acquittals?</i>	No
<i>Has the event/ project been previously funded by Council?</i>	Yes

Each year in July the Isisford Golf Club Committee hold their annual Golf Open. The event attracts around 70 keen golfing enthusiasts from across the Central West Region and as far as Rockhampton. The event contributes to the Central West golfing calendar and encourages golfers from other towns and regions to participate. The 18 hole course is largely maintained by a small group of volunteers. The Open attracts a number of players and adds to participant’s social wellbeing and increases competitiveness in the region.

The total grant recommended of \$2,000.00 financial will go towards the cost of catering and prizes for the event to assist with the overall event budget. Both catering and prizes will be sourced from local businesses within the Longreach Region. The catering included as part of the \$50 nomination fee includes breakfast, lunch and nibbles.

The application was reviewed by a panel and scored against the criteria of the Longreach Regional Council’s Community Donations Assessment Guidelines. The result was to support the Isisford Golf Club to the value of 100%. All supporting documentation was supplied with their application.

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Financial \$2,000.00</i>	<i>Financial \$2,000.00</i>
<b>Total \$2,000.00</b>	<b>Total \$2,000.00</b>

**Appendices**

1. Isisford Golf Club Community Application.pdf [↓](#)

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.1 - Community Donations - Isisford Golf Club Inc**

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**Recommendation:**

*That Council endorses the following allocation of funds from the Community Donations Program in accordance with the Community Donations Policy No. 11.06;*

<b>Organisation/ Name</b>	<b>Event/Activity</b>	<b>Grant Requested</b>	<b>Grant Approved</b>
<i>Isisford Golf Club Inc</i>	<i>Isisford Golf Open</i>	<i>\$2,000.00</i>	<i>\$2,000.00</i>
		<b>TOTAL \$2,000.00</b>	<b>TOTAL \$2,000.00</b>





APPLICATION PACK  
**Community  
Donations**





## COMMUNITY DONATIONS OBJECTIVE

Council is committed to supporting local community organisations through its Community Donations Program. The aim of Program is to:

- ▶ Develop the capacity and sustainability of organisations or innovative programs to meet the needs of members and the community.
- ▶ Support the acquisition or upgrading of facilities and equipment (excluding personal- use items).
- ▶ Provide donations towards services that deliver improved community services to the Council region.
- ▶ Deliver programs and events to engage and entertain a vast variety of community members within the Longreach Regional Council Region. Enhances the community's resilience, wellbeing, sustainability and liveability;

## ELIGIBILITY

In order to submit an application under the Community Donations Program, the applicant must be:

- ▶ A community organisation, group or club that is a not-for-profit incorporated organisation and is located in the Longreach Regional Council Area OR:
- ▶ A community group or club auspiced by not-for-profit incorporated organisation located within the Longreach Regional Council area, and
- ▶ Have met acquittal conditions for previous council funding.

Each Community Group is eligible to apply for a maximum of \$5,000 per financial year.

Community Donations in-kind support of \$1,000 or less may be awarded by the Chief Executive Officer or delegate in accordance with this Policy and Program Guidelines.

## INELIGIBLE APPLICATIONS

The following entities and applications are ineligible under the community donations program and will not be considered for funding:

- ▶ Government agencies or departments of local, state or federal government
- ▶ Educational, Religious or Medical Organisations
- ▶ Businesses
- ▶ Applications whereby Council funds will be donated to another cause
- ▶ Applications which fund;
  - a. Wages or salaries for staff
  - b. Recurrent costs with day to day operations of a community group
  - c. Retrospective funding
  - d. Equipment or other expenditure that are personal or of personal gain
  - e. Part of or all of Council Rates
  - f. Items that would otherwise be funded by State or Government bodies



## LODGEMENT OF APPLICATIONS AND CUT OFF DATE

Applications are to be made using the Community Donations Application Form and must include relevant support documentation. All applications are to be emailed to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au) or delivered in person to Council Administration Office.

Community Donations (financial and in-kind support) applications must be received by COB on first Tuesday of each month to be considered in that month.

In-kind support will only be considered for Council services, which are listed in the fees and charges:

[www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1](http://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1)

In cases of emergency or other extenuating circumstances, applications received after the cut off each month, may be considered at the discretion of the Chief Executive Officer.

## CRITERIA

- ▶ Applicants must demonstrate strong community benefit or need and support for the project or activity. (eg will it contribute to Economic Development, Tourism, Liveability, etc).
- ▶ The applicant or proposed project or activity must be based within the Longreach Regional Council boundaries; or clearly demonstrate direct benefit to the Longreach Regional Council communities.
- ▶ The applicant must demonstrate attempts have been made to raise funds from other sources to assist with the event
- ▶ Applicants must be able to demonstrate financial viability and/or competence to achieve the stated goals of the project or activity and provide evidence with application
- ▶ Applicants must have acquitted previously awarded donations in accordance with the relevant Community Donations Policy in order to be considered for a new application.
- ▶ Applicants must not have any overdue debt with Council unless a payment arrangement is in place to reduce debt.
- ▶ Activities and Projects will not be funded from multiple Council funding programmes.

## SUPPORTING DOCUMENTATION

Applicants are required to submit the following supporting documentation with an application:

- ▶ Evidence of the event or project (ie quotes, facilities bookings, etc)\*
- ▶ Relevant public liability insurance (if required)
- ▶ A detailed budget of running expenses for the event – available in Application Form

\*if groups are unable to provide evidence of the event or project due to the dependency of funding or extenuating circumstances, please indicate on the application form. Council may still consider the application based on supplied information (i.e budget).



### SUBMITTING APPLICATION

For further information or help completing applications please seek assistance from the Council administration staff within the Community Donations section on (07) 4658 4111 or via email to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au)

**Note:** Office hours are 8.30 am to 5.00 pm, Monday to Friday (excluding public holidays).

Completed applications may be returned in person to Councils Administration Office's or be emailed to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au)

### HOW ARE THE APPLICATIONS ASSESSED?

All applications will be assessed against the selection criteria by the assessment panel consisting of 3 representatives and passed onto Council for endorsement. All applications will receive written notification of their outcome.

Applications which are successful will be sent a Community Donations Agreement which will need to be signed and returned before funds are paid to the nominated bank account.

### ACQUITTAL

Successful applicants are required to complete and return the Longreach Regional Council acquittal form within three (3) months of the nominated event date. The acquittal form must be accompanied with proof of payment of invoices and supporting documentation.



# APPLICATION FORM

## CONTACT INFORMATION

Name: (Group or Organisation)	ISISFORD GOLF CLUB INC
ABN if applicable	75 020 345 612
Contact Person's Name:	LISA LITTLEWOOD
Postal Address:	PO BOX 3 ISISFORD QLD 4731
Telephone:	
Mobile:	0427588069
Email:	isisfordgolfclub@gmail.com

## EVENT DETAILS

Event Name:	ISISFORD GOLF CLUB GOLF OPEN
Event Date:	1 JULY 2023
Description of what Council funds will be used for:  No more than approx 200 words.	We hold our annual Golf Open which caters up to 70 players from the Central west Region as well as Rockhampton. We are a Non profit club which is the only sporting club in our district that relies entirely on volunteers for all administrative and maintenance roles. The funds from Longreach Regional Council will be used for Catering and Prizes.
Financial Amount Requested:	\$ 2000.00 for catering and prizes
In-kind Support Requested:	\$



**DETAILED BUDGET BREAKDOWN**

<b>INCOME</b> List any source of income supply i.e other sponsorship, ticket sales, cash contributions, etc.	<b>Amount</b>	<b>EXPENSES</b> List any expenses incurred by your organisation for the project or event the application relates to.	<b>Amount</b>	<b>Tick what is being funded by Council</b>
Sponsorship	\$ 2130.00	Catering	\$ 1000	✓
Nomination Fees (50 noms target 70)	\$ 2500	Prizes	\$ 1200.00	✓
	\$	Central west affiliation	\$ 156.00	
	\$	Golf Australia	\$ 398.00	
	\$	Insurance (contribution)	\$ 1000	
	\$		\$	
<b>TOTAL</b>	<b>\$ 4630</b>	<b>TOTAL</b>	<b>\$ 3754</b>	
Comments or other details:  Total insurance for the club annually is \$4,201				

<b>In-Kind support component</b> List items and \$ amounts (e.g stage, chairs, tables)  Please refer to the fees and charges: <a href="http://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1">www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1</a>	<b>Amount</b>	<b>Other comments</b>
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	





### ELIGIBILITY ASSESSMENT

Explain how your event demonstrates strong community or individual benefit, or need of support.

Our open would benefit from Councils support as the day contributes to the Central West Golfing Calender and encourages golfers from to there towns to participate. We are a very small committee and all our members volunteer around the club and give so much time and energy to maintain the 18 hole course. We pay our own rates and power so It would be very rewarding for them to see this hard work recognised by the continuous help from the Longreach Regional Council. We are told every year that they look forward to coming to the Isisford Golf club as we always supply the best feed and prizes.

Explain how your event will contribute to the Longreach Regional Council community ( eg Economic Development, Tourism, Liveability, wellbeing etc.)

The community will also benefit by our club remaining viable. If we are forced to close down the the town will have no sporting club, which would be devastating for our community. Life in rural qld can be difficult at time and the community facilities such as ours is vitally important. Our golf club adds to social well being and also increases levels of competitiveness which helps boosts our level of self esteem. It also involves the young ones to actively play outside which is a benefit to their Mental Health.

Is your event based within the Longreach Regional Council Area

Yes  No

How many people are expected to attend? (Please indicate)

0-50  51-100  100-200  200 and over

Provide a brief explanation of what type of attendants your event will attract (eg visitors from other towns, key community groups)

We are apart of the Central West Players who look forward to playing at our golf course. Every year we are commended on the quality of the course and how much we care for our little clubhouse and the community.

How do you intend to acknowledge Council's support (if approved) at the event or within the project or activity?

Face book, flyers, word of mouth and LRC banners and thank you advertised in Longreach Leader

Have you sought funding through other avenues for your project/activity (grants, corporate sponsorship, fundraising, etc)?

Yes:  No:

If YES, please provide details?

[Empty text box for providing details if funding was sought]



Does the applicant have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines?

Yes  No

Does the applicant have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines?

Yes  No

Does the Organisation/Applicant have any overdue debt with Council (excluding organisations with a payment arrangement)?

Yes  No

**SUPPORTING DOCUMENTATION CHECKLIST**

- Evidence of the event or project (i.e quotes, facilities bookings, etc)\*
- Relevant public liability insurance (if required)
- Booking form/s completed (facility hire and equipment hire)
- A copy of the organisations most recent bank statement (for applications over \$1,000 only)

\*if groups are unable to provide evidence of the event or project due to the dependency of funding or extenuating circumstances, please indicate on the application form. Council may still consider the application based on supplied information (i.e budget).

**DECLARATION BY RECIPIENT**

- I certify that to the best of my knowledge, information detailed in this application (and relevant attachments) is true and correct.
- I understand I may be asked to provide the Council with additional information on the funded project.
- I consent to Longreach Regional Council publishing the applicants name in reports and publication statements.

<b>Signature:</b> Note: If you are under the age of 18, your legal guardian must also sign this application	
Date:	18/04/2023
Name in full:	Lisa Littlewood
Community Group/ Organisation:	Isisford Golf Club Inc
Position in Group or Organisation: (if applicable)	Secretary

Privacy Collection Statement: Longreach Regional Council is committed to ensuring that your privacy is protected and will take all reasonable steps to ensure that all personal information is secure. Council is collecting your personal or community groups information for the purpose of assessing your application for Community Donations.

**SUBMIT**



**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.2 - Community Donations - Longreach Town Band**

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**14.2 Community Donations - Longreach Town Band**

Consideration of a Community Donations application received in May in accordance with the Community Donations Policy No. 11.06.

**Council Action**

Partner  
 Deliver

**Applicable Legislation**

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

**Policy Considerations**

Community Donations Policy No. 11.06

**Corporate and Operational Plan Considerations**

COMMUNITY AND CULTURAL: COMMUNITY DEVELOPMENT			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.2.2	Provide community sponsorship for various activities.	Administer Mayoral and Community donations along with sponsorships in accordance with the guidelines and budget.	Deliver program within budget allocated by June 2023.

**Budget Considerations**

\$112,000.00 committed and allocated to Community Donations YTD.

Category	Total Budget	Budget Committed (not yet paid)	Budget Remaining	Budget required to meet Community Donations - Individuals for May 2023	Budget remaining for future applications
Donations	\$112,000.00	0.00	\$46,599.38	\$11,840.29	\$34,759.09

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.2 - Community Donations - Longreach Town Band**

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**Previous Council Resolutions related to this Matter**

*(Res-2017-06-001)*

*Moved Cr Rayner seconded Cr Martin*

*That Council endorses the allocation of funds from the Community Grants Program, as per the Community Grants Policy dated 21 July 2016, as contained in the following table:*

<b>Organisation</b>	<b>Event</b>	<b>Event Date</b>	<b>Project/Activity</b>	<b>Grant requested</b>	<b>Grant Approved</b>
Longreach Town Band Inc.	Musical support to the people of the Longreach Region	On going	Financial assistance requested for payment for the musical director's honorarium, paying insurance, purchasing music scores, a new cornet and a selection of mouthpieces for sizing adult learners.	\$5,000	\$2,500

**Officer Comment**

**Responsible Officer:** *Abby Lewis - Community Development Coordinator*

**Background:**

Longreach Regional Council Community Donations program:

- Enhances the community's resilience, wellbeing, sustainability and liveability
- Contributes to vibrant and engaged communities
- Provides community organisations with financial support to meet identified community need and provides benefit to the broader Longreach region communities
- Achieves Council's strategic objectives, as identified in the Corporate Plan.

Community Donations (financial and in-kind support) are offered each financial year. Each Community Group is eligible to apply for a maximum of \$5,000 per financial year. All applications will be assessed against eligibility and assessment criteria as stated in this Policy and the Program Guidelines.

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.2 - Community Donations - Longreach Town Band**

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**Issue:**

**Longreach Town Band Inc**

<b>Music in the Park – Winter 2023</b>	
<i>Has the Community group applied for funds in the past?</i>	Yes
<i>Has the Community Group applied for funds within the 22/23 Financial Year?</i>	No
<i>Does the Community Group have any outstanding acquittals?</i>	No
<i>Has the event/ project been previously funded by Council?</i>	Yes

Each year the Longreach Town Band’s Outreach Group, mixed ensemble play in Longreach, Ilfracombe or Isisford park. The band plays for 90 minutes commencing at 4:00pm – 5:30pm on a Sunday afternoon in the Winter season over a 13-week period. This is a public performance where individuals, their families and visitors to the Region can take a picnic blanket to the park and listen to their local Band group. This is a great event for the community as it can also entice those who are wanting to join the Longreach Town Band.

The total grant recommended of \$4,290.29 financial will go towards the cost of advertising and signage, 6 new arrangements of sheet music, annual APRA licence fee, appearance contribution, bus hire and fuel.

The application was reviewed by a panel and scored against the criteria of the Longreach Regional Council’s Community Donations Assessment Guidelines. The result was to support the Longreach Town Band to the value of 100%. All supporting documentation was supplied with their application.

