



# Longreach Regional Council

Ilfracombe Isisford Longreach Yaraka

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

16 January 2025

Dear Councillors

**Re: Meeting Notice for Council Meeting to be held on 23 January 2025**

Notice is hereby given that the Council Meeting of the Longreach Regional Council will be held in the Council Boardroom, 96a Eagle Street, Longreach on Thursday 23 January 2025 commencing at 9am..

The Briefing Session for this meeting will be held in the Longreach Council Chambers on Wednesday 22 January 2025 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 23 January 2025**

*Longreach Council Chambers, 96 Eagle Street, Longreach*

<b>1.</b>	<b>Opening of Meeting &amp; Acknowledgement of Country</b>	
<b>2.</b>	<b>Prayer</b>	
<b>3.</b>	<b>Condolences</b>	
<b>4.</b>	<b>Leave of Absence</b>	
<b>5.</b>	<b>Declaration of any Prescribed / Declarable Conflicts of Interest by Councillors</b>	
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**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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	Nil for this meeting	
<b>17.</b>	<b>Closure of Meeting</b>	
	<b>Vision:</b>	
	Connecting Council and Community.	
	<b>Mission:</b>	
	Delivering Excellent Service.	

**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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- 1. Opening of Meeting & Acknowledgement of Country**
- 2. Prayer – Reverend <insert name>, <insert name of church>**
- 3. Condolences**
- 4. Leave of Absence**
- 5. Declaration of any Prescribed / Declarable Conflicts of Interest by Councillors**
- 6. Confirmation of Minutes**
  - 6.1 Council - 12 December 2024

# **Longreach Regional Council**



## **Ordinary Meeting Thursday 12 December 2024**

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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**Present**

**Councillors**

Mayor  
Deputy Mayor

Cr AC Rayner  
Cr LJ Nunn  
Cr DJ Bignell  
Cr AJ Emslie  
Cr NA Gay  
Cr TM Hatch  
Cr AR Watts

**Officers**

Chief Executive Officer  
Chief Financial Officer  
Director of Communities  
Director of Works  
Manager of Governance and Economy  
Manager of Human Resources, Safety and Wellness  
Executive Assistant to Chief Executive Officer,  
Mayor and Councillors

Brett Walsh  
David Wilson  
Tanya Johnson  
André Pretorius  
Simon Kuttner  
Grace Cronin-Jones  
  
Elizabeth Neal

**Public Gallery**

Nil

**Apologies**

Nil

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

The Mayor declared the meeting open at 10:30am.

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

**2 Prayer**

Father Peter Bang SVD, Catholic Church, opened the meeting with a prayer.

**3 Condolences**

The meeting paid its respects and observed a minutes silence to mark the passing of community members *Errol Raymond George Hancock, Peggy Margo Smith and Leonard James Smith.*

**4 Leave of Absence**

Nil

**5 Declaration of any Prescribed / Declarable Conflicts of Interest by Councillors**

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

*No declarations were made during this point of the meeting.*

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

*No declarations were made during this point of the meeting.*



**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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**6 Confirmation of Minutes**

**6.1 Council - Thursday 21 November 2024**

*(Res-2024-12-323)*

*Moved Cr Gay seconded Cr Bignell*

*That the Minutes of the Council held on Thursday 21 November 2024, be confirmed.*

*CARRIED 7/0*

**7 Mayoral Report**

**7.1 Mayoral Report**

From the Mayor, detailing a selection of meetings and engagements in the time since the last Council meeting.

*(Res-2024-12-324)*

*Moved Cr Emslie seconded Cr Bignell*

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

*CARRIED 7/0*

**8 Notices of Motion**

Nil

**9 Petitions**

Nil

**10 Deputations**

Nil

**11 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-2024-12-325)*

*Moved Cr Gay seconded Cr Bignell*

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

*CARRIED 7/0*

**11.2 Public Interest Disclosure Policy - Biennial Review**

Consideration of the Public Interest Disclosure Policy No 2.9, which has undergone its biennial review.

*(Res-2024-12-326)*

*Moved Cr Gay seconded Cr Emslie*

*That Council adopts the Public Interest Disclosure Policy No 2.9, as presented.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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**11.3 Land and Pest Management Advisory Meeting Recommendations - 26 November 2024**

Consideration of the recommendations of the Land and Pest Management Advisory Committee (LPMAC) meeting held on 26 November 2024.

*(Res-2024-12-327)*

*Moved Cr Gay seconded Cr Hatch*

*That Council receives the recommendations of the Land and Pest Management Advisory Committee.*

*CARRIED 7/0*

**11.4 Stock Routes Management Plan**

Consideration of the Longreach Regional Council Local Government Stock Route Management Plan.

*(Res-2024-12-328)*

*Moved Cr Gay seconded Cr Emslie*

*That Council adopts the Stock Route Management Plan, as presented.*

*CARRIED 7/0*

**11.5 Referral Agency Assessment Application (Alternative Siting Assessment) - 60 Crane Street, Longreach**

Consideration of a Referral Agency Assessment Application for an alternative siting assessment lodged with Council on December 2, 2024, for a plunge pool and deck to be positioned on land located at 60 Crane Street, Longreach and described as Lot 1 on RP618635.

*(Res-2024-12-329)*

*Moved Cr Nunn seconded Cr Hatch*

*That Council approves the siting variation for a plunge pool and deck to be positioned on the northern adjoining boundary at 60 Crane Street, Longreach and formally described as Lot 1 on RP618635, pursuant to section 32 and 33 of the Building Act 1975, Planning Act 2016 and Schedule 9, table 3 of the Planning Regulations 2017.*

*CARRIED 5/2*

*Cr Rayner called for a Division.*

*Voting For: Cr Gay, Cr Hatch, Cr Nunn, Cr Rayner, Cr Watts*

*Voting Against: Cr Bignell, Cr Emslie*

**11.6 Monthly Workplace Health and Safety Report - November 2024**

This report provides a summary of Council's health and safety performance as at 30 November 2024, highlighting issues, risks and opportunities impacting on employee health and safety in the workplace.

*(Res-2024-12-330)*

*Moved Cr Nunn seconded Cr Gay*

*That Council receives the Workplace Health and Safety update as at 30 November 2024, as presented.*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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*CARRIED 7/0*

**11.7 Information Report - Planning and Development Report**

This report provides an update on Development Services that has occurred during the month of November 2024.

*(Res-2024-12-331)*

*Moved Cr Nunn seconded Cr Hatch*

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

*CARRIED 7/0*

**11.8 Information Report - Governance**

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

*(Res-2024-12-332)*

*Moved Cr Gay seconded Cr Nunn*

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

*CARRIED 7/0*

**11.9 Chief Executive Officer's Council Report**

This report provides an update on a range of activities that have occurred over the previous month for the Chief Executive Officer.

*(Res-2024-12-333)*

*Moved Cr Watts seconded Cr Hatch*

*That Council receives the Chief Executive Officer's report, as presented.*

*CARRIED 7/0*

**12 Financial Services Report**

Consideration was given to the Director Financial Services Report

**12.1 Asset Policies - Review**

Consideration of a suite of Asset Policies, which have undergone review.

*(Res-2024-12-334)*

*Moved Cr Watts seconded Cr Bignell*

*That Council adopts the following policies as presented:*

- a) Acquisition and recognition of assets;*
- b) Valuation of assets;*
- c) Depreciation and amortisation; and,*
- d) Disposal of non-current assets.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
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**12.2 Procurement Policy - Review**

Consideration of the Procurement Policy 01-01, which has undergone a review.

*(Res-2024-12-335)*

*Moved Cr Gay seconded Cr Watts*

*That Council adopts the Procurement Policy as presented.*

CARRIED 7/0

**12.3 Project Decision Policy**

Consideration of the Project Decision Policy, which has undergone a review.

*(Res-2024-12-336)*

*Moved Cr Gay seconded Cr Watts*

*That Council adopts the new Project Decision Framework Policy as presented.*

CARRIED 7/0

The meeting adjourned for Lunch at 12:34pm.

The meeting resumed at 1:31pm, with those present at adjournment in attendance.

**12.4 Appointment of internal auditor**

Consideration of the appointment of a new internal auditor.

*(Res-2024-12-337)*

*Moved Cr Watts seconded Cr Gay*

*That Council, pursuant to section 207 of the Local Government Regulation 2012, appoints Vincents as Council's internal auditor for a period of four years.*

CARRIED 7/0

**12.5 Information Report - Finance**

This report provides an update on a range of activities that occurred during the month for the Financial Services Directorate.

*(Res-2024-12-338)*

*Moved Cr Nunn seconded Cr Bignell*

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

CARRIED 7/0

Attendance: Joel Perry, Project Manager, joined the meeting at 2:17pm

**12.6 Chief Financial Officer's Report**

Consideration of the financial statements for the period ending 30 November 2024:

*(Res-2024-12-339)*

*Moved Cr Nunn seconded Cr Bignell*

*That Council receives the Chief Financial Officer's Report for the period ending 30 November 2024, as presented.*

CARRIED 7/0

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

**13 Community and Cultural Services Report**

Consideration was given to the Director Community and Cultural Services Report

**13.1 Community Donations - Individuals**

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

(Res-2024-12-340)

Moved Cr Watts seconded Cr Gay

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

<i>Organisation/ Individual</i>	<i>Event/Project Activity</i>	<i>Event Date</i>	<i>Grant Approved</i>
<i>Max Bruggermann</i>	<i>North West all Schools Championships Team</i>	<i>6 – 8 December 2024</i>	<i>\$500.00</i>
<i>Nate Fuller</i>	<i>North West Cricket Team</i>	<i>14 – 18 October 2024</i>	<i>\$350.00</i>
		<i>TOTAL</i>	<i>\$850.00</i>

CARRIED 7/0

**13.2 Sponsorship - Isisford Barcoo Recreational Fishing Association Inc**

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

(Res-2024-12-341)

Moved Cr Bignell seconded Cr Hatch

That Council approves the allocation of funds from the 2024/2025 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>Isisford Barcoo Recreational Fishing Association</i>	<i>Isisford Fishing Comp 2025</i>	<i>25-27 July 2025</i>	<i>Financial \$8,699.00</i>
		<i>TOTAL</i>	<i>\$8,699.00</i>

CARRIED 7/0

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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**13.3 Longreach Showgrounds Facility Plan**

Consideration of the Longreach Showgrounds Facility Plan, outlining future facility improvements for the next 10-20 years.

*(Res-2024-12-342)*

*Moved Cr Nunn seconded Cr Hatch*

*The Council adopts the Longreach Showground Facility Plan, as presented and amended.*

*CARRIED 7/0*

**13.4 Information Report - Community Services**

This report provides an update on the range of activities that have occurred during the month of October for the Community Services Department.

*(Res-2024-12-343)*

*Moved Cr Watts seconded Cr Emslie*

*That Council receives the Community Services Information Report, as presented.*

*CARRIED 7/0*

Attendance: Joel Perry, Project Manager, left the meeting at 3:07pm

**13.5 Director of Communities Report**

This report provides an update on the range of activities that have occurred during the month of November for the Director of Communities.

*(Res-2024-12-344)*

*Moved Cr Gay seconded Cr Nunn*

*That Council receives the Director of Communities Report, as presented.*

*CARRIED 7/0*

The meeting adjourned for Afternoon Tea at 3:15pm.

The meeting resumed at 3:22pm, with those present at adjournment in attendance

**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 November 2024 for the Works Directorate.

*(Res-2024-12-345)*

*Moved Cr Nunn seconded Cr Watts*

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

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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Attendance: Grace Cronin-Jones left the meeting at 3:41pm.

**14.2 Director of Works Report**

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

*(Res-2024-12-346)*

*Moved Cr Gay seconded Cr Emslie*

*That Council receives the Director of Works Report, as presented*

*CARRIED 7/0*

**15 Late Items**

Nil

**16 Closed Matters**

**THE MEETING WAS CLOSED AT 3:58PM.**

*(Res-2024-12-347)*

*Moved Cr Hatch seconded Cr Bignell*

*That pursuant to section 254J(1) of the Local Government Regulation 2012 the meeting be closed at 3:58pm to discuss the following matters, which are considered confidential in accordance with section 254J(3)(g), of the Local Government Regulation 2012, as it contains information pertaining to negotiations relating to a commercial matter involving the council for which a public discussion would be likely to prejudice the interests of the council.*

*CARRIED 7/0*

*(Res-2024-12-348)*

*Moved Cr Emslie seconded Cr Watts*

*That Council move out of closed session at 4:10pm, to vote on item 16.1.*

*CARRIED 7/0*

**16.1 Bulk Water Allocation Request - A1727**

Consideration of a request to grant a seasonal raw water allocation to Assessment No. A1727.

*(Res-2024-12-349)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council authorises the Chief Executive Officer to negotiate a bulk raw water agreement with the owners of Assessment A1727, with a view to making a seasonal water assignment application to the Department of Local Government, Water and Volunteers, as per the advice from the Department.*

*CARRIED 7/0*

**Minutes of the Longreach Regional Council Ordinary Meeting  
held on Thursday 12 December 2024 at the Civic Centre, 96 Eagle Street, Longreach**

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**18 Closure of Meeting**

There being no further business, the meeting was closed at 4:21pm.

**Minutes Certificate**

These minutes are unconfirmed.

\_\_\_\_\_  
Cr A Rayner  
Mayor

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



**LONGREACH REGIONAL COUNCIL  
ORDINARY MEETING AGENDA**

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**7. Mayoral Report**  
**7.1 Mayoral Report**

To be presented at the Meeting.

***Recommendation:***

*That Council receives the Mayoral Report, as presented*

**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**

File Ref:

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 5 December 2024:

1. Local Government Elections - Post Election Dashboard - Longreach Regional Council
2. LGE2024 dashboard
3. Queensland Greats Awards - Do you know a Queensland Great
4. Corro-Deputy Premier, Minister for State Development, Infrastructure and Planning & Minister for Industrial Relations
5. GroWQ December 2024 Update
6. Storyfest - Saying goodbye to our biggest year yet!
7. Empowering Longreach Region's Youth with Aussie FMX
8. Longreach Regional Council - National Flood Insurance Database - CO
9. Australia Day Ambassador Program - Biography template - Selina Tomasich
10. Local Government Remuneration Commission Annual Report 2024 and Maximum Remuneration Determination

#### **Appendices**

1. EMA-13-12-2024 Local Government Elections - Post Election Dashboard - Longreach Regional Council [↓](#)
2. EMA-13-12-2024-LGE2024 dashboard [↓](#)
3. EMA-16-12-2024- Queensland Greats Awards - Do you know a Queensland Great [↓](#)
4. EMA-17-12-2024-Corro-Deputy Premier, Minister for State Development, Infrastructure and Planning & Minister for Industrial Relations [↓](#)
5. EMA-18-12-2024-GroWQ December 2024 Update [↓](#)
6. EMA-20-12-2024-Storyfest - Saying goodbye to our biggest year yet! [↓](#)
7. EMA-13-01-2025 Empowering Longreach Region's Youth with Aussie FMX [↓](#)
8. EMA-13-01-2025- Longreach Regional Council - National Flood Insurance Database - CO [↓](#)
9. EMA-15-01-2025 Australia Day Ambassador Program - Biography template - Selina Tomasich [↓](#)
10. Local Government Remuneration Commission Annual Report 2024 and Maximum Remuneration Determination

#### **Recommendation:**

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

# 2024 Local Government Elections – Longreach Regional Council



## OVERVIEW

<b>Council type</b>	Mayoral voting system
Undivided	Optional preferential
<b>Voting method</b>	Councillor voting system
Full postal	First past the post
<b>Number of enrolled electors</b>	
2,553	
<b>Queensland enrolment</b>	
3,649,448	



## PARTICIPATION

	Longreach Regional	Queensland
<b>Turnout</b>	77.01%	82.31%
Informality rate (Mayoral)	0.00%	3.82%
Informality rate (Councillor)	1.32%	5.00%
<b>Election day</b>	0.00%	45.55%
Early	0.00%	38.64%
In-person declaration	0.00%	1.43%
Postal	100.00%	13.33%
Telephone	0.00%	0.64%
Mobile	0.00%	0.41%



## ELECTORAL SERVICES

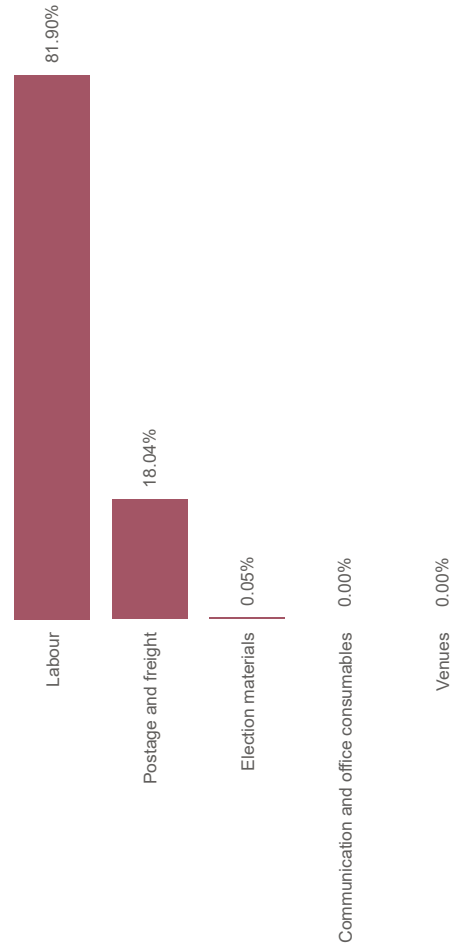
Early voting centres	0
Election day polling booths	0
Election day staff	0
Early voting work hours	0
Election assistant work hours	74.5
Returning officers/assistant returning officers engaged	1
Office-in-a-box	1
ePollbooks	0
Printers	0



## COSTS

**Actual cost**  
\$26,771

**Invoiced cost**  
\$26,771



ECQ ref: 990

13 December 2024



Mr Brett Walsh  
Chief Executive Officer  
Longreach Regional Council  
Email: [ceo@longreach.qld.gov.au](mailto:ceo@longreach.qld.gov.au)

Dear Mr Walsh

I am writing to provide you with information about the services provided to your council during the March 2024 Local Government elections.

You might recall that I wrote to you in June 2024, outlining the cost to your council to deliver the election when providing you with your invoice for the services provided by the Electoral Commission of Queensland (ECQ). At that time, I undertook to provide you with further details of key electoral information and the services delivered for your council.

Please find attached a dashboard which outlines information about the March election in your local government area, including:

- An overview of your election, including voting method(s), and number of enrolled electors.
- Participation rates for your council and for Queensland.
- Electoral services provided, for instance booth information where applicable, postal voting and other voting types delivered.
- Actual cost and invoiced cost with a breakdown included.

I would like to take this opportunity to acknowledge the local government sector's positive and collaborative engagement with the ECQ in the two-year period ahead of the 2024 elections and following their conclusion. I look forward to continuing to actively engage with all Queensland councils in due course as we move closer to the 2028 Local Government elections.

In the meantime, should you require any further information about the information attached, please contact me at [Pat.Vidgen@ecq.qld.gov.au](mailto:Pat.Vidgen@ecq.qld.gov.au) or on 1300 881 665.

I trust this information is of assistance.

Yours sincerely

A handwritten signature in black ink, appearing to be "PV", written over a light blue horizontal line.

Pat Vidgen PSM  
**Electoral Commissioner**

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)



## 11.1 - Councillor Information Correspondence --Appendix 3

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**From:**  
**To:**  
**Subject:** FW: 2025 Queensland Greats Awards - Do you know a Queensland Great?  
**Date:** Monday, 16 December 2024 10:16:51 AM

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corro

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Having trouble viewing this email? [View Online](#)

### **Do you know a remarkable Queenslander or Queensland institution that is deserving of recognition?**

The Queensland Greats Awards recognises and honours extraordinary individuals and institutions who have made a meaningful contribution to, or whose achievements have significantly impacted, the history and development of Queensland. The awards have recognised the lifetime achievements of extraordinary Queenslanders including those at the top of the national and international stage in the fields of sport, arts, science, philanthropy and business for more than 20 years. Since 2001, 123 individuals, 20 institutions and 11 posthumous recipients have been named Queensland Greats.

Nominations for the 2025 Queensland Greats Awards are now open across three categories - individual, institution and posthumous.

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

Nominate them [online](#) today. Nominations close **5pm, Monday 17 February 2025**.

We also 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.

The 2025 Queensland Greats will be announced at a ceremony in Brisbane as part of Queensland Day celebrations in June 2025.

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

## 11.1 - Councillor Information Correspondence --Appendix 3

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\_\_\_\_\_

This email was sent by Engagement and Partnerships, Department of the Premier and Cabinet, PO Box 15185, CITY EAST QLD 4002 to [ceo@longreach.qld.gov.au](mailto:ceo@longreach.qld.gov.au)

[Unsubscribe](#)

\_\_\_\_\_

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Honourable Jarrod Bleijie MP, Deputy Premier  
Minister for State Development, Infrastructure and Planning  
Minister for Industrial Relations

---

Our ref: OUT24/5859

17 December 2024

Councillor Anthony Rayner  
Mayor  
Longreach Regional Council  
mayor@longreach.qld.gov.au

1 William Street  
Brisbane Queensland 4000  
GPO Box 611 Brisbane  
Queensland Australia 4001  
**Telephone:** +61 7 3719 7100  
**Email:** deputy.premier@ministerial.qld.gov.au  
**Email:** industrialrelations@ministerial.qld.gov.au  
**ABN** 65 959 415 158

Dear Councillor Rayner

**Brisbane 2032 Games 100 Day Review - Have your say**

The Brisbane 2032 Games present a unique opportunity to ensure generational infrastructure and economic opportunities that benefit all Queenslanders.

The Queensland Government has tasked the newly appointed Board of the Games Independent Infrastructure and Coordination Authority (the Board) to undertake a comprehensive review to assess and map the infrastructure and transport needs for Queensland and the Games, within 100 days.

The 100 Day Review is now underway and will assess the network of critical projects required to support the Games to ensure that Queensland is investing in the right projects, and that infrastructure aligns with long-term planning, fiscal responsibility, and legacy goals, as well as ensuring investment delivers benefits for regional Queensland. The review will:

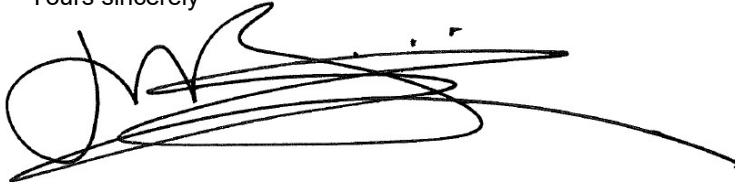
- Identify infrastructure needs which support the vision of the Games while aligning with long-term planning and budget priorities
- Prioritise key infrastructure, assess connectivity and ensure integration across venues, transport projects and athlete villages
- Consider deliverability, legacy impact, value for money, and alignment with long-term growth strategies of projects
- Generate lasting economic, social and environmental benefits across the State whilst enabling the successful delivery of the Games.

A public submissions process will inform the review, giving all Queenslanders the opportunity to contribute directly. The Authority's submission portal has been launched, and the website is now live.

The terms of reference for the 100 Day Review are available at: <https://www.statedevelopment.qld.gov.au/industry/brisbane-2032>. The public submission portal can be found at: <https://www.gamesreview.com.au>. Submissions close on Friday 10 January 2025 at 11.59pm AEST. Should a submitter have accessibility needs that prevent them from completing their submission online, they may email: [100DayReview@gvlda.au](mailto:100DayReview@gvlda.au).

By having your say, and encouraging your communities to do the same, together we can create a positive vision and leave a remarkable and lasting legacy for generations to come.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jarrod Bleijie', with a long horizontal flourish extending to the right.

**JARROD BLEIJIE MP**  
**DEPUTY PREMIER**  
**Minister for State Development, Infrastructure and Planning**  
**Minister for Industrial Relations**





Networking - Knowledge - Innovation - Investment

Hello and Seasons Greetings!

It's hard to believe we're already nearing the end of 2024! What a year it's been for so many of us, and here at GroWQ, we're proud of what we've accomplished with your support.

### 2024 WRAP UP

This year, we successfully delivered a range of events, including:

- ✓The annual **GroWQ Ag Industry Roundtable**,
- ✓**Western Queensland Grazing: Studies & Solutions for the Future** - a research day in partnership with our NABRC,
- ✓The **Grass Growers Ball**, where funds raised supported Outback Futures,
- ✓Our 3rd annual **GroWQ Innovation Expo**

The highlight for us was offering subsidised **Farmer First Aid Training** across 12 locations in Western Queensland. Over 175 participants gained life-saving skills, and we couldn't be prouder of the positive impact this will have in our communities. We want to extend a huge thank you to everyone who hosted and attended our events, we hope you found them valuable and enjoyable.

### SAVE THE DATE

Looking ahead to 2025, we are thrilled to announce our key event dates:

## 11.1 - Councillor Information Correspondence --Appendix 5

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### 26 February 2025 - **GroWQ Ag Industry Roundtable**

Hear from Industry & Service Providers about their 2025 projects & programs.

### 30 – 31 July 2025 - **GroWQ Ag Innovation Expo** *Talks, tech, trade displays.*

Featuring an inaugural field trip on Wednesday, followed by our fourth Expo on Thursday.

### 3 October 2025: **GroWQ Next Gen Event** *Grassroots Growth in the Grazing Industry.*

This exciting first time event will focus on inspiring and supporting the future of agriculture in Western Queensland.

We'll share more details about each event in the new year, and we've attached flyers with further information about the first two.

## OTHER INFORMATION

We're currently seeking sponsorship for these events, so if you're interested in partnering with us, please don't hesitate to contact us. We'd be happy to share our partnership prospectus with you.

Thank you for your continued support, we look forward what we can achieve together in 2025.

Wishing you a wonderful Christmas with loved ones and, hopefully, plenty of rain!

Merry Christmas!  
The GroWQ Team

GroWQ Association Inc

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

Please follow us on facebook and Instagram

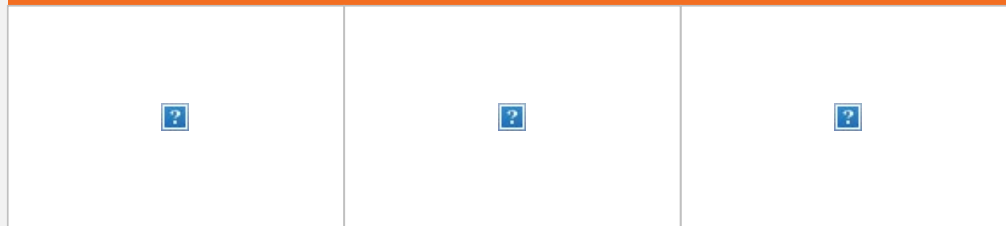
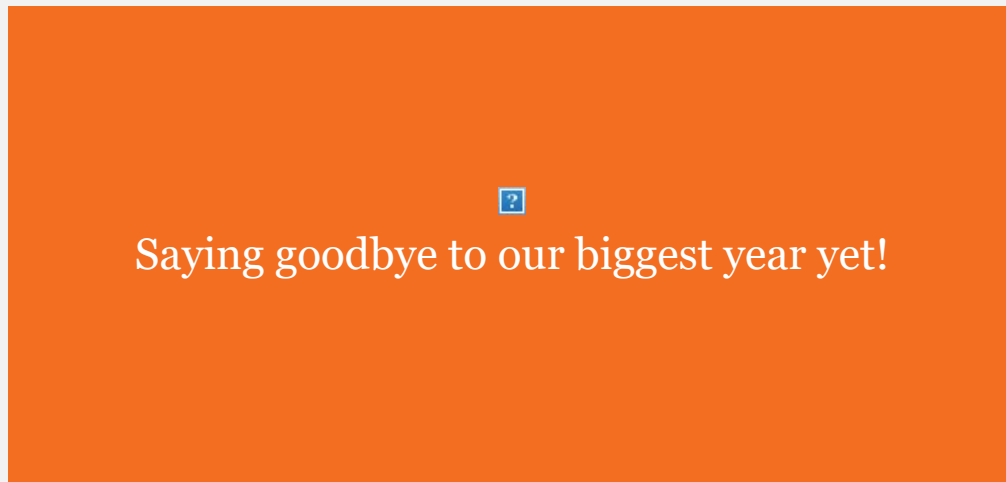


*Please reply to this email if you wish to stop receiving emails from GroWQ.*

corro

Thank you for joining us!

No images? [Click here](#)



2024 has come to an end, and we couldn't be prouder of all we have achieved together. From expanding our annual writers' festival into two more regional locations, seeing the joy of books and storytelling on the faces of hundreds more kids than in years before, and sharing the stage with so many wonderful authors and artists, this year has been our biggest yet.

We want to say an enormous thank you to every single one of you – friends, sponsors, donors and supporters alike. Our successes are yours too, and we can't wait to do it all again in 2025.

As we reflect on the year that was, join us in revisiting some of the biggest milestones of Storyfest in 2024!

### 2024 Highlights

### Storyfest goes big in 2024

Inspired by the success of the first Storyfest Out West festival in 2022, this year saw us taking our biggest leap yet, as we expanded the writers' festival from two locations to four! The aim of these festivals was to expand on Storyfest's mission and to bring a love of storytelling to rural areas of Queensland – and we did just that! [Find out more here!](#)



### How Storyfest fights declining literacy rates in QLD

You probably heard the news that Queensland's NAPLAN results are showing concerning declines. With shortening attention spans, earlier access to personal devices, and inadequate education funding, the numbers might not come as a surprise, but they are sobering nonetheless. We are here to help combat that! [Find out more here!](#)

### People of Storyfest

#### Ewan Mitchell, CEO of GeoGlide Australia

Storyfest's mission wouldn't be possible without its many generous partners, and GeoGlide is one of them. We sat down with Ewan Mitchell to talk about his involvement with the organisation and how literature changed his life. [Read on for more!](#)

#### Melanie Mills, ambassador of Storyfest South West

Get to know the woman without whom Storyfest South West would not have been possible, and the role she played in bringing the festival to life. [Read on for more!](#)

#### Richard Kinnon, head of Outback Pioneers

The sponsor that made the first regional Storyfest festival possible – Richard Kinnon has helped us transform Longreach into a literary hub over the past two years. [Read on for more!](#)

### Nick Richards, president of Somerset Alumni Association Committee

From the beginning, Storyfest has been supported by Somerset College and its associated entities, one of which is the Somerset Alumni Association. We chatted with Nick Richards about the role of the association today. [Read on for more!](#)

### Parents' Tips Corner

#### Our favourite graphic novels for tweens and teens

Over the past decade, graphic novels have seen a drastic increase in popularity amongst readers young and old. So much so that graphic novels have become the unsung superheroes of Australia's children's book market. At the height of their popularity, we have collected some of our favourite graphic novel recommendations!

[Read on for more!](#)

#### 5 tips for choosing the right children's books

When it comes to parenting, each choice you make affects your child's development. Not only that, but these choices often have many alternatives, leading to decision-making fatigue. To combat this, we have compiled a handy list of tips for making at least one of those choices easier: how to choose the right books for your little one? [Read on for more!](#)

#### The lifelong impact and importance of reading

There is something truly magical about seeing a child become a reader. From their earliest interactions with a book, often in the lap of a parent, grandparent or caregiver, children will learn to turn the pages, to mimic text, to point at symbols and illustrations and eventually (most often with explicit instruction) identify and understand letters, sounds and words. But why is all of this so important? [Read on for more!](#)

### The making of a book

### Get to know an editor

Many people imagine an editor's job as one long, luxurious readathon, but the reality is quite different. Kate Whitfield, senior editor at Allen & Unwin, shares insights into her career, her passion for storytelling, and tips for getting a foot in the door. [Read on to learn more!](#)



### Get to know a publicist

Book publicity isn't an avenue that many consider when it comes to finding a place within the publishing industry – but without it, those wonderful books would never find their readers! Maraya Bell, publicity manager HarperCollins, didn't start her career in books either, but now she couldn't imagine working anywhere else. [Read on to learn more!](#)

### Get to know two illustrators

Kate Isobel Scott and James Foley could not be any more different in their paths to becoming book illustrators. We sat down with the pair to pick their brains on what it was like to get started in the industry, who their inspirations are, and what tips they'd give others wanting to get started in similar roles. [Read on to learn more!](#)

## Interviews

### Hannah Kent

Award-winning author Hannah Kent has come a long way since she became a household name overnight with the publication of her debut, *Burial Rites*. She has found her footing in research and success in other areas of writing, with her first foray into script writing for the Netflix thriller, *Run Rabbit Run*.

[Read the interview here!](#)



### Marina Kamenev

## 11.1 - Councillor Information Correspondence --Appendix 6

Journalist Marina Kamenev has a long writing history behind her, one that spans continents and topics in equal measure. Launched on the week of her 40th birthday, her debut non-fiction book *Kin: Family in the 21st century* explores the ways in which we choose, or choose not, to have children today. [Read the interview here!](#)



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**Share**

**Forward**

Somerset Storyfest  
Somerset Drive, Mudgeeraba, Queensland 4213  
Telephone 07 5559 7377  
Email [events@storyfest.com.au](mailto:events@storyfest.com.au)  
storyfest.com.au

You're receiving this because you signed up for our email updates. Thanks for your interest in Somerset Storyfest!

[Preferences](#) | [Unsubscribe](#)

**Dear Mayor Tony,**

I hope this email finds you well, and that you are the best person for us to contact. We'd love to bring our **Aussie FMX Youth Program** to your community - a unique initiative that combines high-energy freestyle motocross performances with powerful messages on education, resilience, and healthy living.

Following their success on tours across Australia, Brodie Carmichael and Amber Enright are now dedicated to inspiring young people to pursue their dreams and lead positive, impactful lives.

Our recent collaborations with **Local Council's** have been a tremendous success, inspiring **thousands** of young people while fostering community pride. We've provided:

A **short video** below showcasing the excitement and impact of a recent event.

[https://drive.google.com/file/d/1w-4nG5QMMqMw9rQJ\\_pVewOvfxnqWsimS/view?](https://drive.google.com/file/d/1w-4nG5QMMqMw9rQJ_pVewOvfxnqWsimS/view?usp=sharing)

- 

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[usp=sharing](#)

- A **proposal** (link below) outlining the program's benefits and event details.

[https://drive.google.com/file/d/1kulMmUoViDxIP1HkgM9hkx7k-Do0IsUv/view?](https://drive.google.com/file/d/1kulMmUoViDxIP1HkgM9hkx7k-Do0IsUv/view?usp=sharing)  
[usp=sharing](#)

**Would it be unreasonable to explore if this program could benefit your community?**

Would you also be able to share this with key staff in the **Longreach Regional**



**Council** to ensure the whole team has the opportunity to explore this initiative.

Looking forward to your response!

**Best regards,**

**Josh Moylan**

Youth Program Coordinator

[events@stayingmotivated.com.au](mailto:events@stayingmotivated.com.au)

**Aussie FMX**



**THE HON DAVID LITTLEPROUD MP**  
LEADER OF THE NATIONALS  
FEDERAL MEMBER FOR MARANOA

Longreach Regional Council  
Mayor – Tony Raynor  
PO BOX 144  
ILFRACOMBE QLD 4727

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

Dear Cr Raynor,

I write to inform you of my recent discussions with the Insurance Council of Australia (ICA) regarding the increasingly prohibitive cost of insurance premiums for Local Government Areas (LGA) within the Maranoa electorate.

ICA have identified a number of Councils that should provide the National Flood Insurance Database (NFID) with updated flood studies of their LGA.

Insurers rely on the NFID to estimate flood risk. Even when risk reduction strategies such as levee banks have been undertaken, if maps are not reflective of the structural mitigation in place, insurers are unable to take that into consideration when calculating flood risk.

The Flood Study and associated mapping held with by the NFID for Longreach Regional Council (Council) is dated 2014.

I understand that Council has received funding through the QLD Flood Risk Management Program for flood studies, risk assessment and management strategies. Once completed, I urge you to consider submitting your updated Flood Studies and mapping to the NFID to ensure the best premium possible for your residents.

Yours sincerely,

**THE HON DAVID LITTLEPROUD MP**

09 January 2025

DLP:rp



## Biography

### 2025 Australia Day Ambassador Program

Dr Selina Tomasich is the founder and CEO of Hair Aid, a global charity transforming lives through the power of haircuts and skill development. Hair Aid organises international projects where men and women rescued from prostitution, criminal exploitation, or living in critical poverty (including those in jails) are trained in haircutting skills. These skills empower them to create their own micro-businesses, fostering economic independence and breaking cycles of hardship. To date, Hair Aid has trained over 7,000 individuals in developing countries.

In Australia, Hair Aid's Community Cuts program provides more than 15,000 free haircuts each year to people experiencing homelessness or economic hardship, improving personal hygiene, self-esteem and social connection.

Under Selina's leadership, Hair Aid has received prestigious accolades: two Gold Stevie Awards, four Silver Stevie Awards, recognition as the Outstanding Not-for-Profit of the World. Selina was named Female Innovator of the Year and included in the Victorian Government's Top 50 Entrepreneurs and is Central Queensland University's 2022 Social Impact Change Innovator Alumni winner.

## 11.1 - Local Government Remuneration Commission Annual Report 2024 and Maximum Remuneration Determination-Appendix 10



Local Government  
Remuneration Commission

06 December 2024

Dear Mayor and Councillors

### Determination of maximum remuneration

I am writing to advise you of a recent decision about maximum council remuneration amounts made by the independent Local Government Remuneration Commission (the Commission).

Consistent with section 243 of the *Local Government Regulation 2012* (the Regulation), the Commission has finalised its determination of the maximum remuneration amounts for mayors, deputy mayors and councillors for these categories, which will apply from 1 July 2025.

The remuneration schedule was published in the Government Gazette on 06 December 2024. More information about the council remuneration categories, guiding framework and maximum remuneration amounts is included in the Commission's Annual Report for 2024. The report is available online through the Department of Local Government, Water and Volunteers website: <https://www.localgovernment.qld.gov.au/for-councils/governance/local-government-remuneration-commission>

As you're aware, individual Queensland councils are responsible for making decisions about whether to increase mayor, deputy mayor and councillor remuneration to the new maximum amounts. Councils can decide to set mayor, deputy mayor and councillor remuneration at any amount below the maximum.

If you have any further queries in this regard, please contact the Commission Secretariat at [LGRcenquiries@dsdilgp.qld.gov.au](mailto:LGRcenquiries@dsdilgp.qld.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read "Bob Abbot".

Bob Abbot OAM  
**Chair**  
**Queensland Local Government Remuneration Commission**

1 William Street Brisbane  
PO Box 15009  
City East Qld 4002  
[www.statedevelopment.qld.gov.au](http://www.statedevelopment.qld.gov.au)

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.2 - Advertising Spending Policy - Biennial Review**

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**11.2 Advertising Spending Policy - Biennial Review**

Consideration of the Advertising Spending Policy No. 2.18, which has undergone its biennial review.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

01-01 Procurement Policy

02-04 Corporate Branding Policy

02-24 Communications and Media 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-2022-12-310)*

*Moved Cr Nunn seconded Cr Smith*

*That Council adopts the amended Advertising Spending Policy No 2.18, as presented.*

*CARRIED 6/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

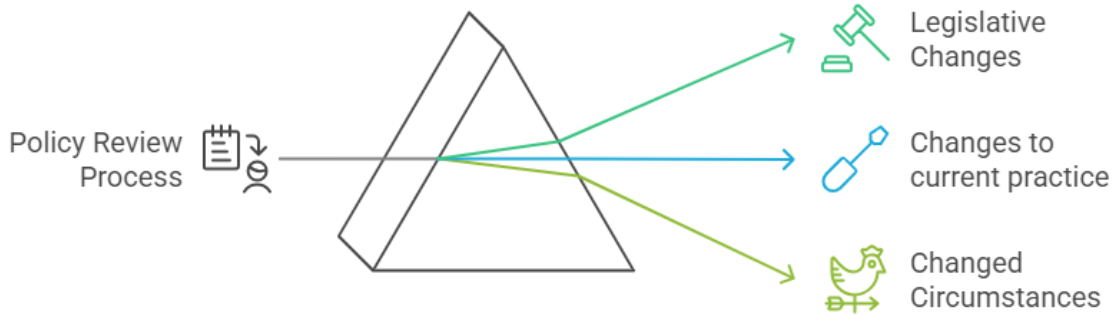
**Background:**

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.2 - Advertising Spending Policy - Biennial Review

---



The Advertising Spending Policy is mandated by section 197 of the *Local Government Regulation 2012*. It establishes the principles governing Council's expenditure on advertising to ensure that public monies are utilised in the public interest.

