



# Longreach Regional Council

Ilfracombe Isisford Longreach Yaraka

**Address all correspondence to:  
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ABN: 16 834 804 112**

14 September 2023

Dear Councillors

**Re: Meeting Notice for Council Meeting to be held on 21 September 2023**

Notice is hereby given that the Council Meeting of the Longreach Regional Council will be held in the Ilfracombe Council Boardroom, 1 Devon St, Ilfracombe on Thursday 21 September 2023 commencing at 9:00am.

The Briefing Session for this meeting will be held in the Fairmount (East) room on Tuesday 19 September 2023 commencing at 9:00am as follows;

Your attendance at these meetings is requested.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Brett Walsh'.

Brett Walsh  
Chief Executive Officer

Enc



# LONGREACH REGIONAL COUNCIL ORDINARY MEETING AGENDA

**Thursday 21 September 2023**

*Iffracombe Council Chambers*

- 1. Opening of Meeting**
- 2. Prayer**
- 3. Consideration of Leave of Absence**
- 4. Declaration of any Prescribed / Declarable Conflicts of Interest by Councillors and Senior Council Officers**
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**15. Late Items**

Nil for this meeting

**16. Closed Matters**

Nil for this meeting

**17. Closure of Meeting**

**OUR VISION, MISSION AND VALUES**

***Vision:***

Connecting Council and Community

***Mission:***

Delivering Excellent Service

***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 Shaiju Lookose, St Brigid’s Catholic Church

**3. CONSIDERATION OF LEAVE OF ABSENCE**

**4. DECLARATION OF ANY PRESCRIBED / DECLARABLE CONFLICTS OF INTEREST BY COUNCILLORS AND SENIOR COUNCIL OFFICERS**

**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 - 17 August 2023

# LONGREACH REGIONAL COUNCIL



## Ordinary Meeting

**Thursday 17 August 2023**

**UNCONFIRMED MINUTES**

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

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**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

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**1 Opening of Meeting and Acknowledgement of Country**

The Mayor declared the meeting open at 9:29am

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

**2 Prayer**

Pastor Steve Cavil, Outback Aerial Mission, opened the meeting with a prayer.

Council paid its respects and observed a minutes silence for the passing of community members Stephanie Kathleen Rayner and Blackall community member Brady Prow.

**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
Director of Communities	Karyn Stillwell
Acting Director of Works	Guy Goodman
Manager of Human Resources, Safety and Wellness	Grace Jones
Manager of Governance and Economy	Simon Kuttner
Executive Assistant to Chief Executive Officer, Mayor and Councillors	Elizabeth Neal

**Apologies**

Nil

**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 AND SENIOR COUNCIL OFFICERS**

**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.

*No declarations were made during this point of 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 Tony Emslie declared a declarable conflict of interest in item 13.10 - Community Donations, Longreach Archival and Historical Research Group, because he is an active member of this group. Cr Emslie will voluntarily leave the meeting during the discussion and not participate in any decision.*

**5 Confirmation of Minutes**

**5.1 Council - Thursday 20 July 2023**

*(Res-2023-08-203)*

*Moved Cr Emslie seconded Cr Bignell*

*That the Minutes of the Council meeting held on Thursday 20 July 2023, be confirmed.*

*CARRIED 7/0*

**6 Mayoral Report**

**6.1 Mayoral Report**

Consideration was given to the Mayor's Report

*(Res-2023-08-204)*

*Moved Cr Smith seconded Cr Emslie*

*That Council receives the Mayoral Report, as presented.*

*CARRIED 7/0*

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**7 Councillor Requests**

Nil

**8 Notices of Motion**

Nil

**9 Petitions**

Nil

**10 Deputations**

Nil

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

Consideration was given to the 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.

*(Res-2023-08-205)*

*Moved Cr Hatch seconded Cr Nunn*

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

*CARRIED 7/0*

**11.2 Calendar of Events**

*(Res-2023-08-206)*

*Moved Cr Paterson seconded Cr Emslie*

*That Council receives the report, as presented*

*CARRIED 7/0*

**11.3 Annual Operational Plan Review 2022-2023 - Review for Period Ending 30 June 2023**

Consideration of the 2023 Annual Operational Plan quarterly review for the period ending 30 June 2023.

*(Res-2023-08-207)*

*Moved Cr Nunn seconded Cr Hatch*

*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 2022-23 Annual Operational Plan for the period ended 30 June 2023.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**11.4 Development Permit for Material Change of Use for a Short-term accommodation, Low Density Residential - Longreach.**

Consideration of a development application lodged with Council on 31 May 2023 by Ms Tanya Johnson for a Development Permit for Material Change of Use for a AirBnB – Short-term accommodation at 22 Wompoo Road, Longreach.

Description:	Material Change of Use for an AirBnB – Short-term accommodation
Development:	Development Permit – DA22/23-011
Applicant:	Tanya Johnson
Owner:	Tanya Johnson
Current Use of Land:	Residential
Address:	22 Wompoo Road, Longreach
Real Property Description:	Lot 26 on L35729
Applicable Planning Scheme:	<i>Longreach Regional Planning Scheme 2015 (v2.1)</i>
Zone:	Low Density Residential Zone
Level of Assessment:	Impact Assessment

(Res-2023-08-208)

*Moved Cr Smith seconded Cr Emslie*

*That Council approves the development application for a Development Permit for Material Change of Use for Short-term Accommodation (up to 6 guests) over land at 22 Wompoo Road, Longreach, formally described as Lot 26 on L35729, subject to the following conditions:*

**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*

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held on Thursday 17 August 2023 at the Town Hall, Yaraka**

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	-	31 May 2023 (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 LIMITATIONS OF USE**

3.1 Guests of the Short-term accommodation are limited to a maximum stay of three (3) consecutive months at any one time.

3.2 The total number of guests at any one time must not exceed six (6).

3.3 A minimum of one (1) onsite car space is to be available at all times to guests.

**4.0 SITE MANAGEMENT PLAN**

4.1 Maintain and implement a Site Management Plan for the Short-term accommodation. The site management plan is to include measures to manage operational aspects of the development including, but not limited to, hours of operation, noise management, site care and maintenance, complaints management and refuse management.

Provide a copy of the Site Management Plan to Council before the commencement of the use.

**5.0 SERVICES**

5.1 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.

5.2 Maintain electricity and telecommunication services to the premises in accordance with the standards and requirements of the relevant service provider.

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**6.0 ENVIRONMENTAL HEALTH**

6.1 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

6.2 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.

**7.0 ASSET MANAGEMENT**

7.1 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").

CARRIED 7/0

**The meeting adjourned for Morning Tea at 10:30am.**

**The meeting resumed at 10:58am with all present prior to the adjournment in attendance.**

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

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**11.5 Workplace Health & Safety Update Report - July 2023**

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

*(Res-2023-08-209)*

*Moved Cr Bignell seconded Cr Paterson*

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

*CARRIED 7/0*

**11.6 Information Report - Planning & Development Report**

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

*(Res-2023-08-210)*

*Moved Cr Nunn seconded Cr Smith*

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

*CARRIED 7/0*

**11.7 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-2023-08-211)*

*Moved Cr Emslie seconded Cr Hatch*

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

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

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**12 Reception and Consideration of Financial Services Report**

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**12.1 Monthly Financial Statements**

Consideration of the financial statements for the period ending 31 July 2023:

*(Res-2023-08-212)*

*Moved Cr Paterson seconded Cr Nunn*

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

*CARRIED 7/0*

**12.2 Audit and Risk Committee - Minutes and Recommendations - 19 July 2023**

A report on the matters reviewed at the Audit and Risk Committee meeting held on 19 July 2023.

*(Res-2023-08-213)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council receives the report of the Audit and Risk Committee meeting held 19 July 2023.*

*CARRIED 7/0*

**12.3 Risk Framework - Financial Sustainability**

Information on the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) Risk Framework for Financial Sustainability.

*(Res-2023-08-214)*

*Moved Cr Emslie seconded Cr Smith*

*That Council receives the report on the Risk Framework for Financial Sustainability.*

*CARRIED 7/0*

**12.4 Records Management Policy**

Consideration of amendments to the Records Management Policy No. 2.07 which is due for its biennial review.

*(Res-2023-08-215)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council adopts the amended Records Management Policy No. 2.07, as presented.*

*CARRIED 7/0*

**12.5 Information Report - Finance**

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

*(Res-2023-08-216)*

*Moved Cr Smith seconded Cr Hatch*

*That Council receives the Financial Services information report, as presented.*

*CARRIED 7/0*



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

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Consideration was given to the Director of Communities Report

**13.1 Longreach Cemetery Facility Plan**

In the past year, Council has been developing a facility plan for the Longreach Cemetery. The aim of the plan is to deliver clear understanding and direction on the current and future purpose of the Longreach cemetery facility. The plan will help ensure the facility meets the community needs now and for the next 10 years.

*(Res-2023-08-217)*

*Moved Cr Paterson seconded Cr Emslie*

*That Council adopts the Longreach Cemetery Facility Plan, as presented.*

*CARRIED 7/0*

**13.2 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 Thursday 27 July 2023.

*(Res-2023-08-218)*

*Moved Cr Nunn seconded Cr Hatch*

*That Council:*

- a) Receives the Minutes of the Regional Arts Development Fund Committee held on Thursday 27 July 2023;*
- b) Approves the application by Longreach Brolga Girl Guides for the 'Girl Guides Mural' to the value of \$9,570.00;*
- c) Approves the application by Qantas Founders Museum for the 'Kirrinderi – Heart of the Channel Country Exhibition and Education Program' to the value of \$5,500.00;*
- d) Approves the application by Isisford State School P & C for the 'Isisford Dance Lessons' to the value of \$10,000.00;*
- e) Approves the application by Yaraka Sports and Progress Association for the 'Furniture Restoration Workshop' to the value of \$4,000.00;*
- f) Approves the application by Elizabeth Clark for the 'Iningai Windmill Shade Structure' to the value of \$44,318.00;*
- g) Retrospectively approves the opening and closing dates for round two of the 23/24 financial year; and,*
- h) Advertises the RADF round two opening and closing dates.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**13.3 Sponsorship - Queensland Outback Geocaching Muster**

Consideration for Sponsorship application received for the month of August, in accordance with Council's Sponsorship Policy No. 11.07.

(Res-2023-08-219)

Moved Cr Hatch seconded Cr Emslie

That Council endorses the allocation of funds from the **2023/2024 Sponsorship budget** as contained in the following table, in accordance with the Sponsorship Policy No 11.07:

<b>Organisation</b>	<b>Event/Project Activity</b>	<b>Event Date</b>	<b>Grant Approved</b>
Queensland Outback Geocaching Muster	Longreach QOGM 2023	19-23 September 2023	<b>Financial \$3,294.70</b>  <b>In-Kind \$318.30</b> Hire of Showgrounds  <b>Total \$3,613.00</b>
		<b>TOTAL</b>	<b>\$3,613.00</b>

CARRIED 7/0

**13.4 Community Donations - Flyers Ball 2023**

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

(Res-2023-08-220)

Moved Cr Smith seconded Cr Nunn

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>
Longreach Flyers Ball	2023 Flyers Ball	<i>Financial</i> \$5,000.00	<i>Financial</i> \$5,000.00
		<b>TOTAL</b> <b>\$5,000.00</b>	<b>TOTAL \$5,000.00</b>

CARRIED 7/0

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**13.5 Community Donations - Longreach Jockey Club**

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

(Res-2023-08-221)

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. 11.06;

<b>Organisation/ Name</b>	<b>Event/Activity</b>	<b>Grant Requested</b>	<b>Grant Approved</b>
Longreach Jockey Club	Longreach Cup	Financial \$5,000.00	Financial \$5,000.00
		<b>TOTAL \$5,000.00</b>	<b>TOTAL \$5,000.00</b>

CARRIED 7/0

**13.6 Community Donations - LRE Phoenix Gym**

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

(Res-2023-08-222)

Moved Cr Bignell seconded Cr Hatch

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>
LRE Phoenix Gym	LRE Phoenix Gym Defibrillator	Financial \$2,723.88	Financial \$2,723.88
		<b>TOTAL \$2,723.88</b>	<b>TOTAL \$2,723.88</b>

CARRIED 7/0

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

**13.7 Community Donations - Ilfracombe Golf Club**

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

*(Res-2023-08-223)*

*Moved Cr Hatch seconded Cr Paterson*

*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>Ilfracombe Golf Club</i>	<i>Ilfracombe Golf Open</i>	<i>Financial \$1,500.00</i>	<i>Financial \$1,500.00</i>
		<b>TOTAL \$1,500.00</b>	<b>TOTAL \$1,500.00</b>

*CARRIED 7/0*

**13.8 Community Donations - Longreach Bowls Club Inc**

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

*(Res-2023-08-224)*

*Moved Cr Smith seconded Cr Nunn*

*That Council defer the matter to a future Council Meeting pending the provision of further information.*

*CARRIED 7/0*

**13.9 Community Donations - Longreach Arts & Cultural Association Inc**

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

*(Res-2023-08-225)*

*Moved Cr Bignell seconded Cr Emslie*

*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 Arts and Cultural Association</i>	<i>Community Bowl night and Pottery workshop</i>	<i>Financial \$4,520.00</i>	<i>Financial \$4,520.00</i>
		<b>TOTAL \$4,520.00</b>	<b>TOTAL \$4,520.00</b>

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

**Attendance:** Councillor Emslie left the Meeting at 12:31 pm and was not present during the discussion and voting on Item 13.10 due to a declared conflict of interest.

**13.10 Community Donations - Longreach Archival and Historical Research Group**

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

(Res-2023-08-226)

Moved Cr Bignell seconded Cr Paterson

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>
Longreach Archival and Historical Research Group	Marking Service Graves at the Longreach Cemetery	Financial \$5,012.25	Financial \$5,000.00
		<b>TOTAL \$5,012.25</b>	<b>TOTAL \$5,000.00</b>

CARRIED 6/0

**Attendance:** Councillor Emslie returned to the Meeting at 12:32 pm.

**13.11 Community Donations - Yaraka Sports and Progress Association**

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

(Res-2023-08-227)

Moved Cr Hatch seconded Cr Paterson

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>
Yaraka Sports and Progress Association Inc	Melbourne Cup Luncheon	Financial \$2,240.00	Financial \$2,240.00
		<b>TOTAL \$2,240.00</b>	<b>TOTAL \$2,240.00</b>

CARRIED 7/0

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

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**13.12 Community Donations - Longreach Golf Club**

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

*(Res-2023-08-228)*

*Moved Cr Emslie seconded Cr Hatch*

*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>
Longreach Golf Club	Golf Club Maintenance	Financial \$5,000.00	Financial \$2,500.00
		<b>TOTAL \$5,000.00</b>	<b>TOTAL \$2,500.00</b>

*CARRIED 7/0*

**13.13 Information Report - Communities**

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

*(Res-2023-08-229)*

*Moved Cr Emslie seconded Cr Nunn*

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

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yarka**

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**14 Reception and Consideration of Director of Works Report**

Consideration was given to the Director of Works Report

**14.1 Longreach Waste Disposal Facility Management**

Council has obtained a quote under the Pre-Qualified Supplier Panel LRC112021 Professional Services to directly engage with Proterra Group for the future management of the Longreach Waste Disposal Facility.

*(Res-2023-08-230)*

*Moved Cr Smith seconded Cr Bignell*

*That Council accepts the quote from Proterra Group through the Pre-Qualified Supplier Panel LRC112021 Professional Services, for the management of the Longreach Waste Landfill Facility, for the amount of \$553,872.40 per annum (excl GST) for a period of four years.*

*CARRIED 7/0*

**14.2 Information Report - Works**

This report provides an update on a range of activities that has occurred during the month of July/August 2023 for the Works Department.

*(Res-2023-08-231)*

*Moved Cr Emslie seconded Cr Paterson*

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

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 17 August 2023 at the Town Hall, Yaraka**

**15      Late Items**

**(a) 15.1 Community Forums Date Change Request - September 2023**

*Considerations to change the Community Forum dates in September 2023..*

*(Res-2023-08-232)*

*Moved Cr Emslie seconded Cr Nunn*

*That Council changes the September Community Forums as per the dates below:*

Date	Location	Time
Monday, 18 September 2023	Longreach	5:45pm
Tuesday, 19 September 2023	Yaraka	1:00pm
Tuesday, 19 September 2023	Isisford	5:30pm
Wednesday, 20 September 2023	Ilfracombe	5:45pm

*CARRIED 7/0*

**(b) 15.2 Council Meeting Date Change Request - September 2023**

*Considerations to change the Ordinary Council Meeting date in September 2023 currently scheduled for Thursday 14 September 2023.*

*(Res-2023-08-233)*

*Moved Cr Emslie seconded Cr Paterson*

*That Council changes the Ordinary Council Meeting scheduled on Thursday 14 September 2023 to Thursday 21 September 2023.*

*CARRIED 7/0*

**16.      Closed Matters**

Nil for this meeting

**17      Closure of Meeting**

There being no further business, the meeting was closed at 1:00pm

**Minutes Certificate**

These minutes are unconfirmed.

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

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



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.1 - Councillor Information Correspondence**

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**6. MAYORAL REPORT**

**6.1 Mayoral Report**

The Mayor attended several meetings and engagements in the time since the last Council meeting, including but not limited to:

- Chaired RAPAD Board meeting in Boulia
- Ongoing planning for the Western Queensland Alliance of Councils Assembly in September in Winton
- Meeting with Outback Pioneers re progress on Pride of the Murray and future plans
- Attended the Land & Pest Advisory Committee Meeting
- Attended the Meteorology for Disaster Managers Masterclass
- Attended LGAQ Elected Member Update 2023
- Attended Western Queensland Regional Community Forum – with Ministers in Boulia
- Attended a meeting with Desert Channels Qld
- Held teleconference meetings with DG Mark Cridland Department of Housing on local matters
- Held teleconference with DG Warwick Agnew Department of Resources
- Held face to face meetings with Elton Miller Executive Director Department of Agriculture and Fisheries
- Met with community representatives on concerns around safety in community.
- Met with the DCQ Board and provided a detailed update of both the LRC NRM policy and work as well as an update on RAPADs work with Invasive Weeds. DCQ are keen to continue the ongoing partnership with LRC and RAPAD.
- Met with the members of a Geocaching group visiting Longreach. There are 200 in this group travelling in caravans and staying in Longreach at the caravan parks .
- Met with local representatives of JCU to continue planning for the hosting of clinical students in 2024.

The Mayor also undertook regular media engagements with Radio 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 14 September 2023:

Letter to the Chief Executive Officer - Electoral Commission  
Minor Infrastructure and Inclusive Facilities Fund opening soon!  
2024 revaluation program effective 30 June 2024  
2024 revaluation program list 30 June 2024  
Re-ACT CQ launch release  
REACT CQ Launch Longreach  
Launch of Central West Health Deadly Choices Program  
2024 Queensland Greats Awards - Do you know a Queensland Great  
Nominate a 2024 Queensland Great  
Letter to Council CEO - Electoral Commission  
Regional Organisational of Councils - David Arnold  
National Police Remembrance Day  
Regional Arts Development Fund Further Variation Agreement  
Australian Stockmans Hall of Fame Campdraft Committee

#### **Appendices**

1. EMA - 2023 - 01 - 08 - Letter to the Chief Executive Officer - Electoral Commission  
↓
2. EMA - 2023 - 04 -09 - Minor Infrastructure and Inclusive Facilities Fund opening soon!  
↓
3. EMA - 2023 - 06 -09 - 2024 revaluation program effective 30 June 2024 ↓
4. EMA - 2023 - 06 -09 - 2024 revaluation program list 30 June 2024 ↓
5. EMA - 2023 - 11 - 09 - Re-ACT CQ launch release ↓
6. EMA - 2023 - 11 - 09 - REACT CQ Launch\_Longreach ↓
7. EMA - 2023 - 12 - 09 - Launch of Central West Health Deadly Choices Program ↓
8. EMA - 2023 - 12 -09 - 2024 Queensland Greats Awards - Do you know a Queensland Great ↓
9. EMA - 2023 - 12 -09 - Nominate a 2024 Queensland Great ↓
10. EMA - 2023 - 15 - 09 - Letter to Council CEO - Electoral Commission ↓
11. EMA - 2023 - 28 - 08 - Regional Organisational of Councils - David Arnold ↓
12. EMA - 2023 - National Police Remembrance Day ↓
13. EMA - 2023 -09 - Regional Arts Development Fund Further Variation Agreement ↓
14. EMA -2023 - 13 - 09 - Australian Stockmans Hall of Fame Campdraft Committee ↓

#### **Recommendation:**

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

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.1 - Councillor Information Correspondence**

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## 11.1 - Councillor Information Correspondence --Appendix 1

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Hon Steven Miles MP  
Deputy Premier  
Minister for State Development, Infrastructure,  
Local Government and Planning  
Minister Assisting the Premier on Olympic and Paralympic Games Infrastructure

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Our ref: MC23/3332

1 August 2023

1 William Street  
Brisbane Queensland 4000  
PO Box 15009  
City East Queensland 4002  
**Telephone** + 61 3719 7100  
**Email** deputy.premier@ministerial.qld.gov.au  
**Website** www.statedevelopment.qld.gov.au

ABN 65 959 415 158

Mr Brett Walsh  
Chief Executive Officer  
Longreach Regional Council  
ceo@longreach.qld.gov.au

Dear Mr Walsh

I refer to the Longreach Regional Council's letter of 24 February 2023 requesting approval for the council to conduct the 2024 quadrennial Local Government election by full postal ballot.

I wish to advise that, pursuant to section 45(1) of the *Local Government Electoral Act 2011*, I have approved the council's application to conduct its 2024 quadrennial Local Government election by full postal ballot.

Please note, I have also written to Mr Pat Vidgen PSM, Electoral Commissioner, advising of my decision.

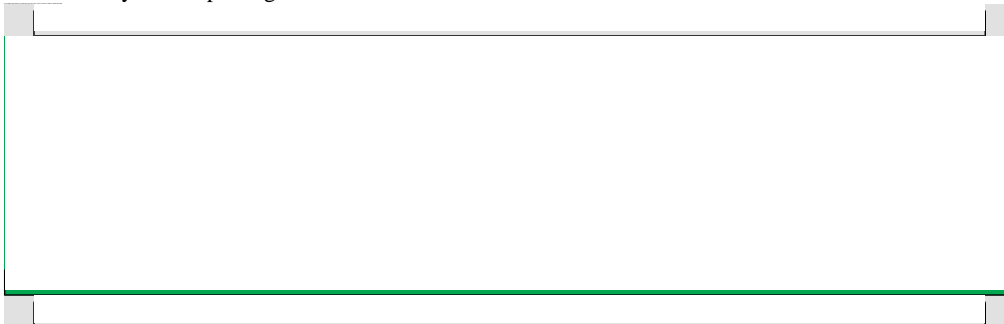
If you require further information, I encourage you to contact Ms Louisa Lynch, Director, Governance and Capability, Local Government Division in the Department of State Development, Infrastructure, Local Government and Planning on 0499 833 689 or by email at louisa.lynch@dasilgp.qld.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'S Miles'.

**STEVEN MILES MP**  
**DEPUTY PREMIER**  
**Minister for State Development, Infrastructure,**  
**Local Government and Planning**  
**Minister Assisting the Premier on**  
**Olympic and Paralympic Games Infrastructure**

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



Dear sport and recreation colleagues

**A new Minor Infrastructure round will open early with a major cash boost AND an additional fund!**

The Department of Tourism, Innovation and Sport is thrilled to announce the new \$45 million Minor Infrastructure and Inclusive Facilities Fund.

Round 2 of the Minor Infrastructure Program has been brought forward from January 2024 due to popular demand and will now open for applications on 27 September 2023. Round 2 will be delivered with the new \$30 million Inclusive Facilities Fund to deliver infrastructure projects that enhance community sport and active recreation.

In total, there will be \$45 million in funding available to help make sure local Queensland sport and active recreation facilities are safe, accessible, inclusive and more efficient.

Projects must align with one of these funding categories:

- Inclusive and Accessible: to support projects that improve accessibility and inclusivity, like new and upgraded changerooms and amenities that meet universal design principles.
- Safe, Quality and Efficient: to support projects focused on creating more safe, quality and efficient facilities across sport and recreation venues.

Key dates

- Applications open – 27 September 2023
- Applications close – 16 November 2023 5pm AEST
- Successful projects announced – March 2024

We encourage you to start considering your potential projects and [get in touch](#) if you'd like more information.

Ref CTS 16707/23



06 September 2023

Department of Resources

Mr Mitchell Murphy  
Chief Executive Officer  
Longreach Regional Council

By email: [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au)

Dear Mr Murphy

### **2024 revaluation program effective 30 June 2024**

I am writing to advise you of my decision on the 2024 land revaluation program. In making this decision, I considered the detailed property market analysis, the timing since the last revaluation, and feedback from local government areas (LGA) and key stakeholders.

I am pleased to confirm that the Longreach Regional Council will be one of the 20 LGAs included in the 2024 revaluation program. For your information, I have attached a summary of all LGAs included in the 2024 program. The program will include approximately 675,000 properties, covering 712,000 square kilometres across 20 LGAs. New land valuations will be issued by 31 March 2024 and will take effect for local government rates purposes from 30 June 2024.

Queensland's land valuation system is an open and transparent process delivered consistent with the *Land Valuation Act 2010*.

To support your staff to respond to enquiries from members of the public, the State Valuation Service (SVS) will provide a factsheet of frequently asked questions and answers ahead of the notices being issued. Information about land valuations will also be available on the department's website at [www.qld.gov.au/landvaluation](http://www.qld.gov.au/landvaluation).

The SVS will also provide detailed valuation information in advance of the new valuations to assist with your rates modelling.

Should you have any questions, please contact John Thomas, Area Manager, SVS on telephone (07) 4529 1383.

Yours sincerely

A handwritten signature in black ink, appearing to read "L. Dietrich", with a horizontal line extending to the right.

Laura Dietrich  
**Valuer-General**

State Valuation Service  
Department of Resources  
Level 8, 1 William Street, Brisbane  
PO Box 15216, City East  
Queensland 4002 Australia  
Telephone: +61 3199 7770  
Email: [valuer-general@resources.qld.gov.au](mailto:valuer-general@resources.qld.gov.au)  
[www.resources.qld.gov.au](http://www.resources.qld.gov.au)  
ABN 59 020 847 551

## Local governments areas included in the 2024 revaluation program

1. Banana
2. Barcoo
3. Bulloo
4. Bundaberg
5. Central Highlands
6. Cook
7. Diamantina
8. Fraser Coast
9. Gold Coast
10. Goondiwindi
11. Isaac
12. Livingstone
13. Longreach
14. Moreton Bay
15. Redland
16. Somerset
17. Sunshine Coast
18. Torres
19. Whitsunday
20. Winton



## **MEDIA RELEASE**

### **QCoal Foundation and Act for Kids join forces to support CQ children**

11 September 2023

QCoal Foundation and Act for Kids are pleased to announce a new partnership which will fill a significant gap in service delivery for children in Central Queensland.

Re-ACT CQ, the pilot program of the new partnership, will expand crucial and high demand trauma-informed therapy services in regional and remote Queensland, with an initial focus on Central Queensland.

Cases of children experiencing abuse and neglect have been increasing. In 2021-2022, more than 470,000 reports were made to child protection authorities in Australia with 45,548 of those substantiated. This equates to 125 children every day and includes 6,249 Queensland children who experienced abuse or neglect.<sup>1</sup>

In response to this need, QCoal Foundation has entered into a three-year partnership with respected 'for purpose' organisation Act for Kids which will facilitate the establishment of a pilot program delivering face to face sessions, including in outreach locations, and therapy delivered by telehealth.

The program will fill a gap in the Central Queensland region which currently has very limited multidisciplinary therapy services to support children and young people, and will include support for an additional therapist based in Rockhampton in Central Queensland.

QCoal Foundation CEO Sylvia Bhatia said that research has shown the impact of children experiencing abuse or neglect was amplified in regional and remote areas due to a lack of available trauma-informed therapy services.

"Without treatment and support, abused and neglected children can experience poor future health, mental illness, drug and alcohol abuse, homelessness, juvenile offending, criminality and incarceration," Ms Bhatia said.

"In line with our mission to build resilient regional and remote communities and our social venture approach, we were keen to partner with a leading for purpose organisation and devise an innovative solution.

"This pilot program, Re-ACT CQ, will fill a significant gap in Central Queensland and will allow both partners to gather data to better understand both need and impact.

"We hope it will create a positive and lasting change in these children's lives," she said.



Act for Kids CEO Dr Katrina Lines said Act for Kids' emphasis was on prevention and early intervention through a trauma-informed, holistic approach to therapy that supported improved outcomes across the community.

"Trauma-informed therapy involves working with children and their families through an integrated approach including psychology, speech pathology and occupational therapy that addresses their individual needs to help them heal from trauma and achieve future goals," Dr Lines said.

"This new pilot program has been made possible by the partnership with QCoal Foundation and their generous commitment and dedication to help vulnerable children, where we know there is significant demand. It means many children will now receive the vital support that they deserve to go on and lead happy lives.

"Act for Kids has been delivering evidence-led professional therapy and support services to children and families who have experienced, or are at-risk of trauma from violence, neglect, physical, emotional and sexual abuse, for over 35 years.

"During 2022-23, Act for Kids supported more than 40,000 Australians and of those, 22,869 were children.

"We are already experiencing plenty of early engagement about this new program which reaffirms the strong community need, and we are grateful to the QCoal Foundation for the opportunity to extend our services in Central Queensland, particularly in out-reach locations where there has been limited support available to kids," she explained.

QCoal Foundation has committed \$150,000 per year for three years to this partnership with Act for Kids.

Interested stakeholders in Central Queensland can contact the Act for Kids team via email [Re-ACTCQ@actforkids.com.au](mailto:Re-ACTCQ@actforkids.com.au) about the pilot program.

ENDS

For further information, please contact:

- Jess Mumme from Act for Kids 0427 794 666
- Nicole Ireland from the QCoal Foundation on 0409 207 672

<sup>1</sup> (Australian Institute of Health and Welfare (AIHW) 2023.)

### **Background**

#### **QCoal Foundation**

The QCoal Foundation was established in 2011 with the mission to build resilient regional and remote Queensland communities by developing innovative, community-led programs to deliver sustainable improvements in the areas of health, education and liveability over the long term. The QCoal Foundation achieves this using a social venture approach based on recognising community need; identifying innovative solutions in partnership with community and other not-for-profit groups; supporting those solutions during the trial stage; measuring their effectiveness by gathering data to monitor performance against defined targets; and finally achieving sustainable funding outcomes using data from the trial stage to ensure improvements are made over the long term.

In addition to being a Founding Partner of the RFDS Dental Service, the QCoal Foundation supports and facilitates a range of programs. Most recently, the QCoal Foundation has partnered with Hear and Say to bring improved listening and spoken language therapy to hearing impaired children in regional and remote communities.

Other programs and areas of support include the QCoal Foundation Scholarship which supports regional students to undertake tertiary studies and the QCoal Foundation Community Grant program that provides funding to community-led projects aimed at improving health, liveability and education.

#### **Act for Kids**

Act for Kids is a national for-purpose organisation that has been delivering evidence-led professional therapy and support services to children and families who have experienced or are at-risk of trauma for over 35 years.

Act for Kids offers a range of services, including integrated therapy, intensive family support, bespoke interventions and educational programs. The organisation has centres located across the country in South Australia, New South Wales, Victoria and in Queensland. Act for Kids also provides residential care to children in five remote Aboriginal communities in Cape York Peninsula.

Act for Kids' purpose is to help keep kids safe, heal from trauma and lead happy lives.



Mr Anthony Rayner  
Mayor  
Longreach Shire Council  
96A Eagle Street  
LONGREACH QLD 4730

via email: [mayor@longreach.qld.gov.au](mailto:mayor@longreach.qld.gov.au)

11 September 2023

Dear Mayor Rayner

**QCoal Foundation launches new partnership to benefit Queensland kids**

As you may be aware, QCoal Foundation's mission is to build resilient regional and remote communities right across Queensland by responding to community need. Recent community feedback has identified a key gap in service delivery and support for children who have experienced abuse and neglect in central Queensland.

In 2021/22 over 45,000 substantiated reports were made to child protection authorities in Australia; this number includes over 6,000 Queensland children who experienced abuse or neglect. As you would appreciate, the impact of this may be amplified in regional and remote communities due to a lack of available trauma-informed therapy services.

I am therefore pleased to advise that we have recently entered into a new social venture partnership with leading 'for purpose' organisation, Act for Kids and have launched our pilot program, Re-ACT CQ.

More detail is outlined in the attached media release, but the focus of this three-year pilot program is to deliver trauma-informed therapy using face to face sessions and telehealth, at a range of locations. The program will fill a gap in the central Queensland region which currently has limited multi-disciplinary therapy services for children and young people who have experienced abuse and neglect.

Early engagement on the program has generated strong demand which we are hopeful will make a real difference and support participants to lead happy lives and build strong futures. The initial pilot program expects to serve the communities of Rockhampton, Emerald, Blackwater, Biloela, Moura, Longreach, and Springsure.

I look forward to updating you on the outcomes of this pilot program in the coming year. Please do not hesitate to contact me if you have questions on the Re-ACT CQ program or the work of QCoal Foundation in the meantime. Thank you for your continued interest in our programs.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Sylvia Bhatia".

**Sylvia Bhatia**  
Chief Executive Officer



[www.qcoalfoundation.org](http://www.qcoalfoundation.org)

ABN: 59 347 255 104

T +61 7 3002 2900 F +61 7 3002 2999

Level 15, 40 Creek Street, Brisbane Qld 4000  
PO Box 10630, Adelaide Street, Brisbane Qld 4000

# Deadly Choices®

## CENTRAL WEST HEALTH LAUNCH

TUESDAY, 19 SEPTEMBER | 10AM-12PM | EDKINS PARK, LONGREACH

Join us for the launch of Central West Health's Deadly Choices Program!

There will be health promotion stalls, food and a chance to meet some of your favourite Deadly Choices Ambassadors!



For more information contact  
Alinta Warner at [Alinta.Warner@health.qld.gov.au](mailto:Alinta.Warner@health.qld.gov.au) or on 0499 714 995



Queensland  
Government



### Do you know a remarkable Queenslanders who is deserving of recognition?

Nominations for the 2024 Queensland Greats Awards (the Awards) are open across three categories—individual, institution and posthumous. Since 2001, 120 individuals, 19 institutions and 10 posthumous recipients have been announced as Queensland Greats.

Do you know an outstanding Queenslanders or Queensland institution that can be recognised for their significant contribution to Queensland? It could be an industry expert or leader, colleague or a community organisation that has made a meaningful impact and changed lives on a statewide level.

Nominate them [online](#) today. Nominations close **5pm, Friday 16 February 2024**.

The Awards will be announced at a ceremony in Brisbane as part of Queensland Day celebrations in June 2024.

We encourage you to support the promotion of the Awards across your networks. To assist with promotion, an [online toolkit](#) of useful resources has been developed for your use.

For more information, please visit the [website](#) or contact the Awards Coordinator by [email](#) or telephone (07) 3003 9200.

Kind regards  
Events and Engagement  
Department of the Premier and Cabinet

## 11.1 - Councillor Information Correspondence --Appendix 9

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Mayor  
Longreach Regional Council

Dear Councillor Rayner

It is with great pleasure that I announce the 2024 Queensland Greats Awards (the Awards) are open for nominations.

This awards program recognises exceptional individuals and institutions for their significant contributions to our State. Since the Awards' inception in 2001, 120 individuals, 19 institutions and 10 posthumous recipients have been honoured as Queensland Greats across the fields of business, science, health, education, Indigenous affairs, sport, arts, conservation, community and philanthropy.

The 2023 recipients included five outstanding individuals William Barton, Joe Brumm, The Honourable Gerald (Tony) Fitzgerald AC KC, Steven Renouf and Adele Rice AM. The 2023 Posthumous recipients were Dr Honor Dell Cleary OAM and Emeritus Professor Alan Mackay-Sim AM, and the Rural Fire Service was the worthy recipient of the Institution award.

With nominations now open for the 2024 Awards, I urge you to nominate at least one individual or institution from within your community. Nominations must show a significant contribution to, or an achievement that has impacted the development of Queensland. Nominations are encouraged across three categories – Individual, Institution and Posthumous.

To assist your promotion of the 2024 Awards across your networks and electorate, an [online](#) toolkit of useful resources has been developed.

For more information, please visit the website at [www.qld.gov.au/qldgreats](http://www.qld.gov.au/qldgreats) or contact the Awards Coordinator by email at [qldgreatsawards@premiers.qld.gov.au](mailto:qldgreatsawards@premiers.qld.gov.au) or on telephone (07) 3003 9200.

Thank you in advance for supporting this prestigious awards program and nominating a true Queensland Great from your region.

Yours sincerely



**ANNASTACIA PALASZCZUK MP**  
**PREMIER OF QUEENSLAND**  
**MINISTER FOR THE OLYMPIC AND PARALYMPIC GAMES**

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This email was sent by Executive Correspondence Unit, PO Box 15185, CITY EAST QLD 4002 to [mayor@longreach.qld.gov.au](mailto:mayor@longreach.qld.gov.au)

[Unsubscribe](#)



File number: EEM\_ED\_0823

15 August 2023

Mr Brett Walsh  
Acting Chief Executive Officer  
Longreach Regional Council

Email: ceo@longreach.qld.gov.au

Dear Mr Walsh

I am writing to provide an update on the Electoral Commission of Queensland's (ECQ) planning and preparation for the local government elections scheduled for March 2024.

Over recent months my team has been designing electoral services for each of Queensland's 77 local government areas based on data and information from previous elections and information provided by councils as part of our operational engagement, which commenced earlier this year. Attached is a draft Service Plan highlighting key details of election services planned for your council that may prove useful in your own preparations. This information is subject to change as we progress through election preparation activities, and my team will continue to liaise with council during this period. As you can appreciate, the proposed election timetable is subject to change and will not be confirmed publicly until the Notice of Election is published. I would therefore request and appreciate this information being shared only with necessary stakeholders in confidence at this time.

As preparations continue, and as mentioned in the cost estimate letter from Pat Vidgen, Electoral Commissioner earlier this year, if there is any expected change to the estimated cost of delivering the election for your council, we will advise as soon as practicable.

Please refer to the attachment for details relating to your council's election, including:

- Proposed election timetable
- Local government overview
- Proposed services overview
- Communication overview
- ECQ contact information

With the introduction of new legislation, the ECQ has published extensive education material for candidates and other electoral participants about election expenditure caps on the ECQ's website. Information for [local government election participants](#) and general information about the [2024 local government elections](#) is now available for your reference.

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)





The ECQ places great importance on keeping councils informed and I look forward to continuing our dialogue as preparations for the 2024 local government elections progress and working with you to deliver a successful election. As you would be aware, the ECQ is distributing a regular newsletter, *The Countdown*, to all councils and local government stakeholders to provide regular updates on planning for the 2024 local government elections. If any council staff would like to be added to the distribution list for this newsletter, please email [communications@ecq.qld.gov.au](mailto:communications@ecq.qld.gov.au).

Should you require further information or wish to discuss the content of this letter or in the attachment, please contact the relevant ECQ contact listed below, or alternatively, please contact Ms Kim Beamish, Principal Program Coordinator, Election Event Management, ECQ on (07) 3035 8118 or at [electiondelivery@ecq.qld.gov.au](mailto:electiondelivery@ecq.qld.gov.au).

I trust this information is of assistance.

Yours sincerely

A handwritten signature in blue ink that reads "Julie Cavanagh".

Julie Cavanagh  
**Executive Director**  
**Election Event Management**



## 11.1 - Councillor Information Correspondence --Appendix 11

Ref CTS 03638/23

28 August 2023



Department of **Resources**

Mr David Arnold  
Regional Organisational of Councils  
75 Vindex Street  
WINTON QLD 4735

ceo@rapad.com.au

Dear Mr Arnold

The Queensland Government supports the small-scale mining sector and the benefits it brings to many regions including the Winton Shire Council. Fossicking is a popular recreational activity involving the small-scale search and collection of minerals and gemstones. Fossicking offers individuals an opportunity to discover Regional Queensland and positively contributes to tourism and economic development outcomes.

As part of the Queensland Resources Industry Development Plan, the Queensland Government has committed to implementing reforms to support small-scale mining operations and recreational fossicking activities. As part of this commitment, the Department of Resources has commenced a review of Queensland's existing fossicking areas and opportunities for new fossicking areas to assist regional communities in attracting and maintaining the economic benefits from mining-related tourism.

The department is exploring options to support fossicking in Queensland by:

- partnering with local governments to identify suitable fossicking areas
- enabling access to State land for fossicking
- investigating opportunities for rejuvenating existing fossicking areas
- reviewing the existing framework for regulatory efficiencies and to address compliance concerns.

The department is seeking to partner with local governments to identify land and areas that could be appropriate for fossicking to become specified fossicking areas under the *Fossicking Act 1994*.

Specified fossicking areas allow individuals with a fossicking licence to fossick, without first requiring special permission from the landowner. More information about fossicking and where it is permitted is available at the Business Queensland website at [www.gov.qld.gov.au/recreation/activities-facilities/fossicking](http://www.gov.qld.gov.au/recreation/activities-facilities/fossicking).

If your member local governments are interested in partnering with our department to explore options to identify suitable fossicking areas, please contact Ms Claire Cooper, Executive Director, Georesources Policy via email at [Claire.cooper@resources.qld.gov.au](mailto:Claire.cooper@resources.qld.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shaun Ferris'.