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Financial \$4,290.29</i>	<i>Financial \$4,290.29</i>
<b>Total \$4,290.29</b>	<b>Total \$4,290.29</b>

**Appendices**

1. Longreach Town Band Application.pdf [↓](#)

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.2 - Community Donations - Longreach Town Band**

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**Recommendation:**

*That Council endorses the following allocation of funds from the Community Donations Program in accordance with the Community Donations Policy No. 11.06;*

<b>Organisation/ Name</b>	<b>Event/Activity</b>	<b>Grant Requested</b>	<b>Grant Approved</b>
<i>Longreach Town Band Inc</i>	<i>Music in the Park – Winter 2023</i>	<i>\$4,290.29</i>	<i>\$4,290.29</i>
		<b>TOTAL \$4,290.29</b>	<b>TOTAL \$4,290.29</b>

# APPLICATION FORM



## CONTACT INFORMATION

Name: (Group or Organisation)	Longreach Town Band Inc
ABN if applicable	14709437065
Contact Person's Name:	Lachlan RICH
Postal Address:	PO Box 408, LONGREACH QLD 4730
Telephone:	07 4658 0330
Mobile:	0428 215 203
Email:	longreachtownband@gmail.com

## EVENT DETAILS

Event Name:	Music in the parks - Winter 2023
Event Date:	Sun 28 May – Sun 27 August 2023
Description of what Council funds will be used for:  No more than approx 200 words.	The Longreach Town Band's outreach group, its mixed ensemble, will play in a Longreach, Ilfracombe or Isisford park or outside an identified tourism-related venue, for 90 minutes each Sunday afternoon in winter. Six new musical scores will be purchased so that the band can rehearse and perform new music during the winter season. These events will be advertised and appropriate signage created and displayed. A contribution towards APRA-AMCOS licensing costs is also sought.
Financial Amount Requested:	\$ 4290.29
In-kind Support Requested:	\$ nil

## 14.2 - Community Donations - Longreach Town Band - Appendix 1



### DETAILED BUDGET BREAKDOWN

INCOME List any source of income supply i.e other sponsorship, ticket sales, cash contributions, etc.	Amount	EXPENSES List any expenses incurred by your organisation for the project or event the application relates to.	Amount	Tick what is being funded by Council
10 x 13 x 1.5 volunteer hours @ \$20.00	\$ 3900	6 x new arrangements of sheet music @ \$93	\$ 558	✓
1 x 13 x 1.5 volunteer professional hours @ \$1080	\$ 1560	advertising and signage	\$ 640	✓
	\$	50% of annual APRA-AMCOS licence fee	\$ 125	✓
	\$	13 x appearance contribution @ \$200	\$ 2600	✓
	\$	MPG bus hire to Isisford	\$ 250	✓
	\$	bus fuel to Isisford	\$ 118	✓
<b>TOTAL</b>	<b>\$ 5880</b>	<b>TOTAL</b>	<b>\$ 4291</b>	
Comments or other details:				
<p>This event comprises open rehearsals every Sunday 1600-1730 h as identified in the calendar in Annex A to the Event management plan for Longreach Town Band's "Music in the parks 2023". This activity engages the mixed ensemble which is the association's primary outreach activity. The mixed ensemble is open to all wind players.</p> <p>Advertisiing</p>				

In-Kind support component List items and \$ amounts (e.g stage, chairs, tables) Please refer to the fees and charges: <a href="http://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1">www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1</a>	Amount	Other comments
nil required	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	



### ELIGIBILITY ASSESSMENT

Explain how your event demonstrates strong community or individual benefit, or need of support.

Benefits accrue to members of the mixed ensemble and the community for which they perform. Group rehearsals engage motivated individuals, members of the association, from 8 to 88 who range from the recently competent to extremely experienced.

Unlike some Queensland local governments the Longreach Regional Council no longer employs or funds its local band's musical director. Since 1916, Brisbane City Council's alternative to direct funding of bands has been the "Bands in Parks" program. Longreach Town Band's "Music in the parks 2023", and this application, will offer a similar opportunity to the people of Longreach Regional Council Area.

Explain how your event will contribute to the Longreach Regional Council community ( eg Economic Development, Tourism, Liveability, wellbeing etc.)

Public performances are significant public interactions with communities – especially families with pre-school-age and school-age children, older members of our communities and tourists and other visitors. Public performances outside this event management plan are usually initiated when the band receives an invitation. They are usually sponsored by an individual or group with a contribution of \$200.00.

Is your event based within the Longreach Regional Council Area

Yes  No

How many people are expected to attend? (Please indicate)

0-50  51-100  100-200  200 and over

Provide a brief explanation of what type of attendants your event will attract (eg visitors from other towns, key community groups)

Based on previous iterations of this activity, up to 20 people per weekend over 13 weekends will attend. With the provision for advertising in this application there is potential to grow audience numbers.

How do you intend to acknowledge Council's support (if approved) at the event or within the project or activity?

Advertising and the signage at the event will include an acknowledgment of council's support.

Have you sought funding through other avenues for your project/activity (grants, corporate sponsorship, fundraising, etc)?

Yes:  No:

If YES, please provide details?

The band continues to seek funding for its support of tourism linked events but has not yet secured any in 2023.

## 14.2 - Community Donations - Longreach Town Band - Appendix 1



Does the applicant have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines?

Yes  No

Does the applicant have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines?

Yes  No

Does the Organisation/Applicant have any overdue debt with Council (excluding organisations with a payment arrangement)?

Yes  No

### SUPPORTING DOCUMENTATION CHECKLIST

- Evidence of the event or project (i.e quotes, facilities bookings, etc)\*
- Relevant public liability insurance (if required)
- Booking form/s completed (facility hire and equipment hire)
- A copy of the organisations most recent bank statement (for applications over \$1,000 only)

\*if groups are unable to provide evidence of the event or project due to the dependency of funding or extenuating circumstances, please indicate on the application form. Council may still consider the application based on supplied information (i.e budget).

### DECLARATION BY RECIPIENT

- I certify that to the best of my knowledge, information detailed in this application (and relevant attachments) is true and correct.
- I understand I may be asked to provide the Council with additional information on the funded project.
- I consent to Longreach Regional Council publishing the applicants name in reports and publication statements.

Signature: Note: If you are under the age of 18, your legal guardian must also sign this application	<b>Lachlan Rich</b> Digitally signed by Lachlan Rich Date: 2023.04.08 18:47:07 +10'00'
Date:	13 Apr 23
Name in full:	Lachlan Bruce RICH
Community Group/ Organisation:	Longreach Town Band Inc
Position in Group or Organisation: (if applicable)	Secretary

Privacy Collection Statement: Longreach Regional Council is committed to ensuring that your privacy is protected and will take all reasonable steps to ensure that all personal information is secure. Council is collecting your personal or community groups information for the purpose of assessing your application for Community Donations.

**SUBMIT**



**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.3 - Community Donations - Reach Christian Church**

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**14.3 Community Donations - Reach Christian Church**

Consideration of a Community Donations application received in May in accordance with the Community Donations Policy No. 11.06.

**Council Action**

Partner  
 Deliver

**Applicable Legislation**

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

**Policy Considerations**

Community Donations Policy No. 11.06

**Corporate and Operational Plan Considerations**

COMMUNITY AND CULTURAL: COMMUNITY DEVELOPMENT			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.2.2	Provide community sponsorship for various activities.	Administer Community donations along with sponsorships in accordance with the guidelines and budget.	Deliver program within budget allocated by June 2023.

**Budget Considerations**

\$112,000.00 committed and allocated to Community Donations YTD.

Category	Total Budget	Budget Committed (not yet paid)	Budget Remaining	Budget required to meet Community Donations - Individuals for May 2023	Budget remaining for future applications
Mayoral Donations	\$112,000.00	0.00	\$46,599.38	\$11,840.29	\$34,759.09

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.3 - Community Donations - Reach Christian Church**

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**Previous Council Resolutions related to this Matter**

*(Res-2021-02-001)*

*Moved Cr Bignell seconded Cr Smith*

*That Council endorses the allocation of funds from the Sponsorship Program as contained in the following table, in accordance with the Sponsorship Policy No 11.09:*

<b>Organisation/ Name</b>	<b>Event/Project Activity</b>	<b>Event Date</b>	<b>Grant Approved</b>
<i>The Reach Christian Church</i>	<i>Fuel Breakfast</i>	<i>On going</i>	<b>\$1,000.00</b>
		<b>TOTAL</b>	<b>\$1,000.00</b>

**Officer Comment**

**Responsible Officer:** *Abby Lewis - Community Development Coordinator*

**Background:**

Longreach Regional Council Community Donations program:

- Enhances the community's resilience, wellbeing, sustainability and liveability
- Contributes to vibrant and engaged communities
- Provides community organisations with financial support to meet identified community need and provides benefit to the broader Longreach region communities
- Achieves Council's strategic objectives, as identified in the Corporate Plan.

Community Donations (financial and in-kind support) are offered each financial year. Each Community Group is eligible to apply for a maximum of \$5,000 per financial year. All applications will be assessed against eligibility and assessment criteria as stated in this Policy and the Program Guidelines.

**Issue:**

**Reach Christian Church**

<b>Fuel Breakfast</b>	
<i>Has the Community group applied for funds in the past?</i>	Yes
<i>Has the Community Group applied for funds within the 22/23 Financial Year?</i>	No
<i>Does the Community Group have any outstanding acquittals?</i>	No
<i>Has the event/ project been previously funded by Council?</i>	Yes

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.3 - Community Donations - Reach Christian Church**

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Reach Christian Church provides a healthy breakfast of toast, fruit and flavoured milk or juice at the Longreach State Primary School. Each Thursday morning the kids have the opportunity to have breakfast before school commences. Fuel Breakfast was started quite a few years ago when a number of children were going to school without breakfast. The Reach Christian Church is passionate about reaching into the community in practical ways, they thought that a way to help those children was to supply a breakfast to get them started for the day.

The total grant recommended of \$1,000.00 financial will go towards the cost of catering for the fuel breakfast, including milk, fruit, bread and juice.

The application was reviewed by a panel and scored against the criteria of the Longreach Regional Council's Community Donations Assessment Guidelines. The result was to support Reach Christian Church to the value of 100%. All supporting documentation was supplied with their application.

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Financial \$1,000.00</i>	<i>Financial \$1,000.00</i>
<b>Total \$1,000.00</b>	<b>Total \$1,000.00</b>

**Appendices**

1. Reach Christian Church Application.pdf [↓](#)

**Recommendation:**

*That Council endorses the following allocation of funds from the Community Donations Program in accordance with the Community Donations Policy No. 11.06;*

<b>Organisation/ Name</b>	<b>Event/Activity</b>	<b>Grant Requested</b>	<b>Grant Approved</b>
<i>Reach Christian Church</i>	<i>Fuel Breakfast</i>	<i>\$1,000.00</i>	<i>\$1,000.00</i>
		<b>TOTAL \$1,000.00</b>	<b>TOTAL \$1,000.00</b>



# APPLICATION FORM

## CONTACT INFORMATION

Name: (Group or Organisation)	REACH CHRISTIAN CHURCH
ABN if applicable	84 787 467 315
Contact Person's Name:	BEN KENT
Postal Address:	P.O Box 90 LONGREACH Q 4730.
Telephone:	0407 909022
Mobile:	" "
Email:	reachchristianchurch@gmail.com

## EVENT DETAILS

Event Name:	FUEL BREAKFAST.
Event Date:	EVERY THURSDAY OF SCHOOL TERM 2023
Description of what Council funds will be used for: No more than approx 200 words.	FUEL BREAKFAST IS A PROGRAM RUN BY REACH CHURCH AT LONGREACH STATE SCHOOL. WE PROVIDE A BREAKFAST FOR CHILDREN EACH THURSDAY CONSISTING OF TOAST, FRUIT, FLAVOURED MILK & FRUIT JUICE
Financial Amount Requested:	\$ 1000
In-kind Support Requested:	\$



**ELIGIBILITY ASSESSMENT**

Explain how your event demonstrates strong community or individual benefit, or need of support.

SOME CHILDREN COME TO SCHOOL WITHOUT A PROPER BREAKFAST. THIS CAN GIVE KIDS AN ENERGY BOOST FOR THE DAY.

Explain how your event will contribute to the Longreach Regional Council community ( eg Economic Development, Tourism, Liveability, wellbeing etc.)

HELPING BUILD STRONG SCHOOL IN TOWN BUILDS A STRONG COMMUNITY

Is your event based within the Longreach Regional Council Area

Yes  No

How many people are expected to attend? (Please indicate)

0-50  51-100  100-200  200 and over

EACH WEEK

Provide a brief explanation of what type of attendants your event will attract (eg visitors from other towns, key community groups)

PRIMARY SCHOOL CHILDREN ONLY.

How do you intend to acknowledge Council's support (if approved) at the event or within the project or activity?

- WE HAVE THE LONGREACH COUNCIL LOGO DISPLAYED EACH WEEK.

Have you sought funding through other avenues for your project/activity (grants, corporate sponsorship, fundraising, etc)?

Yes:  No:

If YES, please provide details?

- LONGREACH REAL ESTATE  
- MERINGO BAKERY



**DETAILED BUDGET BREAKDOWN**

<b>INCOME</b> List any source of income supply i.e other sponsorship, ticket sales, cash contributions, etc.	<b>Amount</b>	<b>EXPENSES</b> List any expenses incurred by your organisation for the project or event the application relates to.	<b>Amount</b>	<b>Tick what is being funded by Council</b>
Longreach Res	\$	MILK	\$400	✓
ESTATE	\$300	FRUIT	\$400	✓
	\$	Jam/Butter/milo	\$	
Longreach Council	\$1000	VEGETABLE etc	\$200	✓
	\$	COP/SEMIARIES/GLOVES	\$300	
	\$		\$	
<b>TOTAL</b>	<b>\$1300</b>	<b>TOTAL</b>	<b>\$1300</b>	
Comments or other details:				

<b>In-Kind support component</b> List items and \$ amounts (e.g stage, chairs, tables)  Please refer to the fees and charges: <a href="http://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1">www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1</a>	<b>Amount</b>	<b>Other comments</b>
MERINO BAKERY - BREAD	\$ 500	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	



Does the applicant have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines?

Yes  No

Does the applicant have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines?

Yes  No

Does the Organisation/Applicant have any overdue debt with Council (excluding organisations with a payment arrangement)?

Yes  No

**SUPPORTING DOCUMENTATION CHECKLIST**

- Evidence of the event or project (i.e quotes, facilities bookings, etc)\*
- Relevant public liability insurance (if required)
- Booking form/s completed (facility hire and equipment hire)
- A copy of the organisations most recent bank statement (for applications over \$1,000 only)

\*if groups are unable to provide evidence of the event or project due to the dependency of funding or extenuating circumstances, please indicate on the application form. Council may still consider the application based on supplied information (i.e budget).

**DECLARATION BY RECIPIENT**

- I certify that to the best of my knowledge, information detailed in this application (and relevant attachments) is true and correct.
- I understand I may be asked to provide the Council with additional information on the funded project.
- I consent to Longreach Regional Council publishing the applicants name in reports and publication statements.

<b>Signature:</b> Note: If you are under the age of 18, your legal guardian must also sign this application	<i>B Kent</i>
Date:	<i>20/4/2023</i>
Name in full:	<i>Ben Kent</i>
Community Group/ Organisation:	<i>Reach Christian Church.</i>
Position in Group or Organisation: (if applicable)	<i>PASTOR</i>

Privacy Collection Statement: Longreach Regional Council is committed to ensuring that your privacy is protected and will take all reasonable steps to ensure that all personal information is secure. Council is collecting your personal or community groups information for the purpose of assessing your application for Community Donations.

**SUBMIT**

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.4 - Community Donations - Individuals**

**14.4 Community Donations - Individuals**

Considerations of applications received for the month of May 2023 in accordance with the Community Donation Policy 11.06.

**Council Action**

Partner

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

Community Donation No. 11.06

**Corporate and Operational Plan Considerations**

COMMUNITY AND CULTURAL: COMMUNITY DEVELOPMENT			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.2.2	Provide community sponsorship for various activities.	Administer Community donations along with sponsorships in accordance with the guidelines and budget.	Deliver program within budget allocated by June 2023.

**Budget Considerations**

Committed and allocated to Community Donations YTD:

Category	Total Budget	Budget Committed (not yet paid)	Budget Remaining	Budget required to meet Community Donations – Individuals for May 2023	Budget remaining for future applications
Mayoral Donations	\$112,000.00	0.00	\$46,599.38	\$11,840.29	\$34,759.09

**Previous Council Resolutions related to this Matter**

Monthly resolutions

**Officer Comment**

**Responsible Officer:** Abby Lewis, Community Development Coordinator

**Background:**

Longreach Regional Council Individual Donations Program received 14 applications for the month of May 2023.