#### **Issue:**

The Advertising Spending Policy No. 2.18 has been reviewed by officers and is presented for adoption. References to legislation remain current and in-force, it continues to reflect current practice, and there have been no significant circumstantial changes that impact the policy.

Consequently, no significant changes to the policy have been proposed following the review.

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

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

Likelihood: Unlikely  
Consequence: Minor  
Rating: Low (4/25)

Risk has been assessed based on proceeding as recommended.

#### **Community Consultation:**

N/A

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

Nil

#### **Other Comments:**


Minor formatting and grammatical changes have been applied to the policy document.

#### **Appendices**

1. 02-18 Advertising Spending Policy --- 2025 Review [↓](#)

#### **Recommendation:**

*That Council adopts the Advertising Spending Policy No. 2.18, as presented.*

<b>Advertising Spending Policy</b>		 <p style="margin: 0;"><b>Longreach Regional Council</b></p> <small>Hfracombe Isisford Longreach Yarakaa</small>
Policy Number:	2.18	
Policy Category:	Statutory	
Authorised by:		
Date approved:		
Review Date:		

### **PURPOSE**

This purpose of this policy is to establish the principles governing Council's expenditure on advertising to ensure that public monies are utilised in the public interest.

### **SCOPE**

This policy applies to any paid advertisement or notice in any media, to promote an idea, goods or services provided by Council. The policy does *not* apply to:

- Advertising for employees;
- Advertising for the acquisition or disposal of property, plant and equipment, used or to be used by Council in its business;
- Advertisements for tenders or expressions of interest under Council's Procurement Policy; or
- Reports published in the media where no payment is made for the report.

### **LEGISLATION**

Section 197 of the *Local Government Regulation 2012* states that a local government must prepare and adopt a policy about the local government's spending on advertising.

### **197 Advertising spending**

- (1) A local government must prepare and adopt a policy about the local government's spending on advertising (an **advertising spending policy**).
- (2) A local government may spend money on advertising only—
  - (a) if-
    - (i) the advertising is to provide information or education to the public; and
    - (ii) the information or education is provided in the public interest; and
  - (b) in a way that is consistent with the local government's advertising spending policy.
- (3) **Advertising** is promoting, for the payment of a fee, an idea, goods or services to the public.

### **DEFINITIONS**

**Caretaker period** - The 'caretaker period' for a local government is the period during an election for a local government that - (a) starts on the day when public notice of the holding of the election is given under the *Local Government Electoral Act 2011*, section 25(1); and (b) ends at the conclusion of the election. There is no caretaker period during a by-election or fresh election.

### **POLICY**

Council Officers authorising expenditure must confirm that the expenditure will benefit the public generally or facilitate Council business. Expenditure must be provided for in a budget and must be authorised in accordance with the Council's Procurement Policy and procedures.

The types of information or education that Council considers are in the public interest to provide include:

## 11.2 - Advertising Spending Policy - Biennial Review --Appendix 1

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- a) to advise the public of a new or continuing service or facility provided by the Council;
- b) to advise the public about changes to an existing service or facility provided by Council;
- c) to increase the use of a service or facility provided by the Council on a commercial basis with a view to profit;
- d) to change the behaviour of people in Council's area for the benefit of all or some of the community or to achieve the objectives of the Council;
- e) to advise the public of the time, place and content of scheduled meetings of Council;
- f) to advise the public of the decisions made by Council at its meetings;
- g) to request comment on proposed policies or activities of the Council;
- h) to advertise matters required by legislation to be advertised;
- i) to advertise for the acquisition or disposal of property, plant and equipment;
- j) to advertise for employees;
- k) to advertise or promote events within the Council's area; or
- l) to advertise for tenders or expressions of interest under Council's Procurement Policy.

Advertising should not be used to promote the achievements or plans of Councillors or groups of Councillors as defined by section 90D (2) of the *Local Government Act 2009*. Advertising should not be used to influence electors during a local government election caretaker period.

### RELATED DOCUMENTS

Procurement Policy No 1.1

Corporate Branding Policy No 2.4

Communications and Media Policy No 2.24

Authorised by resolution as at :



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



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.3 - Climate Change Policy (General Operations) - Biennial Review**

---

**11.3 Climate Change Policy (General Operations) - Biennial Review**

Consideration of the Climate Change Policy (General Operations) No. 2.14, which has undergone its biennial review.

**Council Action**

Recognise

**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**

*(Res-2022-12-314)*

*Moved Cr Emslie seconded Cr Bignell*

*That the amended Climate Change Policy be adopted, as presented.*

*CARRIED 6/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

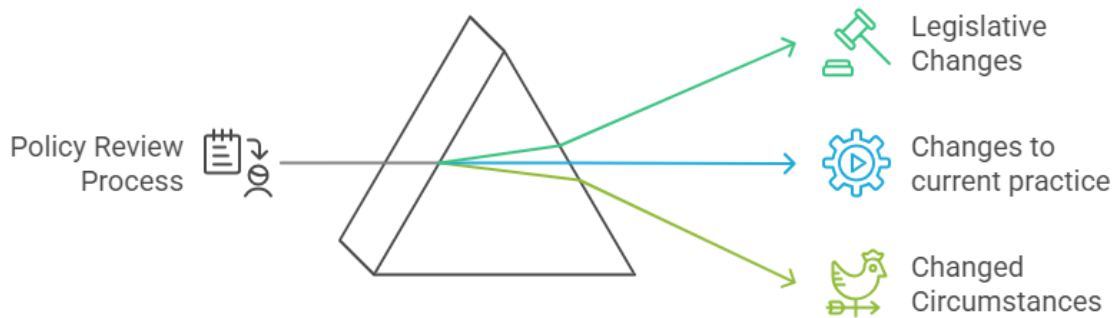
**Background:**

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.3 - Climate Change Policy (General Operations) - Biennial Review

---



The Climate Change Policy (General Operations) was established to define the principles Council will apply in managing its climate change responsibilities using a combination of climate change mitigation and adaptation strategies.

#### **Issue:**

The Climate Change Policy (General Operations) No. 2.14 has been reviewed by officers and is presented for adoption. References to legislation remain current and in-force, it continues to reflect current practice, and there have been no significant circumstantial changes that impact the policy.

Consequently, no significant changes to the policy have been proposed following the review.

#### **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.

#### **Community Consultation:**

N/A

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

This policy defines the principles Council will apply in managing its climate change responsibilities.

#### **Other Comments:**


Minor formatting and grammatical changes have been applied to the policy document.

#### **Appendices**

1. 02-14 Climate Change (General Operations) Policy --- 2025 Review [↓](#)

#### **Recommendation:**

*That Council adopts the Climate Change Policy (General Operations) No. 2.14, as presented.*

<b>Climate Change Policy (General Operations)</b>		 <b>Longreach Regional Council</b> <small>Hfracombe Isisford Longreach Yarako</small>
Policy number:	02-14	
Policy category:	Statutory	
Authorised by:		
Date approved:		
Review date:		

### **PURPOSE**

The purpose of this policy is to define the principles Council will apply in managing its climate change responsibilities using a combination of climate change mitigation and adaptation strategies.

### **SCOPE**

This policy applies to all Councillors, employees, volunteers and individuals conducting business for Council and/or acting for or on behalf of Council at any given point in time.

### **LEGISLATION**

*Local Government Act 2009*

*Local Government Regulation 2012*

### **DEFINITIONS**

**Adaptation** - Any action, initiative or strategy taken to reduce the vulnerability of the natural and/or human environment from climate change impacts.

**Anthropogenic Climate Change** - Climate change caused by human activities which lead to the release of greenhouse gases which accelerate climate change. For example the burning of fossil fuels, deforestation and other land use changes.

**Climate Change** - The statistically significant variation in the average state of climate over a minimum 30 year period for an extended period.

**Carbon Footprint** - The amount of carbon dioxide released into the atmosphere as a result of the activities of a particular individual, organisation or community.

**Carbon Sink (Carbon Store)** - Ecosystems, notably forests, which remove greenhouse gas emissions from the atmosphere by absorbing and storing it.

**Greenhouse Gas Emissions** - A gas which traps heat in the atmosphere, accelerating climate change. The main greenhouse gases contributing to climate change are: Carbon Dioxide (CO<sub>2</sub>), Methane (CH<sub>4</sub>), Nitrous Oxide (N<sub>2</sub>O) and Fluorinated gases (e.g. hydrofluorocarbons and perfluorocarbons). Activities such as the burning of fossil fuels for energy and transportation are a significant source of greenhouse gas emissions.

**Mitigation** - Actions taken to reduce greenhouse gas emissions in order to minimise their effects on global climate change. Instead of initiatives aimed at adapting to climate change, mitigation refers to the prevention and control of the sources of greenhouse gas emissions.

**Zero Net Emissions (Carbon Neutral)** – Having a net zero carbon footprint by balancing a measured amount of carbon released with an equivalent amount sequestered, offset or by purchasing carbon credits.

### **POLICY STATEMENT**

The Longreach Regional Council Local Government Area is exposed to a number of natural hazards, all of which are likely to be exacerbated by anthropogenic climate change. Direct hazards include: heatwaves, drought, extreme storms, and riverine flooding.

Climate change is expected to affect a number of capacities which Council is responsible/ partly responsible for or has an active interest in, these areas include: development, emergency management, infrastructure, public health, water and waste management, and the natural environment.

Responding effectively to climate change will involve a combination of reducing greenhouse gas emissions, whilst protecting important carbon sinks (mitigation); and building resiliency to prepare and adapt to climate change impacts (adaptation).

Council, operating within its local government functions and responsibilities, is committed to the following six (6) principles:

1. To recognise and understand Council's vulnerabilities associated with climate change based on the best available climate science at any given time.
2. To consider climate change mitigation actions which aim to reduce the impact of Council's operations on climate change.
3. To consider climate change adaptation actions to strengthen Council's resilience to climate change impacts.
4. To demonstrate climate change leadership within the community.
5. To participate in appropriate national, state and regional groups, which aim to share climate change knowledge, build capability and/or improve resiliency.
6. To comply with applicable legal requirements and implement any relevant State government policies, guidelines and/or directives related to climate change.

### **RELATED DOCUMENTS**

Nil

Authorised by resolution as at:



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

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.4 - Councillor Confidentiality Policy - Biennial Review**

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**11.4 Councillor Confidentiality Policy - Biennial Review**

Consideration of the Councillor Confidentiality Policy No. 3.6, which has undergone its biennial review.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*  
*Local Government Regulation 2012*  
*Planning Act 2016*  
*Information Privacy Act 2009*  
*Crime and Corruption Act 2001*  
*Public Interest Disclosure Act 2010*  
*Human Rights Act 2019*

**Policy Considerations**

03-07 Councillor Briefing Session Policy  
03-08 Councillor Roles in Development Matters Policy  
Code of Conduct for Councillors in Queensland

**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-2022-06-146)*  
*Moved Cr Nunn seconded Cr Hatch*  
*That Council adopts the proposed Councillor Confidentiality Policy No. 03-06 as presented and amended.*

*CARRIED 7/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

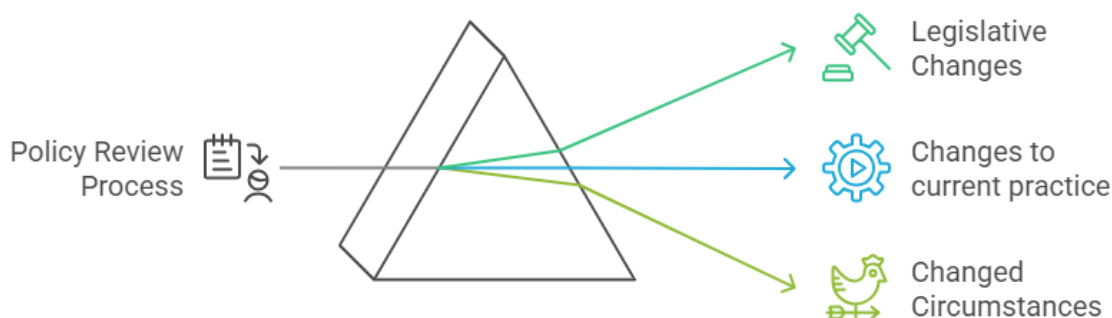
**Background:**

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.4 - Councillor Confidentiality Policy - Biennial Review

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The Councillor Confidentiality Policy provides guidance to councillors in complying with section 171 (3) of the *Local Government Act 2009* regarding the proper handling of confidential information. The policy aims to assist in determining what might be considered confidential information and how this information should be handled.

#### **Issue:**

The Councillor Confidentiality Policy 3.6 has been reviewed by officers and is presented for adoption. References to legislation remain current and in-force, it continues to reflect current practice, and there have been no significant circumstantial changes that impact the policy.

Consequently, no significant changes to the policy have been proposed following the review. However, two additional related policies have been added to the 'Related Documents' section, as these policies have been adopted in the time since the Councillor Confidentiality Policy was last adopted.

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

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

Likelihood: Unlikely  
Consequence: Minor  
Rating: Low (4/25)

Risk has been assessed based on proceeding as recommended.

#### **Community Consultation:**

N/A

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

Nil

#### **Other Comments:**


Minor formatting and grammatical changes have been applied to the policy document.

#### **Appendices**

1. 03-06 Councillor Confidentiality Policy --- 2025 Review ↓

#### **Recommendation:**

*That Council adopts the Councillor Confidentiality Policy No. 3.6, as presented.*

<b>Councillor Confidentiality Policy</b>		 <p style="margin: 0;"><b>Longreach Regional Council</b></p> <p style="font-size: small; margin: 0;">Ilfracombe Isisford Longreach Yaraka</p>
Policy Number:	3.6	
Policy Category:	Councillor Confidentiality Policy	
Authorised by:		
Date approved:		
Review Date:		

### **PURPOSE**

This policy provides guidance to councillors in complying with section 171(3) of the *Local Government Act 2009* regarding the proper handling of confidential information. The policy aims to assist Council in determining what might be considered confidential information and how this information should be handled.

### **SCOPE**

This policy applies to confidential information held by Council and councillors.

Section 171 (3) of the *Local Government Act 2009* sets out provisions relating to the release of confidential information by councillors. It states:

“A councillor must not release information that the councillor knows, or should reasonably know, is information that is confidential to the local government.

Note: a contravention of subsection (3) is misconduct that could result in disciplinary action being taken against a councillor. See sections 150L(1)(c)(iv), 150AQ and 150AR.”

### **LEGISLATION**

*Local Government Act 2009*

*Local Government Regulation 2012*

*Planning Act 2016*

*Information Privacy Act 2009*

*Crime and Corruption Act 2001*

*Public Interest Disclosure Act 2010*

*Human Rights Act 2019*

### **DEFINITIONS**

**Council** – means Longreach Regional Council.

**Councillors** – means the Mayor, Acting Mayor, Deputy Mayor or Elected Member.

**CEO** – means the Chief Executive Officer of Longreach Regional Council whether in an acting, temporary or permanent role at the time including the delegate of the Chief Executive Officer (as appropriate) for the taking of minutes of a meeting of Council.

**Meetings** - includes all meetings of the Local Government including Ordinary General Meetings, Special Meetings, meetings of Standing Committees, meetings of Advisory Committees and meetings of any other Committees constituted by Council under the *Local Government Act 2009* or required to be constituted by Council under the *Local Government Act 2009* or any other Act.

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

### **POLICY STATEMENT**

#### **1. Intent**

- 1.1. Councillors must use Council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government.
- 1.2. This policy aims to support councillors in balancing the right and duty to inform the public and consult with constituents about Council business with the interest Council has in preventing disclosure of confidential information.
- 1.3. This policy does not override an individual councillor's statutory obligations in respect of the use of information, nor does it override Council's obligations under the *Local Government Act 2009* or any other legislation or subordinate legislation to disclose or publish information where this is required by law.
- 1.4. Council operates in an environment of public accountability in which it seeks to inform the public of issues under consideration and the nature of decisions made by it. Therefore, information should ordinarily be released to the public unless there are compelling reasons which indicate that this is not in the public interest.
- 1.5. At the same time, Council is conscious of the need to handle Council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government.
- 1.6. It is accepted that councillors will be in receipt of confidential information that may or may not be part of a formal Council meeting. It is Council's responsibility to ensure that such information is treated confidentially, so as not to harm, prejudice or compromise the interests of Council or any individual or organisation, or enable any individual or organisation to gain a financial advantage.
- 1.7. Whilst endeavouring in the interests of public accountability to limit the number of matters which are considered in confidential sessions, Council acknowledges that it is appropriate to consider certain matters in closed meetings.

#### **2. What is confidential information?**

- 2.1. The following types of information shall be deemed to be confidential to Council unless or until Council resolves to the contrary in a particular instance:
  - 2.1.1. Commercial in confidence information – including where the release of information would affect a third party's competitive advantage; this is particularly relevant in a competitive tender situation;
  - 2.1.2. Information obtained from government departments or ministers that has been classified as confidential;
  - 2.1.3. Information of a personal nature or about personal affairs, for example the personal details of citizens, councillors or council staff;
  - 2.1.4. Information relating to a property disposal or acquisition process where release of the information may prejudice Council (see also section 171(1) and section 210F of the *Local Government Act 2009*);
  - 2.1.5. Financial and legal analysis where the disclosure of that information may compromise Council or someone else, or waive legal professional privilege;



- 2.1.6. Information that could result in action being taken against Council for defamation;
- 2.1.7. Information involving the provision of legal advice to Council or about a legal issue or a matter before a court, commission or tribunal;
- 2.1.8. Information that is given to Council, a councillor or a Council employee in circumstances where the giver of the information imposes an obligation of confidence on Council, the councillor or the Council employee;
- 2.1.9. Information subject to a contractual obligation requiring Council to maintain confidentiality over the information;
- 2.1.10. Information subject to an obligation in the *Crime and Corruption Act 2001* to maintain confidentiality over the information;
- 2.1.11. Information subject to an obligation in the *Public Interest Disclosure Act 2010* to maintain confidentiality over the information;
- 2.1.12. Information examined or discussed at councillor briefing sessions, unless the Chief Executive Officer declares that such information (or part thereof) is not confidential;
- 2.1.13. Information about:
  - 2.1.13.1. The appointment, dismissal or discipline of the chief executive officer;
  - 2.1.13.2. Industrial matters affecting employees;
  - 2.1.13.3. Council's budget;
  - 2.1.13.4. Rating concessions;
  - 2.1.13.5. Legal advice obtained by Council or legal proceedings involving Council including, for example, legal proceedings that may be taken by or against Council;
  - 2.1.13.6. Matters that may directly affect the health and safety of an individual or a group of individuals;
  - 2.1.13.7. Negotiations relating to a commercial matter involving Council for which a public discussion would be likely to prejudice the interests of Council;
  - 2.1.13.8. Negotiations relating to the taking of land by Council under the *Acquisition of Land Act 1967*;
  - 2.1.13.9. A matter Council is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.
- 2.2. It is acknowledged that some of the above classes of information may need to be disclosed from time to time for legal proceedings, pursuant to a legislative requirement to make the information or document available for inspection and/or purchase (for example Schedule 22 of the *Planning Regulation 2017* contains a list of material that Council must keep available for inspection and/or purchase) or in accordance with the *Right to Information Act 2009*.

### 3. Release of Confidential Information

- 3.1. Any release of confidential information for any purpose to any person or organisation (other than those who are entitled to the information, such as other councillors or council staff) is a breach of section 171(3) of the *Local Government Act 2009*. For avoidance of doubt, release includes:
  - 3.1.1. Orally telling any person about the information or any part of the information;
  - 3.1.2. Providing the original or a copy of documentation or any part of the documentation that is marked confidential; and

- 3.1.3. Paraphrasing – putting into your own words – any confidential information and providing that in writing or orally.

#### 4. Breach of this Policy

- 4.1. A breach of section 171(3) of the LGA is “misconduct”.
- 4.2. A councillor and Council’s Chief Executive Officer must give notice of any allegation of misconduct that they become aware of to the Office of Independent Assessor (see section 150R of the *Local Government Act 2009*), which will thereafter deal with the matter.
- 4.3. Any other person may make a complaint about a breach by a councillor of section 171(3) of the *Local Government Act 2009* by giving notice of the complaint to either: -
- 4.3.1. The Council’s Chief Executive Officer (who must refer it to the Office of the Independent Assessor); or
- 4.3.2. The Office of the Independent Assessor.

In either case, the Office of the Independent Assessor will thereafter deal with the matter in accordance with Chapter 5A, Part 3 of the *Local Government Act 2009*.

#### RELATED DOCUMENTS

03-07 Councillor Briefing Session Policy

03-08 Councillor Roles in Development Matters Policy

Code of Conduct for Councillors in Queensland

Authorised by resolution as at :

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

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.5 - Entertainment and Hospitality Policy - Biennial Review**

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**11.5 Entertainment and Hospitality Policy - Biennial Review**

Consideration of the Entertainment and Hospitality Policy No. 2.19, which has undergone its biennial review.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

01-01 Procurement Policy

01-15 Corporate Credit Card Policy

02-21 Councillor Reimbursement of Expenses and Provision of Facilities 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-2022-12-311)*

*Moved Cr Hatch seconded Cr Emslie*

*That Council adopts the amended Entertainment and Hospitality Policy No 2.19, as presented.*

*CARRIED 6/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

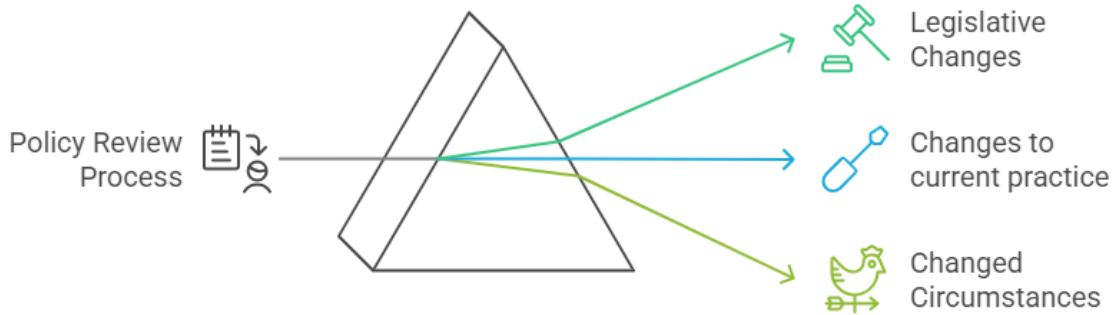
**Background:**

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.

# 11. CHIEF EXECUTIVE OFFICER'S REPORT

## 11.5 - Entertainment and Hospitality Policy - Biennial Review

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The Entertainment and Hospitality Policy was established pursuant to section 196 of the *Local Government Regulation 2012*. It sets the principles and guidelines governing expenditure on entertainment and hospitality to provide clarity about the reasonable and appropriate use of public funds.

### **Issue:**

The Entertainment and Hospitality Policy No. 2.19 has been reviewed by officers and is presented for adoption. References to legislation remain current and in-force, it continues to reflect current practice, and there have been no significant circumstantial changes that impact the policy.

Consequently, no significant changes to the policy have been proposed following the review.

### **Risk Management Factors:**

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

Likelihood:	Unlikely
Consequence:	Minor
Rating:	Low (4/25)

Risk has been assessed based on proceeding as recommended.

### **Community Consultation:**

N/A

### **Environmental Management Factors:**

Nil

### **Other Comments:**


Minor formatting and grammatical changes have been applied to the policy document.

### **Appendices**

1. 02-19 Entertainment and Hospitality Policy --- 2025 Review ↓

### **Recommendation:**

*That Council adopts the Entertainment and Hospitality Policy No. 2.19, as presented.*

<b>Entertainment and Hospitality Policy</b>		 <p><b>Longreach Regional Council</b> <small>Ilfracombe Isisford Longreach Yaraka</small></p>
Policy Number:	2.19	
Policy Category:	Statutory	
Authorised by:		
Date approved:		
Review Date:		

### PURPOSE

The purpose of this policy is to establish an entertainment and hospitality policy pursuant to section 196 of the *Local Government Regulation 2012*. It sets the principles and guidelines pertaining to entertainment and hospitality. The principles governing expenditure on entertainment and hospitality will provide clarity about the reasonable and appropriate use of public funds.

### SCOPE

This Policy applies to all workplace participants who are claiming for reimbursement or payment of entertainment and hospitality expenditure in connection with their duties and/or while representing Council.

### LEGISLATION

Section 196 of the *Local Government Regulation 2012* states that a local government must prepare and adopt a policy about the local government's spending on entertainment or hospitality (an entertainment and hospitality policy).

Examples of entertainment or hospitality–

- entertaining members of the public in order to promote a local government project
- providing food or beverages to a person who is visiting the local government in an official capacity
- providing food or beverages for a conference, course, meeting, seminar, workshop or another forum that is held by the local government for its councillors, local government employees or other persons
- paying for a councillor or local government employee to attend a function as part of the councillor's or employee's official duties or obligations as a councillor or local government employee

A local government may spend money on entertainment or hospitality only in a way that is consistent with its entertainment and hospitality policy.

### DEFINITIONS

**Council Business** – includes work required to be performed as part of normal duties.

**Workplace Participants** – Councillors and employees of Council.

### POLICY

Entertainment and hospitality expenditure must be incurred in the public interest. This means that the person authorising the expenditure must confirm that the expenditure will benefit the public generally or facilitate Council business.

The amount spent on entertainment and hospitality must be reasonable, having regard to the benefit to Council or the public. Expenditure must be provided for in a budget and must be authorised in accordance with the Council's standard accounting procedures.

**Guidelines**

Whenever a Workplace Participant claims for reimbursement or payment of entertainment expenses, the Workplace Participant must be able to clearly identify the benefit derived from the expenditure.

**Inappropriate Expenditure**

Unless specifically approved by the Chief Executive Officer prior to the event, expenditure that is not considered appropriate includes:

- (a) staff meals without a Council business purpose;
- (b) tips or gratuities; and
- (c) the cost of providing meals at a private residence.


**Provision of Alcohol**

Alcohol may only be provided at an official Council function if it has been approved prior to the function by the Mayor or Chief Executive Officer. Alcohol must not be provided during meetings or training courses provided by the Council, unless approved by the Chief Executive Officer. Alcoholic drinks may not be provided for officers except where the officer attends a function at which alcoholic drinks are provided for other persons under this policy.

**RELATED DOCUMENTS**

- Procurement Policy No. 1.1
- Councillor Reimbursement of Expenses and Provision of Facilities Policy No. 2.21
- Corporate Credit Card Policy No. 1.15

Authorised by resolution as at:



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Brett Walsh  
Chief Executive Officer

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.6 - External Communications and Social Media Policy**

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**11.6 External Communications and Social Media Policy**

Consideration of the External Communications and Social Media Policy, a new policy, proposed to replace the Social Media Policy and the Communications and Media Policy.

**Council Action**

Deliver

**Applicable Legislation**

*Anti-Discrimination Act 2001*

*Local Government Act 2009*

*Local Government Regulation 2012*

*Public Records Act 2002*

**Policy Considerations**

01-11 Risk Management Policy

02-04 Corporate Branding Policy

02-07 Records Management Policy

02-20 Social Media Policy\*

02-24 Communications and Media Policy\*

03-06 Councillor Confidentiality Policy

04-05 Code of Conduct for Employees Policy

\*Proposed to be repealed

**Corporate and Operational Plan Considerations**

OUR LEADERSHIP	
	Corporate Plan Outcome
5.1	Council will have a values driven culture.
5.2	Informed and considered decision making based on effective governance practices

**Budget Considerations**

Nil

**Previous Council Resolutions related to this Matter**

*(Res-2022-12-312)*

*Moved Cr Emslie seconded Cr Smith*

*That the amended Social Media Policy be adopted, as presented.*

*CARRIED 6/0*

*(Res-2022-12-313)*

*Moved Cr Nunn seconded Cr Smith*

*That the amended Communications and Media Policy be adopted, as presented.*

*CARRIED 6/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

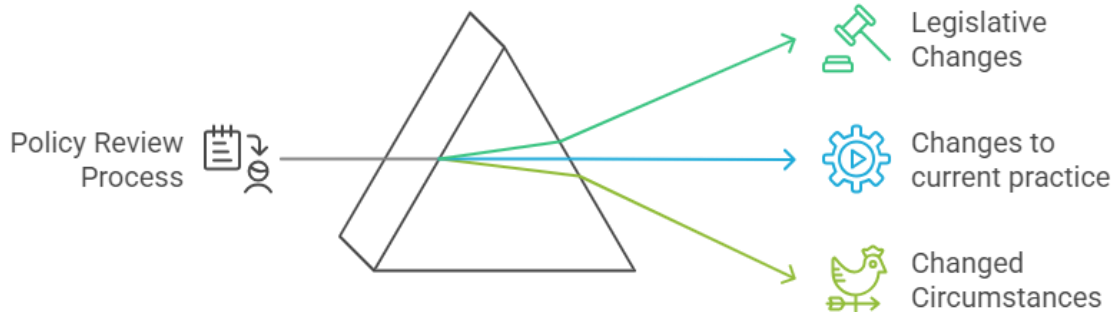
*Grace Cronin-Jones, Manager of Human Resources, Safety and Wellness*

# 11. CHIEF EXECUTIVE OFFICER'S REPORT

## 11.6 - External Communications and Social Media Policy

### Background:

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.



The Social Media Policy 2.20 and the Communications and Media Policy 2.24 have undergone review and have been redrafted to form a combined External Communications and Social Media Policy, which is presented for consideration.

### Issue:

While references to legislation remain current and in-force, there has been changes to the organisation structure since the previous two policies were adopted that impact these policies.

This redrafted policy has been devised by the Manager of Human Resources, Safety and Wellness and the Manager of Governance and Economy to be reflective of the current organisational structure and distribution of responsibilities. Some functions relevant to this policy have moved from the Governance to Communities directorate and sit with the Engagement and Communications team. Consideration was also given to new communications initiatives, such as Council's newsletter, which have been introduced since the subject polices were last adopted.

The draft policy combines the two previous policies and serves to provide guidance on the use of social media within Council for public communication purposes and clarify the appropriate process for communication of official Council decisions and positions. It also ensures that Councillors and Council employees understand their responsibilities when using communications and social media platforms.

### Risk Management Factors:

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

Likelihood:	Unlikely
Consequence:	Minor
Rating:	Low (4/25)

Risk has been assessed based on proceeding as recommended.



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

### **11.6 - External Communications and Social Media Policy**

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#### **Community Consultation:**

This policy provides guidance on the use of social media within Council for public communication purposes and clarify the appropriate process for communication of official Council decisions and positions.

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

Nil

#### **Other Comments:**

The new policy is proposed to replace the previous two policies, which are attached for Councillors reference.


#### **Appendices**

1. DRAFT\_External Communications and Social Media Policy (Final) ↓
2. 02\_20\_Social\_Media\_Policy ↓
3. 02\_24\_Communications\_and\_Media\_Policy ↓

#### **Recommendation:**

*That Council:*

1. *Repeals the Social Media Policy No. 2.20;*
2. *Repeals the Communications and Media Policy No. 2.24; and,*
3. *Adopts the External Communications and Social Media Policy, as presented.*

<b>External Communications and Social Media Policy</b>		 <p style="text-align: center;"><b>Longreach Regional Council</b> <small>Ilfracombe Isisford Longreach Yareba</small></p>
Policy number:	2.20	
Policy category:	Statutory	
Authorised by:		
Date approved:		
Review date:		

### **PURPOSE**

The purpose of this policy is to provide guidance on the use of social media within Council for public communication purposes and clarify the appropriate process for communication of official Council decisions and positions. It also ensures that Councillors, and Council employees understand their responsibilities when using communications and social media platforms.

The policy aims to ensure that Council promotes an overall positive image and reputation in its external communications, through clear, timely, accurate, and consistent sharing of information.

### **SCOPE**

This policy applies to all Councillors, Council employees and contractors of Council when responding to media enquiries or when seek to make comment on behalf of Longreach Regional Council.

This policy also applies to the professional and private use of social media platforms by Councillors, Council employees, and contractors of Council.

### **LEGISLATION**

*Anti-Discrimination Act 2001*

*Local Government Act 2009*

*Local Government Regulation 2012*

*Public Records Act 2002*

### **DEFINITIONS**

**CEO** – Chief Executive Officer

**Staff** – Full time, Casual, Part Time and Contractors

**Social Media** – Digital communication services where people may comment, contribute, create posts, upload, and share content including:

- a) Blogs and micro blogging sites (including, but not limited to, Threads, X)
- b) Social Networking sites (including, but not limited to, Facebook, LinkedIn, MySpace)
- c) Instant messaging facilities (including, but not limited to, Snapchat, Whatsapp)
- d) Video and photo sharing sites (including, but not limited to, YouTube, Instagram)
- e) Forums and discussion boards (including, but not limited to, Reddit, Yahoo Answers)
- f) User moderated web content (including, but not limited to, Wikipedia, TripAdvisor, Yelp)

**Page** – An account held by organisations on a Social Media service as defined above

**Profile** – An account held by an individual on a Social Media service as defined above

**Moderator** – One or more Staff with delegated responsibility for monitoring social media activity and maintaining the integrity of content

**Post** – An individual piece of content hosted on a Profile or Page as defined above

**Communication** – includes all forms of communication to both the media and public, for example, but not limited to, interviews, press statements, emails, facsimiles, letters, phone calls, tweets, etc.

**Council Business** – includes any matter that has been, or is being, considered by Council as having appeared in Council’s business papers or can be reasonably expected to appear in Council’s business papers. This includes the time between when a decision of Council is made and when the resolution is communicated to stakeholders via ‘Official Correspondence’.

**Personal Statement** – a statement made which is made from the perspective of the individual, as a Councillor.

**Editorial and/or Public Comment** – statements, written or verbal, expressing privately held opinions relating to Council business, made by journalists or members of the public.

**Misinformation** – information that is, whether intentionally or unintentionally, incorrect or misleading.

### 1. POLICY STATEMENT

Council acknowledges the important role that print, broadcast and digital media play in sharing news and information of Longreach Regional Council activities, decisions and updates. Council supports the use of official social media channels as part of an integrated approach to communication and community engagement. The use of social media must be consistent with this policy and the Employee Code of Conduct and the Code of Conduct for Councillors in Queensland.

Council respects the principle of freedom of the press and the right of media outlets to report on Council matters in a manner that they consider appropriate. Council respects the principle of freedom of speech and the right of individuals to express their personal opinion. Council expects individuals to do so in a respectful, constructive and non-discriminatory manner. Council will not publicly respond to editorial and/or public comment unless it is to correct misinformation.

This policy identifies principles and commitments which ensure timely, accurate, transparent, and consistent information is provided to the community through positive working relationships with media/news organisations and via Council’s official communication channels.

### 2. Principles

The following principles are applicable to this policy:

Principle	What it means for Longreach Regional Council
Accountability	<ul style="list-style-type: none"> <li>• Employees have the right to contribute to public discussions on community and social issues in a personal capacity.</li> <li>• Employees take reasonable steps to ensure that any published, forwarded or liked online content on social media, made in their personal capacity, is represented as their own views and not those of Longreach Regional Council.</li> </ul>
Confidentiality	<ul style="list-style-type: none"> <li>• Employees follow information privacy legislation and maintain the confidentiality of information they have access to, that is not publicly available, and use it only for its intended purpose.</li> <li>• Employees obtain consent when using or disclosing personal information or images for work purposes.</li> </ul>

## 11.6 - External Communications and Social Media Policy --Appendix 1

	<ul style="list-style-type: none"> <li>• Employees do not use confidential or privileged information to further their personal interests.</li> <li>• Employees continue to maintain the confidentiality of official and privileged information when they leave their employment.</li> </ul>
Safe & Inclusive Environment	<ul style="list-style-type: none"> <li>• When using social media for work purposes, employees promote safe and inclusive online environments that are free from discrimination and harassment to ensure the wellbeing of other employees and members of the community.</li> <li>• Employees contributing to public discussions on community and social issues in a personal capacity, ensure their online content is not disparaging towards colleagues and Council management, including elected members or the Council.</li> </ul>

### 3. Roles and Responsibilities

The below table outlines the responsibilities of Councillors, Council employees and others when engaging in media and communication activities including using social media platforms.

Role	Responsibility
Designated Spokesperson	<ul style="list-style-type: none"> <li>• The CEO and Mayor are authorised by this policy to make comment on behalf of Council, including communicating decisions of Council, or Council's position on a particular issue.</li> <li>• The CEO will be the designated spokesperson for matters concerning Council employees and contractors, and for the operational activities of Council.</li> <li>• The CEO is responsible for authorising all media statements regarding operational matters.</li> </ul>
Lead Spokesperson	<ul style="list-style-type: none"> <li>• The CEO may determine if a matter is an operational matter and choose to delegate a relevant Director or Manager to be the lead spokesperson.</li> </ul>
Administrators (Social Media)	<ul style="list-style-type: none"> <li>• Are nominated by the CEO to be designated administrator of a Council social media account.</li> <li>• Are required to ensure that adequate council employees are provided with appropriate levels of access and training to manage, moderate, and contribute content on a regular basis.</li> <li>• Ensuring all content, comments and posts uphold a positive image and reputation for Council.</li> </ul>
Councillors	<ul style="list-style-type: none"> <li>• The Mayor may choose to delegate a Councillor as the designated or lead spokesperson on a particular event, issue, activity, or other matter.</li> </ul>
Engagement and Communications Team	<ul style="list-style-type: none"> <li>• The engagement and communications team will provide advice and guidance to the CEO, Mayor, Councillors and Council employees on communication matters, including the use of social media.</li> <li>• The engagement and communications team are authorised under this</li> </ul>

	policy to post on behalf of Council using Council's official communication channels.
Council Employees	<ul style="list-style-type: none"> <li>• All media enquiries received by Council employees or contractors are to be referred to the engagement and communications team.</li> <li>• Council employees and contractors are not to make any comments to the media on behalf of Council, unless they have been authorised as a spokesperson under this policy by the CEO or their delegate.</li> </ul>

**4. Media Statements**

The engagement and communications team will manage Council proactive and reactive media statements to promote a positive image and reputation of Council.

Proactive media statements provide Council with an opportunity to share successes with the community and to inform the community of issues, events and activities occurring in the local government area. Council employees are encouraged to consider where instances of their team's achievements, successes, projects or other activities could be proactively communicated through Council's communication channels.

Reactive media statements are prepared and issued in response to media enquires or emerging community issues. The CEO, or their delegate, is responsible for ensuring that media enquiries are responded to promptly with the approval of the CEO, or their delegate, in accordance with this policy.

This policy does not restrict Councillors from making individual statements or from responding to media enquiries, in their capacity as a Councillor, about their personal opinion regarding a Council matter that has not been the subject of a Council decision. Should Councillors intend to make statements reflecting their personal opinion, such remarks should be clearly qualified accordingly.

It is the sole responsibility of each Councillor to ensure, when communicating with the public or media, that it is clear when they are expressing a personal opinion and that it is clear when they are speaking on behalf of Council.

**5. Community Newsletters**

As a specific channel of external communication, the ILLY Newsletter will be published throughout the Longreach Region in both physical and digital format, monthly. Newsletter creation and distribution will be undertaken by the engagement and communications team, in consultation with relevant internal and/or external parties.

ILLY must be approved by the CEO and published on Council's official website, in addition to distribution of physical copies via the Australia Post unaddressed mail service.

**6. Social Media Use**

Council administers social media accounts across several platforms as part of a suite of communications tools used to engage with the community, provide updates on Council-related matters, and promote Council initiatives.

Any Councillor or Council officer who, in the course of their own personal interactions on social media, could potentially be perceived to be communicating on behalf of Council, must declare:

## 11.6 - External Communications and Social Media Policy --Appendix 1

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- The nature of their association with Council; and,
- That any views expressed are their own and do not represent the views of Longreach Regional Council.

Accounts are generally monitored during business hours (Mon-Fri, 8.30am – 5.00pm), although some accounts may be monitored outside of these hours, depending on operational needs.

### 6.1. Moderation

Council welcomes comments and does not discriminate against any views, however, Council will moderate comments in order to ensure our channels are friendly and welcoming for all visitors. Social media posts and comments must adhere to that platforms own community guidelines, user agreements and policies.