Shaun Ferris  
**Deputy Director General**

1 William Street Brisbane  
PO Box 15216 City East  
Queensland 4002 Australia  
Telephone 0405 586 598  
[www.resources.qld.gov.au](http://www.resources.qld.gov.au)  
ABN 59 020 847 551

# National Police Remembrance Day 2023

**Date: 29th September 2023**

**Time: 9am Service commencing**

**Location: Longreach Police Station, 97 Galah Street**

Police Remembrance Day is a special day for Police, families and the community to remember those officers who have given their lives in the performance of their duty.

Please join us following the service for light refreshments.

**'With honour they served'**



**RSVP by 4pm 18/09/2023 to [Bichsel.RachelleM@police.qld.gov.au](mailto:Bichsel.RachelleM@police.qld.gov.au)**



Department of  
**Treaty, Aboriginal and  
Torres Strait Islander Partnerships,  
Communities and the Arts**

Our reference: RADF202100045

Mr Brett Walsh  
Chief Executive Officer  
Longreach Regional Council  
ceo@longreach.qld.gov.au

### **REGIONAL ARTS DEVELOPMENT FUND FURTHER VARIATION AGREEMENT**

Dear Mr Walsh

Thank you for your Council's confirmation of its 2023-24 Regional Arts Development Fund (RADF) funding request and contribution.

I am pleased to advise that Arts Queensland has now approved the following funding allocation through the 2023-24 RADF:

- Arts Queensland Funding: \$28,875
- Council's own contribution: \$10,000

Please find enclosed Deed of Variation (the Deed) for your consideration. If your Council agrees to the details within, please arrange for two (2) copies of the Deed to be printed, signed, and posted to Arts Queensland for countersigning.

Alternatively, you can provide an electronically signed copy of the Deed returned from your Council CEO's email account, accompanied by the following statement in the body text of the email:

'I, Brett Walsh, Chief Executive Officer, Longreach Regional Council, on behalf of Longreach Regional Council, 16834804112, in accordance with Section 236 of the Local Government Act 2009, approve the Deed.'

### **Changes to reporting**

Detailed within the Deed are the following reporting milestones:

Milestone	Due Date
Submission of 2023-24 Program Summary Report and Budget	15 September 2023
Submission of 2022-23 Outcome Report	16 October 2023
Submission of 2023-24 Outcome Report	25 October 2024

Submissions of the above milestone requirements will be via your council's SmartyGrants application RADF202100045.

Your council's nominated RADF Liaison Officer will receive notification once these reports are available for completion.

Department of  
**Treaty, Aboriginal and  
Torres Strait Islander Partnerships,  
Communities and the Arts**

### Invoicing

PLEASE NOTE: Upon Arts Queensland's endorsement of your Council's 2023-24 RADF Program and Budget, Council may then invoice Arts Queensland for the approved funding amount listed above.

Tax invoices are to be submitted via SmartyGrants and must be accompanied by an updated EFT Vendor Maintenance Request Form. Please note that no GST is payable between Queensland Government entities.

Tax invoice templates and EFT Vendor Maintenance Request Forms are available from Arts Queensland if required.

### RADF Reform

As recently advised, resulting consultation with Councils and part of a larger review of the RADF program, Arts Queensland will be moving to a multi-year partnership agreement with Councils aligned with financial year from July 2024.

AQ will be in contact with Councils over the coming months to continue to consult as we review funding methodology and explore deepening our partnership opportunities with Councils.

In the meantime, we look forward to the delivery of RADF 2023-24 and our continued partnership with Longreach Regional Council.

If you have any questions about the above or require any assistance in relation to this matter, please email [regionalartsservices@arts.qld.gov.au](mailto:regionalartsservices@arts.qld.gov.au).

Yours sincerely



Julie Tanner  
Director Partnerships  
Arts Queensland  
2/08/2023  
Encl. 1

# AUSTRALIAN STOCKMAN'S HALL OF FAME CAMPDRAFT COMMITTEE



13 September 2023

Longreach Regional Council  
Eagle Street  
Longreach Qld 4730

Dear Mayor Rayner

**RE: AUSTRALIAN STOCKMANS HALL OF FAME CAMPDRAFT**

On behalf of the Committee of the ASHOF Campdraft , I would sincerely like to thank you for your generous sponsorship of this new event.

We could not have hoped for better weather for the first two days of the ASHOF Campdraft, but Sunday morning the wind did arrive sending everyone back to their camps for their coats. A full campdraft program was offered with the Restricted Open and Open drafts for the accomplished horses, Novice and Maiden events for the up-and-coming horses, a Lady's draft and a Juvenile, Junior and Mini for the kids. With 1500 nominations, with 2 arenas operating, it was a busy weekend for the committee.

The weekend started in fine style, at the Stockman's Bar and Grill, with sponsors drinks. This was a great opportunity for sponsors and competitors to meet. We were delighted to meet so many sponsors at the event.

Thanks to the outstanding generosity of you and the whole sponsorship group, we were able to offer great amenities, prize money and trophies at the first ever event.

We are already planning a bigger and better event and we hope to partner with you again in 2024.

Kind Regards

*Angus Rains*

Angus Rains

**President**

**AUSTRALIAN STOCKMAN'S HALL OF FAME CAMPDRAFT COMMITTEE**

**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 two months. This calendar listing is generated from Council's corporate calendar and events registered by community groups via Council's website: [www.longreach.qld.gov.au/whats-on](http://www.longreach.qld.gov.au/whats-on)

<b>September 2023</b>			
7 Thursday 9.00am-12.00pm	Land & Pest Management Meeting	Fairmount Room, Longreach Civic Centre	Land & Pest Committee
9 Saturday 10.00am-11.00am	Garden Competition Awards	Ilfracombe Nursery	Public Event
11 Monday 5.15pm	Planning Scheme Amendment Consultation	Longreach Library	Public Event
18 Monday 5:45pm	Longreach community Forum	Longreach Library	Public event
19 Tuesday 1.00pm	Yaraka Community Forum	Town Hall, Yaraka	Public Event
19 Tuesday 5:30pm	Isisford Community Forum	Isisford Town Hall, Isisford	Public Event
20 Wednesday 9.00am-4.00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
20 Wednesday 5:45pm	Ilfracombe Community Forum	Recreational Centre Ilfracombe	Public Event
21 Thursday 9.00am-3.00pm	Ordinary Council Meeting	Council Chambers, Ilfracombe	Councillors Executive Leadership Team Open to the public
17 Sunday	Ilfracombe Golf Open	Ilfracombe Golf Course	Public Event
14 Thursday 9.00am-4.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
23 Saturday	Longreach Races	Longreach Race Course	Public Event
26-28 Tues - Thur	Western QLD Alliance of Councils	Winton	Mayor, Deputy Mayor, CEO
<b>October 2023</b>			
12 Thursday 9.00am-4.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
13 Friday 9.00am-11.00am	Audit & Risk Committee	Council Chambers, Longreach	Audit & Risk Committee
20 Friday	Big Day In	Longreach Civic Centre	Council employees
25 Wednesday 9.00am-4.00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
26 Thursday 9.00am-3.00pm	Ordinary Council Meeting	Council Chambers, Longreach	Councillors Executive Leadership Team Open to the public

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

28 Saturday 12pm – late	Isisford Races	Isisford Showground, Isisford-Ilfracombe Road,	Public Event
<b>November 2023</b>			
2 Thursday 9.00am-12.00pm	Land & Pest Management Meeting	Fairmount Room, Longreach Civic Centre	Land & Pest Committee
15 Wednesday 9.00am-4.00pm	Council Briefing	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
16 Thursday 9.00am-3.00pm	Ordinary Council Meeting	Council Chambers, Isisford	Councillors Executive Leadership Team Open to the public
23 Thursday 9.00am-4.00pm	Strategic Round Table	Fairmount Room, Longreach Civic Centre	Councillors Executive Leadership Team
27-30 Monday – Thursday	RAPAD Board Meeting	Brisbane	Mayor & CEO

**Recommendation:**

*That Council receives the report, as presented*

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.3 - Naming of New Roads for Gazettal**

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**11.3 Naming of New Roads for Gazettal**

Consideration of names to be submitted for gazettal as part of the creation of several new roads in the region.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

Nil

**Corporate and Operational Plan Considerations**

OUR COMMUNITY	
Corporate Plan Outcome	
1.1	Council infrastructure and services support liveability and community amenity.

OUR SERVICES	
Corporate Plan Outcome	
3.3	Construct high-quality transport infrastructure in partnership with external agencies.

**Budget Considerations**

Application and surveying fees included in 2023-24 Budget.

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

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

**Background:**

Council has surveyed and is preparing applications to open a number of new roads in the region, which will soon be submitted to the state government for gazettal. These new roads will require names to be assigned to them, and following a workshop with Councillors, the proposed names are now submitted for formal endorsement.

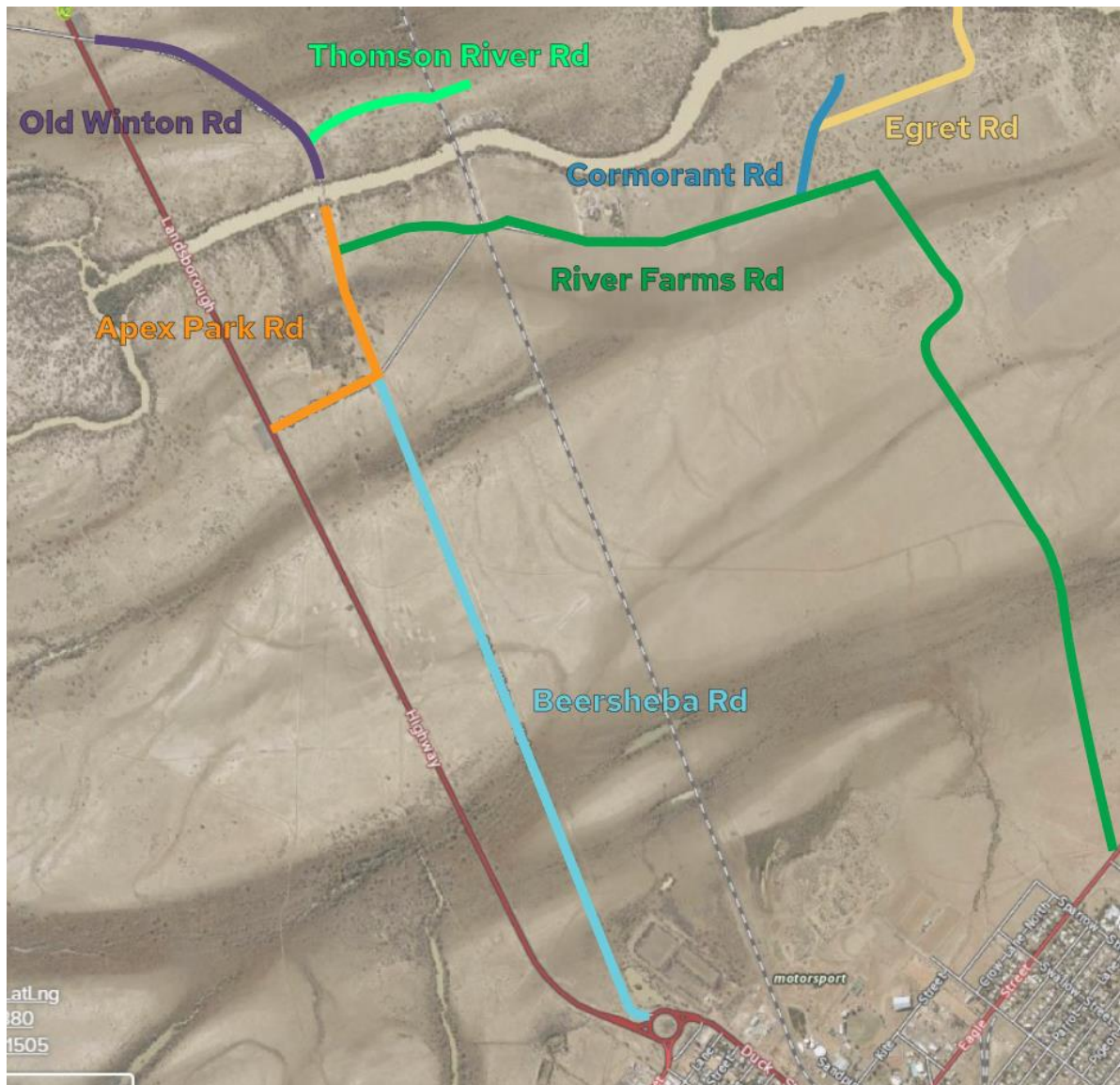
**Issue:**

Some of these roads are illustrated in a rough mud-map below:



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.3 - Naming of New Roads for Gazettal**

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The proposed roads and their names are as follows:

1. Old Winton Highway from the north bank of the Thomson River to the Landsborough Highway – to be named Old Winton Road
2. Apex Park Road – to be extended to include segment of the former Old Winton Highway from intersection to the southern bank of the Thomson River
3. Old Winton Highway from Beersheba Place to intersection with Apex Park Road – to be named Beersheba Road
4. River Farms Road – to be extended to include new segments commencing at Apex Park and connecting to Crossmoor Road (shown on 22096-02 attached)
5. New road that crosses the railway line on north side of Thomson River – to be named Thomson River Road (shown on 23031b attached)

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

### **11.3 - Naming of New Roads for Gazettal**

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6. New road connecting from River Farms Road along fence line of former pastoral college land to old pump station – to be named Egret Road (shown on 22096-02 attached)
7. New access road connecting River Farms Road to Outback Watersports Club – to be named Cormorant Road (shown on 22096-02 attached)
8. The cul de sac heading north from Warbler Court – to be named Happyjack Court
9. New airport access road in Isisford – to be named Saint Mary MacKillop Drive

#### **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)

Risk has been calculated based on proceeding as recommended.

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

Nil.

#### **Other Comments:**

A private request from a resident was considered but not supported, on the basis that Councillors have expressed a preference toward maintaining the convention of naming roads after birds where possible.

#### **Appendices**

1. 22096-02 proposed road opening Ski club and pump site.pdf [↓](#)
2. 23031b ROAD OPENING PROPOSAL PLAN.pdf [↓](#)

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

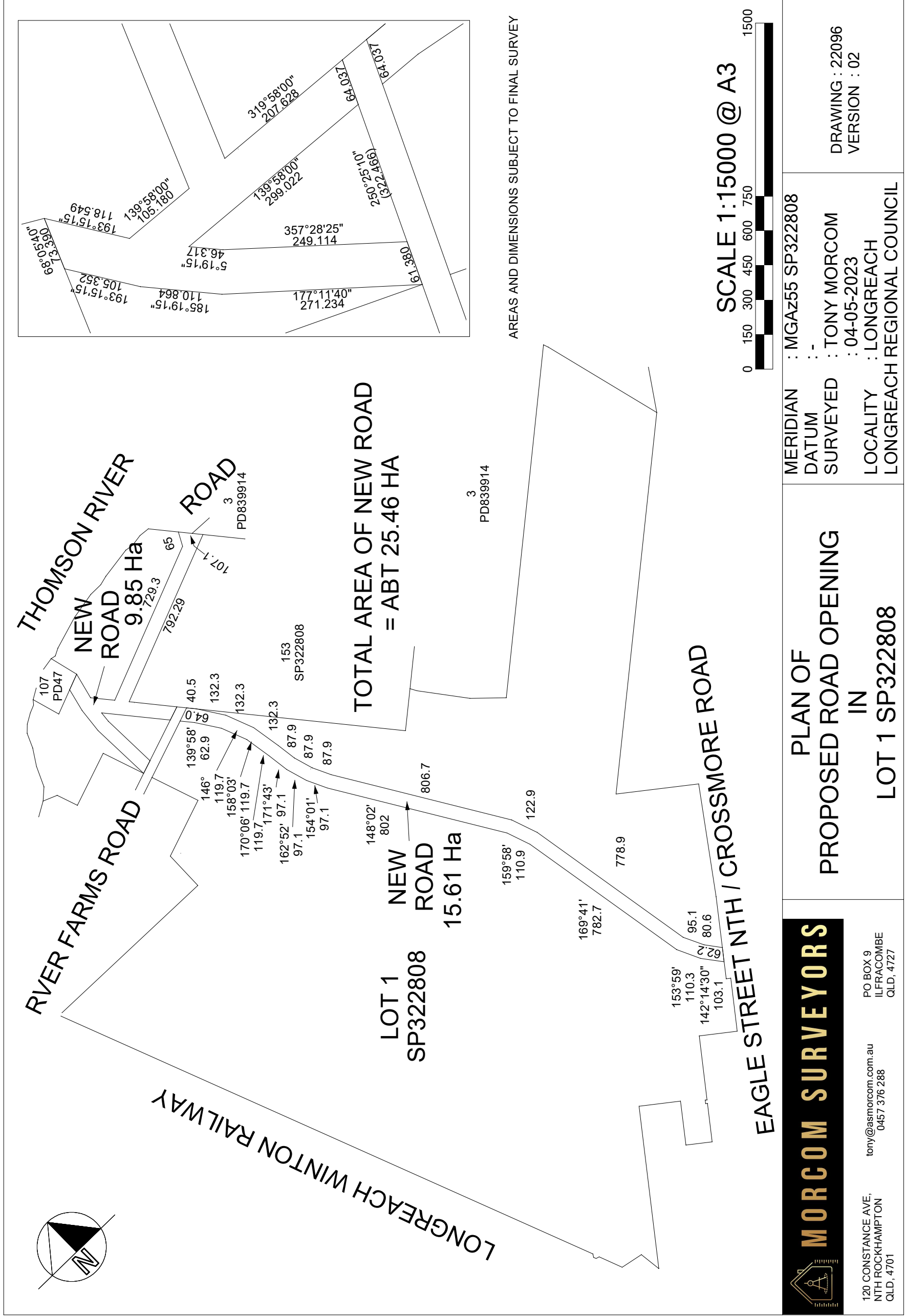
### 11.3 - Naming of New Roads for Gazettal

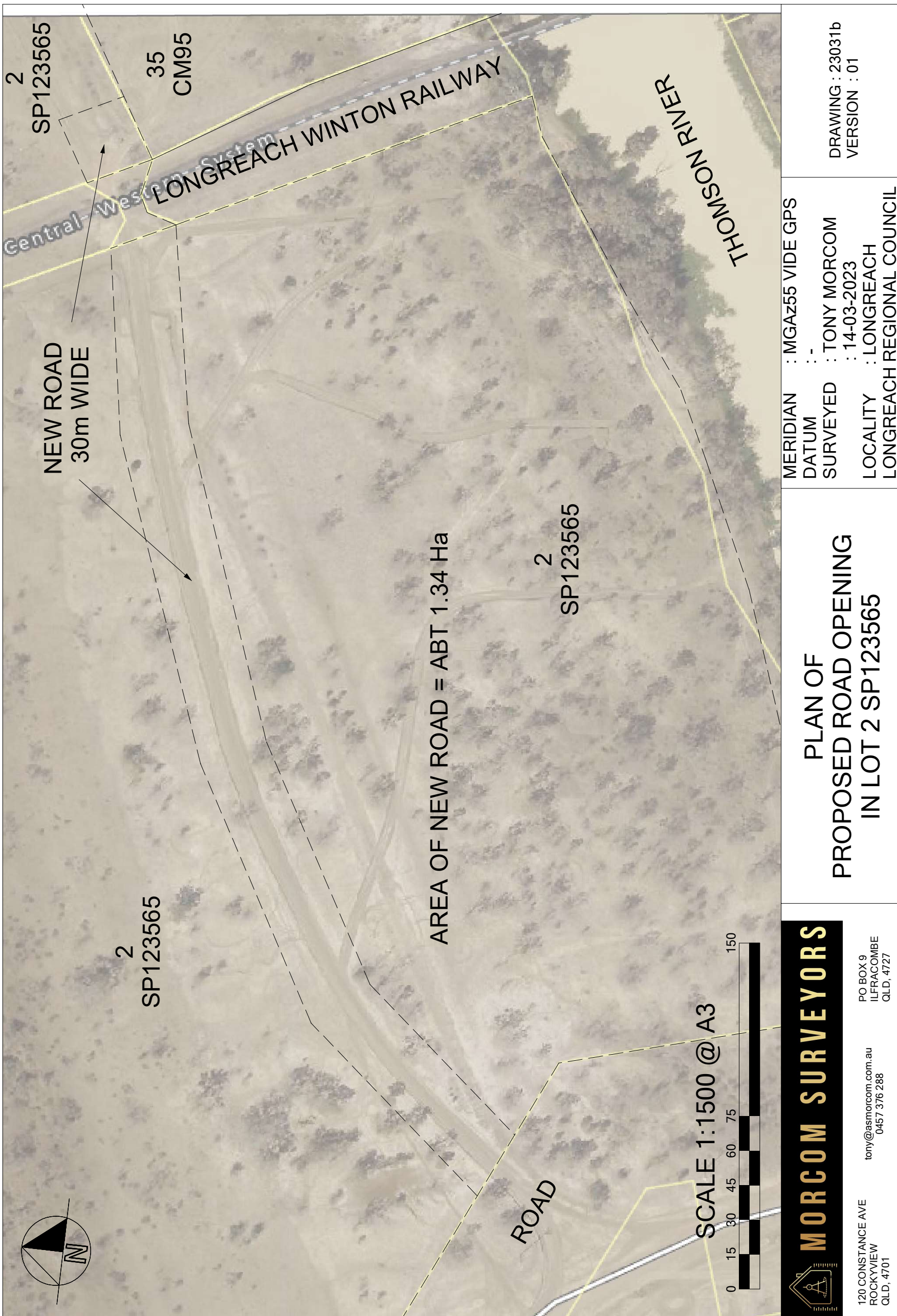
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#### **Recommendation:**

That Council, pursuant to Section 60 of the Local Government Act 2009, names the following roads:

1. **Old Winton Road** - from the Landsborough Highway to the northern bank of the old road bridge of the Thomson River;
2. **Apex Park Road** - from the Landsborough Highway to the southern bank of the old road bridge of the Thomson River;
3. **Beersheba Road** - from Beersheba Place to the intersection with Apex Park Road;
4. **River Farms Road** - from Apex Park Road to Crossmoor Road;
5. **Thomson River Road** - from Old Winton Road across the railway line on northern side of Thomson River to Flanagan's lot;
6. **Egret Road** - new road from River Farms Road along fence line of the former pastoral college land to the old pump station;
7. **Cormorant Road** - New road connecting River Farms Road to the Outback Watersports Club;
8. **Happyjack Court** - the cul de sac heading north from Warbler Court; and,
9. **Saint Mary MacKillop Drive** - new airport access road in Isisford.





## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.4 - Animal Management Approved Systematic Inspection Program 2023/2024

#### 11.4 Animal Management Approved Systematic Inspection Program 2023/2024

Consideration of the proposed Animal Management Approved Systematic Inspection Program 2023/2024.

#### Council Action

Deliver

#### Applicable Legislation

*Local Government Act 2009*

*Local Government Regulation 2012*

*Animal Management (Cats & Dogs) Act 2008*

*Animal Management (Cats & Dogs) Regulation 2009*

#### Policy Considerations

Local Law No. 2 (Animal Management) 2011

Subordinate Local Law No. 2 (Animal Management) 2011

04-15 Workplace of Choice Policy

10-02 Workplace Health and Safety Policy

11-10 Portable Surveillance Policy

#### Corporate and Operational Plan Considerations

OUR COMMUNITY	
	Corporate Plan Outcome
1.1	Council infrastructure and services support liveability and community amenity.
1.3	The region's natural environment is managed, maintained and protected.

#### Budget Considerations

Approximately \$25,000 in expenses, partially offset, to be adjusted in a subsequent quarterly budget review.

#### Previous Council Resolutions related to this Matter

*(Res-2016-08-248)*

*Moved Cr Rayner seconded Cr Harris*

*That pursuant to Section 134 of the Local Government Act 2009 and Section 113 of the Animal Management (Cats & Dogs) Act 2008, Council approve a systematic inspection program of all properties within the town boundaries of Longreach, Ilfracombe, Isisford and Yaraka to ensure compliance with following Local Laws and the Animal Management (Cats & Dogs) Act 2008, with the inspection program to extend for 3 months from 12 September 2016:*

- 1. Local Law No. 1 (Administration) 2011*
- 2. Local Law No. 2 (Animal Management) 2011*
- 3. Local Law No. 3 (Community and Environmental Management) 2011*
- 4. Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011*

CARRIED

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.4 - Animal Management Approved Systematic Inspection Program 2023/2024

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#### Officer Comment

**Responsible Officer/s:** Jeffrey Newton, Manager of Regulatory Services

**Background:**

Public safety and responsible pet ownership in our communities are priority items for Council. Council's regulatory services team aims to educate pet owners on their responsibilities, and ensure compliance with the requirements for owning cats and dogs. Council has not undertaken an Approved Inspection Program for animal-related matters in many years. Despite the approval of an Approved Inspection Program in 2016, the program was not implemented, due to operational and resource constraints at the time.

With data showing that animal-related issues are on the rise, it is proposed to take proactive action to enhance community safety and amenity by undertaking an Approved Systematic Inspection Program. The program will focus on key animal-related issues, including:

- registration of dogs;
- microchipping of cats and dogs;
- the keeping of excess animals;
- the keeping of prohibited animals; and
- ensuring compliance with the minimum standards for keeping animals.

**Issue:**

There are two pieces of legislation which deal with the issues Council is seeking to address.

The *Animal Management (Cats & Dogs) Act 2008* deals with registration and microchipping, and allows for an Approved Systematic Inspection Program of up to six months.

The *Local Government Act 2009* allows for an Approved Systematic Inspection Program of up to three months concerning compliance with a Local Law. This deals with the keeping of excess and prohibited animals plus the minimum standards for keeping animals as per Local Law No. 2 (Animal Management) 2011, and Subordinate Local Law No. 2 (Animal Management) 2011.

It is proposed to run the two inspection programs concurrently commencing 6 November 2023. External contractors will be engaged to conduct the inspections via a human resources consultancy. This will mean that compliance matters are investigated in the first instance by a neutral third party, and also keep Council resources free to maintain day-to-day operations within the community.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.4 - Animal Management Approved Systematic Inspection Program 2023/2024

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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 (9/25)

Risk has been assessed based on proceeding as recommended.

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

The minimum standards for keeping animals, as per Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 2 (Animal Management) 2011, have provisions relevant to environmental management.

#### **Other Comments:**

Approximately three in every four dogs impounded by Council are unregistered. Unregistered dogs spend more time impounded than registered dogs, and place a greater demand on resources. Registration renewal rates are also low, with approximately 50% of prior registrations not renewed year on year. Increased rates of registration will result in improved efficiency as well as enhanced animal management outcomes.

#### **Recommendation:**

*That Council:*

1. Pursuant to Section 113 of the Animal Management (Cats & Dogs) Act 2008, approves a systematic inspection program of all properties within the town boundaries of Longreach, Ilfracombe, Isisford, and Yaraka
  - a. to be carried out from 6 November 2023 to 5 May 2024
  - b. for the primary purpose of achieving compliance with the registration and microchipping requirements of the Animal Management (Cats & Dogs) Act 2008; and,
2. Pursuant to Section 134 of the Local Government Act 2009 approves a systematic inspection program of all properties within the town boundaries of Longreach, Ilfracombe, Isisford, and Yaraka
  - a. to be carried out from 6 November 2023 to 5 February 2024
  - b. for the primary purpose of monitoring the keeping of animals under Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 2 (Animal Management) 2011, including the keeping of excess or prohibited animals, and monitoring compliance with minimum standards.



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Standing Orders for Council Meetings Policy - Review**

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**11.5 Standing Orders for Council Meetings Policy - Review**

Consideration of revisions to the Standing Orders for Council Meetings Policy, following an update to the Queensland Government model meeting procedures.

**Council Action**

Recognise  
Deliver

**Applicable Legislation**

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

**Policy Considerations**

03-02 Standing Orders for Council Meetings Policy

**Corporate and Operational Plan Considerations**

OUR LEADERSHIP	
Corporate Plan Outcome	
5.2	Informed and considered decision making based on effective governance practices

**Budget Considerations**

Nil.

**Previous Council Resolutions related to this Matter**

*(Res-2022-09-234)*

*Moved Cr Emslie seconded Cr Smith*

*That Council adopts the updated Standing Orders of Council Meetings Policy No. 3.2 as presented.*

*CARRIED 7/0*

**Officer Comment**

**Responsible Officer/s:**

*Brett Walsh, Chief Executive Officer*

*Simon Kuttner, Manager of Governance and Economy*

**Background:**

The Department of State Development, Infrastructure, Local Government and Planning publishes model meeting procedures. The purpose of the model meeting procedures is to set out certain procedures to ensure all the local government principles are reflected in the conduct of local government meetings, standing and advisory committee meetings as defined in the *Local Government Act 2009*.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.5 - Standing Orders for Council Meetings Policy - Review

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The procedures are available for Queensland local governments to adopt as a mandatory procedure or as a guide to develop compliant meeting procedures.

**Issue:**

From time to time the department will update its model meeting procedures, prompting local governments to review their standing orders to ensure that they remain current with best practice.

The department recently published an update to the model meeting procedures. In response the Chief Executive Officer has reviewed our Standing Orders for Council Meetings Policy, and the marked up version is attached for consideration.

**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:	Medium (6/25)

Risk has been calculated based on proceeding as recommended.

**Environmental Management Factors:**

Nil.

**Other Comments:**

Nil.

**Appendices**

1. 03-02 Standing Orders for Council Meetings Policy amended 2023.pdf [↓](#)

**Recommendation:**

*That Council adopts the Standing Orders of Council Meetings Policy No. 3.2, as presented.*

<b>Standing Orders for Council Meetings Policy</b>		 <b>Longreach Regional Council</b>
Policy Number:	3.2	
Policy Category:	Council Meeting	
Authorised by:	Res-2022-09-234	
Date approved:	15 September 2022	
Review Date:	15 September 2024	

### **OBJECTIVE**

The Standing Orders for Council Meetings Policy is to provide a best practice guide and written rules for the orderly conduct of Council Meetings.

### **SCOPE**

These standing orders apply to local government meetings including standing committee meetings. These standing orders do not apply to meetings of the audit committee.

Any provision of these standing orders may be suspended by resolution of any meeting of Council **except those sections that are mandatory under the model meeting procedures**. A separate resolution is required for any such suspension and must specify the application and duration of each suspension.

Where a matter arises at a Council meeting which is not provided for in these Standing Orders, the matters will be determined by resolution of Council upon a motion which may be put without notice but otherwise in conformity with these standing orders.

### **LEGISLATION**

*Local Government Act 2009*

*Local Government Regulation 2012*

### **DEFINITIONS**

**Council** – means Longreach Regional Council.

**Chairperson** – means the Mayor, Deputy Mayor or other person appointed by Council (or the Committee) to preside over the meeting.

**CEO** – means the Chief Executive Officer of Longreach Regional Council.

**Meeting** – includes a meeting of Council including an Ordinary Meeting, Special Meeting, Advisory Committee meeting and a meeting of any other Committees constituted by Council under the *Local Government Act 2009*. It does not include a meeting of the Audit Committee.

**Member** – means the elected or appointed people to constitute the Council or Committee.

### PROCEDURES FOR MEETINGS OF COUNCIL

#### 1. Presiding officer

- 1.1 The Mayor will preside at a meeting of Council.
- 1.2 If the Mayor is absent or unavailable to preside, the Deputy Mayor will preside.
- 1.3 If both the Mayor and the Deputy Mayor, or the Mayors' delegate, are absent or unavailable to preside, a Councillor chosen by the Councillors present at the meeting will preside at the meeting.
- 1.4 The members of a Committee will choose the Chairperson for a Committee meeting. This Chairperson will preside over meetings of the Committee.
- 1.5 If the Chairperson of a Committee is absent or unavailable to preside, the members present will choose another Committee member to preside over the Committee meeting.
- 1.6 Before proceeding with the business of the meeting, the person presiding at the meeting shall undertake the acknowledgement and/or greetings deemed appropriate by Council.

#### 2. Order of business

- 2.1 The order of business for Council's Ordinary Meetings shall be as follows:
  - Opening of Meeting including acknowledgements
  - Apologies and granting of leave of absence
  - Prayer
  - Condolences
  - Notification of Prescribed Conflicts of Interest or Declarable Conflicts of Interest
  - Confirmation of minutes of previous meetings
  - Mayoral report
  - Notified motions
  - Petitions
  - Deputations
  - Chief Executive Officer's report
  - Chief Financial Officer's report
  - Director of Communities' report
  - Director of Works' report
  - Mayoral minute
  - Late items
  - Closed matters
  - Closure of meeting

- 2.2 The order of business for other meetings of Council, including Advisory Committees, shall be as follows:
- Opening of meeting
  - Attendances
  - Apologies and granting of leave of absence
  - Notification of any Conflicts of Interest
  - Confirmation of minutes of previous meetings
  - General Business
- 2.3 The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. A motion to alter the order of business may be moved without notice.
- 2.4 The minutes of a preceding meeting whether an ordinary or a special meeting, not previously confirmed shall be taken into consideration, at every ordinary meeting of Council, in order that such minutes may be confirmed. No discussion shall be permitted with respect to such minutes except with respect to their accuracy as a record of the proceedings. Amendments to the minutes may be made prior to confirming the minutes. This must be done by moving a motion to amend the minutes that must be voted on and carried. Once the resolution is passed the minutes can be amended. All councillors present at the meeting can vote to confirm the minutes including those who were absent at the previous meeting and those who had a conflict of interest at the previous meeting. Once the minutes are confirmed by resolution of the meeting they cannot be changed.

### 3. Agendas

- 3.1 The Chief Executive Officer must prepare an agenda for each meeting.
- 3.2 The agenda must be given to each Councillor or Committee member at least two days before the meeting but preferably five days prior to the meeting.
- 3.3 The Council meeting agenda may contain:
- Notice of meeting
  - Minutes of the previous meetings
  - Matters of which notice has been given
  - Officers' reports to Council referred to the meeting by the CEO
  - Details of deputations (if any)
  - Petitions (if any)
- 3.4 Business not on the Agenda or not fairly arising from the Agenda shall not be considered at any meeting unless permission for that purpose is given by Council at such meeting. Business of Committees must be in accordance with the adopted Terms of Reference for each Committee.

3.5 The agenda for the Council meeting must be made publicly available by 5pm on the business day after the notice of meeting is given to the Councillors. The related reports for the Council meeting must also be included and available to the public excluding confidential reports. Any related reports provided to Councillors after the notice of meeting is given must be made available to the public as soon as practicable after it is made available to the Councillors.

3.6 Matters on the agenda that will require the meeting to be in a closed session will be clearly identified on the agenda including the reasons why the session will be closed.

### 4. Quorum

4.1 A quorum at a Council meeting is a majority of its Councillors. If the number of Councillors is even, then one half of the number is a quorum.

4.2 If a quorum is not present within 15 minutes after the time set for the meeting to begin, it may be adjourned to a later hour or a later day within 14 days after the day of the adjournment. The meeting may be adjourned by a majority of the Councillors present, or if only one Councillor is present, then that Councillor, or if no Councillors are present, then the CEO.

### 5. Petitions

5.1 Any petition presented to a meeting of Council shall:

- be in legible writing or typewritten and contain a minimum of ten signatures
- include the name and contact details of the principal petitioner
- include the postcode of all petitioners, and
- have the details of the specific request/matter appear on each page of the petition.

5.2 Where a Councillor presents a petition to a meeting of Council, no debate on or in relation to it shall be allowed and the only motion which may be moved is:

- that the petition be received, or
- that the petition be received and referred to a committee or officer for consideration and a report to Council, or
- that the petition not be received because it is deemed invalid.

5.3 Council will respond to the principal petitioner in relation to a petition deemed valid.

### 6. Deputations

6.1 A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than seven business days before the meeting.

6.2 The CEO, on receiving an application for a deputation shall notify the Chairperson who shall determine whether the deputation may be heard. The CEO shall inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a

convenient time shall be arranged for that purpose, and an appropriate time period allowed for the deputation.

- 6.3 For deputations comprising three or more persons, only three persons shall be at liberty to address Council unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.
- 6.4 If a member of the deputation other than the appointed speakers interjects or attempts to address the Council, the Chairperson may finalise the deputation.
- 6.5 The Chairperson may terminate an address by a person in a deputation at any time where:
  - the Chairperson is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors at the meeting, or
  - the time period allowed for a deputation has expired, or
  - the person uses insulting or offensive language or is derogatory towards Councillors or others.
- 6.6 The CEO is responsible for the deputation including that the appointed speakers are notified in writing of developments or future actions as appropriate.

### 7. Public participation at meetings

- 7.1 A member of the public may take part in the proceedings of a meeting only when invited to do so by the Chairperson.
- 7.2 In each meeting, time may be required to permit members of the public to address the Council on matters of public interest related to the local government. An appropriate time will be allowed in the agenda and no more than three speakers shall be permitted to speak at any one meeting. The right of any individual to address **the Council during this period shall be at the absolute discretion of the Chairperson.**
- 7.3 If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.
- 7.4 For any matter arising from such an address, Council may take the following actions:
  - refer the matter to a committee, or
  - deal with the matter **immediately through a Mayoral minute**, or
  - place the matter on notice for discussion at a future meeting, or
  - note the matter and take no further action.
- 7.5 Any person addressing the Council shall stand and act and speak with decorum and frame any remarks in respectful and courteous language.
- 7.6 Any person who is considered by the **Chairperson to be inappropriately presenting may be directed by the Chairperson to immediately withdraw** from the meeting. Failure to comply with such a request may be considered an act of disorder

### 8. Prescribed Conflict of Interest

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a council or committee meeting. When dealing with a prescribed conflict of interest, Councillors must abide by the following procedures:

- 8.1 A Councillor who has notified the CEO of a prescribed conflict of interest in a matter to be discussed in a council meeting must also give notice during the meeting before the matter is dealt with.
- 8.2 A Councillor who first becomes aware of a prescribed conflict of interest in a matter during a Council meeting must immediately inform the meeting of the conflict of the interest.
- 8.3 When notifying the meeting of a prescribed conflict of interest, the following details must be provided:
  - for a gift, loan or contract - the value of the gift, loan or contract
  - for an application or submission - the subject of the application or submission
  - the name of any entity, other than the Councillor, that has an interest in the matter
  - the nature of the Councillor's relationship with the entity
  - details of the Councillor's, and any other entity's, interest in the matter.
- 8.4 The Councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject Councillor has written notice from the Minister for Local Government to participate in deciding the matter.
- 8.5 Once the Councillor has left the area where the meeting is being conducted, the Council can continue discussing and deciding on the matter at hand.

### 9. Declarable Conflict of Interest

Councillors are ultimately responsible for informing of any declarable conflict of interest on matters to be discussed at council or committee meetings that might lead to a decision that is contrary to the public interest.

A Councillor may raise their personal interests in a matter at the meeting to canvas the view of the other Councillors prior to deciding to declare a conflict of interest. If the other Councillors suspect the personal interest might be a conflict of interest, the Councillors may disclose their belief or suspicion to the Chairperson and the duty to report another Councillor's conflict of interest process will apply.

When dealing with a declarable conflict of interest, Councillors must abide by the following procedures:

- 9.1 A Councillor who has notified the CEO of a declarable conflict of interest in a matter to be discussed at a Council meeting must also give notice during the meeting.



- 9.2 A Councillor who first becomes aware of a declarable conflict of interest in a matter during a Council meeting must stop participating in the decision on the matter and inform the meeting of the conflict of interest.
- 9.3 When notifying the meeting of a declarable conflict of interest, a Councillor should provide sufficient detail to allow the other Councillors to make an informed decision about how best to manage the declarable conflict of interest in the public interest. The following details must be provided:
- the nature of the declarable conflict of interest
  - if it arises because of the Councillor's relationship with a related party:
    - i. the name of the related party to the Councillor
    - ii. the nature of the relationship of the related party to the Councillor
    - iii. the nature of the related party's interest in the matter
  - if it arises because of a gift or loan from another person to the Councillor or a related party:
    - i. the name of the other person
    - ii. the nature of the relationship of the other person to the Councillor or related party
    - iii. the nature of the other person's interest in the matter
    - iv. the value of the gift or loan and the date the gift or loan was made.
- 9.4 After a Councillor has declared a conflict of interest, the Councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.
- 9.5 If the Councillor chooses not to leave the meeting, the Councillor may advise the other Councillors of their reasons for seeking permission to participate in making the decision.
- 9.6 In deciding on a Councillor's declarable conflict of interest in a matter, only Councillors who do not themselves have a prescribed or declarable conflict of interest in the matter are eligible to participate in the decision making (eligible Councillors). The decision may be made even if the number of those Councillors is less than a majority or less than a quorum for the meeting. **If there is a single Councillor deciding, a seconder for the resolution is not required.**
- 9.7 The eligible Councillors at the meeting must then decide, by resolution, whether the Councillor can participate in the decision making in relation to the matter, including voting on the matter, or whether they should not participate in the decision and leave the place of the meeting while the matter is decided by the eligible Councillors. The eligible Councillors may impose conditions on the Councillor under a decision to either participate or leave the meeting e.g. may stay for the debate but must leave for the vote. The Councillor must comply with any decision or condition imposed by the eligible Councillors.
- 9.8 The Councillor who is the subject of the decision may remain in the meeting while the debate is occurring and can participate by answering questions from the Chairperson

to assist the other Councillors in making their decision. The subject Councillor must not vote or otherwise participate in making the decision but may remain in the meeting while the vote on the matter takes place and the decision is declared by the Chairperson, on whether the Councillor may remain in the meeting and participate in deciding the matter in which the Councillor has a declarable conflict of interest.