These applications are:



**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.4 - Community Donations - Individuals**

1. Abbey Dolgner will travel to Brisbane on 10 – 15 July 2023. Abbey has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Abbey Dolgner</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Abbey Dolgner</i> \$350.00	<i>Abbey Dolgner</i> \$350.00

2. Heidi Horsley will travel to Brisbane on 10 – 15 July 2023. Heidi has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Heidi Horsley</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Heidi Horsley</i> \$350.00	<i>Heidi Horsley</i> \$350.00

3. Izabella Elliott will travel to Brisbane on 10 – 15 July 2023. Izabella has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Izabella Elliott</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Izabella Elliott</i> \$350.00	<i>Izabella Elliott</i> \$350.00

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.4 - Community Donations - Individuals**

4. Katelyn Ballin will travel to Brisbane on 10 – 15 July 2023. Katelyn has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Katelyn Ballin</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Katelyn Ballin</i> \$350.00	<i>Katelyn Ballin</i> \$350.00

5. Lily Worland will travel to Brisbane on 10 – 15 July 2023. Lily has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Lily Worland</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>Yes</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Lily Worland</i> \$350.00	<i>Lily Worland</i> \$350.00

6. Paige Osborne will travel to Brisbane on 10 – 15 July 2023. Paige has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Paige Osborne</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Paige Osborne</i> \$350.00	<i>Paige Osborne</i> \$350.00

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.4 - Community Donations - Individuals**

7. Rebekah Strong will travel to Brisbane on 10 – 15 July 2023. Rebekah has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Rebekah Strong</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Rebekah Strong</i> \$350.00	<i>Rebekah Strong</i> \$350.00

8. Tayla Willersdorf will travel to Brisbane on 10 – 15 July 2023. Tayla has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Tayla Willersdorf</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Tayla Willersdorf</i> \$350.00	<i>Tayla Willersdorf</i> \$350.00

9. Matilda Anderson will travel to Brisbane on 10 – 15 July 2023. Matilda has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

<b>Matilda Anderson</b>	
<i>Has the recipient applied for funds in the past?</i>	<i>No</i>
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	<i>No</i>
<i>Does the recipient have any outstanding acquittals?</i>	<i>No</i>

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Matilda Anderson</i> \$350.00	<i>Matilda Anderson</i> \$350.00

10. Tiahna-Jane Richenswill travel to Brisbane on 10 – 15 July 2023. Tiahna -Jane has been selected to represent Longreach State High School as part of the Queensland State Schools Regional Masses Dance Cast 2023 CGEN Show.

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.4 - Community Donations - Individuals**

<b>Tiahna-Jane Richens</b>	
<i>Has the recipient applied for funds in the past?</i>	No
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	No
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Tiahna-Jane Richens</i> \$350.00	<i>Tiahna-Jane Richens</i> \$350.00

11. Xander Flanagan will travel to Gladstone on 22-27 June 2023. Xander has been selected as part of the North West 11-12 year's boys Rugby League team to compete at the State Championships (*Regional Representation*).

<b>Xander Flanagan</b>	
<i>Has the recipient applied for funds in the past?</i>	Yes
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	No
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Xander Flanagan</i> \$350.00	<i>Xander Flanagan</i> \$350.00

12. Laylah Williamson was selected to travel to Brisbane from 27-30 April 2023 to compete in the North Western Region School Sport 13-15 year's netball team (*Regional Representation*).

<b>Laylah Williamson</b>	
<i>Has the recipient applied for funds in the past?</i>	Yes
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	Yes
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Laylah Williamson</i> \$350.00	<i>Laylah Williamson</i> \$350.00

13. Havana Elliott had been selected to represent North West at the Queensland State Championships 10-12 years Netball (*Regional Representation*). Havana will travel to Caloundra from 31 May to 4 June 2023.

<b>Havana Elliott</b>	
<i>Has the recipient applied for funds in the past?</i>	No
<i>Has the recipient applied for funds within the 22/23 Financial Year?</i>	No

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.4 - Community Donations - Individuals**

<b>Havana Elliott</b>	
Does the recipient have any outstanding acquittals?	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
Havana Elliott \$350.00	Havana Elliott \$350.00

**Recommendation:**

That Council endorses the allocation of funds from the Community Donations Program, in accordance with the Community Donations Policy No. 11.6, as follows:

<b>Organisation/ Individual</b>	<b>Event/Project Activity</b>	<b>Event Date</b>	<b>Grant Approved</b>
Abbey Dolgner	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Heidi Horsley	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Izabella Elliott	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Katelyn Ballin	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Lily Worland	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Paige Osborne	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Rebekah Strong	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Tayla Willersdorf	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Matilda Anderson	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Tiahna-Jane Richens	Masses Dance Cast 2023 CGEN Show	10-15 July 2023	\$350.00
Xander Flanagan	11-12 years Boys Rugby League – North West Regional Representative	22-27 June 2023	\$350.00
Laylah Williamson	13-15 years Girls Netball – North West Regional Representative	27-30 April 2023	\$350.00
Havana Elliott	10-12 years Girls Netball – North West Regional Representative	31 May – 4 June 2023	\$350.00
		<b>TOTAL</b>	<b>\$4,550.00</b>

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.5 - Australia Day Awards Policy - Biennial Review**

**14.5 Australia Day Awards Policy - Biennial Review**

Consideration of the Australia Day Award Policy No.11.03 which is due for its biennial review.

**Council Action**

Partner  
 Deliver

**Applicable Legislation**

*Local Government Act 2009*

**Policy Considerations**

11-03 Australia Day Award Policy

**Corporate and Operational Plan Considerations**

COMMUNITY AND CULTURAL: EVENTS			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
1.1.5	Deliver and support local events and celebrations.	Deliver approved civic and community events and ceremonies in collaboration with stakeholders.  Support community organisations on developing and delivering community events throughout the region.	Events completed within annual budget.

**Budget Considerations**

A budget allocation is made each financial year for Australia Day as this is an important civic event for our region and across Australia.

**Previous Council Resolutions related to this Matter**

*(Res-2020-11-301)*

*Moved Cr Emslie seconded Cr Martin*

*That Council adopts the Australia Day Awards Policy No. 11-03, as presented.*

**Officer Comment**

**Responsible Officer/s:** *Sandra Warren, Communication & Events Coordinator*

**Background:**

Australia Day celebrations are held in Longreach, Ilfracombe, Isisford/Yaraka each year. This policy is to set out the categorisation of Australia Day Awards, with guidelines on nominations, ceremonies, Australia Day Ambassadors and how the judging panel will be formed each year.

**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.5 - Australia Day Awards Policy - Biennial Review**

**Issue:**

In reviewing the policy, Officers identified there has been a number of award categories where there were no nominations over a number of years. The review of the policy provides an opportunity to reduce the number of awards and standardise the categories across the region. This is the major change to the attached draft policy. In addition to this, an eligibility criteria has been added to the policy to provide clarity on who can be nominated.

Outlined below is a list of the previous categories:

<b>Longreach</b>	<b>Ilfracombe</b>	<b>Isisford/Yaraka</b>
Citizen of the Year	Citizen of the Year	Citizen of the Year
Young Citizen of the Year	Young Citizen of the Year	Young Citizen of the Year
Senior Sporting Achievement	Senior Sporting Achievement	Senior Sporting Achievement
Junior Sporting Achievement	Junior Sporting Achievement	Junior Sporting Achievement
Sports Administrator	Community Volunteer of the Year	Community Volunteer of the Year
Community Event of the Year	Community Event of the Year	Community Event of the Year
Senior Cultural Award		
Junior Cultural Award		

**Risk Management Factors:**

This matter has been assessed using Council’s Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Unlikely  
 Consequence: Minor  
 Rating: Low (4/25)

**Environmental Management Factors:**

Nil


**Other Comments:**

The reviewed policy has been updated with changes highlighted.

**Appendices**

1. Australia Day Policy - Review [↓](#)

**Recommendation:**  
*That Council adopts the Australia Day Awards Policy No. 11-03, as presented.*

<b>Australia Day Awards Policy</b>		 <p><b>Longreach Regional Council</b> <small>Ilfracombe Isisford Longreach Yaraka</small></p>
Policy Number:	11.3	
Policy Category:	Community	
Authorised by:		
Date approved:		
Review Date:		

**PURPOSE**

The purpose of this policy is to set out the Australia Day Awards categories and guidelines on nominations, ceremonies, **eligibility**, Australia Day Ambassadors and the award judging panel.

**SCOPE**

This policy applies to all Longreach Regional Council Australia Day awards, ceremonies and events.

**POLICY STATEMENT**

Longreach Regional Council recognises the proud heritage and individual identities of the communities of the Longreach Region and uses the annual Australia Day Awards as an opportunity to recognise the significant contribution by members of these communities.

Council has set out the categories for award nominations for each community as follows:

<b>Longreach</b>	<b>Ilfracombe</b>	<b>Isisford/Yaraka</b>
<b>Citizen of the Year</b>	<b>Citizen of the Year</b>	<b>Citizen of the Year</b>
<b>Senior Achievement of the Year (sporting, cultural, individual or team)</b>	<b>Senior Achievement of the Year (sporting, cultural, individual or team)</b>	<b>Senior Achievement of the Year (sporting, cultural, individual or team)</b>
<b>Junior Achievement of the Year (sporting, cultural, individual or team)</b>	<b>Junior Achievement of the Year (sporting, cultural, individual or team)</b>	<b>Junior Achievement of the Year (sporting, cultural, individual or team)</b>
<b>Community Event or Community Group of the Year</b>	<b>Community Event or Community Group of the Year</b>	<b>Community Event or Community Group of the Year</b>

**1. Nominations**

Nominations for Australia day Awards will be open for a minimum period of six (6) weeks using the designated form. Nominations are called to ensure there is sufficient time to review and decide on award recipients, and to procure award certificates, trophies and to make other ceremonial arrangements.

**2. Judging Panel**

A judging panel for the Australia Day Awards will be established each year and will consist of the following members from the region:

- The Mayor **(or a delegate)**
- A member of the Clergy
- A former winner of the Australia Day Awards and
- A member of the Queensland Police Service



The judging panel will assess all nominations using the selection criteria that has been outlined for each award. In the event of a tied vote, the Mayor (or the Mayor's Delegate) shall have the final casting vote.

**3. Eligibility**

1. Nominees must reside within the local government boundary of Longreach Regional Council. Community events must be held within the local government boundary of Longreach Regional Council.
2. Nominees cannot have won an award in the same category in the last two consecutive years.
3. Nominees must be within the accepted age range of the award.
4. Nominees cannot be paid for the work/ activities they are being nominated for.

**4. Ambassador**

Applications will be submitted by Council to the Queensland Government for the ceremonies within the Longreach Region to be attended by an Australia Day Ambassador. A nominated Councillor will escort the ambassador/s to ceremonies and events.

**5. Ceremonies**

Australia Day ceremonies, consisting of a function and awards presentation, will be organised by Council for Longreach, Ilfracombe and Isisford.

Council will sponsor a community group to provide food and drinks in each community.

**6. Events**

Community groups are encouraged to organise and/or participate in events to celebrate Australia Day for both the local community benefit and as a fundraising opportunity.

Council may also organise special events e.g. a senior's lunch in each community, children's activities etc., depending upon the annual budget allocation set by Council/ funding

<p>Authorised by resolution as at DATE:</p> <p>_____</p> <p>Brett Walsh Chief Executive Officer</p>
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## 14. COMMUNITY AND CULTURAL SERVICES REPORT

### 14.6 – Development Permit for a Change Application (minor) relating to a Development Permit for a Material Change of Use for an extension to Hotel at 31 Duck Street, Longreach.

#### 14.6 Development Permit for a Change Application (minor) relating to a Development Permit for a Material Change of Use for an extension to Hotel at 31 Duck Street, Longreach.

Consideration of a Change Application (minor) lodged with Longreach Regional Council on 17 April 2023 by The Birdcage Hotel C/- Patricia Skinner for a Development Permit for Material Change of Use for an extension to a Hotel at 31 Duck Street, Longreach.

Description:	Change Application (Minor)
Development:	Development Permit
Applicant:	The Birdcage Hotel C/- Patricia Skinner
Owner:	Shaun Anthony Harris and Peter Colin Anderson
Current Use of Land:	Hotel and Office
Address:	31 Duck Street, Longreach
Real Property Description:	Lot 1 on RP894227
Applicable Planning Scheme:	<i>Longreach Regional Planning Scheme 2015 (v2.1)</i>
Zone:	Centre Zone
Level of Assessment:	Code Assessment

#### **Assessment Report**

The Assessment Report was prepared by Council's Town Planning Consultants, Reel Planning and is listed in the appendices below.

#### **EXECUTIVE SUMMARY**

The Applicant, The Birdcage Hotel Pty Ltd C/- Patricia Skinner has submitted a change application (minor change) under section 78 of the *Planning Act 2016* (the Planning Act) to amend decision notice DA20/21-010, Development Permit for Material Change of Use for an extension to a Hotel over land at 31 Duck Street, Longreach, formally described as Lot 1 on RP894227. Decision notice DA20/21-010 is the result of a previous development application, approved by Council at its General Meeting on 17 June 2021.

The owner has recently started building work for an extension to the gaming room. Council received a copy of the building certification for this work and subsequently notified the certifier that the extension was considered a material change of use as the extension results in an intensification of the use. In response a minor change application has been submitted.

The minor change involves the addition of a 27m<sup>2</sup> extension to the existing gaming room. The extension requires the removal of an external wall to facilitate the extension.

Based on an assessment of the minor change application in accordance with the Planning Act, this decision report recommends the change application be approved, subject to the conditions stated herein.

#### **Appendices**

1. Decision Report DA2223-009 Minor Change - 8.05.23 [↓](#)

## 14. COMMUNITY AND CULTURAL SERVICES REPORT

### 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit for a Material Change of Use for an extension to Hotel at 31 Duck Street, Longreach.

**Recommendation:**

That Council approves the Change Application (Minor Change) relating to DA20/21-010, being a Development Permit for Material Change of Use for an extension to a Hotel over land located at 31 Duck Street, formally described as Lot 1 on RP894227, subject to the following amendments to the decision notice:

**1.0 PARAMETERS OF APPROVAL**

- 1.1 *The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.*
- 1.2 *Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.*
- 1.3 *The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.*
- 1.4 *The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out associated with the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.*
- 1.5 *All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of use and to Council's satisfaction, unless otherwise stated.*

**2.0 APPROVED PLANS AND DOCUMENTS**

- 2.1 *The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:*

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision</b>	<b>Date</b>
Proposed Floor Plan	261405.3	B	29-04-2021
Proposed Elevations & Sections	261405.4	B	29-04-2021
Proposed Landscaping Plan	261405.L2	A	30-03-2021
<b>Proposed Site/Floor Plan</b>	<b>261405.3</b>	<b>D</b>	<b>23-03-2023</b>
<b>Proposed Elevations &amp; Sections</b>	<b>261463.4</b>	<b>D</b>	<b>23-03-2023</b>

- 2.2 *Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.*

## 14. COMMUNITY AND CULTURAL SERVICES REPORT

### 14.6 – Development Permit for a Change Application (minor) relating to a Development Permit for a Material Change of Use for an extension to Hotel at 31 Duck Street, Longreach.

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#### **3.0 ROOF AND ALLOTMENT DRAINAGE WORKS**

3.1 *All roof and allotment drainage must be discharged such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.*

#### **4.0 SERVICES**

4.1 *Maintain all reticulated water and sewerage connections to the premises.*

4.2 *Maintain electricity and telecommunication services to the premises in accordance with the standards and requirements of the relevant service provider.*

#### **5.0 AMENITY**

5.1 *Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, odour, vibration, fumes, smoke, vapour, steam, soot, ash, wastewater, waste products, grit, oil or otherwise.*

5.2 *Outdoor lighting must comply with AS4282 Control of Obtrusive Effects of Outdoor Lighting.*

#### **6.0 LANDSCAPING**

6.1 *Establish and retain all landscaping generally in accordance with the approved plans. The landscaping must predominantly contain species that are endemic to the region due to their low water dependency.*

6.2 *Ensure the landscaped areas are subject to water and maintenance during the establishment phase, and ongoing maintenance and replanting as required.*

#### **7.0 CONSTRUCTION ACTIVITIES**

7.1 *Construction activity and noise must be limited during earthworks and construction of the approved development to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.*

7.2 *The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the relevant provisions of Planning Scheme Policies No. 1 – Works Planning Scheme policy under Schedule 5 of the Longreach Regional Planning Scheme 2015 (v2.1).*

7.3 *All construction materials, waste, waste skips and machinery must be located and stored or parked within the development site, unless otherwise approved in writing by Council.*

#### **ADVISORY NOTES**

## 14. COMMUNITY AND CULTURAL SERVICES REPORT

### 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit for a Material Change of Use for an extension to Hotel at 31 Duck Street, Longreach.