Council reserves the right to remove or otherwise hide posts and comments on its official social media channels if they contain:

- Violent, obscene, profane, discriminatory, derogatory, offensive or vulgar language, links or images.
- Insults, threats or harassment of other users.
- Comments or posts that defame any person or organisation or infringe any person or organisation's copyright or intellectual property rights.
- Misleading information or off-topic discussion.
- Any discussion or promotion of behaviour that is unlawful.
- Commercial interests, solicitations, advertisements, endorsements or spam.
- Images or personal information as defined under the *Information Privacy Act 2009*, including but not limited to phone numbers which may compromise a person's privacy.
- Information that may compromise the safety or security of the public or an individual.
- Any otherwise unlawful content as defined by Commonwealth or Queensland legislation which is current at the time.

### 7. Record Keeping

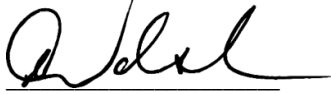
Council has a responsibility under the *Public Records Act 2023* to maintain accurate corporate records. As defined in Council's Records Management Policies and Procedure, a corporate record is anything created, received, or kept by Council in the exercise of its statutory, administrative or other public responsibilities or for a related purpose.

In using communications tools, it is possible that corporate records will be created. It is essential that any corporate records created during the use of official communication channels are retained and managed in accordance with the Information Management and Information Privacy Policy.


### RELATED DOCUMENTS

01-11 Risk Management Policy  
02-04 Corporate Branding Policy  
02-07 Records Management Policy  
02-20 Social Media Policy  
02-24 Communications and Media Policy  
03-06 Councillor Confidentiality Policy  
04-05 Code of Conduct for Employees Policy

Authorised by resolution as at :



Brett Walsh  
Chief Executive Officer

<b>Social Media Policy</b>		 <p><b>Longreach Regional Council</b> <small>Ilfracombe Isisford Longreach Yareba</small></p>
Policy number:	2.20	
Policy category:	Statutory	
Authorised by:	Res-2022-12-312	
Date approved:	15 December 2022	
Review date:	16 December 2024	

**PURPOSE**

This policy provides guidance on the use of social media for public communication purposes within Longreach Regional Council and is designed to mitigate risk and legal liability arising from:

- Inaccurate, inappropriate and unmanaged content that may appear on Longreach Regional Council social media pages;
- Proliferation of unauthorised and unofficial social media initiatives; and,
- Unauthorised commentary on social media channels by staff that may be perceived to represent the views of Longreach Regional Council.

**SCOPE**

This policy applies to all staff and contractors of Longreach Regional Council, and any individual who may at any time potentially be perceived as communicating on behalf of Longreach Regional Council, including Councillors, committee members and other stakeholders.

**LEGISLATION**

*Public Records Act 2002*  
*Anti-Discrimination Act 2001*

**DEFINITIONS**

*CEO* – Chief Executive Officer

*Staff* – Full time, Casual, Part Time and Contractors

*Social Media* – Digital communication services where people may comment, contribute, create posts, upload, and share content including:

- a) Blogs and micro blogging sites (including, but not limited to, Twitter)
- b) Social Networking sites (including, but not limited to, Facebook, LinkedIn, MySpace)
- c) Instant messaging facilities (including, but not limited to, Snapchat, Whatsapp)
- d) Video and photo sharing sites (including, but not limited to, YouTube and Instagram)
- e) Forums and discussion boards (including, but not limited to, Reddit, Yahoo Answers)
- f) User moderated web content (including, but not limited to, Wikipedia, TripAdvisor, Yelp)

*Page* – An account held by organisations on a Social Media service as defined above



**Profile** –An account held by an individual on a Social Media service as defined above

**Moderator** – One or more Staff with delegated responsibility for monitoring social media activity and maintaining the integrity of content

**Post** – An individual piece of content hosted on a Profile or Page as defined above

### **POLICY STATEMENT**

Council undertakes to engage with the community using social media via the establishment of official Longreach Regional Council social media pages.

Staff must be authorised by the CEO to establish, maintain, and contribute to social media pages and profiles on behalf of Longreach Regional Council.

All Longreach Regional Council social media communication will be:

- The result of an approved communications plan;
- Specifically related to the work of Council and not promote only the work of third parties;
- Customer focused, with the needs of the user in mind;
- Assessed for the potential to hold unique risks associated with Council business, the target audience or user group relating to the site (for example safety or confidentiality of children and minors);
- Proactively managed to promote engagement with the local and broader community, in a responsible and timely manner;
- Adequately resourced to ensure current and vibrant online communities and to minimise any reputational or legal risk;
- Adherent to the terms of use of the relevant social media platform, as well as copyright, privacy, defamation, contempt of court, discrimination, harassment, trademark and any other applicable laws;
- Coordinated to ensure consistent corporate messaging and to maximise opportunities for cross-promotion of Longreach Regional Council websites and other Longreach Regional Council communication channels where appropriate; and,
- Managed by Longreach Regional Council staff that have been formally authorised to make public comment in an official capacity as Longreach Regional Council spokespeople, and are adequately trained in the use of social media.

### **Principles**

The following principles are applicable to this policy:

- Council recognises that comments posted by third parties on social media cannot be controlled and may not always support and endorse Council;
- Council respects the principle of freedom of speech and the right of individuals to express their personal opinion. Council expects individuals to do so in a respectful, constructive and non-discriminatory manner;
- Council acknowledges its statutory responsibilities under the Queensland Anti-Discrimination Act 2001; and
- Council will not tolerate or respond to comments of a threatening or intimidating nature.

### **Monitoring**

Council will ensure that its social media pages are effectively monitored, by ensuring that:

- The moderation function is adequately resourced;
- Moderation rules are established;
- Moderators are trained and authorised to represent Longreach Regional Council, and are appropriately qualified to post and comment on the topics within the scope of the page; and,
- Terms and conditions of use are made available when inviting comments from the public on a Longreach Regional Council website or social media platform.

### **Content Removal**

Council reserves the right to block any individual user and remove inappropriate content from its social media pages based on the following criteria:

- Profane language or content;
- Sexual content or links to sexual content;
- Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, colour, age, religion, gender, marital status, national origin, physical or mental disability or sexual orientation;
- Commercial solicitations or transactions – this does not apply to the business-to-business activities of Council;
- Copyright or ownership protected materials;
- Content not relating to the subject matter of the social media page;
- Material designed to encourage or aid in the conduct of illegal activities;
- Material which could compromise the safety of Council, its employees or its technical systems; and,
- Spam (the distribution of unsolicited bulk electronic messages).

### **Individual Use**

Any individual who in the course of their own personal interactions on social media, could potentially be perceived to be communicating on behalf of Council, must declare:

- The nature of their association with Council; and,
- That any views expressed are their own and do not represent the views of Longreach Regional Council.

### **Records Management**

Council will ensure that its social media pages are effectively recorded in accordance to the Records Management Policy in conjunction with the *Public Records Act 2002*.

A full record of each of Councils social media initiatives shall be downloaded and stored quarterly to ensure accessibility by officers of the Council at any time.

If content is removed the following details must be recorded and stored in Council's record management system:

- Post content;
- Author's name;
- Date and time;
- Which page and post the content was removed from; and
- A screen capture of the content prior to removal.

### **RELATED DOCUMENTS**

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*Records Management Policy  
Communications & Media Policy  
Social Media Management Directive MDo2-20-01*

Authorised by resolution as at 15 December 2022:



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Brett Walsh  
Acting Chief Executive Officer

<b>Communications &amp; Media Policy</b>		 <b>Longreach Regional Council</b> <small>Iffracombe Isisford Longreach Yarak</small>
Policy Number:	2.24	
Policy Category:	Statutory	
Authorised by:	Res-2022-12-313	
Date approved:	15 December 2022	
Review Date:	16 December 2024	

### **PURPOSE**

This policy is intended to clarify the appropriate process for the following:

- a) Preparing/releasing media statements (proactive);
- b) Responding to media enquiries (reactive);
- c) Use of official titles;
- d) Communication of Council official decisions and positions; and,
- e) Communication of personal statements as a Councillor.

### **SCOPE**

This policy applies to all staff and contractors of Longreach Regional Council, and any individual who may at any time potentially be perceived as communicating on behalf of Longreach Regional Council, including Councillors, committee members and other stakeholders.

This Policy does not address paid advertisements, community notices, date claimers, or promotional material prepared by Council. Furthermore, this Policy does not address political or electioneering media statements during the local government elections (defined as the period between the date nominations open, to the publication of the results of the poll).

### **LEGISLATION**

*Local Government Act 2009*

*Queensland Anti-Discrimination Act 2001*

*Local Government Regulation 2012*

### **DEFINITIONS**

The terms used in the policy have the following meanings:

**Communication** – includes all forms of communication to both the media and public, for example, but not limited to, interviews, press statements, emails, facsimiles, letters, phone calls, tweets, etc.

**Council Business** – includes any matter that has been, or is being, considered by Council as having appeared in Council's business papers or can be reasonably expected to appear in Council's business papers. This includes the time between when a decision of Council is made and when the resolution is communicated to stakeholders via 'Official Correspondence'.

**Official Correspondence** – pursuant to the *Local Government Act 2009*, the Chief Executive Officer is responsible for conducting correspondence between Council and other persons. Official correspondence is that which is signed by the Chief Executive Officer or delegate.

**Official Title** – the title afforded to the Councillor by virtue of the Local Government's election, or in the case of an Officer, the title of the position held by the Officer.

**Personal Statement** – a statement made which is made from the perspective of the individual, as a Councillor.

*Editorial and/or Public Comment* – statements, written or verbal, expressing privately held opinions relating to Council business, made by journalists or members of the public.

*Misinformation* – information that is, whether intentionally or unintentionally, incorrect or misleading.

### **POLICY STATEMENT**

#### **Principles**

The following principles are applicable to this policy:

- a) Council acknowledges the important role that media interaction plays in community engagement;
- b) Council respects the principle of freedom of the press and the right of media outlets to report on Council matters in a manner that they consider appropriate;
- c) Council respects the principle of freedom of speech and the right of individuals to express their personal opinion. Council expects individuals to do so in a respectful, constructive and non-discriminatory manner;
- d) Council acknowledges its statutory responsibilities under the *Queensland Anti-Discrimination Act 2001*;
- e) Council recognises that editorial and/or public comment cannot be controlled and may not always support and endorse the actions of Council; and,
- f) Council will not publicly respond to editorial and/or public comment unless it is to correct misinformation.

#### **Roles and Responsibilities**

The Mayor and Chief Executive Officer are Council's official spokespeople and have primary responsibility for communicating decisions of Council, or its position on a particular issue.

The Mayor will be responsible for communicating Council's policy, strategy, service levels, and political responses to, or on behalf of, community advocacy issues.

The Chief Executive Officer will be responsible for communicating with the media on operational and corporate matters.

If the matter being reported relates to Council business in which a Councillor holds specialised knowledge, that Councillor may be nominated as Council's spokesperson by the Mayor at the Mayor's discretion.

If the matter being reported relates to Council business in which an officer holds specialised knowledge, that officer may be nominated as Council's spokesperson by the Chief Executive Officer.

If the matter being reported relates to a resolution carried by Council that has been recommended by an advisory committee, the Chair of that advisory committee may be nominated as Council's spokesperson by the Mayor or Chief Executive Officer.

#### **Communicating With the Media**

All external media enquiries and requests for media comment on official Council position or policy should be directed to the Chief Executive Officer in the first instance.

All written media releases are approved by the Chief Executive Officer and/or Mayor.

A Councillor who wishes to represent Council and communicate with the media on a particular issue of council business, must seek delegation from the Mayor.

Councillors are not permitted to distribute in any way, any documentation pertaining to the Council and Council business, without first seeking approval from the Chief Executive Officer to determine if a document is available to the public.

All communications to the media or media statements must be compliant with copyright, privacy, defamation, contempt of court, discrimination, harassment, trademark and any other applicable laws. All reasonable steps must be taken to ensure that the statements are accurate, factual and not prejudicial to Council's legal standing.

### **Use of Official Titles**

A Councillor may use their official title when conducting Council business, such as representing Council at a function, conference or course, or having been authorised to communicate with the media on council business.

Any use by a Councillor of their official title is to accompany a disclaimer (which is obvious to the audience either in the written or spoken sense), that the opinion and/or comments provided are those of the Councillor and not those of the Longreach Regional Council.

A Councillor must consider whether using their official title may lead audiences to assume that the Councillor is commenting on behalf of Council, and it is the responsibility of the Councillor to ensure this is clear to the recipient of the information.

### **Personal Statements by Councillors**

This policy does not restrict Councillors from making statements or from responding to media enquiries, in their capacity as a Councillor, about their personal opinion regarding a Council matter that has not been the subject of a Council decision. Should Councillors intend to make statements as above reflecting their personal opinion, such remarks should be clearly qualified accordingly.

It is the sole responsibility of the Councillor to ensure, when communicating with the public or media, that it is clear when they are expressing a personal opinion and that it is clear when they are speaking on behalf of Council.

### **Recommended Disclaimer**

The following email disclaimer, which is in line with policy, is recommended if a Councillor is sending an email with their official title attached:

*This message (including attachments) is intended for the addressee named above. It may also be confidential, privileged and/or subject to copyright. Any unauthorised use, alteration, disclosure, distribution or review of this email is strictly prohibited. Any unauthorised use of this material is prohibited. If you have received this message in error please notify the sender immediately, delete the message and destroy any printed or electronic copies. Any privilege or confidentiality attached to this message is not waived, lost or destroyed because you have received this message in error.*

### **RELATED DOCUMENTS**

Nil

Authorised by resolution as at 15, December 2022:



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Brett Walsh  
Acting Chief Executive Officer

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.7 - Human Rights Policy - Biennial Review**

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**11.7 Human Rights Policy - Biennial Review**

Consideration of the Human Rights Policy No. 2.5, which has undergone its biennial review.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

*Human Rights Act 2019*

**Policy Considerations**

02-08 Complaints (Administrative Action) Policy

Human Rights Management Policy (Guidelines)

**Corporate and Operational Plan Considerations**

<b>OUR COMMUNITY</b>	
	Corporate Plan Outcome
1.2	Council recognises cultural heritage and supports inclusion of all peoples.
<b>OUR LEADERSHIP</b>	
	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-2022-12-309)*

*Moved Cr Emslie seconded Cr Smith*

*That Council adopts the amended Human Rights Policy No. 2.05, as presented.*

*CARRIED 6/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

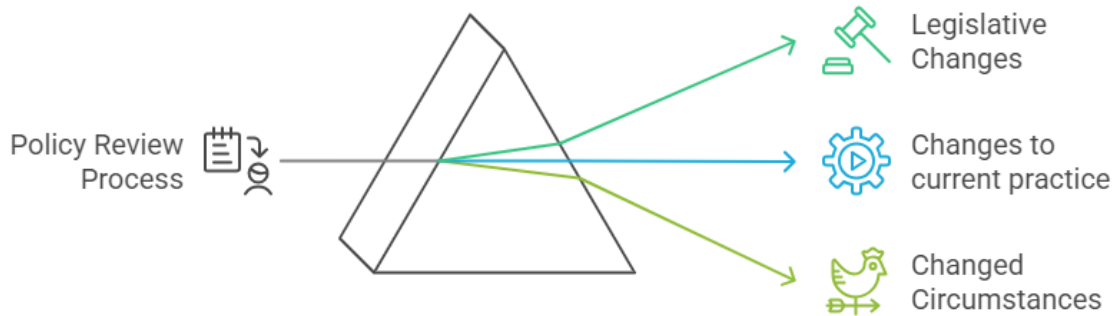
**Background:**

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.7 - Human Rights Policy - Biennial Review

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The Human Rights Policy was established to help Council, as a public entity, comply with the *Human Rights Act 2019* and conduct its business in a way that is compatible with human rights.

#### **Issue:**

The Human Rights Policy No. 2.5 has been reviewed by officers and is presented for adoption. References to legislation remain current and in-force, it continues to reflect current practice, and there have been no significant circumstantial changes that impact the policy.

Consequently, no significant changes to the policy have been proposed following the review. However, reference to Management Policies have been changed to reflect the change of nomenclature from the previous term, being 'Management Directives'.

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

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

Likelihood: Unlikely

Consequence: Minor

Rating: Low (4/25)

Risk has been assessed based on proceeding as recommended.

#### **Community Consultation:**

N/A

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

Under the *Human Rights Act 2019*, the only reference to Environmental Management Factors is in Section 28(2)(e), which affirms the right of Aboriginal peoples and Torres Strait Islander peoples to conserve and protect the environment and productive capacity of their land, territories, waters, coastal seas and other resources.

#### **Other Comments:**

Minor formatting and grammatical changes have been applied to the policy document.


#### **Appendices**

1. 02-05 Human Rights Policy --- 2025 Review [↓](#)

#### **Recommendation:**

*That Council adopts the Human Rights Policy No. 2.5, as presented.*



<b>Human Rights Policy</b>		 <p style="margin: 0;"><b>Longreach Regional Council</b></p> <p style="font-size: small; margin: 0;">Ilfracombe Isisford Longreach Yaraka</p>
Policy Number:	2.5	
Policy Category:	Statutory	
Authorised by:		
Date approved:		
Review Date:		

### **PURPOSE**

The *Human Rights Act 2019* (the Act) requires Council as a public entity to act and make decisions in a way that is compatible with human rights. When making a decision Council must give proper consideration to a human right relevant to that decision.

### **SCOPE**

This Policy applies to all workplace participants including temporary and contract staff.

This Policy applies to interactions that occur when:-

- i. dealing with customers or community members when providing day-to-day services;
- ii. processing and dealing with human rights complaints from the public;
- iii. making decisions, interpreting and applying laws;
- iv. developing policies and procedures; and
- v. inducting new employees of Council.

Council will respond to human rights complaints in accordance with the *Human Rights Act 2019*, Council's Complaints (Administrative Action) Policy and any **statutory or procedural requirements**.

### **LEGISLATION**

*Human Rights Act 2019*

*Local Government Act 2009*

*Local Government Regulations 2012*

### **DEFINITIONS**

**Compatible with human rights** has the meaning given in section 8 of the *Human Rights Act 2019*:-

An act, decision or statutory provision is compatible with human rights if the act, decision or provision—

- a) does not limit a human right; or
- b) limits a human right only to the extent that is reasonable and demonstrably justifiable in accordance with section 13.

**Human rights** has the meaning given in part 2, divisions 2 and 3 of the *Human Rights Act 2019* and include:-

- Recognition and equality before the law (section 15)
- Right to life (section 16)
- Protection from torture and cruel, inhuman or degrading treatment (section 17)
- Freedom from forced work (section 18)
- Freedom of movement (section 19)
- Freedom of thought, conscience, religion and belief (section 20)
- Freedom of expression (section 21)
- Peaceful assembly and freedom of association (section 22)
- Taking part in public life (section 23)

- Property rights (section 24)
- Privacy and reputation (section 25)
- Protection of families and children (section 26)
- Cultural rights – generally (enjoyment of culture, religion and language) (section 27)
- Cultural rights – Aboriginal and Torres Strait Islander peoples (section 28)
- Right to liberty and security of person (section 29)
- Humane treatment when deprived of liberty (section 30)
- Fair hearing (section 31)
- Rights in criminal proceedings (section 32)
- Children in the criminal process (section 33)
- Right not to be tried or punished more than once (section 34)
- Right not to be subject to retrospective criminal laws (section 35)
- Right to education (section 36)
- Right to health services (section 37)

**Public Entity** - A 'public entity' as defined in section 9(d) of the *Human Rights Act 2019* is a local government, a Councillor of a local government or a local government employee and includes a registered provider when performing 'functions of a public nature' in the State (as defined in section 10 of the *Human Rights Act 2019*).

**Workplace Participants** – Councillors and employees of Council including temporary and contract staff.

### **POLICY**

Longreach Regional Council is committed to protecting and promoting human rights, and to building a culture within Council that respects and promotes human rights and as such will respect, protect and promote human rights in our decision making and actions.

### **Guidelines**

Councillors and Council employees are required to act and make decisions in a way that is compatible with human rights. When making a decision Council must give proper consideration to a human right relevant to that decision.

Council employees responsible for responding to human rights complaints made under the *Human Rights Act 2019* will do so in accordance with the *Human Rights Act 2019*, Council's Complaint (Administrative Action) Policy and any relevant **statutory or procedural requirements**.

### **RELATED DOCUMENTS**

Human Rights Management **Policy** (Guidelines)  
02-08 Complaints (Administrative Action) Policy

Authorised by resolution as at :



Brett Walsh  
Chief Executive Officer

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Pest Animal Bounty Policy - Review**

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**11.8 Pest Animal Bounty Policy - Review**

Consideration of the adoption of the Pest Animal Bounty Policy 05-03 which is due for its biennial review.

**Council Action**

Partner  
Deliver

**Applicable Legislation**

*Local Government Act 2009*  
*Local Government Regulation 2012*  
*Animal Care and Protection Act 2001*  
*Animal Care and Protection Regulation 2012*  
*Environmental Protection Act 1994*  
*Environmental Protection Regulation 2019*  
*Nature Conservation Act 1992*  
*Nature Conservation (Animals) Regulation 2020*  
*Land Act 1994*  
*Land Regulation 2019*  
*Biosecurity Act 2014*  
*Biosecurity Regulation 2016*

**Policy Considerations**

05-04 Pest Animal Control Policy

**Corporate and Operational Plan Considerations**

OUR COMMUNITY	
	Corporate Plan Outcome
1.3	The region's natural environment is managed, maintained and protected.

**Budget Considerations**

A budget allocation for the administration of Pest Animal Bounty is made each financial year.

**Previous Council Resolutions related to this Matter**

*(Res-2023-01-011)*

*Moved Cr Hatch seconded Cr Nunn*

*That Council adopts the amended Pest Animal Bounty Policy 05-03, as presented.*

*CARRIED 5/0*

**Officer Comment**

**Responsible Officer/s:**

*Katrina Doyle, Business Support Officer (Regulatory Services)*

*Simon Kuttner, Manager of Governance and Economy*

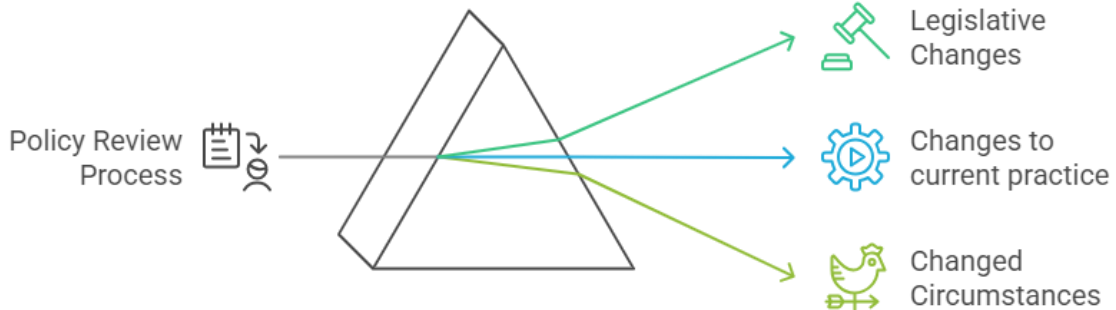
## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.8 - Pest Animal Bounty Policy - Review

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#### Background:

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.



The Pest Animal Bounty Policy provides a financial incentive to landholders and community members for the control and reduction of pest animal species located on properties throughout the Council region.

#### Issue:

The Pest Animal Bounty Policy has undergone review outside of its review cycle following a recommendation made to Council by the Land and Pest Management Advisory Committee. The committee has recommended a \$5.00 increase to the bounty payment amount for feral cat scalps, making the bounty \$10.00 per scalp.

The policy has been amended to effect this change and is presented for adoption.

#### Risk Management Factors:

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

Likelihood:	Unlikely
Consequence:	Insignificant
Rating:	Low (2/25)

#### Community Consultation:

This policy review is based on a recommendation from the Land and Pest Management Advisory Committee, which has community and industry representatives as part of its membership.

#### Environmental Management Factors:

The policy is key to the management of pest animals in our region.

#### Other Comments:

Minor formatting and grammatical changes have been applied to the policy document.

#### Appendices

1. 05-03 Pest Animal Bounty Policy ---2025 Review [↓](#)

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.8 - Pest Animal Bounty Policy - Review**

---

***Recommendation:***

*That Council adopts the amended Pest Animal Bounty Policy 5.3, as presented.*

<b>Pest Animal Bounty Policy</b>		 <b>Longreach Regional Council</b> <small>Iffracombe Isisford Longreach Yarrala</small>
Policy Number:	5.3	
Policy Category:	Local Laws	
Authorised by:		
Date approved:		
Review Date:		

### **PURPOSE**

The key objectives of the Pest Animal Bounty Policy are to:

- Ensure best practice in the management of pest animal control
- Enhance, protect and sustain environment
- Ensure compliance with legislative requirements
- Ensure procedure and data collection are improved

### **SCOPE**

This policy supports landholders in meeting legislative requirements under *Biosecurity Act 2014* for the control of invasive pest animals.

### **LEGISLATION**

*Local Government Act 2009*  
*Local Government Regulation 2012*  
*Animal Care and Protection Regulation 2012*  
*Animal Care and Protection Regulation 2012*  
*Environmental Protection Act 1994*  
*Nature Conservation Act 1992*  
*Land Act 1994*  
*Biosecurity Act 2014*  
*Biosecurity Regulation 2016*

### **DEFINITIONS**

**Applicant** - Longreach Regional Council Landholder

**Bounty** - A predetermined amount of money paid to an individual upon satisfactory evidence of the destruction of a specified animal.

**Contract Trapper** - A pest animal trapper engaged by Council.

**Council** - Longreach Regional Council

**Feral Cats** - refers collectively to the species *Felis catas*, including domestic cats that have escaped or been deliberately released, which are not considered to be domesticated.

**Pest animal** - refers to animal species that occur beyond their natural range and have the potential to cause significant adverse economic, environmental, and social impacts. Pest animals are considered to be invasive and may also be referred to as 'feral'.

**Wild Dog** - refers collectively to purebred dingoes (*Canis familiaris dingo*, *Canis lupus dingo*) dingo hybrids, and domestic dogs (*Canis lupus familiaris*) that have escaped or been deliberately released.

### **POLICY STATEMENT**

## 11.8 - Pest Animal Bounty Policy - Review --Appendix 1

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The Pest Animal Bounty provides an incentive to Landholders and community members, promoting a collaborative approach for the control and reduction of pest animal species located on properties.

The amounts payable for the bounty of pest animals taken within the Longreach Regional Council area, payable at the following rate per animal:

- a) Wild Dogs \$30.00 exc. GST
- b) Feral Cats \$10.00 exc. GST

Pest animal bounty payments are not available for collection by Contract Trappers of Council.

### **Bounty Claim Conditions**

- 1) Bounty applicants must comply with and complete the procedures associated with verification and recording of pest animals.
- 2) Bounty Claim Form must be signed by landholder or manager of the property confirming the pest animal is from their property; approved form provided by Council.
- 3) GPS points must be supplied for each taken pest animal.
- 4) Scalp retained from the taken pest animal and handed over to Authorised Officers as part of the verification process must be in line with Council's related procedure.

### **Accounts**

- 1) The Authorised Officer returns the completed Bounty Claim Form to the relevant delegated financial Officer to be signed for payment approval.

### **RELATED DOCUMENTS**

*Central West Biosecurity Plan*

Authorised by resolution as at :

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Brett Walsh  
Chief Executive Officer

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.9 - Land and Pest Management Advisory Meeting Recommendations - 26 November 2024

#### 11.9 Land and Pest Management Advisory Meeting Recommendations - 26 November 2024

Response to the recommendations of the Land and Pest Management Advisory Committee (LPMAC) meeting held on 26 November 2024.

#### Council Action

Partner  
Deliver

#### Applicable Legislation

Local Government Act 2009  
Local Government Regulation 2012

#### Policy Considerations

Advisory Committee Policy No 02.31  
Pest Animal Bounty Policy No 05.0

#### Corporate and Operational Plan Considerations

OUR COMMUNITY	
	Corporate Plan Outcome
1.3	The region's natural environment is managed, maintained and protected.
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.
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-2024-08-199)

Moved Cr Gay seconded Cr Bignell

That Council receives the recommendations of the Land and Pest Management Advisory Committee.

CARRIED 6/0

#### Officer Comment

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



## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.9 - Land and Pest Management Advisory Meeting Recommendations - 26 November 2024

---

#### **Background:**

The LPMAC met on 26 November 2024 and submitted three recommendations for Council consideration as follows:

#### **1. Culverts and Grids**

That Council considers the use of an allocated skid steer plant for the sole purpose of maintenance to the approaches to culverts and grids.

*Suggested response: Council will review its methodology for the maintenance and construction of grids and culverts during the budget process.*

#### **2. Cat Bounty**

That Council increases the Cat bounty from \$5 to \$10 following reports of increased cat populations and lack of participation at the current price levels.

*Suggested response: Council agrees to increase the cat bounty and will amend the Animal Bounty Policy to reflect this change.*

#### **3. Longreach Saleyards Representative**

That Council invites a representative from the Longreach Saleyards to become a member of Land & Pest Advisory Committee, as this would be beneficial to the outcomes of Land & Pest Advisory Meetings.

*Suggested response: Council will review the Terms of Reference for the Land and Pest Advisory Committee on its expiry date. The Committee has the ability to invite industry representatives or specialist advisers to the meeting to discuss particular issues.*

#### **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: Insignificant  
Rating: Low (3)

#### **Community Consultation:**

Nil

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

Reduce the impact of wild cats on native fauna

#### **Other Comments:**

Nil

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.9 - Land and Pest Management Advisory Meeting Recommendations - 26 November 2024

---

**Recommendation:**

*That Council provides the following responses to the recommendations of the Land and Pest Management Advisory Committee:*

- a. Council agrees to increase the Cat Bounty to \$10 as recommended;*
- b. Council will review the Terms of Reference for the Land and Pest Advisory Committee on its expiry date;*
- c. Council will review its methodology for the maintenance and construction of grids and culverts during the budget process.*

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.10 - Plant Advisory Committee - Review**

---

**11.10 Plant Advisory Committee - Review**

Consideration of the proposed disbandment of the Plant Advisory Committee.

**Council Action**

Partner  
Deliver

**Applicable Legislation**

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

**Policy Considerations**

02-31 Advisory Committee 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-2024-03-076)*

*Moved Cr Watts seconded Cr Hatch*

*That Council:*

- 1) Continues with the Plant Advisory Committee as per the Policy; and*
- 2) Appoints the following Councillors as members of the Committee:*
  - a) Mayor Tony Rayner*
  - b) Cr Tony Emslie*
  - c) Cr Nikki Gay*
  - d) Cr Dale Bignell*

*CARRIED 7/0*

*(Res-2024-04-089)*

*Moved Cr Gay seconded Cr Emslie*

*That Council adopts the Advisory Committee Policy No. 2.31, as presented.*

*CARRIED 7/0*

**Officer Comment**

**Responsible Officer/s:**

*Simon Kuttner, Manager of Governance and Economy*

**Background:**

The Plant Advisory Committee has reviewed its structure and functions and determined that it is appropriate the committee be disbanded.

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.10 - Plant Advisory Committee - Review

---

The intention is that the plant replacement program be approved by Council as part of budget deliberations each year. It is proposed that any major plant purchases outside of the replacement program be referred to a full meeting of Council, rather than a committee, for consideration.

#### **Issue:**

Councillors are asked to approve that the Plant Advisory Committee be disbanded and adopt a revised Advisory Committee Policy which has been amended to reflect the changes.

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

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

Likelihood:	Unlikely
Consequence:	Minor
Rating:	Low (4/25)

Risk has been assessed based on proceeding as recommended.

#### **Community Consultation:**

N/A

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

Nil

#### **Other Comments:**

Minor semantic changes to the Advisory Committee Policy are proposed for clarity in the version attached for endorsement.

#### **Appendices**

1. 02-31 Advisory Committee Policy --- 2025 Review [↓](#)

#### **Recommendation:**

*That Council:*

- 1) *Disbands the Plant Advisory Committee, informing members of its decision; and,*
- 2) *Adopts the Advisory Committee Policy No 2.31, as presented.*

<b>Advisory Committee Policy</b>	
Policy Number:	2.31
Policy Category:	Statutory
Authorised by:	Res-XXXX-XX-XXX
Date approved:	
Review Date:	



### **PURPOSE**

The purpose of this policy is to establish advisory committees pursuant to section 265 of the *Local Government Regulation 2012*. Such committees are established to assist Council in making decisions for the good rule and government of the area.

### **SCOPE**

This policy applies to the Mayor, Deputy Mayor, Councillors and Advisory Committee members of Longreach Regional Council.

### **LEGISLATION**

Section 265 ~~if of~~ the *Local Government Regulation 2012* states that:

- (1) An advisory committee—
  - (a) must not be appointed as a standing committee; and
  - (b) may include in its members persons who are not councillors.
- (2) A member of an advisory committee (whether or not they area councillor) may vote on business before the committee.

### **DEFINITIONS**

**Committee Member** - An individual or organisation represented by a delegated person who is appointed for the term of the Council Advisory Committee.

**Terms of Reference** - refers to a document adopted by Council setting out the purpose and objectives of an advisory committee which also includes eligible membership and procedures for the business of the committee.

**Remuneration** - monies paid in return for services provided by committee members.

### **POLICY**

Advisory Committees are appointed to provide input, an overview or advice to Council on a specific topic or the strategic management of a facility on an ongoing basis.

Advisory Committees:

1. ~~P~~romote the awareness of a specific topic or the strategic management of a facility within Council and the community;
2. ~~A~~dvice Council on current and emerging issues;
3. ~~p~~rovide a process for input into the planning and provision of services and facilities; and
4. ~~P~~rovide a process for feedback from the community to Council.

This policy ~~provides offers~~ guidance—guidelines for consistent practice in the way Advisory Committees are formed and operate. Such committees are not standing committees and are only

advisory in nature. They have no power to make decisions or incur expenditure and are limited to providing advice and recommendations. Final decisions will be made by Longreach Regional Council.

Advisory Committees must be appointed in accordance with the *Local Government Regulation 2012* (Chapter 8, Part 2, Division 2 – Committees and requirements for committee meetings).

The following advisory committees are established:

Advisory Committee
Regional Arts Development Fund (RADF) Community Advisory Committee
Land and Pest Management Advisory Committee
<del>Plant Advisory Committee</del>

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### Composition

An Advisory Committee can consist of persons who are not local government Councillors with appointed members having voting rights. An Advisory Committee must include a minimum of two (2) ~~sitting local government appointed~~ Councillors and may include members of the public ~~whom~~ who hold significant experience or knowledge in the ~~specific topic area~~ relevant subject matter. ~~Members of an Advisory Committee are to be appointed by resolution of Council.~~

### Remuneration

Appointed members of Council's Advisory Committees, who are not Councillors, and who are required to travel more than 15kms from their normal place of residence to attend an Advisory Committee meeting, will receive a per kilometre payment in accordance with the Australian Tax Office approved rates for any actual travel incurred each way in their own private vehicle.

### Minutes

In accordance with section 254G(1) of the *Local Government Regulations 2012*, a local government may, by resolution, exempt an advisory committee from the requirement to take minutes of its proceedings. This exemption applies for all Longreach Regional Council Advisory Committees as per resolution number 2022-12-308.

Please note, section 254G(2) of the *Local Government Regulations 2012*, apply to the Advisory Committees which includes the committee providing a written report to Council of the committee's deliberations and its advice or recommendations.

### RELATED DOCUMENTS

Advisory Committee Terms of Reference

Authorised by resolution as of INSERT:

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

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.11 - Annual Operational Plan 2024-25 - Review for period ending 31 December 2024

#### 11.11 Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024

Consideration of the 2024-25 Annual Operational Plan review for the period ending 31 December 2024.

#### Council Action

Deliver

#### Applicable Legislation

*Local Government Act 2009*

*Local Government Regulation 2012*

#### Policy Considerations

N/A

#### 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-2024-07-174)*

*Moved Cr Bignell seconded Cr Watts*

*That Council, pursuant to section 174(1) of the Local Government Regulation 2012, adopts the Longreach Regional Council Annual Operational Plan 2024-2025, as presented.*

*CARRIED 7/0*

*(Res-2024-10-265)*

*Moved Cr Nunn seconded Cr Emslie*

*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 2024-25 Annual Operational Plan for the period ended 30 September 2024.*

*CARRIED 6/0*

#### Officer Comment

#### Responsible Officer/s:

*Brett Walsh – Chief Executive Officer*

*Simon Kuttner – Manager of Governance and Economy*

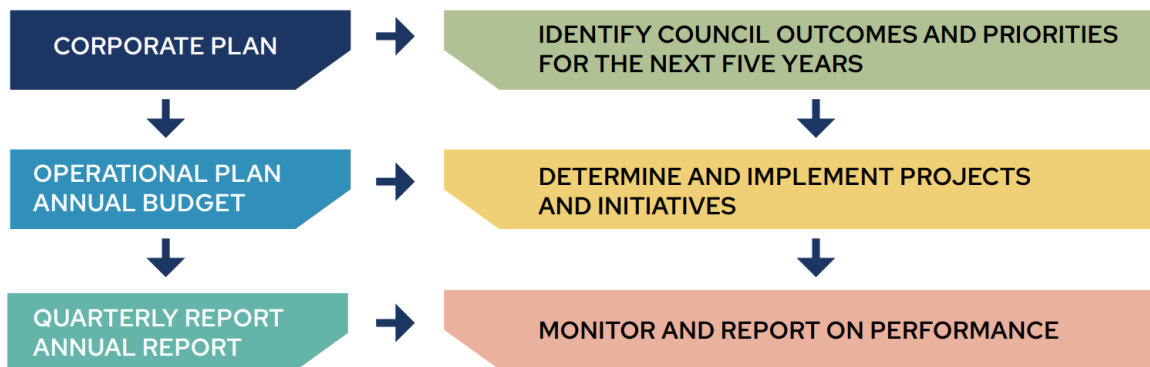
#### Background:

The Annual Operational Plan is adopted by Council annually in conjunction with setting Council's budget. The plan outlines the key activities and targets which Council has

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.11 - Annual Operational Plan 2024-25 - Review for period ending 31 December 2024

agreed to meet for the twelve-month period, which are derived from Council's 5-year Corporate Plan.



#### **Issue:**

Pursuant to the provisions of section 174 of the *Local Government Regulation 2012*, the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan to a meeting at regular intervals of three months.

#### **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.

#### **Community Consultation:**

Regular reporting and accountability to the Annual Operational Plan is enabled via these quarterly reviews and annually as the basis for the organisation's Annual Report.

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

The Annual Operational Plan has provisions for Environmental Management in alignment with Outcome 1.3 of the *Longreach Regional Council Corporate Plan 2024-2028*: The region's natural environment is managed, maintained and protected.

#### **Other Comments:**

A copy of the Annual Operational Plan 2024-25 review, including written assessment information for the period ending 31 December 2024, is attached.

#### **Appendices**

1. AOP 24-25 Q2 Quarterly Report [↓](#)



## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.11 - Annual Operational Plan 2024-25 - Review for period ending 31 December 2024

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**Recommendation:**

*That Council, pursuant to section 174(3) of the Local Government Regulation 2012, receives the Chief Executive Officer's evaluation of the implementation of the 2024-25 Annual Operational Plan for the period ended 31 December 2024.*



# Longreach Regional Council ANNUAL OPERATIONAL PLAN 2024-25

Quarterly Report – Q2  
(for the period to 31 December 2024)

## About this report

Every three months, the Chief Executive Officer compiles a review of the Annual Operational Plan to be presented to Council. This review serves to outline how well we have fared in relation to the outcomes outlined in our Corporate Plan, by examining progress made in executing the strategies and initiatives detailed in our Annual Operational Plan.

Progress is indicated using a simple colour coded system as demonstrated opposite. As each quarter is updated, this will cumulatively illustrate progress on each initiative.

**This report should be referenced in conjunction with the published Longreach Regional Council Annual Operational Plan 2024-25, which is available from Council's website or at any Council office.**

## Status Key

- **Completed/target met**  
This item has been completed. If it is a target, such as monthly reporting or compliance, that target has been met.
- **Commenced/in-progress**  
Work has commenced and is in progress on this item.
- **Scheduled/not yet commenced**  
Work has been scheduled to commence in a subsequent quarter.
- **Deferred**  
This item has been deferred to a subsequent financial year. A brief explanation will accompany this status.
- **Target not met**  
This item has not been completed by the end of the financial year or has otherwise not met a target. A brief explanation will accompany this status.