- 9.9 When deciding whether a Councillor may participate in the decision making on a matter in which they have a declarable conflict of interest, the other Councillors should consider the particular circumstances of the matter including, but not limited to:
- how does the inclusion of the Councillor in the deliberation affect public trust
  - how close or remote is the Councillor's relationship to the related party
  - if the declarable conflict of interest relates to a gift or other benefit, how long ago was the gift or benefit received
  - will the benefit or detriment the subject Councillor or their related party stands to receive from the decision have major or minor impact on them
  - how the benefit or detriment, the subject Councillor stands to receive, compares to others in the community
  - how this compares with similar matters that Council has decided and have other Councillors with the same or similar interests decided to leave the meeting
  - whether the subject Councillor has unique skills, knowledge or expertise that might help make the best decision in the public interest.
- 9.10 If the eligible Councillors cannot decide about the declarable conflict of interest of a Councillor, they are taken to have decided that the Councillor must leave and stay away from the meeting while the eligible Councillors discuss and vote on the matter.
- 9.11 A decision about a Councillor who has a declarable conflict of interest in a matter will apply to participating in the decision, and all subsequent decisions, about the same matter unless there is a change to the Councillor's personal interests and/or the nature of the matter being discussed. If the eligible Councillors decide that the Councillor can act in the public interest on the matter, then the Councillor may participate in the meeting and be involved in processes occurring outside of a council meeting about the same matter e.g. briefing sessions or workshops.
- 9.12 In making the decision, it is irrelevant how the subject Councillor intended to vote on the issue or any other issue (if known or suspected).
- 9.13 A Councillor does not contravene the above procedures if the Councillor participates in a decision under written approval from the Minister.

### 10. Reporting a suspected Conflict of Interest

- 10.1 If a Councillor at a meeting reasonably believes or suspects that another Councillor has a personal interest in a matter that may be a prescribed or declarable conflict of interest, and that Councillor is participating in a decision on that matter, the Councillor must immediately inform the chairperson of the meeting of their belief or suspicion, and the facts and circumstances that led to their belief or suspicion.

- 10.2 The Chairperson then should ask the relevant Councillor with the suspected personal interest whether they have any prescribed or declarable conflict of interest in the matter. If the Councillor agrees they have a conflict of interest, the Councillor must follow the relevant procedures for prescribed or declarable conflicts of interest.
- 10.3 If the Councillor believes they do not have a conflict of interest, they must inform the meeting of that belief and their reasons for that belief.
- 10.4 The eligible Councillors must then decide whether the Councillor has a prescribed conflict of interest, a declarable conflict of interest or that the Councillor does not have prescribed or declarable conflict of interest in the matter. If the meeting decides the Councillor has a conflict of interest, the Councillor must follow the relevant procedures above.
- 10.5 If a Councillor with a declarable conflict of interest wants to participate in the decision despite the declarable conflict of interest, then the eligible councillors must make a decision about the Councillor's participation
- 10.6 If the eligible Councillors at the meeting cannot make a decision about, whether a Councillor has a declarable conflict of interest, or whether the Councillor may or may not participate in the decision despite the subject Councillor's declarable conflict of interest, then they are taken to have determined that the Councillor must leave the meeting and stay away while the matter is decided.
- 10.7 A decision under these provisions about a Councillor participating the meeting applies to the matter, and subsequent decisions, about the same matter unless there is a change to the Councillor's personal interests and/or the nature of the matter being discussed. If the eligible Councillors decide that the subject Councillor can act in the public interest on the matter, then the Councillor may participate in the meeting and be involved in processes occurring outside of a council meeting about the same matter eg briefing sessions or workshops.

### 11. Recording a Conflict of Interest in the Minutes of the Meeting

- 11.1 When a Councillor informs a meeting that they or another Councillor have a prescribed or declarable conflict of interest in a matter, the minutes of the meeting must record all the relevant details of how the conflict of interest was dealt with, being:
- The name of any Councillor and any other Councillor who may have a prescribed or declarable conflict of interest
  - The particulars of the prescribed or declarable conflict of interest provided by the Councillor
  - The actions taken by a Councillor after informing the meeting that they have, or they reasonably suspect another Councillor has a prescribed or declarable conflict of interest
  - Any decision then made by the eligible Councillors

- Whether the Councillor with the prescribed or declarable conflict of interest participated in or was present for the decision under ministerial approval
- The Council's decision on what actions the Councillor with a declarable conflict of interest must take and the reasons for the decision
- The name of each eligible Councillor who voted on the matter and how each voted.

11.2 If the Councillor has a declarable conflict of interest and the meeting is informed of the Councillor's personal interest by someone other than the Councillor, the following additional information must be recorded in the minutes of the meeting:

- The name of each Councillor who voted in relation to whether the Councillor has a declarable conflict of interest, and how each of the Councillors voted.

11.3 Where a decision has been made to allow or not allow a Councillor to participate in the decision despite the subject Councillor's declarable conflict of interest, the minutes must include:

- The decision and reasons for the decision, and
- The name of each eligible Councillor who voted, and how each eligible Councillor voted.

### 12. Loss of Quorum

12.1 In the event where one or more Councillors leave a meeting due to a prescribed or declarable conflict of interest in a matter that results in a loss of a quorum for deciding the matter, the Council must resolve to:

- (a) delegate the consideration and decision on the matter, unless the matter cannot be delegated pursuant to section 257 of the LGA
- (b) defer the matter to a later meeting
- (c) not decide the matter and take no further action in relation to the matter.

12.2 The Council may, by resolution, delegate the decision in (a) above to:

- The Mayor or
- The Chief Executive Officer or
- A stand committee or
- The chairperson of a standing committee or
- Another local government for a joint government activity.

12.3 The conflicted Councillors, may participate in the decision or be present during the consideration and vote on the decision in 12.1, despite their conflict of interest.

12.4 The council must not delegate a decision to an entity if the entity, or a majority being at least half of its members, has a prescribed or declarable conflict of interest in the matter.

- 12.5 If the matter cannot be delegated under an Act, the Minister for Local Government may, by signed notice give approval for a conflicted Councillor to participate in deciding a matter in a meeting, subject to any conditions the Minister may impose.

### MOTIONS

#### 13. Motion to be Moved

- 13.1 The Chairperson will call the notices of motion in the order in which they appear on the agenda.
- 13.2 A Councillor is required to 'move' a motion and then another Councillor is required to 'second' the motion. When a motion has been moved and seconded, it will become subject to the control of the Council and shall not be withdrawn without the consent of the Council meeting.
- 13.3 A motion shall not be debated at a meeting unless or until the motion has been seconded. Procedural motions are an exception to this rule and do not need to be seconded.
- 13.4 The Chairperson may refuse to accept a motion if it is not within the meeting's jurisdiction and rule a motion out of order if necessary. Any motion that is vague, proposes an unlawful action, is outside the scope of the meeting, is defamatory, vexatious or is unnecessary, may be ruled out of order.
- 13.5 Where no objection is taken to a motion being taken as a formal motion, the Chairperson may put the motion to the vote without discussion.
- 13.6 Not more than one motion or one proposed amendment to a motion may be put before a meeting at any one time.
- 13.7 Where a Councillor, who has given notice of a motion, is absent from the meeting of Council at which the motion is to be considered, the motion may be moved by another Councillor at the meeting, or deferred to the next meeting.

#### 14. Amendment of Motion

- 14.1 Any Councillor may propose amendments to the motion which must be voted on before voting on the final motion.
- 14.2 An amendment to a motion, shall be received and put to the meeting by the Chairperson.
- 14.3 The Chairperson may require an amendment to a motion to be stated in full or be in writing before permitting it to be received.

- 14.4 An amendment to a motion shall be in terms which maintain or further clarify the intent of the original motion and do not contradict the motion.
- 14.5 Not more than one motion or one proposed amendment to a motion may be put before a meeting of Council at any one time.
- 14.6 Where an amendment to a motion is before a meeting of Council, no other amendment to the motion shall be considered until after the first amendment has been voted on.
- 14.7 Where a motion is amended, the original motion cannot be re-introduced as a subsequent amendment to that amended motion.

### 15. Speaking to Motions and Amendments

- 15.1 The Chairperson may request the CEO and/or the officer submitting the agenda item to provide a verbal explanation of the background to the motion prior to commencement of debate on the motion.
- 15.2 The Chairperson will manage the debate by allowing the Councillor who moved the motion the option of speaking first. The Chairperson will then call on any other Councillor who wishes to speak to the motion, until all Councillors who wish to speak have had the opportunity.
- 15.3 A Councillor may make a request to the Chairperson for further information during discussion on the motion.
- 15.4 The mover of a motion or amendment shall have the right to reply. Once the right of reply has been delivered the debate ends.
- 15.5 Each speaker shall be restricted to not more than five minutes unless the Chairperson rules otherwise.
- 15.6 Where two or more Councillors indicate they may wish to speak at the same time, the Chairperson shall determine who is entitled to priority.

### 16. Method of Taking Vote

- 16.1 The Chairperson will call for all Councillors in favour of the motion to indicate their support. The Chairperson will then call for all Councillors against the motion to indicate their objection.
- 16.2 A Councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. If a division is taken, the minute secretary shall record the names of Councillors voting in the affirmative and of those voting in the negative.

- 16.3 The Chairperson shall declare the result of a vote or a division as soon as it has been determined. The minutes shall record the number of Councillors who voted in favour of and against each motion.
- 16.4 Councillors have the right to request that their names and how they voted be recorded in the minutes if they so request when voting other than by Division.
- 16.5 The resolution will not be discussed after the vote has been declared.
- 16.6 If a decision made at a meeting is inconsistent with a recommendation or advice given to Council by an advisor of the Council, and the requirements of section 254H of the *Local Government Regulation 2012* are met, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation.

### 17. Withdrawing a Motion

- 17.1 A motion or amendment may be withdrawn by the mover with the consent of the Council, which will be without debate, and a Councillor will not speak to the motion or amendment after the mover has been granted permission by the Council meeting for its withdrawal.

### 18. Repealing or Amending Resolutions

- 18.1 A resolution of Council may not be amended or repealed unless a notice of intention to propose the repeal or amendment is given to each Councillor at least five days before the meeting at which the proposal is to be made.
- 18.2 Councillors present at the meeting at which a motion to repeal or amend a resolution is put, may defer consideration of that motion. Such deferral shall not be longer than three months.

### 19. Procedural Motions

- 19.1 A Councillor at a meeting of Council may, during the debate of a matter at the meeting, move, as a procedural motion, without the need for a seconder the following motions:
- That the question/motion be now put
  - That the motion or amendment now before the meeting be adjourned
  - That the meeting proceeds to the next item of business
  - That the question lie on the table
  - A point of order
  - A motion of dissent against the Chairperson's decision
  - That this report/document be tabled
  - To suspend standing orders to (*insert requirement*)
  - That the meeting stand adjourned.
- 19.2 A procedural motion, that the question be put, may be moved and where such a procedural motion is carried, the Chairperson shall immediately put the question to the

motion or amendment to that motion under consideration. Where such procedural motion is lost, debate on the motion or amendment to that motion shall resume.

- 19.3 The procedural motion, that the motion or amendment now before the meeting be adjourned, may specify a time or date, to which the debate shall be adjourned. Where no date or time is specified:
- A further motion may be moved to specify such a time or date; or
  - The matter about which the debate is to be adjourned, shall be included in the business paper for the next meeting.
- 19.4 Where a procedural motion, that the meeting proceed to the next item is carried, debate on the matter that is the subject of the motion shall cease and may be considered again by Council on the giving of notice in accordance with the Standing Orders.
- 19.5 A procedural motion, that the question lie on the table, shall only be moved where the Chairperson or a Councillor requires additional information on the matter before the meeting (or the result of some other action of Council or person is required) before the matter may be concluded at the meeting. Where such a procedural motion is passed, the Council shall proceed with the next matter on the business paper. The motion, that the matter be taken from the table, may be moved at the meeting at which the procedural motion was carried or at any later meeting.
- 19.6 Any Councillor may ask the Chairperson to decide on a 'point of order' where it is believed that another Councillor:
- Has failed to comply with proper procedures or
  - Is in contravention of the legislation or
  - Is beyond the jurisdiction power of the Council meeting.

Where a 'point of order' is raised, consideration of the matter to which the motion was moved shall be immediately suspended. The Chairperson shall then determine whether the point of order is upheld.

Points of order cannot be used as a means of contradicting a statement made by the Councillor speaking.

- 19.7 A Councillor may move 'a motion of dissent' in relation to a ruling of the Chairperson on a point of order. Where such motion is moved, further consideration of any matter shall be suspended until after a ruling is made.

Where a motion of dissent is carried, the matter to which the ruling of the Chairperson was made shall proceed as though that ruling had not been made.

Where as a result of that ruling the matter was discharged as out of order, it shall be restored to the business paper and be dealt with in the normal course of business.

- 19.8 The motion, 'that this report/document be tabled', may be used by a Councillor to introduce a report or other document to the meeting, only if the report or other



document is not otherwise protected under confidentiality or information privacy laws. On tabling the document, it ceases to be a confidential document and is available for public scrutiny.

- 19.9 A procedural motion, "to suspend standing orders ....", may be made by any Councillor in order to permit some action that otherwise would be prevented by a procedural rule. A motion to suspend a rule shall specify the duration of such a suspension.
- 19.10 A procedural motion, that the meeting stands adjourned, may be moved by a Councillor at the conclusion of debate on any matter on the business paper or at the conclusion of a Councillor's time for speaking to the matter, and shall be put without debate. Such a procedural motion will specify a time for the resumption of the meeting and on resumption of the meeting the Council shall continue with the business before the meeting at the point where it was discontinued on the adjournment.

### 20. Questions

- 20.1 A Councillor may, at a Council meeting, ask a question for reply by another Councillor or an officer regarding any matter under consideration at the meeting.
- 20.2 A question may be asked categorically and without argument and no discussion shall be permitted at the meeting of Council in relation to a reply or a refusal to reply to the question.
- 20.3 A Councillor or officer to whom a question is asked without notice may request that the question be taken on notice for the next Meeting.
- 20.2 A Councillor who asks a question at a meeting, whether or not upon notice, shall be deemed not to have spoken to the debate of the motion to which the question relates.
- 20.3 The Chairperson may disallow a question which is considered inconsistent with an acceptable request or good order, provided that a Councillor may move a motion that the Chairperson's ruling be disagreed with, and if such motion be carried the Chairperson shall allow such question.

### 21. Mayoral Minute

- 21.1 The Mayor may direct the attention of the Council at a meeting of the Council to an emerging or urgent matter or subject not on the agenda by a minute (a mayoral minute) signed by the Mayor.
- 21.2 The Mayor must deliver a copy of the mayoral minute for a meeting of the Council to the Chief Executive Officer.
- 21.3 The motion comprising the mayoral minute may be put by the Mayor –
- (a) to the meeting of Council without being seconded, and
- (b) at any stage of the meeting of Council considered appropriate by the Mayor.

- 21.4 If the motion comprising the mayoral minute is passed by the Council, the mayoral minute becomes a resolution of the Council.

### **22. Process for dealing with unsuitable meeting conduct by a Councillor in a meeting**

The conduct of a Councillor is unsuitable meeting conduct if the conduct happens during a Council meeting and contravenes a behavioural standard of the code of conduct for Councillors. When dealing with an instance of unsuitable conduct by a Councillor in a meeting, the following procedures must be followed:

- 22.1 The Chairperson must reasonably believe that unsuitable meeting conduct has been displayed by a Councillor at a meeting.
- 22.2 If the Chairperson decides the unsuitable meeting conduct has occurred, the Chairperson may consider the severity of the conduct and whether the Councillor has had any previous warnings for unsuitable meeting conduct. If the Chairperson decides the conduct is of a serious nature or another warning is unwarranted, the Chairperson can make an order in relation to the conduct under section 22.7 below.
- 22.3 If the Chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the Chairperson may request the Councillor take remedial action such as:
- Ceasing the unsuitable meeting conduct and refraining from exhibiting the conduct
  - Apologising for their conduct
  - Withdrawing their comments.
- 22.4 If the Councillor complies with the Chairperson's request for remedial action, no further action is required.
- 22.5 If the Councillor fails to comply with the Chairperson's request for remedial action, the Chairperson may warn the Councillor that failing to comply with the request could result in an order for unsuitable meeting conduct being issued.
- 22.6 If the Councillor complies with the Chairperson's warning and request for remedial action, no further action is required.
- 22.7 If the Councillor continues to fail to comply with the Chairperson's request for remedial action or the Chairperson decided a warning was not appropriate under section 22.3, the Chairperson may make one or more of the orders below:
- An order reprimanding the Councillor for the conduct.
  - An order requiring the Councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
- 22.8 If the Councillor fails to comply with an order to leave and stay away from the meeting, the Chairperson can issue an order that the Councillor be removed from the meeting.
- 22.9 Following the completion of the meeting, the Chairperson must ensure:

- Details of any order issued is recorded in the minutes of the meeting
  - If it is the third or more order made within a 12-month period against a Councillor, or the Councillor has refused to comply with an order issued to leave the meeting, these matters are dealt with at the next meeting of the Council as suspected inappropriate conduct
  - The Council's Chief Executive Officer is advised to ensure details of any order made is updated in the Council's Councillor conduct register
  - If the conduct of a Councillor at the meeting becomes inappropriate conduct, it is not required to be notified to the independent assessor and may be dealt with under section 150AG of the *Local Government Act* at the next Council meeting.
- 22.10 Any Councillor aggrieved with an order issued by the chairperson can move a motion of dissent for section 22.1, 22.7 and 22.8 above.
- 22.11 The Chairperson of a meeting is carrying out a statutory responsibility under the *Local Government Act 2009* to manage and lead the meeting. As such, where a Chairperson behaves inappropriately in a meeting, this involves a breach of the trust placed in them as the Chairperson of the meeting and may be dealt with as misconduct. The breach can be referred to the Office of the Independent Assessor to be dealt with. However, breaches of trust don't arise because Councillors disagree with the Chairperson's decision or ruling during the meeting.

### 23. General Conduct during Meetings

- 23.1 After a meeting of Council has been formally constituted and the business commenced, a Councillor shall not enter or leave from the meeting without first notifying the Chairperson.
- 23.2 Councillors shall speak to each other or about each other during the Council meeting by their respective titles, "Mayor" or "Councillor", and in speaking of or addressing officers shall designate them by their respective official title and shall confine their remarks to the matter under consideration.
- 23.3 No Councillor who is speaking will be interrupted except upon a point of order being raised either by the Chairperson or by a Councillor.
- 23.4 When the Chairperson speaks during the process of a debate, the Councillor speaking or offering to speak will immediately cease speaking, and each Councillor present will preserve strict silence so that the Chairperson may be heard without interruption.

### 24. Meeting process for dealing with suspected inappropriate conduct

Council must complete an investigation into the inappropriate conduct of a Councillor which is either a result of a referral from the Independent Assessor of inappropriate conduct or an instance of suspected inappropriate conduct that may arise from circumstances under section 21.9.2 of these Standing Orders.

- 24.1 The Council must conduct an investigation that is consistent with the Council's Investigation Policy, and
- That is consistent with any recommendations from the IA, or
  - In another way decided by resolution of Council.
- 24.2 After the completion of the investigation, Council must decide in a Council meeting, whether the Councillor has engaged in inappropriate conduct, unless it has delegated responsibility for this decision to the Mayor or a standing committee.
- 24.3 When dealing with an instance of suspected inappropriate conduct which has been referred to a Council by the IA:
- The Council must be consistent with the local government principle of transparent and accountable decision making in the public interest by dealing with suspected inappropriate Conduct in an open meeting of the Council. However, where the matter may directly affect the health and safety of the complainant due to the nature of the complaint, the Council may resolve to go into closed session under section 254J of the Local Government Regulation 2012 to discuss the allegation. No resolution for a decision can be made in a closed meeting.
  - The subject Councillor has a declarable conflict of interest in the matter and is permitted by the Council to remain in the meeting (unless Council decides otherwise), during the debate about whether the Councillor engaged in the inappropriate conduct and answer questions put to the subject Councillor through the Chairperson to assist the other Councillors in making a decision. The permission to remain in the meeting for the debate is conditional on the subject Councillor leaving the place where the meeting is being held, including any area set aside for the public, during the vote on whether they have committed inappropriate conduct and what, if any, penalty to impose if the Councillor is found to have committed inappropriate conduct.
  - If the complainant is a Councillor, that Councillor has a declarable conflict of interest in the matter, and must follow the declarable conflict of interest procedures. If the complainant Councillor who has a conflict of interest, wishes to remain in the meeting during the debate and vote on the matter, the other Councillors must decide how to deal with the conflict of interest. The complainant Councillor can be ordered to leave the meeting place or conditions may be applied to allow that Councillor to participate in either the debate, the vote or the decision on any disciplinary action to be applied.
  - The Council must debate the issue and decide whether the subject Councillor engaged in inappropriate conduct. If the Council has lost a quorum due to the number of conflicted Councillors or another reason, the Council must do one of the following:
    - Delegate deciding the matter to the Mayor or a standing committee, or
    - Decide by resolution to defer the matter to a later meeting when a quorum will be present, or
    - Decide by resolution not to decide the matter and take no further action in relation to the matter.

- If a decision is reached that the subject Councillor has engaged in inappropriate conduct, then the Councillors must decide what penalty or penalties from the orders detailed below, if any, to impose on the Councillor. In deciding what penalty to impose, the Council may consider any previous inappropriate conduct of the Councillor and any allegation made in the investigation that was admitted, or not challenged, and that the Council is reasonably satisfied is true.
- The Council may order that no action be taken against the Councillor or make one or more of the following:
  - An order that the Councillor make a public admission that the Councillor has engaged in inappropriate conduct.
  - An order reprimanding the Councillor for the conduct.
  - An order that the Councillor attend training or counselling to address the Councillor's conduct, including at the Councillor's expense.
  - An order that the Councillor be excluded from a stated Council meeting.
  - An order that the Councillor is removed, or must resign, from a position representing the Council, other than the office of Councillor, for example that the Councillor is ordered to resign from an appointment representing the Council on a State board or committee.
  - An order that if the Councillor engages in the same type of conduct again, it will be treated as misconduct.
  - An order that the Councillor reimburse the Council for all or some of the costs arising from the Councillor's inappropriate conduct.

24.4 Council may not make an order in relation to a person who is no longer a Councillor, that the former Councillor attend training/counselling, be suspended from a meeting, be removed or resign from a position or that the same conduct will be treated as misconduct in future.

24.5 The subject Councillor, and where relevant, the complainant Councillor, must be invited back into the place where the meeting is being held once a decision has been made, and the Chairperson must advise them of the details of the decision made by Council and any orders they have made.

24.6 The Chairperson must ensure the meeting minutes reflect the resolution made.

### **25. Disorder**

25.1 The Chairperson may adjourn the meeting of Council, where disorder arises at a meeting other than by a Councillor.

- 25.2 On resumption of the meeting, the Chairperson shall move a motion, to be put without debate, to determine whether the meeting shall proceed. Where the motion is lost, the Chairperson shall declare the meeting closed, and any outstanding matters referred to a future meeting.

### 26. Attendance of Public and the Media at Meeting

- 26.1 An area shall be made available at the place where any meeting of Council is to take place for members of the public and representatives of the media to attend the meeting and as many members of the public as reasonably can be accommodated in that area shall be permitted to attend the meeting.
- 26.2 When the Council is sitting in Closed Session, the public and representatives of the media will be excluded from the meeting.

### 27. Closed Session

- 27.1 A Council meeting, standing committee meeting or advisory committee meetings may resolve that a meeting be closed to the public if its Councillors and members consider it necessary to discuss any of the following matters:
- appointment, dismissal or discipline of the CEO
  - industrial matters affecting employees
  - the Council's budget which does not include the monthly financial statements
  - rating concessions
  - legal advice obtained by the Council or legal proceedings involving the Council that may be taken by or against the council
  - matters that may directly affect the health and safety of an individual or a group of individuals
  - negotiations relating to a commercial matter involving the Council for which a public discussion could prejudice the interests of the Council
  - negotiations relating to the taking of land by the Council under the *Acquisition of Land Act 1967*
  - a matter that the council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or state.
- 27.2 A Council or committee meeting cannot resolve that a meeting be closed where the meeting is informed of a Councillor's personal interest in the matter by another person and the eligible Councillors at the meeting must decide whether the Councillor has a declarable conflict of interest in the matter.
- 27.3 Further, the meeting must not be closed if a quorum is lost due to the number of conflicted Councillors who leave the meeting and the council must:
- delegate the consideration and decision on the matter
  - decide by resolution to defer the matter to a later meeting

- decide by resolution not to decide the matter and to take no further action in relation to the matter.
- 27.4 None of the above will be considered, discussed, voted on or made during a closed session.
- 27.5 If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting.
- 27.6 To take a matter into a closed session the Council must abide by the following:
- pass a resolution to close the meeting
  - the resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered
  - if the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session, and an explanation of why it is deemed necessary to take the issue into closed session must be stated
    - not make a resolution while in a closed meeting (other than a procedural resolution).
- 27.7 To take a matter out of closed session the Council must pass a resolution to open the meeting.

### 28. Teleconferencing of Meetings

- 28.1 If a Councillor wishes to be absent from a Council meeting place during a meeting, the Councillor must apply to the Chairperson to participate by teleconference, at least three business days prior to the meeting or as soon as practicable once the Councillor becomes aware of their intended absence. The Council may allow a Councillor to participate in a council or committee meeting by teleconference.
- 28.2 A Councillor taking part by teleconference is taken to be present at the meeting if the Councillor was simultaneously in audio contact with each other person at the meeting. The attendance of the Councillor must be recorded in the minutes as present at the meeting.
- 28.3 Teleconferencing includes the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in a discussion as it happens.
- 28.4 There is no legal requirement for a resolution by Council to allow a Councillor to participate by teleconference.

### RELATED DOCUMENTS

Code of Conduct Policy No. 2.1

*Department of State Development, Infrastructure, Local Government and Planning Documents*

Model Meeting Procedures

Authorised by resolution as at 21 September 2023

Brett Walsh  
Chief Executive Officer



## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.6 - Referral Agency Assessment Application (Alternative Siting Assessment) - 158 Cassowary Street, Longreach

#### 11.6 Referral Agency Assessment Application (Alternative Siting Assessment) - 158 Cassowary Street, Longreach

Consideration of a Referral Agency Assessment Application for an alternative siting assessment lodged with Council on August 15, 2023, for a shed and shade structure to be constructed on land located at 158 Cassowary Street, Longreach and described as Lot 23 on L3576.

#### Council Action

Deliver

#### Applicable Legislation

*Building Act 1975*

*Planning Act 2016*

*Planning Regulation 2017*

*Queensland Development Code*

#### Policy Considerations

Nil

#### Corporate and Operational Plan Considerations

OUR COMMUNITY	
Corporate Plan Outcome	
1.1	Council infrastructure and services support liveability and community amenity.

#### Budget Considerations

Nil

#### Previous Council Resolutions related to this Matter

Nil

#### Officer Comment

**Responsible Officer/s:** *Emily O'Hanlon, Business Support Officer*  
*Jason Burger, Consultant Building Certifier*

#### Background:

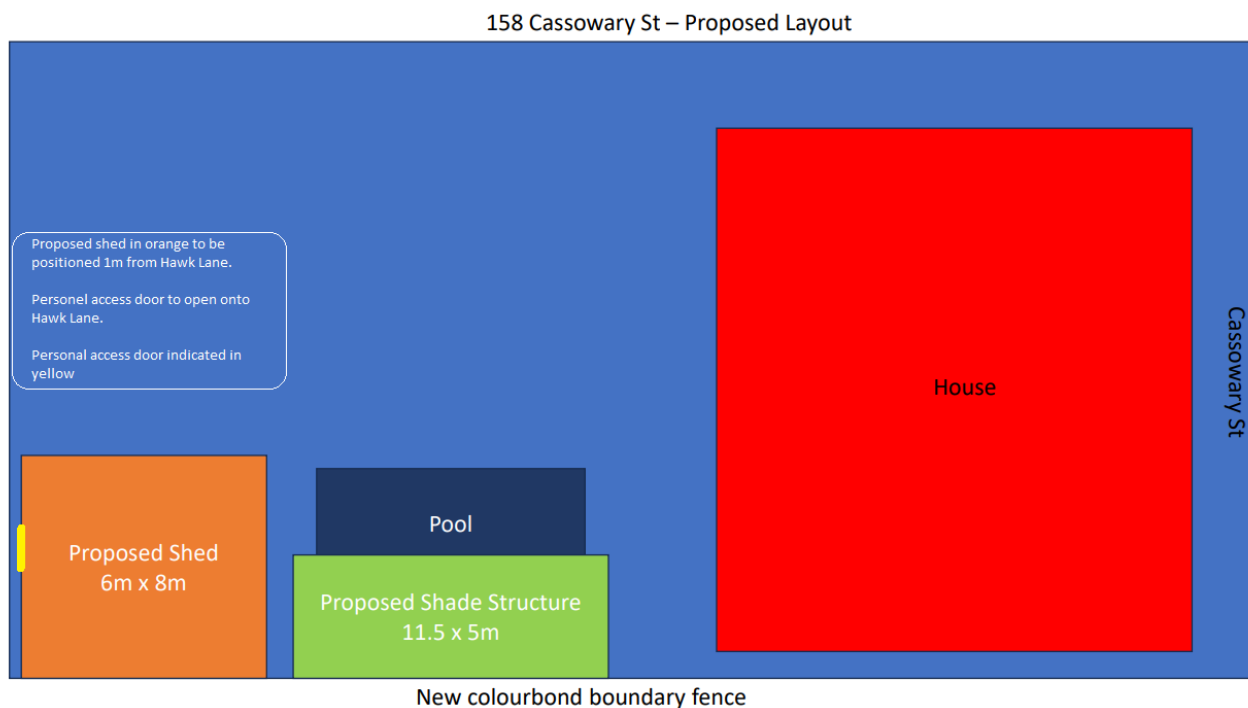
The applicant has requested to construct a shed within the required 6m setback from Hawk Lane and the shed and shade structure to be placed on the northern neighbouring fence boundary.

The information provided within the application locates the proposed shed structure to be built with a 1m setback from the Hawk Lane, road boundary. A 2m door opening and access opens directly onto the boundary, however it's use is for personal access, as it is not wide enough for vehicle access.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.6 - Referral Agency Assessment Application (Alternative Siting Assessment) - 158 Cassowary Street, Longreach

The shade structure is positioned along the northern neighbouring fence boundary. A letter of consent to have the shade structure built on the dividing fence boundary has been signed by the northern neighbour. The current fence is 1.8m high and will be replaced with a new colorbond 1.8m high fence. The shade structure will not be significantly higher than the fence.



#### Issue:

The proposed structure setback is not in line with the requirements of the Queensland Development Code, hence the reason for the application being referred to Council for consideration.

#### 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: Minor  
Rating: Low (2/25)

#### Environmental Management Factors:

N/A

#### Other Comments:

The application has been assessed by Jason Burger, Council's Consultant Building Certifier who has recommended that Council approve the proposed structure location based on the following:

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.6 - Referral Agency Assessment Application (Alternative Siting Assessment) - 158 Cassowary Street, Longreach

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- The proposed reduced setback of 1m to Hawk Lane boundary in lieu of the required 6m setback would have little effect on the surrounding properties and roadways.
- The proposed personal access door opening, opens out onto the lane boundary, the access does not accommodate vehicles; therefore, there is no issue.
- There are no developed housing sites on the opposite side of the lane.
- The proposed shed and shade structure would have limited impact on surrounding areas, as there are similar structures on adjacent properties.
- The proposed shade structure is not much higher than the 1.8m colorbond fence.
- The proposed shed and shade structure is located to ensure clear access is maintained to Council's sewer.

#### Appendices

1. Siting Assessment Sheet- 158 Cassowary St - 28.08.23.pdf [↓](#)
2. SV - Site map layout - 158 Cassowary St - 24.08.23.pdf [↓](#)

#### **Recommendation:**

*That Council approves the construction of a shed with a 1m setback from the Hawk Lane road boundary and the construction of the shade structure to be built with maintenance free materials and to be positioned on the adjacent side boundary fence at 158 Cassowary Street, Longreach, and formally described as Lot 23 on L3576, pursuant to section 32 and 33 of the Building Act 1975, Planning Act 2016 and schedule 9, table 3 of the Planning Regulations 2017.*

**11.6 - Referral Agency Assessment Application (Alternative Siting Assessment) - 158  
Cassowary Street, Longreach --Appendix 1**

**SITING VARIATION ASSESSMENT SHEET  
For Single Residential Use Class 1 & 10 Buildings**

Address 158 Cassowary Street Lot / Plan No: Lot 23 on L3576  
DA 23/24-014

Relevant Residential Code issues for consideration			Comments/Likely Impact
	Yes	No	
Does the proposal maintain residential amenity both internal and external to the site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Does the proposal meet the accommodation and associated needs of one family?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Does the proposal provide for physical access and connection to a constructed road?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hawk Lane
Is the maximum height of a building or structure higher than 8.5 metres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is the area covered by buildings or roofed structures greater than 50% of the lot?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Does the proposal provide adequate provision for recreational space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are the location and design of car parking provision appropriate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is the proposal sited, designed and constructed in a manner which does not cause a nuisance or disturbance to the occupiers or users of nearby land, particularly nearby residents?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Does the proposal adversely affect the visual character and aesthetics of the nearby area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Similar structures within Hawk Lane have similar setbacks
Is the proposal compatible with the physical characteristics of the site and its surrounds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	As above
Is the height of the proposed buildings or structures compatible with the physical characteristics of the site and its surrounds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is the proposed buildings or structures sited and designed to provide:			
- Space around buildings and structures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proposed buildings to have maintenance free materials e.g., pre-finished sheeting or similar where adjacent to boundary.
- Access to natural light and ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
- Provision for privacy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing 1800mm high colorbond fence to be renewed. Proposed structures not much higher than fence.
Will the proposal affect any existing approved pool fence?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	New pool will be installed at same time as the construction of proposed shed and pergola
Will the proposal comply with the "Deemed to Satisfy" provisions of the BSA for fire separation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Does the proposal require Build Over/Near Council infrastructure approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

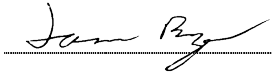
Form No: GBA-SF164

Issue Date: July 2019

## 11.6 - Referral Agency Assessment Application (Alternative Siting Assessment) - 158 Cassowary Street, Longreach --Appendix 1

Relevant Residential Code issues for consideration			Comments/Likely Impact
	Yes	No	
Does the proposal encroach into a registered easement?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is the proposal shed near and Urban Stormwater Flow Path?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is a statement required from the owners of the adjoining properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Received letter of no objection to the proposed
Are further grounds for consideration of the proposal required from the applicant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Summary			
The proposed shed and pergola would have limited impact on surrounding areas as there are similar structures on adjacent properties.			
Proposed structures not much higher than fence 1800mm high colorbond fence.			
Access door directly form Hawk Lane is not suitable size for car entry, therefore vehicle access from Hawk Lane is no issue			
* The proposed buildings adjacent to side boundary, to have maintenance free materials e.g., pre-finished sheeting or similar.			
Can approval be issued? Recommendation:	<b>Yes</b> <input checked="" type="checkbox"/>	<b>No</b> <input type="checkbox"/>	With above condition *

Inspector's Name	<u>Jason Burger</u>	Contact Number	<u>0438 605 811</u>	Date	<u>28/08/2023</u>
Signature					



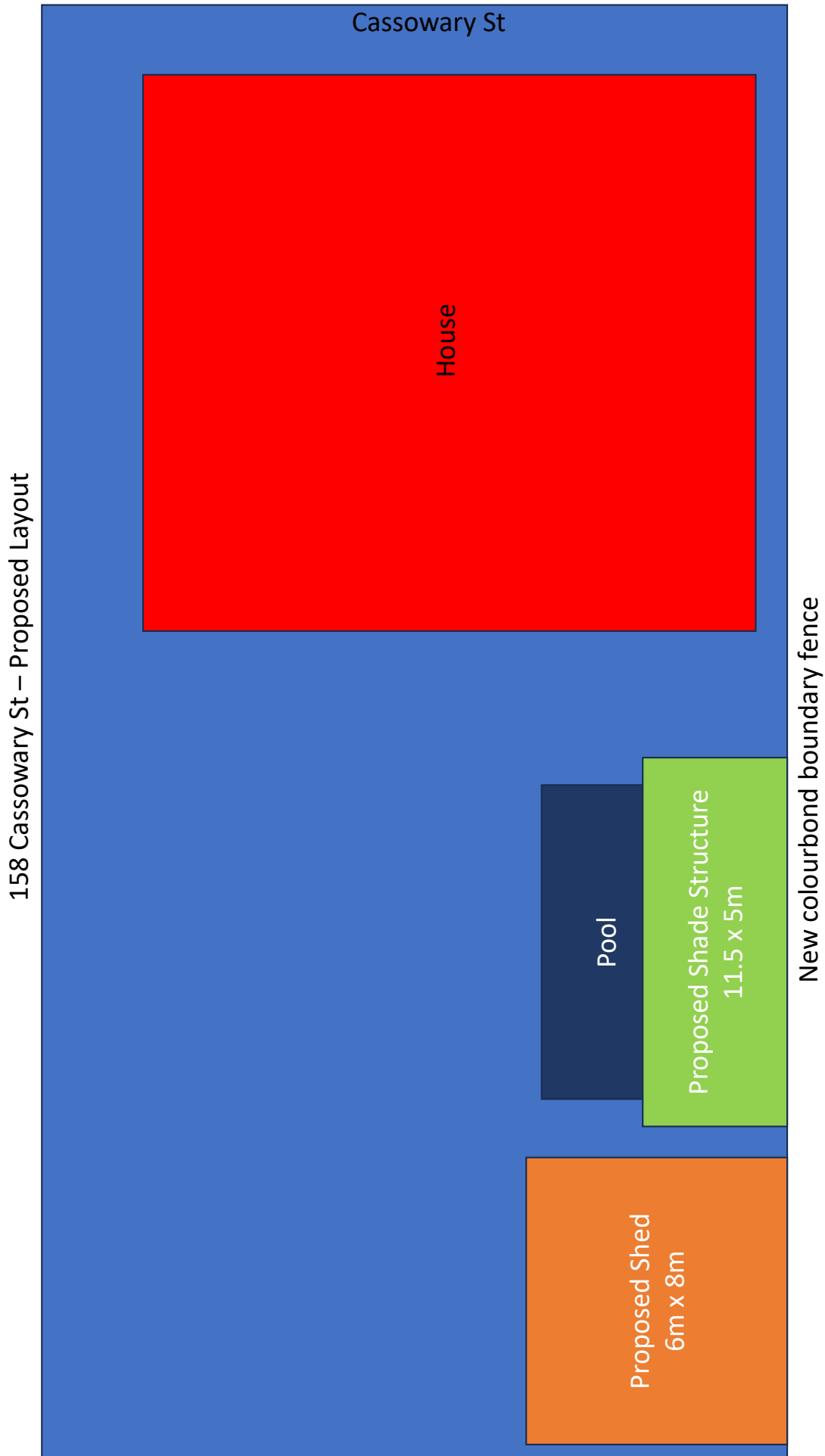
Proposed site



Adjoining property



Adjoining property.



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

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**11.7 Workplace Health & Safety Update Report - August 2023**

This report provides a summary of Council's health and safety performance as at 31 August 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**

OUR LEADERSHIP	
Corporate Plan Outcome	
5.1	Council will have a values driven culture.

**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:**

*Jessie McEniery, Acting Workplace Health and Safety Advisor*

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

**Background:**

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

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.7 - Workplace Health & Safety Update Report - August 2023

#### Workplace Health and Safety Reporting – Period Ending 31 August 2023

- A total of 7 incidents were reported in August, 3 resulting in property damage to Council plant, namely minor panel or glass damage.
  - One incident was the result of a minor traffic collision, when an operator collided with an animal resulting in minor damage to vehicle.
- There were 4 injury reports, with two being reported as First Aid (FA) and the other two Medical Treatment Injury (MTI). These injuries resulted in a head and finger laceration, both employees have returned to work on normal duties.
- There were no incidents considered notifiable under Queensland Workplace Health and Safety requirements.

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



#### WHS Updates/Consultation

- The WHS Team have been focusing on documentation development and reviews throughout August, which will address a number of audit actions from both the CACS and LGW Audit Action Plans. These documents include operational procedures, safe work method statement (SWMS) and management standard.
- A number of work site visits were scheduled, where the Safety Team will meet with work groups and/or individual works seeking their input into procedures and SWMS, in addition to raising any other feedback in relation to safety processes, documentation and training.



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

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- The WHS Team assessed and provided a ISO 45001 Gap analysis utilising the online safety system Skytrust.
- Council's Acting WHSA and Business Support Officer have worked to identify critical safety risks and commence the development of a draft Audit Programme. Before internal audits are commenced the Safety Team will engage with ELT, Managers, Supervisors and HSRs to rank them from highest to lowest risk. This will then inform the final draft of the internal audit programme.

**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

**Recommendation:**

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

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**

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**11.8 Information Report - Planning & Development Report**

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

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

n/a

**Corporate and Operational Plan Considerations**

OUR COMMUNITY	
	Corporate Plan Outcome
1.1	Council infrastructure and services support liveability and community amenity.
1.2	Council recognises cultural heritage and supports inclusion of all peoples.

OUR ECONOMY	
	Corporate Plan Outcome
2.1	Collaborative engagement with stakeholders to maximise economic opportunities.
2.2	Council infrastructure and services support local industries and growth opportunities.

**Budget Considerations**

As per approved 2023/24 budget

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officer/s:** *Emily O'Hanlon, Business Support Officer*

**Authorised by:** *Brett Walsh, Chief Executive 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.

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**

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**Issue:**

**1. DEVELOPMENT ASSESSMENT**

One new application has been received by Council since the last monthly report. There is one application in its appeal period.