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1. *Permits and approvals for building work, plumbing and any other related works should be obtained prior to commencement of the building works authorised by this permit.*
2. *This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.*
3. *General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.*
4. *This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").*

<b>DECISION REPORT</b>	<b>TO</b>
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**CHANGE APPLICATION (MINOR CHANGE) – DA22/23-009 – THE BIRDCAGE HOTEL PTY LTD C/- PATRICIA SKINNER – 31 DUCK STREET, LONGREACH**

**EXECUTIVE SUMMARY**

The Applicant, The Birdcage Hotel Pty Ltd C/- Patricia Skinner has submitted a change application (minor change) under section 78 of the *Planning Act 2016* (the Planning Act) to amend decision notice DA20/21-010, Development Permit for Material Change of Use for an extension to a Hotel over land at 31 Duck Street, Longreach, formally described as Lot 1 on RP894227. Decision notice DA20/21-010 is the result of a previous development application, approved by Council at its General Meeting on 17 June 2021.

The owner has recently started building work for an extension to the gaming room. Council received a copy of the building certification for this work and subsequently notified the certifier that the extension was considered a material change of use as the extension results in an intensification of the use. In response a minor change application has been submitted.

The minor change involves the addition of a 27m<sup>2</sup> extension to the existing gaming room. The extension requires the removal of an external wall to facilitate the extension.

Based on an assessment of the minor change application in accordance with the Planning Act, this decision report recommends the change application be approved, subject to the conditions stated herein.

**RECOMMENDATION**

THAT Longreach Regional Council approves the Change Application (Minor Change) relating to DA20/21-010, being a Development Permit for Material Change of Use for an extension to a Hotel over land located at off the Landsborough Highway, formally described as Lot 1 on RP894227, subject to the following amendments to the decision notice:

**1.0 PARAMETERS OF APPROVAL**

- 1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.
- 1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.
- 1.3 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.
- 1.4 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out associated with the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.
- 1.5 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of use and to Council's satisfaction, unless otherwise stated.

## 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit

### 2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Plan/Document Name	Plan/Document Number	Revision	Date
Proposed Floor Plan	261405.3	B	29-04-2021
Proposed Elevations & Sections	261405.4	B	29-04-2021
Proposed Landscaping Plan	261405.L2	A	30-03-2021
<b>Proposed Site/Floor Plan</b>	<b>261405.3</b>	<b>D</b>	<b>23-03-2023</b>
<b>Proposed Elevations &amp; Sections</b>	<b>261463.4</b>	<b>D</b>	<b>23-03-2023</b>

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

### 3.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 3.1 All roof and allotment drainage must be discharged such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.

### 4.0 SERVICES

- 4.1 Maintain all reticulated water and sewerage connections to the premises.
- 4.2 Maintain electricity and telecommunication services to the premises in accordance with the standards and requirements of the relevant service provider.

### 5.0 AMENITY

- 5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, odour, vibration, fumes, smoke, vapour, steam, soot, ash, wastewater, waste products, grit, oil or otherwise.
- 5.2 Outdoor lighting must comply with *AS4282 Control of Obtrusive Effects of Outdoor Lighting*.

### 6.0 LANDSCAPING

- 6.1 Establish and retain all landscaping generally in accordance with the approved plans. The landscaping must predominantly contain species that are endemic to the region due to their low water dependency.
- 6.2 Ensure the landscaped areas are subject to water and maintenance during the establishment phase, and ongoing maintenance and replanting as required.

### 7.0 CONSTRUCTION ACTIVITIES

- 7.1 Construction activity and noise must be limited during earthworks and construction of the approved development to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.
- 7.2 The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the relevant provisions of Planning Scheme Policies No. 1 – Works Planning Scheme policy under Schedule 5 of the *Longreach Regional Planning Scheme 2015 (v2.1)*.
- 7.3 All construction materials, waste, waste skips and machinery must be located and stored or parked within the development site, unless otherwise approved in writing by Council.

**ADVISORY NOTES**

1. Permits and approvals for building work, plumbing and any other related works should be obtained prior to commencement of the building works authorised by this permit.
2. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.
3. General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.
4. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").



OVERVIEW

TABLE 1 - OVERVIEW

<b>PROPERTY DETAILS</b>	
<b>Site address</b>	31 Duck Street, Longreach
<b>RPD</b>	Lot 1 on RP894227
<b>Site Area</b>	1,855m <sup>2</sup>
<b>Landowner</b>	Shaun Anthony Harris and Peter Colin Anderson
<b>Existing use of land</b>	Hotel and office
<b>PREVIOUS APPLICATION DETAILS</b>	
<b>Application No.</b>	DA20/21-010
<b>Applicant</b>	The Bird Cage Hotel Pty Ltd
<b>Approval Description</b>	Development Application for a Development Permit for Material Change of Use for an extension to a Hotel
<b>Date decision was made</b>	17 June 2021
<b>CHANGE APPLICATION DETAILS</b>	
<b>Application No.</b>	DA22/23-009
<b>Applicant</b>	Birdcage Hotel Pty Ltd C/- Patricia Skinner
<b>Application description</b>	Minor Change to Development Permit DA20/21-010
<b>Decision Due date</b>	18 May 2023
<b>Proposal</b>	Amend approved plans and associated conditions to reflect a change in the location of the access and kiosk/manager residence
<b>STATUTORY PLANNING DETAILS</b>	
<b>State Planning Policy</b>	<i>State Planning Policy (July 2017)</i>
<b>Mapped SPP matters</b>	State Planning Policy 2017
<b>Regional Plan</b>	Strategic Airport and Aviation Facilities <ul style="list-style-type: none"> <li>- Obstacle Limitation Surface Area</li> <li>- Lighting Area Buffer 6km</li> </ul> Wildlife Hazard Buffer Zone
<b>Planning Scheme</b>	<i>Longreach Regional Planning Scheme 2015 (v2.1)</i>
<b>Overlays / Other plans maps</b>	Airport Environs Overlay <ul style="list-style-type: none"> <li>• Runway Buffers – Buffer Area A</li> <li>• Operational Airspace – 236</li> </ul>
<b>Zone</b>	Centre Zone
<b>Land use definition</b>	Hotel
<b>Category of Assessment</b>	Code Assessment

1.0 APPLICATION HISTORY

The original development application (DA20/21-010) was properly made to Council on 12 May 2021 and sought a Development Permit for Material Change of Use for an extension to a Hotel.

A Minor Change Application (DA22/23-009) – to which the above recommendation relates – was properly made to Council on 17 April 2023 and requested to increase the size of the gaming room by 27m<sup>2</sup>.

2.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located on the corner of Duck Street and Galah Street in Longreach and is formally described as Lot 1 on RP894227. The subject site has an area of 1,855m<sup>2</sup> and is square in shape. The existing Bird Cage Hotel is single storey and occupies most of the site with its main pedestrian entrance oriented to Duck Street.

## 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit

The hotel is adjoined by a small commercial office, which fronts to Duck Street with a footpath awning. The office is separately tenanted by Rabobank (see **Figure 1**). The commercial office has a 0 metre setback to the Duck Street frontage.

Driveway access is achieved from Duck Street at the northern corner of the subject site, alongside the office. The on-site car park in the western part of the subject site provides 12 car parks. Both the access and car park are sealed. Hedging is well maintained along the hotel's road frontages. Each road frontage has kerb and channel and median on-street parking.

Immediately surrounding properties include a church to the south/west and short-term accommodation associated with the Commercial Hotel to the north/west. Opposite the subject site along Galah Street is the Masonic Temple which is occupied for commercial purposes, another church used for commercial purposes (resonate broadcasting) and what appears to be a strata-titled residential development. Opposite the subject site on Duck Street is the police station.



**Figure 1** – Subject site (Source: QLD Globe)

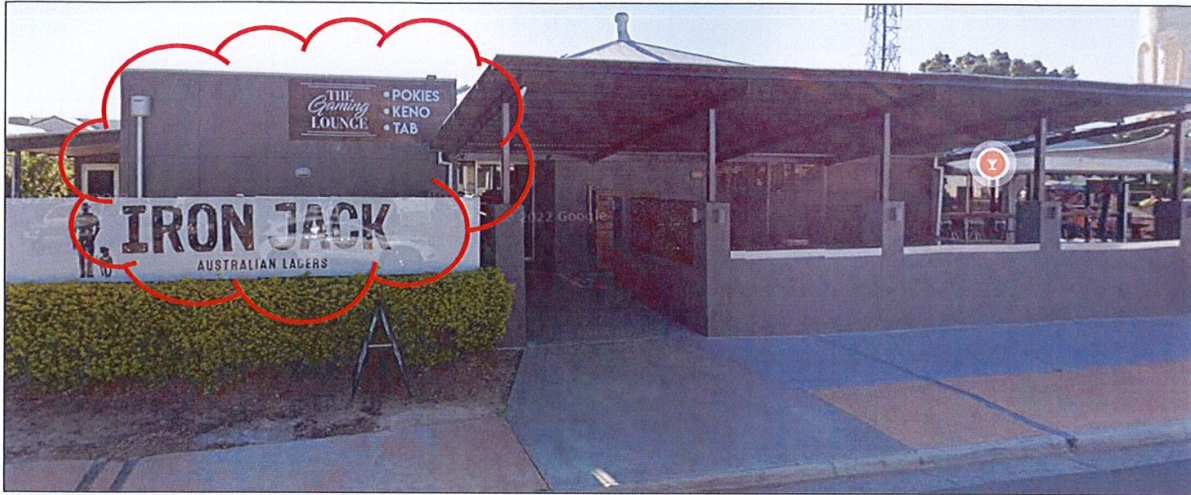
### 3.0 DESCRIPTION OF PROPOSAL

The proposed minor change includes the following proposed change:

- Addition of a 27m<sup>2</sup> extension to the existing gaming room.

The extension to the gaming room requires the removal of the existing external wall (**Figure 2**) to facilitate the extension.

**14.6 - Development Permit for a Change Application (minor) relating to a Development Permit**



**Figure 2** – Location of extension (Source: Google Maps)

Proposal plans for this application are provided in **Attachment A**.

**4.0 PLANNING ASSESSMENT**

A change application is made under section 78 of the Planning Act. There are two types of change applications, being either (1) a minor change, or (2) an other change. A minor change application applies when the changes proposed to the development approval comply with the criteria for a *minor change* as defined under Schedule 2 of the Planning Act. In our view the proposed changes constitute a minor change, as demonstrated in **Table 3** and **Table 4** below.

**TABLE 2 – MINOR CHANGE CRITERIA**

CRITERIA	RESPONSE
<i>(i) Does not result in substantially different development</i>	Refer to <b>Table 4</b> below wherein the criteria for ‘substantially different development’ are assessed. In summary, the proposed changes do not result in substantially different development.
<i>(ii) If the development application for the development, including the change, were made when the change application is made – would not cause –</i>	See below (A) – (D)
<i>(A) The inclusion of prohibited development in the application; or</i>	<b>Complies</b> – The proposed changes would not result in prohibited development under Schedule 10 of the <i>Planning Regulation 2017</i> .
<i>(B) Referral to a referral agency, other than to the chief executive; or</i>	<b>Complies</b> – The proposed changes do not necessitate referral to a referral agency. The site is not subject to any state interests.
<i>(C) Referral to a referral agency if there were no referral agencies for the development application; or</i>	<b>Not applicable</b> – The original application did not require referral to any referral agencies and the change will not require referral to a referral agency.
<i>(D) A referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55 (2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or</i>	<b>Not applicable</b> – The change to the application would not require SARA to assess the application against or have regard to other matters than those originally used to assess the application.

## 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit

(E) <i>Public notification if public notification was not required for the development application</i>	<b>Complies</b> – The original application was code assessable and did not require public notification. The change will not change the level of assessment and public notification would not be required.
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**TABLE 3 – CRITERIA FOR SUBSTANTIALLY DIFFERENT DEVELOPMENT**

Schedule 1 of the Development Assessment Rules (v1.3) includes criteria that may result in a change being substantially different development. In determining whether the proposed change would result in substantially different development, the assessment manager (Council) must consider the individual circumstances of the development, in the context of the proposed change.

Not explicitly meeting one of the below criteria does not automatically make the change substantially different.

<b>CRITERIA</b>	<b>RESPONSE</b>
(i) <i>Involves a new use; or</i>	<b>Complies</b> – The change does not result in a new use. The proposed change is consistent with the existing hotel use.
(ii) <i>Results in the application applying to a new parcel of land; or</i>	<b>Complies</b> – The change will not result in the application applying to a new parcel of land.
(iii) <i>Dramatically changes the built form in terms of scale, bulk and appearance; or</i>	<b>Complies</b> – The proposed extension requires the removal of an external wall and building forward of the existing building line. The extension will be limited to one storey and a total of 27m <sup>2</sup> in area and uses finishes similar to what is existing therefore not dramatically changing the built form in terms of scale, bulk or appearance.
(iv) <i>Changes the ability of the proposed development to operate as intended; or</i>	<b>Complies</b> – The extension to the gaming area will not impact how the hotel operates.
(v) <i>Removes a component that is integral to the operation of the development; or</i>	<b>Complies</b> – No components integral to the approved use are proposed to be removed as part of the change application.
(vi) <i>Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or</i>	<b>Complies</b> – The proposed change is not expected to lead to a significant impact on traffic flow or significantly increase traffic movements to and from the site.
(vii) <i>Introduces new impacts or increase the severity of known impacts; or</i>	<b>Complies</b> – There will be no new or worsened impacts resulting from the proposed change.
(viii) <i>Removes an incentive or offset component that would have balanced a negative impact of the development; or</i>	<b>Complies</b> – No incentive or offset component applies to the development approval.
(ix) <i>Impacts on infrastructure provisions.</i>	<b>Complies</b> – The change will not adversely impact on infrastructure provisions.

Based on the above assessment, proposed changes are considered a 'minor change'. In turn, section 81(2) of the Planning Act applies to the assessment of the change application. Longreach Regional Council as the responsible entity must consider the assessment matters outlined in **Table 4**.

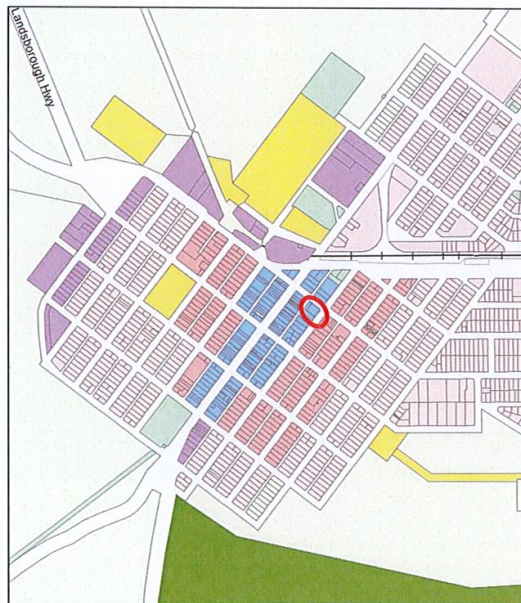
## 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit

**TABLE 4 – MATTERS TO CONSIDER FOR CHANGE APPLICATION (MINOR CHANGE)**

MATTER TO CONSIDER	RESPONSE
(a) <i>The information the applicant included with the application; and</i>	Our assessment contained herein considers the information the applicant has provided regarding the change application.
(b) <i>If the responsible entity is the assessment manager – any properly made submissions about the development application or another change application that approved; and</i>	Public notification was not required for the original application. In turn, no properly made submissions were received about the development application.
(c) <i>Any pre-request response notice or response notice given in relation to the change application; and</i>	No pre-request response notice or response notice was given in relation to the change application.
(d) <i>If the responsible entity is, under section 78(3)(ba) or (bb), the Minister – all matters the Minister would or may assess against or have regard to, if the change application were a development application called in by the Minister; and</i>	The responsible entity is Longreach Regional Council, not the Minister.
(da) <i>if paragraph (d) does not apply – all matters the responsible entity would or may assess against or have regard to, if the change application were a development application; and</i>	An assessment of the proposed changes has been carried out against the relevant provisions of the <i>Longreach Regional Planning Scheme 2015</i> and is considered in section 4.1 below.
(e) <i>Another matter the responsible entity considers relevant.</i>	There are no other matters we see as being relevant to the assessment.