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
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OUR COMMUNITY								
Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress			Comments	
				Q1	Q2	Q3	Q4	
Council infrastructure & services support liveability and community amenity	Maintain and enhance the region's public open spaces to agreed standards, ensuring community enjoyment and use	Implement tree planting projects across the region	Communities	●	●			Tree project along eastern end of Botanical Walkway complete
		Implement water saving irrigation measures	Communities	●	●			Irrigation systems under review. Bluetooth nodes are being rolled out. Turf Management professional has been consulted through site visit.
	Provide comprehensive library services that support lifelong learning and community engagement	Investigate enhanced support for reading, learning and engagement program delivery	Communities	●	●			First five and tiny tots programs continue weekly. Library supporting visiting authors.

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



OUR COMMUNITY		Operational Plan Outcome		FY24/25 Initiatives	Lead Directorate	Progress				Comments
Corporate Plan Outcome	Operational Plan Outcome					Q1	Q2	Q3	Q4	
Council recognises cultures, heritage and supports all peoples	Actively engage with stakeholders to foster community development and participation	Develop community plans for each community in collaboration with Stakeholders		Communities	Communities	●	●			Community consultation during October community forums.
	Support the delivery of civic events and community celebrations	Focus resources on events that are of community and cultural significance		Communities	Communities	●	●			Council held Remembrance Day Service and A-Not-So Silent Night Christmas Celebration.
The region's natural environment is managed, maintained and protected	Effectively manage natural resources, animal control, rural lands, and environmental health to meet strategic and statutory requirements, ensuring a safe and sustainable environment for the community	Conduct a review of Local Laws		Governance	Governance	●	●			To commence in Q3.
		Implement a quarry management plan		Works	Works	●	●			To commence in Q3.
		Adopt Biosecurity Plan		Governance	Governance	●	●			Draft document has been prepared ahead of consultation with stakeholders.
		Adopt Stock Route Management Plan		Governance	Governance	●	●			Stock Route Management Plan adopted at December meeting.

Key: ● = Completed/target met   ● = Commenced/in-progress   ● = Scheduled/not yet commenced   ● = Deferred   ● = Target not met

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



Key: ● = Completed/target met   ● = Commenced/in-progress   ● = Scheduled/not yet commenced   ● = Deferred   ● = Target not met

OUR ECONOMY		Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
Corporate Plan Outcome	Q1				Q2	Q3	Q4		
Collaborative engagement with stakeholders to maximise economic opportunities	Foster a thriving local economy by supporting economic development and creating a business-friendly environment	Active participation in the Small Business Friendly Program, including collaboration between local businesses and Council in areas such as procurement and grants	Governance	●	●			On target. Activities in Q2 included:  Published Monthly Small Business Update  Held inaugural Quarterly Business Breakfast  Awarded Round 1 Small Business Friendly grant program	
Council infrastructure and services support local industries and growth	Facilitate the region's growth through effective and sustainable land use planning and development services	Identify and resolve land tenure issues throughout the region  Acquire land in support of future development	Governance  Governance	●	●			Multiple tenure applications in progress with Department of Resources.  Negotiations ongoing with third-parties to acquire land for industrial and residential development.	

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
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Key: ● = Completed/target met   ● = Commenced/in-progress   ● = Scheduled/not yet commenced   ● = Deferred   ● = Target not met

OUR ECONOMY Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
		Provide support to the development of large-scale housing developments	Governance	●	●			On target. Multiple pre-lodgement meetings conducted, as well as ongoing negotiations on infrastructure agreements.
	Support economic development by providing high-quality tourism and visitor services that attract and retain visitors	Collaborate with Outback Queensland Tourism Association and Local operators on product development within the region	Communities	●	●			Reports provided to operators on performance through Visitor Centre Bookings. MICE Consultant Site Visits to operators .
		Establish a working committee to market drive routes through the region	Communities	●	●			Longreach Region is now a member of Drive Queensland

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
OUR SERVICES								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
A secure water supply that is resilient to climate factors	Provide the region's communities with reliable and high-quality water, sewerage, and waste services	Review and endorsement of Drinking Water Quality Management Plan by regulator  Engage with the Qld Government to develop the Longreach Servicing Strategy, Water Conservation and Demand Management Plan, and Drought Management Plan	Works	●	●			Drinking Water Quality Management Plan submitted to the Regulator for review  Studies planned as part of the weir raising project.
Sustainable infrastructure and services that represent value for money, are environmentally responsible, and are responsive to community needs	Develop, manage, and maintain the region's public facilities in line with established service level plans to meet community needs	Implement a proactive maintenance schedule to ensure the upkeep and safety of existing facilities, including regular inspections and repairs	Communities	●				Maintenance work continues. Regular inspections of facilities identified through checklist development.

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



OUR SERVICES								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
Construct high quality transport infrastructure in partnership with external agencies	Ensure the provision of high-quality childcare services that meet the needs of families	Implement accessibility and mobility improvements to support inclusion of children and nursing parents	Communities	●	●			Funding allocated for funding body and concept plans started for Nursing room. Quotes obtained
				●	●			Simple version plans have been developed and are being prepared for services.
	Budgets, asset management and long-term financial plans are data driven and align with service delivery	Implement Service level plans for all major services	Finance	●	●			Detailed water asset management plan prepared.
		Update asset management plans for all asset classes	Finance	●	●			To form part of budget process.
		Prepare a robust schedule of capital projects for a three-year period	Finance	●	●			
	Develop and maintain the region's road network through efficient and effective use of resources	Deliver Road Maintenance Performance Contracts on time and on budget	Works	●	●			Works in progress as part of the RMPC contract.

Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met





Key: ● = Completed/target met   ● = Commenced/in-progress   ● = Scheduled/not yet commenced   ● = Deferred   ● = Target not met

OUR SERVICES	Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
					Q1	Q2	Q3	Q4	
			Review Transport Plan for the region	Works	●	●			Road register being reviewed and updated.
			Advocate for funding to renew regional networks	Works	●	●			Continue discussions with funding bodies.

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
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OUR FINANCES								
Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
Improved financial performance and strategic financial management	Reduce overhead costs	Number of purchase orders created is 5% less than the total number created in 2023/24	Finance	●	●			Procurement processes have been reviewed.
		Energy saving initiatives are designed and implemented	Finance	●	●			Low effort initiatives are being implemented. EOI for solar options being developed.
	Prepare for Enterprise Resource Planning (ERP) software procurement	All major Council business processes are mapped and business requirements gathered	Finance	●	●			
		Governance structures and plans are in place to initiate ERP selection and replacement activities in 2025/26	Finance	●	●			

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
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Key: ● = Completed/target met   ● = Commenced/in-progress   ● = Scheduled/not yet commenced   ● = Deferred   ● = Target not met

OUR FINANCES								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
	Support Council operations with efficient fleet management and maintenance practices	Finalise fleet replacement schedule in line with service plan	Works	●	●			Schedule on target.
		Fleet Management Information system implemented	Works	●	●			Phase 1 implementation (programmed services) went live on 30 Oct – Phase 2 general implementation to commence in Q3

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



OUR LEADERSHIP								
Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
Council will have a values driven culture	Establish a strong employer brand and supportive workplace culture to attract and retain top talent, while promoting continuous learning and development	Enhance Council's overall candidate/new starter experience, through improved onboarding programs	Governance	●	●			HR Team is working through transitioning from a transactions team to a business partner structure, with program reviews occurring as part of the transition. Initial meetings with ELT, Managers and supervisors occurred in Q2
		Redesign performance management processes to foster regular feedback, goal alignment, and recognition, while implementing improved learning and development programs	Governance	●	●			Consultation with team leaders, teams and individuals in ongoing.



11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



OUR LEADERSHIP								
Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
Informed and considered decision making based on	Empower team leaders and members through comprehensive education to enhance safety knowledge and confidence	Establish pro-active partnerships with Team Leaders through regular on-site, hands-on practical training of safety practices, relevant to their team  Design safety processes based on real-world work practices rather than imagined scenarios, ensuring they are practical, relevant, and effective in addressing actual workplace risks	Governance	●	●			PPE short trials and HSR works undertaken in Q2. On-site visits continue.
				●				Initial review of high-risk has procedures commenced with a focus on confined spaces, hot works and working at heights, prior to WHS advisor resignation.
	Develop and maintain a robust Strategic and Policy Framework	Review Public Interest Disclosure Policy	Governance	●	●			Policy adopted at December meeting.

11.11 - Annual Operational Plan 2024-25 -- Review for period ending 31 December 2024 --  
Appendix 1



OUR LEADERSHIP								
Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
effective governance practices	that meets statutory requirements and drives effective governance practices across the organisation	Review CEO to Staff Delegations register	Governance	●	●			Scheduled to commence in Q3.
		Identify advocacy priorities for State and Federal election campaigns	Governance	●	●			On target. Major funding commitments secured in Q2, as well as ongoing engagement with government and opposition representatives.
Council delivers a positive customer experience in all service areas	Deliver timely and efficient service to all Council customers, ensuring high levels of satisfaction	Review customer service processes to improve customer experience	Communities	●	●			Customer Service processes under review. Identified and authorised training for team
		Adoption of updated Customer service Charter	Communities	●	●			Charter to be presented for adoption at February 2025 Meeting



OUR LEADERSHIP								
Key: ● = Completed/target met ● = Commenced/in-progress ● = Scheduled/not yet commenced ● = Deferred ● = Target not met								
Corporate Plan Outcome	Operational Plan Outcome	FY24/25 Initiatives	Lead Directorate	Progress				Comments
				Q1	Q2	Q3	Q4	
Council is resilient to climate factors	Enhance the region's disaster resilience through robust disaster management and recovery initiatives	Develop Local Resilience Action Plan  Commencement of Flood Study for Longreach	Governance  Works	●	●			Completed and endorsed by Queensland Reconstruction Authority.  Flood study commenced, community action plan adopted.

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.12 - Monthly Workplace Health and Safety Report - December 2024**

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**11.12 Monthly Workplace Health and Safety Report - December 2024**

This report provides a summary of Council's health and safety performance as at 31 December 2024, 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*

*Work Health and Safety Act 2011*

*Work Health and Safety Regulation 2011*

**Policy Considerations**

Workplace Health and Safety Policy – No. 10.2

**Corporate and Operational Plan Considerations**

**Budget Considerations**

Operational expenses year to date for Workplace Health and Safety are within current budget parameters.

**Previous Council Resolutions related to this matter**

Nil

**Officer Comment**

**Responsible Officer/s:**

*Grace Cronin-Jones, Manager of Human Resources, Safety and Wellness*

**Background:**

The Safety Team provide a monthly update report of Council's health and safety activities.

**Team Update:**

Operational updates for the month of December:

- The Annual Workplace Health and Safety Performance Report (2023 – 2024) was completed and distributed to Managers and Health and Safety Representatives in November. This report provided an in-depth review of the system performance over the 2023 – 2024 financial year highlighting the achievements made within this period, as well as areas that provided opportunities for improvement. The areas highlighted for improvement within this report will be integrated into the new WHS Strategy to maintain system accountability.
- The Safety Team has been working on a new Workplace Health and Safety Strategy, previously known as WHS Plan. In the past, these plans were developed on an annual basis and served as the foundation for the development and implementation of system actions. To foster an integrated and consistent approach, the team is now designing the new plan to align with strategic goals and targets for the next five



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.12 - Monthly Workplace Health and Safety Report - December 2024**

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years. This document aims to address non-conformances, close system gaps (identified through audits, performance reports, and staff feedback), and provide clarity on officer responsibilities and system direction. It will focus on annual system development, operational plans, WHS Team objectives, and targeted plans for each financial year. A draft of the document will be shared at the February Safety Committee Meeting for feedback.

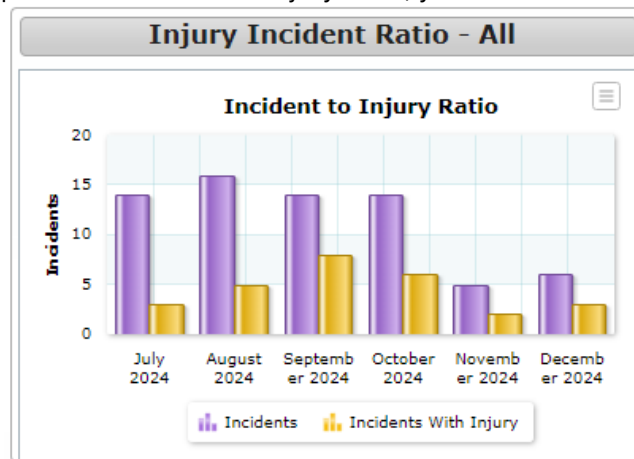
**Incident Report Summary:**

In total, six incidents were reported for the month. These included:

- Three personal injury incidents, consisting of:
  - Two minor first aid incidents as a result of manual handling and slips trips and falls.
  - One medical treatment incident as a result of a slip, trip and fall.
- One property damage incident of windscreen/glass damage due to poor plant design.
- Two near miss reports, consisting of:
  - Zoonotic and biological hazards as a result of poor work environment and design.
  - Staff and security risk as a result of unauthorised access to a restricted area.

The notifiable incident in November was closed by WHSQ determining that they did not require an investigation due to steps Council had taken to manage the incident.

The below graph depicts the incident to injury ratio, year to date:



**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:            Response  
Consequence:        Minor  
Rating:                M6

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.12 - Monthly Workplace Health and Safety Report - December 2024**

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Risk rating is applicable to the information provided within the Council report and is not intended to be an overarching risk rating of Council Safety Management System. Risk assessments continue to be utilised across Council's work environments to ensure that suitable controls for hazards are identified and implemented.

**Community Consultation:**

N/A

**Environmental Management Factors:**

N/A

**Other Comments:**

Nil

**Recommendation:**

*That Council receives the Workplace Health and Safety update as at 31 December 2024, as presented.*

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.13 - Information Report - Planning and Development Report**

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**11.13 Information Report - Planning and Development Report**

This report provides an update on Development Services that has occurred during the month of December 2024.

**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.
<b>OUR ECONOMY</b>	
	<b>Corporate Plan Outcome</b>
2.2	Council infrastructure and services support local industries and growth opportunities.
<b>OUR LEADERSHIP</b>	
	<b>Corporate Plan Outcome</b>
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/s:**

*Emily O'Hanlon, Business Support Officer*

*Simon Kuttner, Manager of Governance and Economy*

**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**  
**11.13 - Information Report - Planning and Development Report**

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**Issue:**

**1. DEVELOPMENT ASSESSMENT**

No new applications have been received by Council since the last monthly report. One previously decided application has been appealed.

The following application was decided at the November General meeting with the decision notice issued to the applicant soon thereafter. During the appeal period, an appeal was filed with the Planning and Environment Court. Council is a party to the appeal.

1.1	Council reference:	DA24/25-003
	Application:	Development Permit for a Material Change of Use for a Telecommunications Facility
	Street address:	Ilfracombe Road, Longreach
	Property description:	Lot 172 on PD191
	Day application was made:	2 August 2024
	Category of assessment:	Impact
	Public notification required:	Yes
	Applicant:	Amplitel Pty Ltd
	Decision:	Refused 21 November 2024
	Status:	Appeal commenced

**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>
06/12/24	Landowner	<p><u>Request</u> Council received a request about relocating a dwelling house to Longreach.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>• No specific site has been identified</li> <li>• If the house is going to be moved to one of the following zones, the dwelling house will be accepted subject to requirements in the relevant zone code: <ul style="list-style-type: none"> <li>○ Low density residential zone</li> </ul> </li> </ul>	Closed

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.13 - Information Report - Planning and 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>○ Medium density residential zone</li> <li>○ Rural zone</li> <li>○ Rural residential zone</li> <li>● Accepted subject to requirements means a development application would not be required where meeting certain criteria</li> <li>● There are requirements about shed sizes, heights and setbacks for most zone codes – Council would need to know the site to check the relevant provisions.</li> </ul>	
11/12/24	Landowner	<p><u>Request</u> Council received a request about an extension to a dwelling house.</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 extension is considered building works only</li> <li>● Building works is accepted development in the Low density residential zone</li> <li>● Accepted development means a planning approval is not required</li> <li>● Building approval would still be required.</li> </ul>	Closed
9/01/25	Town Planner	<p><u>Request</u> Council received a request about establishing a shed on an industrial site.</p> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>● The site is in the Industry zone</li> <li>● The site contains an existing industrial land use</li> <li>● If the shed supports the existing use of the land, then it will only be building work</li> <li>● Building works is accepted development in the Industry zone</li> <li>● Accepted development means a</li> </ul>	Closed

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.13 - Information Report - Planning and Development Report**

<b>PLANNING ENQUIRIES</b>			
<b>Date received</b>	<b>Customer Details</b>	<b>Details of Enquiry</b>	<b>Status</b>
		planning approval is not required • Building approval would still be required.	
<b>PLANNING AND DEVELOPMENT CERTIFICATES</b>			
<b>Date received</b>	<b>Customer details</b>	<b>Type</b>	<b>Status</b>
18/11/2024	Conveyancing Company	Council received a request for a Standard Planning and Development Certificate for a landholding in the Centre zone.	Issued
<b>EXEMPTION CERTIFICATES</b>			
Nil			
<b>SURVEY PLAN ENDORSEMENT</b>			

**Development Applications Received**

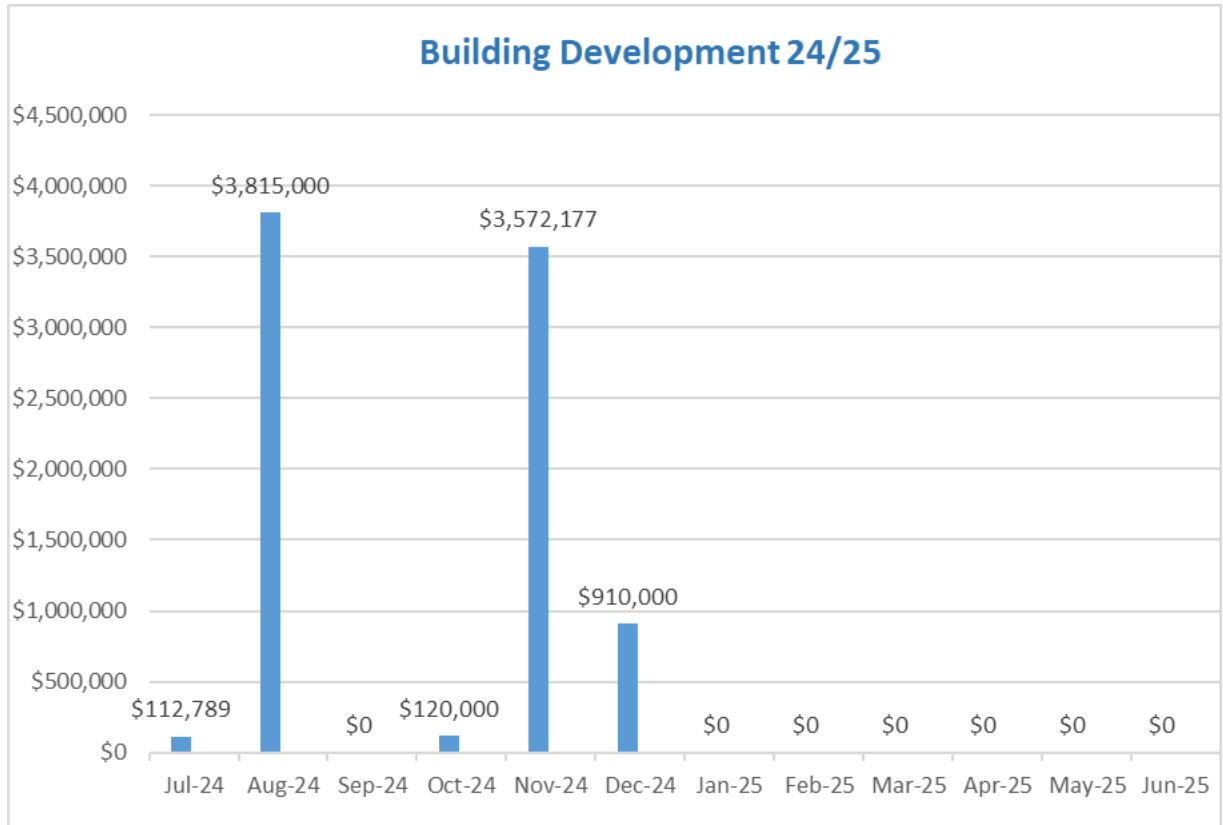
<b>Application Type</b>	<b>December</b>	<b>YTD</b>
Building (Council Certifier)	3	15
Building (Private Certifier)	0	2
Certificate of Classification	0	0
Change of Classification	0	0
Endorsement of Survey Plan	0	2
Exemption Certificate	0	0
Material Change of Use (MCU)	0	2
Minor Change (MCU)	0	0
Minor Change (Op Works)	0	0
Building Work (Assessable)	0	0
Operational Works	0	0
Plumbing & Drainage	6	11
Reconfiguration of a Lot	0	3
Siting Variation	0	1
Building Record Searches/ Planning Certificates	2	10
Operational Works – Bore	0	1
<b>Total</b>	<b>11</b>	<b>47</b>

**Project Value of Building Applications**

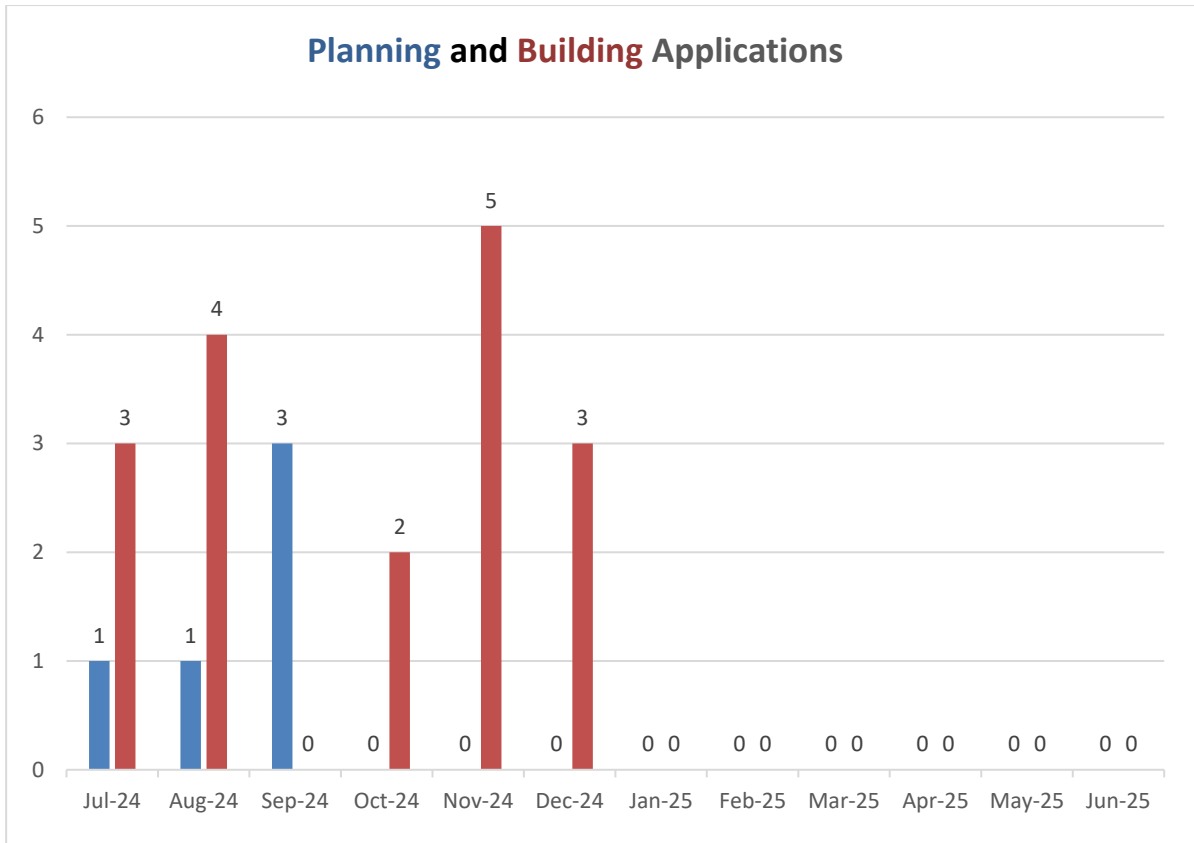
<b>Date</b>	<b>Development Type</b>	<b>Development Details</b>	<b>Value of Work</b>	<b>Location</b>
Carried FWD			\$7,619,966	

**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.13 - Information Report - Planning and Development Report**

30/12/2024	Building	Coordination Centre	\$700,00	Longreach
3/12/2024	Building	Dwelling relocation & shed	\$135,000	Longreach
12/12/2024	Building	Above Ground Pool	\$75,000	Longreach
		<b>Total for November</b>	<b>\$910,000</b>	
		<b>Total for 24/25 Year</b>	<b>\$8,529,966</b>	



**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.13 - Information Report - Planning and Development Report**



**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)

Risk has been calculated based on proceeding as recommended.

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

**Recommendation:**

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



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

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**11.14 Information Report - Governance**

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

**Council Action**

Recognise  
Deliver

**Applicable Legislation**

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

**Policy Considerations**

Nil

**Corporate and Operational Plan Considerations**

<b>OUR LEADERSHIP</b>	
<b>Corporate Plan Outcome</b>	
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.

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

**Issue:**  
**Calendar of Council Events**

<b>January 2025</b>			
22 Wednesday 10.00am	Briefing Session	Council Chambers, Longreach	Councillors Executive Leadership Team
23 Thursday 9.00am	Ordinary Council Meeting	Council Chambers, Longreach	Councillors Executive Leadership Team Open to the public
26 January	Australia Day	Regional	
<b>February 2025</b>			
19 Wednesday 10.00am	Briefing Session	Council Chambers, Longreach	Councillors Executive Leadership Team
20 Thursday 9.00am	Ordinary Council Meeting	Council Chambers, Ilfracombe	Councillors Executive Leadership Team Open to the public
<b>March 2025</b>			
19 Wednesday 10.00am	Briefing Session	Council Chambers, Longreach	Councillors Executive Leadership Team
20 Thursday 9.00am	Ordinary Council Meeting	Council Chambers, Longreach	Councillors Executive Leadership Team Open to the public

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

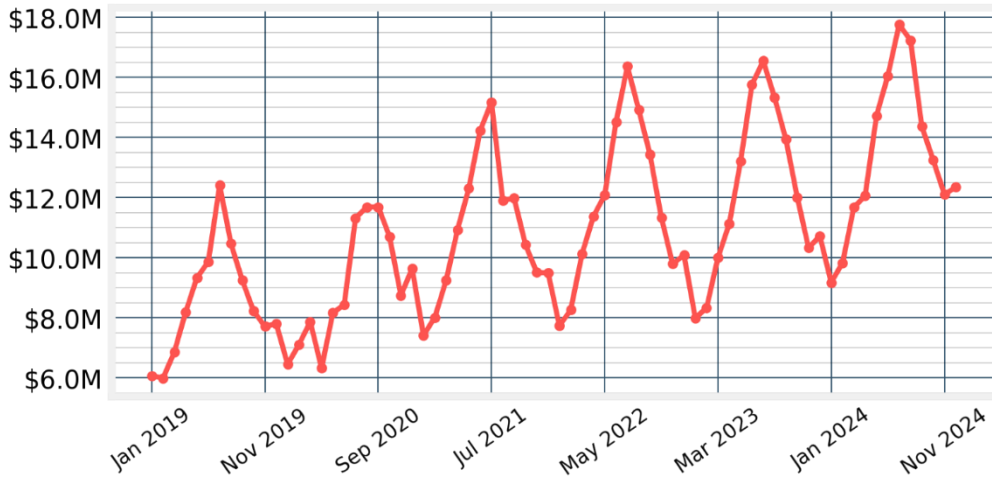
**Economic/Consumer Spending Data (Spendmapp)**

Presented here is data for December 2024:

Total Local Spend was \$12.4M. This is a 15.14% increase from the same time last year.  
 Resident Local Spend was \$6.56M. This is a 17.6% increase from the same time last year.  
 Visitor Local Spend was \$3.51M. This is a 20.47% increase from the same time last year.  
 Resident Escape Spend was \$7.03M. An 3.42% increase from the same time last year.

Total Local Spend

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



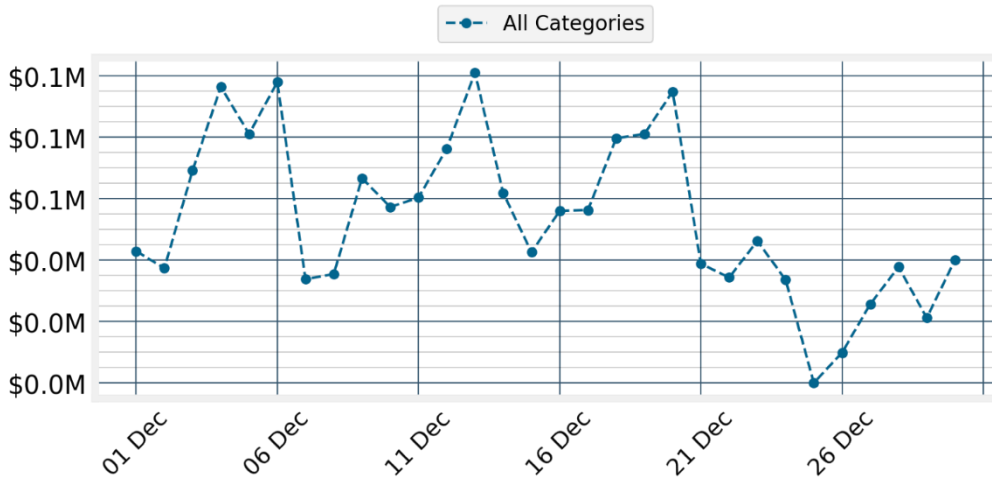
The Top 3 Suburbs by Resident Escape Spend for December 2024

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

- Emerald: \$750k
- Rockhampton: \$276k
- Yeppoon: \$154k

Night Time Economy for December 2024

The biggest spending night of the month of December 2024 was Friday 13 December.



## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.14 - Information Report - Governance

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#### Small Business Update

Council distributed a Small Business Update, on 17 December.

[View in a browser here](#)



The update featured articles on:

- Consumer Spending Data
- LRC end of year business survey
- Business Qld - Improve your website
- MoneySmart.gov - Develop an investing plan
- ASIC - Setting up a business structure for a small business
- ecoBiz tools and services
- Funding Opportunities

#### Reach

- The email was sent to 895 addresses
- 361 people opened the email a total of 577 times
- It failed to reach 5 addresses, either because they were incorrect or because of spam filters
- 5 people unsubscribed

#### Activity

32 clicks have been generated on links in the email with the top performers being:

- LRC end of year business survey
- Council's Events Page
- Austrade Export Market Development Grants
-

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

**Human Resources**  
**Staffing Levels as at 31 December 2024**

ALL Employees FTE	Operational	Admin/ Supervisor s	Contract t	Total	Last Month	30/06/202 4
Full Time	81	52	11	144	142	147
Permanent Part Time	4.55	3.97	0.83	9.35	8.37	8.67
Contracted Staff (Consultants)	-	-	-	-	-	-
<b>Total Permanent Employees</b>	<b>85.55</b>	<b>55.97</b>	<b>11.83</b>	<b>153.35</b>	<b>150.37</b>	<b>155.67</b>
Temporary Full Time	2.0	5.0		<b>7.0</b>	<b>9.0</b>	<b>6.0</b>
Temporary Part Time	-	0.69	-	<b>0.69</b>	<b>0.69</b>	<b>0.69</b>
Apprentices - Trades	2.0	-	-	<b>2.0</b>	<b>3.0</b>	<b>3.0</b>
Traineeships	-	1.0	-	<b>1.0</b>	<b>2.0</b>	<b>2.0</b>
Casual Staff	2.0	1.66	-	<b>3.66</b>	<b>3.94</b>	<b>3.37</b>
<b>Total Temporary Employees</b>	<b>6.00</b>	<b>8.35</b>	<b>-</b>	<b>14.35</b>	<b>17.63</b>	<b>15.06</b>
<b>Total Current Employees FTE</b>	<b>91.55</b>	<b>64.32</b>	<b>11.83</b>	<b>167.70</b>	<b>168.00</b>	<b>170.73</b>
Current Vacant Positions	11.00	6.00	2.00	<b>19.00</b>	<b>22.0</b>	<b>15.0</b>
<b>Complement FTE</b>				<b>186.70</b>	<b>190.00</b>	<b>185.73</b>

BSO Safety	Customer Service Coordinator
Safety Coordinator	Director Childcare Centre
Finance Officer	Part-Time Childcare Assistant (20 hrs)
Director of Communities	Casual Assistant Educator
Building Maintenance Officer (12 Mths)	Plant Operator/Stabiliser
Engagement & Comms Coordinator	Plant Operator/Labourer
Plant Operator/Labourer	Plant Operator/Truck
Leading Hand Mechanic	Utilities Manager
Leading Hand Plumber	Plumber
Cadet Engineer (Fixed Term)	

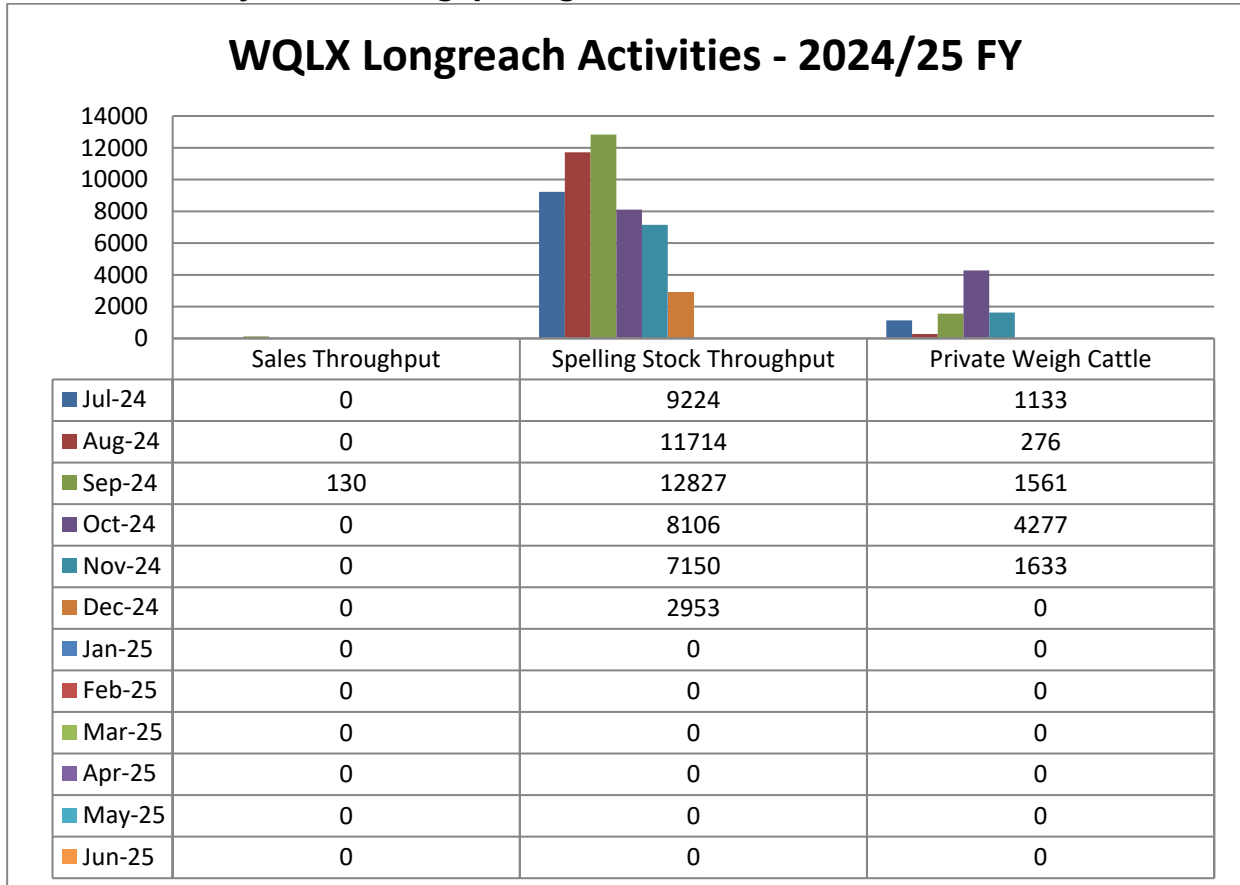
**11. CHIEF EXECUTIVE OFFICER'S REPORT**  
**11.14 - Information Report - Governance**

**Regional Recovery and Resilience Coordinator Council Report for January 2025**

Following is a summary of activities undertaken by the Regional Recovery and Resilience Coordinator during January 2025:

- Further discussions with members of the Hazard and Risk Unit from Queensland Reconstruction Authority in Brisbane to discuss a possible visit to the five Local Disaster Management Groups (Barcaldine, Barcoo, Blackall-Tambo, Longreach and Winton) to revise Queensland’s disaster risk assessment methodology.
- Phoned and visited a number of graziers to remind them to complete the Emergency Services Card that was posted to them in August 2024. Several graziers advised they did not receive the card and new Emergency Services Cards with a cover letter have been posted or hand delivered to them.

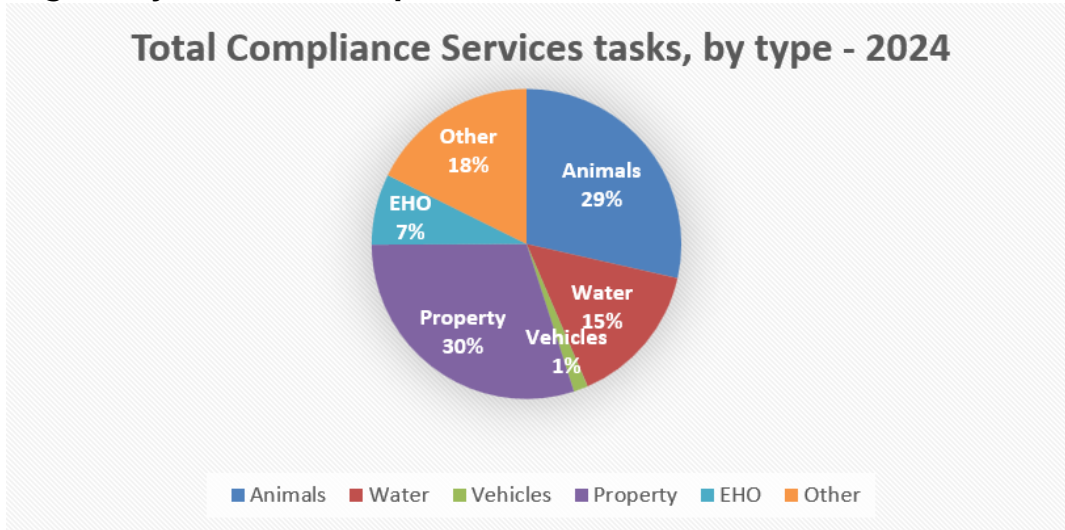
**Saleyards – Throughput Figures**



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

**Regulatory Services – Compliance**

**Total Compliance Services tasks, by type - 2024**

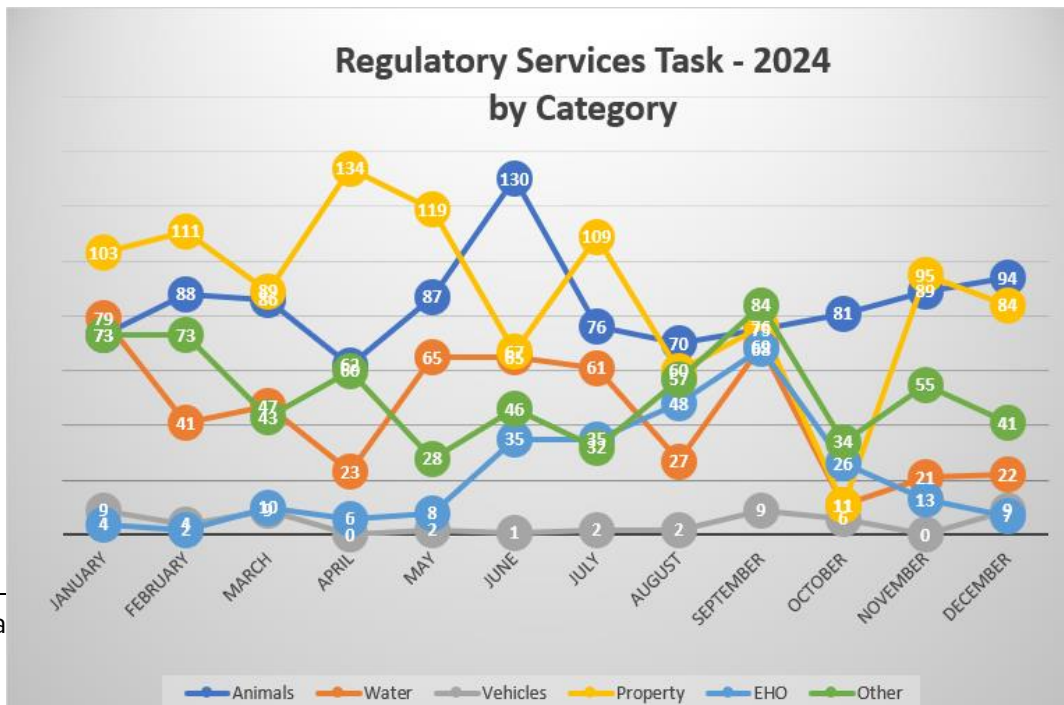


\*Other activities are made up of Customer Service requests, Equipment Maintenance, After hour call outs, Impound Facility Maintenance, Illegal dumping/Littering, Pest weed spray, stock squad assistance, Pound incidents and Aggression.