**New Applications**

An application has been made by Longreach Regional Council C/- Murray & Associates (Qld) Pty Ltd for a Development Permit for Reconfiguring a lot (1 lot into 2 lots) over land at 22-24 Flinders Street, Ilfracombe.

The proposal involves splitting the existing lot equally to create two (2) lots. Each proposed lot will have an area of 1,012m<sup>2</sup>. Each lot will contain an existing dwelling and associated outbuildings. Proposed lot 1 will maintain access from Flinders Street and proposed lot 2 will maintain access from Wellshot Street. Both lots will maintain their existing services.

The subject site is in the Township Zone wherein the proposal is categorised as Assessable Development that is subject to Code Assessment.

The application is in the decision stage and will be presented at the September General meeting.

1.1	Council reference:	DA23/24-001
	Application:	Development Application for a Development Permit for Reconfiguring a Lot (1 lot into 2 lots)
	Street address:	22-24 Flinders Street, Ilfracombe
	Property description:	Lot 801 on I4173
	Day application was made:	18 August 2023
	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Longreach Regional Council C/- Murray & Associates (Qld) Pty Ltd
	Status:	Decision Stage

**Previous Applications**

The following application was approved at the August General meeting with the decision notice issued to the applicant soon thereafter. The applicant has a 20 business day Appeal Period within which they can file an appeal. At this stage, there has been no indication that the applicant will pursue this course. The Appeal Period for the application is expected to finish around 13 September 2023.

1.2	Council reference:	DA22/23-011
	Application:	Development Application for a Development

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**

	Permit for Material Change of Use for Short-term accommodation (up to 6 guests)
Street address:	22 Wompoo Road, Longreach
Property description:	Lot 26 on L35729
Day application was made:	1 June 2023
Category of assessment:	Impact Assessment
Public notification required:	Yes
Applicant:	Tanya Anne Johnson
Decision date:	17 August 2023
Status:	Appeal Period

**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>
15/08/23	Landowner	<p><u>Request</u> Council received an enquiry about establishing a motel on vacant land.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• The site is contained within the Low density residential zone</li> <li>• The site is not affected by flooding</li> <li>• The site is affected by the airport environs overlay</li> <li>• State government mapping shows the site as containing native vegetation (however the aerial shows the site does not contain any vegetation)</li> <li>• A motel is defined as Short-term accommodation</li> <li>• Short-term accommodation in the Low density residential is a Material change of use and is Impact assessable</li> <li>• An Impact assessable development application requires public notification and is subject to third party appeal rights</li> </ul>	Completed

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**

<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 purpose of the Low density residential zone is to provide for predominantly dwelling houses</li> <li>• However due to the proximity of the site to the airport, Short-term accommodation may be a more suitable use than dwelling houses.</li> </ul>	
24/08/23	Consultant	<p><u>Request</u> Council received a query about the construction of a new telecommunications tower.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• The site is in the Tourism zone</li> <li>• The use is defined as a Telecommunications facility</li> <li>• A Telecommunications facility is subject to Impact assessment in the Tourism zone</li> <li>• An Impact assessable development application requires public notification and is subject to third party appeal rights</li> <li>• The consultant has been advised that the Telecommunications tower would be better suited in an alternative zone.</li> </ul>	Ongoing
28/08/23	Potential purchaser	<p><u>Request</u> Council received a request about establishing a house, granny flat and shed.</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 entire site is impacted by the Flood hazard overlay (significant)</li> <li>• The dwelling house definition in the planning scheme allows for a secondary dwelling (granny flat) and domestic out-buildings</li> <li>• A dwelling house in the Low density residential zone is accepted development where complying with</li> </ul>	Completed

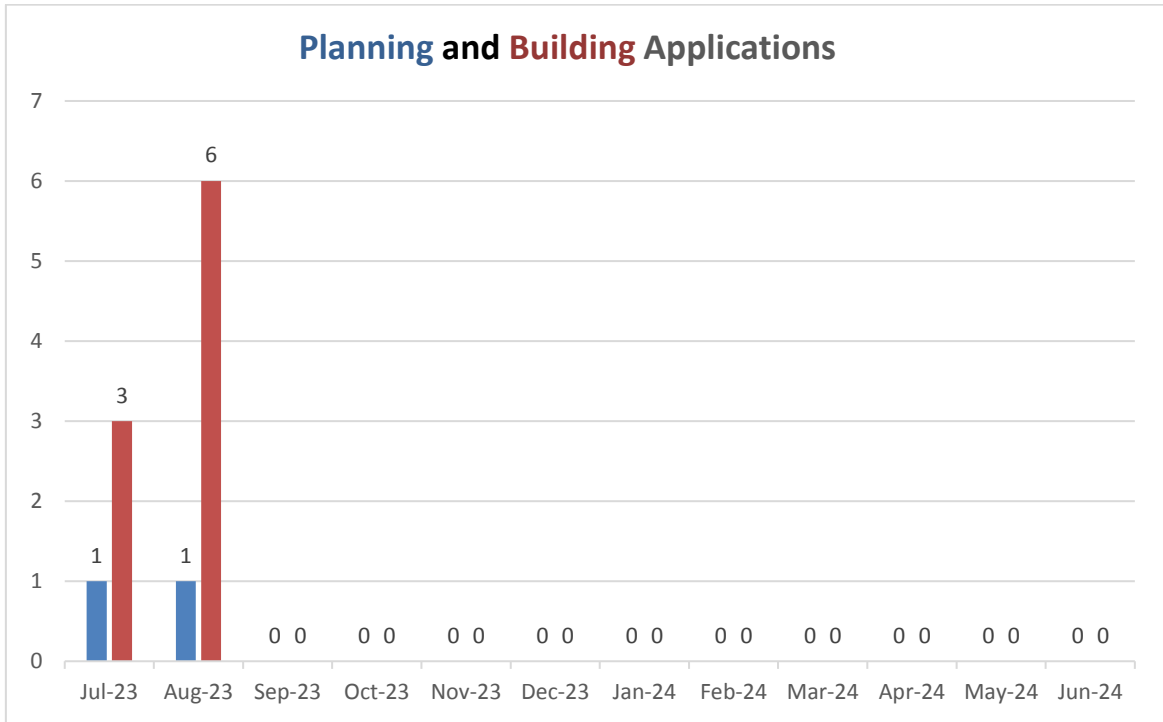
**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**

<b>PLANNING ENQUIRIES</b>			
<b>Date received</b>	<b>Customer Details</b>	<b>Details of Enquiry</b>	<b>Status</b>
		<p>the acceptable outcomes in the Low density residential zone code</p> <ul style="list-style-type: none"> <li>• The main provision relevant to this proposal would be the size of the shed, if it is above 120m<sup>2</sup> in area or has an eaves height greater than 3.5m it will become Code assessable</li> <li>• Any habitable building will need to be designed to include a 300mm freeboard (to allow flows to pass under the building).</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>August</b>	<b>YTD</b>
Building (Council Certifier)	1	4
Building (Private Certifier)	4	4
Certificate of Classification	0	0
Change of Classification	0	0
Endorsement of Survey Plan	0	0
Exemption Certificate	0	1
Material Change of Use	0	0
Minor Change (MCU)	0	0
Minor Change (Op Works)	0	0
Building Work (Assessable)	0	0
Operational Works	0	0
Plumbing & Drainage	4	5
Reconfiguration of a Lot	1	1
Siting Variation	1	2
Building Record Searches/ Planning Certificates	4	4
<b>Total</b>	<b>15</b>	<b>21</b>

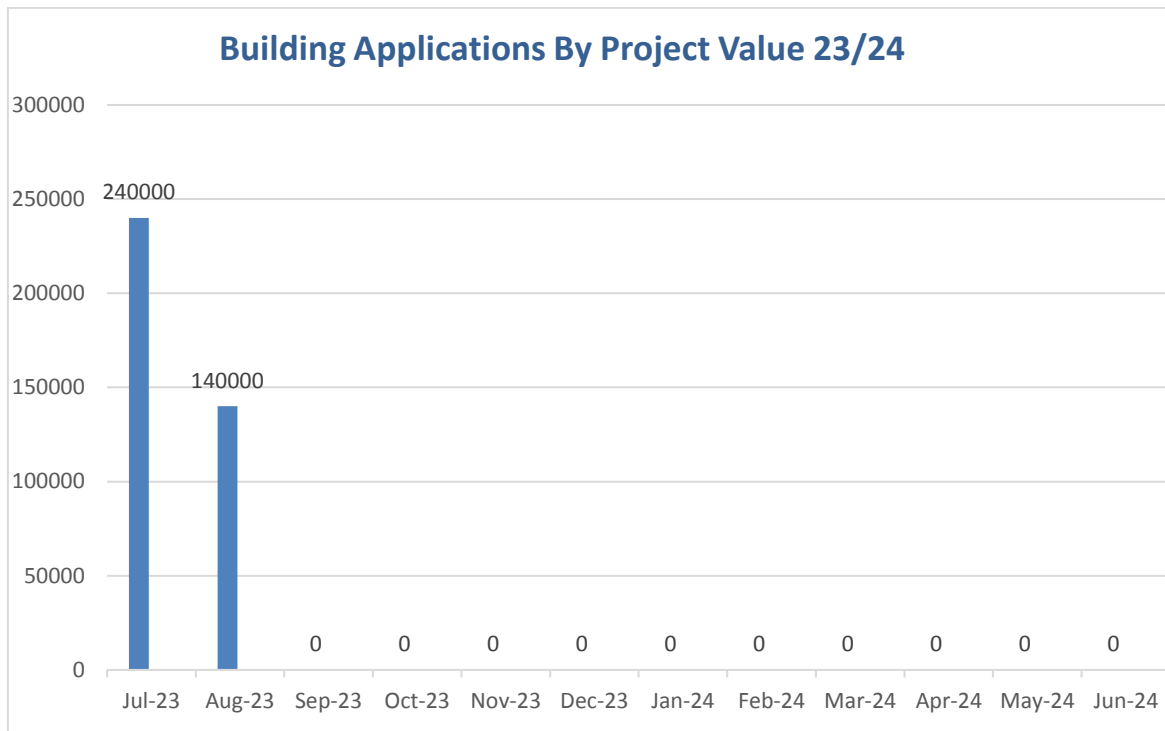
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**Project Value of Building Applications**

Date	Development Details	Value of Work	Location
6/07/2023	Shed	\$50,000	Longreach
6/07/2023	Tie up stalls & Swab Rooms	\$180,000	Longreach
27/07/2023	Carport	\$10,000	Longreach
1/08/2023	Demo & Shed	\$15,000	Longreach
14/08/2023	Shed	\$53,142	Longreach
18/08/2023	Demolition of Dwelling	\$10,000	Longreach
23/08/2023	FIP Installation	\$62,200	Longreach
Total for FY23/24		\$318,142	

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**



**2.2 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*.

On 12 July 2023, the Planning Minister gave Council notice under Chapter 2, Part 4, section 17.5 of the Minister's Guidelines and Rules, that the proposed major amendment appropriately integrates the relevant state interests and that Council may proceed to public consultation.

Public consultation commenced on 21 August 2023 and runs to 22 September 2023. Council has updated its website to include a copy of the proposed major amendment as well as factsheets that include further information about the proposed major amendment.

A town planner from Reel Planning attended two community consultation sessions on 11 and 12 September.

During the public consultation period, members of the public can make submissions about the major amendment. A Consultation Report is required to be prepared following the community consultation which will detail how Council dealt with any properly made submissions.



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Information Report - Planning & Development Report**

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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.*

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

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**11.9 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**

OUR LEADERSHIP	
Corporate Plan Outcome	
5.2	Informed and considered decision making based on effective governance practices

**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 8 August 2023:

**Strategic Leadership**

- Attend monthly RAPAD meeting in Boulia
- Attend Outback Regional Road and Transport Group meeting – Ilfracombe-Isisford-Emmet Road included as Priority 2
- Attend RAPAD Water and Sewerage Alliance meeting
- Attend CW Regional Pest Management Group meeting

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### **11.9 - Information Report - Governance**

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- Attend monthly CEOs of the West (COWS) meeting via zoom
- Participate in a Regional Drought Resilience Plan workshop
- Participate in a Drought Declaration Process discussion
- Attend Elected Member Update training
- Attend Land and Pest Advisory Committee meeting

#### **Operational Management**

- Progress with the application for the Thomson River Weirs, Community Consultation completed
- Review draft Regional Waste Management Strategy
- Sign a standing offer agreement with QFleet
- Meet planners for a new Telstra mobile phone tower in Longreach re site location
- Discuss progress on Housing Infrastructure Fund application

#### **Financial Management**

- Review budget amendments and End of Year forecast

#### **Workforce Capability**

- Receive new Certified Agreement from Qld Industrial Relations Commission
- Discussions with stakeholders re employment of an Environmental Health Officer
- Discussions re Change Management workshops for managers

#### **Stakeholder Engagement**

- Meet with Deputy Ombudsman re general complaints process issues
- Meet with Department of Environment and Science re environmental offsets
- Meet with local landowner re Planning Scheme Amendments
- Meet with NDIS officers re disability services and infrastructure
- Meet with local landowner re gravel pits
- Meet with Desert Channels Qld re weed projects
- Meet with Outback Independent Living re progress with their objectives
- Meet with Department of Sport and Recreation re new funding available for sporting infrastructure
- Meet with the owner of former Longreach Pastoral College re options
- Attend function to welcome the WA Aero Club to Longreach
- Meet with Longreach Bowls Club representative re upgrade funding
- Meet with salvor for the Pride of the Murray
- Attend Meals on Wheels 70 years celebration
- Attend opening of the final seal on Cramsie-Muttaburra Road with Assistant Minister Bruce Saunders
- Attend Longreach Fishing Competition to draw major prize
- Attend Vietnam Veterans Day service
- Welcome the Line Dancers tour to Longreach
- Meet with Director General of Department of Resources re land purchase options
- Meet with Rowing Australia re options for Longreach

#### **Risk Management**

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.9 - Information Report - Governance

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- Participate in a Bureau of Meteorology weather workshop for disaster management
- Investigate options for protecting motorists around power poles in intersections

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

September data has not yet been released. For the month of August 2023:

Total Local Spend was \$13.7M. This is a 3.21% increase from the same time last year.

Resident Local Spend was \$7.6M. This is a 26.67% increase from the same time last year.

Visitor Local Spend was \$6.1M. This is a -16.17% 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 August 2023

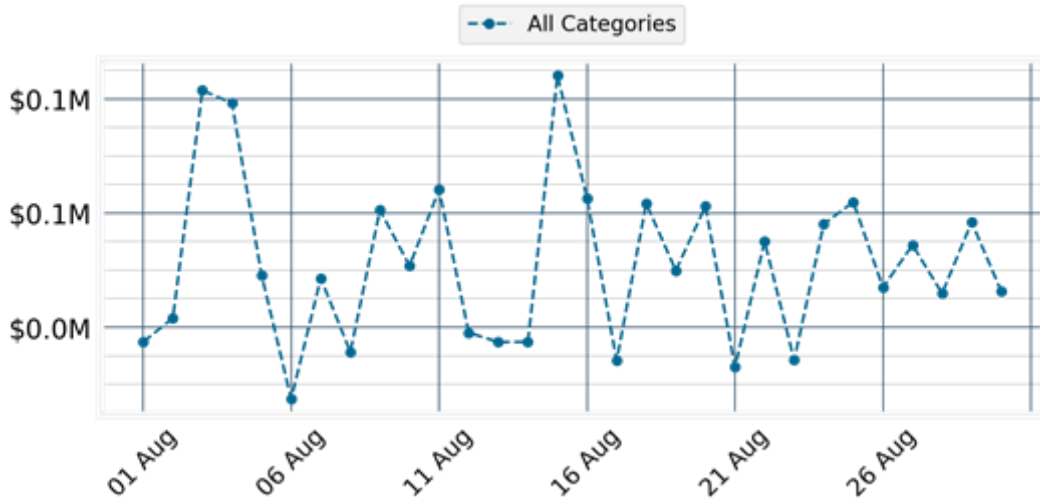
Resident Escape Spend by destination Suburbs (i.e. where the spending goes to).

- Emerald: \$350k
- West Rockhampton: \$180k
- Brisbane City: \$180k

#### Night Time Economy for August 2023

The biggest spending night of the month of August 2023 was Tuesday 15 August.

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



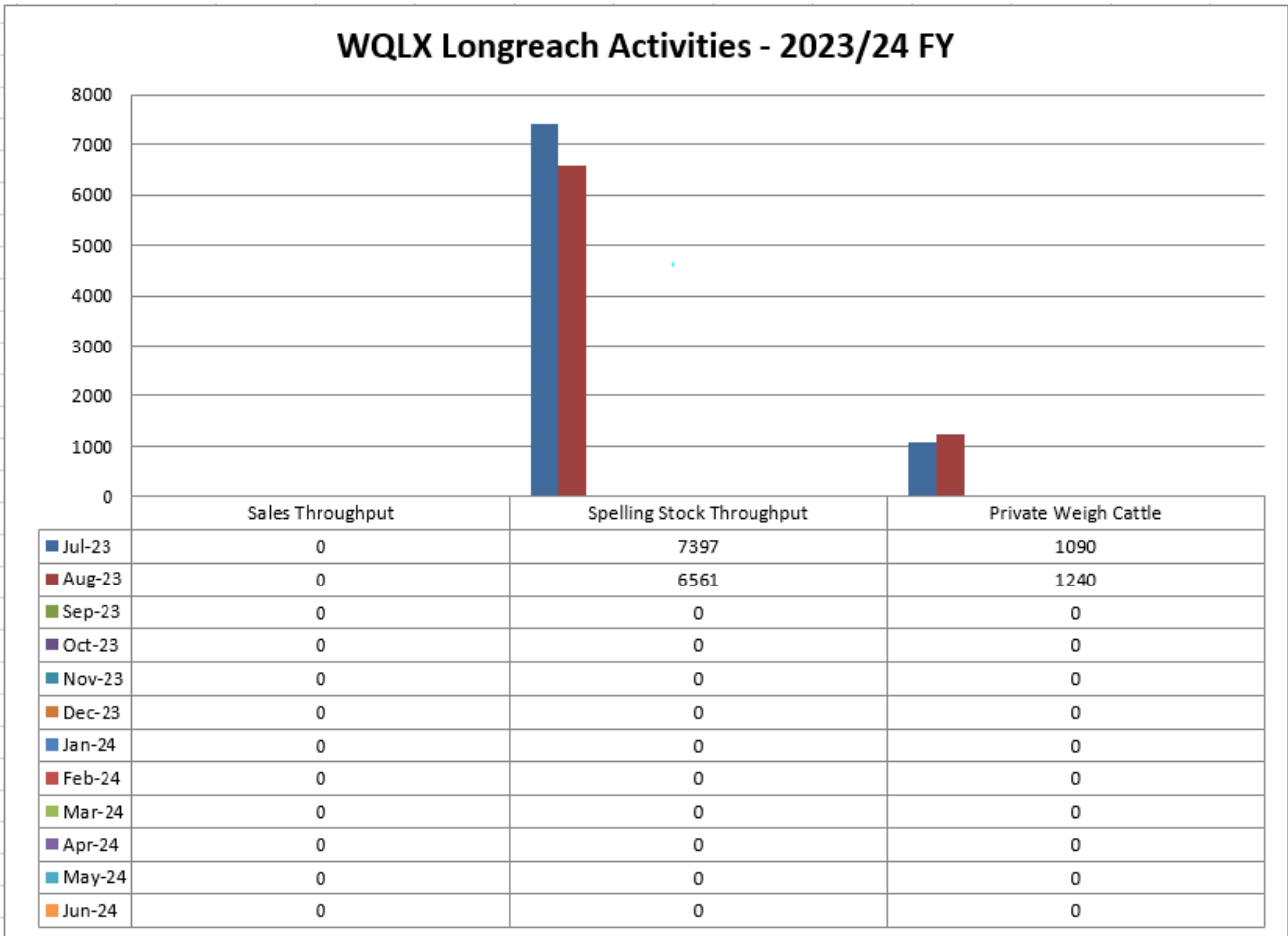
**Human Resources**

**Staffing Levels 30 August 2023**

<b>ALL Employees FTE</b>	<b>Operational</b>	<b>Admin/ Supervisors</b>	<b>Contract</b>	<b>Total</b>	<b>Last Month</b>	<b>30/06/2022</b>
Full Time	85.0	50.0	12.0	147.0	143.0	145.0
Permanent Part Time	1.9	4.9	0.8	7.7	7.7	7.7
Contracted Staff (Consultants)	-	-	-	-	-	-
<b>Total Permanent Employees</b>	<b>83.9</b>	<b>54.9</b>	<b>12.8</b>	<b>154.7</b>	<b>150.7</b>	<b>152.7</b>
Temporary Full Time	1.0	3.0	1.0	<b>5.0</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	-	-	-	-	-	-
Casual Staff	1.5	2.7	-	<b>4.1</b>	<b>4.7</b>	<b>4.1</b>
<b>Total Temporary Employees</b>	<b>5.5</b>	<b>5.7</b>	<b>1.0</b>	<b>12.1</b>	<b>12.7</b>	<b>12.1</b>
<b>Total Current Employees FTE</b>	<b>89.4</b>	<b>60.6</b>	<b>13.8</b>	<b>166.8</b>	<b>163.4</b>	<b>164.8</b>
Current Vacant Positions	5.0	1.0	1.0	<b>7.0</b>	<b>16.0</b>	<b>13.0</b>
<b>Complement FTE</b>				<b>173.8</b>	<b>179.4</b>	<b>177.8</b>

**Saleyards - Throughput Figures**

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



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

Throughout August, Regulatory Services Compliance Officers continued with routine tasks, including town patrols, monitoring illegal water use, overgrown vegetation, feral animal control, abandoned vehicles, 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 August were:

1. The total number of animals impounded during August was 13, being 11 dogs and 2 cats. Of the impounded dogs, 11 were impounded for wandering at large, 1 was surrendered and rehomed, and 3 were repeat offenders. The 2 cats were trapped on private property.
2. The end of July saw the issuance of the 2023/2024 dog registration renewal notices. 867 notices were issued, expiring 15 August. Each notice was accompanied by a Responsible Pet Ownership fact sheet. To show appreciation for prompt renewals, we provided a total of 50 giveaway items (pop-up bowls and baggy dispensers, paid from Get Ready funding) to the first pet owners over-the-counter, plus an additional 50 items for the first to pay via Bpay. Bpayers also received a copy of the *Pet Ready! Pet Emergency Plan* checklist with a note about emergency planning, which were dropped in mailboxes during

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

routine patrols. Another 25 dog poo bag dispensers were provided to the VIC to be given away to people travelling with pets, in an attempt to keep our public areas a little tidier.

3. To end August, the following statistics were determined:
  - Registration renewal rate: ~52.43% (previous registration period ended 15/08/2023, dogs which have been updated as deceased/transferred out/cancelled have been removed for this renewal rate calculation)
  - Total dogs registered across Region for 2023/2024 rego period: 420 dogs
  - Dogs with registration expired 15/08/2023, not renewed or updated (excluding cancelled/deceased/transferred registrations): 381
  - New registrations for dogs within current rego period (since 15/08/2023): 45 dogs
  - Microchipping rate across Region (details on LRC file): ~68.82%
  - Total animals impounded YTD 2023: 133
  
4. Work remains ongoing to progress the development of the draft Animal Management Strategy.

<b>Regulatory Services Tasks Completed – August 2023</b>			
<b>Animals</b>	<b>72</b>	<b>Water</b>	<b>50</b>
Dogs Impounded	11	Watering / Sprinkler Patrols	30
Domestic Cats Impounded	2	Illegal Water Usage – Residential	10
Pound Releases	11	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	1	Notices / Fines Issued	10
Feral Cats Trapped and Euthanised	9	<b>Property</b>	<b>73</b>
Dog Attacks / Investigations	0	Town Common Patrols	7
Dogs Involved in Attacks	0	Common Gates Open / Damaged	1
Dog Traps Issued	2	Town Patrols - Longreach	20
Cat Traps Issued	4	Town Patrols - Ilfracombe	19
Wandering Dogs (not impounded)	2	Town Patrols - Isisford	1
Wandering Animals Reported / Impounded (other than dogs)	0	Town Patrols - Yaraka	1
Wandering Animal Posts on FB – not reported to Council (minimum)	13	Camping / Apex Park / River Patrols	7
Barking Dogs Reported	3	Overgrown / Unsightly Reports (initial + follow up) (private + LRC-controlled)	9

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

Animal Inspections – Extra dogs/cats, adequate housing, insecure enclosure, compliance checks	1	Overgrown / Unsightly Notices Issued (unattended, falling within follow-up timeframes)	8
Assist with Animal Welfare	1	Notices / Fines Issued	0
Notices / Fines Issued	11	<b>Other</b>	<b>76</b>
<b>Vehicles</b>	<b>0</b>	Customer Service Requests	30
Abandoned Vehicles	0	Equipment Maintenance	4
Vehicles Impounded / Processed	0	After Hours Call Out	0
Impounded Vehicle Release	0	Impound Facility Maintenance	34
		Illegal Dumping / Littering	1
		Pest Weed Spraying by LLO	7
		<b>Total</b>	<b>271</b>

**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**

Council continues to await a response from DoR regarding the Stock Route amendment submission sent in January 2023.



## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.9 - Information Report - Governance

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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 were no PTOs submitted to Council this month.

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

8 water facility inspections were completed.

There was one water agreement application received, which remains in process.

#### **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

Two officers participated in a joint operation with the SES – by way of river transport provision – to access an isolated area along the Thomson River which is largely infested with Rubber Vine and a single Parkinsonia was also found. Officers spent approximately 4 hours spraying Rubber Vine, amounting to approximately 50 litres of diesel being dispersed.



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

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**Pest Animals**

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

<b>Division</b>	<b>Scalp Bounty - Dog 23/24 YTD</b>	<b>Contract Dog Trapper 23/24 YTD</b>	<b>Scalp Bounty - Cat 23/24 YTD</b>
1	0	0	0
2	0	0	0
3	0	0	0
4	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

- Water facility maintenance reports and inspections.
- Management of drovers with travelling stock.
- Pest weed spraying as required.

**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. FINANCE REPORT

### 12.1 - Monthly Financial Statements

## 12. FINANCE REPORT

### 12.1 Monthly Financial Statements

Consideration of the financial statements for the period ending 31 August 2023:

#### Financial overview

##### YTD summary

Council's financial performance over the first two months have been within expectation with some revenues received earlier than budgeted. Rates for the period 1 July to 31 December were issued in early September so this revenue will be recognised in next month's reports.

Net deficit YTD is \$3.4 million compared to the budgeted net deficit of \$5.1 million.

Expenses in most programs remain within budget with a few exceptions noted in more detail later in the report.

Most capital expenditure projects are planned to commence in the coming months but remain low to budget. This is usual as projects undergo final planning and procurement at this time of the year.

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

#### Financial performance

Statement of financial performance	YTD Actual \$'000	YTD Budget \$'000	Last YTD \$'000	Full year budget \$'000
Total revenue	5,325	3,947	10,864	51,245
Total expenses	8,758	9,093	7,888	50,838
<b>Net surplus or (deficit)</b>	<b>(3,432)</b>	<b>(5,146)</b>	<b>2,976</b>	<b>408</b>

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

Item	Income	Expenditure	Net result
Contract works	\$590k	(\$733k)	(\$143k)
Other programs	\$482k	\$1,068k	\$1,550k
Net	\$1,072k	\$335k	\$1,407

(positive amounts = favourable variance, negative amounts = unfavourable variance)

Depreciation is higher than budget due to the impact of the asset revaluations in June and a small budget adjustment is proposed for this month's council reports.

**12. FINANCE REPORT**  
**12.1 - Monthly Financial Statements**

**Program performance**

Overall programs have been operating within or under budget and the detailed program report is attached most of the below are due to timing of annual subscriptions which are paid in August.

Program	Expenses	
	YTD	Budget YTD
Disaster management and regional coordination	(51)	(29)
Economic development	(36)	(24)
Depot and airstrips	(92)	(69)
Contract works	(1,421)	(688)
Child Care	(504)	(453)
RADF	(14)	(6)
Community administration	(152)	(107)
Tourism, museums and VIC	(189)	(140)
Rates	(28)	(23)

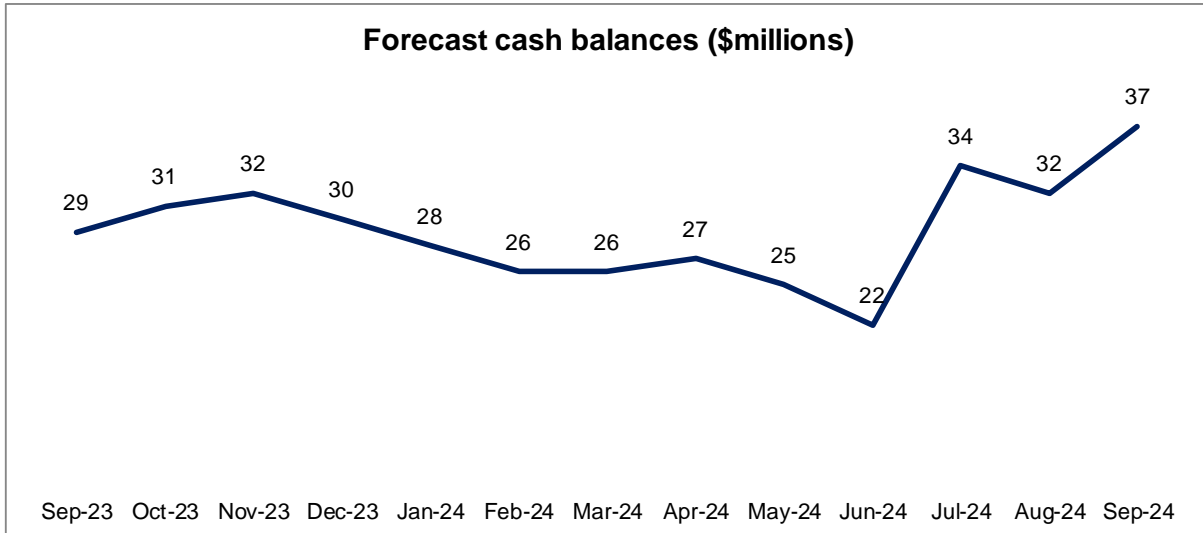
**Cash**

Statement of cash flows	YTD Actual	Full year budget
	\$'000	\$'000
<b>Net cash inflow/(outflow) from operating activities</b>	<b>(3,977)</b>	<b>2,455</b>
<b>Net cash inflow/(outflow) from investing activities</b>	<b>(377)</b>	<b>(6,256)</b>
<b>Net cash outflows from financing activities</b>	<b>0</b>	<b>(1,295)</b>
<b>Net cash inflow/(outflow)</b>	<b>(4,353)</b>	<b>(5,096)</b>
Opening cash balance	35,079	25,712
<b>Closing cash balance</b>	<b>30,726</b>	<b>20,616</b>

At the end of August, Council had a cash balance of \$30.7 million (unrestricted \$28.7 million). Council's unrestricted cash balance is sufficient to cover 8 months of cash expenses. The proposed new financial sustainability target for cash cover is 4 months.

The 13-month rolling forecast indicates that Council will be able to maintain a cash balance of at between \$22 million and \$37 million in the short term and is likely to end the 2023/24 financial year with a cash balance of around \$22 million, depending on the FAG timing.

**12. FINANCE REPORT**  
**12.1 - Monthly Financial Statements**



Council has deployed cash in a number of term deposits to increase its return on investment, illustrated in the table below:

Term Deposit	Maturity date	Rate
\$10,000,000	14/01/2024	4.74%
\$8,000,000	5/07/2024	5.63%
\$5,000,000	3/11/2023	5.22%

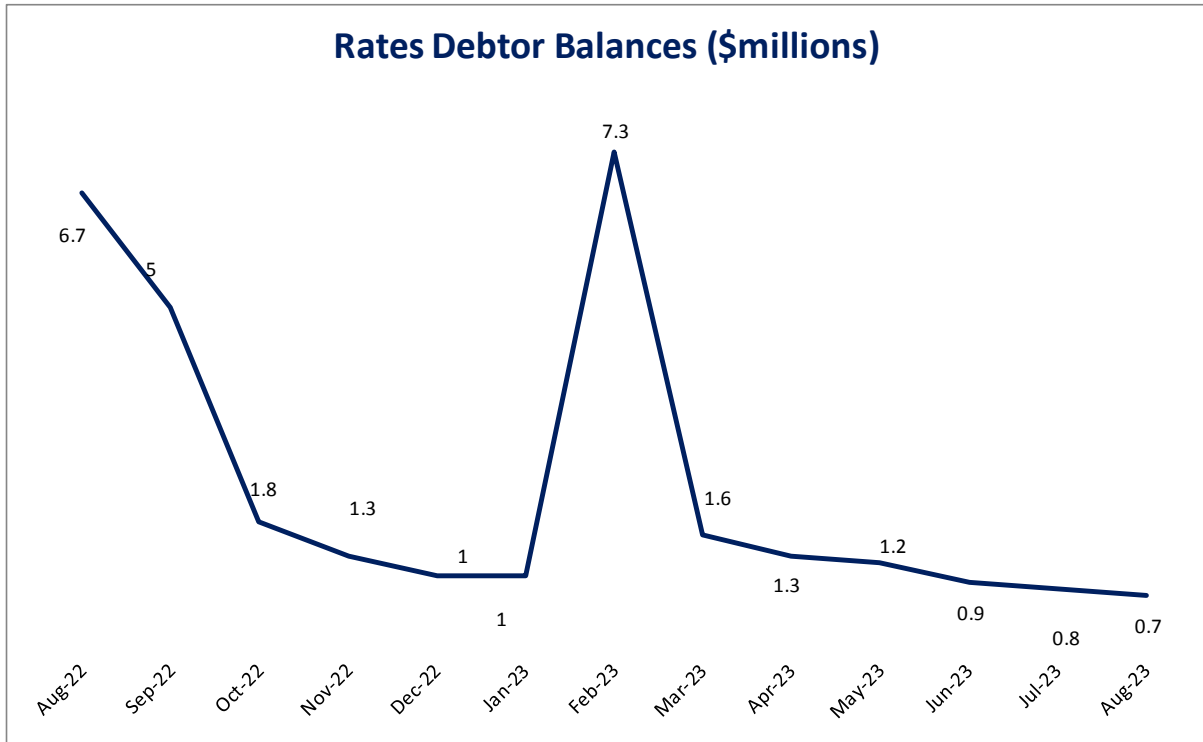
**Financial position**

Statement of financial position	YTD Actual	Actual June 2023	Full year budget
	\$'000	\$'000	\$'000
<b>Total assets</b>	<b>412,013</b>	<b>418,521</b>	<b>380,674</b>
<b>Total liabilities</b>	<b>23,467</b>	<b>26,542</b>	<b>22,919</b>
<b>Net community assets</b>	<b>388,546</b>	<b>391,979</b>	<b>357,755</b>
<b>Community equity</b>			
Asset revaluation reserve	174,368	174,368	153,050
Retained surplus	214,178	217,611	204,705
<b>Total community equity</b>	<b>388,546</b>	<b>391,979</b>	<b>357,755</b>

Council maintains a sound financial position and good working capital with current assets exceeding current liabilities by 5.05 times.

The rates debtor balance is \$0.7 million.

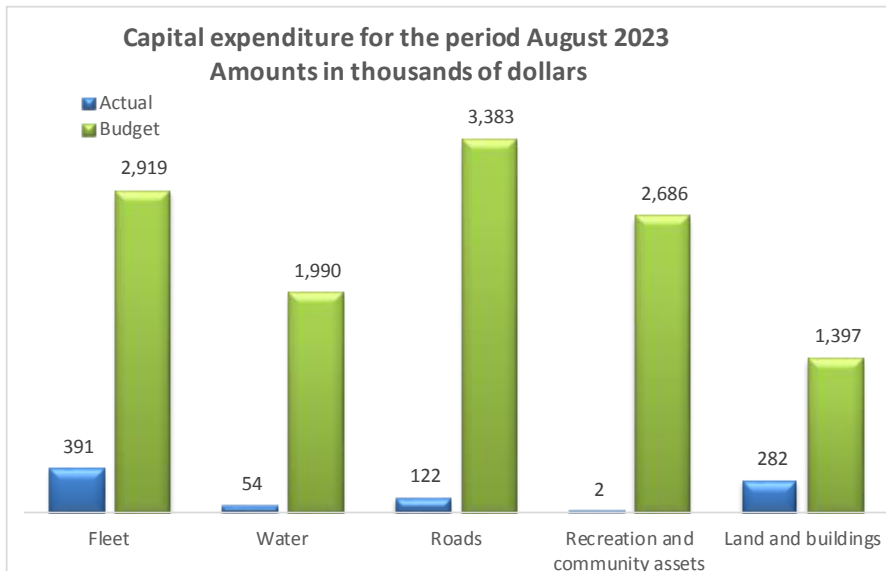
**12. FINANCE REPORT**  
**12.1 - Monthly Financial Statements**



The aging of the outstanding rates is illustrated below. There is \$204k (July: \$222k) of unpaid rates that are over 1-year old (around 1% of total rates revenue).

	<b>Current/ 1 year</b>	<b>2 years</b>	<b>3 years</b>
Outstanding rates	\$472,411	\$111,953	\$92,150

The property, plant and equipment capital works programmed has been planned with most projects expected to be commence in the coming months.



Liabilities mainly comprise QTC loan balances as illustrated below.