### 4.1 LONGREACH REGIONAL PLANNING SCHEME 2015

As per section (d) (a) in Table 4 above, the proposed development, including the changes, continue to be consistent with the applicable assessment benchmarks of the Planning Scheme for Development Permit for Material Change of Use for an extension to a Hotel, being Code assessable in the Centre Zone. The location of the subject site in the Centre Zone is shown in **Figure 3**.



**Figure 3** – Zone map (approximation of subject site outlined in red. Source: LRC 2015)

## 14.6 - Development Permit for a Change Application (minor) relating to a Development Permit

### Applicable Assessment Benchmarks

The applicable assessment benchmarks include the Centre Zone Code, Landscape Code, Works Code and Airport Environs Overlay Code. The proposed changes do not trigger any additional assessment benchmarks. The proposed changes are considered against these benchmarks as follows:

Centre Zone Code:

- The land use does not change as a result of the change and is consistent with the Zone Code's support commercial activities including a hotel.

Works Code:

- Servicing exists and the change will not require any additional connections.

Airport Environs Overlay Code

- The change will have no impact on airport operations.


The approval conditions, including the recommended amendments that reflect proposed changes, will continue to ensure the development is designed, constructed, and operated in accordance with the above assessment benchmarks.

### **5.0 REFERRALS**

The application was not internally referred as the change is minor.

### **6.0 CONCLUSION**

It is recommended the change application be approved, as the above assessment has demonstrated that the application meets the criteria for a minor change and is able to comply with the relevant assessment benchmarks of the planning scheme.

Assessment Officers (Author): Tim O'Leary <b>Principal Planner (Reel Planning)</b> 05 May 2023	Reviewed and Authorised by Assessment Manager Delegate:  8 May 2023
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**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
**14.7 - Information Report - Planning & Development Report**

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**14.7 Information Report - Planning & Development Report**

This report provides an update on Development Services that has occurred during the month of April 2023.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

N/A

**Corporate and Operational Plan Considerations**

Corporate Plan Strategy Area: 1.1 Community Services and Cultural Development

**Budget Considerations**

As per approved 2022/23 budget

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officer/s:** *Emily O'Hanlon, Business Support Officer*

**Background**

This information report provides a monthly update on the planning services that Council provides to support planning and development activity across the local government area.

**Issue:**

**DEVELOPMENT ASSESSMENT**

One new application has been received by Council since the last monthly report. There are three applications currently under assessment and three applications currently in their appeal period.

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***Kinsey***

An application has been made by Mark and Suzann Kinsey seeking a Development Permit for Building Work for a Shed over land at 30-36 Thrush Road, Longreach.

The proposal involves an 240m<sup>2</sup> extension to a shed. The shed will be used to store vehicles, a boat and a caravan.

The subject site is in the Low Density Residential Zone wherein the proposal is categorised as Assessable Development that is subject to Code Assessment. The site is within the Significant Flood hazard area.

Council is currently awaiting the payment of the application fee before assessment of the application can commence.

1.1	Council reference:	DA22/23-010
	Application:	Development Application for a Development Permit for Building Work for a Shed
	Street address:	30-36 Thrush Road, Longreach
	Property description:	Lot 34 and 35 on L35712
	Day application was made:	4 May 2023
	Category of assessment:	Code
	Public notification required:	No
	Applicant:	Mark and Suzann Kinsey
	Status:	Awaiting payment

***Birdcage Hotel***

An application has been made by the Birdcage Hotel Pty Ltd C/- Patricia Skinner, seeking a minor change to an existing approval for an extension to a Hotel over land at Duck Street, Longreach.

The minor change involves the inclusion of a 27m<sup>2</sup> extension to the existing gaming room. The application is in the Decision stage and will be decided at the May General meeting.

1.2	Council reference:	DA22/23-009
	Application:	Minor change to existing development approval
	Street address:	Duck Street, Longreach
	Property description:	Lot 1 on RP894227
	Day application was made:	28 March 2023
	Category of assessment:	N/A
	Public notification required:	No
	Applicant:	Birdcage Hotel Pty Ltd C/- Patricia Skinner
	Status:	Decision stage



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**McCracken**

An application has been made by Leigh McCracken C/- Planning Approval Group, seeking a Development Permit for a Material Change of Use for Short-term accommodation (16 units) over land at 103 Wompoo Road, Longreach.

The proposal includes sixteen one-bedroom self-contained short-term accommodation units. Each unit has a veranda and a carport. The proposal includes a common swimming pool and landscaping. All units are accessible from a common driveway off Wompoo Road. The subject site is in the Low Density Residential Zone wherein the proposal is categorised as Assessable Development that is subject to Impact Assessment. The site is included in the Flood Hazard Overlay and is included in the 'Significant' Flood Hazard area.

As the application is subject to Impact Assessment it will be required to be publicly notified for a period 15 business days.

The application is properly made, and Council issued an Information request on 20 March 2023 raising significant concerns with the proposal. The applicant has to 20 June 2023 to respond to the Information request.

1.3	Council reference:	DA22/23-007
	Application:	Development Application for a Development Permit for Material Change of Use for Short-term accommodation (16 units)
	Street address:	103 Wompoo Road, Longreach
	Property description:	Lot 5 on SP159860
	Day application was made:	23 February 2023
	Category of assessment:	Impact Assessment
	Public notification required:	Yes
	Applicant:	Leigh McCracken C/- Planning Approval Group
	Status:	Information response stage

The following applications were approved at the April 2023 General meeting with decision notices issued to the applicants soon thereafter. The applicants have a 20 business day Appeal Period within which they can request to negotiate conditions or file an appeal. At this stage, there has been no indication that the applicants will pursue this course. The Appeal Period for the applications is expected to finish around 29 May 2023.

1.4	Council reference:	DA22/23-008
	Application:	Development Application for a Development Permit for Material Change of Use for a Home business
	Street address:	111 Wompoo Road, Longreach
	Property description:	Lot 3 on SP159860
	Day application was made:	3 March 2023

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	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Longreach Event Hire
	Approved:	20 April 2023
	Status:	Appeal period

1.5	Council reference:	DA22/23-004
	Application:	Development Application for a Development Permit for Reconfiguring a Lot (1 lot into 2 lots)
	Street address:	Crossmoor Road, Longreach
	Property description:	Lot 162 on CP851193
	Day application was made:	9 December 2022
	Category of assessment:	Impact Assessment
	Public notification required:	Yes
	Applicant:	Tanya & David Neal C/- Michel Group Services Pty Ltd
	Approved:	20 April 2023
	Status:	Appeal period

1.6	Council reference:	DA22/23-003
	Application:	Development Application for a Development Permit for Material Change of Use for a Club, Indoor Sport and Recreation, Educational Establishment and a Multiple Dwelling (4 units)
	Street address:	41 Plover Street, Longreach
	Property description:	Lot 1 on SP302027
	Day application was made:	28 November 2022
	Category of assessment:	Impact Assessment
	Public notification required:	Yes
	Applicant:	Justin Griffiths C/- Wall Planning & Environmental Consulting
	Approved:	20 April 2023
Status:	Appeal period	

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**2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE**

**2.1 CUSTOMER REQUESTS**

The following customer requests have been received and responded to over the past month:

<b>PLANNING ENQUIRIES</b>			
<b>Date received</b>	<b>Customer Details</b>	<b>Details of Enquiry</b>	<b>Status</b>
04/04/23	Landowner	<p><u>Request</u> Council received a request regarding a shed extension.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• The site is in the Low density residential zone</li> <li>• The site is within the Significant Flood hazard area</li> <li>• Due to the size of the shed extension, it will be considered assessable building work under the planning scheme</li> <li>• A development application is required before the shed extension can be constructed</li> <li>• A separate building approval under the Building Act will also be required.</li> </ul>	Ongoing
14/03/2023	Potential purchaser	<p><u>Request</u> Council received a request regarding establishing a cocktail bar.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• The site contains existing buildings, including a commercial building</li> <li>• The site is in Medium density residential zone</li> <li>• If the primary use is for a bar then the proposal will be defined as a Hotel, however if the primary use is restaurant with ancillary alcohol sales it will be defined as a Food and drink outlet</li> <li>• Starting a new Hotel or Food</li> </ul>	Closed.

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<b>PLANNING ENQUIRIES</b>			
<b>Date received</b>	<b>Customer Details</b>	<b>Details of Enquiry</b>	<b>Status</b>
		<p>and drink outlet would be considered a material change of use</p> <ul style="list-style-type: none"> <li>• A Hotel or Food and drink outlet in the Medium density residential zone is subject to Impact assessment</li> <li>• Impact assessment is the highest level of assessment and requires public notification and is subject to third party appeal rights</li> <li>• Although, Impact assessable the proposal may be able to be supported due to the sites history of commercial types uses. Justification will still be required to demonstrate that the use will not impact the residential amenity of the zone</li> <li>• As the application is Impact assessable it is suggested that a private town planner is engaged to assist in the application process.</li> </ul>	
04/03/2023	State Government	<p><u>Request</u> Council received a request for comment regarding an application for a liquor licence.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• Council advised the State Government that there are no impediments from a town planning perspective for the sale of alcohol.</li> </ul>	Closed.
24/04/2023	Landowner	<p><u>Request</u> Council received a request regarding an extension to an existing hotel and the establishment of accommodation.</p> <p><u>Advice</u></p> <p><b>Hotel</b></p> <ul style="list-style-type: none"> <li>• The site contains an existing Hotel</li> </ul>	

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<b>PLANNING ENQUIRIES</b>			
<b>Date received</b>	<b>Customer Details</b>	<b>Details of Enquiry</b>	<b>Status</b>
		<ul style="list-style-type: none"> <li>• The site is within the Centre zone</li> <li>• The site is within Buffer Area A of the Airport Environs Overlay</li> <li>• The proposal would be considered an extension to a Hotel</li> <li>• An extension to a Hotel is considered a material change of use and requires a development application</li> <li>• An extension to a Hotel in the Centre zone is subject to Code assessment</li> <li>• Code assessment is the lowest level of assessment and a Hotel is a supportable use in the zone.</li> </ul> <p><b>Accommodation</b></p> <ul style="list-style-type: none"> <li>• The site is vacant</li> <li>• The site is within the Medium density residential zone</li> <li>• The site is within Buffer Area A of the Airport Environs Overlay</li> <li>• The proposal would be considered as Short-term accommodation</li> <li>• Short-term accommodation is considered a material change of use and requires a development application</li> <li>• Short-term accommodation in the Medium density residential zone is subject to Code assessment</li> <li>• Code assessment is the lowest level of assessment and Short-term accommodation is a supportable use in the zone.</li> </ul>	
26/04/2023	Business Operator	<p><u>Request</u> Council received a request about running an existing business from a new shed.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• It was determined that provided the intensity and scale of the business remains consistent with its current operation than the</li> </ul>	

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<b>PLANNING ENQUIRIES</b>			
<b>Date received</b>	<b>Customer Details</b>	<b>Details of Enquiry</b>	<b>Status</b>
		<p>business can operate from the new building without requiring a development application for a material change of use.</p> <ul style="list-style-type: none"> <li>The construction of the shed will not trigger assessable building works under the planning scheme, however a building approval under the Building Act will be required.</li> </ul>	
<b>PLANNING AND DEVELOPMENT CERTIFICATES</b>			
<b>Date received</b>	<b>Customer details</b>	<b>Type</b>	<b>Status</b>
Nil			
<b>EXEMPTION CERTIFICATES</b>			
Nil			
<b>SURVEY PLAN ENDORSEMENT</b>			
Nil			

**Development Applications Received**

<b>Application Type</b>	<b>April</b>	<b>YTD</b>
Building (Council Certifier)	4	22
Building (Private Certifier)	1	7
Certificate of Classification	0	0
Change of Classification	0	0
Endorsement of Survey Plan	0	0
Exemption Certificate	0	3
Material Change of Use	0	4
Minor Change (MCU)	0	1
Minor Change (Op Works)	0	0
Operational Works	0	0
Plumbing & Drainage	0	6
Reconfiguration of a Lot	0	1
Siting Variation	0	4

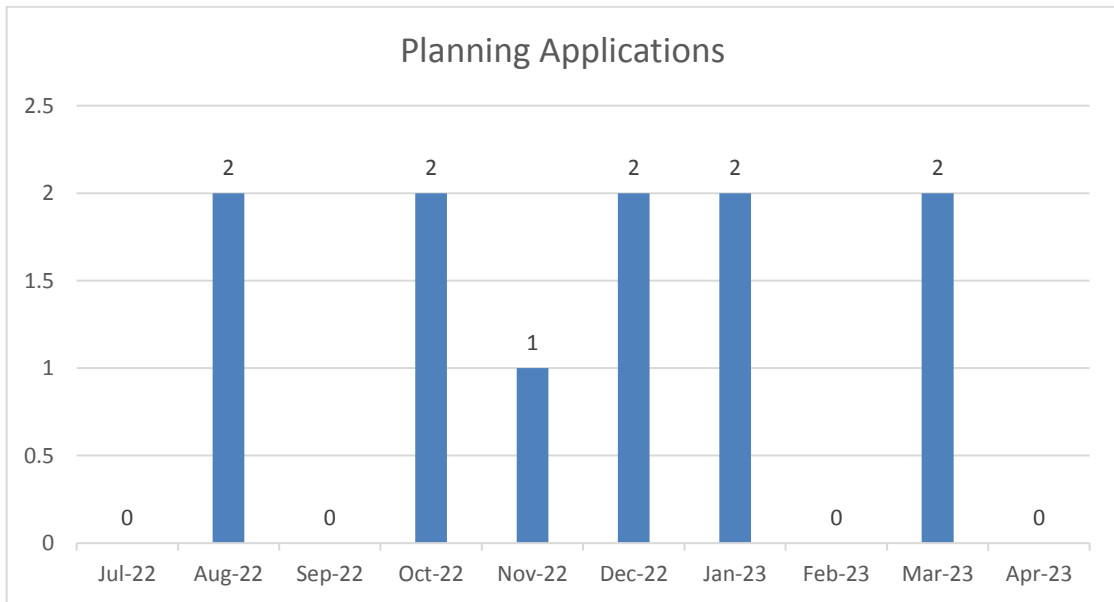
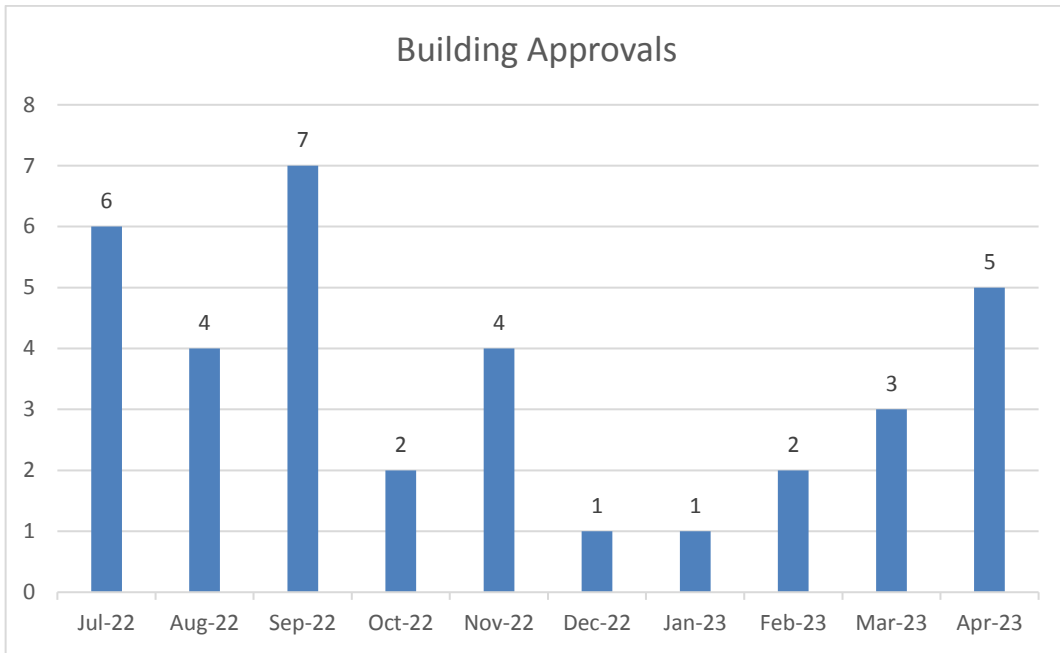
**Planning Enquiries**

<b>April</b>	<b>YTD</b>
5	35

**Building Record Searches/Planning Certificates**

<b>April</b>	<b>YTD</b>
2	47

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**2 LONGREACH REGIONAL COUNCIL PLANNING SCHEME - PROPOSED MAJOR AMENDMENT PROJECT**

Reel Planning has been engaged to assist Council to undertake a proposed major amendment to the Longreach Regional Council Planning Scheme 2015.