**Registrations 2024**



**Regulatory Services Task - 2024 by Category**



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

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**Regulatory Services – Environmental Health**

**RAPAD REGION**

**OFFICER REPORT**

**EHO**

**No: 9**

**SUBJECT HEADING: Environmental Health Report**

CLASSIFICATION: (if confidential)

---

**Summary:** The Environmental Health/ Officer's report is provided to RAPAD Regional Councils.

**Officer's Recommendation:** That CEO's & Staff of Councils that make up the RAPAD Region receive the Environmental Health Officer's report.

Note: This report is an overview of EHO Actions, to inform the reader.  
Any Information of interest to the reader, please contact EHO for further discussion.

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**EHO Action Report.**

**All Council Areas:**

- Community Group (not-for Profit Organisations) Food Safety Training. Developed
- General Food Safety Training (For Licensed Food Businesses). Development Stage.
- Draft Temporary Food Business Application Form. Some Councils have adopted / Some ongoing.
- Draft Caravan Park Inspection form. (Checks completed and shared with all Councils to Logos)
- Draft Caravan Park Application Form. Shared with All Councils to Logos to document.
- Inquiry sent to all Councils, regarding *Subordinate Local Laws 1, Prescribed Activity/s* Caravan Park Licensing and inspections. Ongoing.
- Draft Personal Appearance Services (PAS) Application. Final Stage. (Final checks and approvals with Blackall Admin & Barcaldine Admin, Respectively).
- Sent Personal Appearance Services (PAS) Inspection form to all Councils, to add Logos to document.
- Food Business Renewal Form. Approved by Boulia and sent to all other councils.
- Inquiry sent to all Councils, regarding Public Pool water testing. Referencing *Subordinate Local Laws 1, Prescribed Activity/s*
- Sent Data request to Queensland Public Health and Scientific Services, for available mosquito born illness data for the central west. No reply received.

**Regulatory Services – Rural Lands**

**ESRI ArcGIS**

Pest weed data has been collated from 2015 to Current, and Longreach Pest Weed Mapping has been completed.



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

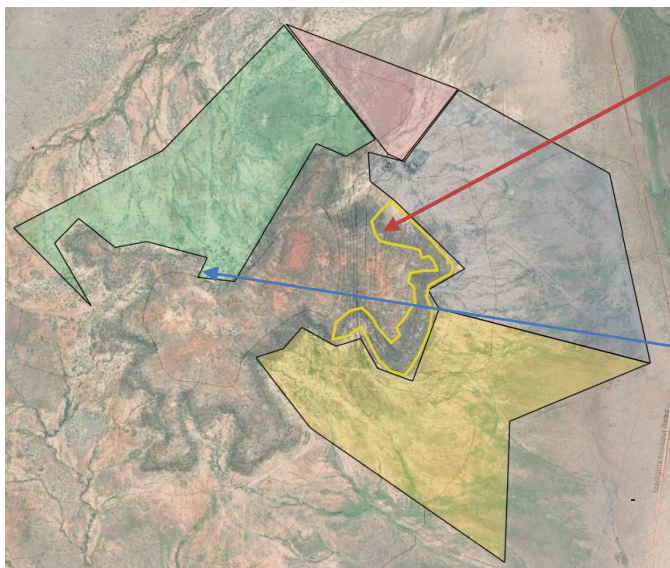
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Heat mapping for Sticky Florestina spray data has shown a clear representation of travel and development, specifically along the main roads and is currently traveling out through to Winton and South to Isisford and Stonehenge. The Spray data shows that Sticky spray activity recording commenced in the region at the end of 2019 and quickly developed to be in the top three pest weeds in Longreach (Parkinsonia, Prickly Acacia and Sticky Florestina). In the past 12 months it has moved to the most sprayed pest weed in the Longreach Regional Council area.

Mapping data of all pest weed types shows some limited spray in areas west and south west of the Longreach Regional Council Areas. Further Community Engagement and investigation in these areas to identify weed types and any infestations.

**Bexley Project**

Recent spray activity has been in attempt to produce Corridors through thicker infestations, to assist in future spraying. The thick infestations prevent access to spray, and by generating corridors, it is hoped that more extensive spray activities can occur next year.



Focus area for spray corridor development and 2025 spray focus.

Buffer zones around the escarpment

**Pest Animals**

LRC continue to see increased activity of feral cats and wild dogs. Local cat trap requests continue, and are resulting in high numbers of feral cats trapped and disposed of accordingly through Rural Lands and Compliance Officers.

<b>Division</b>	<b>Scalp Bounty - Dog 24/25 YTD</b>	<b>Contract Dog Trapper 24/25 YTD</b>	<b>Scalp Bounty - Cat 24/25 YTD</b>
1	185	1	
2	1	2	
3	27		37
4	71		104
<b>Total</b>	<b>293</b>	<b>3</b>	<b>141</b>

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

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

- Pest weed spraying, mapping and reporting
- Repair and maintenance of QuickSpray units and other plant
- Assistance with the Bexley Project Snake Cactus Project
- After-hours on-call roster, shared with Compliance Officers

**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, information report only

**Community Consultation:**

Nil

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

**Recommendation:**

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

## 11. CHIEF EXECUTIVE OFFICER'S REPORT

### 11.15 - Chief Executive Officer's Council Report

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#### 11.15 Chief Executive Officer's Council Report

This report provides an update on the activities that have occurred over the previous month for the Chief Executive Officer.

#### 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:

The Chief Executive Officer provides an information update to Council to outline activities undertaken since the last meeting.

#### Issue:

#### Chief Executive Officer Update

Following is a summary of activities undertaken for the period to 17 January 2025.

#### Strategic Leadership

- Attend RAPAD meeting
- Attend COWS meeting
- Meet with Member for Gregory, Sean Dillon re future projects
- Meet with the Environment and Tourism Minister, Andrew Powell
- Meet with the Qld Premier, David Crisafulli

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

### **11.15 - Chief Executive Officer's Council Report**

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#### **Operational Management**

- Progress the MID and RIDA applications for the Thomson River weirs
- Meet with the contractor assisting with Thomson River weirs project
- Letter of extension issued for Lot 201
- Letter of objection issued for lease over grazing reserve
- Review appeal against Telstra tower location

#### **Financial Management**

- Meet with the Chair of the Audit and Risk Committee
- Attend Audit and Risk Committee meeting

#### **Workforce Capability**

- Attend Childcare Centre Director interviews
- Attend Works Depot breakup in Longreach

#### **Stakeholder Engagement**

- Attend opening of Longreach CUC by Federal Treasurer and Senator Chisholm
- Participate in regional childcare services survey
- Meet with Desert Channels Qld re future projects
- Participate in Tourism workshop in Longreach

#### **Risk Management**

- Nil

#### **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, information report only

#### **Community Consultation:**

Nil

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

Nil

#### **Other Comments:**

Nil

#### **Recommendation:**

*That Council receives the Chief Executive Officer's report, as presented.*

## 12. FINANCE REPORT

### 12.1 - Audit and Risk Committee Report - 10 December 2024

#### 12. Finance Report

##### 12.1 Audit and Risk Committee Report - 10 December 2024

A report on the matters reviewed at the Audit and Risk Committee meeting held on 10 December 2024.

##### Council Action

Deliver

##### Applicable Legislation

*Local Government Act 2009*

*Local Government Regulation 2012*

##### Policy Considerations

Internal Audit Policy No. 1.10

Enterprise Risk Management Policy No. 1.11

Advisory Committee Policy No. 2.31

Audit and Risk Committee Policy No. 2.32

##### Corporate and Operational Plan Considerations

OUR FINANCES	
Corporate Plan Outcome	
4.1	Improved financial performance and strategic financial management.
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-2024-10-272)*

*Moved Cr Nunn seconded Cr Watts*

*That Council receives the report of the Audit and Risk Committee meeting held on 18 September 2024.*

##### Officer Comment

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

##### Background:

The Audit and Risk Committee met on 10 December 2024. The Chief Executive Officer must deliver a report to Council on the matters reviewed at the meeting and the Committee's recommendation.

## 12. FINANCE REPORT

### 12.1 - Audit and Risk Committee Report - 10 December 2024

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**Issue:**

The following report summarises the key matters discussed at the Committee meeting.

1. **External Audit Report** – Council’s Financial report was finalised and an unqualified report issued. The Final Management Report has been presented to Council and will be presented to the Committee at the next meeting. In the 2024 Status of Auditor-Generals recommendation report it was noted that LRC have fully implemented one recommendation and 5 partially implemented. The CFO advised that it is not practical to fully implement all recommendations due to the size of council.
2. **Audit and Financial reporting** – An updated timetable was presented to the Committee and advised that October is the realistic goal for Financial Reporting sign off.
3. **Valuation methodology and timeline** – To ensure the carrying amounts of Council’s asset classes reflect their fair value at reporting date, subject to materiality, Council annually does revalue its asset classes, except for plant and equipment. Council has engaged AVR Consulting (AVR) to perform its valuations for the 2024/25 financial statements. AVR will be performing a comprehensive valuation for Council’s land, buildings and other structures, and desktop valuations for all other asset classes (except plant and vehicles). The valuer will be performing an inspection of the Saleyards to assist in identifying the asset components that require capitalisation.  
The valuer has also been instructed to assist in reviewing the componentisation of assets, to continue the improvement of Council’s asset information. The valuer will be working in conjunction with Council’s Asset Manager and Financial Controller in all aspects of the valuation process.
4. **Internal Audit Report** – Final report for this cycle – focus was Contractor Management. Nothing significant or unusual noted, including no excessive use of contractors. Also advised that there are some items on the completed list that can now be closed off from the Audit Issues Register.
5. **Committee Charter Review** – Chair proposed that the Committee continue as is and complete a thorough review of the Committee Charter in 12 months’ time and also recommended that a review of the Internal Audit Policy be undertaken at a future meeting after engagement of the incoming Internal Audit firm. QAO to send through examples from a few contemporary Councils for reflection of Charter and review.
6. **Committee Self-Assessment** – Discussions held regarding training/inductions for Councillors to assist with what is required to be a Committee Member. Chair asked if QAO can look into extending the biannual Audit Committee Chairs briefing to Committee Members (for online attendance only). Committee members expressed an interest in attending these sessions as a professional development opportunity to enhance their knowledge in fulfilling their roles as Audit Committee members. The majority of answers to the self-assessment questions were considered to be Yes, Positive, with scoring on effectiveness of 3 or higher, with many 4 and 5 ratings noted.
7. **Closed Session – Auditors and Committee Members** – The Committee made enquiries with the auditors in attendance and satisfactory responses were received.

## 12. FINANCE REPORT

### 12.1 - Audit and Risk Committee Report - 10 December 2024

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8. **Internal Audit Contract** - The four-year term of the current internal auditor expired in December 2024. Council officers conducted a Request For Quote process to obtain proposals from qualified and experienced auditors. With the endorsement of the Committee, Council adopted the recommendation that Vincents be appointed as the new internal auditor for a term of four years as presented at the December 2024 Council meeting.
9. **Monthly Financial Report** - report was noted by the Committee.
10. **Safety Update** - report presented by Grace Cronin-Jones (Safety Manager) was noted by the Committee.
11. **Strategic Risks** - report was noted by the Committee.
12. **Corporate Credit Card Expenditure Report** - report was noted and endorsed by the Committee and no issues raised.
13. **Closed Session - CEO Update** - the verbal briefing by the CEO was noted by the Committee. Enquiries and discussion received satisfactory responses. No further action required by the Committee.

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

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

Nil risk, for information purposes only.

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

Nil

#### **Other Comments:**

Nil

#### **Recommendation:**

*That Council receives the report of the Audit and Risk Committee meeting held on 10 December 2024.*

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

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**12.2 Information Report - Finance**

This report provides an update on a range of activities that occurred during the month for the Financial Services Directorate.

**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	
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**

*(Res-2024-12-338)*

*Moved Cr Nunn seconded Cr Bignell*

*That Council receives the Finance Information report, as presented.*

**Officer Comment**

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

**Background:**

The Financial Services Directorate provides a monthly update on strategic issues and improvement projects to improve Council's financial sustainability.



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

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**Issue:**  
**Procurement**

**YTD Percentage Of Purchase Made Locally**

2024-25	2023-24
44.57%	41.28%

**Contracts Awarded In December**

VP / Qtender Number Request Name	Supplier	Value Of Contract Exc. Gst
VP436951 – Internal Auditor	Vincents	\$132,931
VP433366 – Meeting Agenda	Harbour Software	\$62,400

**Tenders And RFQ Open and Not Awarded**

Tender/RFQ	Platform
VP438460 – Supply & Delivery of Two (2) Backhoe Loaders	Vendor Panel
VP439217 – Supply and Delivery 3m Davit System	Vendor Panel
VP434773 – Register of Pre-Qualified Suppliers – Supplies	Vendor Panel
VP435416 – Register of Pre-Qualified Suppliers – Wet and Dry Hire	Vendor Panel
VP435418 – Register of Pre-Qualified Suppliers – Trades and Services	Vendor Panel
VP439263 – Replace Pumps Isisford Pump Station	Vendor Panel

**Upcoming Requests For Quote And Tenders**

Request	Quote/Tender
Landfill Rehabilitation Liability Assessment And Modelling	Quote
Longreach Depot Layout Review	Quote

Most staff requiring access to VendorPanel have now been trained and have access to the system to create their own Request for Quotes.

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

**Suppliers With Expenditure >\$200,00 YTD 24-25**

Creditor Name	Sum of Invoice Amount	Services
RAYNERS WESTERN HIRE PTY LTD	\$ 1,513,634.42	Plant and Labour Hire
CHAMPION CONTRACTING	\$ 893,926.84	Quarry Supplies
JTCOX CONCRETE & PRECAST PTY LTD	\$ 870,612.26	Quarry Supplies
TROPIC PETROLEUM	\$ 813,891.19	Fuel and Oil
NEUENDORF CONSTRUCTIONS	\$ 777,308.85	Construction
MOORE CIVIL & PLANT HIRE PTY LTD	\$ 640,151.40	Plant and Labour Hire
LGM ASSETS	\$ 546,936.83	Insurance
Property Exchange Australia Ltd	\$ 544,698.41	Asset
ERGON ENERGY CORPORATION LIMITED	\$ 512,870.55	Electricity
GEORGE BOURNE & ASSOCIATES	\$ 413,387.31	Project Management
TELSTRA LIMITED	\$ 339,611.97	Telephone and Internet
HASTINGS DEERING (AUSTRALIA)	\$ 276,563.68	Plant
FOURIER TECHNOLOGIES PTY LTD	\$ 268,125.01	IT Management
PROTERRA GROUP	\$ 233,902.47	Waste Management
CENTRAL HIGHLANDS AUTO PTY LTD	\$ 230,641.02	Plant
QUEENSLAND LOCAL GOVERNMENT WORKCARE SCHEME	\$ 211,298.07	Workers Compensation
BORAL RESOURCES (QLD) PTY LIMITED	\$ 207,235.47	Bitumen

**Innovation and Business Improvement**

In the lead up to the Christmas break the Innovation and Business Improvement Team's focus was on:

- Preparing and documenting 115 archive boxes containing records that were ready for destruction. The boxes were sent to Grace Records in Rockhampton before Christmas whereby the records were destroyed via an approved method. The next step in the process is to catalogue and sentence the records remaining in the Longreach archive room before trying to consolidate other records in storage.
- The Starlink installation has been completed at Longreach Depot Crib Room with the Isisford installation still pending, however, expected to be completed early

## 12. FINANCE REPORT

### 12.2 - Information Report - Finance

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2025. Telstra has completed a site inspection of the Longreach Library to complete fibre installation in first quarter of 2025.

- The procurement process was completed for a new Meeting and Agenda Management Solution which was awarded to Harbour Software. Harbour Software is an Australian owned and operated software provider with a number of local government customers such as Blackall-Tambo Regional Council, Mackay Regional Council and Douglas Shire Council. The implementation will include a new solution for Councillors to view and annotate agendas. The implementation is set to commence in January 2025 with the target completion date by March 2025.

#### **Asset Management**

Asset valuation inspections were completed in the month of December.

A comprehensive inspection was conducted over 5 days of all community assets with a desktop review of all other assets to be conducted. The first draft valuation is due at the end of February with the final valuation report due in March.

Project Sunpower is still progressing. We have requested costings from Energetic Effects to undertake the Expression of Interest process. Energetic Effects has extensive independent knowledge of solar systems in the industry. A timeline will be set out for the project.

The Childcare facility is still seeing reductions in the electricity consumption on the nighttime tariff. The higher temperatures are still affecting the peak loads.

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 Finance Information Report, as presented.*

## 12. FINANCE REPORT

### 12.3 - Chief Financial Officer's Report

#### 12.3 Chief Financial Officer's Report

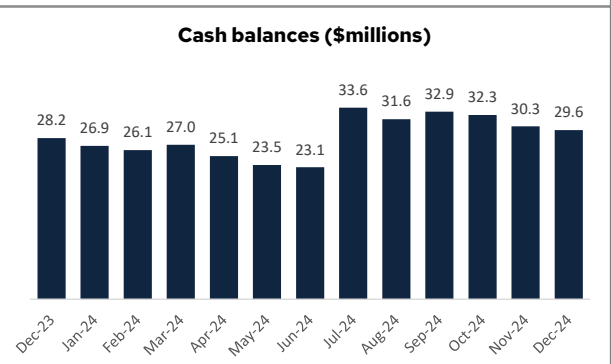
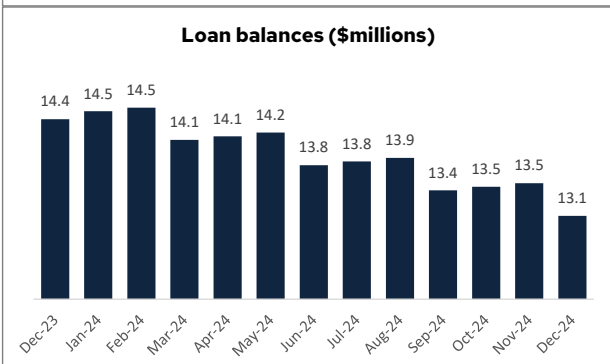
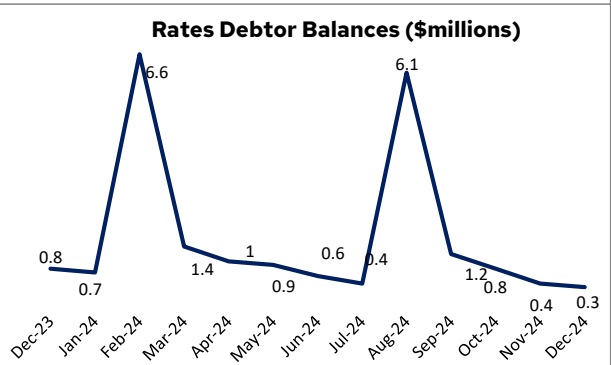
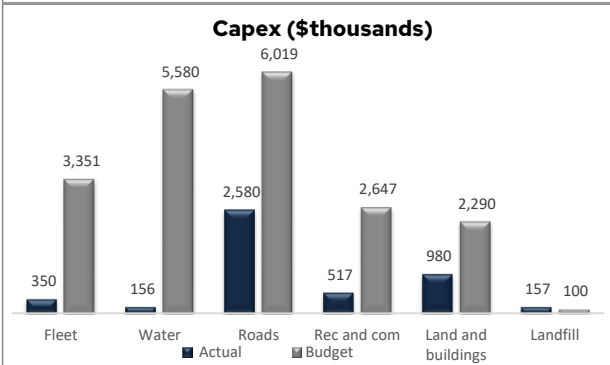
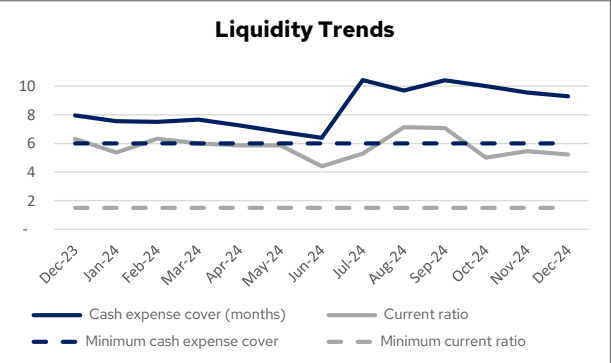
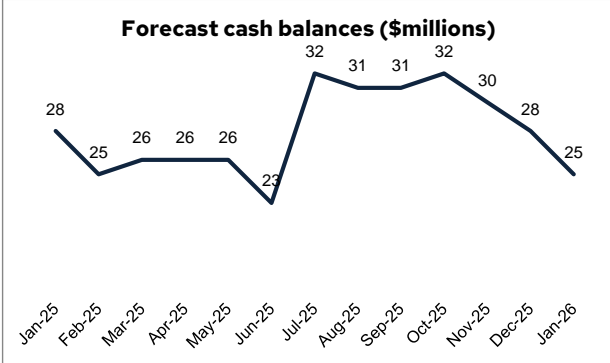
Consideration of the financial statements for the period ending 31 December 2024:

### Longreach Regional Council Financial Dashboard

for the month ending Dec 2024

(all amounts in \$millions)

Income statement	YTD	Budget YTD	Variance	Last YTD	Variance
Revenue	\$31.0	\$27.7	\$3.3	\$22.1	\$8.9 ●
Expenses	\$23.6	\$24.2	\$0.6	\$26.2	\$2.6 ●
Net result	\$7.4	\$3.6	\$3.9	(\$4.0)	\$11.5 ●
Balance sheet	Dec 2024	Jun 2024	Movement	Last YTD	Movement
Total assets	\$435.1	\$428.6	\$6.5	\$409.9	\$25.2 ●
Total liabilities	\$20.9	\$21.9	\$1.0	\$21.0	\$0.1 ●
Total equity	\$414.2	\$406.8	\$7.4	\$388.9	\$25.3 ●
Cash flow	YTD	Last YTD	Movement	Cash expense cover	
Operating cash flow	\$9.9	(\$4.2)	\$14.1 ●	9 months ●	
Capex	(\$4.5)	(\$3.1)	\$1.3 ●	<b>Current ratio</b>	
Other investing cash flow	\$1.9	\$1.3	\$0.5 ●	5:1 ●	
Loan repayments	(\$0.8)	(\$0.8)	(\$0.0) ●	<b>Unrestricted Cash Balance</b>	
Net cash flow	\$6.5	(\$6.8)	\$13.3 ●	\$27.8 ●	



## **12. FINANCE REPORT**

### **12.3 - Chief Financial Officer's Report**

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#### **Half year review**

- At the middle of the financial year, Council is performing better than expected year to date with a \$7.4m net surplus and is in a good financial position with \$27.8m in unrestricted cash.
- The main cause for the positive result is the work completed by the Works teams in completing flood damage and contract works projects ahead of expectations, generating revenue earlier than expected. In addition, most programs across all directorates are below budget.
- Capital expenditure remains the biggest challenge for the next six months in terms of meeting budgets. At the end of December, 21.2% of the total capital budget has been expended and most projects are expected to be completed by 30 June, subject to the normal risks of:
  - Supply chain issues, particularly for fleet,
  - Contractor availability,
  - Unfavourable weather.

#### **Financial performance**

- Revenue is \$3.3m higher than budget with positive variances in recoverable works income, flood damage and capital grants income, due to timing of work completed.
- Employee expenses are lower than budget. Vacancies are the main cause of this positive variance.
- Materials and services are higher than budget. The variances due to the timing of flood damage and recoverable works projects. Most programs are operating within budget and unfavourable variances are generally offset against favourable variances in other programs.
- Depreciation is higher than budget due to the impact of the higher valuations at the end of the 2023/24 financial year. This will be monitored and the budget adjusted if it is likely to become a material variance.
- A positive net result of \$7.4m is higher than the budgeted net result of \$3.5m and better than last year's half yearly net deficit of \$4.0 million.

#### **Financial position**

- The financial position remains sound with no significant movements.
- Property, plant and equipment balances remain the same as at 30 June as capital expenditure matches the depreciation expense for the 6 months.
- Liabilities continue to decrease since the beginning of the financial year with a reduction in trade payables and loan balances.
- Net community equity has increased by \$7.4m year to date.

#### **Cash flow**

- Closing cash balance was \$29.6 million (\$27.8 million unrestricted).
- A positive net operating cashflow of \$9.9 million is mainly due to receipt of the FA Grant in July and the receipt of rate payments in August and September.

## 12. FINANCE REPORT

### 12.3 - Chief Financial Officer's Report

- Capital expenditure is steadily increasing as projects are delivered. No significant risks to project delivery times and budgets have been identified at this stage.

#### Liquidity

- Council maintains 9 months of cash expense cover.
- Current ratio is 5:1 (\$5 of current assets to every \$1 of current liabilities).
- Short- and long-term forecasts indicate that Council will remain in a sound financial position with careful management.
- Council has two Term Deposit totaling \$12 million

Term Deposit	Maturity date	Rate
\$8,000,000	4/07/2025	5.06%
\$4,000,000	4/06/2025	4.93%

#### Debtors

The debtor balance is decreasing as we continue to adhere to the debt policy. Of the \$346k outstanding, 12% are currently under payment plans, 66% is with legal and 22% is being actively pursued through our debt recovery process.

	Current	1 year	2 years	3 years
Outstanding rates	\$104,364	\$113,858	\$50,707	\$76,904
Number of assessments	46	41	16	11

#### Risks

- The main risks to Council's short term financial performance, position and cash flow are:

Risk	Description	Treatment	Rating
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 realised.	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
Availability of grant funding and contract work reduces funding to sustain Council operations.	Council has relied on several years of consistent external funding from flood damage works and TMR works. When this funding decreases, it will impact Council's financial result and cash position.	Examine services, assets and business processes to reduce fixed costs in Council so that it becomes more adaptable and resilient. Diversify Council's revenue sources.	Likelihood – Possible Consequences – Moderate if the reductions impact a single year. Major if the reductions impact several consecutive years. Rating – Medium to High
Costs continue to	The cost of wages,	Prioritise services and	Likelihood – Almost

**12. FINANCE REPORT**  
**12.3 - Chief Financial Officer's Report**

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<p>increase rapidly placing pressure on Council's ability to sustainably provide services.</p>	<p>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.</p>	<p>projects to allocate limited resources to the most important community areas.</p> <p>Maintain reporting and forecasting to identify issues and where necessary, revise budgets.</p>	<p>certain</p> <p>Consequence – Moderate</p> <p>Rating – High</p>
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**Appendices**

1. Financial Reports Dec 24 [↓](#)
2. Directors Report 31 Dec.pdf [↓](#)
3. Capital Report December [↓](#)
4. Grant Report December [↓](#)

**Recommendation:**

*That Council receives the Chief Financial Officer's Report for the period ending 31 December 2024, as presented.*

## 12.3 - Chief Financial Officer's Report --Appendix 1

<b>Statement of financial performance</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Last YTD</b>	<b>Full year budget</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<b>Revenue</b>				
Rates, levies and charges	6,256	6,247	6,247	12,378
Fees and charges	1,208	1,417	1,229	2,809
Recoverable works income	2,108	1,955	3,861	3,911
Other revenue	1,209	806	905	1,581
Operating grants, subsidies and contributions	18,391	16,969	8,493	22,692
Capital grants, subsidies and income	1,698	-	1,385	13,702
Profit on sale of assets	161	344	-	689
<b>Total revenue</b>	<b>31,031</b>	<b>27,739</b>	<b>22,121</b>	<b>57,762</b>
<b>Expenses</b>				
Employee expenses	8,610	9,611	7,894	19,222
Materials and services	10,169	9,909	13,403	19,216
Finance expenses	345	307	370	614
Depreciation	4,465	4,356	4,494	8,712
Other expenses	-	-	-	-
<b>Total expenses</b>	<b>23,589</b>	<b>24,183</b>	<b>26,162</b>	<b>47,764</b>
<b>Net surplus or (deficit)</b>	<b>7,442</b>	<b>3,556</b>	<b>(4,041)</b>	<b>9,998</b>
<b>Operating deficit</b>	7,442	3,556	(4,041)	9,998
	(1,858)	(344)	(1,385)	(14,391)
<b>Operating deficit</b>	<b>5,584</b>	<b>3,212</b>	<b>(5,426)</b>	<b>(4,393)</b>

<b>Statement of financial position</b>	<b>YTD Actual</b>	<b>Actual June 2024</b>	<b>Full year budget</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<b>Current assets</b>			
Cash and cash equivalents	29,625	23,126	22,276
Current trade and other receivables	5,931	5,596	1,590
Inventories	868	881	593
<b>Non-current assets</b>			
Trade and other receivables	10,101	10,435	9,126
Property, plant and equipment	388,549	388,573	404,391
Other non-current assets	-	-	-
<b>Total assets</b>	<b>435,073</b>	<b>428,612</b>	<b>437,976</b>
<b>Current liabilities</b>			
Trade and other payables	2,242	2,710	1,645
Current borrowings	1,352	1,352	1,410
Current provisions	3,377	3,208	3,269
<b>Non-current liabilities</b>			
Borrowings	11,743	12,410	10,983
Provisions	2,165	2,178	2,324
<b>Total liabilities</b>	<b>20,878</b>	<b>21,859</b>	<b>19,631</b>
<b>Net community assets</b>	<b>414,195</b>	<b>406,753</b>	<b>418,345</b>
<b>Community equity</b>			
Asset revaluation reserve	195,919	195,919	196,637
Retained surplus	218,276	210,834	221,708
<b>Total community equity</b>	<b>414,195</b>	<b>406,753</b>	<b>418,345</b>



## 12.3 - Chief Financial Officer's Report --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	10,780	22,570
Receipts from grants	18,391	24,193
Payments to employees	(8,455)	(19,222)
Payments to suppliers	(10,599)	(19,847)
Interest paid	(214)	(557)
<b>Net cash inflow/(outflow) from operating activities</b>	<b>9,904</b>	<b>7,136</b>
<b>Cash flows from Investing activities</b>		
Receipts from capital grants	1,698	12,968
Receipts from sale of assets	161	650
Payments for capital expenditure	(4,466)	(21,095)
<b>Net cash inflow/(outflow) from investing activities</b>	<b>(2,607)</b>	<b>(7,477)</b>
<b>Cash flows from financing activities</b>		
Loan repayments	(799)	(1,346)
<b>Net cash outflows from financing activities</b>	<b>(799)</b>	<b>(1,346)</b>
<b>Net cash inflow/(outflow)</b>	<b>6,498</b>	<b>(1,687)</b>
Opening cash balance	23,126	23,963
<b>Closing cash balance</b>	<b>29,625</b>	<b>22,276</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	210,834	211,710
Recognise land sold in prior years	-	-
Net profit or (loss)	7,442	9,998
<b>Closing accumulated surplus</b>	<b>218,275</b>	<b>221,708</b>
<b>Asset revaluation reserve</b>		
Opening balance	195,919	196,637
Other comprehensive income	-	-
<b>Closing asset revaluation reserve</b>	<b>195,919</b>	<b>196,637</b>
<b>Total community equity</b>	<b>414,195</b>	<b>418,345</b>

12.3 - Chief Financial Officer's Report --Appendix 2

Longreach Regional Council  
Program Report  
for the YTD December 2024

Program	Revenue		Expenses		Net result	
	YTD	Budget YTD	YTD	Budget YTD	YTD	Budget full year
<b>Office of the CEO</b>						
Human resources	5	-	(591)	(743)	(585)	(743)
Governance	7	-	(438)	(406)	(431)	(406)
Elected member expenses	-	-	(303)	(328)	(303)	(657)
Disaster management and regional coordination	69	15	(143)	(117)	(73)	(129)
Economic development	-	-	(88)	(112)	(88)	(223)
Local laws	88	70	(466)	(652)	(378)	(1,136)
Health and environmental services	16	7	(31)	(51)	(15)	(90)
Land, leased out assets and commercial businesses	122	109	(251)	(279)	(129)	(341)
Development services	32	55	(93)	(114)	(61)	(119)
<b>Total Office of the CEO</b>	<b>339</b>	<b>256</b>	<b>(2,404)</b>	<b>(2,804)</b>	<b>(2,065)</b>	<b>(4,587)</b>
<b>Infrastructure Services</b>						
Infrastructure administration	225	-	(310)	(628)	(85)	(628)
Depot and airstrips	-	-	(239)	(361)	(239)	(722)
Roads, streets and stormwater	-	-	(3,637)	(3,596)	(3,637)	(6,352)
2023 NDRA Event	4,815	4,000	(4,815)	(4,000)	-	-
2022 NDRA Event	169	-	(169)	-	-	-
Contract works	2,015	1,900	(1,981)	(1,724)	34	176
Fleet management	199	141	1,013	983	1,212	1,123
Sewerage	805	807	(491)	(424)	314	433
Waste management	547	522	(452)	(481)	95	40
Water	1,722	1,699	(1,491)	(1,558)	231	141
<b>Total Infrastructure Services</b>	<b>10,498</b>	<b>9,069</b>	<b>(12,573)</b>	<b>(11,790)</b>	<b>(2,076)</b>	<b>(2,671)</b>
						<b>(4,688)</b>

## 12.3 - Chief Financial Officer's Report --Appendix 2

Program	Revenue		Budget		Net result	
	YTD	Budget YTD	YTD	Budget YTD	YTD	Budget full year
<b>Community Services</b>						
Child Care	1,213	1,342	(1,428)	(1,492)	(216)	(340)
Community development and events	28	-	(128)	(237)	(100)	(459)
Donations and sponsorship	-	-	(124)	(96)	(124)	(192)
RADF	25	25	(12)	(19)	13	(10)
Community administration	1	-	(961)	(854)	(960)	(1,708)
Libraries	35	13	(126)	(122)	(92)	(221)
Community centres and halls	18	17	(244)	(241)	(226)	(447)
Public conveniences	4	4	(97)	(159)	(93)	(311)
Council housing	34	37	(90)	(152)	(55)	(229)
Showgrounds and sporting facilities	12	33	(437)	(425)	(425)	(392)
Cemeteries	92	80	(161)	(184)	(69)	(104)
Parks and gardens	-	-	(1,118)	(1,130)	(1,118)	(2,261)
Swimming pools	8	6	(541)	(662)	(533)	(1,326)
Tourism, museums and VIC	133	104	(500)	(675)	(367)	(1,188)
<b>Total Community Services</b>	<b>1,603</b>	<b>1,662</b>	<b>(5,968)</b>	<b>(6,448)</b>	<b>(4,365)</b>	<b>(9,684)</b>
<b>Financial Services</b>						
Insurance	-	-	(564)	(565)	(564)	(790)
Finance	13,509	13,201	(1,103)	(1,238)	12,406	12,366
Rates	2,990	2,983	(77)	(50)	2,914	2,917
LWDEFS	211	225	(189)	(185)	23	80
Internal recharges	19	-	(19)	-	()	-
Innovation and Business Improvement	3	-	(691)	(1,103)	(688)	(2,205)
<b>Total Financial Services</b>	<b>16,733</b>	<b>16,408</b>	<b>(2,643)</b>	<b>(3,141)</b>	<b>14,090</b>	<b>13,252</b>
<b>Total Council Operating Result</b>	<b>29,173</b>	<b>27,394</b>	<b>(23,589)</b>	<b>(24,183)</b>	<b>5,584</b>	<b>(6,591)</b>

**Notes to the program report**

1. FrankyAI project funded with income & expense.
2. Flood Damage & Contract Works ahead of schedule.
3. Maintenance on Sewerage Plants should slow down.
4. Income is down as we were waiting for service level increase which was originally budgeted for will catch up going forward.
5. Fees to come in throughout the year.

## 12.3 - Chief Financial Officer's Report --Appendix 3

Infrastructure	.Current Budget	.Actual Cost YTD	
LGGSP Longreach Water Mains Replacement	117,209	107,060	
W4Q COVID Ilfracombe WTP Automation	-	69,211.81	
R2R 24/25 Grids Replacement Program	279,000	52,888	
R2R 24/25 Seal Golden West Side Of St Helena St	210,000	-	
R2R 24/25 Floodway Upgrades On Isisford Blackall River Rd	95,000	56,798	
R2R 24/25 Reseal Town Street Isisford	30,000	6,935	
R2R 24/25 Reseal Town Streets Longreach	450,000	312,427	
R2R 24/25 Gravel Resheet Stonehenge River Rd	150,000	152,490	
R2R 24/25 Repair Down Stream Batter On Tocal Road	70,000	8,553	
R2R 24/25 Replace Floodway On Crossmore Rd	60,000	57,419	
R2R 24/25 Install Concrete Floodway On Stonehenge River Rd	60,000	58,983	
R2R 24/25 Upgrades Culverts And Drains In Plover/Crow Lane	50,000	-	
R2R 24/25 Replace Existing Concrete Floodways On Silsoe Rd Ch 39.82-39.850	36,000	-	
R2R 24/25 Reseal Floodway On Crossmore Rd	35,000	21,453	
R2R 24/25 Reseal Floodway On Isisford Yaraka River Rd	45,000	6,765	
Replace Existing Concrete Floodway	36,000	-	
24/25 STIP Funded Project Our Lady's School	270,000	234,227	
24/25 Improve Centre Medium Strips	100,000	-	
24/25 Install Kerb And Channelling - Pelican Street (Tids)	50,000	-	
24/25 Install Concrete Floodways Ilfracombe Dump Road	25,800	18,508	
24/25 Upgrade Bike Path At Jabiru Rail Crossing	35,000	27,670	
24/25 Install Roundabouts Around Ergon Poles (Tids & Ergon)	200,000	128,124	
24/25 Replace Kerb And Channelling And Rehabilitate Street - Galah Street (Tids)	400,000	399,750	
24/25 Replacment Of Elevated Reservoir & Stand At Wtp	500,000	1,200	
24/25 Water Treatment plant upgrades	250,000	-	
24/25 Eletrical Switchboards upgrade at Murray McMillan Dam	180,000	-	
24/25 Thomson River raising	1,000,000	1,766	
24/25 Water Mains Replacement	2,000,000	-	
24/25 Refurbish Ilfracombe sewer pump station	50,000	-	
24/25 Refurbish Isisford sewer pump station	50,000	-	
24/25 Isisford Depot workshop upgrades	100,000	-	
24/25 Vehicle key safes	30,000	30,187	
24/25 New Cell at waste facility	150,000	156,898	
Fleet Purchases	3,350,730	348,183	
QRA betterment projects	443,713	18,182	
Lot 201 infrastructure	1,090,000	-	
Installation of electronic readers of Fuel Bowsers	35,000	-	
Tullundilly Road - Isisford - Yaraka River Road	773,000	803,648	
23.24 Replace pump at Fairmount Weir	-	42,890	
24/25 Isisford Sewerage Ponds	100,000	63,325	
<b>Grand Total</b>	<b>12,906,452</b>	<b>3,054,026</b>	<b>24%</b>

Communities and Project Management	Current Budget.	Actual Cost YTD.	
23/24 Civic Centre Shade Structure	45,321	37,335	
23/24 Refit Back Of Library Into Disaster Management Centre	810,000	124,200	
23/24 Squash Courts Upgrade Longreach (sport &rec)	370,000	295,400	
Council Chambers	65,561	39,662	
Relocate Ilfracombe Post Office	250,000	-	
Lioness Park Shade Structure 23/24	92,360	77,127	
24/25 Replace dressing rooms air conditioner Longreach Civic Centre	5,000	-	
Isisford Hall Upgrade	50,000	-	
Tennis Club Upgrades	316,189	467	
OBIC Roof Replacement	100,000	91,650	
Machinery Mile Toilet Block Replacement	190,825	18,730	
Wellshot Centre Footpath Replacement	12,000	-	
Powerhouse accessibility ramp	15,000	-	
Beersheba Pump - Power Reconnection	40,000	29,033	
Back Wall Ilfracombe Multipurpose Court	10,000	-	
Ilf Pool - Salt Water Chlorination Conversion	75,000	-	
Longreach Pool Coping Tile Replacement	115,000	-	
Childcare Fencing	85,000	-	
Longerach Childcare -New Shade Structure	20,000	-	
Cemetery plinth replacements	45,000	-	
Extension to columbarium Longreach cemetery	25,000	-	
Cemetery new entrance sign	12,500	4,430	
24/25 Executive House	550,000	549,698	
Animal Management facility	1,650,000	-	
Isisford SES Training Room	89,709	-	
Council Housing @ Teal Street	3,801,552	-	
<b>Grand Total</b>	<b>9,041,017</b>	<b>1,268,093</b>	<b>14%</b>

<b>4,322,119</b>
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## Grant/s Information

(current as of Tuesday, 14 January 2025)

### Completed Grants

The below grants have been finalised, and acquitted since 01 July 2024.