**12. FINANCE 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	261	255	5
Water project 15/16	2.939%	15/06/2036	541	491	50
Sewer infrastructure	6.565%	15/09/2026	515	533	(18)
ACC land purchase	5.244%	15/03/2032	574	595	(21)
Water project	5.282%	15/06/2029	2,641	2,721	(79)
LWDEFS loan 1	3.693%	15/12/2036	10,630	10,053	577
<b>Total borrowings</b>			<b>15,162</b>	<b>14,649</b>	<b>514</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 FY24.	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.	This risk has materialized in FY23. There remains material uncertainty over the FAG timing and amount for FY24, however council has sufficient funds on hand to adapt to any short-term shortfall.
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 FY24.	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

## 12. FINANCE REPORT

### 12.1 - Monthly Financial Statements

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#### **Appendices**

1. Financial Statements 31.08.23.pdf [↓](#)
2. Directorate reports 31.08.23.pdf [↓](#)
3. Capital List 23.24.pdf [↓](#)
4. Grants Report 31.08.23 [↓](#)

#### **Recommendation:**

*That Council receives the monthly financial statements for the period ending 31 August 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	161	123	5,959	12,151
Fees and charges	469	446	432	2,595
Recoverable works income	1,456	851	1,028	5,059
Other revenue	366	184	250	1,104
Operating grants, subsidies and contributions	2,399	2,174	2,779	24,218
Capital grants, subsidies and income	474	168	192	5,479
Profit on sale of assets	-	-	225	640
<b>Total revenue</b>	<b>5,325</b>	<b>3,947</b>	<b>10,864</b>	<b>51,245</b>
<b>Expenses</b>				
Employee expenses	2,793	2,881	2,480	17,283
Materials and services	4,286	4,743	3,905	24,596
Finance expenses	131	108	129	650
Depreciation	1,548	1,361	1,374	8,309
Other expenses	-	-	-	-
<b>Total expenses</b>	<b>8,758</b>	<b>9,093</b>	<b>7,888</b>	<b>50,838</b>
<b>Net surplus or (deficit)</b>	<b>(3,432)</b>	<b>(5,146)</b>	<b>2,976</b>	<b>408</b>
<b>Operating deficit</b>				
Net surplus/(deficit)	(3,432)	(5,146)	2,976	408
less capital grants and income	(474)	(168)	(416)	(6,119)
<b>Operating deficit</b>	<b>(3,907)</b>	<b>(5,314)</b>	<b>2,560</b>	<b>(5,711)</b>

Statement of financial position	YTD Actual \$'000	Actual June 2023 \$'000	Full year budget \$'000
<b>Current assets</b>			
Cash and cash equivalents	30,726	35,079	20,616
Current trade and other receivables	4,906	6,276	1,490
Inventories	1,151	1,092	593
<b>Non-current assets</b>			
Trade and other receivables	11,075	11,075	10,433
Property, plant and equipment	364,155	364,999	347,541
Other non-current assets	-	-	-
<b>Total assets</b>	<b>412,013</b>	<b>418,521</b>	<b>380,674</b>
<b>Current liabilities</b>			
Trade and other payables	2,775	5,996	2,066
Current borrowings	1,292	1,292	1,357
Current provisions	3,221	3,174	3,252
<b>Non-current liabilities</b>			
Borrowings	13,871	13,765	12,411
Provisions	2,309	2,315	3,833
<b>Total liabilities</b>	<b>23,467</b>	<b>26,542</b>	<b>22,919</b>
<b>Net community assets</b>	<b>388,546</b>	<b>391,979</b>	<b>357,755</b>
<b>Community equity</b>			
Asset revaluation reserve	174,368	174,368	153,050
Retained surplus	214,178	217,611	204,705
<b>Total community equity</b>	<b>388,546</b>	<b>391,979</b>	<b>357,755</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	3,822	22,929
Receipts from grants	624	25,903
Payments to employees	(2,754)	(17,283)
Payments to suppliers	(5,644)	(28,474)
Interest paid	(25)	(620)
<b>Net cash inflow/(outflow) from operating activities</b>	<b>(3,977)</b>	<b>2,455</b>
<b>Cash flows from Investing activities</b>		
Receipts from capital grants	474	5,479
Receipts from sale of assets	-	640
Payments for capital expenditure	(851)	(12,375)
<b>Net cash inflow/(outflow) from investing activities</b>	<b>(377)</b>	<b>(6,256)</b>
<b>Cash flows from financing activities</b>		
Loan repayments	0	(1,295)
<b>Net cash outflows from financing activities</b>	<b>0</b>	<b>(1,295)</b>
<b>Net cash inflow/(outflow)</b>	<b>(4,353)</b>	<b>(5,096)</b>
Opening cash balance	35,079	25,712
<b>Closing cash balance</b>	<b>30,726</b>	<b>20,616</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	217,611	204,297
Recognise land sold in prior years	-	-
Net profit or (loss)	(3,432)	408
<b>Closing accumulated surplus</b>	<b>214,178</b>	<b>204,705</b>
<b>Asset revaluation reserve</b>		
Opening balance	174,368	150,095
Other comprehensive income	0	2,955
<b>Closing asset revaluation reserve</b>	<b>174,368</b>	<b>153,050</b>
<b>Total community equity</b>	<b>388,546</b>	<b>357,755</b>

**Longreach Regional Council  
Program Report  
for the YTD August 2023**

Program	Revenue		Expenses		Net result	
	YTD	Budget YTD	YTD	Budget YTD	YTD	Budget YTD full year
<b>Office of the CEO</b>						
Human resources	-	-	(208)	(236)	(208)	(236)
Governance	-	-	(96)	(146)	(96)	(146)
Elected member expenses	-	-	(81)	(112)	(81)	(112)
Disaster management and regional coordination	9	26	(51)	(29)	(43)	(3)
Economic development	-	-	(36)	(24)	(36)	(24)
Local laws	22	53	(120)	(227)	(98)	(173)
Health and environmental services	14	2	(7)	(13)	7	(11)
Development services	5	10	(21)	(26)	(16)	(96)
<b>Total Office of the CEO</b>	<b>49</b>	<b>92</b>	<b>(619)</b>	<b>(813)</b>	<b>(570)</b>	<b>(721)</b>
<b>Infrastructure Services</b>						
Infrastructure administration	-	-	(56)	(160)	(56)	(160)
Depot and airstrips	-	-	(92)	(69)	(92)	(69)
Roads, streets and stormwater	-	-	(966)	(1,169)	(966)	(1,169)
2020 NDRA Event	290	-	-	-	-	-
2022 NDRA event	1,776	1,833	(1,776)	(1,833)	-	-
Contract works	1,421	831	(1,421)	(688)	581	143
Fleet management	111	61	458	86	(142)	148
Sewerage	-	-	(142)	(134)	(142)	(134)
Waste management	2	35	(90)	(138)	(88)	(104)
Water	161	94	(563)	(540)	(402)	(447)
<b>Total Infrastructure Services</b>	<b>3,762</b>	<b>2,854</b>	<b>(4,649)</b>	<b>(4,646)</b>	<b>(1,166)</b>	<b>(1,793)</b>
<b>Total</b>					<b>(1,166)</b>	<b>(4,780)</b>

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12.1 - Monthly Financial Statements --Appendix 2

Program	Revenue		Expenses		Net result	
	YTD	Budget YTD	YTD	Budget YTD	YTD	Budget full year
<b>Community Services</b>						
Child Care	504	398	(504)	(453)	()	(329)
Community development and events	-	-	(61)	(90)	(61)	(540)
Donations and sponsorship	-	-	(11)	(27)	(11)	(162)
RADF	-	-	(14)	(6)	(14)	(10)
Community administration	-	-	(152)	(107)	(152)	(644)
Libraries	-	-	(30)	(32)	(30)	(189)
Community centres and halls	5	6	(43)	(59)	(37)	(319)
Public conveniences	3	1	(41)	(41)	(38)	(236)
Council housing	7	12	(26)	(38)	(20)	(157)
Showgrounds and sporting facilities	9	10	(98)	(110)	(88)	(571)
Cemeteries	33	22	(55)	(60)	(22)	(228)
Parks and gardens	-	-	(264)	(427)	(264)	(2,485)
Swimming pools	2	1	(174)	(198)	(171)	(1,178)
Tourism, museums and VIC	62	45	(189)	(140)	(126)	(700)
<b>Total Community Services</b>	<b>626</b>	<b>495</b>	<b>(1,662)</b>	<b>(1,788)</b>	<b>(1,036)</b>	<b>(7,746)</b>
<b>Financial Services</b>						
Insurance	-	-	(715)	(691)	(715)	(691)
Finance	331	250	(274)	(250)	57	10,317
Asset management	-	-	(22)	(58)	(22)	(348)
Rates	42	(8)	(28)	(23)	14	(46)
LWDEFS	-	-	(68)	(66)	(68)	77
Internal recharges	5	-	(169)	(169)	(164)	
Corporate administration	-	-	(151)	(137)	(151)	(821)
IT	8	-	(334)	(480)	(326)	(2,468)
Land, leased out assets and commercial businesses	28	96	(68)	(140)	218	(265)
<b>Total Financial Services</b>	<b>414</b>	<b>338</b>	<b>(1,828)</b>	<b>(1,846)</b>	<b>(1,156)</b>	<b>5,755</b>
<b>Total Council Operating Result</b>	<b>4,851</b>	<b>3,779</b>	<b>(8,758)</b>	<b>(9,093)</b>	<b>(3,927)</b>	<b>(10,367)</b>

**Notes to the program report**

- 1 - Disaster Management Income will come in throughout the year, Regional Coordination subscription paid for full year.
- 2- Economic yearly subscription paid
- 3- Depot maintenance fire and first aid testing for half the year.
- 4- Contract works ahead of schedule with fleet recoveries also higher due to this.
- 5- Childcare grants to come in throughout the year and backpays processed.
- 6- Income not fully expended for RADF last year to be part of September's Budget Review.
- 7- Some wage variations due to the timing of the restructure.
- 8- Expense higher in tourism due to more casuals during the tourist period offset by higher revenue.
- 9- Legal fees on rates issued/ Yearly valuation paid for at the start of the year.

## 12.1 - Monthly Financial Statements --Appendix 3

Infrastructure	.Current Budget	.Actual Cost YTD	
23.24 Raising Thomson River Weirs- Initial Construction	400,000	-	
23/24 Bailey Street Gravel	96,000	-	
23/24 Chlidcare Footpath	105,000	-	
23/24 Concrete Slab For Wtp Generator / Chlorine Area	35,000	-	
23/24 Corella Lane Pave And Seal	125,000	-	
23/24 Electrical Swtichboards Upgrade At Murray Mcmillan Dam	25,000	-	
23/24 Exclusion Fencing Of Town Raw Water Storage (Dams)	30,000	-	
23/24 Isisford- Bimerah Road Gravel Re-Sheet	225,000	-	
23/24 Local Laws Buggy	30,000	-	
23/24 Pave And Seal Turn Around At Ior Fuel Pod (Lrci4)	148,000	-	
23/24 Replacment Of Elevated Reservoir & Stand At Wtp	500,000	-	
23/24 River Reading Arno Crossing	18,000	-	
23/24 Rural Property Signs Upgrade Stage 1 (Lrci4)	100,000	-	
23/24 Rural Road Signs Upgrade (LRCI4)	150,000	-	
23/24 Stip Funded Project	270,000	-	
23/24 Tids Drainage Upgrade Bustard/Crow Land, Bustard Cassowary	50,000	17,896	
23/24 Tids Isisford Rebhab & New Kerb St Mary'S Street	200,000	-	
Dsdilgp Grant 21-22 Isisford Weir Replacement	-	44,463	
FLEET MANAGEMENT- Capital Works Plant & Equipment	2,880,692	390,679	
LGGSP Longreach Sewer Relining	300,000	-	
Lggsp Longreach Water Mains Replacement	700,000	7,408	
Ptiip 23/24 Ilfracombe (East) Bus Stop	33,800	-	
Ptiip 23/24 Ilfracombe (West) Bus Stop	41,400	-	
Ptiip 23/24 Longreach Bus Stop	41,100	-	
R2R 23/24 All Areas Grid Renewal	225,000	606	
R2R 23/24 Bogewong Alroy Road (Replace Concrete Floodway)	75,000	-	
R2R 23/24 Bude Road Gravel Re-Sheet	75,000	-	
R2R 23/24 Crossmoor Road Gravel Re-Sheet	359,688	51,265	
R2R 23/24 Rehabilitate Road To Weed Washdown Facility	95,000	-	
R2R 23/24 Town Street Reseal	450,000	5,950	
Race Horse Training Pool	15,000	-	
Stonehenge River Road- Prep & Reseal 4 Mile Creek	85,000	24,044	
Tids 23/24 Silsoe Road Reseal	100,000	8,460	
Tids 23/24 Stonhenge River Road Reseal	100,000	13,965	
<b>Grand Total</b>	<b>8,083,680</b>	<b>566,959</b>	<b>7%</b>
<b>Communities and Project Management</b>	<b>Current Budget.</b>	<b>Actual Cost YTD.</b>	
22.23 New Executive Housing.	650,000	275,446	
23/24 Apex Park - Instal 2 New Shade Structures Over Existing Chairs	30,000	-	
23/24 Apex Park - New Bar Bench On Water Side Off Main Shed	30,000	-	
23/24 Beersheba Park Shade Structure Lrci4	55,000	-	
23/24 Build New Multipurpose Court (Lrci4)	500,000	1,932	
23/24 Civic Centre Shade Structure	200,000	-	
23/24 Construct New Kitchen And Dining Area At Wave Structure	700,000	-	
23/24 Longreach Swimming Pool Mower	8,000	-	
23/24 Pool Pump Isisford	10,000	-	
23/24 Refit Back Of Library Into Disaster Management Centre	820,000	-	
23/24 Repair Obic Wall (Lrci4)	100,000	-	
23/24 Restump House Jarley Street Yaraka	50,000	-	
23/24 Ses Support Grant - Longreach Ses Flood Boat Shed	96,836	-	
23/24 Squash Courts Upgrade Longreach (sport &rec)	370,000	-	
Longreach Administration Building Air Conditioning Replacement	350,000	7,000	
LRCI P4 Eagle Street Improve Swan Street 23/24	200,000	-	
<b>Grand Total</b>	<b>4,169,836</b>	<b>284,378</b>	<b>7%</b>

## Grant/s Information

(current as of Thursday, 07 September 2023)

### Completed Grants

The below table outlines those Grants that were active as at, or since 01 July 2023, 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
GC2023192	DEPARTMENT OF EDUCATION AND TRAINING	ECEC - Kindy Uplift Program 2023	\$ 3,000	\$ 3,000	\$ -	28/03/2023	31/12/2023
GC2023201	DEPARTMENT OF TRANSPORT & MAIN ROADS	TIDS - CN9182 Wellstot Street RCBC	\$ 33,924	\$ 33,924	\$ -	01/01/2023	30/07/2023
GC2023203	DEPARTMENT OF TRANSPORT & MAIN ROADS	TIDS - 2022/2023 Transport Infrastructure Development Scheme	\$ 200,000	\$ 200,000	\$ -	01/07/2022	30/07/2023
		<b>Total</b>	<b>\$ 236,924</b>	<b>\$ 236,924</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
GC2023208	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	Growing Regions Program - FY24	\$ 4,513,344	\$ -	\$ 4,513,344	05/07/2023	01/08/2023
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
GC2023181	DEPARTMENT OF TRANSPORT & MAIN ROADS	Walking Local Government Grant 2022/2023	\$ 50,000	\$ -	\$ 50,000	30/06/2023	30/06/2024
GC2023200	DEPT OF SENIORS, DISABILITY SERVICES & ABORIGINAL TORRES STRAIT ISLANDER PARTNERSHIP	ILG 202324 - Inirgai Park Signage	\$ 10,000	\$ -	\$ 10,000	04/09/2023	30/06/2024
GC2023194	QUEENSLAND TREASURY	HIF - Teal Street Development 2023	\$ 3,943,970	\$ -	\$ 3,943,970	01/09/2023	30/10/2025
		<b>Total</b>	<b>\$ 8,965,314</b>	<b>\$ -</b>	<b>\$ 8,965,314</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	OCFG - 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-G8XXQB8	\$ 870,000	\$ 750,000	\$ 120,000	01/07/2021	30/06/2024
GC2023184	DEPARTMENT OF EDUCATION AND TRAINING	OKFS_Longreach Kindergarten Service. 01 January 2023 to 31 December 2023	\$ 32,326	\$ 29,100	\$ 3,226	01/01/2023	31/12/2023
GC2023185	DEPARTMENT OF HOUSING & PUBLIC WORKS	MIP1 - Longreach Squash Courts Upgrade	\$ 328,692	\$ 164,346	\$ 164,346	28/06/2023	31/12/2024
GC2020081	DEPARTMENT OF INDUSTRY INNOVATION AND SCIENCE	BBR Round 4 - BBRF IIV000466 - WQLX Transit and Spelling Facility Upgrade	\$ 79,584	\$ 50,666	\$ 28,918	25/08/2020	30/06/2023
GC2019011	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	Roads 2 Recovery 2019/24	\$ 7,177,052	\$ 5,136,317	\$ 2,040,735	30/06/2019	30/06/2024
GC2021142	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 1 LRCI Childcare Playground Replacement	\$ 162,000	\$ 165,448	\$ 26,552	01/01/2021	30/06/2024
GC2022146	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 2 Yarakka Tree Line	\$ 110,000	\$ 91,977	\$ 18,023	01/01/2022	30/06/2024
GC2022147	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 3 Isisford MPC Kiosk Repair	\$ 19,500	\$ 16,304	\$ 3,196	01/01/2022	30/06/2024
GC2022148	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 4 Isisford Park Renovations	\$ 44,500	\$ 37,206	\$ 7,294	01/01/2022	30/06/2024
GC2022149	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 6 ILF Rec Centre Maintenance	\$ 50,000	\$ 41,805	\$ 8,195	01/01/2022	30/06/2024
GC2022150	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 8 LRCI Showgrounds Landscaping	\$ 70,000	\$ 58,527	\$ 11,473	01/01/2022	30/06/2024
GC2022151	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 9 LRCI Showground Audio Upgrade	\$ 50,000	\$ 41,805	\$ 8,195	01/01/2022	30/06/2024
GC2022153	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 11 Painting of LRCI Civic Centre	\$ 70,000	\$ 58,527	\$ 11,473	01/01/2022	30/06/2024
GC2022154	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 12 LRCI Edkins Park Ablution Block	\$ 330,000	\$ 275,993	\$ 54,007	01/01/2022	30/06/2024
GC2022155	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 13 LRCI Eagle St Beautification	\$ 60,000	\$ 50,166	\$ 9,834	01/01/2022	30/06/2024
GC2022156	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 14 LRCI Eagle St Landsborough HWY and Pelican St	\$ 775,000	\$ 647,978	\$ 127,022	01/01/2022	30/06/2024
GC2022157	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 15 Isisford Footpaths	\$ 70,000	\$ 58,527	\$ 11,473	01/01/2022	30/06/2024
GC2022159	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 17 Longreach Footpaths	\$ 98,000	\$ 81,938	\$ 16,062	01/01/2022	30/06/2024
GC2022160	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 16 Isisford Airport Road	\$ 335,000	\$ 280,094	\$ 54,907	01/01/2022	30/06/2024
GC2023187	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 18 Longreach Showgrounds Rodeo Arena Resurfacing	\$ 31,000	\$ 25,919	\$ 5,081	21/03/2023	30/06/2024
GC2023188	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 19 Powerhouse Museum Centenary Garden	\$ 25,000	\$ 20,903	\$ 4,098	21/03/2023	30/06/2024
GC2023189	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 20 Wool Pavillion Concreting	\$ 120,000	\$ 100,332	\$ 19,668	21/03/2023	30/06/2024
GC2023190	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 21 Longreach Library Roof Replacement	\$ 71,350	\$ 59,656	\$ 11,694	21/03/2023	30/06/2024
GC2023213	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.01 Eagle & Swan Street New Crossover & Shelter	\$ 200,000	\$ -	\$ 200,000	17/08/2023	30/06/2024
GC2023215	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.03 Beersheba Park Shade Structure	\$ 55,000	\$ -	\$ 55,000	17/08/2023	30/06/2024
GC2023216	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.04 Yarakka IOR Fuel Turn Around	\$ 148,000	\$ -	\$ 148,000	17/08/2023	30/06/2024
GC2023217	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.05 Ilfracombe Multi-purpose Court	\$ 500,000	\$ -	\$ 500,000	17/08/2023	30/06/2024
GC2023218	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.06 Apex Park High Bar Installation	\$ 30,000	\$ -	\$ 30,000	17/08/2023	30/06/2024
GC2023219	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.07 Apex Park Shade Structure Installation	\$ 30,000	\$ -	\$ 30,000	17/08/2023	30/06/2024
GC2023220	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.08 Ilfracombe Street Number Replacement	\$ 35,000	\$ -	\$ 35,000	17/08/2023	30/06/2024
GC2023221	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.09 Longreach Showgrounds Canteen Repair	\$ 30,000	\$ -	\$ 30,000	17/08/2023	30/06/2024
GC2023222	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.10 Banner Poles (Ilfracombe & Isisford)	\$ 20,000	\$ -	\$ 20,000	17/08/2023	30/06/2024
GC2023223	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.11 Apex Park Beautification	\$ 37,000	\$ -	\$ 37,000	17/08/2023	30/06/2024
GC2023224	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.12 Isisford Bin Cage Replacement	\$ 15,000	\$ -	\$ 15,000	17/08/2023	30/06/2024
GC2023225	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.13 Isisford-Bimerah Gravel Resheet	\$ 225,000	\$ -	\$ 225,000	17/08/2023	30/06/2024
GC2023226	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.14 Rural Road Signage Upgrade	\$ 150,000	\$ -	\$ 150,000	17/08/2023	30/06/2024
GC2023227	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.15 Corella Lane Pave & Seal	\$ 125,000	\$ -	\$ 125,000	17/08/2023	30/06/2024
GC2023228	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P4.16 Bailey Street Upgrade	\$ 96,000	\$ -	\$ 96,000	17/08/2023	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	HVSPP Round 7 - Saleyards Heavy Vehicle Upgrades	\$ 550,770	\$ 220,308	\$ 330,462	29/11/2020	30/06/2023
GC202275	DEPARTMENT OF TRANSPORT & MAIN ROADS	MWPC - CN17474 - 95B Longreach - Jundah Road	\$ 4,540,094	\$ 3,502,198	\$ 1,037,895	30/06/2022	30/06/2023
GC202379	DEPARTMENT OF TRANSPORT & MAIN ROADS	STIP - Our Lady's Primary School - Turn around facility	\$ 230,000	\$ 115,000	\$ 115,000	12/09/2022	30/06/2024
GC2023202	DEPARTMENT OF TRANSPORT & MAIN ROADS	TIDS - CN-2356 2023/2024 Transport Infrastructure Development Scheme	\$ 225,000	\$ -	\$ 225,000	01/07/2023	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
GC202116	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
GC202117	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
GC202386	DEPT OF LOCAL GOVERNMENT & PLANNING	FAGS - Financial Assistance Grants 2023/2024 FY	\$ 12,296,832	\$ 11,848,708	\$ 448,124	30/04/2023	30/06/2024
GC2022169	DEPT. OF STATE DEVELOPMENT	LGGSP 2022/2024 - Water and Sewerage Replacement	\$ 600,000	\$ 163,636	\$ 436,364	01/07/2022	30/06/2024
GC202274	QUEENSLAND FIRE & EMERGENCY SERVICES	SES Support - Driving safely for Longreach	\$ 17,597	\$ -	\$ 17,597	01/07/2023	30/06/2024
GC202276	QUEENSLAND FIRE & EMERGENCY SERVICES	SES Support - Sensor lights for Flood Boat Shed	\$ 3,795	\$ -	\$ 3,795	01/01/2023	30/06/2024
GC202391	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
GC202129	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA NDRRA 2021/2023 - LRC00192021F-REC	\$ 11,547,221	\$ 9,126,718	\$ 2,420,504	12/08/2021	30/06/2024
GC202395	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.00252223, REC (21 April to 12 May 2022 events)	\$ 14,930,610	\$ 4,469,339	\$ 10,461,271	09/05/2023	30/06/2024
GC202397	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.0026222B.WPF - WP3 Flood Studies	\$ 103,500	\$ 310,500	\$ 72,450	31/05/2023	30/06/2024
GC202398	QUEENSLAND RECONSTRUCTION AUTHORITY	GRQ - Get Ready Queensland 2023/24 - LRC00272324A.GQR	\$ 9,700	\$ 8,730	\$ 970	01/07/2023	30/06/2024
GC202322	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.0023222F-REC - Tallundilly Creek Reconstruction	\$ 658,363	\$ 187,665	\$ 470,698	21/08/2023	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>\$ 61,829,847</b>	<b>\$ 40,568,524</b>	<b>\$ 21,261,323</b>		





## 12. FINANCE REPORT

### 12.2 - Quarterly Budget Review

#### 12.2 Quarterly Budget Review

Budget review and proposed adjustments to the budget for the 2024 financial year (FY24).

#### Council Action

Deliver

#### Applicable Legislation

*Local Government Act 2009*

*Local Government Regulation 2012*

#### Policy Considerations

Nil

#### Corporate and Operational Plan Considerations

OUR SERVICES	
Corporate Plan Outcome	
3.2	Sustainable infrastructure and services that represent value for money, are environmentally responsible, and are responsive to community needs.

OUR FINANCES	
Corporate Plan Outcome	
4.1	Improved financial performance and strategic financial management.

#### Budget Considerations

An adjustment to the budget for the 2024 financial year as presented.

#### Previous Council Resolutions related to this Matter

Nil

#### Officer Comment

**Responsible Officer:** *David Wilson, Chief Financial Officer*

#### Background:

The budget for FY24 was adopted by Council on 22 June 2023. Since the adoption, new information has been obtained and assessed to determine their materiality to the budget.

#### Issue:

Since the adoption of the FY24 budget council officers have assessed the impact of the following items and propose a variation to the FY24 budget:

- 1) Upon the near completion of the FY23 financial reports (subject to audit), an adjustment to the opening balances of the budget are proposed. The key differences are the larger opening cash balance due to the timing of the Financial Assistance Grant and the higher asset value due to the valuation increases recorded in June.
- 2) A higher than expected quarterly FAG instalments for FY24.

## **12. FINANCE REPORT**

### **12.2 - Quarterly Budget Review**

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- 3) Carry over budgets from FY23 for two project, the completion of the Longreach-Jundah Road project contracted by Main Roads and the completion of the Isisford water treatment plant project.
- 4) New expenditure to complete the Digital Water Meter Trial. The water meters have been acquired in FY23 and the expenditure is for the installation and trial of the effectiveness of the metres. If trial is successful and digital water meters prove effective, this may result in lower costs to council, ratepayers and more timely responses to water leaks and excessive usage.
- 5) New expenditure to install electronic readers on council's three fuel bowsers to improve reading accuracy and fuel management controls.
- 6) Remove the Disaster Ready funding from the budget after an unsuccessful application.
- 7) New expenditure to replace the fencing around the child care centre to replace damaged components and improve child safety.

#### **Scenarios for the FY24 budget**

The experience at the end of FY23 illustrates how uncertain the timing and amount of the Financial Assistance Grant is for FY24. The budget assumes that a proportion of the FY25 Financial Assistance Grant will again be prepaid and received by council in June 2024. However, if the prepayment is not received, this will have a significant impact on the closing cash balance and financial results for the year. The revised budget illustrates the impact if the prepayment is not received.

Until greater certainty is obtained around the prepayment, council officers recommend that council continues to assess and plan for the risks presented by this issue.

#### **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

Council has robust controls and procedures in place to monitor and treat its financial risks. The budget review items presented do not create any material change to council's risk profile. The key material risk remains the reliance on external grant funding.

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

Nil

#### **Other Comments:**

Nil

#### **Appendices**

1. Sep23 Quarterly Budget Review [↓](#)

#### **Recommendation:**

*That Council approves the variations to the FY24 budget as presented.*

## 12.2 - Quarterly Budget Review --Appendix 1

FY2024 Budget Review											
Statement of financial performance											
	FY24 Budget	Opening	Quarterly	Carry over	Electronic	Remove	Childcare	Adjusted	FAG timing	Adjusted for	
	\$'000	balances	receipts	Jundah Road	readers for fuel	Disaster Ready	fencing	budget	scenario	scenario	
		\$'000	\$'000	MWPC	bowsers	funding	\$'000	\$'000	\$'000	\$'000	
<b>Revenue</b>											
Rates, levies and charges	12,151	-	-	-	-	-	-	12,151	-	12,151	
Fees and charges	2,595	-	-	-	-	-	-	2,595	-	2,595	
Recoverable works income	5,069	-	-	2,270	-	-	-	7,329	-	7,329	
Other revenue	1,104	-	-	-	-	-	-	1,104	-	1,104	
Operating grants, subsidies and contributions	24,218	-	448	-	-	-	-	24,666	(10,900)	13,766	
Capital grants, subsidies and income	5,479	-	-	-	-	(410)	-	5,069	-	5,069	
Profit on sale of assets	640	-	-	-	-	-	-	640	-	640	
<b>Total revenue</b>	<b>51,246</b>		<b>448</b>	<b>2,270</b>		<b>(410)</b>		<b>53,554</b>	<b>(10,900)</b>	<b>42,654</b>	
<b>Expenses</b>											
Employee expenses	17,283	-	-	-	-	-	-	17,283	-	17,283	
Materials and services	24,596	-	-	1,927	-	-	-	26,608	-	26,608	
Finance expenses	650	-	-	-	-	85	-	650	-	650	
Depreciation	8,309	250	-	-	-	-	-	8,559	-	8,559	
<b>Total expenses</b>	<b>50,838</b>	<b>250</b>		<b>1,927</b>		<b>85</b>		<b>53,100</b>		<b>53,100</b>	
<b>Net surplus or (deficit)</b>	<b>408</b>	<b>(250)</b>	<b>448</b>	<b>343</b>	<b>-</b>	<b>(410)</b>	<b>-</b>	<b>454</b>	<b>(10,900)</b>	<b>(10,447)</b>	
FY2024 Budget Review											
Statement of financial position											
	FY24 Budget	Opening	Quarterly	Carry over	Electronic	Remove	Childcare	Adjusted	FAG timing	Adjusted for	
	\$'000	balances	receipts	Jundah Road	readers for fuel	Disaster Ready	fencing	budget	scenario	scenario	
		\$'000	\$'000	MWPC	bowsers	funding	\$'000	\$'000	\$'000	\$'000	
<b>Current assets</b>											
Cash and cash equivalents	20,616	9,367	448	343	(85)	(410)	(85)	30,019	(10,900)	19,119	
Current trade and other receivables	1,490	2,083	-	-	-	-	-	3,573	-	3,573	
Inventories	593	-	-	-	-	-	-	593	-	593	
<b>Non-current assets</b>											
Trade and other receivables	10,433	-	-	-	-	-	-	10,433	-	10,433	
Property, plant and equipment	347,541	24,229	-	-	35	140	85	372,030	-	372,030	
<b>Total assets</b>	<b>380,673</b>	<b>35,679</b>	<b>448</b>	<b>343</b>	<b>-</b>	<b>(410)</b>	<b>-</b>	<b>416,648</b>	<b>(10,900)</b>	<b>405,748</b>	
<b>Current liabilities</b>											
Trade and other payables	2,066	-	-	-	-	-	-	2,066	-	2,066	
Current borrowings	1,357	-	-	-	-	-	-	1,357	-	1,357	
Current provisions	3,252	-	-	-	-	-	-	3,252	-	3,252	
<b>Non-current liabilities</b>											
Borrowings	12,411	-	-	-	-	-	-	12,411	-	12,411	
Provisions	3,833	(1,250)	-	-	-	-	-	2,583	-	2,583	
<b>Total liabilities</b>	<b>22,918</b>	<b>(1,250)</b>						<b>21,668</b>		<b>21,668</b>	
<b>Net community assets</b>	<b>357,755</b>	<b>36,929</b>	<b>448</b>	<b>343</b>	<b>-</b>	<b>(410)</b>	<b>-</b>	<b>394,980</b>	<b>(10,900)</b>	<b>384,080</b>	
<b>Community equity</b>											
Asset revaluation reserve	153,060	24,273	-	-	-	-	-	177,323	-	177,323	
Retained surplus	204,705	12,656	448	343	-	(410)	-	217,657	(10,900)	206,757	
<b>Total community equity</b>	<b>357,755</b>	<b>36,929</b>	<b>448</b>	<b>343</b>	<b>-</b>	<b>(410)</b>	<b>-</b>	<b>394,980</b>	<b>(10,900)</b>	<b>384,080</b>	

## 12. FINANCE REPORT

### 12.3 - Information Report - Finance

#### 12.3 Information Report - Finance

This report provides an update on a range of activities that has occurred during the month of August 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

OUR SERVICES	
Corporate Plan Outcome	
2.1	Sustainable infrastructure and services that represent value for money, are environmentally responsible, and are responsive to community needs.

OUR FINANCES	
Corporate Plan Outcome	
4.1	Improved financial performance and strategic financial management.

OUR LEADERSHIP	
Corporate Plan Outcome	
5.3	Council delivers a positive customer experience in all service areas.

#### Budget Considerations

Nil.

#### 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:

## 12. FINANCE REPORT

### 12.3 - Information Report - Finance

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#### **Innovation and Business Improvement**

During the month of August, the Innovation and Business Improvement Team have commenced the implementation of their operational plan for the 2023/24 financial year.

Detailed planning and investigations were undertaken during the month to improve the overall governance framework of the Team with discussions held with other Councils to understand how their information technology and records teams function. These discussions have led to a policy and standards management solution being identified that will form the basis of the governance platform in Council for the Innovation and Business Improvement Team.

The team have been working closely with the Cyber Security Unit from State Government to identify a series of initiatives aimed at improving the awareness and security within Council and the employees. The series of initiatives aligns with the ICT Strategic Plan which was developed earlier this year.

Council's Senior Innovation Officer presented at the Telstra 'Business Optimised Customer Roadshow' to discuss challenges and the unique implementation of new technologies into Council's network to create a more secure and reliable infrastructure that has created a platform to launch Council's future innovations whilst reducing operational costs.



Michael Ballard, Senior Innovation Officer presenting at Telstra Roadshow

A significant amount of work was undertaken with the corporate applications during August to align users, departments and security following the organisational re-structure. There were many other 'business as usual' activities during the month including assisting staff re-locate workstations, development of a records management procedures, disposal of records past their retention period and attending demonstrations of fleet and asset management systems.

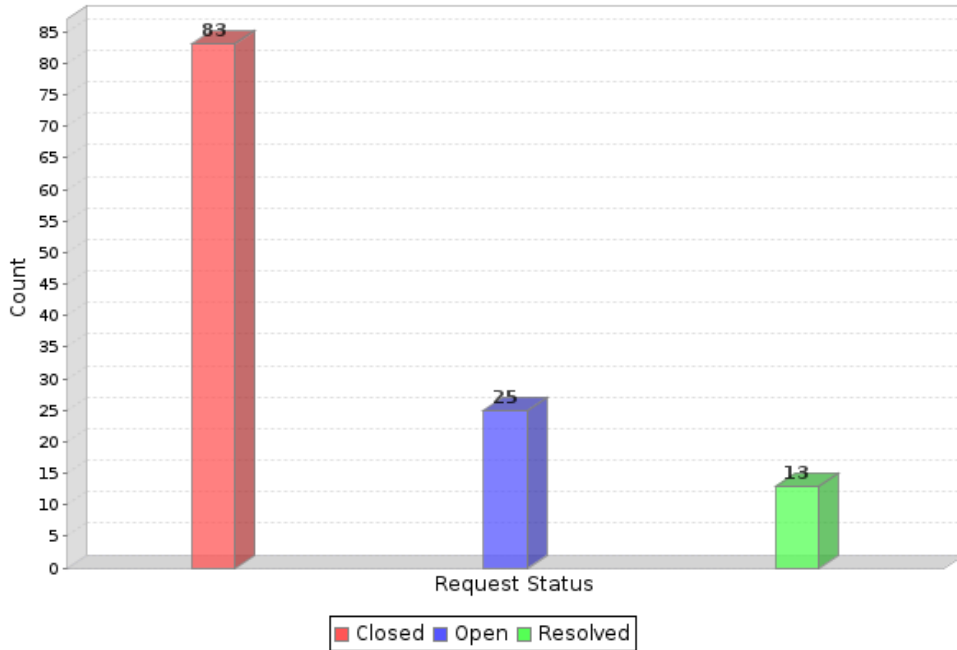
Overall August has been a busy month for the team with 96 requests completed in the helpdesk system:



## 12. FINANCE REPORT

### 12.3 - Information Report - Finance

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#### **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 is the Apex Park as more visitors to the region are utilising the service available, closely followed by the Longreach Library. The busiest area in terms of people connected using the Wi-Fi network was Prices Plus followed closely by the Merino Bakery. The Wi-Fi network had an average of 297 users per day with 1,604 unique people over this period, for a total use of 1.36TB of data.

Its key to note, this activity is happening without any formal advertising of the service. The team is working on a proposal in consultation with the Acting Manager of Community Facilities for signage to be installed at the various locations promoting the service. See sample signage below:

**12. FINANCE REPORT**  
**12.3 - Information Report - Finance**



**Clients per day**



**Top devices**

Name	Model	# Clients	Usage	% Usage
Apex Park	MR74	397	412.93 GB	29.74%
Library Entrance	MR36	605	298.08 GB	21.47%
Library Meeting Room	MR33	314	267.38 GB	19.26%
Prices Plus	MR33	1189	139.32 GB	10.03%
Merino Bakery	MR33	1187	86.04 GB	6.20%
Kinnon	MR33	883	80.46 GB	5.80%
Vinnies	MR33	1059	68 GB	4.90%
Mercury Business Supplies	MR33	726	20.54 GB	1.48%
VIC AP	MR33	883	15.72 GB	1.13%

## 12. FINANCE REPORT

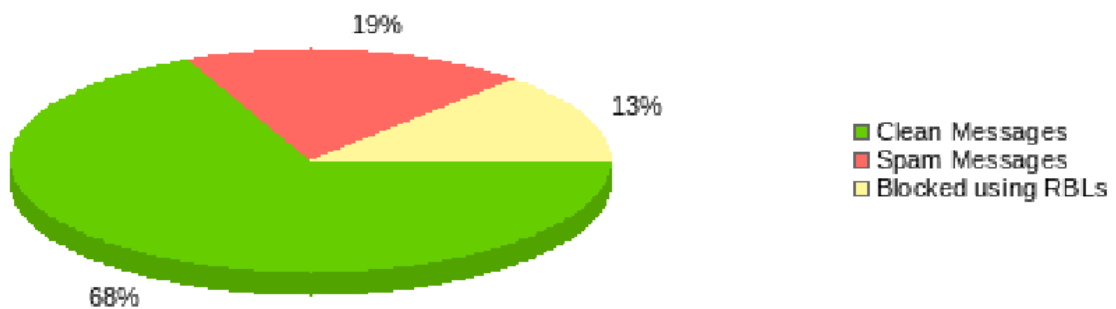
### 12.3 - Information Report - Finance

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#### Email Protection

IBI (Innovation and Business improvement) have included a small snapshot of the email protection system and how many emails it's filtering and blocking. This report is from the last 30 days only, it does indicate just how many emails are coming in and being blocked in the system each month. For the last 30 days, there were 30,607 incoming emails, 20,930 were clean, 9,677 were blocked in the last month.

	Mail Type	Count
1.	Clean Messages	20930
2.	Spam Messages	5743
3.	Blocked using RBLs	3916
4.	SPF Fail	8
5.	Viruses	4
6.	Geoblocked	4
7.	Banned Attachments	2



RBL – Remote Block List (active spammers)

SPF – Sender Policy Framework (email pretending to be from another domain)

**12. FINANCE REPORT**  
**12.3 - Information Report - Finance**

**Procurement**

<b>Purchasing Thresholds for Purchase Orders YTD</b>			
<b>Order Value</b>	<b>Amount</b>	<b>Order Value</b>	<b>Value Invoiced</b>
<b>\$100 Under</b>	62	\$ 3,385.80	\$ 2,160.52
<b>\$101-\$5,000</b>	390	\$ 347,602.31	\$ 228,831.27
<b>\$5,001 - Under \$15,000</b>	98	\$ 662,902.09	\$ 495,992.22
<b>\$15,001 - under \$200,000</b>	50	\$ 2,309,455.41	\$ 1,023,849.34
<b>\$200,000 or more</b>	13	\$ 8,335,257.22	\$ 7,114.80
<b>Total</b>	583	\$ 11,658,602.83	\$ 1,757,948.15

The table above shows the number of payments made by purchasing threshold outlined in the procurement policy for 2023/24 financial year and the total amount spent in each threshold.

**2023/2024**

**Contracts Awarded July- August 2023**

<b>VP Number Request Name</b>	<b>Supplier</b>	<b>Value of Contract Exc. GST</b>	<b>Purpose</b>
<b>VP357768 &amp; LRC282023 Disaster Recovery Funding Arrangement (DRFA) 2023- 2024 Dry Hire Multi Tyre Roller</b>	Hastings Deering (Australia) Limited	\$123,114.00	Plant
	Sherrin Rentals Pty Ltd	\$177,480.00	
	Flexihire Pty Ltd	\$285,452.20	
<b>VP357742 &amp; LRC262023 - Disaster Recovery Funding Arrangement (DRFA) 2023- 2024 Labourers Roller Operations</b>	Rayner's Crane & Plant Hire	\$770,000.00	Labour Hire
	Moore Civil & Plant Hire Pty Ltd	\$382,800.00	

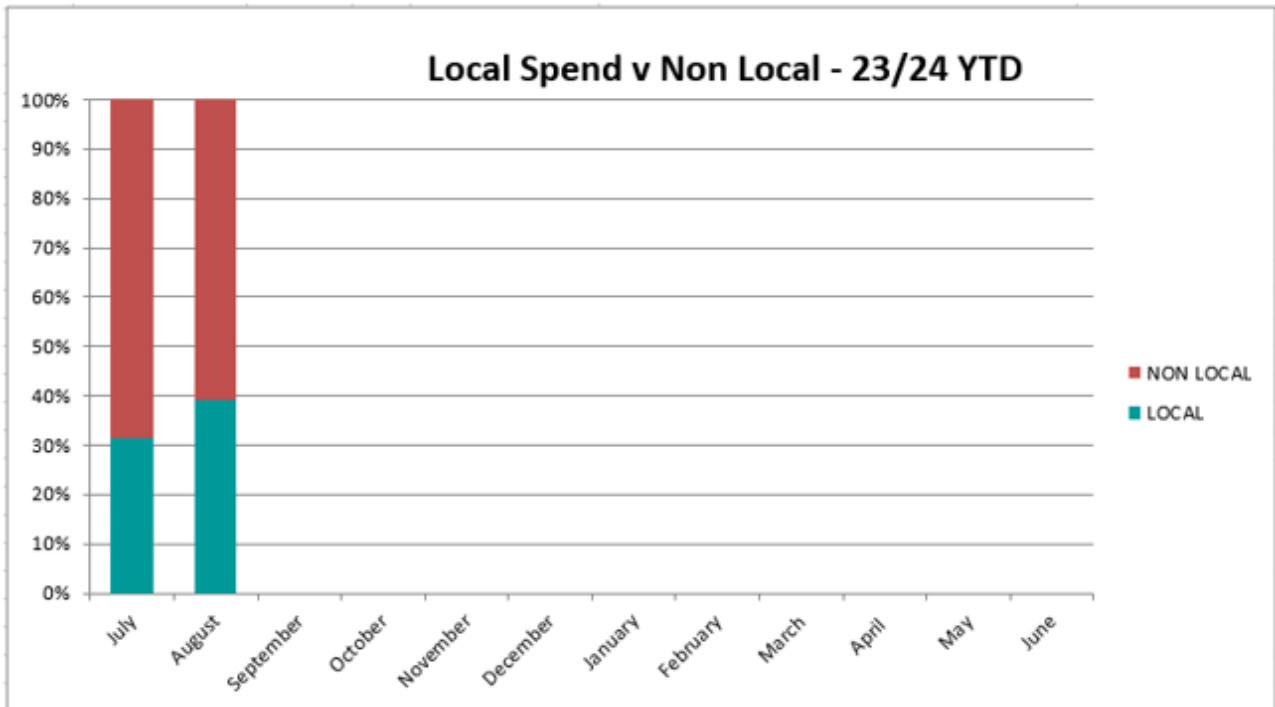
**12. FINANCE REPORT**  
**12.3 - Information Report - Finance**

<b>VPVP357760 &amp; LRC272023 - Disaster Recovery Funding Arrangement (DRFA) 2023-2024 Dry Hire Graders</b>	Hastings Deering Australia Ltd	\$623,700.00	Plant Hire
<b>VP357995 &amp; LRC302023- Disaster Recovery Funding Arrangement (DRFA) 2023-2024 Wet Hire Grader Crews</b>	Oma Contracting	\$946,000.00	Wet Plant Hire
	Moore Civil & Plant Hire Pty Ltd	\$946,000.00	
<b>VP357998 &amp; LRC312023- Disaster Recovery Funding Arrangement (DRFA) 2023-2024 Water Tankers Wet Hire</b>	G & D Ballard Investments Pty Ltd	\$316,800.00	Wet Plant Hire
	Moore Civil & Plant Hire Pty Ltd	\$330,000.00	
	Rayner's Crane & Plant Hire Pty Ltd	\$1,540,000.00	
	Longreach Transport Co Pty Ltd	\$308,000.00	
<b>VP357777 &amp; LRC292023 - Disaster Recovery Funding Arrangement (DRFA) 2023-2024 Inspector / Coordinator</b>	George Bourne and Associates	\$429,594.00	Inspector/Coordinator
<b>Longreach Waste Disposal Facility</b>	Proterra Group Pty Ltd	\$553,872.40 / year (4 year Contract)	Waste Management

**12. FINANCE REPORT**  
**12.3 - Information Report - Finance**

**Suppliers with expenditure >\$200,00 YTD 23/24**

Creditor Name	Sum of Invoice Amount	Purpose
RAYNERS CRANE HIRE PTY LTD AS TTE	\$749,623.94	Plant and Labour
LGM ASSETS	\$523,712.89	Insurance
TROPIC PETROLEUM	\$309,300.52	Fuel and Lubricants
CHAMPION CONTRACTING PTY LTD	\$304,350.00	Quarry Supplies
WESTERN QUEENSLAND LIVESTOCK EXCHANGE PTY LTD	\$299,710.43	Saleyards
SOPHARR PTY LTD T/A KENT CONSTRUCTIONS	\$275,445.88	Construction
MOORE CIVIL & PLANT HIRE PTY LTD	\$240,724.99	Plant and Labour



The graph outlined above depicts the spend year to date for 2023/2024 financial year, broken down by local v non local expenditure.