The next major formal process step is for the Planning Minister to give Council notice, under Chapter 2, Part 4, section 17.5 of the Minister's Guidelines and Rules, of:

- the outcome of the State interest review;
- whether Council may proceed to publicly consult the proposed major amendment of the planning scheme;

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- the communications strategy that Council must implement when proceeding to public consultation.

The Planning Minister is able to include conditions in this notice. This notice is generally expected to be issued within 60 business days of the proposed major amendment being lodged for State interest review, less any period subject to a pause notice – so in this instance, a response was expected by April 2023. The ongoing delay is consistent with the experience of other local governments currently waiting on similar notices. Council’s request remains within the consideration and approval processes of DSDILGP and/or the Planning Minister.

Reel Planning continues to follow up DSDILGP regarding the processing of Council’s request. In the past month, eight minor queries/concerns were raised with us by DSDILGP. All eight concerns have been adequately addressed or resolved, and no revision of the major amendment is required at this time. DSDILGP have asked that the following be noted and kept in mind when undertaking public consultation and subsequently deciding on any proposed revisions to the proposed major amendment:

- there is a formatting error in AO15 of the Recreation and open space zone code (in which the referencing of the eight sub-sections are not sequential in the current draft) which can be rectified as an administrative correction when producing the version for public consultation; and
- when considering any proposed revisions having undertaken public consultation, reassess and confirm the phrasing of provisions intended to give effect to the planning intent for proposed rural lifestyle lots (i.e. lots between 20-100ha created in the Rural zone) – in particular, confirm that Council remains comfortable with phrasing used in Item 3(g) of the Rural zone code purpose statement and PO7 of the Reconfiguring a lot code.

In relation to the latter point, DSDILGP have been advised, that in proposing Item 3(g) through the drafting process, consideration was given to the context, existing infrastructure and capacity, as well as available stand-alone technologies for onsite provision of services, in the rural parts of the Longreach Region and ensuring that such development opportunity was offered without an expectation that council or public entities would provide additional infrastructure or servicing to any such new lots. In relation to PO7, while the Planning and Environment Court is the entity with jurisdiction to make ultimate determinations regarding interpretation of planning scheme provisions, DSDILGP seeks that Council ensure it is comfortable this provision is phrased appropriately and that its intent is enforceable once implemented.

We will continue to liaise with DSDILGP in the event of any other queries or concerns which may emerge, with a view to encouraging the efficient and expeditious consideration and processing of Council’s request for State interest review and approval to proceed to public consultation of the proposed major amendment, which was originally submitted to DSDILGP on 10 January 2023



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**Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Rare

Consequence: Insignificant

Rating: Low (1/25)

Low risk, informational report only.

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

***Recommendation:***

*That Council receives the Planning & Development information report, as presented.*

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**14.8 Information Report - Community & Cultural Services**

This report provides an update on a range of activities that has occurred during the month of April for the Community & Cultural Services Department.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

N/A

**Corporate and Operational Plan Considerations**

Corporate Plan Strategy Area: 1.1 Community Services and Cultural Development

**Budget Considerations**

As per approved 2022/23 budget

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officers:** *Community & Cultural Services Officers*

**Background**

Officers are requested to provide an information update to Council on a monthly basis to outline achievements, challenges and statistical information for the various functional areas in Council.

**Issue:**

**Library Services**

A big welcome back to our local handicraft ladies who are back using the meeting room every Thursday morning after such a long absence due to health issues associated with the COVID pandemic.

This month we hosted four Easter Holiday activities within the library. All were well attended and booked out.

The library has an additional four mini chairs that have been added to our First5 program. We now have a total of eight mini chairs.

We have been invited to attend the Under Eights activities at Our Lady's in May and am looking forward to another opportunity to promote our library sessions.

**Library Statistics (financial year)**

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	Longreach		Ilfracombe		Isisford	
	April	YTD	April	YTD	April	YTD
Items Borrowed	503	2,034	41	146	31	116
New Members	7	50	1	3	0	2
Total Members	1,583		150		67	

**Swimming Pools**

	Longreach		Ilfracombe		Isisford		Yaraka	
	Apr	YTD	MAR	YTD	APR	YTD	APR	YTD
<b>Adults</b>	710	3,278	151	328	24	183	2	25
<b>Children</b>	694	3,372	117	256	3	82	6	30

**Funeral Services**

<b>CEMETERY DETAILS / FIGURES - April 2023</b>	
<b>FUNERAL TYPE</b>	
Church & Grave Side Funeral	
Church Service Only	
Graveside Funeral	
Memorial Service	
Cremation	
Interment of Ashes - Private / Family Only	
Interment of Ashes - Graveside Service	
Plaques arranged by LRC	3
Undertaker Service Only	1

**Childcare Services**

**Current Attendance vs. Capacity**

We are very excited to share that, this month, the Childcare Centre has employed one more full time Assistant Educator who will be joining the team mid-May. What this means for our Services, is that we are now able to increase our capacity by offering spaces to almost all of the families on our waitlist! It took many days working through our booking document and manoeuvring children according to their booking days to attempt to make best use of our vacancies. It is amazing to comprehend that one extra staff member has allowed us to be able to secure several new families to our Service and increase days for some existing families.

Come mid-May, all of our Childcare rooms except one due to a recent relocation from one of our families, will be at full capacity.

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<b>Room</b>	<b>Children booked per day</b>	<b>Capacity per day</b>
Darling Room – 6 weeks to 2 years	12	12
Mitchell Room – 15 months to 2 years	8	8
Flinders Room – 2 to 3 years	20	20
Barcoo Room – 2.5 to 3.5 years	16	16
Thomson Room – Kindergarten	14 (non Kindy days), 21 (Kindy days)	22

When you look at the attendance vs. capacity graphs, it appears as though the Thomson Room has a big gap between the attendance and capacity and this is due to the fact that we have several children who only attend our service on approved Kindergarten days (Wednesday – Friday). Mondays and Tuesdays are for children of Kindy age who require a full time booking. As a result, our capacity on a Monday and Tuesday stays at 22 children, however we only have 14 children in attendance, hence the gap on the graph. We will never fill these vacancies unless our current families only attending for Kindy days increase their bookings to full time.

It was such a wonderful feeling reaching out to those families who have been on our waitlist for several months to let them know that we finally had a vacancy for their children! This means so much to our team knowing that these families are now able to return to work and contribute to our community. These moments wholeheartedly put into perspective how much of an important role that our Service plays in our town and our aim is to continue to strive for the best quality service that we can.

**Spotlight on a Role**

At the start of this year, Childcare Services restructured the Leadership Team and as part of this, we introduced a brand new role, Staff Engagement and Development Coordinator. As part of this role, the Educational Leader is responsible for overseeing the educational programs and practices within the Service. Another main responsibility of the role is promoting and facilitating our Community Engagement, which is an area that our Service has wanted to improve on for many years.

Another key component is to work closely with the HR team to coordinate training and professional development opportunities for our staff, which has been an area of focus given the rotation of staff in our transient workforce.

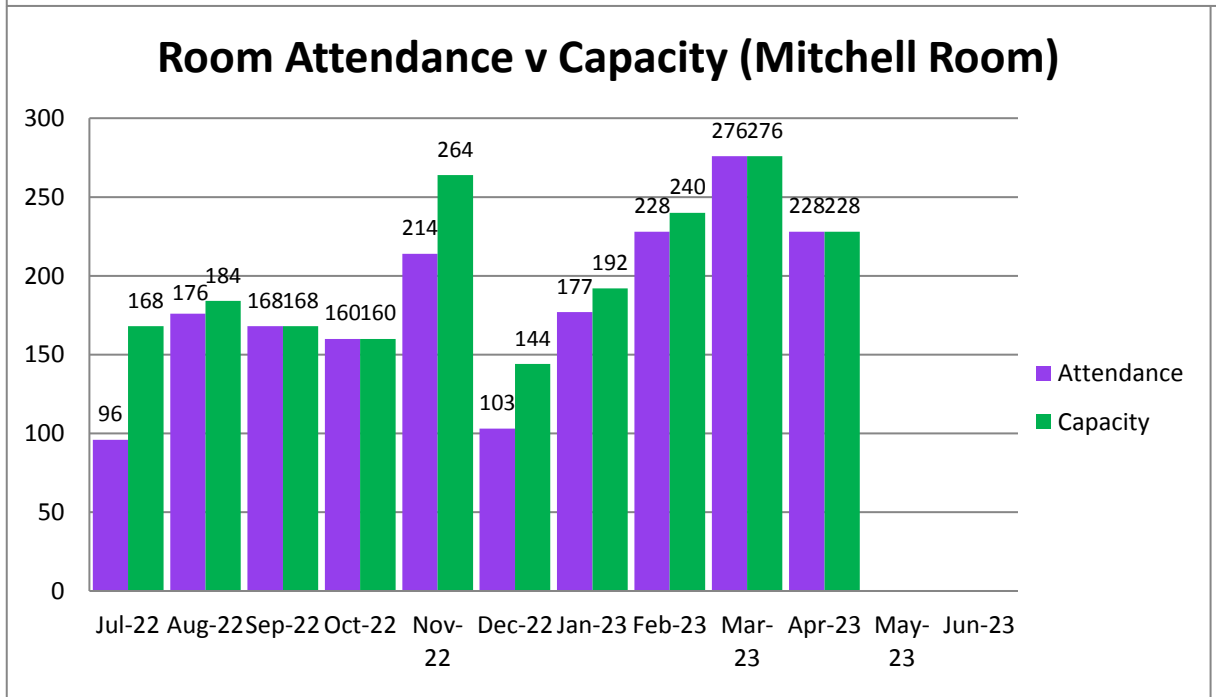
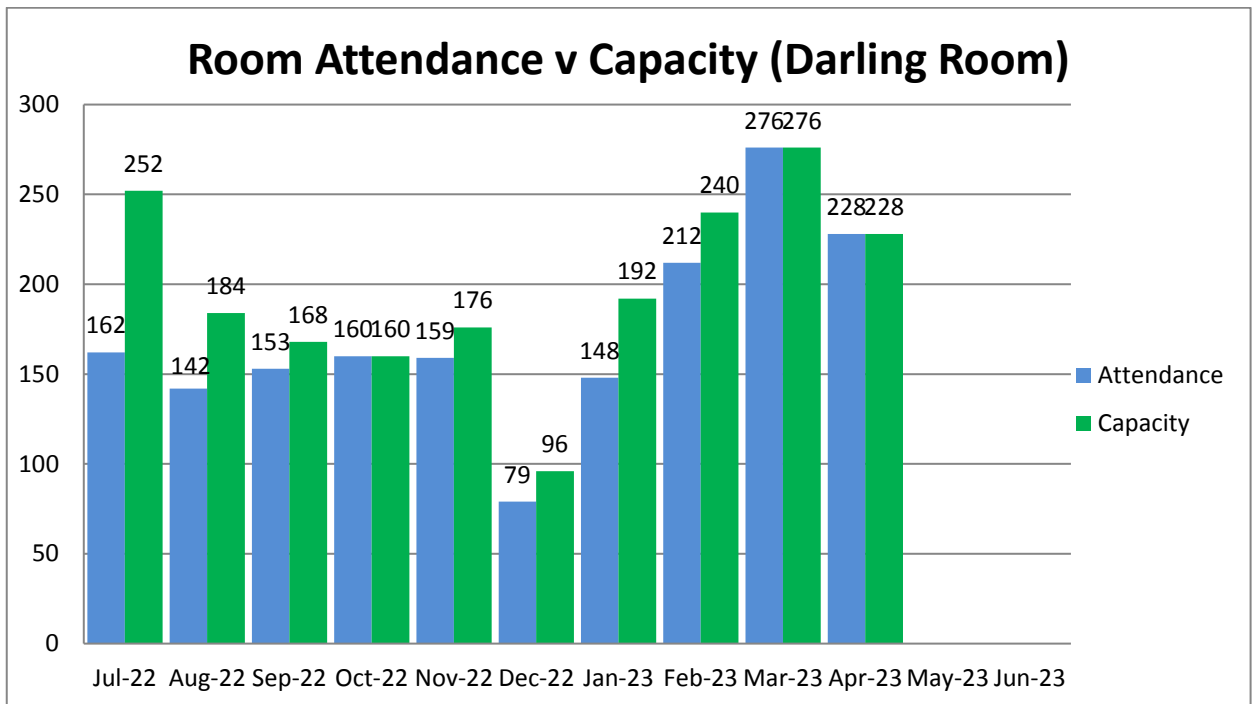
**Spotlight on April**

- Our Staff Engagement and Development Coordinator created and published our first ever, monthly Childcare Services Newsletter! This went out to our families and was received very well! We sent this out digitally to ensure our environmental sustainability and the feedback has been extremely positive! We are looking forward to continuing this new venture each month as another method of communication for our families.
- Vacation Care over the Easter School Holidays was an absolute blast! The children were treated to a theme each day for example, 'Wheels Day' where children were able to