Grant number	Name	Title	Subsidy amount	Income received	Remaining income	Grant start date	Grant end date
GC2024251	DEPARTMENT ENVIRONMENT, SCIENCE & INNOVATION	QLD Connects - Seed Funding - FranklyAI project	\$55,000	\$55,000	\$0	24/01/2024	30/09/2024
GC2024264	DEPARTMENT OF EDUCATION AND TRAINING	Kindy Uplift 2024	\$5,098	\$5,098	\$0	1/06/2024	31/12/2024
GC2023240	DEPARTMENT OF HOUSING & PUBLIC WORKS	AWG_Active Women and Girls - Fitness & Self-defence program	\$27,500	\$27,500	\$0	20/11/2023	30/06/2025
GC2023199	DEPT OF PREMIER AND CABINET OFFICER FOR RURAL AND REGIONAL QLD	Queensland Day Sponsorship Program 2024	\$7,500	\$7,500	\$0	16/02/2024	30/09/2024
GC2024279	QUEENSLAND POLICE SERVICE	SES_State Emergency Services Subsidy 2024-25	\$19,646	\$19,646	\$0		
GC2024271	STATE LIBRARY OF QLD	SLQ - Service Development Subsidy 24-25	\$29,000	\$29,000	\$0	1/07/2024	30/06/2025
GC2024272	STATE LIBRARY OF QLD	First 5 Forever - FY25	\$5,746	\$5,746	\$0	8/10/2024	30/06/2025
GC2023202	DEPARTMENT OF TRANSPORT & MAIN ROADS	TIDS - CN-21356 2023/2024 Transport Infrastructure Development Scheme	\$838,000	\$838,000	\$0	1/07/2023	30/06/2025
		<b>Total</b>	<b>\$987,490</b>	<b>\$987,490</b>	<b>\$0</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 number	Name	Title	Subsidy amount	Income received	Remaining income	Grant start date	Grant end date
GC2025280	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	ATF - Longreach Walking Network - Design & Construct	\$286,283	\$0	\$286,283	1/07/2025	1/03/2029
GC2024265	DEPT OF LOCAL GOVERNMENT & PLANNING	LGGSP_Longreach Water Mains Replacement Program	\$4,369,511	\$0	4369511	31/05/2025	30/06/2028
GC2024268	DEPT OF LOCAL GOVERNMENT & PLANNING	Scheme Supply Fund 2024	\$100,000	\$0	100000	1/10/2024	30/06/2026
GC2024273	QUEENSLAND POLICE SERVICE	SES Support_Replacement group vehicle - Isisford	\$58,189	\$0	58189.23	1/07/2025	30/06/2024
GC2024274	QUEENSLAND POLICE SERVICE	SES Support_Isisford training and storage room fitout	\$79,245	\$0	79245	1/07/2025	30/06/2026
GC2024275	QUEENSLAND POLICE SERVICE	SES Support_Longreach SES facility upgrade	\$43,248	\$0	43248.1	1/07/2025	30/06/2026
		<b>Total</b>	<b>\$4,936,476</b>	<b>\$0</b>	<b>\$4,936,476</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 number	Name	Title	Subsidy amount	Income received	Remaining income	Grant start date	Grant end date
GC2023204	DEPARTMENT OF EDUCATION AND TRAINING	Professional Development & Paid Practicum Subsidy - FY24	\$13,680	\$0	\$13,680	1/07/2023	30/06/2024
GC2023207	DEPARTMENT OF EDUCATION AND TRAINING	CCCF R4_Long Day Care Sustainability	\$400,000	\$100,000	\$300,000	1/07/2024	30/06/2026
GC2024254	DEPARTMENT OF EDUCATION AND TRAINING	CCCF R4_OSHC Sustainability	\$180,744	\$42,967	\$137,778	1/07/2024	30/06/2026
GC2024255	DEPARTMENT OF EDUCATION AND TRAINING	CCCF R4_Capital	\$279,281	\$64,841	\$214,441	1/07/2024	30/06/2026
GC2024257	DEPARTMENT OF EDUCATION AND TRAINING	GKFS_Kindy for All 2024	\$130,000	\$123,388	\$6,612	1/01/2024	31/12/2024
GC2023185	DEPARTMENT OF HOUSING & PUBLIC WORKS	MIP1 - Longreach Squash Courts Upgrade	\$328,692	\$164,346	\$164,346	28/06/2023	28/02/2026
GC2023194	DEPARTMENT OF HOUSING & PUBLIC WORKS	HIF - Teal Street Development 2023	\$3,801,552	\$380,155	\$3,421,397	1/09/2023	30/10/2025
GC2021142	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 1 LRCH Childcare Playground Replacement	\$162,000	\$141,786	\$20,214	1/01/2021	30/06/2024
GC2022146	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCI P3 - 2 Yaraka Tree Line	\$11,000	\$9,627	\$1,373	1/01/2022	30/06/2024

Grant number	Name	Title	Subsidy amount	Income received	Remaining income	Grant start date	Grant end date
GC2022147	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 3 Isisford MPC Kiosk Repair	\$19,500	\$17,067	\$2,433	1/01/2022	30/06/2024
GC2022148	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 4 Isisford Park Renovations	\$44,500	\$38,947	\$5,553	1/01/2022	30/06/2024
GC2022149	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 6 ILF Rec Centre Maintenance	\$50,000	\$43,761	\$6,239	1/01/2022	30/06/2024
GC2022150	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 8 LRCH Showgrounds landscaping	\$70,000	\$61,265	\$8,735	1/01/2022	30/06/2024
GC2022151	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 9 LRCH Showground Audio Upgrade	\$50,000	\$43,761	\$6,239	1/01/2022	30/06/2024
GC2022153	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 11 Painting of LRCH Civic Centre	\$70,000	\$61,265	\$8,735	1/01/2022	30/06/2024
GC2022154	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 12 LRCH Edkins Park Ablution Block	\$330,000	\$288,823	\$41,177	1/01/2022	30/06/2024
GC2022155	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 13 LRCH Eagle St Beautification	\$60,000	\$52,513	\$7,487	1/01/2022	30/06/2024
GC2022156	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 14 LRCH Eagle St Landsborough HWY and Pelican St	\$775,000	\$678,295	\$96,705	1/01/2022	30/06/2024
GC2022157	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 15 Isisford Footpaths	\$70,000	\$61,265	\$8,735	1/01/2022	30/06/2024
GC2022159	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 17 Longreach Footpaths	\$98,000	\$85,772	\$12,228	1/01/2022	30/06/2024
GC2022160	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 16 Isisford Airport Road	\$335,000	\$330,888	\$4,112	1/01/2022	30/06/2024
GC2023187	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 18 Longreach Showgrounds Rodeo Arena Resurfacing	\$31,000	\$0	\$31,000	21/03/2023	30/06/2024
GC2023188	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 19 Powerhouse Museum Centenary Garden	\$25,000	\$0	\$25,000	21/03/2023	30/06/2024
GC2023189	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 20 Wool Pavillion Concreting	\$120,000	\$120,000	\$0	21/03/2023	30/06/2024
GC2023190	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP3 - 21 Longreach Library Roof Replacement	\$71,350	\$0	\$71,350	21/03/2023	30/06/2024
GC2023213	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_01 Eagle & Swan Street New Crossover & Shelter	\$80,000	\$80,000	\$0	17/08/2023	30/06/2024
GC2023214	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_02 Outer Barcoo Interpretation Centre Wall & Drainage Replacement	\$100,000	\$40,000	\$60,000	17/08/2023	30/06/2024
GC2023215	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_03 Beersheba Park Shade Structure	\$50,000	\$47,000	\$3,000	17/08/2023	30/06/2024
GC2023216	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_04 Yarakal IOR Fuel Turn Around	\$148,000	\$70,885	\$77,115	17/08/2023	30/06/2024
GC2023217	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_05 Ilfracombe Multi-purpose Court	\$631,175	\$631,175	\$0	17/08/2023	30/06/2024
GC2023218	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_06 Apex Park High Bar Installation	\$20,000	\$12,000	\$8,000	17/08/2023	30/06/2024
GC2023219	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_07 Apex Park Shade Structure Installation	\$30,000	\$26,500	\$3,500	17/08/2023	30/06/2024
GC2023220	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_08 Ilfracombe Street Number Replacement	\$35,000	\$31,500	\$3,500	17/08/2023	30/06/2024
GC2023221	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_09 Longreach Showgrounds Canteen Repair	\$30,000	\$12,000	\$18,000	17/08/2023	30/06/2024
GC2023222	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_10 Banner Poles (Ilfracombe & Isisford)	\$20,000	\$20,000	\$0	17/08/2023	30/06/2024
GC2023223	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_11 Apex Park Beautification	\$37,000	\$37,000	\$0	17/08/2023	30/06/2024
GC2023224	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_12 Isisford Bin Cage Replacement	\$15,000	\$15,000	\$0	17/08/2023	30/06/2024
GC2023225	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_13 Isisford-Bimerah Gravel Resheet	\$225,000	\$225,000	\$0	17/08/2023	30/06/2024
GC2023226	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_14 Rural Road Signage Upgrade	\$150,000	\$134,500	\$15,500	17/08/2023	30/06/2024
GC2023227	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_15 Corella Lane Pave & Seal	\$125,000	\$125,000	\$0	17/08/2023	30/06/2024
GC2023228	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_16 Bailey Street Upgrade	\$46,467	\$46,467	\$0	17/08/2023	30/06/2024
GC2023233	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	LRCIP4_17 Longreach Childcare Centre Footpath (Galah Street to Childcare Centre)	\$143,513	\$143,513	\$0	17/08/2023	30/06/2024
GC2024261	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	R2R_Roads to Recovery 2024-2029	\$10,526,379	\$185,334	\$10,341,045	1/07/2024	30/06/2029
GC2024269	DEPARTMENT OF INFRASTRUCTURE & REGIONAL	GRP_Growing Regions Program (Round 2)	\$2,251,418	\$0	\$2,251,418	26/09/2024	30/06/2026
GC2024270	DEPARTMENT OF REGIONAL DEVELOPMENT, MANUFACTURING AND WATER	WISER_Longreach Water Security for Growth	\$11,990,000	\$0	\$11,990,000	5/09/2024	30/09/2027
GC2019036	DEPARTMENT OF STATE DEVELOPMENT	BoRR4 Long 0056 - Railway Siding Extension	\$500,000	\$250,000	\$250,000	12/12/2019	1/05/2025
GC2023242	Department of Tourism and Sport	Building Bush Tourism_Machinery Mile Toilet Block Replacement	\$190,825	\$95,000	\$95,825	30/11/2023	1/02/2024
GC2023179	DEPARTMENT OF TRANSPORT & MAIN ROADS	STIP - Our Lady's Primary School - Turn around facility	\$230,000	\$230,000	\$0	12/09/2022	30/06/2024
GC2023180	DEPARTMENT OF TRANSPORT & MAIN ROADS	STIP - Longreach State High School - Parking & Drop-off Area	\$450,000	\$225,000	\$225,000	12/09/2022	30/06/2025
GC2023181	DEPARTMENT OF TRANSPORT & MAIN ROADS	WLGW-Walking Local Government Grant 2022/2023	\$25,000	\$25,000	\$0	30/06/2023	30/06/2024
GC2023246	DEPARTMENT OF TRANSPORT & MAIN ROADS	TMR_Cycling Network Local Government 2024-25	\$27,500	\$0	\$27,500	15/12/2023	30/06/2025
GC2024262	DEPT OF LOCAL GOVERNMENT & PLANNING	W4Q_Works for Queensland [Animal Management Facility]	\$1,680,000	\$840,000	\$840,000	1/07/2024	30/06/2026
GC2024266	DEPT OF LOCAL GOVERNMENT & PLANNING	FAG_Financial Assistance Grant (FY25)	\$13,648,508	\$12,604,096	\$1,044,413	1/07/2024	30/06/2025

Grant number	Name	Title	Subsidy amount	Income received	Remaining income	Grant start date	Grant end date
GC2023243	Dept. OF EMPLOYMENT, SMALL BUSINESS & TRAINING	First Start_IT Trainee (2024)	\$16,500	\$15,000	\$1,500	1/12/2023	31/12/2024
GC2023244	Dept. OF EMPLOYMENT, SMALL BUSINESS & TRAINING	First Start_Isisford Trainee (2024)	\$16,500	\$15,000	\$1,500	1/12/2023	31/12/2024
GC2023245	Dept. OF EMPLOYMENT, SMALL BUSINESS & TRAINING	First Start_Communities Trainee (2024)	\$16,500	\$15,000	\$1,500	1/12/2023	31/12/2024
GC2022168	QUEENSLAND RECONSTRUCTION AUTHORITY	GRG 2022/2023 - LRC.0021.2223A.QGR - Get Ready Queensland	\$9,700	\$8,730	\$970	1/07/2022	30/06/2023
GC2022173	QUEENSLAND RECONSTRUCTION AUTHORITY	GRRRF - 2022-2023 Regional Disaster Management Coordinator	\$207,500	\$162,774	\$44,726	1/01/2023	30/06/2026
GC2023195	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.0025.2122.J.REC (21 April to 12 May 2022 events)	\$14,930,610	\$13,223,851	\$1,706,759	9/05/2023	30/06/2024
GC2023197	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.0026.2122B.WPF - WP3 Flood Studies	\$103,500	\$31,050	\$72,450	31/05/2023	30/06/2024
GC2023198	QUEENSLAND RECONSTRUCTION AUTHORITY	GRG - Get Ready Queensland 2023/24 - LRC.0027.2324A.GQR	\$9,700	\$8,730	\$970	1/07/2023	30/06/2024
GC2023212	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA - LRC.0023.2122F.REC - Tallundilly Creek Reconstruction	\$658,363	\$559,713	\$98,649	21/08/2023	30/06/2024
GC2024260	QUEENSLAND RECONSTRUCTION AUTHORITY	GRG_Get Ready Queensland 2024-2025	\$9,700	\$8,730	\$970	27/05/2024	30/06/2025
GC2024263	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA_LRC.0029.2223G.REC	\$438,146	\$129,773	\$308,373	31/05/2024	30/06/2025
GC2024267	QUEENSLAND RECONSTRUCTION AUTHORITY	DRFA_LRC.0028.2223G.REC	\$6,475,980	\$3,999,316	\$2,476,664	19/07/2024	30/06/2025
GC2022176	THE STATE OF QUEENSLAND (REPRESENTED BY QUEENSLAND, FIRE DEPARTMENT)	SES Support - Sensor lights for Flood Boat Shed	\$3,795	\$0	\$3,795	1/01/2023	30/06/2024
GC2023235	THE STATE OF QUEENSLAND (REPRESENTED BY QUEENSLAND, FIRE DEPARTMENT)	SES_Support Grant - Isisford SES Training Room	\$89,709	\$0	\$89,709	30/05/2024	30/06/2025
GC2022166	Translink Division- Transport Dept	PTIIP - Long Distance Coach Stops Grant	\$75,000	\$37,500	\$37,500	1/06/2022	30/06/2024
<b>Total</b>			<b>\$73,993,287</b>	<b>\$37,277,868</b>	<b>\$36,715,418</b>		

**13. COMMUNITIES REPORT**  
**13.1 - Sponsorship - Longreach Ilfracombe Tigers**

**13. Communities Report**

**13.1 Sponsorship - Longreach Ilfracombe Tigers**

Consideration for Sponsorship application received for the month of January, 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**

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

**Officer Comment**

**Responsible Officer:** Kelli Doyle, Facilities Coordinator  
**Authorised by:** Tanya Johnson, Director of Communities

On Saturday, 15 February 2025, the Longreach Ilfracombe Tigers will host the 2025 Longreach 9’s Rugby League Carnival. Established in 1996 to honour Jarrod Moore, a talented rugby league player from the Central West, the event has previously attracted teams from Rockhampton, Brisbane, and Townsville.

This carnival serves as a significant opportunity to promote rugby league, showcase our vibrant community, and attract visitors, thereby boosting local tourism and economic growth. The event will draw up to 500 attendees over two days. Sponsorship funds will contribute to event expenses including match official meals and accommodation, equipment and cold room hire, event promotion and trophies.



### 13. COMMUNITIES REPORT

#### 13.1 - Sponsorship - Longreach Ilfracombe Tigers

The club were successful in securing Active Women's and Girls funding through the State Government, the Sponsorship guidelines stipulate those items funded by State or Government bodies, cannot be covered by sponsorship funds. In addition, wages cannot be funded by the Sponsorship fund. For this reason, the full \$5000 financial component cannot be fully funded under this Sponsorship funding.

The application was reviewed in accordance with the Longreach Regional Council's Sponsorship Assessment Guidelines. Although their assessment score totalled 90%, due to the above-mentioned factors, it is recommended that the Longreach Ilfracombe Tigers receive \$2,530 of their requested \$5,000, along with \$1,142 in in-kind support for the hire fees of the Longreach Showgrounds, this amount reflects the discount for Community Groups.

<b>Grant Requested</b>	<b>Grant Recommended</b>
<b>Financial \$5000</b>	<b>Financial \$2530</b>
<b>In-kind \$1142</b>	<b>In-kind \$1142</b>
<b>Total \$6142</b>	<b>Total \$3672</b>

#### Appendices

1. Application Form - Longreach Ilfracombe Tigers [↓](#)
2. Assessment Form - Longreach Thomson Tigers Sponsorship [↓](#)

#### Recommendation:

That Council approves the allocation of funds from the 2024/2025 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>
Longreach Ilfracombe Tigers	Longreach 9's Rugby League Carnival	15 February 2025	Financial \$2530 In-kind \$1142
		<i>TOTAL</i>	\$3672



APPLICATION PACK

# Sponsorship





These Guidelines are prepared in accordance with the Longreach Regional Council Sponsorship Policy 11.7

## SPONSORSHIP OBJECTIVES

Council is committed to supporting local community organisations through its Sponsorship Program.

The aim of the Program is to:

- X Develop the capacity and sustainability of organisations or innovative programs to meet the needs of members and the community.
- X Deliver programs and events to engage and entertain a vast variety of community members within the Longreach Regional Council area.

## ELIGIBILITY

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

- X An entity or organisation operating within the Longreach Regional Council area, or
- X An entity that is able to demonstrate that economic and social benefits from the event will be directed to and benefit the Local Community in the Longreach Regional Council area, and
- X Have met acquittal conditions for previous council funding.

## INELIGIBLE APPLICATIONS

The following entities and applications are ineligible under the sponsorship program and will not be considered for funding:

- X Government agencies or departments of local, state or federal government
- X Educational, Religious or Medical Organisations
- X Applications whereby Council funds will be donated to another cause ( e.g charity events)
- X Applications which fund;
  - Wages or salaries for staff
  - Recurrent costs with day to day operations of a community group
  - Retrospective funding
  - 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 (i.e Queensland Education or Health programs)
  - Applications whereby Council funds will be donated to another cause ( e.g charity events)

## LODGEMENT OF APPLICATION AND CUT OFF DATE

- X Applications are to be made using the Sponsorship Application Form and must include relevant support documentation. All applications are to be emailed to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au) or delivered in person to Council Administration Office.
- X Sponsorship (financial and in-kind support) applications must be received by COB on first Tuesday of each month to be considered in that month.
- X In-kind support will only be considered for Council services, which are listed in the fees and charges: <https://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1>
- X 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

1. Applicants must demonstrate strong community benefit or need and support for the project, event or activity.
2. The applicant or proposed project or activity must be based within the Longreach Regional Council boundaries, or clearly demonstrate direct benefit to the Longreach Regional Council communities.
3. Sponsorship must be for a specific event, project or activity with a fixed time frame. Ongoing operational, maintenance or administration costs will not be sponsored.
4. Council will not fund retrospective applications to cover costs already incurred.
5. Applicants must be able to demonstrate financial viability and/or competence to achieve the stated goals of the project or activity.
6. Applicants must not have any Longreach Regional Council funded projects or activities that have not been acquitted in accordance with the relevant Policy and Guidelines.
7. Activities and projects will not be funded from multiple Council funding programs.

## DELEGATED AUTHORITY AND SPONSORSHIP LIMITS

Sponsorship is limited to a maximum of \$10,000 per event, however Council may negotiate higher Sponsorship Agreements where the event presents opportunities commensurate with the level of Sponsorship and benefits being provided.

Sponsorship for in-kind support of up to \$1,000 or less may be awarded by the Chief Executive Officer or delegate in accordance with this policy and program guidelines.

Sponsorship (other than amounts delegated), must be awarded by resolution of Council in accordance with this policy and program guidelines.

## SUPPORTING DOCUMENTATION

Community Groups are required to submit the following supporting documentation with an application:

- X Evidence of the event or project (i.e. quotes, facilities bookings, etc.)\*
- X Relevant public liability insurance (if required)
- X Evidence that alternative avenues for financial support have been investigated
- X A copy of the organisation's most recent bank statement
- X A detailed budget of running expenses for the event or activity
- X Detailed Event Management Plan, where applicable.

\*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).



## AGREEMENT AND ACKNOWLEDGEMENT OF SPONSORSHIP

- X Applicants must enter into a sponsorship agreement with Council for any funds awarded under this Policy and Guidelines.
- X Acknowledgement of Council's sponsorship may include (but is not limited to) featuring Council's logo in project signage, promotional material or advertising in printed and digital media, site or exhibition space, public acknowledgements in speeches and media materials, invitations to participate in the opening ceremony or including materials in information packs.

### 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 4 weeks of the nominated event date. The acquittal form must be accompanied with proof of payment of invoices and supporting documentation.



# APPLICATION FORM

## CONTACT INFORMATION:

Name: (Business/Community/ Organisation Group)	
Contact person's name:	
Postal address:	
Telephone:	
Mobile:	
Email:	

## PROJECT/ACTIVITY DETAILS:

Project name:	Longreach Rugby League 9's Carnival
Project date:	15 February 2025
Brief description of project:	<p>On Saturday, February 15, 2025, the Longreach Thomson Tigers will host the 2025 Longreach 9's Rugby League Carnival. Established in 1996 in memory of Jarrod Moore, a talented rugby league player from the Central West, the event was held annually for 12 years, gaining popularity and attracting teams from Brisbane, Townsville, and Rockhampton.</p> <p>Our continued commitment is to stimulate this event, which offers a valuable opportunity to promote rugby league, showcase our vibrant community, and attract visitors, boosting local tourism and economic growth.</p>
<b>\$ Amount requested:</b> (Please add in-kind costing to this request. LRC Fees and Charges are located on the LRC website or just call Council for assistance).	\$ 7284
What will sponsorship money be used for?	Sponsorship money will assist with carnival expenditure and the promotion of the region that will attract an additional 500 people over two days, boosting local spending in Longreach and neighbouring areas.
Financial component of Council Grant	\$ 5000
In-kind support requested	\$ 1142



**DETAILED BUDGET BREAKDOWN**

<b>INCOME</b> List any source of income supply i.e other sponsorship, ticket sales, cash contributions, etc.	<b>Amount</b>	<b>EXPENSES</b> List any expenses incurred by your organisation for the project or event the application relates to.	<b>Amount</b>	<b>Tick what is being funded by Council</b>
Active Women's & Girls	\$ 7500	Prize money	\$ 9300	✓
Team Registration (pending nominations)	\$ 4400	Match officials payments	\$ 1500	✓
	\$	Match official meals	\$ 200	✓
	\$	Match official accommodation	\$ 600	✓
	\$	Equipment & cold room hire	\$ 1200	✓
	\$	Other, advertising, consumables, trophies	\$ 730	✓
<b>TOTAL</b>	<b>\$ 11900</b>	<b>TOTAL</b>	<b>\$ 13530</b>	
Comments or other details:				

<b>In-Kind support component</b> List items and \$ amounts (e.g stage, chairs, tables)  Please refer to the fees and charges: <a href="http://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1">www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1</a>	<b>Amount</b>	<b>Other comments</b>
Showgrounds Hire fees inclusive of all facilities as per booking	\$ 2284	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	



**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

If NO, does your project or activity demonstrate benefits to Longreach Regional Council communities?

Yes       No

2. Please explain how your project/activity demonstrates strong community or individual benefit, or need and support?

This event offers the Longreach Region a valuable opportunity to promote rugby league, showcase our family-friendly activities, and attract visitors, driving local tourism and economic growth. In 2024, the carnival hosted 10 men's teams and 3 women's teams, resulting in increased accommodation and food outlet bookings, as well as heightened activity in the main street, with over 500 visitors during the off-peak tourist season.

3. Do you have an event management plan for the project/activity which includes insurance and a risk management strategy?

Yes       No

If YES, please provide a copy of the Event Management Plan.

If NO, please contact Council to discuss prior to lodging an application for your project/activity.

4. Is this a 'one - off' event?

Yes       No

If NO, how will you fund future projects/activities?

Promote and enhance 9's carnival to increase team registrations.

Sponsorships: Secure long term sponsors

Government Grants: Apply for sport or community development grants.

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

The Council will be recognised through advertising across multiple platforms, including 4LG/West FM, Facebook, the Longreach Leader, and public announcements during the 9's Carnival. Additionally, the Council will receive complimentary entry tickets to the Carnival, along with access to the exclusive Sponsors Section, which offers a prime viewing area on the field with shade and refreshments.

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

Yes:       No:







If YES, please provide details?

Active Women's & Girls Grant of \$7500




**SUPPORTING DOCUMENTATION CHECKLIST**

- Evidence of the event or project (ie quotes, facilities bookings, etc)\*
- Relevant public liability insurance (if required)
- Evidence of alternative avenues for financial support have been investigated
- A copy of the organisations most recent bank statement
- A detailed budget of running expenses for the event

\*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 (ie 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.

<b>Signature:</b> Note: If you are under the age of 18, your legal guardian must also sign this application	
Date:	13.01.2025
Name in Full:	Kailah Kinsey
Business/Community/ Organisation Group	Longreach Senior Rugby League Club Inc
Position in Group or Organisation: (if applicable)	President

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 Sponsorship.

**SUBMIT**





# SPONSORSHIP APPLICATION ASSESSMENT FORM

Panel Members:	Tanya Johnson, Kelli Doyle, Joel Perry	
Date of Assessment:	13/01/2025	
Applicant Name:	Longreach Senior Rugby League Club Inc.	
Project:	Longreach Rugby League 9's Carnival	
Amount requested:	Financial: \$5000	In-Kind: \$1142
Is the application funding any ineligible costs? If yes, the application is deemed ineligible and cannot progress to assessment.	<input type="checkbox"/> Government agencies or departments of local, state or federal government <input type="checkbox"/> Educational, Religious or Medical Organisations <input type="checkbox"/> Businesses <input type="checkbox"/> Applications whereby Council funds will be donated to another cause Applications which fund; <input type="checkbox"/> Wages or salaries for staff <input type="checkbox"/> Recurrent costs with day to day operations of a community group <input type="checkbox"/> Retrospective funding <input type="checkbox"/> Equipment or other expenditure that are personal or of personal gain <input type="checkbox"/> Part of or all of Council Rates <input type="checkbox"/> Items that would otherwise be funded by State or Government bodies	



**Assessment Guidelines**

Yes = 1 point: The applicant has answered the relevant question to the full satisfaction of the panel.

Yes = ½ point: The applicant has answered the relevant question, however, only provided basic details or answered the question to the partial satisfaction of the panel.

No = 0 points: The applicant has not attempted to answer the question, provided the relevant information or not answered the question to the satisfaction of the panel.

Section 1: Eligibility	Yes	No
Is the applicant an entity operating within the Longreach Regional Council area,	1	
Is the applicant an entity that is able to demonstrate that economic and social benefits from the event will be directed to and benefit the Local Community in the Longreach Regional Council area.	1	
Have met acquittal conditions for previous council funding. (Tick yes if there hasn't been previous funding) and is the applicant eligible?	YES	
<b>TOTAL</b>	<b>2</b>	<b>/2</b>

Section 2: Assessment Criteria	Yes	No
Applicants must demonstrate strong community benefit or need and support for the project or activity. (eg will it contribute to: A) Economic Development B) Tourism C) Liveability (Insert supporting comments below).	1	
Comments:		
The applicant or proposed project or activity must be based within the Longreach Regional Council boundaries; or clearly demonstrate direct benefit to the Longreach Regional Council communities. (If not in LRC area insert benefits below).	1	
Comments:		
Applicants must be able to demonstrate financial viability and/or competence to achieve the stated goals of the project or activity and provide evidence with application.	0.5	
Is evidence provided?	Some	
Comments: Bank statement provided		
Applicants must not have any overdue debt with Council unless a payment arrangement is in place to reduce debt. Is this the case for the applicant?	1	
<b>TOTAL</b>	<b>3.5</b>	<b>/4</b>

Section 3 Supporting documentation	Yes	No
Evidence of the event or project (i.e quotes, facilities bookings, etc).*	0.5	
Relevant public liability insurance.	1	
A copy of the organisations most recent bank statement.	1	
A detailed budget of running expenses for the event.	1	
<b>Total</b>	<b>3.5</b>	<b>/4</b>

Section 4 Assessment panel review recommendation	Yes	No
The application be approved	YES	
<b>Total Score</b>	<b>9.0</b>	<b>/10</b>
Percentage of requested grant to be allocated	90	%
Justification (provide details supporting the recommendation).  Although they achieved 85% on the scorecard, the policy states that Council is unable to provide funding towards items that are funded by the State Government. The club were successful in obtaining funding via the Active Womens and Girls funding program. Council can also not fund wages for staff.		

**SUBMIT**

## 13. COMMUNITIES REPORT

### 13.2 - Community Donation - Longreach Amateur Swimming Club Incorporated

#### 13.2 Community Donation - Longreach Amateur Swimming Club Incorporated

Consideration of a Community Donations application received in January 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

\$110,000.00 has been committed and allocated to Community Donations YTD.

Category	Total Budget	Budget Remaining	Budget required to meet Community Donations for January 2025	Budget remaining for future applications (if approved)
Community Donations	\$110,000.00	\$34,279.95	\$2,375.00	\$31,904.95

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

##### 13.1 Community Donations - Longreach Amateur Swimming Club Incorporated

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

*(Res-2023-12-323)*

*Moved Cr Hatch seconded Cr Smith*

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

Organisation/ Name	Event/Activity	Grant Requested	Grant Approved
Longreach Amateur Swimming Club Incorporated	Kim Anderson Memorial Meet	Financial \$2,500.00	Financial \$2,500.00
		<b>TOTAL \$2,500.00</b>	<b>TOTAL \$2,500.00</b>

## 13. COMMUNITIES REPORT

### 13.2 - Community Donation - Longreach Amateur Swimming Club Incorporated

#### Officer Comment

**Responsible Officer/s:** Kelli Doyle, Facilities Coordinator

**Authorised by:** Tanya Johnson, Director of Communities

#### Background:

Longreach Regional Council Community Donations program:

- Enhances the community's resilience, wellbeing, sustainability, and liveability.
- Contributes to vibrant and engaged communities.
- Provides community organisations with financial support to meet identified community need and provides benefit to the broader Longreach region communities.
- Achieves Council's strategic objectives, as identified in the Corporate Plan.

The aim of programme is to:

- Develop the capacity and sustainability of organisations or innovative programs to meet the needs of members and the community.
- Support individuals representing the region by performing, competing, or presenting at district, state, national or international competitions, conference, or events.
- Support the acquisition or upgrading of facilities and equipment (excluding personal use items).
- Provide donations towards services that deliver improved community services to the Council region.
- Deliver programs and events to engage and entertain a vast variety of community members within the Longreach Regional Council Region.

Community Donations (financial and in-kind support) are offered each financial year. Each Community Group is eligible to apply for a maximum of \$5,000 per financial year. All applications will be assessed against eligibility and assessment criteria as stated in this Policy and the Program Guidelines

#### Issue:

#### Longreach Amateur Swimming Club Incorporated

Kim Anderson Memorial Swim Meet	
<i>Has the Community group applied for funds in the past?</i>	Yes
<i>Has the Community Group applied for funds within the 24/25 Financial Year?</i>	No
<i>Does the Community Group have any outstanding acquittals?</i>	No
<i>Has the event/ project been previously funded by Council?</i>	Yes

The Longreach Amateur Swimming Club Inc. will proudly host the 7th Kim Anderson Memorial Swim Meet at the Longreach Aquatic Centre on Saturday, 15 February 2025. As

### 13. COMMUNITIES REPORT

#### 13.2 - Community Donation - Longreach Amateur Swimming Club Incorporated

a well-established organisation within our community, the club has made significant contributions to the local swimming scene. This annual swim meet is increasingly popular, attracting swimmers not only from local clubs but also from surrounding regions.

The event is held in memory of the late Kim Anderson, a beloved daughter, sister, wife, mother, friend, and swim instructor who dedicated over 25 years to swimming and water education in Longreach. This year marks the seventh anniversary of the meet held in her honour.

A total grant of \$2,375.00 has been recommended to support the event. These funds will contribute towards the costs of BBQ supplies and the purchase of trophies and medals for the swimmers.

The application was carefully reviewed by a panel and evaluated against the Longreach Regional Council's Community Donations Assessment Guidelines, resulting in a support score of 95% for the Longreach Amateur Swimming Club.

<i>Grant Requested</i>	<i>Grant Recommended</i>
<i>Financial \$2,500</i> <i>Total \$2,500</i>	<i>Financial \$2,375</i> <i>TOTAL \$2,375</i>

#### **Appendices**

1. Application form - Longreach Amateur Swimming Club [↓](#)
2. Assessment Form - Longreach Amateur Swimming Club [↓](#)

#### **Recommendation:**

*That Council approves 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 Amateur Swimming Club</i>	<i>7<sup>th</sup> Kim Anderson Memorial Swim Meet</i>	<i>Financial \$2,500.00</i>	<i>Financial \$2,375.00</i>
		<i>TOTAL \$2,500</i>	<i>TOTAL \$2,375</i>



Swim Club.



APPLICATION PACK  
**Community  
Donations**





## COMMUNITY DONATIONS OBJECTIVE

Council is committed to supporting local community organisations through its Community Donations Program. The aim of Program is to:

- ▶ Develop the capacity and sustainability of organisations or innovative programs to meet the needs of members and the community.
- ▶ Support the acquisition or upgrading of facilities and equipment (excluding personal- use items).
- ▶ Provide donations towards services that deliver improved community services to the Council region.
- ▶ Deliver programs and events to engage and entertain a vast variety of community members within the Longreach Regional Council Region. Enhances the community's resilience, wellbeing, sustainability and liveability;

## ELIGIBILITY

In order to submit an application under the Community Donations Program, the applicant must be:

- ▶ A community organisation, group or club that is a not-for-profit incorporated organisation and is located in the Longreach Regional Council Area OR:
- ▶ A community group or club auspiced by not-for-profit incorporated organisation located within the Longreach Regional Council area, and
- ▶ Have met acquittal conditions for previous council funding.

Each Community Group is eligible to apply for a maximum of \$5,000 per financial year.

Community Donations in-kind support of \$1,000 or less may be awarded by the Chief Executive Officer or delegate in accordance with this Policy and Program Guidelines.

## INELIGIBLE APPLICATIONS

The following entities and applications are ineligible under the community donations program and will not be considered for funding:

- ▶ Government agencies or departments of local, state or federal government
- ▶ Educational, Religious or Medical Organisations
- ▶ Businesses
- ▶ Applications whereby Council funds will be donated to another cause
- ▶ Applications which fund;
  - a. Wages or salaries for staff
  - b. Recurrent costs with day to day operations of a community group
  - c. Retrospective funding
  - d. Equipment or other expenditure that are personal or of personal gain
  - e. Part of or all of Council Rates
  - f. Items that would otherwise be funded by State or Government bodies



### LODGEMENT OF APPLICATIONS AND CUT OFF DATE

Applications are to be made using the Community Donations Application Form and must include relevant support documentation. All applications are to be emailed to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au) or delivered in person to Council Administration Office.

Community Donations (financial and in-kind support) applications must be received by COB on first Tuesday of each month to be considered in that month.

In-kind support will only be considered for Council services, which are listed in the fees and charges:

[www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1](http://www.longreach.qld.gov.au/rates-fees-charges/rates-fees-charges-1)

In cases of emergency or other extenuating circumstances, applications received after the cut off each month, may be considered at the discretion of the Chief Executive Officer.

### CRITERIA

- ▶ Applicants must demonstrate strong community benefit or need and support for the project or activity. (eg will it contribute to Economic Development, Tourism, Liveability, etc).
- ▶ The applicant or proposed project or activity must be based within the Longreach Regional Council boundaries; or clearly demonstrate direct benefit to the Longreach Regional Council communities.
- ▶ The applicant must demonstrate attempts have been made to raise funds from other sources to assist with the event
- ▶ Applicants must be able to demonstrate financial viability and/or competence to achieve the stated goals of the project or activity and provide evidence with application
- ▶ Applicants must have acquitted previously awarded donations in accordance with the relevant Community Donations Policy in order to be considered for a new application.
- ▶ Applicants must not have any overdue debt with Council unless a payment arrangement is in place to reduce debt.
- ▶ Activities and Projects will not be funded from multiple Council funding programmes.

### SUPPORTING DOCUMENTATION

Applicants are required to submit the following supporting documentation with an application:

- ▶ Evidence of the event or project (ie quotes, facilities bookings, etc)\*
- ▶ Relevant public liability insurance (if required)
- ▶ A detailed budget of running expenses for the event – available in Application Form

\*if groups are unable to provide evidence of the event or project due to the dependency of funding or extenuating circumstances, please indicate on the application form. Council may still consider the application based on supplied information (i.e budget).



### SUBMITTING APPLICATION

For further information or help completing applications please seek assistance from the Council administration staff within the Community Donations section on (07) 4658 4111 or via email to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au)

**Note:** Office hours are 8.30 am to 5.00 pm, Monday to Friday (excluding public holidays).

Completed applications may be returned in person to Councils Administration Office's or be emailed to [assist@longreach.qld.gov.au](mailto:assist@longreach.qld.gov.au)

### HOW ARE THE APPLICATIONS ASSESSED?

All applications will be assessed against the selection criteria by the assessment panel consisting of 3 representatives and passed onto Council for endorsement. All applications will receive written notification of their outcome.

Applications which are successful will be sent a Community Donations Agreement which will need to be signed and returned before funds are paid to the nominated bank account.

### ACQUITTAL

Successful applicants are required to complete and return the Longreach Regional Council acquittal form within three (3) months of the nominated event date. The acquittal form must be accompanied with proof of payment of invoices and supporting documentation.