The definition of a 'local' in the finance system to generate this report was any businesses that have an address of Longreach, Ilfracombe, Isisford or Yaraka compared to other businesses in the finance system.

**12. FINANCE REPORT**  
**12.3 - Information Report - Finance**

**Current Quotes and Tenders**

The below table outlines the current quotes and tenders that have either been finalised during this period or that are currently yet to be awarded.

<b>APRIL</b>				
Tender/Quote	How many it was sent to	How it was sent	How many responded	Was it awarded locally?
LRC222023 – Register of Pre-Qualified Suppliers – Quarry Products	Public Tender	QTender	2	Not yet awarded
LRC232023 – Register of Pre-Qualified Suppliers - Wet and Dry Hire	Public Tender	QTender	17	Not yet awarded
LRC242023 – Register of Pre-Qualified Suppliers – Trades and Services	Public Tender	QTender	16	Not yet awarded
LRC252023 – Register of Pre-Qualified Suppliers - Supplies	Public Tender	QTender	17	Not yet awarded
<b>JUNE</b>				
VP364978 – Supply and Delivery Reinforced Concrete Box Culverts	3	Vendor Panel	3	Yes
<b>JULY</b>				
VP371320 – Supply Pre-Coated Aggregate (X Bin)	6	Vendor Panel Pre Qual	1	Yes
VP371212 – Supply, Cart, Heat and Spray Bitumen	49	Vendor Panel Local Buy Panel	4	No
<b>AUGUST</b>				
LRC132023 – Supply and Delivery of Meat Substrate	5	RFQ Email	4	Not Yet Awarded
LRC142023 – Supply and Installation of SES Shed at 14 Miner Road, Longreach Qld	7	RFQ Email	0	Not Yet Awarded

## 12. FINANCE REPORT

### 12.3 - Information Report - Finance

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#### Future Requests for Quote and Tenders

REQUEST	QUOTE/TENDER
Murray McMillan Dam Electrical Switchboard Upgrade – Ilfracombe	TENDER
Supply Fire and First Aid Services	TENDER

#### Asset Management

At present in Asset Management space we have been busy carrying out asset inspections, tendering for a new asset management software program and a stand-alone fleet management system. Both projects are in their final stages with appointments of the preferred companies to be announced soon. Once selected, work will begin on uploading data into the systems and bed down their implementation. These systems will improve council's proactive asset maintenance and upgrade programs and form the basis for updated asset management plans.

In the coming months a full report will be completed on our water & sewerage networks with condition reports completed. Tendering of these works is wrapping up over the next couple of weeks.

With the above in mind we are undertaking a desktop review on how we can better utilise our sewerage treatment plant on how we can use this to reduce the demand on our domestic water supply. Recycled water can be used on roads, irrigation, concrete processing. All this will then allow us to produce a Grant application allowing for a working plan to be created by an industry leader.

#### Future works & projects

- Longreach Shire Chambers – Air Conditioning upgrade
- Stocktake of all plant & equipment
- Road Network - assets Inspection and condition reports
- Grid Network - assets Inspection and condition reports
- Stormwater works – Priority 2 works costing for budget consideration 24/25

#### 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.



**12. FINANCE REPORT**  
**12.3 - Information Report - Finance**

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**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

***Recommendation:***

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

**13. COMMUNITIES REPORT**  
**13.1 - Community Donations - Longreach Churches Together**

**13. COMMUNITIES REPORT**

**13.1 Community Donations - Longreach Churches Together**

Consideration of a Community Donations application received in September 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**

OUR COMMUNITY	
Corporate Plan Outcome	
1.1	Council infrastructure and services support liveability and community amenity.
1.2	Council recognises cultural heritage and supports inclusion of all peoples.
1.3	The region's natural environment is managed, maintained and protected.

**Budget Considerations**

\$112,000.00 has been committed and allocated to Community Donations YTD.

Category	Total Budget	Budget Committed (not yet paid)	Budget Remaining	Budget required to meet Community Donations (including individuals) for September 2023	Budget remaining for future applications
Community Donations	\$112,000.00	\$0.00	\$77,244.14	\$8,610.50	\$68,633.64

### 13. COMMUNITIES REPORT

#### 13.1 - Community Donations - Longreach Churches Together

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

(Res-2022-10-001)

Moved Cr Nunn seconded Cr Bignell

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. 11.07:

Organisation / Name	Event/Activity	Grant Requested	Grant Approved	Conditions of approval/Payment
Congregation of CWQ UCA Longreach on behalf of Longreach Churches Together	Longreach Churches Together Community Carols 2022	Financial \$3,665.00	Financial \$3,665.00	Nil
		Total \$3,665.00	Total \$3,665.00	
		TOTAL \$3,665.00	TOTAL \$3,665.00	

##### Officer Comment

**Responsible Officer:** Abby Lewis - Community Development Coordinator

**Authorised by:** Karen Stillwell, Director of Communities

##### Background:

Longreach Regional Council Community Donations program:

- o Enhances the community's resilience, wellbeing, sustainability and liveability
- o Contributes to vibrant and engaged communities
- o Provides community organisations with financial support to meet identified community need and provides benefit to the broader Longreach region communities
- o 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.

**13. COMMUNITIES REPORT**  
**13.1 - Community Donations - Longreach Churches Together**

---

**Issue:**

**Longreach Churches Together**

Community Carols 2023	
<i>Has the Community group applied for funds in the past?</i>	Yes
<i>Has the Community Group applied for funds within the 23/24 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>	No

Each year Longreach Churches Together hold their annual Community Christmas Carols in Edkins Park in Longreach. The evening consists of Christmas Carols and telling the foundational story of Christmas. This is a free event for the whole community where both local families and visitors bring their picnic blanket to the park and enjoy a night under the stars. This event attracts between 100-200 guests each year with number increasing.

The total grant recommended of \$2,210.50 financial will go towards the hire of tables, chairs and a stage from Longreach Event Hire, as well as sound from Bunter’s Audio and Lighting and printing of carol booklets from Mercury Business Supplies.

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 Churches Together Community Carols 2023 to the value of 100%. All supporting documentation was supplied with their application.

<i>Grant Requested</i>	<i>Grant Recommended</i>
<i>Financial \$2,210.50</i>	<i>Financial \$2,210.50</i>
<i>Total \$2,210.50</i>	<i>Total \$2,210.50</i>

**Appendices**

1. Longreach Churches Together.pdf [↓](#)

**13. COMMUNITIES REPORT**  
**13.1 - Community Donations - Longreach Churches Together**

---

**Recommendation:**

*That Council endorses the following allocation of funds from the Community Donations Program in accordance with the Community Donations Policy No. 11.06;*

<i>Organisation/ Name</i>	<i>Event/Activity</i>	<i>Grant Requested</i>	<i>Grant Approved</i>
<i>Longreach Churches Together</i>	<i>Community Carols 2023</i>	<i>Financial \$2,210.50</i>	<i>Financial \$2,210.50</i>
		<i>TOTAL \$2,210.50</i>	<i>TOTAL \$2,210.50</i>



# APPLICATION FORM

## CONTACT INFORMATION

Name: (Group or Organisation)	Longreach Churches Together
ABN if applicable	
Contact Person's Name:	Steven Ballin
Postal Address:	45 Quail St, Longreach, 4730
Telephone:	(07) 4658 3865
Mobile:	0412218020
Email:	steve@longreachbaptist.com

## EVENT DETAILS

Event Name:	Longreach Churches Together Community Carols 2023
Event Date:	03/12/2023
Description of what Council funds will be used for:  No more than approx 200 words.	Churches of Longreach will work together to present an evening of Christmas Carols, telling the foundational story of Christmas. The event will be open to the whole community. Funds will be used to hire equipment, sound system, print carol booklets, purchase candles/lights for people to use to read the carol booklets and advertise the event.
Financial Amount Requested:	\$ 2,210.50
In-kind Support Requested:	\$



**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
	\$	Sound (Grant Bunter)	\$ 850	✓
	\$	Carols Booklets (MBS)	\$ 288	✓
	\$	Event Hire (LEH)	\$ 1072.5	✓
	\$	Toches	\$ 113.35	
	\$	Advertising (4LG)	\$ 352	
	\$	Advertising (Longreach Leader)	\$ 702.6	
<b>TOTAL</b>	\$	<b>TOTAL</b>	\$ 3378.4	
Comments or other details:				

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
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	



### ELIGIBILITY ASSESSMENT

Explain how your event demonstrates strong community or individual benefit, or need of support.

Christmas is a key event in the Christian calendar. There is a strong Christian community in Longreach who wish to celebrate Christmas together as community, and with community. By coming together to celebrate we build community. The Christian message is by nature community orientated.

Explain how your event will contribute to the Longreach Regional Council community ( eg Economic Development, Tourism, Liveability, wellbeing etc.)

Community Christmas Carols have long been a part of this community's DNA. They enhance the community's, wellbeing, by reminding us that not everything is about money and the commercialization of Christmas. By bringing people together to celebrate we contribute to a more vibrant and engaged 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

Provide a brief explanation of what type of attendants your event will attract (eg visitors from other towns, key community groups)

Residents of Longreach and surrounds of all ages.  
It will be a family event.  
Free event  
Visitors will also be welcome.

How do you intend to acknowledge Council's support (if approved) at the event or within the project or activity?

Council logos will be displayed, and the LRC sponsorship acknowledged on posters, carols booklets and advertising.  
It will also be announced during the event.

Have you sought funding through other avenues for your project/activity (grants, corporate sponsorship, fundraising, etc)?

Yes:  No:

If YES, please provide details?





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>Steven Ballin</b> Digitally signed by Steven Ballin Date: 2023.08.29 10:41:21 +10'00'
Date:	29/08/23
Name in full:	Steven Ballin
Community Group/ Organisation:	Longreach Churches Together
Position in Group or Organisation: (if applicable)	Treasurer

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**

## 13. COMMUNITIES REPORT

### 13.2 - Community Donations - Longreach Bowls Club Inc

#### 13.2 Community Donations - Longreach Bowls Club Inc

Consideration of a Community Donations application received in September 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

OUR COMMUNITY	
	Corporate Plan Outcome
1.1	Council infrastructure and services support liveability and community amenity.
1.2	Council recognises cultural heritage and supports inclusion of all peoples.
1.3	The region's natural environment is managed, maintained and protected.

#### Budget Considerations

\$112,000.00 has been committed and allocated to Community Donations YTD.

Category	Total Budget	Budget Committed (not yet paid)	Budget Remaining	Budget required to meet Community Donations (including individuals) for September 2023	Budget remaining for future applications
Community Donations	\$112,000.00	\$0.00	\$77,244.14	\$8,610.50	\$68,633.64

## 13. COMMUNITIES REPORT

### 13.2 - Community Donations - Longreach Bowls Club Inc

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

*Res-2019-10-263)*

*Moved Cr Martin seconded Cr Smith*

*That Council:*

- 1. Approves the request for Sponsorship received from the Longreach Bowls Club Inc. for the amount of \$2,500 (financial) for the 2019 Longreach Open Fours Carnival;*
- 2. Nominates Cr Emslie to open the carnival and officially welcome participants on behalf of Council.*

#### **Officer Comment**

**Responsible Officer:** *Abby Lewis - Community Development Coordinator*

**Authorised by:** *Karyn Stillwell, Director of Communities*

#### **Background:**

Longreach Regional Council Community Donations program:

- o Enhances the community's resilience, wellbeing, sustainability and liveability
- o Contributes to vibrant and engaged communities
- o Provides community organisations with financial support to meet identified community need and provides benefit to the broader Longreach region communities
- o 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.

**13. COMMUNITIES REPORT**  
**13.2 - Community Donations - Longreach Bowls Club Inc**

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Issue:

**Longreach Bowls Club**

Electrical Upgrade	
<i>Has the Community group applied for funds in the past?</i>	Yes
<i>Has the Community Group applied for funds within the 23/24 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>	No

The Longreach Bowls Club are seeking funds to upgrade their switchboard and supply power to their shed. Recently the lights on the green were updated, and the next steps are to ensure the switchboard is upgraded and power is supplied to the shed. The club committee are wanting to hold more evening events, such as bare foot bowls as well as their competitions they hold over the weekends. Barefoot bowls was once a weekly event, but hasn't been for a number of years which is disappointing as the participant and member numbers have decreased.

The total grant recommended of \$5,000.00 financial will go towards the switchboard upgrade and power to the shed by local electrician's.

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 Bowls Club to the value of 100%. All supporting documentation was supplied with their application.

<i>Grant Requested</i>	<i>Grant Recommended</i>
<i>Financial \$6,895.00</i>	<i>Financial \$5,000.00</i>
<i>Total \$6,895.00</i>	<i>Total \$5,000.00</i>

**Appendices**

1. [Bowls Club Application Form.pdf](#) ↓

### 13. COMMUNITIES REPORT

#### 13.2 - Community Donations - Longreach Bowls 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;*

<i>Organisation/ Name</i>	<i>Event/Activity</i>	<i>Grant Requested</i>	<i>Grant Approved</i>
<i>Longreach Bowls Club</i>	<i>Electrical Upgrade</i>	<i>Financial \$6,895.00</i>	<i>Financial \$5,000.00</i>
		<i>TOTAL \$6,895.00</i>	<i>TOTAL \$5,000.00</i>

# APPLICATION FORM



## CONTACT INFORMATION

Name: (Group or Organisation)	Longreach Bowls Club Inc
ABN if applicable	25 023 410 163
Contact Person's Name:	Gail Butt
Postal Address:	PO BOX 226 Longreach Qld 4730
Telephone:	4658 1186
Mobile:	0428713625
Email:	longreachbowlsclub@bigpond.com

## EVENT DETAILS

Event Name:	LED Floodlighting - Switchboard Upgrade and Relocation
Event Date:	August 2023
Description of what Council funds will be used for:  No more than approx 200 words.	Funding would help assist us with the expense of upgrading our flood light towers for the green - only 2 of the 4 are working and need to be upgraded to enable us to use the facilities at night. The Longreach Bowls Club is installing of a new switch board as it is urgently required, due to its age and almost non compliance to safety standards. This is something that should have happened many years ago, but was never addressed. There is also a long list of other electrical issues that need fixing: Power points, inside lighting and some emergency exit lighting is no longer working. The current committee is wanting to ensure the safety of our patrons and visitors that attend our club and have made this matter high priority.
Financial Amount Requested:	\$ 6,895.00
In-kind Support Requested:	\$

13.2 - Community Donations - Longreach Bowls Club Inc --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
	\$	LED Flood Lighting 380W Lumen	\$ 13101.	
	\$	Rhino 389 Glare Shield	\$ 1260.C	
	\$	Switchover upgrade & relocation materials	\$ 4860.C	✓
	\$	Power to Shed	\$ 2035.C	✓
	\$	Labour	\$ 17820	
	\$		\$	
<b>TOTAL</b>	\$	<b>TOTAL</b>	\$ 42983.	
Comments or other details:				
No fundraising has taken place for this expense as we were looking into applying for a grant via Ergon Energy - we were waiting on tradesman to get back to us with quotes but sadly we missed out on this due to not receiving quotes in time.				

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
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	



### ELIGIBILITY ASSESSMENT

Explain how your event demonstrates strong community or individual benefit, or need of support.

By upgrading the flood lighting our club would be able to hold evening events, such as Bare Foot Bowls. This was a community event that was held weekly for a number of years, but we have been unable to do this due to our lighting and switch board situation. This is something that the club is wanting to bring back to the community and visitors.

Explain how your event will contribute to the Longreach Regional Council community ( eg Economic Development, Tourism, Liveability, wellbeing etc.)

Bowling is a great social event for everyone, young and old. Not only for fitness but for everyones mental health. We are wanting to run bare foot bowls competitions and also bare foot bowls fundraisers for other not for profit organisations such as the Royal Flying Doctors.

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)

Having the flood lighting upgraded will enable players / competitors and visitors alike to come and use the facilities. We hold a number of different events through out the year that attract people from all over Australia.

How do you intend to acknowledge Council's support (if approved) at the event or within the project or activity?

Support from the council would be acknowledge through our social media page, events and displaying acknowledgement throughout our club.

Have you sought funding through other avenues for your project/activity (grants, corporate sponsorship, fundraising, etc)?

Yes:  No:

If YES, please provide details?



## 13.2 - Community Donations - Longreach Bowls Club Inc --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	
Date:	
Name in full:	Gail Olivia Butt
Community Group/ Organisation:	Longreach Bowls Club Inc
Position in Group or Organisation: (if applicable)	Treasurer

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**

**13. COMMUNITIES REPORT**  
**13.3 - Sponsorship - Longreach Scout Group**

**13.3 Sponsorship - Longreach Scout Group**

Consideration for Sponsorship application received for the month of September, in accordance with Council’s Sponsorship Policy No. 11.07.

**Council Action**

Advocate  
 Deliver

**Applicable Legislation**

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

**Policy Considerations**

Sponsorship 11.07

**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 2024.

**Budget Considerations**

Total budget for Sponsorship for 2023/24 is \$50,000.00

Category	Budget	Approved Funding YTD	Budget required to meet Sponsorship for September 2023	Budget Remaining
Sponsorship	\$50,000.00	\$3,613.00	\$15,000.00	\$31,387.00

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officer:** Abby Lewis, Community Development Coordinator  
**Authorised by:** Karyn Stillwell, Director of Communities

The Longreach Scout Group are seeking funds to help erect a purpose built ‘Avenue of Honour’ facility to commemorate the service and sacrifices of our Scouting community and Longreach Veterans who served in the Australian Military. The plan is to create a unique historical attraction to benefit and grow the Region’s education and tourism industries. QR codes will be generated with links to Longreach stories of service and

**13. COMMUNITIES REPORT**  
**13.3 - Sponsorship - Longreach Scout Group**

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sacrifice to existing Australian stories narrated along the Central West Heritage Trail. The Longreach Scout Group are celebrating 110 years of Scouting in Longreach. To celebrate, the Longreach Scout Group are wanting to complete the 'Avenue of Honour' project.

The total grant of \$15,000.00 financial will go towards the cost of building the 'Avenue of Honour', commemorative artistic imagery and plaques.

The application was reviewed by a panel and scored against the criteria of the Longreach Regional Council's Sponsorship Assessment Guidelines. All supporting documentation was provided with the application. Other avenues of financial support have been sought and a detailed budget was provided. The applicants will deliver a short presentation at the Council Briefing showcasing their proposed project.

<i>Grant Requested</i>	<i>Grant Recommended</i>
<i>Financial \$15,000.00</i>	<i>Financial \$TBD</i>
<i>Total \$15,000.00</i>	<i>Total \$TBD</i>

**Recommendation:**

*That Council considers the allocation of funds from the **2023/2024 Sponsorship budget** as contained in the following table, in accordance with the Sponsorship Policy No 11.07:*

<i>Organisation</i>	<i>Event/Project Activity</i>	<i>Event Date</i>	<i>Grant Approved</i>
<i>Longreach Scout Group</i>	<i>Longreach Defence Veteran's and Scout's Avenue of Honour</i>	<i>September 2023</i>	<i>Financial \$TBD</i>  <i>Total \$</i>
		<i>TOTAL</i>	<i>\$</i>

**13. COMMUNITIES REPORT**  
**13.4 - Community Donations - Individuals**

**13.4 Community Donations - Individuals**

Considerations of applications received for the month of September 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**

OUR COMMUNITY	
Corporate Plan Outcome	
1.1	Council infrastructure and services support liveability and community amenity.
1.2	Council recognises cultural heritage and supports inclusion of all peoples.
1.3	The region's natural environment is managed, maintained and protected.

**Budget Considerations**

\$112,000.00 has been committed and allocated to Community Donations YTD.

Category	Total Budget	Budget Committed (not yet paid)	Budget Remaining	Budget required to meet Community Donations (including Community Groups)	Budget remaining for future applications
Community Donations	\$112,000.00	\$0.00	\$77,244.14	\$8,610.50	\$68,633.64

**Previous Council Resolutions related to this Matter**

Monthly resolutions

**Officer Comment**

**Responsible Officer:** Abby Lewis, Community Development Coordinator

**Approved by:** Karyn Stillwell, Director of Communities

**Background:**

Longreach Regional Council Individual Donations Program received four applications for the month of September 2023.

**13. COMMUNITIES REPORT**  
**13.4 - Community Donations - Individuals**

---

1. Erika Holland has been selected into the North West Track and Field Team. Erika will travel to Brisbane from 10-11 October 2023.

<b>Erika Holland</b>	
<i>Has the recipient applied for funds in the past?</i>	Yes
<i>Has the recipient applied for funds within the 23/24 Financial Year?</i>	No
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Erika Holland</i> \$350.00	<i>Erika Holland</i> \$350.00

2. Jackarra Jones has been selected into the North West Track and Field Team. Jackarra will travel to Brisbane from 12-15 October 2023.

<b>Jackarra Jones</b>	
<i>Has the recipient applied for funds in the past?</i>	Yes
<i>Has the recipient applied for funds within the 23/24 Financial Year?</i>	No
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Jackarra Jones</i> \$350.00	<i>Jackarra Jones</i> \$350.00

3. Jozette Jones has been selected into the North West Track and Field Team. Jozette will travel to Brisbane from 12-15 October 2023

<b>Jozette Jones</b>	
<i>Has the recipient applied for funds in the past?</i>	Yes
<i>Has the recipient applied for funds within the 23/24 Financial Year?</i>	No
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Jozette Jones</i> \$350.00	<i>Jozette Jones</i> \$350.00

**13. COMMUNITIES REPORT**  
**13.4 - Community Donations - Individuals**

4. Charlii Baird has been selected to represent the North Queensland 11-12 years' girls Rugby League Team. Charlii will travel to Townsville on 14-17 September 2023.

<b>Charlii Baird</b>	
<i>Has the recipient applied for funds in the past?</i>	Yes
<i>Has the recipient applied for funds within the 23/24 Financial Year?</i>	No
<i>Does the recipient have any outstanding acquittals?</i>	No

<b>Grant Requested</b>	<b>Grant Recommended</b>
<i>Charlii Baird</i> \$350.00	<i>Charlii Baird</i> \$350.00

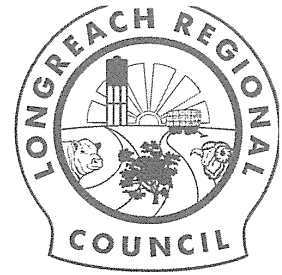
**Appendices**

1. Mayoral Donation Application - Charlii Baird.pdf [↓](#)
2. Erika Holland - Mayoral Donations Application.pdf [↓](#)
3. Jackarra Jones - Mayoral Donation Application.pdf [↓](#)
4. Jackarra Jones - Mayoral Donation Application.pdf [↓](#)

**Recommendation:**

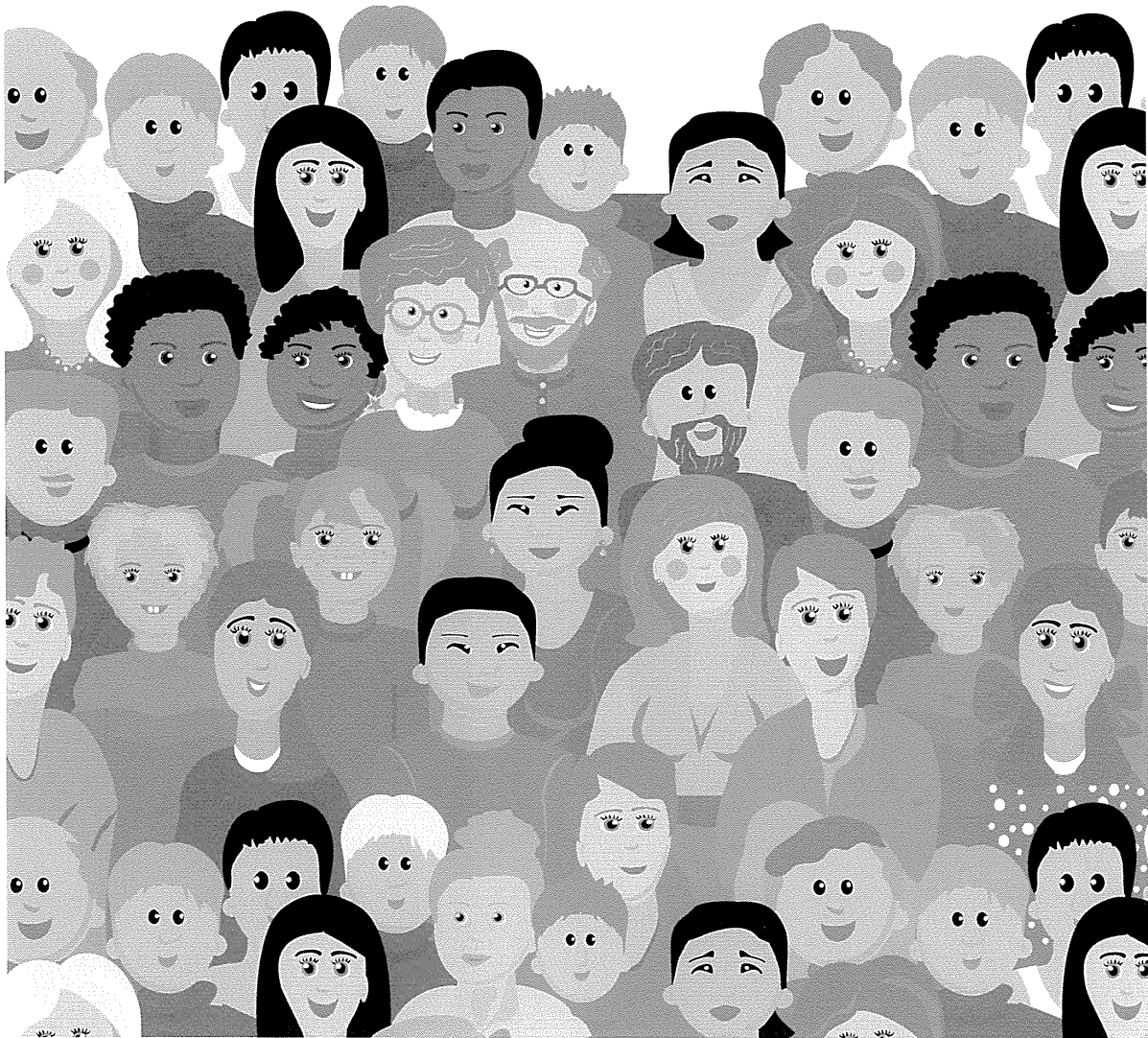
*That Council endorses the allocation of funds from the Community Donations Program, in accordance with the Community Donations Policy No. 11.6, as follows:*

<b>Organisation/ Individual</b>	<b>Event/Project Activity</b>	<b>Event Date</b>	<b>Grant Approved</b>
<i>Erika Holland</i>	<i>North West Track and Field</i>	<i>10-11 October 2023</i>	<i>\$350.00</i>
<i>Jackarra Jones</i>	<i>North West Track and Field</i>	<i>12-15 October 2023</i>	<i>\$350.00</i>
<i>Jozette Jones</i>	<i>North West Track and Field</i>	<i>12-15 October 2023</i>	<i>\$350.00</i>
<i>Charlii Baird</i>	<i>North Queensland Rugby League</i>	<i>14-17 September 2023</i>	<i>\$350.00</i>
		<b>TOTAL</b>	<b>\$1,400.00</b>



APPLICATION PACK

# Mayoral Donation





### MAYORAL DONATIONS OBJECTIVES

The aim of this program is to support and encourage Individual Community members, Organisations and or Clubs to pursue achievements in their chosen area of expertise; this may include, but is not limited to significant sports and recreation, arts, cultural and academic endeavours.

### ELIGIBILITY

In order to submit an application under the Mayoral Donation Program, the applicant must be:

- ▶ A permanent resident of the Longreach Regional Council area, or
- ▶ A community organisation or club that is a not-for profit incorporated organisation located within the Longreach Regional Council area, or
- ▶ A group or individual representing the region by performing, competing or presenting at district, state national or international competitions, conferences or events, and
- ▶ Have met acquittal conditions for previous council funding.

### INELIGIBLE APPLICATIONS

The following entities and applications are ineligible to apply under the Mayoral Donation's program and will not be considered for funding:

- ▶ Government agencies or departments of local, state or federal government
- ▶ Educational, Religious or Medical Organisations
- ▶ Businesses
- ▶ Coaches, team managers, trainers and support crew.
- ▶ Applications which fund:
  - Wages or salaries for staff
  - Recurrent costs with day to day operations of a community group
  - Equipment or other expenditure that are personal or of personal gain
  - Part of or all of Council rates
  - Items that would otherwise be funded by State or Government bodies
  - Applications whereby Council funds will be donated to another cause (e.g charity events).

### LODGEMENT OF APPLICATIONS AND CUT OFF DATE

Applications are to be made using the Mayoral Donations Application Form and must include relevant supporting 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.

Applications must be received by COB on first Tuesday of each month to be considered in that month.

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

All applications will be assessed against eligibility and assessment criteria as stated in this Policy and the Program Guidelines.

- ▶ Applicants must demonstrate benefit or need for the project or activity.
- ▶ Where funding is provided to an individual, the recipient should reside permanently within the boundaries of the Longreach Regional Council.
- ▶ Council will fund retrospective applications to cover costs already incurred, if appropriate justification and evidence can be provided.
- ▶ Applicants must not have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Program Policy and Guidelines.
- ▶ Activities and projects will not be funded from multiple Council funding Programs.

### DONATION LIMITS

- ▶ Amounts of up to \$350 will be available for individuals selected to represent the area of Longreach Regional Council at competition or event level within Queensland.
- ▶ Amounts of up to \$500 will be available for individuals selected to represent Queensland in a national competition or event; or who have won at a state level and are competing in a national competition.
- ▶ Amounts of up to \$1,000 will be available for individuals selected to represent Australia at an international competition or event level.
- ▶ Amounts of up to \$2,000 will be available for not for profit community organisations for small amounts of assistance or emergent activities or projects to be awarded in accordance with this Policy and Guidelines.

### SUPPORTING DOCUMENTATION

Individuals and Community Groups are required to submit the relevant supporting documentation with the application, for example:

- ▶ Evidence of selection or representation of sporting team or cultural arts activity.
- ▶ Receipts or bookings for travel, registration, uniforms, etc.

\*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 Mayoral Donations section on (07) 4658 4111 or via email to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au)

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.

### **ACQUITTAL**

Approved applications will be required to complete and return the Longreach Regional Council acquittal form within 60 days of the nominated event date. The acquittal form must be accompanied with proof of payment of invoices and supporting documentation.

## APPLICATION FORM



Name: (Individual/Group/Organisation)	Charlii Baird
Contact person's name:	Melissa Baird
Postal address:	PO Box 69 Longreach QLD 4730
Telephone:	0419244330
Mobile:	
Email:	cliff.baird@bigpond.com

## PROJECT/ACTIVITY DETAILS:

Project name:	Charlii Baird - North Queensland 11-12 years Girls Rugby League State Trials								
Project date:	14-17 September 2023								
Brief description of project:	Charlii has been selected to represent Longreach as part of the North Queensland 11-12 years girls Rugby League Team. Charlii was selected in the girls North West Team but there was not enough girls so she trialled for the North Queensland Team in Townsville and made the team. She has participating in the State Trials on 14-17 September 2023 in Townsville.								
Cash amount requested:	\$ 350.00								
Please provide a budget breakdown.	<table> <tr> <td>Travel:</td> <td>\$ 500</td> </tr> <tr> <td>Accommodation:</td> <td>\$ 1000</td> </tr> <tr> <td>Registration fees:</td> <td>\$ 250.00</td> </tr> <tr> <td>Other expenses:</td> <td>\$ 250.00</td> </tr> </table>	Travel:	\$ 500	Accommodation:	\$ 1000	Registration fees:	\$ 250.00	Other expenses:	\$ 250.00
Travel:	\$ 500								
Accommodation:	\$ 1000								
Registration fees:	\$ 250.00								
Other expenses:	\$ 250.00								



**ELIGIBILITY ASSESSMENT:**

1. Is your project or activity based within the Longreach Regional Council Area or do you reside permanently within the boundaries of Longreach Regional Council.

Yes       No

2. 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

If yes, please provide details?

**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.

Signature: Note: If you are under the age of 18, your legal guardian must also sign this application	
Date:	05.09.2023
Name in Full:	Melissa Baird
Business/Community/ Organisation Group	
Position in Group or Organisation: (if applicable)	



## APPLICATION CHECKLIST

- All parts of the application are completed.
- Evidence of selection or representation of sporting team or cultural arts activity (i.e. Principal Approval Form)
- A copy of the organisations most recent bank statement is attached (if applicable)

## Privacy Collection Notice

Longreach Regional Council is collecting your name, residential address and telephone number in accordance with the Local Government Act 2009 in order to process your application. The information will only be accessed by employees and/or Councillors for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

**SUBMIT**



# APPLICATION FORM

Name: (Individual/Group/Organisation)	Erika Holland
Contact person's name:	Bronwyn Holland
Postal address:	43 Eagle Street Longreach QLD 4730
Telephone:	0448 685 083
Mobile:	0448 685 083
Email:	bron.holland79@yahoo.com.au

## PROJECT/ACTIVITY DETAILS:

Project name:	North West Track and Field Team going to QLD State's in Brisbane
Project date:	10th and 11th October 2023
Brief description of project:	Erika has been selected into the north West Track and Field team going to Nathan Area in Brisbane to compete on Tuesday 10th and Wednesday 11th October 2023, for the 100meters and long Jump events for 12year old girls.
Cash amount requested:	\$ 350.00
Please provide a budget breakdown.	Travel: \$ 800.00 Accommodation: \$ 1300.00 Registration fees: \$ 385.58 Other expenses: \$ 100.00 uniforms.



**ELIGIBILITY ASSESSMENT:**

1. Is your project or activity based within the Longreach Regional Council Area or do you reside permanently within the boundaries of Longreach Regional Council.

Yes       No

2. 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

If yes, please provide details?

**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.

<p><b>Signature:</b> Note: If you are under the age of 18, your legal guardian must also sign this application</p>	
Date:	/09/2023
Name in Full:	Bronwyn Holland
Business/Community/ Organisation Group	Mother to Erika Holland
Position in Group or Organisation: (if applicable)	



## APPLICATION CHECKLIST

- All parts of the application are completed.
- Evidence of selection or representation of sporting team or cultural arts activity (i.e. Principal Approval Form)
- A copy of the organisations most recent bank statement is attached (if applicable)

## Privacy Collection Notice

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**SUBMIT**





## NORTH WEST SCHOOL SPORT

PO Box 343  
10357 Landsborough Highway  
LONGREACH Qld 4730



Phone: (07) 4652 6607 | Fax: (07) 4652 6629 | Mobile: 0428 188 790  
Email: [linda.ashburn@qed.qld.gov.au](mailto:linda.ashburn@qed.qld.gov.au)  
[www.northwestschoolsport.eq.edu.au](http://www.northwestschoolsport.eq.edu.au)

Dear Parent/Guardian,

Your child has been invited to join the North Western 10 - 12yrs Track & Field Team that will compete in the Queensland School Sport 10 – 12yrs Track & Field State Championships in Brisbane from 10 – 11 October 2023 (competition dates).

### INABILITY TO PARTICIPATE:

Please contact your Team Manager **IMMEDIATELY** if you are NOT AVAILABLE for the Championships.

#### TO ACCEPT THIS INVITATION, YOU MUST

- attend team training when required
- adhere to the COVID protocols as per the current Government guidelines
- arrange your own private travel to the State Championships. Contact the Regional School Sports Officer if you require assistance with travel.
- return ALL FORMS TO THE RSSO & TEAM MANAGER **BY THE REQUIRED DATE**
- attend for the **full duration of the championships** (unless alternative arrangements approved)
- **PAY YOUR TEAM LEVY BY THE DUE DATE**

**FAILURE TO CARRY OUT ANY OF THE ABOVE WILL SEE YOUR INVITATION TO JOIN THE TEAM WITHDRAWN**

### CHAMPIONSHIP VENUE:

The Queensland School Sport State Championship venue is the Queensland Sport & Athletics Centre (QSAC) – Kessels Road, Nathan, Brisbane

### TEAM OFFICIALS:

<b>Coach:</b>	<b>John Palmer</b>	<b>Manager:</b>	<b>Peta Geiger</b>
School:	Longreach Community Personal	School:	Windorah SS
Email:	<a href="mailto:palmbp@bigpond.net.au">palmbp@bigpond.net.au</a>	Email:	<a href="mailto:pmaso16@eq.edu.au">pmaso16@eq.edu.au</a>
Phone:	0407 654 343	Phone:	07 4656 3128

### TRAVEL ARRANGEMENTS:

The team will travel independently. No group travel is co-ordinated.

### STUDENT ACCOMMODATION:

No accommodation will be provided for members of this team. All team members are to make private accommodation arrangements. Many accommodation options are available in Brisbane – follow the link to the [Visit Brisbane](#) website

### OFFICIALS ACCOMMODATION:

Team Officials will be accommodated at TBC for the duration of the Queensland School Sport State Championships

### TEAM TRAINING:

Students are required to continue their own training in their home centre with their coach. No team training is co-ordinated.

**Bron Holland**

---

**From:** Bron Holland <bron.holland79@yahoo.com.au>  
**Sent:** Monday, September 04, 2023 9:07 AM  
**To:** Bron Holland  
**Subject:** [EXTERNAL] Fw: NW 10-12yrs Track & Field Team

[Sent from Yahoo Mail on Android](#)

----- Forwarded message -----

**From:** "ASHBURN, Linda" <Linda.ASHBURN@qed.qld.gov.au>  
**To:** "Bron Holland" <bron.holland79@yahoo.com.au>  
**Cc:** "GEIGER, Peta" <pmaso16@eq.edu.au>  
**Sent:** Mon, 4 Sept 2023 at 8:33  
**Subject:** RE: NW 10-12yrs Track & Field Team

Thanks Bron.

Erika will compete in the 100m and Long Jump.

Thanks

## Linda Ashburn

**Regional School Sport Officer**

North Western Region

Central Queensland Region / Longreach Office

Department of Education

P: 07 4652 6607 | F: 07 4652 6629 M: 0428 188 790

E: [linda.ashburn@qed.qld.gov.au](mailto:linda.ashburn@qed.qld.gov.au)

10357 Landsborough Highway | Longreach QLD 4730

PO Box 343 | Longreach QLD 4730



# APPLICATION FORM

Name: (Individual/Group/Organisation)	Jackarra Jones
Contact person's name:	Jocebn Jones
Postal address:	P.O. Box 118 Longreach, QLD, 4780
Telephone:	0427 758 190
Mobile:	
Email:	jocebnjones01@bigpond.com

## PROJECT/ACTIVITY DETAILS:

Project name:	NW Track & Field Team.
Project date:	11 <sup>th</sup> - 15 <sup>th</sup> October 2023
Brief description of project:	Travel to Brisbane to represent NW Track & Field Team.
Cash amount requested:	\$ 350.00
Please provide a budget breakdown.	Travel: \$ Accommodation: \$1500.00 Registration fees: \$ 401.62 Other expenses: \$



**ELIGIBILITY ASSESSMENT:**

1. Is your project or activity based within the Longreach Regional Council Area or do you reside permanently within the boundaries of Longreach Regional Council.

Yes  No

2. 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?

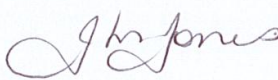
Yes  No

If yes, please provide details?

**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.

<p><b>Signature:</b> Note: If you are under the age of 18, your legal guardian must also sign this application</p>	
Date:	04 / 09 / 2023
Name in Full:	Jocelyn Jones
Business/Community/ Organisation Group	
Position in Group or Organisation: (if applicable)	



### APPLICATION CHECKLIST

- All parts of the application are completed.
- Evidence of selection or representation of sporting team or cultural arts activity (i.e. Principal Approval Form)
- A copy of the organisations most recent bank statement is attached (if applicable)

### Privacy Collection Notice

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**SUBMIT**



### North Western School Sport

#### PRINCIPAL'S APPROVAL FORM

(Student Bona-fide)

I hereby certify that Jackarra Jones, who has been invited to be a member of the North Western Region School Sport 13 -19 years Track & Field Team to compete in the Queensland School Sport Championships to be held in Brisbane from 12 – 15 October 2023, is enrolled as a student at this school. I further declare that the school has confidence that the student can abide by the Queensland School Sport Code of Conduct & NWSSB Conditions for Participation, and I have no hesitation in recommending the student as one who merits selection in the team.

I hereby consent to the student's participation in the team.