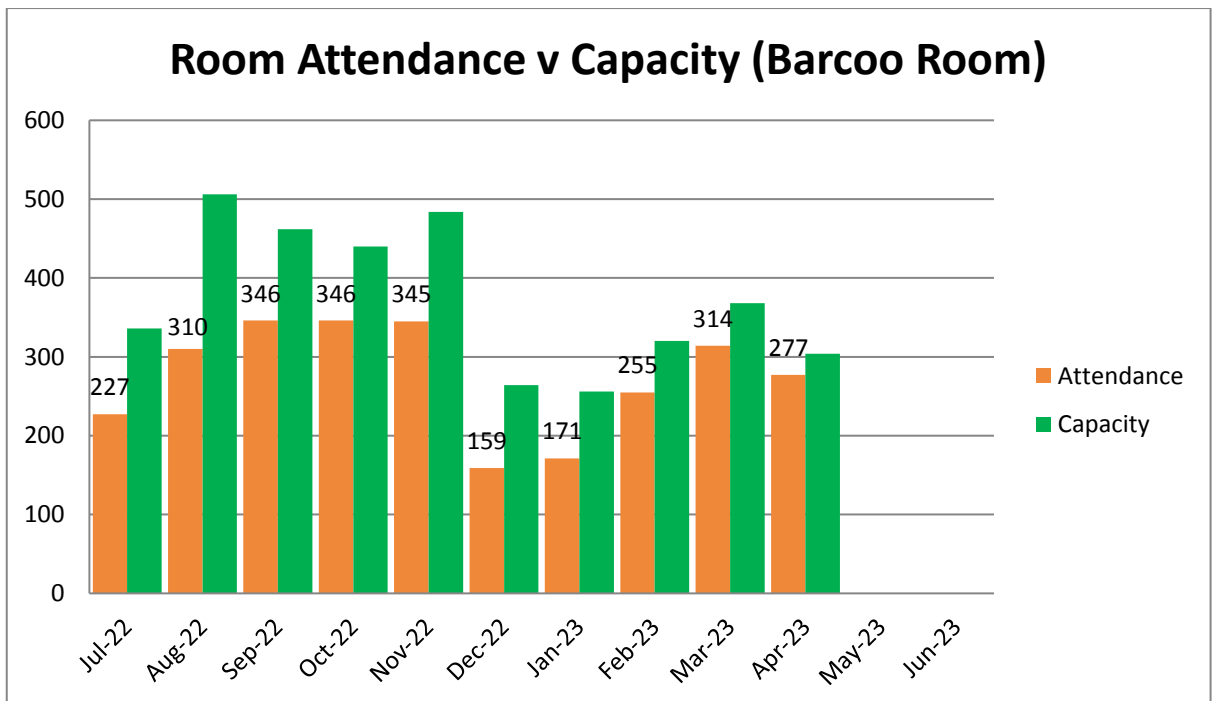
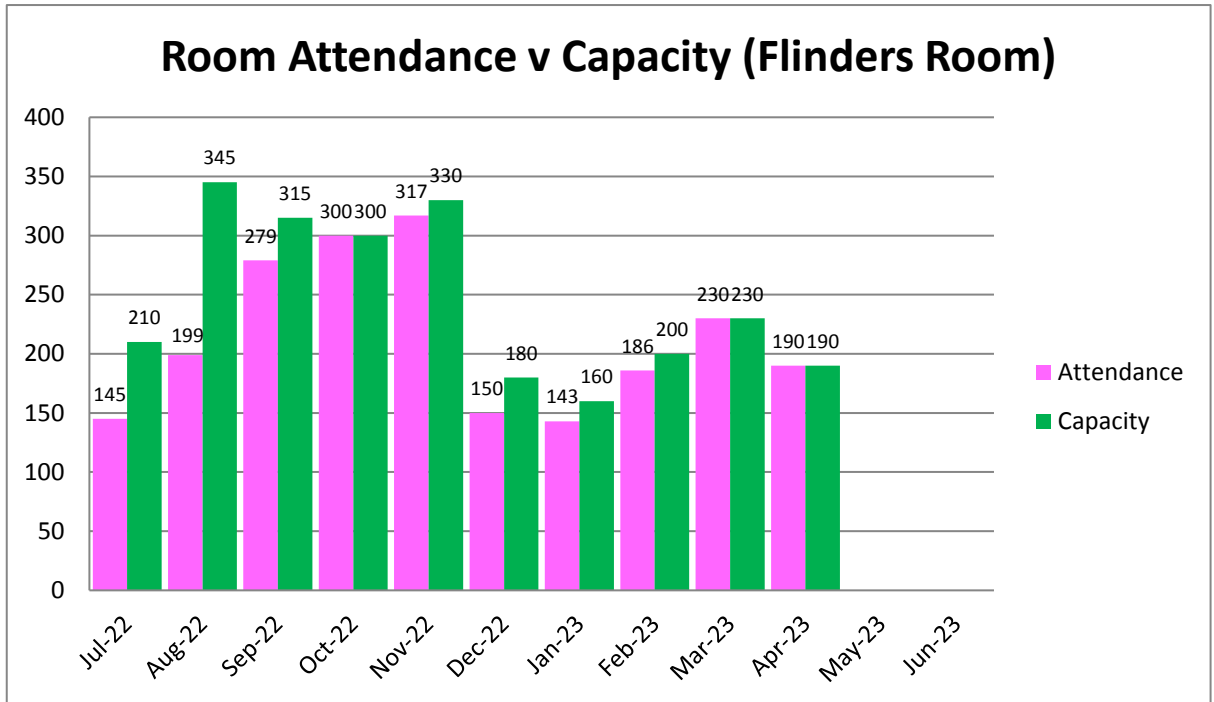
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bring their bikes or scooters to Vacation Care! There was also a really fun and educational excursion to Muttaborra to see the Muttaborrasaurus Interpretation Centre and the other sculptures in town. This was a highlight of the fortnight!

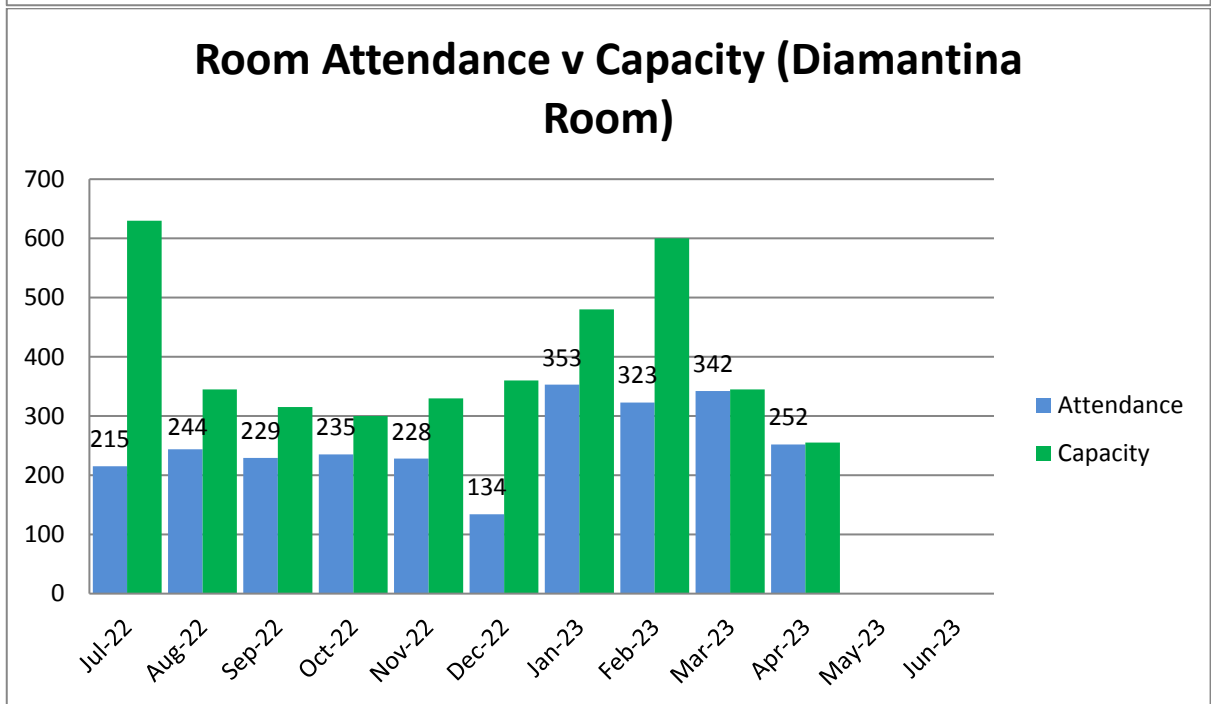
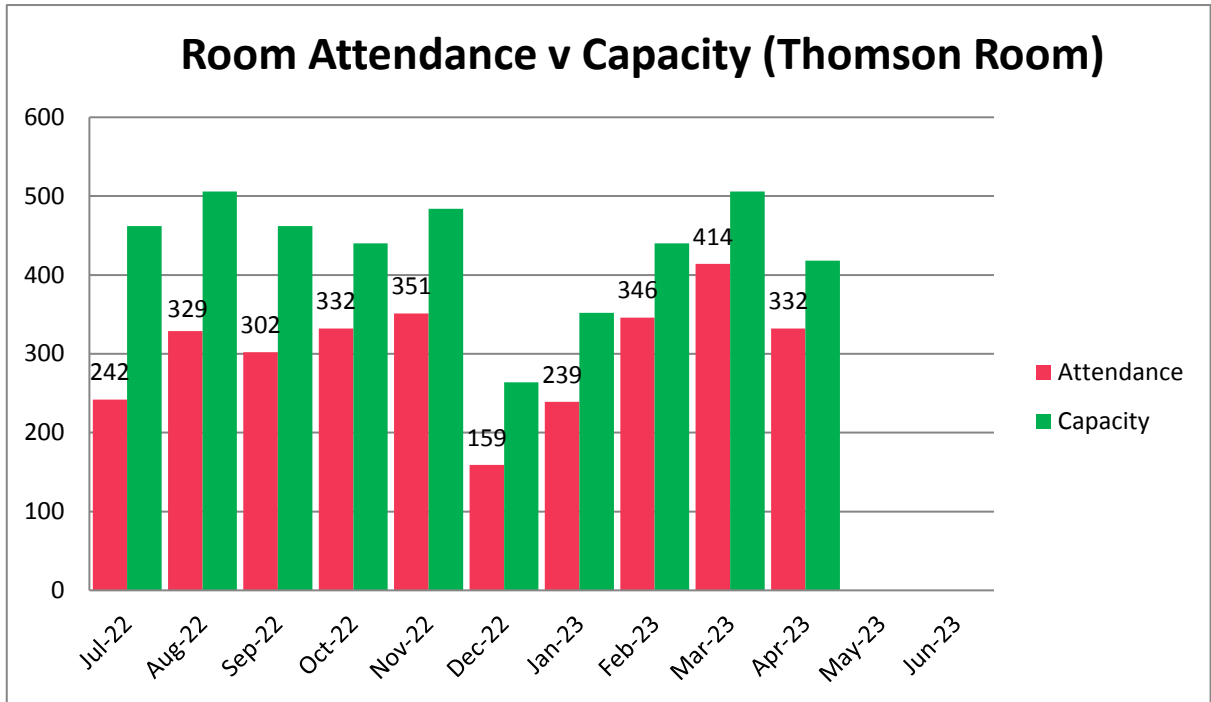
- We were extremely proud to have represented our Centre in the Anzac Day March in town. So many of our staff, children and families marched with us – it was truly wonderful to see. All of the children from the different rooms also contributed to a display out the front of the Centre in honour of Anzac Day. Many of the children in our Service are too young to understand what Anzac Day means, however we still show our respect by using age-appropriate language to explain what we are doing and why.



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**Parks and Horticulture Services**

April has been another busy month for the Parks and Horticulture Services Team. Two new staff members were appointed in April.

**Community Development**

During the month of April there were a number of events and initiatives undertaken in the community development Team, key highlights are outlined below:

- Brainstorming ideas for the Health and Wellbeing Month in October to reach as many community members as possible.

## 14. COMMUNITY AND CULTURAL SERVICES REPORT

### 14.8 - Information Report - Community & Cultural Services

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- Working on a detailed plan to establish an elected Youth Council for 2024.

#### **Upcoming events:**

- Gardening Competition, nominations are open until 31 July with the following categories: "Best use of Native Plants", "Best Corporate/Community Garden", "Best Rural Garden", "Best Town Garden" and "Best Flower Garden":  
[longreach.qld.gov.au/events](http://longreach.qld.gov.au/events)
- Upcoming Seniors month in August, bookings for activities are now open:  
[longreach.qld.gov.au/events](http://longreach.qld.gov.au/events)

ANZAC Day in our region: Tuesday, 25 April 2023, saw many people joining either the dawn services in the morning or the parade and service during the day. Lest we forget.



**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
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**Ilfracombe Service**



**Start point for the Longreach Parade**



**Longreach**

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**Isisford**



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**Mt Slocombe, Yaraka**



## **14. COMMUNITY AND CULTURAL SERVICES REPORT**

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#### **Project Management**

Key projects highlights for the month of April are:

#### **Edkins Park Toilet Block Replacement**

- New toilet block installed
- New turf laid around block with new irrigation line
- Privacy screen yet to be installed due to construction delay
- Project funded by the federal Local Roads and Community Infrastructure Program.

#### **Rodeo Sand**

- A full sand replacement has been completed at the Longreach Showgrounds Rodeo Arena.
- Project funded by the federal Local Roads and Community Infrastructure Program.

#### **Eagle Street Centre Median**

- Work commenced on 3 May to refurbish the centre median on the north-east side of the Eagle Street and Pelican Street intersection.
- Scope involves bringing the median layout to the same style as other medians on Eagle street. E.g. Concrete slab, garden beds, low flagstone walls, etc.
- Project will be delivered in two stages, with a shade structure aimed to be installed in the 23/24 financial year.
- Project funded by the federal Local Roads and Community Infrastructure Program.

#### **Showgrounds Electrical Conduit Replay Around Bull Pens**

- Work was completed in early May to relay electrical conduits around the bull pens to a compliant depth.

#### **Library Roof**

- Work will commence in May to replace the Longreach Library roof.
- Aim is to eliminate water leakages that is currently occurring on heavy rain events
- Project funded by the federal Local Roads and Community Infrastructure Program.

#### **Ilfracombe Lighting Towers**

- Switch board replacement via insurance claim.
- Cabling and conduit replacement to the four lighting towers.
- Project funded by Council for the cabling and conduit replacement.
- Project scheduled for completion before the end of May 2023.

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*New Edkins Park Toilet Block*



*New Sand in Longreach Rodeo Arena*

## 14. COMMUNITY AND CULTURAL SERVICES REPORT

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Outlined below is an overall summary of the 2022/23 Community projects.

Project	Description	Status	Funded By
CC013 - Childcare Playground Replacement		Complete	LRCI
CC014 - Longreach Childcare Cabinetry		Complete	LRC
CH022 - Replace fencing 22-24 Flinders Street (council housing)	Project being delivered by rental agent	Procurement	LRC
CH023 - Jarley Street - Fence Replacement	Project being delivered by rental agent	Procurement	LRC
DS017 - Longreach SES New Flood Boat Shed	Procurement to be taken. Current discussions with SES.	Procurement	LRC SES
HC023 - Ilfracombe Rec Centre Aircon		Complete	LRCI
HC024 - Civic Centre Storage	Waiting for install.	Engaged	LRC
LB006 - Longreach Library roof	Scheduled to start May.	Engaged	LRCI
LH010 - New CEO House	<a href="#">Commercial Building Contract Completed.</a>	In Progress	LRC
MCM200 - Longreach Cemetery Plinth Repairs		Complete	LRC
PK055 - Edkins Park Shade Structure		Complete	LRC
PK056 - Edkins Park Toilet Block Replacement	Toilet block installed. Privacy screen to be installed.	In Progress	LRCI
PK060 - Eagle Street Beautification	Irrigation and planting in progress. One center median to be refurbished.	In Progress	LRCI
SG014 - Showground Audio		Complete	LRCI
SG015 - Longreach Netball Court Re-surfacing		Complete	Active Gameday
200003 - Civic Centre Internal Painting		Complete	LRCI
200002 - Showgrounds Landscaping	Eastern entrance to be refurbished.	In Progress	LRCI Queen Jubilee Program Lions
200005 - Longreach Cricket Pitch/Irrigation Replacement		Complete	LRC Active Gameday
300001 - Ilfracombe Rec Centre Flooring		Complete	LRCI
400001 - Isisford MPC Maintenance		Complete	LRCI
400002 - Isisford Park Renovations		Complete	LRCI
500001 - Yaraka Treeline		Complete	LRCI
MSG201 - Showground Electrical conduits	Conduits around bull pens relayed.	In Progress	LRC
OCSOFF - Main Admin building south wall surveying	Another surveying run will be completed in May.	In Progress	LRC
SG017 - Wool Pavilion Concreting	Work has commenced.	In Progress	LRCI
SG016 - Longreach Showgrounds Rodeo Arena Surface Replacement		Complete	LRCI
MU033 - Powerhouse Museum Centenary Garden Beautification	Planning in progress.	Planning	LRCI
CS015 - Longreach Administration Building Air Con Replacement	Initial onsite visit on 8/4/23.	Engaged	LRC



**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
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**Customer Service**

**After Hours Message Centre April 2023**

<b>No. Calls Received</b>	<b>No. of Hang Ups</b>	<b>Total</b>
31	55	86

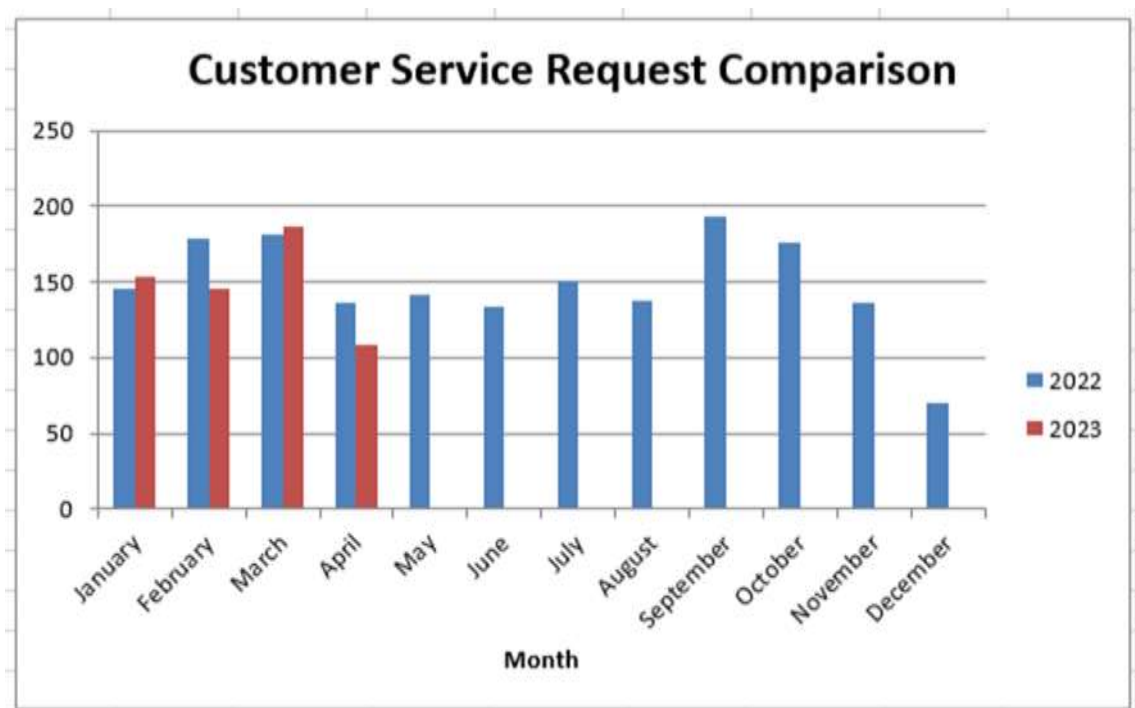
During the month of April 2023 there were 31 after hours' calls received. The calls were related into the follow sections of Council:

<b>SECTION</b>	<b>NUMBER OF CALLS</b>
Water and Sewerage	6
Waste	0
Local Laws/Animal Management	14
Facilities	2
Funeral/ Undertaker Services	3
Tourism/VIC	4
Parks and Gardens	1
Roads	0
Other / Events	1

**Customer Service Requests**

A total of **108 Requests** were received for the month of April 2023. Of these requests **70** were **completed** in April 2023.