# APPLICATION FORM

## CONTACT INFORMATION

Name: (Group or Organisation)	Longreach Amateur Swimming Club Incorporated
ABN if applicable	22 578 201
Contact Person's Name:	HEATHER
Postal Address:	15 MURDOCH AVENUE, LONGREACH, QLD 4287
Telephone:	07 4671 2000
Mobile:	0427 274 200
Email:	longreachswim@longreachswim.com.au

## EVENT DETAILS

Event Name:	Longreach Stingrays - Kim Anderson Memorial Meet
Event Date:	Saturday 15th February 2025
Description of what Council funds will be used for:  No more than approx 200 words.	<p>Longreach Amateur Swimming Club Inc. will be hosting the 7th Annual Kim Anderson Memorial Swim Meet at the Longreach Aquatic Centre on Saturday 15th February 2025.</p> <p>The Longreach Swim Club is a long-standing club within our community and our annual swim meet is becoming a popular carnival for swimmers from local clubs but also further afield.</p> <p>The meet is named in honour of the late Kim Anderson- a much-loved daughter, sister, wife, mother, friend and swim teacher, who dedicated more than 25 years to swimming and water education in the Longreach community. This will be the seventh annual meet in her honour. We were so grateful for council support in hosting our 2024 meet and are kindly seeking support for the 2025 event.</p>
Financial Amount Requested:	\$ 2,500.00
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
Sponsorship & Donations	\$ 1500	Age Chamion Prizes and Awards	\$ 600	✓
Raffle Ticket Sales	\$ 800	Trophoes and Medals	\$ 1500	✓
	\$	Da\$h for Ca\$h Prize Pool	\$ 1500	
	\$	Officials Levy	\$ 250	
	\$	Raffle Prize	\$ 100	
	\$	BBQ Supplies	\$ 2000	✓
<b>TOTAL</b>	\$	<b>TOTAL</b>	\$ 5955	
Comments or other details:  These expense estimates are based off the 2024 Meet expenses as we haven't yet secured quotes for the 2025 Meet. We have previously sought sponsorship from local businesses and organisations to fund our Da\$h for Ca\$h races. We are hopeful that local businesses will again offer their generosity in 2025.				

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
5x Bins delivered and collected from Longreach Aquatic Centre	\$ 100	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	



### ELIGIBILITY ASSESSMENT

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

The Longreach Amateur Swim Club has grown significantly this season- with over 40 registered children members participating weekly at Monday Club Nights. We are so excited to see this sport and participation growing again as children are gaining confidence and knowledge about water safety, healthy activity, participation and competition. Our children and families are a young and vibrant group and Monday nights at the Longreach Aquatic Centre is always a fun and much-anticipated night for our young people and their families.

In 2025, our carnival will run after the Central West Swimming Trials and before the North West Swimming Trials. For this reason, we hope that our participation rates will be greatly increased but swimmers from not only local towns and clubs but also those from much further afield- the entire North Western Sporting Region- to engage in more racing before the North West trials to make to team for state representation.

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

By encouraging more swimmers from more locations and running our carnival in Longreach will boost local accommodation providers, hospitality businesses and other local businesses as these swimmers and their families stay and play in town for the night preceding and/or following our event. Your support will ensure our meet is a success and will encourage families to return to the region for events (both swimming and other).

In hosting our event, we will also support the local economy when we purchase meet, food, trophies and supplies from local suppliers.

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)

Our event will be a highlight for our Longreach Swim Club members- grown to over 40 young swimmers this season! But as well as local swimmers, our event will attract other swimmers from around the Central West. This year it is also anticipated we will attract swimmers from North West region on their return from the North West swimming trials in Blackall. Our event has also drawn swimmers from Emerald, Springsure and Rockhampton in previous years. Competitors range in age from 4 - 17 years of age. Swimmers vary from just starting out and having fun through to advanced competitors swimming at representative levels.

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

We will include the Council Logo on our social media advertising and in our meet program which is supplied to all attendees on the day. We also display the council banner at the pool on the day of the event, and acknowledge sponsors and donors over the loud speaker on the day. Our 2024 meet was covered by the Longreach Leader. An invitation was also extended for a council representative to present an award on the day of 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?

We are seeking sponsorship and donations from local businesses and organisations.



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 t/

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 t/

Does the Organisation/Applicant have any overdue debt with Council (excluding organisations with a payment arrangement>?

Yes No t/

**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)

t/ 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**

t/ I certify that to the best of my knowledge, information detailed in this application (and relevant attachments) is true and correct.

t/ I understand I may be asked to provide the Council with additional information on the funded project.

t/ I consent to Longreach Regional Council publishing the applicants name in reports and publication statements.

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

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.







# COMMUNITY DONATIONS APPLICATION ASSESSMENT FORM

Panel Members:	Liz Turner, Joel Perry, Kelli Doyle	
Date of Assessment:	9 January 2025	
Applicant Name:	Longreach Amateur Swimming Club Incorporated	
Project:	7th Annual Kim Anderson Memorial Swim Meet	
Amount Requested:	Financial: \$2500	In-Kind: \$0
Has the community organisation accessed Community Donations already, this financial year? If yes, what amount?	Details: (if in excess of \$5,000, the application is deemed ineligible and cannot progress to assessment)	
Is the Application funding any ineligible costs? If yes, the application is deemed ineligible and cannot progress to assessment.	<input type="checkbox"/> Government agencies or departments of local, state or federal government <input type="checkbox"/> Educational, Religious or Medical Organisations <input type="checkbox"/> Businesses <input type="checkbox"/> Applications whereby Council funds will be donated to another cause Applications which fund; <input type="checkbox"/> Wages or salaries for staff <input type="checkbox"/> Recurrent costs with day to day operations of a community group <input type="checkbox"/> Retrospective funding <input type="checkbox"/> Equipment or other expenditure that are personal or of personal gain <input type="checkbox"/> Part of or all of Council Rates <input type="checkbox"/> Items that would otherwise be funded by State or Government bodies	

**Assessment Guidelines**

Yes = 1 point: The applicant has answered the relevant question to the full satisfaction of the panel.

Yes = ½ point: The applicant has answered the relevant question, however, only provided basic details or answered the question to the partial satisfaction of the panel.

No = 0 points: The applicant has not attempted to answer the question, provided the relevant information or not answered the question to the satisfaction of the panel.

Section 1: Eligibility		Yes	No
A community organisation that is a not-for-profit incorporated organisation		1	
Have met acquittal conditions for previous council funding.(tick yes if there hasn't been previous funding) and is the applicant eligible? (If yes proceed with assessment, if not notify applicant)		1	
<b>TOTAL</b>		<b>2</b>	<b>/2</b>

Section 2: Assessment Criteria		Yes	No
Applicants must demonstrate strong community benefit or need and support for the project or activity. Will it contribute to A) Economic Development B) Tourism C) Liveability		1	
Comments:			
The applicant or proposed project or activity must be based within the Longreach Regional Council boundaries;		1	
Comments:			
Applicants must be able to demonstrate financial viability and/or competence to achieve the stated goals of the project or activity and provide evidence with application.		1	
Is evidence provided?			
Comments:			
Applicants must not have any overdue debt with Council unless a payment arrangement is in place to reduce debt. Is this the case for the applicant?		1	
<b>TOTAL</b>		<b>4</b>	<b>/4</b>

Section 3 Supporting documentation	Yes	No
Evidence of the event or project (ie quotes, facilities bookings, etc)*	0.5	
Relevant public liability insurance	1	
A copy of the organisations most recent bank statement (for applications over \$1000 only) tick yes if the application is \$1000 or less.	1	
A detailed budget of running expenses for the event	1	
<b>Total</b>	<b>3.5</b>	<b>/4</b>

Section 4 Assessment panel review Recommendation	Yes	No
The application be approved	YES	
<b>Total Score</b>	<b>9.5</b>	<b>/10</b>
Percentage of requested grant to be allocated	95	%
Justification (provide details supporting the recommendation). The application was approved. Quotes weren't provided with the application, hence the 95% score.		

**SUBMIT**

## 13. COMMUNITIES REPORT

### 13.3 - Childcare - Payment of Fees Policy

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#### 13.3 Childcare - Payment of Fees Policy

Consideration of adoption of the updated *Payment of Fees Policy*

#### Council Action

Deliver

#### Applicable Legislation

*Education and Care Services National Law Act 2010. (Amended 2023)*

*Education and Care Services National Regulations 2011. (Amended 2023)*

*Child Care Subsidy Secretary's Rules 2017*

*Family Law Act 1975*

*Family Assistance Law – Incorporating all related legislation for Child-Care Provider Handbook*

#### Policy Considerations

12-01 Childcare Centre 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

N/A

#### Previous Council Resolutions related to this Matter

(Res-2023-12-325)

Moved Cr Emslie seconded Cr Hatch

That the Childcare – Payment of fees Policy 12.07 be adopted as presented.

#### Officer Comment

**Responsible Officer/s:** *Nicole Moulds, Financial Controller*

#### Background:

All Council policies are scheduled for review on a rolling two-year cycle. Policies may require amendment at review due to either legislative change, changes to current practice, or because of otherwise changed circumstances. Alternatively, policies may not require any amendments at review.

#### Issue:

The Childcare Payment of Fees policy has been reviewed by officers and is presented for adoption.

References to legislation remain current and in-force, it continues to reflect current practice, and there have been no significant circumstantial changes that impact the policy.

## **13. COMMUNITIES REPORT**

### **13.3 - Childcare - Payment of Fees Policy**

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Consequently, no significant changes to the policy have been proposed following the review.

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

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

Likelihood: Unlikely  
Consequence: Catastrophic  
Rating: High (19/25)

Council is committed to good governance and has a minimal risk appetite for significant breaches of our legal obligations. It is extremely important that the Payment of Fees Policy is current.

#### **Community Consultation:**

Nil

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

Nil

#### **Other Comments:**


Minor formatting and grammatical changes have been applied to the policy document. Some policies may not require any amendments at review. A number of policies are overdue for review – officers are working with colleagues to review or roll-over these policies where appropriate.

#### **Appendices**

1. Childcare - Payment of Fees Policy [↓](#)

#### **Recommendation:**

*That Council adopts the Childcare – Payment of fees policy No. 12.07 as presented.*

<b>Payment of Fees Policy</b>		 <p style="margin: 0;"><b>Longreach Regional Council</b></p> <small>Ilfracombe Isisford Longreach Yarrala</small>
Policy Number:	12.07	
Policy Category:	Childcare Centre	
Authorised by:		
Date approved:		
Review Date:		

### **PURPOSE**

Under the *Education and Care Services National Regulations*, an approved provider must ensure that policies and procedures are in place for the payment of fees and the provision of a statement of fees charged by the service and take reasonable steps to ensure policies and procedures are followed. (ACECQA, 2021).

Quality early education and care provides the foundation for children’s development and social engagement whilst supporting workforce participation of parents and carers. Our Service is committed to providing quality education and care to all children at an affordable fee for families.

We endeavour for parents to gain a clear understanding of the Service fee structure, payment requirements and Child-Care Subsidy benefits prior to enrolment. This policy explains process of fee payment and the necessity of ensuring children’s fees are paid on time and consequences for failure to pay fees on time.

### **SCOPE**

This policy applies to children, families, staff, educators, management, approved provider, nominated supervisor and visitors of the Service.

### **LEGISLATION**

*Education and Care Services National Law Act 2010. (Amended 2023)*

*Education and Care Services National Regulations 2011. (Amended 2023)*

*Child Care Subsidy Secretary’s Rules 2017*

*Family Law Act 1975*

*Family Assistance Law – Incorporating all related legislation for Child Care Provider Handbook*

### **DEFINITIONS**

**Department of Education - Early Childhood Education and Care (ECEC)** – Regulatory Authority responsible for the approval, monitoring and quality assessment of services in their jurisdiction in accordance with the national legislative framework and in relation to the National Quality Standard.

**National Quality Framework (NQF)** – provides a national approach to regulation, assessment and quality improvement for early childhood education and care and outside school hours care services across Australia.

**National Quality Standard (NQS)** – sets a high national benchmark for early childhood education and care and outside school hours care services in Australia. The NQS includes seven quality areas that are important outcomes for children. Services are assessed and rated by their regulatory authority against the NQS, and given a rating for each of the 7 quality areas and an overall rating based on these results.

**Child Care Subsidy (CCS)** – is the main way the Australian Government helps families with child care fees. Families must meet eligibility criteria to get CCS.

**Gap Fee** – families who get CCS must make a co-contribution to their child care fees. This is a requirement under Family Assistance Law. They do this by paying the difference between the Service fee and the CCS amount. This is known as the gap fee.

**Kidsoft** – is a cloud-based Child Care Software system designed to service Early Childhood Education and Care and Outside School Hours Care Services in Australia.

**iDebitPro** – is a payment processing gateway integrated with Kidsoft that allows a Service to collect automatic fee payments as a simple and efficient way of paying their fees.

**Additional Child Care Subsidy (ACCS)** – provides extra help with the cost of early childhood education and care to families facing difficult or challenging circumstances. ACCS will usually cover all of a child's early childhood education and care fees.

**Parents/Guardians** – a person who has parental responsibility for the child.

**Staff** – employee of Longreach Regional Council based at the Longreach Childcare Centre.

**Nominated Supervisor** – a person with responsibility for the day to day management of an approved service.

**Leadership Team** – an internal group of leaders within the Childcare Centre comprising of the Childcare Services Director, the Childcare Services Assistant Director and the Staff Engagement and Development Officer.

### **POLICY STATEMENT**

As an approved childcare service, Child Care Subsidy (CCS) is available to reduce fees to eligible families. Our fee structure is based on our ability to provide the requirements of the Education and Care National Law and National Regulations, Family Assistance Law, the Australian Taxation Office and guidelines contained in the Child Care Provider Handbook.

Our Service aims to ensure families understand the fee schedule and payment process required for education and care to be provided for their child. We are committed to meet our obligations to maintain financial integrity and comply with all Child Care Subsidy legislative requirements. We have effective compliance systems in place to ensure childcare

funding is administered appropriately. Our Service ensures the confidentiality and privacy of all personal information provided to the Service about the enrolled child and family.

### **POLICY**

#### **General Fees**

- a) Fees are charged for each session of care and vary depending on the age of the child in care and the type
- b) CCS is paid directly to the Service and this is used as a fee reduction (visible on a family's statement)
- c) Families are required to pay the difference between the fee charged by the Service and the subsidy amount- this is referred to as the 'gap fee'
- d) A dated receipt can be provided via email upon request
- e) Fees are to be paid at least fortnightly through a direct debit system. If families wish to pay fees on a weekly basis, this can be arranged with the Service
- f) Fees are payable for every session that a child is enrolled at the Service. This includes sick days, public holidays and family holidays but excludes periods when the Service organises the closure e.g. Christmas closure period and Staff Professional Development days
- g) If a session of care falls on a public holiday, families are required to pay normal fees. CCS will be paid for sessions that fall on public holidays for CCS eligible families
- h) Fees are charged for full sessions only (regardless of the actual attendance hours)
- i) Families are requested to contact the Service if their child is unable to attend a particular session
- j) Casual days may be offered to families if available within the Service's license.

#### **Child Care Subsidy (CCS)**

- a) Parents/guardians are required to register for CCS through their [myGov](#) account linked to Centrelink and provide documentation to support the CCS payment
- b) Basic requirements that must be satisfied for an individual to be eligible to receive Child Care Subsidy. The child must:
  - 1) be a 'Family Tax Benefit child' or 'regular care child' and
  - 2) be 13 or under and not attending secondary school and
  - 3) meet immunisation requirements
- c) The person claiming the Child Care Subsidy, or their partner must:
  - 1) meet residency requirements and
  - 2) be liable to pay for care provided under a Complying Written Arrangement (their written agreement) with their childcare provider
- d) Childcare must be provided by an approved provider
- e) Families level of Child Care Subsidy will be determined by:
  - 1) combined family income
  - 2) activity test of parents
  - 3) type of early learning and childcare Service
- f) Child Care Subsidy will be provided directly to the Service and this amount deducted from the parent/family account



### 13.3 - Childcare - Payment of Fees Policy --Appendix 1

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- g) Families must regularly check their details are correct and report a change in circumstance to Centrelink (family income, activity levels, relationship changes or any other changes to their circumstances)
- h) Any disputes with CCS payments are the responsibility of the family. The family will be referred to contact Centrelink directly for any enquiries regarding CCS payments.
- i) Discounts will only be offered as outlined in the CCS Handbook.

#### **Payment of Fees:**

- a) Families are required to pay fees using the Service's direct debit system, iDebitPro. The family is required to provide banking details to facilitate set up of the direct debit account
- b) Fees and charges associated with direct debit system are outlined upon enrolment
- c) A dishonour fee will apply for direct debit transactions where there are insufficient funds to cover the fees
- d) Families will be issued with a *Customer Account Statement* on a weekly basis in accordance with the fee payment and Regulatory requirements
- e) The *Customer Account Statement* will include details of the sessions of care provided and the resulting fee reduction amounts
- f) The *Customer Account Statement* is generated using CCS Software, Kidsoft, which meets all requirements as per Family Assistance Law legislation
- g) The service uses Kidsoft to issue *Customer Account Statements*
- h) The service uses iDebitPro, through Kidsoft to collect the GAP fee from Families
- i) The Gap Fees must be paid using Direct Debit
- j) Fees will be paid by Direct Debit via iDebitPro, which will be setup at the time of enrolment
- k) Invoices will be generated by the Service via Kidsoft on a weekly basis on Tuesday and emailed to families
- l) Direct Debit payments will be processed on a weekly basis on Thursday
- m) All banking information is collected securely through iDebitPro and the Service does not retain any bank account records
- n) The Service will cover the cost of transaction fees for Direct Debit from bank accounts. There is no extra cost to a family for Direct Debit from a bank account
- o) Direct Debits from a credit card account attract a surcharge which is charged to the family (10 cents + 1.55% added to the weekly fees payment)
- p) Where a payment fails to be deducted, the dishonour fee is charged to the family (\$4 added to the weekly fees payment)
- q) A review of the child's enrolment will occur where fees dishonour on a regular basis

#### **Absences from Service:**

- a) Families are requested to contact the Service if their child is unable to attend a particular session
- b) Families must still pay the gap fee to the Service if their child is unable to attend

### 13.3 - Childcare - Payment of Fees Policy --Appendix 1

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- c) Under the Child Care Subsidy, families are allowed 42 absence days per child, per financial year and may be entitled to additional absence days in certain circumstances
- d) Allowable absences can be taken for any reason. Families do not have to provide evidence
- e) Additional absences can be claimed for the specified reasons as defined by the Family Assistance Law
- f) Records and evidence will be kept by the Service for each additional absence, where required
- g) Families can view their absence count through their Centrelink online account via [myGov](#)
- h) In a period of local emergency, such as bushfire or pandemic, and our Service is temporarily shut down on public health advice, families *may* be provided with additional absence days as per Family Assistance Law legislation

#### **Financial Difficulties:**

- a) Families can apply for Additional Child Care Subsidy (ACCS) through Centrelink for additional fee assistance if they are experiencing temporary financial hardship
- b) There are four different payments under Additional Child Care Subsidy:
  - 1) Additional Child Care Subsidy (child wellbeing)—to help children who are at risk of serious abuse or neglect. The approved provider is involved in determining children who may require additional support who are at risk of harm
  - 2) Additional Child Care Subsidy (grandparent)—to help grandparents on income support who are the principal caregiver of their grandchildren. Families are required to contact Centrelink directly regarding this payment
  - 3) Additional Child Care Subsidy (temporary financial hardship)—to help families experiencing financial hardship. Families are required to contact Centrelink directly regarding this payment
  - 4) Additional Child Care Subsidy (transition to work)—to help low-income families transitioning from income support to work. Families are required to contact Centrelink directly regarding this payment

#### **Debt Recovery Procedure:**

- a) If the Direct Debit payment has been declined, the dishonour fee will be added to the family's account
- b) An SMS will be sent to the family and will advise the parent to contact the Service in relation to the dishonour. The Service can then reset the invoice and process the overdue fee.
- c) If the payment is declined again, the family will be contacted again to determine a suitable time to reset the invoice and process the overdue payment.
- d) At any time of the debt recovery process the family will be encouraged to enter a debt agreement with the service to repay outstanding fees. A written contract will be provided for the family to sign outlining repayment plan details. The repayment

plan will provide information as to the duration and amount of the repayments as well as steps that will be taken if the repayment plan is not adhered to

- e) A child's position will be terminated if payment has not been made after two weeks. The family will be contacted for immediate payment and if payment is not received, the family will receive a letter terminating the child's position. At this time the Service will initiate its debt collection process, following privacy and conditional requirements.

### **Late Collection of Children Fees:**

- a) It is unacceptable to pick children up late from the Service. A late fee will apply where children are not picked up by 5.30pm
- b) A fee of \$20 per 15-minute block or part thereof will be incurred by the family (e.g. if you are 5 minutes late you will be charged for a 15-minute block. If you are 20 minutes late you will be charged for a 30-minute block, etc.)".
- c) A review of the child's enrolment will occur where families are consistently picking children up late

### **Change of Fees:**

- a) Fees are subject to change at any time provided a minimum of fourteen days written notice is given to all families
- b) CCS hourly rate caps may be increased by the Consumer Price Index (CPI) at the commencement of each financial year
- c) Any CCS hourly rate increases are governed by CCS and are automatically adjusted through our CCS Software, Kidsoft.

### **Termination of Enrolment:**

- a) Parents are to provide two weeks written notice of their intention to withdraw a child from the centre. Normal fees will continue to be charged for the two week notice period.
- b) If termination from the Service is required without notification, families may lose their Child Care Subsidy, resulting in the payment of requirement for full fees to be charged
- c) In some circumstances CCS may not be paid for sessions if the child has not physically started care
- d) Additionally, CCS may not be paid for absences submitted after a child's last physical day of care, unless conditions have been met as specified by Family Assistance Law.

### **Responsibility of the Nominated Supervisor:**

The Nominated Supervisor is responsible for:

- a) ensuring all families are aware of our *Payment of Fees Policy*
- b) ensuring enrolments are submitted correctly with the appropriate enrolment information
- c) providing families with regular Customer Account Statements
- d) notifying families of any overdue fees
- e) providing families with reminder letters as required

### 13.3 - Childcare - Payment of Fees Policy --Appendix 1

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- f) terminating enrolment of children should fees not be paid
- g) discussing fee payment with families if required
- h) providing at least 14 days written notice to families of any fee increases or changes to the way fees are collected

#### **Responsibility of Families:**

- a) provide the Service with the correct enrolment details to facilitate the CCS claim, if required, including:
  - 1) Centrelink Reference Numbers for child and CCS claimant
  - 2) Date of Birth for child and CCS claimant
- b) ensure payment of fees as per policy
- c) notify Centrelink of any changes that may affect their CCS entitlement
- d) confirm their child's enrolment through the parents myGov account.

#### **Third Party Payments:**

Parents are generally liable to pay the co-contribution for childcare fees. Only state and territory governments (and their agencies) can contribute to the cost, in part or full, of childcare fees for families.

Where an agreement has been made between an employer or charity to assist in the contribution of fees the fees must be reduced accordingly before CCS has been applied. Our Service will record all documentation regarding any third party payments.

#### **Complaints Relating to the Administration of Child Care Subsidy:**

Families who wish to raise concerns regarding the management of Child Care Subsidy should speak with the Nominated Supervisor in the first instance. The Nominated Supervisor will follow the steps as outlined in this policy, including advising the Approved Provider of all grievances.

Families can raise concerns regarding management of the Child Care Subsidy to the dedicated Child Care Tip-Off Line either via phone or email:

Phone: 1800 664 231

Email: [tipoffline@education.gov.au](mailto:tipoffline@education.gov.au)

#### **CONTINUOUS IMPROVEMENT/REFLECTION**

Our *Payment of Fees Policy* will be reviewed on an annual basis in consultation with children, families, staff, educators and management.

#### **REVIEW**

POLICY REVIEWED BY:	Elissa Balke	Childcare Services Director	05.12.2023
POLICY REVIEWED	DECEMBER 2023	NEXT REVIEW DATE	DECEMBER 2024

Authorised by resolution as at 14 December 2024:



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Brett Walsh  
Chief Executive Officer

**13. COMMUNITIES REPORT**  
**13.4 - Information Report - Community Services**

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**13.4 Information Report - Community Services**

This report provides an update on the range of activities that have occurred during the month of December for the Community Services Directorate.

**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 2024/25 budget

**Previous Council Resolutions related to this matter.**

Nil

**Officer Comment**

**Responsible Officer/s:** *Community Services Officers*

**Background:**

Officers are requested to provide an information update to Council monthly, outlining achievements, challenges, and statistical information for the various functional areas in Council.

**Library Services – December 2024**

During the school holiday program, the library hosted the Christmas craft sessions. These sessions provided children with the opportunity to get into the festive spirit by creating a variety of Christmas-themed crafts, including Christmas cards, stockings, and colouring activities.

### 13. COMMUNITIES REPORT

#### 13.4 - Information Report - Community Services

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The library proudly showcased all entries from the Christmas Table Decorating Competition, offering the community a chance to admire the incredible creativity of the participants.

In the lead-up to the Christmas closure, library loan activity saw a notable increase as patrons stocked up on books for the holiday season.

#### Library Statistics (YTD)

	Longreach		Ilfracombe		Isisford	
	Dec	YTD	Dec	YTD	Dec	YTD
Loans	2586	2,273	42	101	0	19
New Members	3	64	0	3	0	2

#### Swimming Pools

	Longreach		Ilfracombe		Isisford		Yaraka	
	DEC	YTD	DEC	YTD	DEC	YTD	DEC	YTD
<b>Adults</b>	1040	4694	82	1775	67	123	11	49
<b>Children</b>	1670	9118	142	817	51	136	5	16

	Longreach	
	NOV	YTD
<b>Adults</b>	942	3654
<b>Children</b>	4136	7448

#### Community Engagement

For many years Council along with many other community organisations have been involved with Meals on Wheels. As an extension of this we have been in consultation with the Pioneers home to allow us to visit the Residents.

For the past three months, staff members have been visiting on the first Tuesday of each month to engage in activities and conversations with the residents. This initiative has been warmly received and has had a profound impact on the staff, who have found the time spent with the residents to be both meaningful and rewarding.

#### Childcare Services

##### Spotlight on December

- Graduation of Kindy children for class of 2024! Many of the children have been here from Nursery! Very emotional for some parents!
- Massive tidy up with 2 large skip bins being full to the brim to collect. The Library, Laundry and sheds "culled" for a brand-new year.
- Water Play a daily social event here with a special water play spectacular with no limits on how or who gets wet.

## 13. COMMUNITIES REPORT

### 13.4 - Information Report - Community Services

#### **Childcare Centre Capacity Increase**

Longreach Childcare Services received approval from the Department of Education to increase its licenced capacity to care for up to 135 children per day, up from the previous limit of 100 children. This expansion allows us to better serve our community and meet the growing demand for quality childcare services.

It is important to clarify that this increase does not directly translate to 35 additional full-time spaces. The total capacity of 135 children per day is inclusive of all available care services provided throughout the day, including full-time care, casual care, vacation care, before and after school care, and Kindergarten, ensuring the highest standard of care and attention for each child enrolled.

This expansion has allowed us to fully accommodate families on our existing waitlist, providing much-needed relief for parents who can now secure care for the specific days required. We are delighted to offer this enhanced capacity to help meet the diverse childcare needs of our community.

#### **Horticulture and Community Facilities**

- Sanding and polishing of the Civic Centre floors commenced in December

#### Facility Usage

The following community facilities were utilised November -

Longreach Showgrounds	Fitness Classes, Camping and Stabling of Horses, School Holiday Program Activities, Cricket
Longreach Civic Centre	LSODE Awards Night
Yaraka Hall	Yaraka Christmas Tree

#### Water Tower Lights

The water tower lights were lit up in specific colours for the following occasions -

Christmas Lights with Star	Red, Green and White
----------------------------	----------------------

#### **Funeral Services**

Longreach Cemetery Funeral Figures December	
Funeral Type	
Church & Graveside Funeral	1
Civic Centre & Graveside Funeral	
Church Service Only	
Graveside Funeral	
LRC Graveside Set up ONLY	
Memorial Service	
Cremation	1



## 13. COMMUNITIES REPORT

### 13.4 - Information Report - Community Services

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Internment of Ashes -Private Family	
Plaques arranged by LRC	1
Undertakers Services Only	

#### **Communication Activity – Statistics for December 2024**

##### **Website:**

- 10,248 sessions (12,373 in December)
- 17,590 page views (22,875 in December)
- After the Home landing page, the most popular pages are:
  - Newsroom
  - Current vacancies
  - Roads
- Most people have found the website through direct search.
- 73% of people use desktop as a device, followed by 25% mobile devices.
- See attachments for the data.

##### **Facebook:**

- 4,101 followers (4,074 in December), 67.4% of our followers are women.
- 32 posts in total December 2024
- Post topics – Careers, Get Ready Campaigns, Christmas, Shutdown period, Australia Day Nominations.
- Post with the highest reach of 10,251 about A Not – So – Silent Night venue change and event info.
- See attachments for the data.

#### **Community Events**

##### **Australia Day 2025**

The number of Australia Day nominations has been wonderful, so many worthy nominees have been recognised for their contribution to our communities.

Events on the day include:

##### **Longreach:**

8am Awards Ceremony followed by a community breakfast – Civic Centre  
10am – 1pm – Free pool entry, activities and games, sausage sizzle – Longreach Aquatic Centre  
12pm – 2pm – Free seniors Lunch – Longreach RSL

##### **Ilfracombe:**

12 – 2pm – Free seniors lunch – Wellshot Hotel  
Ilfracombe Rec Centre  
3pm – Aussie Day Super 6 Cricket match, activities for the kids  
6pm – Free BBQ Dinner  
7pm – Awards Ceremony  
3 – 10pm – Music by Outback Sound

**13. COMMUNITIES REPORT**  
**13.4 - Information Report - Community Services**

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**Isisford / Yaraka**

8am – Free community breakfast and

8.45am – Isisford and Yaraka Awards ceremony, free pool entry, water slide, games and activities – Isisford Multipurpose Court

12 – 2pm – Free Seniors lunch - Whitmans Café

6pm – Free community BBQ, water slide and games – Yaraka Park

<b>January 2025</b>			
<b>Date &amp; Time</b>	<b>Event</b>	<b>Where</b>	<b>Cost</b>
Sunday 26 <sup>th</sup> January From 8am	Australia Day	Longreach Civic Centre & Aquatic Centre	Free
Sunday 26 <sup>th</sup> January From 8am	Australia Day	Isisford Multipurpose court and pool, Yaraka Park	Free
Sunday 26 <sup>th</sup> January From 3pm	Australia Day	Ilfracombe Rec Centre	Free

**Project Management Update**

- The Longreach Disaster Coordination Centre project has finished the first stage of removing the existing structure. Construction of the new facility will commence 13<sup>th</sup> January.
- Electrical conduit relay has been completed at the Longreach Showgrounds.
- Funding of \$2.25 million has been awarded for the Longreach Recreational Precinct Project (Skate Park) by the Australian Government's Growing Regions Program.

See attachments for an overview on all projects and dashboards for large projects of:

- Longreach Disaster Centre Construction
- Ilfracombe Post Office Relocation
- Longreach Tennis Court Upgrade
- Longreach Squash Court Upgrade
- Longreach Childcare - Energy Efficiency Improvement

**After Hours Message Centre - December 2024**

<b>Incoming Calls Received</b>	<b>No. of Hang Ups</b>	<b>Total</b>
22	7	29

During the month of December 2024 there were 13 after hours' calls received. The calls were related to the following sections of Council:

**13. COMMUNITIES REPORT**  
**13.4 - Information Report - Community Services**

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CATEGORY	NUMBER OF CALLS
Funerals	3
Water and Sewerage	2
Local Laws/Animal Management	11
Facilities	2
Tourism / Visitor Information	3
Parks and Gardens	0
Roads	1

**Customer Requests**

A total of **96 Customer Service Requests** were received for the month of December 2024. Of these requests **62 were completed** within the same month.

Completed	Progress	Outstanding	Total
62	4	30	96

**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)

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

**Appendices**

1. Major Projects Dashboard [↓](#)
2. Projects Dashboard [↓](#)
3. Tourism Overview of 2024 for January Council Report [↓](#)

**Recommendation:**

*That Council receives the Community Services Information Report, as presented.*



Ilfracombe Isisford Longreach Yarakala

**Project: Longreach Squash Court Upgrade**

Status

In Progress

13/1/25

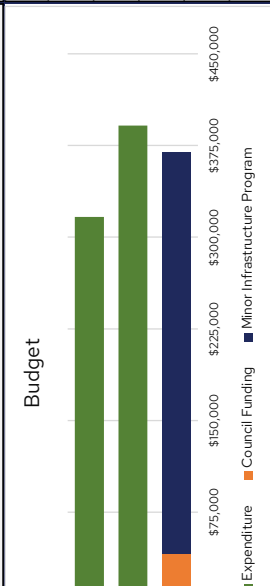
Recent Deliverables	Milestones, Tasks, Outcomes to deliver next period
Provide project update to Department Sponsor.	Provide project update to Department Sponsor.
Internal construction work completed.	Rails for the deck to be installed prior to January Council meeting.
	Opening day/time to be confirmed and stakeholder notified. Aiming for early 2025 to align with arrival of residents, e.g. teachers and nurses.

**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.

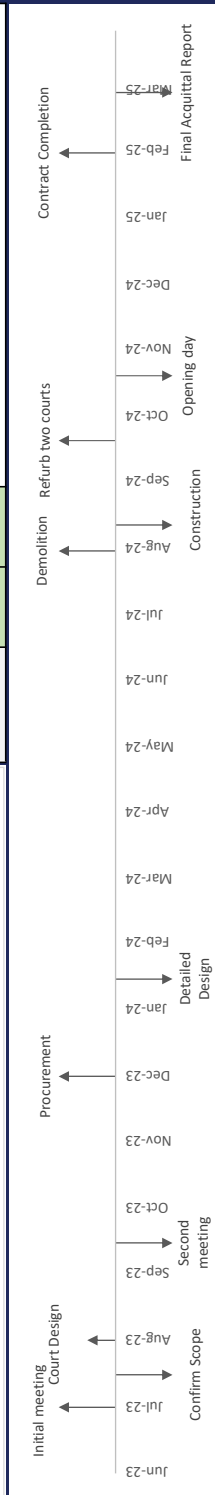
**Project Team:** Executive Sponsor: Tanya Johnson  
Department Sponsor: Debbie Hall  
Project Manager: Joel Perry

**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.

**Stakeholders:** Longreach residents and ratepayers, Longreach Regional Council and Longreach Squash.



Risks	Previous status	Current status	Status Description
Overall	Green	Green	Delivery timeframe scheduled for minimal disruption to squash playing seasons.
Time	Green	Green	Work aimed to start mid 2024 which will disrupt only part of the second season of the year.
Budget	Yellow	Yellow	Scope marginally (6%) over budget. Extra scope was required for two ambulant toilets for recent building compliance changes.
Scope	Green	Green	Specifications and design with Architect has been completed.
Communication	Green	Green	General updates provided to stakeholders on project progress.





Project: Longreach Disaster Centre Construction		Status	13/1/25																															
<p><b>Purpose:</b> The purpose of the project is to fitout the existing yet unused area of the Longreach Library. This will allow the space to be utilised as a fit-for-purpose cross-functional space for disaster, planning and to hold community events as part of the new Local Disaster Coordination Centre (LDCC).</p>		<p><b>Recent Deliverables</b> Demolition work completed on current structure.</p>	<p><b>Milestones, Tasks, Outcomes to deliver next period</b> Complete footings for new structure.</p>																															
<p><b>Project Team:</b> Executive Sponsor: Tanya Johnson Project Manager: Joel Perry</p>																																		
<p><b>Funding Source:</b> Total project budget is \$810,000 as committed by Council.</p>																																		
<p><b>Stakeholders:</b> Longreach residents and ratepayers and Longreach Regional Council.</p>																																		
<p><b>Budget</b></p> <table border="1"> <caption>Budget Breakdown</caption> <thead> <tr> <th>Category</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Spend to Date</td> <td>~\$100,000</td> </tr> <tr> <td>Committed Costs</td> <td>~\$700,000</td> </tr> <tr> <td>Budget</td> <td>~\$810,000</td> </tr> </tbody> </table>		Category	Amount	Spend to Date	~\$100,000	Committed Costs	~\$700,000	Budget	~\$810,000	<table border="1"> <thead> <tr> <th>Risks</th> <th>Previous status</th> <th>Current status</th> <th>Status Description</th> </tr> </thead> <tbody> <tr> <td>Overall</td> <td>Green</td> <td>Green</td> <td>Construction work time frame only risk identified but still well under financial year deadline.</td> </tr> <tr> <td>Time</td> <td>Yellow</td> <td>Yellow</td> <td>Work scheduled to finish March/April 2025.</td> </tr> <tr> <td>Budget</td> <td>Green</td> <td>Green</td> <td>Construction work under budget. Remaining budget to use for internal furniture and IT services.</td> </tr> <tr> <td>Scope</td> <td>Green</td> <td>Green</td> <td>Noise will have impact to library during construction. Controls for main demolition work to be completed during library off-hours.</td> </tr> <tr> <td>Communication</td> <td>Green</td> <td>Green</td> <td>Key stakeholders being engaged. Community comms now made as construction dates confirmed to start 2nd December.</td> </tr> </tbody> </table>	Risks	Previous status	Current status	Status Description	Overall	Green	Green	Construction work time frame only risk identified but still well under financial year deadline.	Time	Yellow	Yellow	Work scheduled to finish March/April 2025.	Budget	Green	Green	Construction work under budget. Remaining budget to use for internal furniture and IT services.	Scope	Green	Green	Noise will have impact to library during construction. Controls for main demolition work to be completed during library off-hours.	Communication	Green	Green	Key stakeholders being engaged. Community comms now made as construction dates confirmed to start 2nd December.
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<p><b>Timeline:</b></p>																																		



Ilfracombe Isisford Longreach Yarakala

Project: Ilfracombe Post Office Relocation		Status	Engaged	13/1/25	
<b>Purpose:</b>	Upgrade Ilfracombe Council building to incorporate postal services, visitor information, library and Council staff office spaces.	<b>Recent Deliverables</b>	Discussions made with key stakeholders.	<b>Milestones, Tasks, Outcomes to deliver next period</b>	
<b>Project Team:</b>	Executive Sponsor: Tanya Johnson Project Manager: Joel Perry		Communications with AusPost and builder continues to ensure all requirements are on track.	Construction work to commence.	
<b>Funding Source:</b>	Total project budget is \$250,000 as committed by Council.			Communications with AusPost and builder to continue to ensure all requirements are on track.	
<b>Stakeholders:</b>	Ilfracombe residents, AusPost, ratepayers and Longreach Regional Council.				
<b>Budget</b> 		<b>Risks</b>	<b>Previous status</b>	<b>Current status</b>	<b>Status Description</b>
		Overall			Low risks currently identified.
		Time			Construction to occur from January to April 2025.
		Budget			Low risk. Committed construction work well under budget.
		Scope			Layout now confirmed and approved by AusPost.
		Communication			Key stakeholders to be engaged.



Ilfracombe Isisford Longreach Yarak

**Project:** Longreach Tennis Court Upgrade

**Purpose:** Replace three of the Longreach Tennis Courts. Work involves demolishing the existing courts on asphalt and replacing with concrete edge beam, roadbase and crusher dust material and synthetic grass surface.

**Project Team:**  
 Executive Sponsor: Tanya Johnson  
 Department Sponsor: Debbie Hall  
 Project Manager: Joel Perry  
 Project Control Group: Longreach Tennis Club

**Funding Source:**  
 Total project budget is from the Department of Tourism, Innovation and Sport (Minor Infrastructure Program), Longreach Tennis Club and Council.

**Stakeholders:**  
 Longreach residents and ratepayers, Longreach Regional Council and Longreach Tennis Club.

13/1/25

**Status:** Engaged

**Recent Deliverables:**  
 Progress update meeting with contractor.

**Milestones, Tasks, Outcomes to deliver next period:**  
 Progress update meeting with contractor to occur.

**Budget**

Category	Amount
Expenditure	~\$100,000
Council Funding	~\$200,000
Minor Infrastructure Program	~\$50,000
<b>Total Budget</b>	<b>~\$350,000</b>

Risks	Previous status	Current status	Status Description
Overall	Green	Green	No risks to date.
Time	Green	Green	Delay in awarding contractor during procurement process. This may push onsite work commencement to early 2025. Low risk impact.
Budget	Green	Green	No risks identified no far.
Scope	Green	Green	Scope fully completed and confirmed with Longreach Tennis.
Communication	Green	Green	Ongoing updates provided to stakeholders on project progress.