The student's date of birth is: 15/03/2006

I confirm that approval permitting publication of the student's name, image and school has been received from the parent/caregiver. **YES or NO**  
(please circle)

I confirm that have spoken to the student/family about their selection and am confident they can meet the team invitation conditions. **YES or NO**  
(please circle)

Principal's Signature: [Signature]

School: Longreach State High

Date: 4/9/23

Please return to-

North West School Sport  
c/ Linda Ashburn  
Email – [linda.ashburn@ged.qld.gov.au](mailto:linda.ashburn@ged.qld.gov.au)  
[ksteh2@eq.edu.au](mailto:ksteh2@eq.edu.au)



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Email: [linda.ashburn@qed.qld.gov.au](mailto:linda.ashburn@qed.qld.gov.au)

[www.northwestschoolsport.eq.edu.au](http://www.northwestschoolsport.eq.edu.au)

Dear Parent/Guardian,

Your child has been invited to join the North Western 13 - 19yrs Track & Field Team that will compete in the Queensland School Sport 13 - 19yrs Track & Field State Championships in Brisbane from 12 - 15 October 2023 (competition dates).

### INABILITY TO PARTICIPATE:

Please contact your Team Manager **IMMEDIATELY** if you are **NOT AVAILABLE** for the Championships.

#### TO ACCEPT THIS INVITATION, YOU MUST

- attend team training when required
- adhere to the COVID protocols as per the current Government guidelines
- arrange your own private travel to the State Championships. Contact the Regional School Sports Officer if you require assistance with travel.
- return **ALL FORMS TO THE RSSO & TEAM MANAGER BY THE REQUIRED DATE**
- attend for the **full duration of the championships** (unless alternative arrangements approved)
- **PAY YOUR TEAM LEVY BY THE DUE DATE**

**FAILURE TO CARRY OUT ANY OF THE ABOVE WILL SEE YOUR INVITATION TO JOIN THE TEAM WITHDRAWN**

### CHAMPIONSHIP VENUE:

The Queensland School Sport State Championship venue is the **Queensland Sport & Athletics Centre (QSAC) - Kessels Road, Nathan, Brisbane**

### TEAM OFFICIALS:

Manager: Kym Hilton  
School: Sunset SS  
Email: [ksteh2@eq.edu.au](mailto:ksteh2@eq.edu.au)  
Phone: 07 4437 3444

### TRAVEL ARRANGEMENTS:

The team will travel independently. No group travel is co-ordinated.

### STUDENT ACCOMMODATION:

No accommodation will be provided for members of this team. All team members are to make private accommodation arrangements. Many accommodation options are available in Brisbane - follow the link to the [Visit Brisbane](#) website

### OFFICIALS ACCOMMODATION:

Team Officials will be accommodated at TBC for the duration of the Queensland School Sport State Championships

### TEAM TRAINING:

Students are required to continue their own training in their home centre with their coach. No team training is co-ordinated.

# APPLICATION FORM



Name: (Individual/Group/Organisation)	Jozette Jones
Contact person's name:	Jocelyn Jones
Postal address:	PO Box 118 Longreach
Telephone:	0427 758 190
Mobile:	
Email:	jocelyn.jones01@bigpond.com

## PROJECT/ACTIVITY DETAILS:

Project name:	Track and Field Team
Project date:	12 - 15 October 23
Brief description of project:	Travel to Brisbane to represent NW track + field team.
Cash amount requested:	\$ 350
Please provide a budget breakdown.	Travel: \$ Accommodation: \$1,500 Registration fees: \$401.60 Other expenses: \$





**ELIGIBILITY ASSESSMENT:**

1. Is your project or activity based within the Longreach Regional Council Area or do you reside permanently within the boundaries of Longreach Regional Council.

Yes  No

2. 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

If yes, please provide details?

**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.

<p><b>Signature:</b> Note: If you are under the age of 18, your legal guardian must also sign this application</p>	
Date:	04/09/23
Name in Full:	Jocelyn Jones.
Business/Community/ Organisation Group	
Position in Group or Organisation: (if applicable)	



### APPLICATION CHECKLIST

- All parts of the application are completed.
- Evidence of selection or representation of sporting team or cultural arts activity (i.e. Principal Approval Form)
- A copy of the organisations most recent bank statement is attached (if applicable)

### Privacy Collection Notice

Longreach Regional Council is collecting your name, residential address and telephone number in accordance with the Local Government Act 2009 in order to process your application. The information will only be accessed by employees and/or Councillors for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

**SUBMIT**



### North Western School Sport

#### PRINCIPAL'S APPROVAL FORM

(Student Bona-fide)

I hereby certify that Jozette Jones, who has been invited to be a member of the North Western Region School Sport 13 -19 years Track & Field Team to compete in the Queensland School Sport Championships to be held in Brisbane from 12 – 15 October 2023, is enrolled as a student at this school. I further declare that the school has confidence that the student can abide by the Queensland School Sport Code of Conduct & NWSSB Conditions for Participation, and I have no hesitation in recommending the student as one who merits selection in the team.

I hereby consent to the student's participation in the team.

The student's date of birth is: 01 / 03 / 2007

I confirm that approval permitting publication of the student's name, image and school has been received from the parent/caregiver. **YES or NO**  
(please circle)

I confirm that have spoken to the student/family about their selection and am confident they can meet the team invitation conditions. **YES or NO**  
(please circle)

Principal's Signature: [Signature]

School: Longreach State High

Date: 4/9/23

Please return to-

North West School Sport  
c/ Linda Ashburn  
Email – [linda.ashburn@ged.qld.gov.au](mailto:linda.ashburn@ged.qld.gov.au)  
[ksteh2@eq.edu.au](mailto:ksteh2@eq.edu.au)



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[www.northwestschoolsport.eq.edu.au](http://www.northwestschoolsport.eq.edu.au)

Dear Parent/Guardian,

Your child has been invited to join the North Western 13 - 19yrs Track & Field Team that will compete in the Queensland School Sport 13 – 19yrs Track & Field State Championships in Brisbane from 12 – 15 October 2023 (competition dates).

### INABILITY TO PARTICIPATE:

Please contact your Team Manager **IMMEDIATELY** if you are **NOT AVAILABLE** for the Championships.

#### TO ACCEPT THIS INVITATION, YOU MUST

- attend team training when required
- adhere to the COVID protocols as per the current Government guidelines
- arrange your own private travel to the State Championships. Contact the Regional School Sports Officer if you require assistance with travel.
- return ALL FORMS TO THE RSSO & TEAM MANAGER **BY THE REQUIRED DATE**
- attend for the **full duration of the championships** (unless alternative arrangements approved)
- **PAY YOUR TEAM LEVY BY THE DUE DATE**

**FAILURE TO CARRY OUT ANY OF THE ABOVE WILL SEE YOUR INVITATION TO JOIN THE TEAM WITHDRAWN**

### CHAMPIONSHIP VENUE:

The Queensland School Sport State Championship venue is the Queensland Sport & Athletics Centre (QSAC) – Kessels Road, Nathan, Brisbane

### TEAM OFFICIALS:

Manager: Kym Hilton  
School: Sunset SS  
Email: [ksteh2@eq.edu.au](mailto:ksteh2@eq.edu.au)  
Phone: 07 4437 3444

### TRAVEL ARRANGEMENTS:

The team will travel independently. No group travel is co-ordinated.

### STUDENT ACCOMMODATION:

No accommodation will be provided for members of this team. All team members are to make private accommodation arrangements. Many accommodation options are available in Brisbane – follow the link to the [Visit Brisbane](#) website

### OFFICIALS ACCOMMODATION:

Team Officials will be accommodated at TBC for the duration of the Queensland School Sport State Championships

### TEAM TRAINING:

Students are required to continue their own training in their home centre with their coach. No team training is co-ordinated.

## 13. COMMUNITIES REPORT

### 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe

#### 13.5 Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe

Consideration of a development application lodged with Council on 25 July 2023 by Murray & Associates (Qld) Pty Ltd on behalf of Longreach Regional Council for a Development Permit for Reconfiguring a Lot at 22 - 24 Flinders St, Ilfracombe, formally described as Lot 801 on I4173.

Description:	Reconfiguring a Lot
Development:	Development Permit
Applicant:	Longreach Regional Council C/ - Murray & Associates
Owner:	Longreach Regional Council
Current Use of Land:	Residential
Address:	22 - 24 Flinders St, Ilfracombe Qld 4727
Real Property Description:	Lot 801 on I4173
Applicable Planning Scheme:	<i>Longreach Regional Council Planning Scheme 2015 (v2.1)</i>
Zone:	Township
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.

#### **Appendices**

1. DA2324-001 - Decision Report for Council Meeting 21 September 2023.docx [↓](#)

#### **Recommendation:**

That Council approves the development application for a Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 22-24 Flinders Street, Ilfracombe, formally described as Lot 801 on I4173, subject to the following conditions:

#### **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 developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the

## 13. COMMUNITIES REPORT

### 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe

community, it must be repaired immediately.

1.4 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

1.5 All conditions, works, or requirements of this development approval must be undertaken and completed prior to the sealing of the survey plan for the Reconfiguring a Lot, unless otherwise stated.

#### 2.0 APPROVED PLAN

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

Plan/Document Name	Plan/Document Number	Revision	Date
Proposal Plan of Lots 1 and 2 Cancelling Lot 80114173	23085	1	25/07/2023

2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans, the conditions of approval must 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 (where required);
- (b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council (where required);  
and
- (c) All outstanding rates and charges relating to the site have been paid.

#### 4.0 ASSET MANAGEMENT

4.1 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. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained

### 13. COMMUNITIES REPORT

#### 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe

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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.

2. 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.
3. 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").
4. This approval is issued under the *Planning Act 2016* and does not include an assessment against the *Building Act 1975*. Alterations may be required to existing buildings to ensure compliance with the building assessment provisions. The developer should seek advice from a suitably qualified person before proceeding with the development.

**13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe --  
Appendix 1**

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<b>DECISION REPORT FOR GENERAL COUNCIL MEETING 21 SEPTEMBER 2023</b>	<b>TO</b>
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**DEVELOPMENT APPLICATION - DA23/24-001 - LONGREACH REGIONAL  
COUNCIL C/- MURRAY & ASSOCIATES - 22-24 FLINDERS STREET, ILFRACOMBE**

**EXECUTIVE SUMMARY**

The Applicant, Longreach Regional Council C/- Murray & Associates, has submitted a development application seeking a Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 22-24 Flinders Street, Ilfracombe, formally described as Lot 801 on I4173 (the subject site).

The proposal involves splitting the lot equally to create two (2) lots. Each proposed lot will have an area of 1,012m<sup>2</sup>. Each lot will contain an existing dwelling and associated outbuildings. Proposed lot 1 will maintain access from Flinders Street and proposed lot 2 will maintain access from Wellshot Street. Both lots will maintain their existing services.

Under the *Longreach Regional Planning Scheme 2015* (the Planning Scheme), the subject site is located in the Township Zone and is not affected by overlays.

Reconfiguring a Lot in the Township zone is subject to code assessment. A 'code assessable' development application does not require public notification (i.e. is not subject to third-party appeal rights) and is assessed against a limited set of assessment benchmarks (i.e. criteria) under the Planning Scheme – to the extent the development complies or can be conditioned to comply with the assessment benchmarks, it must be approved.

Based on an assessment of the proposal in accordance with the *Planning Act 2016* for applications requiring code assessment, this decision report recommends approval of the development application, subject to the conditions stated herein.

**RECOMMENDATION**

THAT Longreach Regional Council approves the development application for a Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 22-24 Flinders Street, Ilfracombe, formally described as Lot 801 on I4173, subject to the following conditions:

**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



## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

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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 developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.
- 1.4 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- 1.5 All conditions, works, or requirements of this development approval must be undertaken and completed prior to the sealing of the survey plan for the Reconfiguring a Lot, unless otherwise stated.

### 2.0 APPROVED PLAN

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

Plan/Document Name	Plan/Document Number	Revision	Date
Proposal Plan of Lots 1 and 2 Cancelling Lot 801 I4173	23085	1	25/07/2023

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans, the conditions of approval must 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 (where required);
  - (b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council (where required); and
  - (c) All outstanding rates and charges relating to the site have been paid.

### 4.0 ASSET MANAGEMENT

- 4.1 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

## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

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1. 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.
  2. 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.
  3. 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").
  4. This approval is issued under the *Planning Act 2016* and does not include an assessment against the *Building Act 1975*. Alterations may be required to existing buildings to ensure compliance with the building assessment provisions. The developer should seek advice from a suitably qualified person before proceeding with the development.
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## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

### 1.0 OVERVIEW

TABLE 1 - OVERVIEW	
<b>PROPERTY DETAILS</b>	
<b>Site address</b>	22-24 Flinders Street, Ilfracombe
<b>RPD</b>	Lot 801 on I4173
<b>Site Area</b>	2,024m <sup>2</sup>
<b>Landowner</b>	Longreach Regional Council
<b>Existing use of land</b>	Residential (two dwellings)
<b>APPLICATION DETAILS</b>	
<b>Application No.</b>	DA23/24-001
<b>Applicant</b>	Longreach Regional Council C/- Murray & Associates
<b>Application description</b>	Development Application for a Development Permit for Reconfiguring a Lot (1 lot into 2 lots)
<b>Decision Due date</b>	6 October 2023
<b>Proposal</b>	Subdivision to reconfigure common boundary
<b>STATUTORY PLANNING DETAILS</b>	
<b>State Planning Policy</b>	<i>State Planning Policy (July 2017)</i>
<b>Mapped SPP matters</b>	Nil
<b>Regional Plan</b>	Central West Regional Plan (September 2009)
<b>CWRP Designation</b>	Community Activity Centre (Ilfracombe)
<b>Planning Scheme</b>	<i>Longreach Regional Planning Scheme 2015 (v2.1)</i>
<b>Zone</b>	Township Zone
<b>Overlays</b>	Nil
<b>Category of Assessment</b>	Code Assessment

### 1.0 PROPOSAL BACKGROUND

Application lodged	18 August 2023
Application properly made	18 August 2023
Decision due date under the <i>Planning Act 2016</i>	6 October 2023

### 2.0 SITE AND SURROUNDS DESCRIPTION

The subject site is 22-24 Flinders Street, Ilfracombe and formally described as Lot 801 on I4173 (**see Figure 1**). The subject site has an area of 2,024m<sup>2</sup> and includes a frontage Flinders Street and Wellshot Street.

The site currently contains two dwelling houses with ancillary outbuildings.

The surrounding locality is characterised by residential properties on varying lot sizes.

## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1



Figure 1 – Subject site and locality (Queensland Government DAMS)

### 3.0 DESCRIPTION OF PROPOSAL

The proposal involves splitting the lot equally to create two (2) lots. Each proposed lot will have an area of 1,012m<sup>2</sup> (see Figure 2).

Each lot will contain an existing dwelling and associated outbuildings. Proposed lot 1 will maintain access from Flinders Street and proposed lot 2 will maintain access from Wellshot Street. Both lots will maintain their existing services.

## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1



Figure 2 – Proposed reconfiguration (Applicant supplied)

The reconfiguration of a lot plan recommended for approval is included in **Attachment A**.

### 4.0 PLANNING ASSESSMENT

In accordance with Section 45(3) of the *Planning Act 2016* ('the Planning Act'), Code Assessment is an assessment that must be carried out –

- (a) *against the assessment benchmarks in a categorising instrument for the development;*  
*and*
- (b) *having regard to any matters prescribed by regulation for this paragraph.*

In this instance, under Section 45(3)(a) of the Planning Act, the categorising instrument for the development is the *Longreach Regional Planning Scheme 2015 (Version 2.1)* (the Planning Scheme) under which the applicable assessment benchmarks are the following codes:

- Township Zone Code
- Reconfiguring a Lot Code
- Landscape Code
- Works Code.

## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

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The *Planning Regulation 2017* (sections 29-31) prescribes additional assessment benchmarks and other general assessment matters, which are addressed as follows:

### The Central West Regional Plan

The regional plan is identified as being appropriately integrated in the Planning Scheme and therefore does not require further assessment. The assessment of the proposal against the Planning Scheme in section 4.1 below also functions as an assessment of the Regional Plan.

### The State Planning Policy

The Planning Scheme reflects an older version of the SPP from July 2014. The current version of the SPP is from July 2017. As listed in Table 1 at the start of this report (overview of planning details), there were no mapped assessment benchmarks. No further consideration has been given to the SPP.

### The Local Government Infrastructure Plan

There are no assessment benchmarks that are directly applicable to the development or subject site.

### Schedules 9 and 10 of the Planning Regulation

The planning application did not trigger assessable development or State agency referral under Schedule 10.

### Common material

All material about the application that Council has received since lodgement has been considered in this report.

The following sections consider the above assessment benchmarks and matters to the extent relevant to the application.

## **4.1 LONGREACH REGIONAL PLANNING SCHEME 2015**

### **4.1.1 Reconfiguring a Lot**

Under the Planning Act 2016, the definition of Reconfiguring a Lot is as follows:

- a. **Creating lots by subdividing another lot;** or
- b. Amalgamating 2 or more lots;
- c. Rearranging the boundaries of a lot by registering a plan of subdivision under the Land Act or Land Title Act; or
- d. Dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is:
  - i. A lease for a term, including renewal options, not exceeding 10 years; or
  - ii. An agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or
- e. Creating an easement giving access to a lot from a constructed road.

### **Assessment of Codes**

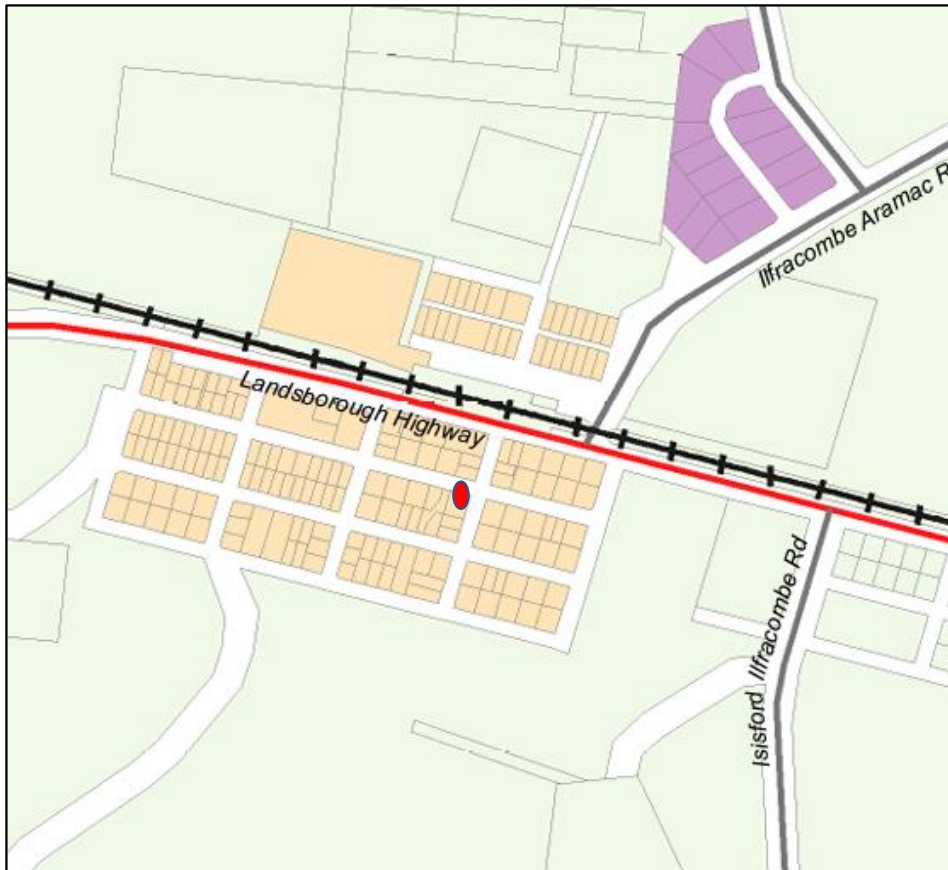
The following sections provide an assessment of the proposed development against the relevant assessment benchmarks.

## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

In summary, this planning assessment has demonstrated the proposed development complies with the relevant assessment benchmarks of the Planning Scheme.

### **Township Zone Code**

The site is in the Township Zone, as shown in red on the Zone Map for Ilfracombe in **Figure 3**.



**Figure 3** – Zone Map (Source: LRC Planning Scheme 2015)

The proposed development complies, or can otherwise be conditioned to comply, with the Performance Outcomes and, where applicable, the Acceptable Outcomes, of the Township Zone Code as the reconfiguration of lots will result in the creation of lots that are of an adequate size to support existing residential uses.

### **Reconfiguring a Lot Code**

The proposed development complies, or can otherwise be conditioned to comply, with the Performance Outcomes and, where applicable, the Acceptable Outcomes, of the Reconfiguring a Lot Code, in particular:

- The reconfiguration will create lots that complement the local character and are capable of accommodating the existing dwelling houses and ancillary outbuildings

## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

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- There are no minimum lot size requirements in the Township zone, however it is noted that the lot sizes will be exactly the same size as the lots directly south of the land
- The reconfiguration of lots will not result in the creation of hatchet or battle-axe blocks, each lot will maintain access from a primary street
- The proposal does not result in the creation of a new lot in an area containing matters of state environmental significance
- The proposal does not result in the creation of a new lot within a bushfire hazard area.

### **Landscape Code**

The purpose of the landscape code is to ensure landscaping in both the private and public domains is designed and constructed to a high standard, provides a strong contribution to the Longreach outback identity, provides amenity appropriate to physical location and social values, and is responsive to the local character, site and climatic conditions and suits the long-term needs of the community.

The proposed development is for the reconfiguration of a lot only and does not result in any physical works and landscaping is therefore considered unreasonable. Given the nature of the development, further consideration of the Landscape Code is considered unnecessary.

### **Works Code**

The proposed development complies, or can otherwise be conditioned to comply, with the Performance Outcomes and, where applicable, the Acceptable Outcomes, of the Works Code.

Proposed lot 1 and 2 both contain an existing house and are already serviced by necessary services and have dedicated street access.

## **5.0 REFERRALS**

### **5.1 INTERNAL**

The application was not internally referred to Council officers due to the minor nature of the application and the fact each lot has existing services.

### **5.2 STATE ASSESSMENT REFERRAL AGENCY**

The application did not trigger referral under the *Planning Regulation 2017*.

## **6.0 INFRASTRUCTURE CHARGES**

It is noted that Council does not charge Adopted Infrastructure Charges for any new development. In turn, an Infrastructure Charges Notice does not form part of this recommendation.

## **7.0 CONCLUSION**

The development application seeking a Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 22-24 Flinders Street, Ilfracombe, formally described as Lot 801 on I4173, is recommended for approval, subject to the conditions outlined in this report. This recommendation is based on an assessment of the proposal in accordance with the Planning Act for applications subject to Code Assessment. The assessment undertaken, which is summarised in this report, demonstrates that the proposal complies with the relevant assessment benchmarks.



## 13.5 - Development Permit for Reconfiguring a Lot - 22 - 24 Flinders St, Ilfracombe -- Appendix 1

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In accordance with the requirements for a decision notice under Section 63 of the Planning Act, a notice must be prepared for publication on Council's website stating the reasons for the decision. For this development, the statement of reasons, being the grounds for approval, will feature on the notice as follows:

- The reconfiguration will create lots that complement the local character and that are capable of accommodating existing residential uses.
- Both new lots will have all necessary services.
- The development complies with all applicable assessment benchmarks of the Planning Scheme.
- The development does not compromise the relevant elements of the Central West Regional Plan and State Planning Policy.

Assessment Officers (Author): Tim O'Leary <b>Principal Planner (Reel Planning)</b> 8 September 2023	Reviewed and Authorised by Assessment Manager Delegate: <b>Brett Walsh</b> 11 September 2023
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### ATTACHMENT A – PROPOSAL PLAN

**13. COMMUNITES REPORT**  
**13.6 - Information Report - Community Services**

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**13.6 Information Report - Community Services**

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

**Council Action**

Deliver

**Applicable Legislation**

Local Government Act 2009

Local Government Regulation 2012

**Policy Considerations**

n/a

**Corporate and Operational Plan Considerations**

OUR COMMUNITY	
	Corporate Plan Outcome
1.1	Council infrastructure and services support liveability and community amenity.
1.2	Council recognises cultural heritage and supports inclusion of all peoples.
1.3	The region's natural environment is managed, maintained and protected.

OUR LEADERSHIP	
	Corporate Plan Outcome
5.2	Informed and considered decision making based on effective governance practices

**Budget Considerations**

As per approved 2023/24 budget

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officers:** *Community 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.

**Library Services**

### 13. COMMUNITES REPORT

#### 13.6 - Information Report - Community Services

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An exchange of items has been completed by Longreach, Isisford and Ilfracombe Libraries. A certain number is allocated from all sections of the Libraries to be selected and sent from Brisbane. It is rewarding to note that an NDIS carer accessed our games to entertain her client while another has bought their client to the Library for the first time.

The Shannon family donated a family history book '*The Story of the Shannon Family at Saltbush Park*' 'family members visited for the presentation.

The *Annual & Statistical Report 2022-2023* has been submitted to State Library as required.

The handicraft group has grown with a welcomed new member and on Sept 1<sup>st</sup> the library was inundated with small children (and up to higher primary school) due to pupil free days at Longreach Day care Centre and State School.



#### ***Library Statistics (financial year)***

	Longreach		Ilfracombe		Isisford	
	AUGUST	YTD	AUGUST	YTD	AUGUST	YTD
Items Borrowed	463	879	24	63	32	58
New Members	11	27	0	1	4	0
Total Members	1,626		151		73	

**13. COMMUNITES REPORT**  
**13.6 - Information Report - Community Services**

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**Swimming Pools**

Alpha Learn to Swim hosted a Red Nose Day fundraising event on August 11<sup>th</sup> at the Longreach Aquatic Centre. They had extra activities included in all levels of their squad program that actively engaged with and excited the participants.

Lifeguard training was conducted at the Longreach Aquatic Centre on 18th August and the Winter Intensive Clinic was conducted on 19th and 20th August. This swimming clinic is designed to encourage those within Longreach as well as surrounding regions to maintain their skills during winter and ease them into the summer swimming season. Swim Australia guest – Gary Toner was in attendance for the August Winter Swim Intensive, bringing both professional development opportunities to the Central Western Coaches and experience diverse coaching experiences to the children who attended.

Swimming Australia delivered a Development Coaching Course Workshop (conducted by Gary Toner) on Sunday 20th August, to upskill staff and others attending the course in the region. The Development Coach course took place on the 20th and had 4 participants who improved and refined their coaching techniques over the 6-hour course.

Pool usage statistics for August:

	Longreach		Ilfracombe		Isisford		Yaraka	
	AUG	YTD	AUG	YTD	AUG	YTD	AUG	YTD
<b>Adults</b>	551	1018	552	1172	Pool was closed		6	20
<b>Children</b>	678	1326	93	243			9	13

**Funeral Services**

<b>CEMETERY DETAILS / FIGURES - AUGUST 2023</b>	
<b>FUNERAL TYPE</b>	
Church & Grave Side Funeral	
Church Service Only	
Graveside Funeral	
Memorial Service	
Cremation	1
Interment of Ashes - Private / Family Only	
Interment of Ashes - Graveside Service	
Plaques arranged by LRC	1
Undertaker Service Only	

## 13. COMMUNITES REPORT

### 13.6 - Information Report - Community Services

#### Childcare Services

- We have had several special guests visiting our service this month. The Longreach Police visited for Road Safety Week and discussed with the children how to safely cross the road, how to remind Mum and Dad to not use their phones while driving and how to always walk near roads. This was a really wonderful experience for the children who also had the opportunity to hear the police car sirens, find out how fast they can run using the speedometer gun and to have a sit in the police car! The Longreach Fire Brigade also came for a visit to show the children how to stop, drop and roll in the event of a fire!! Lastly, some medical students and a Doctor from the Longreach Health and Hospital Services came to show us some experiments for National Science Week. How lucky we are to have such wonderful services in our community willing to be involved with our childcare centre!
- The Kindergarten children have been busy out and about this month with transition visits to both Our Lady's school and Longreach State School and an excursion to 'Twinkle and the Moon', a performance at the Longreach Civic Centre organised by LRC. The school transition visits are the perfect way for the kindergarten children to become familiar with their future school, the staff and the children. This year, we have seen an increase in the number of transition visits that are occurring to both schools in Longreach.
- Since their introduction part way through this year, we always have so many complements on our bright blue vests whenever we attend excursions. All children and staff wear these vests during excursions which helps to easily identify where our children are and for the children to easily identify where their educators are.
- Our move from Management Directives to Policies at the childcare centre is well and truly underway with the first of the policies having been drafted and will be ready to be endorsed by Councillors in an upcoming Council meeting. The policies are being drafted and endorsed on a priority basis, with the most important policies being completed first.
- 2024 enrolment forms for families are due to be available for parents to complete mid-September to allow enough time for allocation of rooms and staff.
- Preparation is underway for the end of year events coming up such as kindergarten graduation and our end of year celebration week!



**13. COMMUNITES REPORT**  
**13.6 - Information Report - Community Services**



## 13. COMMUNITES REPORT

### 13.6 - Information Report - Community Services

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#### **Parks and Horticulture Services**

Several new trees and plants were ordered to be planted in and around Longreach and Isisford in September. Various council facilities were utilised in August including:

- The Longreach Showgrounds was the venue for the Giddup Tour 2023 and Scootaville events. The facilities were also well utilised by the Defence Force for camping and the Heart Bus of Australia for their clinics.
- A service for Vietnam Veterans Day was held in Edkins Park.
- Apex Park was once again the venue for the Annual Yellowbelly Fishing Competition.
- A non-denominational Christian Gospel group utilised the Ilfracombe Rec Centre for each Sunday in August.
- Two members of the Longreach Horticulture and Town Services Team undertook training to operate the Street Sweeper.

Staff hosted Hywel Jones (landscape architect from Place Design Group, based in Townsville) to get some advice on improvements to a number of public spaces in the town such as Iningai Nature Reserve, Longreach Cemetery, the Botanic Walkway and Ilfracombe's Machinery Mile. Mr Jones has previously completed concept plans for Council on other projects such as Beersheba Place, and therefore is well acquainted with Longreach's unique flora and fauna. A workshop was also held with the Iningai Nature Reserve working group to understand their vision for the reserve and this will help inform a future concept plan delivered by Place Design Group. Planting plan advice (including tree layouts) was also provided for the Cemetery grounds and the entrance to the childcare centre.

In August the water tower lights were lit up for the following occasions –

Date	Occasion	Colour
7-13 August	National Stroke Week	Green

#### **Community development**

The highlight of August was our Senior's Month Activities. The month started with a crafty morning tea at Longreach Arts and Craft Centre where the attendees left with homemade cards to gift to loved ones. Our second trip took us to the Isisford Park where everybody enjoyed freshly cooked pancakes from the P&C, while the Isisford State School provided some entertainment. Rosebank Station was the next outing with a delicious morning tea and a little tour around the homestead which made our seniors reminisce and travel back in time. At the Wellshot Hotel we observed some healthy competition and a lot of laughter during the call-out of the Bingo numbers. The month-long program was rounded out by the highly anticipated train ride to Ilfracombe to complete the celebrations. All events have been very well supported by the seniors of our region and an enjoyable time has been had by all. Council would like to acknowledge the efforts of HACC (Home and Community Care), Dale and Christine Bignell, and the Pioneers aged care home in making the events possible.

### 13. COMMUNITIES REPORT

#### 13.6 - Information Report - Community Services

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Our "My Garden" Competition officially ended with the announcement of this year's winners at the Ilfracombe Nursery with a lovely morning tea. Gardening is hard work, dedication and ends with a lot of dirty clothes but it is all well worth it when everything is in bloom, the bees and butterflies are buzzing around and the fruit of the hard work can be enjoyed. We received a great number of applications and our judge Betty Taylor (from Springsure) was very impressed with the quality of the gardens. Congratulations to the winners and we encourage everybody to get into their gardens to be ready for the competition in 2024.

Best Rural Garden – David & Clare Walker 'Riverview'



## **13. COMMUNITES REPORT**

### **13.6 - Information Report - Community Services**

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Best Use of Native Plants – Muddy Duck Tourist Park  
Best Corporate or Community Garden – Muddy Duck Tourist Park  
Best Town Garden – Deborah Briskey  
Best Flower Garden – Matt Neuendorf

Grand Champion Garden – Matt Neuendorf

#### **Upcoming events:**

Health and Wellbeing Month has a wide variety of events. For more information visit [longreach.qld.gov.au/wellbeing](http://longreach.qld.gov.au/wellbeing)

#### **Project Management**

The new executive house maintains positive progress with no delays of concern. The house frame and roof is now complete, with plastering in progress.

Eagle street beautification: More plants have been added to various centre medians along Eagle street and will continue throughout September. Established fig tree set to arrive in September to add to the improved median on the Pelican street intersection.

Beersheba shade structure, table and drinking fountain have been ordered and due to arrive in the coming months for install.

Further information can be found in the attached Project Dashboards for:

- Summary of all Projects
- Longreach Squash Court Upgrade
- Ilfracombe Multi-Purpose Court
- Executive House
- Apex Park Beautification
- Eagle and Swan Street Beautification

**13. COMMUNITES REPORT**  
**13.6 - Information Report - Community Services**

**Customer Service**

**After Hours Message Centre August 2023**

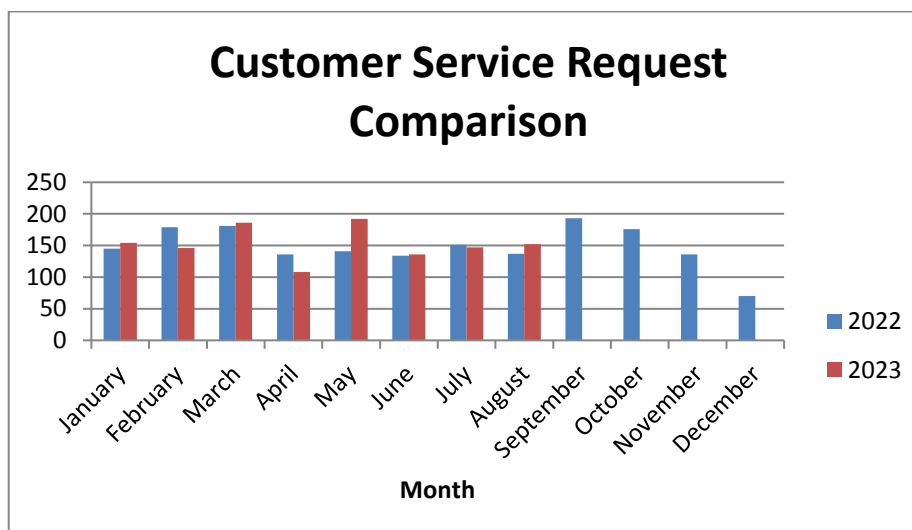
Incoming Calls Received	No. of Hang Ups	Total
21	92	113

During the month of August 2023 there were 21 after hours' calls received. The calls were related into the follow sections of Council:

SECTION	NUMBER OF CALLS
Water and Sewerage	3
Waste	0
Local Laws/Animal Management	7
Facilities	1
Funeral/ Undertaker Services	0
Tourism/VIC	2
Parks and Gardens	1
Roads	2
Other / Events	5

**Customer Service Requests**

A total of **152 Customer Service Requests** were received for the month of August 2023. Of these requests **101** were **completed** in August 2023. Below is a comparison of requests from January 2022 to December 2023.



The following Customer Service Requests present in the system as **outstanding, in progress** or **responded to** as at 31 August 2023

OUTSTANDING	IN PROGRESS	RESPONDED TO	TOTAL
42	9	0	51

**13. COMMUNITES REPORT**  
**13.6 - Information Report - Community Services**

**Tourism Update**

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

While numbers were down through the door the bookings over the counter more than doubled compared August 2024. The staff continue to showcase our region and the operators well. The Talk Tourism group held its second breakfast meeting at the Drivers place, with around 30 operators and business owners in attendance.

In regards to the Isisford Dinosaur, meetings are now held via zoom on a monthly basis and now includes the Interim Associate Dean of Research and Faculty of Science at the University of Qld. This now allows all stakeholders to stay abreast of the progress of the Outer Barcoo Interpretation Centre display's and progress of our newest resident. The paper has yet to be released and so therefore the dinosaur has not been named. The dinosaur is a complete fossil and is of global significance it seems the only complete fossil of its kind in the world. The scientist believes it quite possibly contributed to the footprints at Lark Quarry. This is exciting news and presents an opportunity to have a link through to the Australian dinosaur trails. We are projecting a launch date to coincide with Isisford celebrations May 2024.

*Longreach Explore Centre (Visitor Information) statistics through the door (financial year) 2023-2024:*

Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024
3			3	3	3	4	4	4	4	4	4
<b>5404</b>	<b>3492</b>										

July 2023 - June 2024 YTD Total	July 2022 - June 2023 Total
<b>8896</b>	22866

Bookings made by information centre staff on behalf of Operators for the month of August were to the value of **\$123679.00**

Information Requests 2023-2024	August 2023	2023 -2024 YTD
<b>Phone calls</b>	230	342
<b>Emails</b>	96	154
<b>General Information over the Counter</b>	2920	7590
<b>Information packs posted</b>	25	57
<b>Phone Bookings</b>	15	32
<b>Over the Counter Bookings</b>	572	1338

**13. COMMUNITES REPORT**  
**13.6 - Information Report - Community Services**

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**Longreach Powerhouse and Historical Museum** Statistics (financial year) 2023-2024:

Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024
<b>1190</b>	887										

Longreach Regional Council Approved Camping Areas (financial year) 2023-2024:

Location	August 2023 Vans	2023 -2024 YTD Vans
<b>Apex Park</b>	1702	3478
<b>Emergency Camping Passes</b>	0	80
<b>Barcoo Weir/Oma Waterhole</b>	534	1657
<b>Isisford Emergency Passes</b>	0	82
<b>Yaraka</b>	N/A	223

**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

**Appendices**

1. [2023/24 Projects Dashboard](#) ↓
2. [2023/24 Large Projects Dashboard](#) ↓

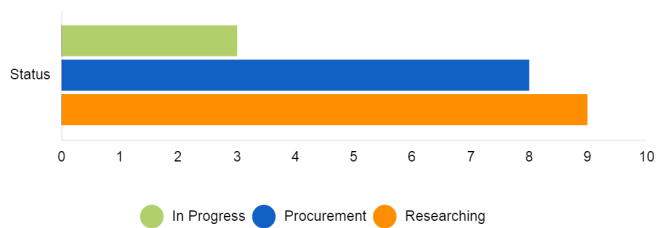
**Recommendation:**

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

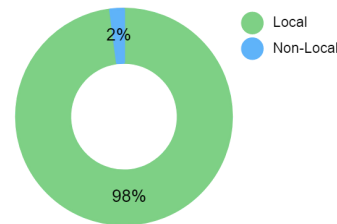
## 13.6 - Information Report - Community Services --Appendix 1

23.24 Project Status - Council			
Project	Description	Status	Funded By
Executive House Construction	House frame & roof completed. Plastering in progress.	In Progress	LRC
Eagle Street Beautification	More soil added to center median on Pelican street. More plants have been ordered to plant in month of September.	In Progress	LRCI
Powerhouse Museum Centenary Garden Beautification	Work to commence in September. Delay due to safety fencing.	In Progress	LRCI
Longreach Administration Building Air Con Replacement	Confirming/designing tender specifications.	Procurement	LRC
Showground Electrical conduits	RFQ in progress, due 18th September.	Procurement	LRC
Longreach SES New Flood Boat Shed	Second round of RFQ in progress.	Procurement	LRC SES
Longreach Beersheeba Place - Shade Structure	Procurement for supply completed. RFQ for install to commence.	Procurement	LRCI
Longreach - Civic Centre Shade	Currently under insurance claim process. Engineer has been onsite to design structure.	Procurement	LRC
Longreach Apex Park - Install 2 new shade structures over existing chairs	Quotes being taken	Procurement	LRCI
Longreach VIC painting	RFQ out. Due 15th September.	Procurement	LRC
Longreach Childcare Fence Replacement	RFQ underway. Due 15th September.	Procurement	LRC
Ilfracombe Multi-purpose court	Procurement to be undertaken in September.	Researching	LRCI
Longreach Squash Court Upgrade	Architect engaged to confirm and assist with design prior to RFT.	Researching	LRC Sport & Rec
Isisford OBIC Rat Wall	Site inspection and investigation complete. RFT to be completed.	Researching	LRCI
Longreach Eagle Street Improve Swan Street	Scope/design in progress.	Researching	LRCI
Longreach Apex Park fence upgrades	Waiting for tourist season to end before work commences.	Researching	LRC
Longreach Apex Park old tower disposal	Waiting for tourist season to end before work commences.	Researching	LRC
Longreach Apex Park bar bench & privacy screen	Waiting for tourist season to end before work commences.	Researching	LRCI
Longreach Cemetery Plinth Repairs	Areas to repair identified.	Researching	LRC
Longreach Bar and Canteen upgrade	Safety compliance checks underway.	Researching	LRC

**Project Status**



**Contractor Spend**



**Budget vs Actual Expenditure**





**Project:** Longreach Squash Court Upgrade

**Status:** Design

**7/9/23**

Recent Deliverables	Milestones, Tasks, Outcomes to deliver next period
Architect engaged to confirm and assist with design prior to RFT.	Onsite visit from Architect to be completed and design.
Inspection on existing structure completed.	F further engagement with squash court experts to confirm design for the two courts.
Provide project update to Department Sponsor.	Provide project update to Department Sponsor.

**Purpose:** Construct a new clubhouse area onto the existing facility and resurface squash courts walls. This will ensure safe and cost-effective operation of the site, accommodate additional community level activities, increase participation and improve the quality of the participant experience.