Table below is a comparison of requests from January 2022 to December 2023.



**14. COMMUNITY AND CULTURAL SERVICES REPORT**  
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The following Customer Service Requests present in the system as **outstanding, in progress** or **responded to** as at 30 April 2023

<b>OUTSTANDING</b>	<b>IN PROGRESS</b>	<b>RESPONDED TO</b>	<b>TOTAL</b>
23	15	0	38

**Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Rare

Consequence: Insignificant

Rating: Low (1/25)

Low risk, informational report only.

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

**Recommendation:**

*That Council receives the Community & Cultural Services information report, as presented.*



**15. INFRASTRUCTURE SERVICES REPORT**  
**15.1 - Information Report - Infrastructure Services**

**14. INFRASTRUCTURE SERVICES REPORT**

**15.1 Information Report - Infrastructure Services**

This report provides an update on a range of activities that has occurred during the month of April 2023 for the Infrastructure Department.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

N/A

**Budget Considerations**

As per approved 2022/23 budget.

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officer/s:** *Roger Naidoo, Director of Infrastructure Services*  
*Guy Goodman, Manager of Operations*  
*Ingrid Miller, Engineering Technical Officer*

**Background:**

Officers are requested to provide an information update to Council on a monthly basis to outline achievements, challenges and statistical information for the various functional areas in Council.

**Manager of Operations Update - Current projects underway**

Project	% completed	Budget	Spent to date	Comments	
<b>R2R Projects</b>					
Town street reseals (All areas)	10mm PMB reseal	85%	██████████	██████████	Prep work to start in February 2023. Seal scheduled for May 2023.
Longreach – Cassowary Street	Pave & Seal	98%	██████████	██████████	Completed. Second seal programmed for May 2023.
Ilfracombe – Wellshot Street	Install new kerb and channel and pave	70%	██████████	██████████	Project started in April 2023.

**15. INFRASTRUCTURE SERVICES REPORT**  
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	and seal				
Isisford – Glenloch Rd	Install Concrete Floodway	40%			Project to started in March 2023.
Silsoe- Vergemont Road	Install Concrete Floodway	70%			Project started in April 2023.

Project		% completed	Budget	Spent to date	Comments
<b>NDRRA Projects 2021 Event</b>					
Bogewong – Alroy Road	Medium formation grade	100%			Project started in January 23. Completed.
Taranaway / Alton Downs Rd	Medium formation grade	60%			Project started in May 2023.
Arrilalah Rd	Medium formation grade	100%			Project started in February 2023. Completed.
Longreach – Tocal road	Medium formation grade	95%			Project started in August.
Latrobe Access Rd	Medium formation grade	95%			Project started in February 2023.
Fermoy Road	Medium formation grade	55%			Project started in March 2023.
Crossmoor Rd	Medium formation grade	90%			Project started in February 2023.
Kelso Road	Medium formation grade	100%			Project started in April 2023. Completed.
Starlight’s Lookout Road	Medium formation grade	50%			Project started in April 2023.
Straight Road	Medium formation grade	40%			Project started in May 2023.
Mernoo Lane	Medium formation grade	40%			Project started in May 2023.

Project		% completed	Budget	Spent to date	Comments
<b>Road Construction</b>					
Ilfracombe Carpark	Pave and seal	98%			Completed. Second seal scheduled for May 2023.

Project		% completed	Budget	Spent to date	Comments
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**15. INFRASTRUCTURE SERVICES REPORT**  
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<b>MWPC</b>					
Project		% completed	Budget	Spent to date	Comments
Longreach – Jundah road	Pave and seal, culvert upgrade	38%			Concrete works have commenced. Concrete culverts are being delivered to site. Surveying completed. Crews have commenced worked on detours. 2km of sub base completed. Two replacement culvert structures completed.
<b>Town Streets Projects</b>					
Street Maintenance	Pot Hole Patching				Ongoing
<b>RMPC Projects</b>					
Ilfracombe – Aramac Road	Heavy Formation Grade	100%	As per RMPC Contract		Project started in February 2023. Completed.
Slashing All Areas	Slashing	75%	As per RMPC Contract		Project started in February 2023. Due to recent wet weather events, slashing will continue as required.
<b>Isisford Weir Upgrade</b>					
Isisford	Weir upgrade	90%			Project started in July. Project on hold due to river flow. Additional concrete bench seating for the area has arrived. Commenced pumping of downstream site.
<b>LRCI3 Projects</b>					
Longreach	Eagle street asphalt overlay	90%			Asphalt overlay completed. Line-marking completed with the shared zone area programmed to be completed when contractors are available.
Isisford	Pave and seal airport road.	60%			Project started. Carting road base in for sub-grade mixing. Currently mixing sub base to level. Carting in of base material completed. Crews will start to trim and compact road base.

**Maintenance Graders Locations**

Note – All available maintenance graders will be working on formation grading projects for the 2021 flood damage in conjunction with normal maintenance grading programme.

**15. INFRASTRUCTURE SERVICES REPORT**  
**15.1 - Information Report - Infrastructure Services**

**Engineering Technical Officer Update**  
**Current projects and operational undertakings underway for 2022/2023**

<b>Water &amp; Sewer Projects</b>			
<b>Project</b>	<b>Location</b>	<b>% Completed</b>	<b>Comments</b>
Water Mains Replacement	Isisford	100%	█ Works are completed. GBA working with the contractor on the final sign off process.
Water Mains Replacement	Longreach	10%	█ Tender process in progress. Works to commence during 2023.
SPS SCADA Upgrade (Supervisory Control and Data Acquisition)	All areas	40%	█ Cabling has been installed with server and final fitout of equipment to take place in May/June 2023.
Sewer Relining Project	Longreach	95%	█ Relining has been completed on identified lines within Longreach network.
Smart Water Meter Trial	TBC	5%	█ Replacement smart meters scheduled to arrive later in 2023. Works to be budgeted in 23/24 FY.
Isisford WTP - UV Treatment	Isisford	15%	█ Preparation works have commenced. Full project scheduled to commence during May/June 2023.
Refurbishment of Murray, Shannon & Isisford Dam Pumps	Ilfracombe & Isisford	15%	█ Pipework, floats and cabling has arrived. Installation scheduled for May/June 2023.
Upgrade to Murray McMillan Dam Switchboard	Ilfracombe	15%	█ On hold. Scope of Works and design for electrical upgrade is complete. Works to be budgeted in 23/24 FY.
Ilfracombe WTP Valve Automation	Ilfracombe	15%	█ Valves have arrived and are ready for installation during May 2023.

<b>Waste Projects</b>			
<b>Project</b>	<b>Location</b>	<b>% Completed</b>	<b>Comments</b>
Land Parcels	Longreach	5%	█ Survey Plans lodged with DNRME to extend the Longreach Landfill to the west. Decision has been delayed by the Department. Expect an outcome May/June 2023.

<b>Grants &amp; Funding Projects</b>		
<b>Project</b>	<b>% Completed</b>	<b>Comments</b>
Passenger Transport Infrastructure Investment Program	15%	█ Edkins Park location for Coach Stop has been approved by Translink. Concrete pathway access to the Edkins Park amenities

**15. INFRASTRUCTURE SERVICES REPORT**  
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		block upgrade complete. Bus stop installation to commence early 23/24 FY.
SES Support Grant 2023/2024	-	■ Application for replacement SES Vehicle has been submitted. Outcome to be advised in 2023.
School Transport Infrastructure Program	5%	■ Projects to improve safety around school zones at Longreach State High School and Our Lady's School will commence next FY.

**Plant & Fleet**

Project	Task	Comment
Plant Replacement	Plant Procurement and Disposal	<ul style="list-style-type: none"> <li>• Flowcon Truck has arrived and operator training will take place in early May 2023.</li> <li>• Garbage Truck experiencing some delivery delays and is undergoing final fit-out. Due to arrive by end of May 2023.</li> </ul>
Plant Utilisation	Plant Utilisation data from NAVMAN for Prime Movers, Graders & Loaders	<ul style="list-style-type: none"> <li>• Plant Utilisation Report for Prime Movers &amp; Heavy Plant is unavailable due to staff absences.</li> <li>• Utilisation of plant is generally on target thanks to favourable weather conditions and busy works schedules.</li> </ul>
Workshop Operations	General Update	<ul style="list-style-type: none"> <li>• Staff continue to utilise Navman for managing timely servicing and maintenance of fleet.</li> </ul>

**Waste Management**

<b>Waste Facilities Update</b>
<p>Longreach Waste Facility</p> <ul style="list-style-type: none"> <li>• Scrap metal collection contractor is scheduled to arrive during May.</li> <li>• In early May 2023, Council will participate in a waste management audit with a status report on how Council manages our waste types, the challenges we face and looking at opportunities to improve recycling.</li> <li>• Green waste burn has been completed by Longreach Fire Brigade as part of their training program.</li> </ul>
<p>Ilfracombe Waste Facility</p> <ul style="list-style-type: none"> <li>• Contractor is conducting routine cleaning of the facility.</li> </ul>
<p>Isisford Waste Facility</p> <ul style="list-style-type: none"> <li>• Contractor conducting twice weekly covering of general waste.</li> </ul>
<p>Yaraka Waste Facility</p> <ul style="list-style-type: none"> <li>• Contractor conducting regular covering of general waste.</li> </ul>

**15. INFRASTRUCTURE SERVICES REPORT**  
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**Water & Sewerage**

<b>Water Operations</b>
<p>All Sites - Water Treatment &amp; Network - General Update</p> <ul style="list-style-type: none"> <li>• Weir and Dam levels at all sites are shown in Table 1 below.</li> <li>• Routine water network maintenance undertaken and Customer Service Requests responded to as required across all sites.</li> <li>• Team members attended Water Services Regulator Workshop in Barcaldine. Longreach Regional Council delivered a presentation on inhouse Ecoli testing.</li> </ul> <p>Longreach Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Operating as normal.</li> <li>• Replaced No. 2 air-compressor on the filters at the Longreach WTP.</li> </ul> <p>Ilfracombe Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Ilfracombe WTP &amp; RO Plant – operating as normal.</li> </ul> <p>Isisford Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Isisford WTP – operating as normal.</li> </ul> <p>Yaraka Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Yaraka WTP – operating as normal.</li> </ul>
<b>Sewerage Operations</b>
<p>Longreach Pump Stations &amp; STP</p> <ul style="list-style-type: none"> <li>• Routine maintenance undertaken as required.</li> </ul> <p>Ilfracombe Pump Stations &amp; CED Ponds</p> <ul style="list-style-type: none"> <li>• Routine maintenance undertaken as required.</li> </ul> <p>Isisford Pump Station &amp; CED Ponds</p> <ul style="list-style-type: none"> <li>• Routine maintenance undertaken as required.</li> </ul>

**Table 1 – Estimated Current Weir/ Dam Levels** (~ approximate level)

<b>Dam</b>	<b>Approx. Current Level (m)</b>	<b>Approx. % Full</b>	<b>DMP Height Full</b>	<b>Comments</b>
Longreach Town Weirs	1.22m	93%	1.32m	Widespread rainfall across the region has resulted in significant fills for all catchments.
Shannon Dam	~12.80m	91%	14.0m	
Murray Macmillan Dam	~7.6m	73%	10.3m	
Isisford Dam	~10.8m	97%	11m	
Isisford Weir	1.25m	96%	1.3m	
Yaraka North Dam	10.5m	84%	12.5m	
Yaraka South Dam	11.5m	88%	12.5m	

**Risk Management Factors:**

This matter has been assessed using Council’s Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Rare

Consequence: Insignificant

Rating: Low (1/25)

Low risk, informational report only.

**15. INFRASTRUCTURE SERVICES REPORT**  
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**Environmental Management Factors:**

Nil

**Other Comments:**



*Curbing contractor undertaking works on Wellshot Street widen and seal at Ilfracombe.*

**Recommendation:**

*That Council receives the Infrastructure Information Report, as presented.*

**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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**15. LATE ITEMS**

Nil for this meeting

**16. CLOSED MATTERS**

Nil for this meeting

**17. CLOSURE OF MEETING**



**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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**LOCAL GOVERNMENT ACT 2009 – PRINCIPLES**

Local government is required to adhere to the following high level principles contained in *section 4 of the Local Government Act*:

The **local government principles** are:

- (a) Transparent and effective processes, and decision-making in the public interest; and
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) Democratic representation, social inclusion and meaningful community engagement; and
- (d) Good governance of, and by, local government; and
- (e) Ethical and legal behaviour of councillors and local government employees.

**DECISIONS, BASED ON RECOMMENDATIONS, PROVIDE FOR THE FOLLOWING COUNCIL ACTIONS:**

**Recognise** There is an issue and Council recognises that but usually can't do much about it. Financial cost (no cost).

**Advocate** Council will take up the issue on behalf of the community and usually get someone else to do something about it (some cost/minimal cost).

**Partner** Council partners with another organisation/agency to jointly do something about the issue (half cost).

**Deliver** Council is the deliverer of the program/solution, usually funds it etc. This is normally a standard Council responsibility in service delivery (full cost).

Council's risk management processes are based around the following principles:

**Risk Identification:** Identify and prioritise reasonably foreseeable risks associated with activities, using the agreed risk methodology.

**Risk Evaluation:** Evaluate those risks using the agreed Council criteria.

**Risk Treatment / Mitigation:** Develop mitigation plans for risk areas where the residual risk is greater than our tolerable risk levels.

**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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**Risk Monitoring and Reporting:** Report risk management activities and risk specific information in accordance with the risk protocols.

The Risk Matrix below is used to assess the likelihood and consequence of any risk to Council, to then identify any necessary treatment actions. This matrix will also be used to assess any risk identified in Council's reports:

	<b>Consequence</b>				
<b>Likelihood</b>	<b>Insignificant 1</b>	<b>Minor 2</b>	<b>Moderate 3</b>	<b>Major 4</b>	<b>Catastrophic 5</b>
<b>Almost Certain 5</b>	Medium 5	High 10	High 15	Extreme 20	Extreme 25
<b>Likely 4</b>	Medium 4	Medium 8	High 12	High 16	Extreme 20
<b>Possible 3</b>	Low 3	Medium 6	Medium 9	High 12	High 15
<b>Unlikely 2</b>	Low 2	Low 4	Medium 6	Medium 8	High 10
<b>Rare 1</b>	Low 1	Low 2	Medium 3	Medium 4	Medium 5