**Project Team:** Executive Sponsor: Karyn Stillwell  
Department Sponsor: Debbie Hall  
Project Manager: Joel Perry

**Funding Source:** Total current project budget is \$365,214, comprised of \$328,692 from the Department of Tourism, Innovation and Sport (Minor Infrastructure Program) and a further \$36,522 commitment from Council.

**Key Stakeholders:** Longreach residents and ratepayers, Longreach Regional Council and Longreach Squash.

### Budget

Month	Council Funding	Minor Infrastructure Program	Total Budget	Total Spend to Date
May-23	\$0	\$0	\$0	\$0
Jun-23	\$50,000	\$0	\$50,000	\$50,000
Jul-23	\$50,000	\$0	\$50,000	\$100,000
Aug-23	\$50,000	\$0	\$50,000	\$150,000
Sep-23	\$50,000	\$0	\$50,000	\$200,000
Oct-23	\$50,000	\$0	\$50,000	\$250,000
Nov-23	\$50,000	\$0	\$50,000	\$300,000
Dec-23	\$50,000	\$0	\$50,000	\$350,000
Jan-24	\$50,000	\$0	\$50,000	\$400,000
Feb-24	\$50,000	\$0	\$50,000	\$400,000
Mar-24	\$50,000	\$0	\$50,000	\$400,000

Risks	Previous status	Current status	Status Description
Overall	Green	Green	Main focus on confirming scope and scheduling delivery timeframe for minimal disruption to squash playing seasons.
Time	Green	Green	Risk of delays possible, hence why work is scheduled for early to mid 2024. Well before the funding project end date of 31/12/24.
Budget	Green	Green	Finalising the design/scope currently in progress to limit budget overrun risk
Scope	Green	Green	Currently finalising scope with engagements with Architect to be completed.
Communication	Green	Green	General updates provided to stakeholders on project progress.



**Project:** Ifracombe Multi-Purpose Court

**Executive Sponsor:** Karyn Stillwell  
**Project Manager:** Joel Perry

**Total current project budget is \$500,000, comprised of \$450,000 from the Local Roads and Community Infrastructure (LRCI) Program and a further \$50,000 commitment from Council.**

**Ifracombe residents and ratepayers, Longreach Regional Council and Ifracombe District & Progress Association (LDPA).**

7/9/23

**Milestones, Tasks, Outcomes to deliver next period**

Release RQT for shade structure, surfacing, fencing and sporting accessories.

Engagement with community.

**Recent Deliverables**

Project approved under Round 1 of the Minor Infrastructure Program from the Department of Tourism, Innovation and Sport.

Design and foundations reviewed.

**Planning**

**Risks**

Risks	Previous status	Current status	Status Description
Overall			Main focus on confirming scope and scheduling delivery timeframe.
Time			No risk of delays identified to date.
Budget			Finalising the design/scope currently in progress to limit budget overrun risk
Scope			Currently finalising scope with engagements with community to be completed.
Communication			General updates provided to stakeholders on project progress.

**Shade Structure**

**Budget**

Category	Amount
Total spend to date	\$50,000
Project Budget	\$500,000
<b>Total spend to date</b>	<b>\$50,000</b>
Council Funding	\$50,000
Minor Infrastructure Program	\$0

**Contract Completion**

**Procurement**

**Surface and fence**

**Foundations and slab**

**Confirm Scope**

**Planning**

**Contract Completion**



Project: Executive House		Status	In Progress	7/9/23
<b>Purpose:</b> Construct a new 4 bedroom home in Longreach for Executive staff of Longreach Regional Council. Construction to be completed by a local builder to provide jobs to local residents.		<b>Recent Deliverables</b> Frame completed	<b>Milestones, Tasks, Outcomes to deliver next period</b> Enclosed stage underway.	
<b>Project Team:</b> Executive Sponsor: Karyn Stillwell Project Manager: Joel Perry Builder: Kent Construction		Roof installed.	Driveway to be installed.	
<b>Funding Source:</b> Total project budget is \$850,000, committed from Council.				
<b>Key Stakeholders:</b> Longreach Regional Council.				
<b>Budget</b>		<b>Risks</b>	<b>Current status</b>	<b>Status Description</b>
Total spend to date: ~\$600,000 Project Budget: \$850,000		Overall: Green Time: Green Budget: Green Scope: Green Communication: Green	Main focus on scheduling delivery timeframe. No risk of delays identified to date. Budget on track with ongoing discussions between Project Manager and builder. No major change of scope has occurred to date. Constant communications between builder and Project Manager to ensure timeframes and scope are met.	





**Project:** Apex Park Beautification

**Status:** Procurement

**7/9/23**

Recent Deliverables	Milestones, Tasks, Outcomes to deliver next period
Project approved under Round 1 of the Minor Infrastructure Program from the Department of Tourism, Innovation and Sport.	Order shade structures.
Shade structures options reviewed.	Complete RFQ for bar benches and privacy screen.
Water tower removal scoped.	

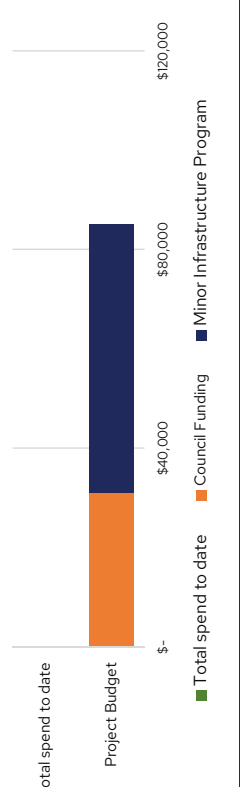
**Purpose:** Remove old water tower; upgrade fence; install bar bench and install shade structures.

**Project Team:** Executive Sponsor: Karyn Stillwell  
Project Manager: Joel Perry

**Funding Source:** Total current project budget is \$85,000, comprised of \$54,000 from the Local Roads and Community Infrastructure (LRCI) Program and a further \$31,000 commitment from Council.

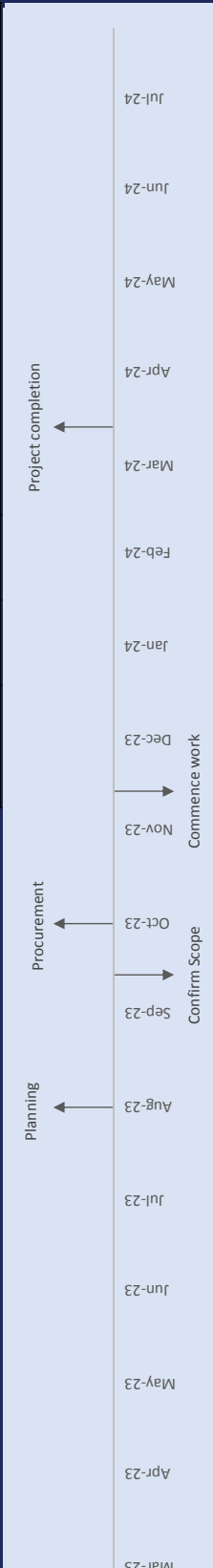
**Key Stakeholders:** Longreach residents and ratepayers and Longreach Regional Council.

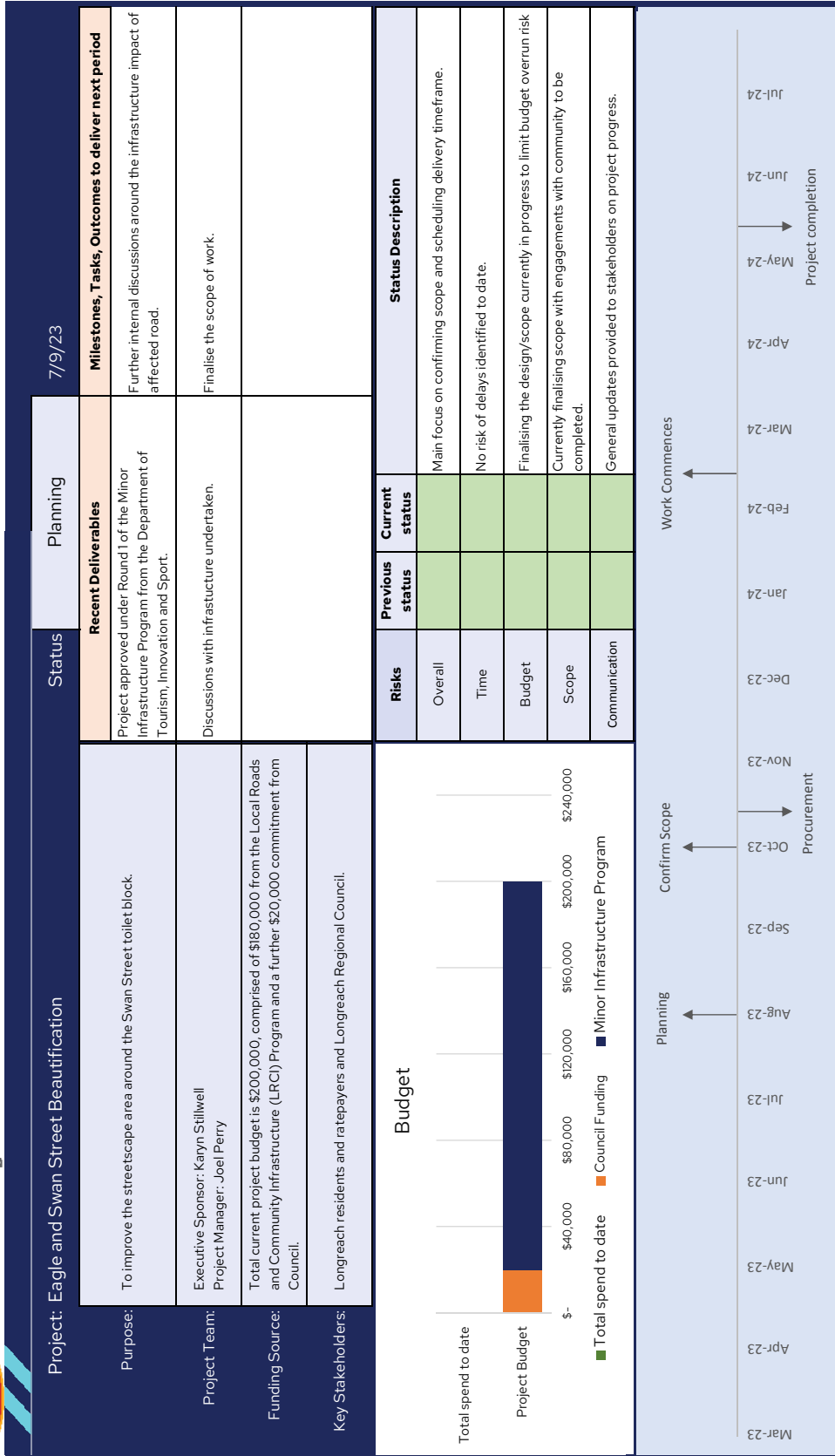
### Budget



■ Total spend to date ■ Council Funding ■ Minor Infrastructure Program

Risks	Previous status	Current status	Status Description
Overall			Main focus on scheduling delivery timeframe.
Time			No risk of delays identified to date. Work to commence after tourism season.
Budget			Finalising the design/scope currently in progress.
Scope			Nil risk.
Communication			General updates provided to stakeholders on project progress.





**14. WORKS REPORT**  
**14.1 - Information Report - Works**

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**14. WORKS REPORT**

**14.1 Information Report - Works**

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

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

n/a

**Corporate and Operational Plan Considerations**

<b>OUR COMMUNITY</b>	
<b>Corporate Plan Outcome</b>	
1.1	Council infrastructure and services support liveability and community amenity.
1.2	Council recognises cultural heritage and supports inclusion of all peoples.
1.3	The region's natural environment is managed, maintained and protected.

<b>OUR LEADERSHIP</b>	
<b>Corporate Plan Outcome</b>	
5.2	Informed and considered decision making based on effective governance practices

**Budget Considerations**

As per approved 2023/24 budget.

**Previous Council Resolutions related to this Matter**

Nil

**Officer Comment**

**Responsible Officer/s:** *Guy Goodman, Acting Director of Works*  
*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.

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

**Manager of Operations Update - Current projects underway**

Project		% completed	Budget	Spent to date	Comments
<b>R2R Projects</b>					
Crossmoor Road	Gravel Resheet	12%	\$ 359,688.00	\$ 50,000.00	Project to commence July 2023. Material stockpiled. Carting will commence in September.
Bude Road	Gravel Resheet	0%	\$ 75,000.00	\$ 0.00	Project to commence July 2023.

Project		% completed	Budget	Spent to date	Comments
<b>TIDS Projects</b>					
Silsoe Road	Prep 10mm Reseal	10%	\$ 100,000.00	\$ 10,000.00	Prep work to commence in July 2023.
Stonehenge River Road	Prep 10mm Reseal	25%	\$ 100,000.00	\$ 27,500.00	Prep work to commence in July 2023. Project started.
Isisford – Saint Mary Street	Install new kerb and rehabilitation	3%	\$ 200,000.00	\$ 1,000.00	Project to commence in July 2023. Kerb and channel contractor booked in for end of September.
Bustard St /Crow Lane & Bustard St / Cassowary St	Install kerb entry units	45%	\$ 50,000.00	\$ 18,000.00	Project to commence in July 2023. Units ordered. Project started. 2 kerb entry units installed. Kerb and channel contractor to complete remainder of project in early October.

Project		% completed	Budget	Spent to date	Comments
<b>NDRRRA Projects 2022 Event</b>					
Emmet – Highlands Road	Medium formation grade	100%	\$ 165,000.00	\$ 123,000.00	Project started in August. Completed.
Amor Downs Road	Medium formation grade	100%	\$ 124,000.00	\$ 113,000.00	Project started in May 2023. Completed.
Arundel Road	Medium formation grade	60%	\$ 108,000.00	\$ 77,000.00	Project started in May 2023.
Ruthven Road	Medium formation grade	70%	\$ 245,000.00	\$ 93,000.00	Project started in August.
Bogewong Road	Medium formation grade	35%	\$ 625,000.00	\$ 200,000.00	Project started in May 2023.
Campsie Road	Medium formation grade	75%	\$ 368,000.00	\$ 134,000.00	Project started in May 2023.
Crossmoor Road	Medium formation	70%	\$ 170,000.00	\$ 84,000.00	Project started in May 2023.

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

	grade				
Fermoy Road	Medium formation grade	100%	\$ 404,000.00	\$ 213,000.00	Project started in May 2023. Completed.
Morella Road	Medium formation grade	40%	\$ 420,000.00	\$ 136,000.00	Project started in July 2023.
Melrose Road	Medium formation grade	100%	\$ 116,000.00	\$ 71,000.00	Project started in July 2023. Completed
Stonehenge River Road	Medium formation grade	65%	\$ 635,000.00	\$ 226,000.00	Project started in July 2023.
Silsoe Road	Medium formation grade	40%	\$ 332,000.00	\$ 143,000.00	Project started in July 2023.
Baratria Road	Medium formation grade	100%	\$ 96,000.00	\$ 15,000.00	Project started in August. Completed.

Project		% completed	Budget	Spent to date	Comments
<b>MWPC</b>					
Longreach – Jundah road	Pave and seal, culvert upgrade	75%	\$ 4,450,000.00	\$ 3,345,000.00	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. Variation in culvert pricing, waiting on reply from Main Roads. Rain has delayed project. Culvert variation authorised. Assessing culvert tenders. Culvert tenders awarded.
Project		% completed	Budget	Spent to date	Comments
<b>Town Streets Projects</b>					
Street Maintenance	Pot Hole Patching				Ongoing
Project		% completed	Budget	Spent to date	Comments
<b>RMPC Projects</b>					
Longreach Jundah Road	Heavy Shoulder Grade	90%	As per RMPC Contract		Project started in May 2023. Rain has delayed progress.
Slashing All Areas	Slashing		As per RMPC Contract		Ongoing
Ilfracombe-Isisford Road	Repair downstre	100%	As per RMPC Contract		Project started in June 2023. Completed.

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

	am batters				
Ilfracombe – Aramac Road	Gravel resheet	25%	\$ 612,000.00	\$ 261,000.00	Project started in August, Gravel sourced and currently being carted to site.

Project		% completed	Budget	Spent to date	Comments
<b>Isisford Weir Upgrade</b>					
Isisford	Weir upgrade	99%	\$ 1,200,000.00	\$ 1,140,000.00	Final stage completed. Coffe dam to be removed when plant becomes available. Sealing of weir expansion joints completed.

Project		% completed	Budget	Spent to date	Comments
<b>LRCI4 Projects</b>					
All Areas	Rural Road Signage Upgrade	0%	\$ 150,000.00	\$ 0.00	Data pickup has been completed. Signage to be ordered. Assessing tenders.
Isisford / Yaraka Area	Rural Property Signage Upgrade	0%	\$ 100,000.00	\$ 0.00	Project to commence in July 2023. Reviewing data.
Yaraka	Pave & Seal around IOR Fuel Pod	0%	\$ 148,000.00	\$ 0.00	Project to be scoped in July 2023.
Isisford – Bimerah Road	Gravel Resheet	0%	\$ 225,000.00	\$ 0.00	Project to commence in August 2023. Chainages of gravel to be determined. Gravel currently being stockpiled.

**Maintenance Graders Locations**

Note – All available maintenance graders will be working on formation grading projects for the 2022 flood damage in conjunction with normal maintenance grading programme.

**Engineering Technical Officer Update**

**Current projects and operational undertakings underway for 2023/2024**

<b>Water &amp; Sewer Projects</b>			
Project	Location	% Completed	Comments
Water Mains Replacement	Longreach	10%	<ul style="list-style-type: none"> <li>Tender documents are with GBA for finalisation. Waiting on updated timeframes for project commencement.</li> </ul>
WTP ELR Replacement/Repair	Ilfracombe	5%	<ul style="list-style-type: none"> <li>Waiting on quotes from structural engineering firms to conduct an onsite assessment.</li> </ul>
Exclusion fencing at Yaraka Town Dam	Yaraka	5%	<ul style="list-style-type: none"> <li>RFQ was issued to local contractors – no responses. Officers will re-assess availability of contractors.</li> </ul>
Concrete slab for WTP Generator & Chlorine Area	Longreach	0%	<ul style="list-style-type: none"> <li>Works to commence in Sept/Oct and will be undertaken by Council crews.</li> </ul>

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

Smart Water Meter Trial	Ilfracombe	10%	<ul style="list-style-type: none"> <li>Ongoing discussions with consultants in relation to roll out of meters and communications equipment. Project to subject to the Quarterly Budget Review.</li> </ul>
Isisford WTP - UV Treatment	Isisford	100%	<ul style="list-style-type: none"> <li>Electrical calibration issues with the WTP will be resolved by end of September 2023.</li> </ul>
Refurbishment of Murray, Shannon & Isisford Dam Pumps	Ilfracombe & Isisford	80%	<ul style="list-style-type: none"> <li>Pipework, floats and cabling will be installed during warmer weather conditions.</li> </ul>
Upgrade to Murray McMillan Dam Switchboard	Ilfracombe	10%	<ul style="list-style-type: none"> <li>Procurement documentation complete. Tender process will commence by mid/late Sept 2023.</li> </ul>
Ilfracombe WTP Valve Automation	Ilfracombe	15%	<ul style="list-style-type: none"> <li>Project on hold pending funding.</li> </ul>
Isisford CED Ponds Repairs	Isisford	5%	<ul style="list-style-type: none"> <li>Works to commence approx. October 2023.</li> </ul>
DRFA Flood Risk Management Program	Longreach	30%	<ul style="list-style-type: none"> <li>Draft Community Flood Action Plan has been received. Currently under review by Officers.</li> <li>Procurement process for the Longreach Flood Study to commence during latter half of 2023.</li> </ul>
Reservoir Cleaning	All Sites	-	<ul style="list-style-type: none"> <li>RAPADWSA Project.</li> <li>Waiting on contract documents and schedule to come through.</li> </ul>
Mains Scouring	All Sites	-	<ul style="list-style-type: none"> <li>RAPADWSA Project. RAPADWSA Project.</li> <li>Waiting on contract documents and schedule to come through.</li> </ul>
Flood Gauge Maintenance Program	All Sites	95%	<ul style="list-style-type: none"> <li>RAPADWSA Project</li> <li>Annual inspections and maintenance completed by contractors. Some minor repairs required at some sites being worked through with contractor.</li> </ul>


<b>Waste Projects</b>			
<b>Project</b>	<b>Location</b>	<b>% Completed</b>	<b>Comments</b>
Land Parcels	Longreach	5%	<ul style="list-style-type: none"> <li>Survey Plans lodged with DoR to extend the Longreach Landfill to the west. Quote received.</li> </ul>

<b>Grants &amp; Funding Projects</b>		
<b>Project</b>	<b>% Completed</b>	<b>Comments</b>
Passenger Transport Infrastructure Investment Program	15%	<ul style="list-style-type: none"> <li>Installation of new coach stops at Ilfracombe &amp; Longreach to commence late September.</li> </ul>
SES Support Grant 2023/2024	10%	<ul style="list-style-type: none"> <li>Ordering of replacement vehicle in progress.</li> </ul>
School Transport Infrastructure Program	5%	<ul style="list-style-type: none"> <li>Carpark design process has commenced. Site works scheduled for early 2024.</li> </ul>

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

(Our Lady's School & LSHS)		
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**Plant & Fleet**

Project	Task	Comment
Plant Replacement	Plant Procurement and Disposal	<ul style="list-style-type: none"> <li>• 2 x new vehicles have arrived.</li> <li>• Experiencing ongoing delays with arrival of some plant due to long manufacturing lead times.</li> </ul>
Plant Utilisation	Plant Utilisation data from NAVMAN for Prime Movers, Graders & Loaders	<ul style="list-style-type: none"> <li>• Navman Plant Utilisation Report for Prime Movers &amp; Heavy Plant June-August 2023 is attached.</li> <li>• Plant utilisation is on track with crews busy working on various Flood Damage, TMR, RMPC, MWPC and Council projects throughout the road network.</li> </ul>
Workshop Operations	General Update	<ul style="list-style-type: none"> <li>• Staff currently carrying out annual general maintenance on trucks, trailers, dollys and other plant.</li> </ul>  <p><i>Tri-axle dolly undergoing scheduled maintenance.</i></p>

**Waste Management**

Waste Facilities Update
<p>Longreach Waste Facility</p> <ul style="list-style-type: none"> <li>• Waste Management Contract with Proterra Group has been renewed.</li> <li>• Proterra are continuing to recruit for an additional operational team member. Staff from other locations are currently filling in personnel gaps.</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>



## 14. WORKS REPORT

### 14.1 - Information Report - Works

#### 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> </ul> <p>Longreach Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>Operating as normal.</li> <li>Fairmount Weir continues to gravity feed the Thomson River to top up levels.</li> <li>The Goodberry Hills Weir has been opened up to increase storage levels.</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> <li>Troubleshooting with the new SCADA system has been addressed.</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)

Dam	Approx. Current Level (m)	Approx. % Full	DMP Height Full	Comments
Longreach Town Weirs	0.48m	87%	1.3m	820mm below full.
Shannon Dam	14.5m	100%	14.5m	Water is regularly pumped from Murray McMillan to keep Shannon Dam at full levels.
Murray Macmillan Dam	~6.4m	62%	10.3m	
Isisford Dam	~9.8m	89%	11m	Water is topped up from the Barcoo River to keep the Town Dam at full levels.
Isisford Weir	1.00m	76%	1.3m	
Yaraka North Dam	9.0m	72%	12.5m	
Yaraka South Dam	9.8m	78.5%	12.5m	

## 14. WORKS REPORT

### 14.1 - Information Report - Works

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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:**



*Corella Lane – drainage slab installation.*



*Topping up the storage from Goodberry Hills Weir.*

## 14. WORKS REPORT

### 14.1 - Information Report - Works

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*Culvert replacement at Wellshot Street Ilfracombe.*

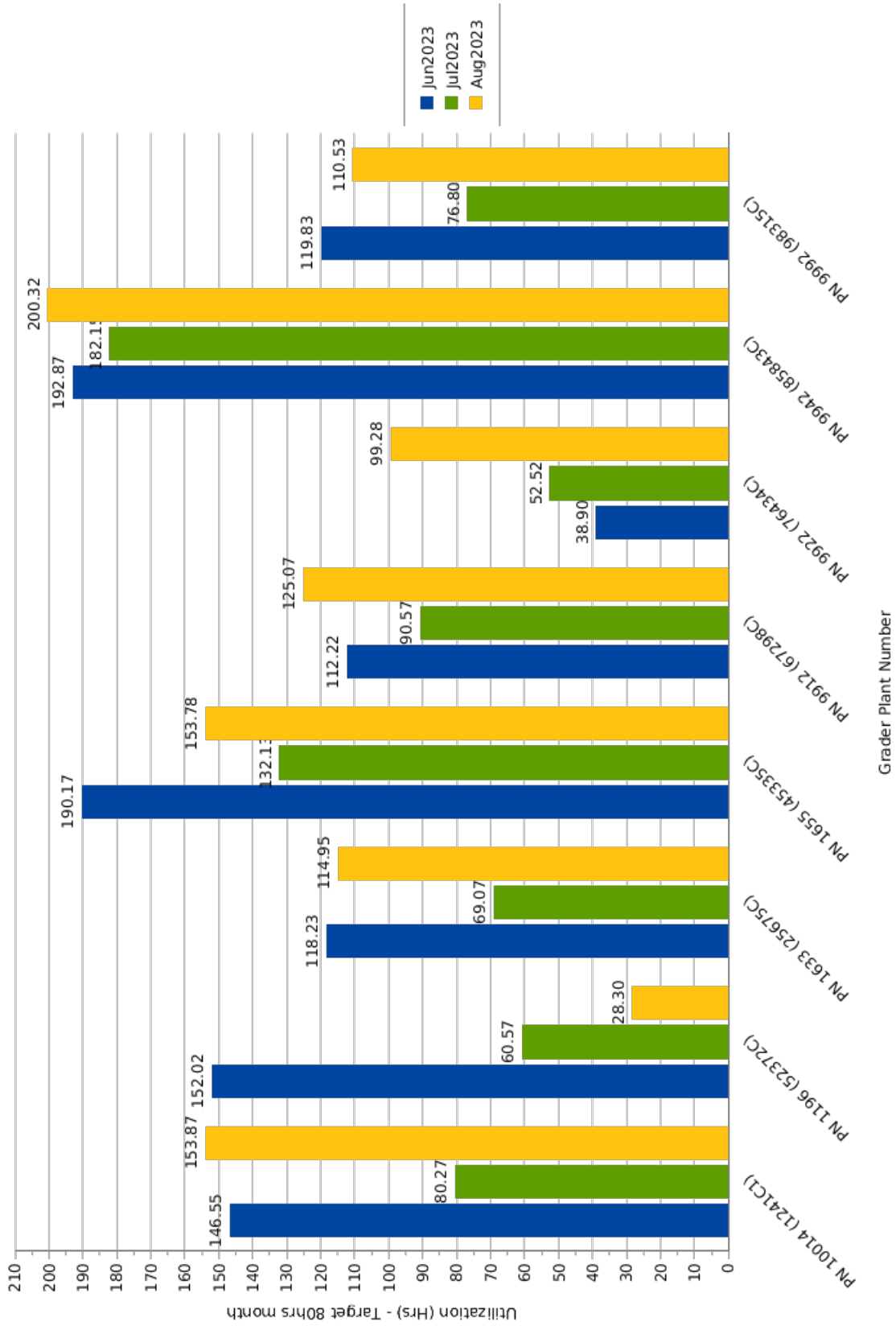
#### **Appendices**

1. [Plant Utilisation June-August 2023](#) ↓

#### **Recommendation:**

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

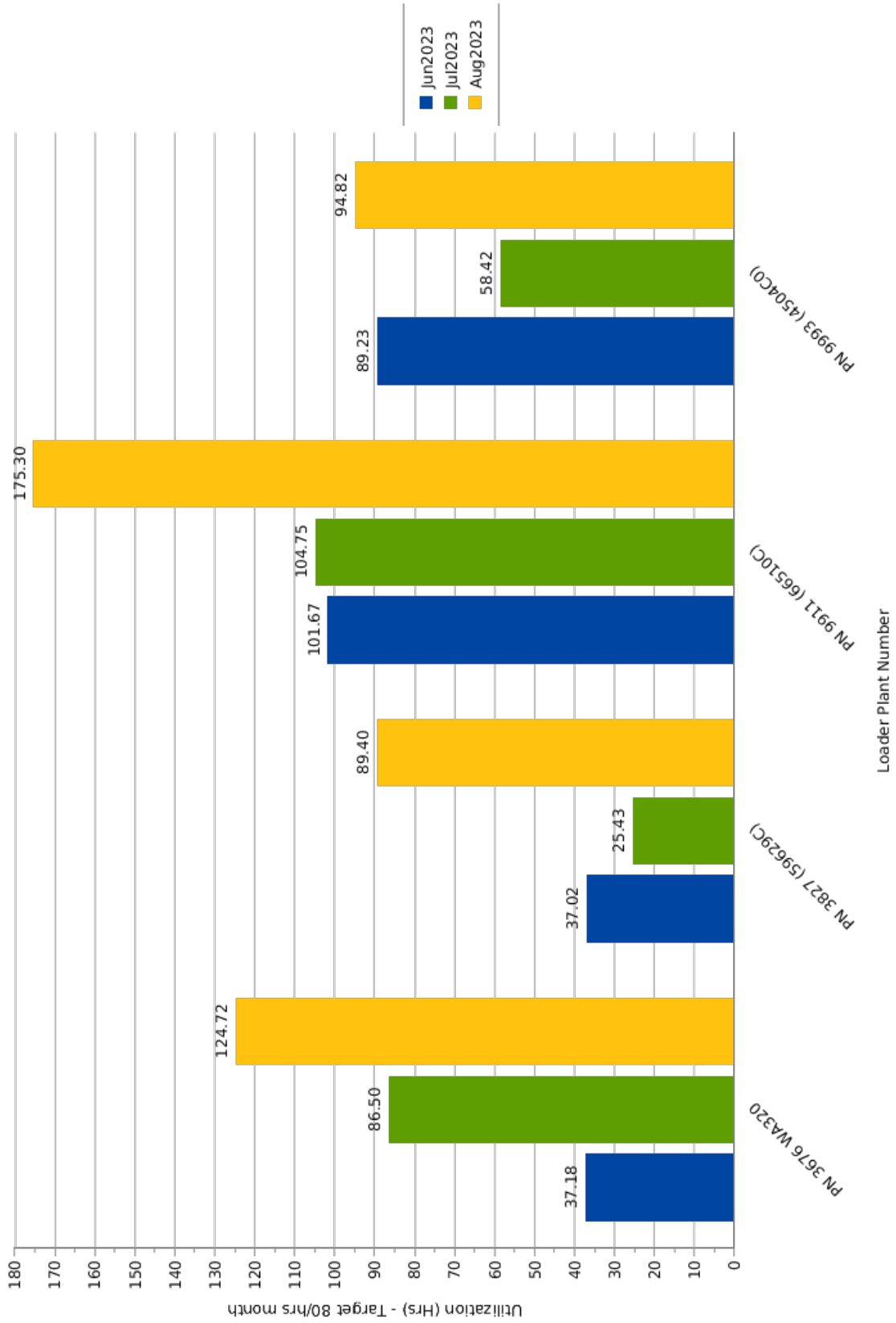
Grader Utilisation



Grader Utilisation

Grader Plant Number	Month	Utilization (Hrs) - Target 80hrs month
PN 10014 (1241C1)	Jun2023	146.55
	Jul2023	80.27
	Aug2023	153.87
PN 1196 (52372C)	Jun2023	152.02
	Jul2023	60.57
	Aug2023	28.30
PN 1633 (25675C)	Jun2023	118.23
	Jul2023	69.07
	Aug2023	114.95
PN 1655 (45335C)	Jun2023	190.17
	Jul2023	132.13
	Aug2023	153.78
PN 9912 (67298C)	Jun2023	112.22
	Jul2023	90.57
	Aug2023	125.07
PN 9922 (76434C)	Jun2023	38.90
	Jul2023	52.52
	Aug2023	99.28
PN 9942 (85843C)	Jun2023	192.87
	Jul2023	182.15
	Aug2023	200.32
PN 9992 (98315C)	Jun2023	119.83
	Jul2023	76.80
	Aug2023	110.53

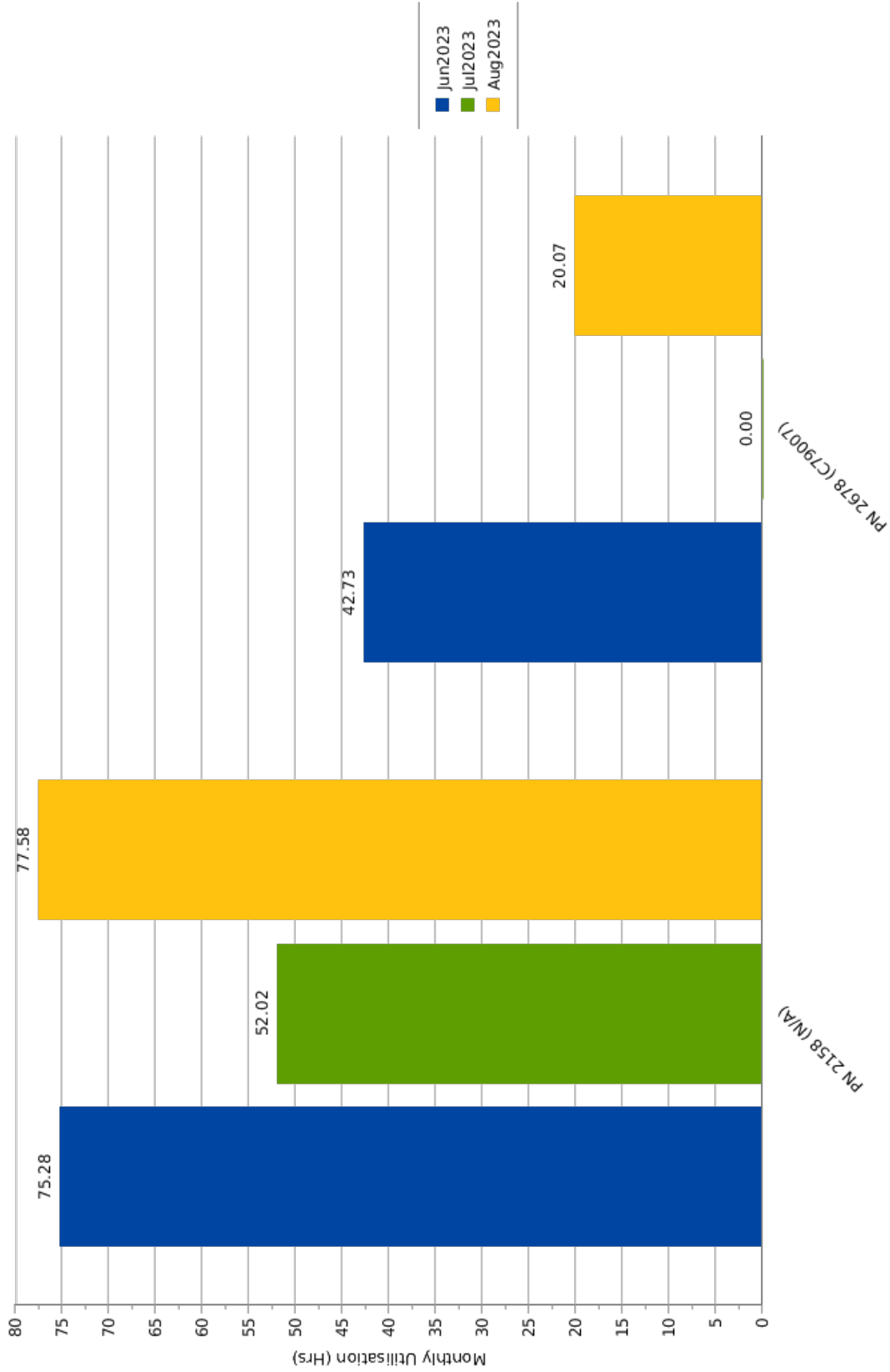
Loader Utilisation



Loader Utilisation

Loader Plant Number	Month	Utilization (Hrs) - Target 80/hrs month
PN 3676 WA320	Jun2023	37.18
	Jul2023	86.50
	Aug2023	124.72
PN 3827 (59629C)	Jun2023	37.02
	Jul2023	25.43
	Aug2023	89.40
PN 9911 (66510C)	Jun2023	101.67
	Jul2023	104.75
	Aug2023	175.30
PN 9993 (4504C0)	Jun2023	89.23
	Jul2023	58.42
	Aug2023	94.82

Stabiliser & Scraper Utilisation



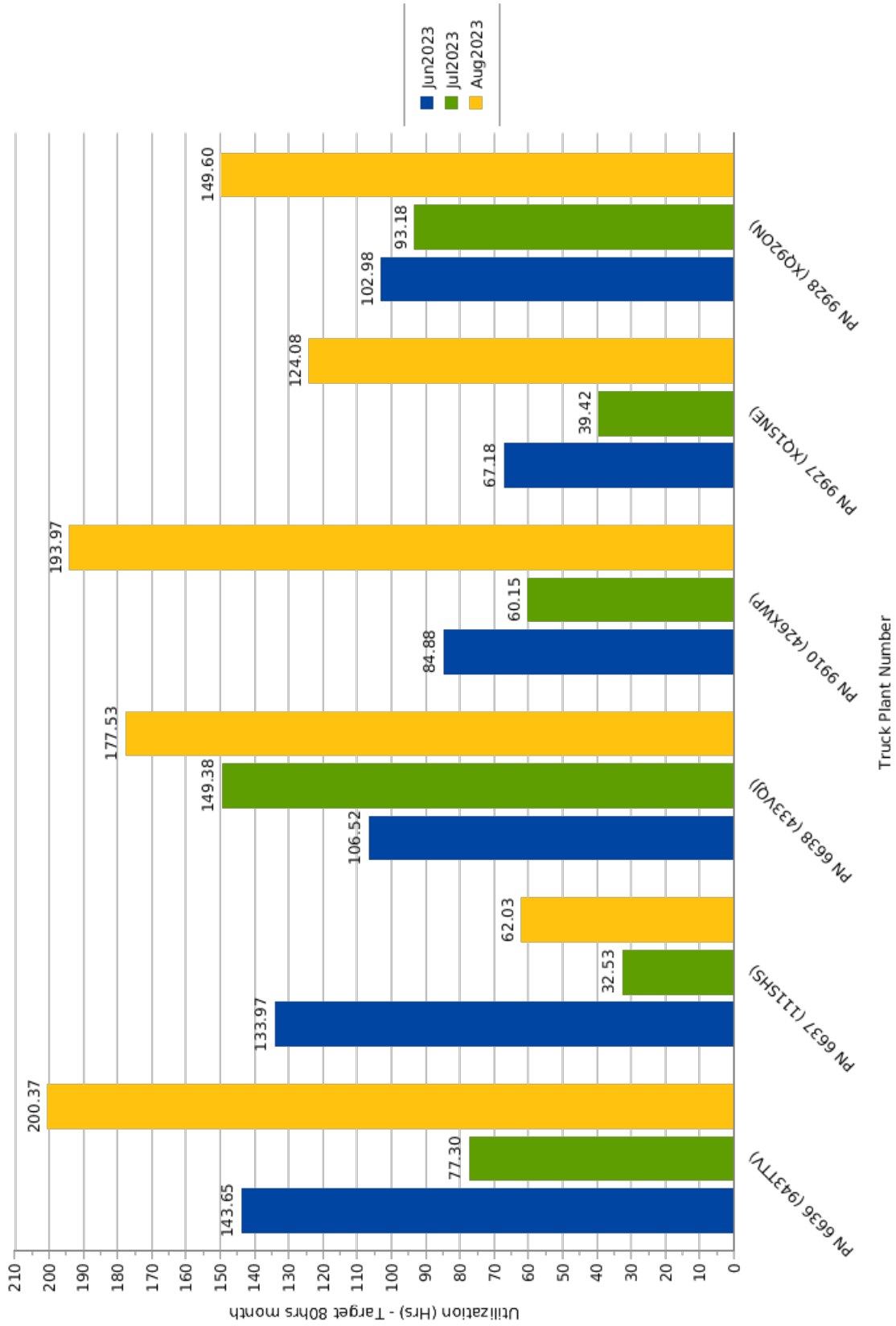
Stabiliser PN #2678 - Scraper PN #2158



Stabiliser & Scraper Utilisation

	Jun2023		Jul2023		Aug2023	
	Monthly Utilisation (Hrs)	Monthly Utilisation (Hrs)	Monthly Utilisation (Hrs)	Monthly Utilisation (Hrs)	Monthly Utilisation (Hrs)	Monthly Utilisation (Hrs)
Stabiliser PN #2678 - Scraper PN #2158						
PN 2158 (N/A)	75.28		52.02		77.58	
PN 2678 (C79007)	42.73		0.00		20.07	

Truck Utilisation



Truck Utilisation

Month	Truck Plant Number					
	PN 6636 (943TTV) Utilization (Hrs) - Target 80hrs month	PN 6637 (111SHS) Utilization (Hrs) - Target 80hrs month	PN 6638 (433VQJ) Utilization (Hrs) - Target 80hrs month	PN 9910 (426XWP) Utilization (Hrs) - Target 80hrs month	PN 9927 (XQ15NE) Utilization (Hrs) - Target 80hrs month	PN 9928 (XQ92ON) Utilization (Hrs) - Target 80hrs month
Jun2023	143.65	133.97	106.52	84.88	67.18	102.98
Jul2023	77.30	32.53	149.38	60.15	39.42	93.18
Aug2023	200.37	62.03	177.53	193.97	124.08	149.60

**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.

**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:

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