**Initial meeting** (Apr-24)

**Confirm Scope** (Jun-24)

**Second meeting** (Jul-24)

**Detailed Design** (Jul-24)

**Procurement** (Aug-24)

**Confirm Contractor** (Nov-24)

**Demolish existing surface** (Mar-25)

**Install new slab** (Mar-25)

**Lay new surface** (May-25)

**Opening day** (Jun-25)

**Funding Completion** (Dec-25)



Ilfracombe Isisford Longreach Yarakka

**Project: Longreach Childcare – Energy Efficiency Improvements**

Status Procurement 13/1/25

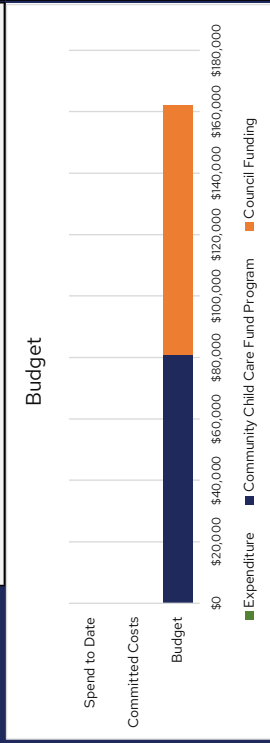
Recent Deliverables	Milestones, Tasks, Outcomes to deliver next period
Started collected quotes from contractors.	Complete procurement and award project to contractor.
Confirmed white goods to be replaced with more energy efficient options.	Order white good replacements.
Community Child Care Fund Program and Longreach Regional Council.	
Longreach residents and ratepayers and Longreach Regional Council.	

**Purpose:** Upgrade functional aspects of the facility, specifically to improve the energy efficiency of the facility by upgrading electrical equipment to help to reduce overheads. 30KW of solar panels are also to be installed.

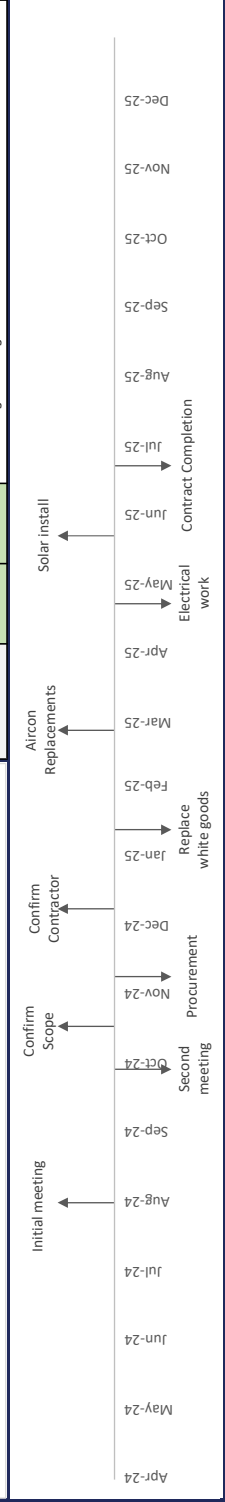
**Project Team:** Executive Sponsor: Tanya Johnson  
Project Manager: Joel Perry  
Acting Childcare Director: Margie McEnery

**Funding Source:** Community Child Care Fund Program and Longreach Regional Council.

**Stakeholders:** Longreach residents and ratepayers and Longreach Regional Council.



Risks	Previous status	Current status	Status Description
Overall			No risks identified no far.
Time			No risks identified no far.
Budget			No risks identified no far.
Scope			Scope confirmed.
Communication			Initial meeting with key stakeholder completed. Ongoing engagement to occur during RFQ stage.



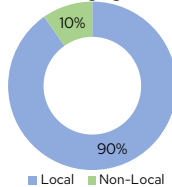


## 13.4 - Information Report - Community Services --Appendix 2

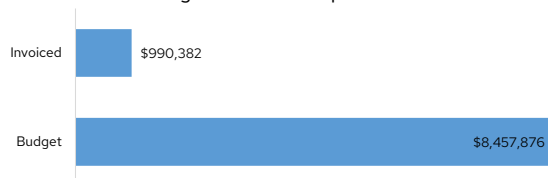


Project	Progress	Funding	Status	
MU038	Wellshot Centre Footpath Replacement	Work to occur after Christmas break.	Longreach Regional Council	Is Engaged
SP019	Ilf Pool - Salt Water Chlorination Conversion	Contractor engaged. Work to occur early 2025.	Longreach Regional Council	Is Engaged
CB010	Ilfracombe Post Office Relocation	Construction work to commence January/February 2025.	Longreach Regional Council	Is Engaged
MU037	Machinery Mile Toilet Block Replacement	Procurement completed and fabrication of new toilet block has commenced.	Building Bush Tourism (BBT) Fund	Is Engaged
SF021	Rebound wall for Ilfracombe Multipurpose court	RFQ is underway.	Longreach Regional Council	Procurement
HC026	Isisford Hall Upgrade	Work in progress.	Longreach Regional Council	In Progress
SP020	Isisford Pool - Replace Shade Structures	Contractor engaged.	Longreach Regional Council	Is Engaged
DM016	Isisford SES Training Room	Contractor engaged. Work to occur early-mid 2025.	SES Support Grant	Is Engaged
LA019	Longreach Squash Court Upgrade	Construction work completed.	Minor Infrastructure Program	In Progress
MSG201	Longreach Showground Electrical conduits	Conduits now relayed. Extra pit now left to be concreted in.	Longreach Regional Council	In Progress
LB007	Longreach Disaster Centre Construction	Demolition work completed. Footings to commence in January 2025.	Longreach Regional Council	In Progress
MHC200.	Civic Centre Floor	Work has commenced and will be finished in January 2025.	Longreach Regional Council	In Progress
SP021	Longreach Pool Coping Tile Replacement	Contractor engaged. Work to occur May 2025.	Longreach Regional Council	Is Engaged
CC018	Longreach Childcare – New Shade Structure	Contractor engaged.	Longreach Regional Council	Is Engaged
LH013	Teal St housing for six houses over 4 lots	Project to commence 31st January 2025.		Is Engaged
LA020	Longreach Tennis Court Upgrade	Contractor engaged. Work scheduled to commence March 2025.	Minor Infrastructure Program	Is Engaged
CM009	Longreach Cemetery Columbarium Extension	Contractor engaged.	Longreach Regional Council	Is Engaged
MU040	Powerhouse Accessibility Ramp	Contractor engaged with work to commence in January 2025.	Longreach Regional Council	Is Engaged
CM008	Cemetery Plinth Replacements	Procurement in progress.	Longreach Regional Council	Procurement
CC016	Longreach Childcare - Energy Efficiency Improvements	Procurement in progress.	Community Child Care Fund Program	Procurement
AC001	Animal Management Facility	Design being finalised.	Works For Queensland Program	Researching

Local Engagement



Budget vs Actual Expenditure



# LONGREACH REGION EXPLORE CENTRE



## 2024 INSIGHTS

THE INFORMATION PROVIDED IN THIS DOCUMENT DETAILS A STATISTICAL ANALYSIS OF SALES AND PROMOTIONS AS FACILITATED THROUGH THE LONGREACH REGION EXPLORE CENTRE (VIC). IT COVERS SALES TRENDS, CUSTOMER ENGAGEMENT, AND DIGITAL MARKETING EFFORTS, INCLUDING PERFORMANCE ON SOCIAL MEDIA PLATFORMS. THE DATA INCLUDES INSIGHTS INTO BOOKING PATTERNS, CUSTOMER DEMOGRAPHICS, AND THE EFFECTIVENESS OF VARIOUS MARKETING CHANNELS.



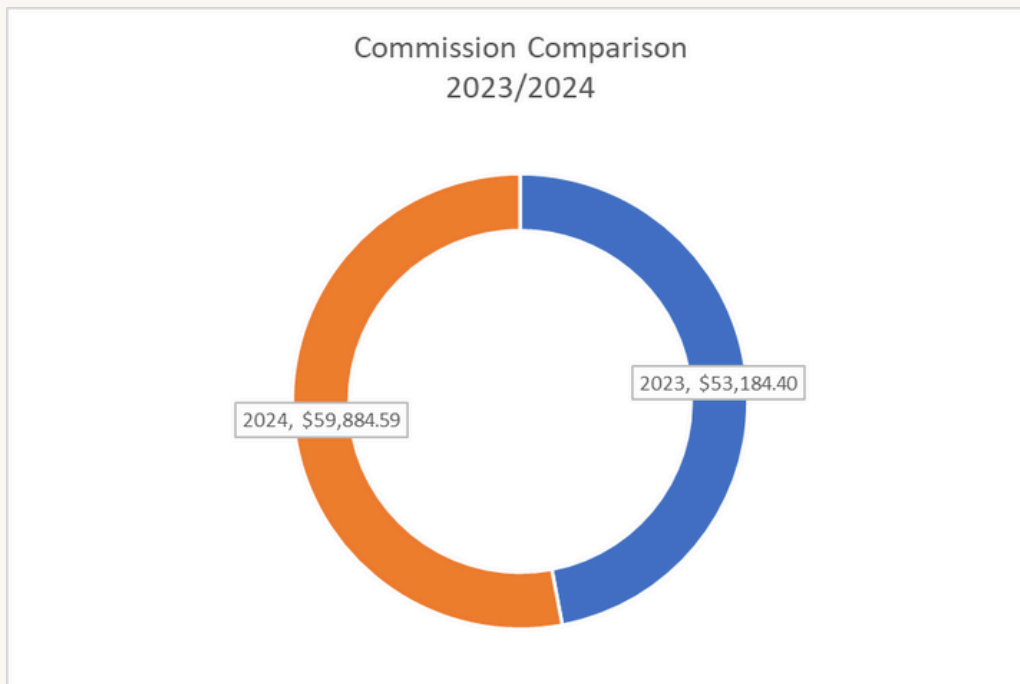
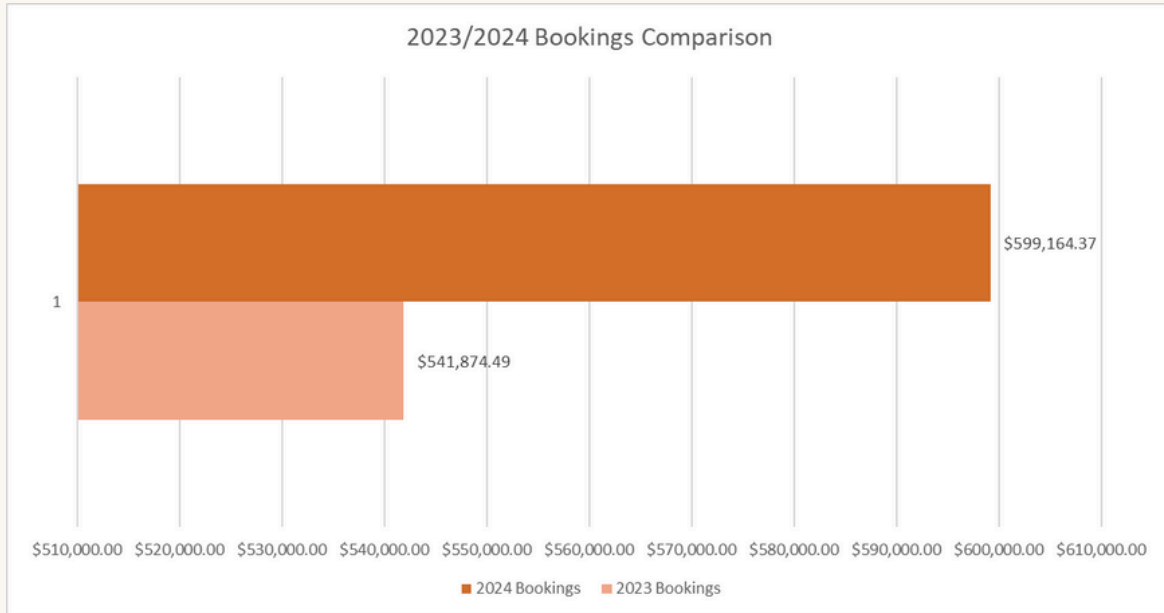
**VISITORS THROUGH THE VIC**



Month	2023	2024	Compared to 2023
January	236	151	↓
February	181	169	↓
March	596	401	↓
April	1217	1226	↑
May	2605	2965	↑
June	3847	4267	↑
July	5404	5851	↑
August	3492	4249	↑
September	2499	2360	↓
October	1112	884	↓
November	341	292	↓
December	152	80	↓
<b>Year to Date</b>	<b>21682</b>	<b>22011</b>	<b>↑</b>

# BOOKINGS AND COMMISSION

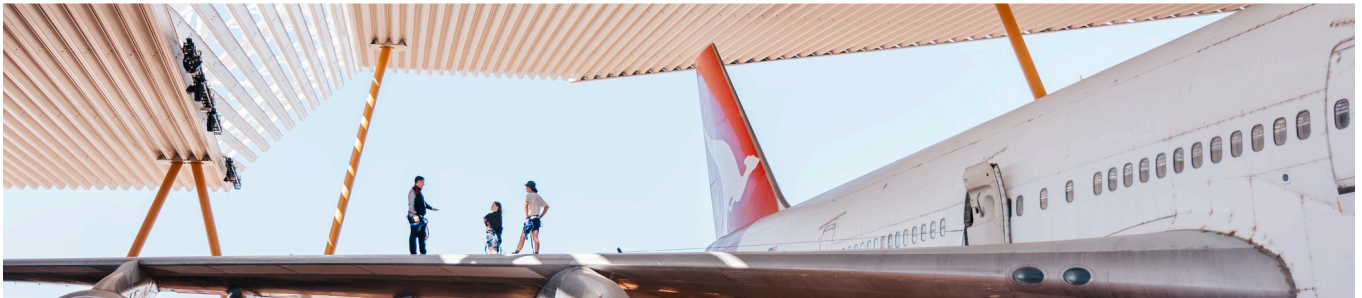
The VIC team helps visitors create personalised itineraries for their stay in the Longreach Region. Some guests come prepared with a clear plan and only require assistance with bookings, a process that typically takes about 10 minutes. Others may need more comprehensive guidance, lacking a specific itinerary. In these cases, the team reviews all available activities, provides detailed explanations, and organises a customised plan. This more involved process can take up to 30 minutes. The printed experience guide and pre-filled forms are especially valuable during peak season, helping to streamline the planning process.





## AUSTRALIAN STOCKMAN'S HALL OF FAME

- 784 STOCKMAN'S EXPERIENCE
- 383 THROUGH THE GATES



## QANTAS FOUNDERS MUSEUM

- 80 MUSEUM ONLY
- 18 WING WALKS
- 279 BUSINESS CLASS
- 5 CAPTAINS CLUB
- 55 LUMINESCENT
- 12 ECONOMY
- 35 FIRST CLASS



## GOLDEN WEST TOURS

- ILFRACOMBE TOUR: 11 BOOKINGS
- POWERHOUSE TOURS: 5 BOOKINGS
- TOWN TOUR: 80 BOOKINGS
- WINTON DAY TOURS: 7 BOOKINGS



## OUTBACK AUSSIE TOURS

- DARR RIVER RAIL 35 BOOKINGS
- DROVERS SUNSET CRUISE 370 BOOKINGS
- HISTORIC ILFRACOMBE RAIL 32 BOOKINGS
- SILVER TAILS 43 BOOKINGS
- SILVER TAILS VIP 29 BOOKINGS
- SMITHY'S DINNER & SHOW 44 BOOKINGS
- SMITHY'S SUNSET CRUISE 14 BOOKINGS



## OUTBACK PIONEERS

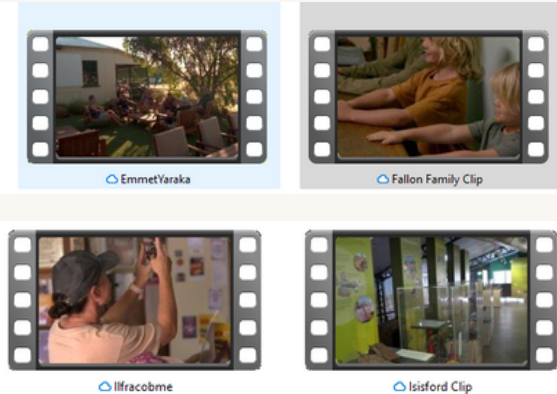
- 390 STARLIGHT'S CRUISE
- 220 COBB & CO COACH
- 22 NOGO STATION
- 12 WINTON DAY TOUR
- 36 OLD TIME TENT SHOW
- 10 LIVE IT SAVER PASSES

# Marketing and Media 2024

Tanya and Jacey attended the 2024 Moreton Bay Expo - Caravan, Campers, 4x4 and Outdoors 16-18 February 2024.



Pete Murray and the Fallon Family Filming content of the Longreach Region with support from local operators, in May



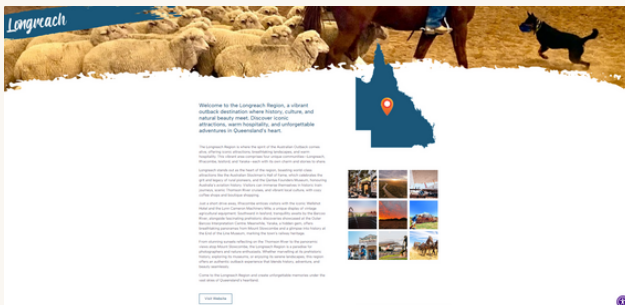
Outback Queensland Magazine Advertisement and Editorial



Travel Action Matilda Country Magazine Advertisement and Editorial



Drive Queensland Bronze Partner 2024 online page  
2025 Drive Queensland Guide distributed at Visitor Centre and 11 Trade shows.

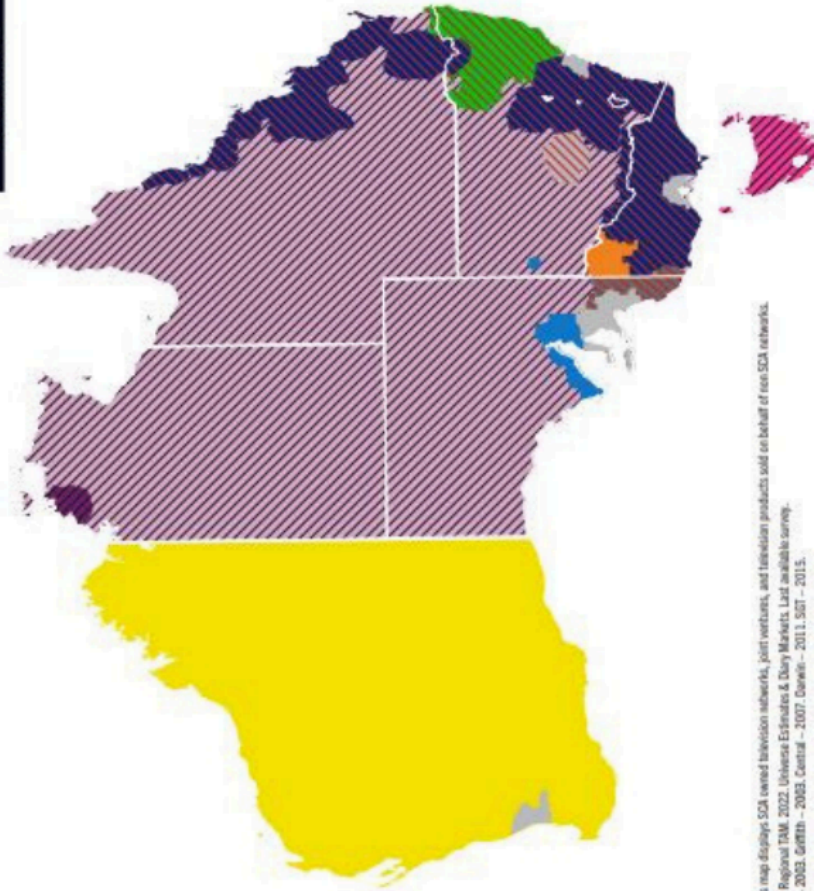


Southern Cross Media - Joint TV Media Campaign with Winton that runs December, January & February getting visitors ready for 2025 travel





TARGET / MARKET	QLD	NORTHERN NSW	SOUTHERN NSW	VICTORIA	SOUTH AUSTRALIA	TASMANIA	DARWIN & CENTRAL	WESTERN AUSTRALIA
TOTAL HOUSEHOLDS	813,600	956,500	629,800	564,100	112,700	226,800	203,700	230,900
TOTAL INDIVIDUALS	1,893,400	2,305,500	1,434,600	1,282,500	268,700	543,200	573,900	596,300



### BY NETWORK

- NETWORK 10**  
QLD, SNSW, VIC
- NETWORK 10**  
NNSW
- MILDURA DIGITAL TELEVISION**
- WEST DIGITAL TELEVISION**
- TASMANIAN DIGITAL TELEVISION**
- SET**
- CENTRAL DIGITAL TELEVISION**
- DARWIN DIGITAL TELEVISION**
- SEVEN NETWORK**
- SKY NEWS REGIONAL**

\*Note this map displays SCA owned television networks, joint ventures, and television products sold on behalf of non-SCA networks.  
SOURCE: Regional TAM, 2022. (Inhouse Estimates & Dairy Markets. Last available survey: Mildura - 2023, Griffith - 2023, Central - 2007, Darwin - 2011, SET - 2015.)



# 2024 LONGREACH REGION VISITOR GUIDE

## DISTRIBUTION

THE LONGREACH REGION VISITOR GUIDES WERE DISTRIBUTED TO 116 ACCREDITED VISITOR INFORMATION CENTRES (VICS) IN QUEENSLAND, ALONG WITH SEVERAL VICS IN NEW SOUTH WALES. GUIDES WERE ALSO SENT TO ADDITIONAL NON-ACCREDITED VICS, VARIOUS ACCOMMODATION, LONGREACH AIRPORT, TOUR OPERATORS AND MUSEUMS.



THE LONGREACH REGION VISITOR GUIDES ARE DESIGNED AND CREATED BY THE VIC TEAM

20,000 COPIES OF THE LONGREACH REGION VISITOR GUIDE WERE PRINTED IN 2024.

ADVERTISING SPOTS ARE OFFERED IN THE LONGREACH REGION VISITOR GUIDE TO LOCAL BUSINESSES AND OPERATORS, THIS ADVERTISING SUBSIDISES THE COSTS OF PRODUCTION.

## ADVERTISING SIZES



### 1/8 PAGE (Formatted)

Price: \$346

Type size: 89mm (W) x 64mm (H)



### 1/4 PAGE (Formatted)

Price: \$689

Type size: 89mm (W) x 132mm (H)



### 1/2 PAGE (Display)

Price: \$1391

Type size: 182mm (W) x 132mm (H)



### FULL PAGE/INSIDE FRONT COVER/BACK COVER/PREMIUM (Display)

PRICE: \$2420 (Full page within Planner)

PRICE: \$3500 (Inside Front Cover or Back Cover)

PRICE: \$2910 (Premium - opposite Inside Front Cover)

Trim size: 210mm (W) x 297mm (H)

Type size: 190mm (W) x 277mm (H)

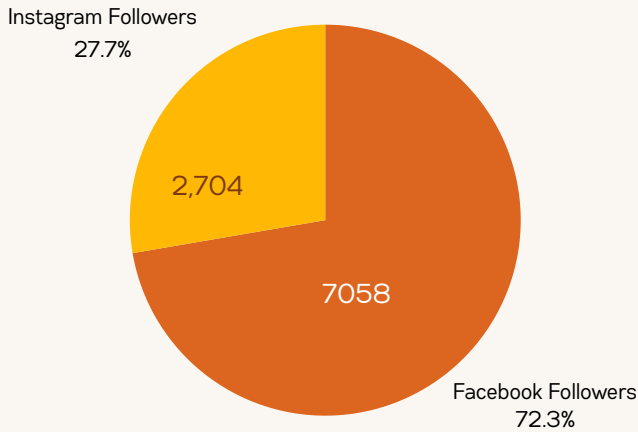
Bleed size: 220mm (W) x 307mm (H)

# CONTENT PERFORMANCE REPORT

**Content interactions**  
The number of likes or reactions, saves, comments, shares and replies on your content, including ads. Content can include formats such as posts, stories, reels, videos and more.



Analyse product campaign performance from various platforms.

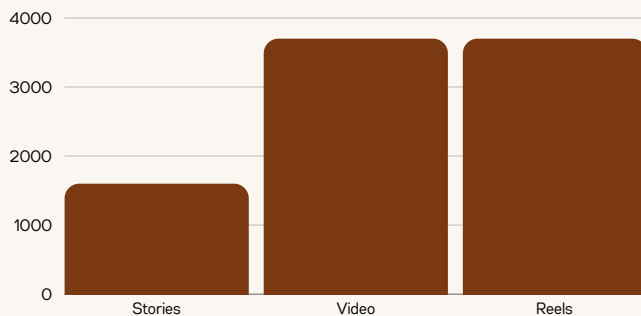


## Performance by Social Media Platform:

Facebook Content Interactions:	22.3K
Facebook Accounts Reached:	717.7K
Facebook Views:	479.9K
Instagram Content Reactions:	3.8K
Instagram Accounts Reached:	75.5K
Instagram Views:	43K

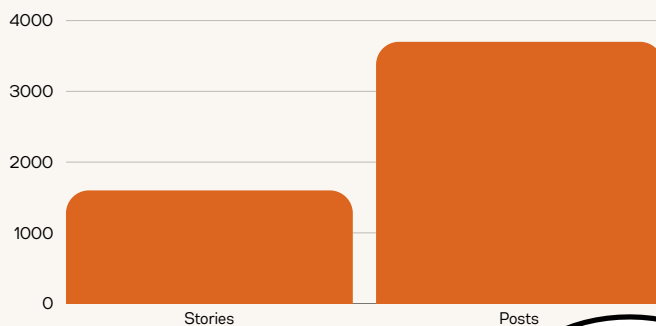
## Performance by Type Content - Facebook

Stories	1.6K
Video:	3.7K
Reels:	3.7K




## Performance by Type Content - Instagram

Stories	1600
Posts	3900



**Reach**  
This metric counts reach from the organic or paid distribution of your Facebook content, including posts, stories and ads. It also includes reach from other sources, such as tags, check-ins and Page or profile visits.



**Link clicks**  
The number of clicks, taps or swipes on links within your content, including ads. Content may include formats such as posts, stories, reels and videos that led to destinations or experiences, on or off Facebook.



# FACEBOOK AUDIENCE

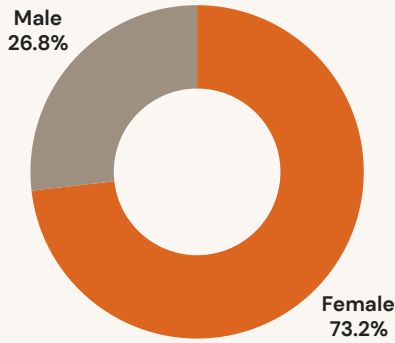
## AGE

18-24 YEARS OLD	2.3%
25-34 YEARS OLD	11.9%
35-44 YEARS OLD	18.9%
45-54 YEARS OLD	22.5%
55-64 YEARS OLD	20.3%
65+ YEARS OLD	24.1%

## LOCATION

BRISBANE	11.8%
SUNSHINE COAST	10.7%
LONGREACH	3.8%
GOLD COAST	3.2%
IPSWICH	2.9%
MACKAY	2.6%
TOOWOOMBA	2.6%
ROCKHAMPTON	2.2%
SYDNEY	2%

## GENDER



### Facebook - Top content by views

A horizontal scroll of five Facebook posts, each with a video thumbnail, title, date, and engagement metrics (views, likes, shares).

Post Title	Date	Views	Likes	Shares
Celebrate a Century of Cobb & C...	8 June 14:00	91.5K	1.8K	70
Looks like the Wellshot Hotel's...	19 October 14:00	55.2K	749	56
Ilfracombe Machinery Mile - A...	26 November 12:40	38.4K	736	47
Sparkling treasures await! Discover the...	30 October 13:01	35.8K	130	0
Discover one of Visit Queensland, Australi...	15 November 12:00	31K	172	7

# INSTAGRAM AUDIENCE

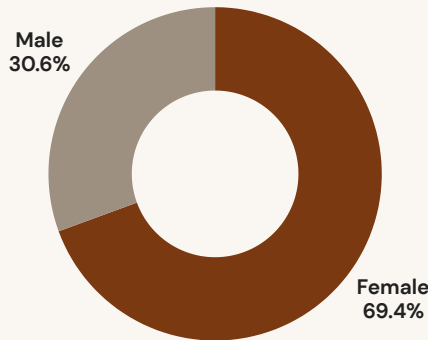
## AGE

18-24 YEARS OLD	2.4%
25-34 YEARS OLD	24.4%
35-44 YEARS OLD	26.1%
45-54 YEARS OLD	22%
55-64 YEARS OLD	14.9%
65+ YEARS OLD	6.5%

## LOCATION

BRISBANE	14.7%
GOLD COAST	4.8%
LONGREACH	4.5%
SYDNEY	4.4%
MELBOURNE	4.3%
SUNSHINE COAST	3.8%
TOWNSVILLE	2.7%
IPSWICH	2.1%
TOOWOOMBA	1.7%
PERTH	1.4%

## GENDER



### Instagram- Top content by views

<p>✨ Step back into the golden age of aviatio...</p> <p>17 December 17:15</p> <p>👁 2.1K   ❤️ 28</p> <p>👤 0   ➡️ 1</p>	<p>Golden hour on the Thomson River 🌅...</p> <p>5 November 23:00</p> <p>👁 1.9K   ❤️ 39</p> <p>👤 0   ➡️ 1</p>	<p>🏇 Country race meets are the ultima...</p> <p>10 September 15:17</p> <p>👁 1.5K   ❤️ 97</p> <p>👤 3   ➡️ 9</p>	<p>🔥 Come celebrate 100 years of Fire Tri...</p> <p>12 November 14:00</p> <p>👁 1.1K   ❤️ 68</p> <p>👤 0   ➡️ 4</p>	<p>🎉 The Thomson River Festival is back this...</p> <p>8 October 13:09</p> <p>👁 1K   ❤️ 30</p> <p>👤 0   ➡️ 2</p>
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# The VIC Team

The Longreach Explore Centre team consists of 2 permanent staff and 5 casual staff. They work in both the Visitor Information Centre and the Powerhouse & Historical Museum. The casual staff have limited work in the off-peak season (November to March) and take this time as holidays or take other work, however 2024 has been a little different as we have been down one permanent staff member.

Acting Coordinator of Tourism & Museums  
Vacant - Permanent Customer Service Officer  
5x Casual Customer Service Officers



**13. COMMUNITIES REPORT**  
**13.5 - Director of Communities Report**

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**13.5 Director of Communities Report**

This report provides an update on the range of activities that have occurred during the month of December for the Director of Communities.

**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 2024/25 budget

**Previous Council Resolutions related to this matter**

Nil

**Officer Comment**

**Responsible Officer/s:** Tanya Johnson, Acting Director of Communities

**Background:**

The Director provides an information update to Council monthly outlining achievements, challenges and statistical information for the various functional areas in Council.

**Strategy and Planning**

Project	Status	Update
Cycling Network Plan (Grant funded)	In Progress	Engineer has been engaged for Design and construct and funding agreement received from the Department for review and signing.
Walking Network	In Progress	Application Submitted to TMR for the following:

**13. COMMUNITIES REPORT**  
**13.5 - Director of Communities Report**

Plan Application	Grant		<ul style="list-style-type: none"> <li>• Complete path from Bus Stop on Galah to connect the Botanical Walkway</li> <li>• Lighting on the Botanical Walkway</li> <li>• Path to extend from Emu St along Duck St (Landsborough Highway) to link to Beersheba Place.</li> </ul>
Iningai Group	Working	In Progress	Develop a management plan, and Facility Concept Plan in conjunction with stakeholders. Met with DCQ to review the Management Plan together 2 <sup>nd</sup> Draft of Management plan in progress.
Ilfracombe Strategy	Heritage	In Progress	GBA heritage report complete and provided to Qld Museums. Consultation on collections with Qld Museums to commence collection management plans. Site visit scheduled early in 2025.
Isisford Racecourse Concept plan		In Progress	Feedback has been received from Race Club regarding placement of unloading ramp and Wash by. Will progress to placement of these items and look to completion of plan for adoption by Council.
Showgrounds Concept Plan		Complete	Council Adopted the Concept plan in the December Meeting
RPPP Application Showgrounds	Funding	In Progress	Cost Benefits Analysis has been completed and CPR Group are progressing with Application for the Showgrounds Precinct with newly adopted Concept Plan
Active Fund	Transport	In Progress	Grant Application underway to continue Priority Works Program from the Walking Network Plan. <ul style="list-style-type: none"> <li>• From Caravan Parking Kite St across the Railway line to front entrance of the Showgrounds</li> <li>• Complete path along Gull St from Parrot Lane to Jabiru St</li> <li>• Bustard St from the Skate Park to Ibis St.</li> </ul> Application to be submitted 13 January

**Attended**

- Software Presentation x 3
- Opening of CUC

**Meetings**

- RPPP Showgrounds Precinct Inception Meeting
- Budget review for future projects
- Request from OQTA for Councils' assistance in bringing a travel writer to Longreach and Winton.

**Recommendation:**

*That Council receives the Director of Communities Report, as presented*

**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 December 2024 for the Works Directorate.

**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 2024/25 budget.

**Previous Council Resolutions related to this matter**

Nil

**Officer Comment**

**Responsible Officer/s:** *André Pretorius, Director of Works*  
*Guy Goodman, Manager of Operations*  
*Ajith Samarasekera, Manager Fleet & Workshops*

**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>					
All areas grid replacement	Install Grids	10%	\$ 279,000.00	\$ 53,000.00	Works to commence September 2024. 1 x grid installed on Royston Lane. Programmed grid installations are as follows: 3 x Plains Road 1 x Yaraka Bimerah Road 1 x Glenlock Road 1 x Westlands Gaza Road
Stonehenge River Road	Gravel Resheet	100%	\$ 150,000.00	\$ 153,000.00	Project commenced in November. Completed.
Crossmoor Road	Installation of concrete floodway	100%	\$ 60,000.00	\$ 58,000.00	Project commenced in November. Completed.

Project		% completed	Budget	Spent to date	Comments
<b>Internal Works</b>					
Jabiru St (Intersection Highway)	Upgrade to Bike path	100%	\$ 35,000.00	\$ 33,000.00	Project commenced in November 2024. Completed.

Project		% completed	Budget	Spent to date	Comments
<b>TIDS Projects</b>					
Ilfracombe – Aramac Road	Gravel resheet	100%	\$ 897,999.44	\$ 880,000.00	Works commenced July 2024. Completed.

Project		% completed	Budget	Spent to date	Comments
<b>NDRRA Projects 2023 Event</b>					
Silsoe Road	Desilt Drainage Structure	80%	\$ 23,000.00	\$ 20,000.00	Works commenced July 2024.
Glenlock Road	Heavy formation grade	10%	\$ 149,000.00	\$ 20,000.00	Works commenced in November 2024.
Russleigh	Medium formation grade	100%	\$ 90,000.00	\$ 74,000.00	Works commenced in November 2024. Completed.
Dandaraga Road	Medium formation grade	40%	\$ 165,000.00	\$ 80,000.00	Works commenced November 2024.

Project		% completed	Budget	Spent to date	Comments
<b>NDRRA Betterment 2023</b>					
Longreach Regional Council Area	Combination of rock mattresses	10%	\$ 438,000.00	\$ 27,000.00	Materials tendered and awarded.

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

	and reinforced concrete at various sites				
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Project	% completed	Budget	Spent to date	Comments	
<b>RMPC Projects</b>					
National Highway & State Road Networks	Maintenance Contract National Highway & State Road Networks	65%	\$ 2m	\$ 1,109,625.94	Contract started July 2024.

<b>Grants &amp; Funding Projects</b>			
Project	Location	% Completed	Comments
School Transport Infrastructure Program	Our Lady's	95%	<ul style="list-style-type: none"> <li>• Carpark design – final drawings being reviewed.</li> <li>• Site works scheduled for 2024.</li> <li>• Project has been granted extension to 30<sup>th</sup> June 2025.</li> <li>• Works programmed to commence October through to December 2024.</li> <li>• Concrete works complete. Asphalt programmed for early December. Road furniture (eg. Bollards, fence) to be installed late December/early January.</li> <li>• Crews are currently installing road furniture.</li> </ul>
	LSHS	5%	<ul style="list-style-type: none"> <li>• Agreement negotiations are progressing. Waiting for final agreement from TMR before execution.</li> <li>• Site works scheduled for 2024.</li> <li>• Project has been granted extension to 30<sup>th</sup> June 2025.</li> <li>• Final Agreement received from TMR for execution</li> <li>• In the procurement stage for the design of the car park. Designing to consider potential changes to the Jabiru street / Plover street intersection as a result of the Kestrel street development.</li> <li>• Design process underway.</li> </ul>

**Maintenance Graders Locations**

All available maintenance graders will be working on formation grading projects for the 2024 flood damage in conjunction with normal maintenance grading programmes.

**Water & Waste Update**

**Current projects and operational undertakings underway for 2024/25**

<b>Water &amp; Sewer Projects</b>			
Project	Location	% Completed	Comments
WTP ELR	Ilfracombe	10%	• Preliminary structural assessment report has

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

Replacement/Repair			<p>been received. Investigation options for the replacement of the tank.</p> <ul style="list-style-type: none"> <li>• Works carried over to this FY.</li> <li>• Tender process underway.</li> </ul>
Digital Water Meter Trial	Ilfracombe	50%	<ul style="list-style-type: none"> <li>• Works program scheduled for Q2 2024. Trial planned to commence with communications install and staged rollout of meters.</li> <li>• Ongoing planning with internal and external parties.</li> <li>• Materials have arrived. Local contractor to perform installation of aerials etc.</li> <li>• Awaiting works program from contractor to install concentrators.</li> <li>• Work in progress – installation of concentrators.</li> <li>• Concentrators have been installed. Waiting for installation requirements for water meters.</li> </ul>
Upgrade to Murray McMillan Dam Switchboard	Ilfracombe	10%	<ul style="list-style-type: none"> <li>• Project in current 24/25 budget.</li> <li>• Tender process underway.</li> </ul>
DRFA Flood Risk Management Program	Longreach	30%	<ul style="list-style-type: none"> <li>• Community Flood Action Plan feedback period has concluded. 1 x submission was received with the suggestion of a levy bank along Watyakan Creek from near the Kangaroo Meat Works to the Thomson Development Road Bypass to help protect the southern areas of town from future flooding.</li> <li>• Technical brief being developed and reviewed in consultation with QRA appointed technical reviewer.</li> <li>• Procurement process for the Longreach Flood Study to commence in early 2024.</li> <li>• QRA has granted an extension for the program until 30/06/2026.</li> <li>• Draft Technical Brief submitted for peer review.</li> <li>• Technical Brief being updated considering comments from peer reviewer.</li> </ul>
Flood Gauge Camera Arno Crossing Barcoo River & Dingo Creek (Landsborough Highway)	Yaraka/ Longreach	70%	<ul style="list-style-type: none"> <li>• Installation delayed due to rain and delays from supplier. Tipping expected poles for the cameras expected to arrive at end of March 2024.</li> <li>• Poles arrived. Works programmed.</li> <li>• Arno Crossing camera pole installed. Awaiting technician to install camera.</li> <li>• Dingo Creek camera installed early November.</li> <li>• Arno Crossing camera installed</li> <li>• Dingo Creek and Arno Crossing camera footage is available on web-site.</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>• WTP operating as normal.</li> </ul> <p>Ilfracombe Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Ilfracombe WTP- operating as normal.</li> <li>• Reverse Osmosis treatment plant – Out of Service due to issue with one of the process treatment trains.</li> </ul> <p>Isisford Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Isisford WTP – operating as normal.</li> </ul> <p>Yaraka Water Treatment &amp; Network</p> <ul style="list-style-type: none"> <li>• Yaraka WTP – operating as normal.</li> </ul>
<b>Sewerage Operations</b>
<p>Longreach Pump Stations &amp; STP</p> <ul style="list-style-type: none"> <li>• Routine maintenance undertaken as required.</li> </ul> <p>Ilfracombe Pump Stations &amp; CED Ponds</p> <ul style="list-style-type: none"> <li>• Routine maintenance undertaken as required.</li> </ul> <p>Isisford Pump Station &amp; CED Ponds</p> <ul style="list-style-type: none"> <li>• Routine maintenance undertaken as required.</li> <li>• CED ponds currently hydraulically overloaded. Investigating options to improve operational capacity.</li> <li>• New CED ponds excavated. Pumping underway. Fencing to be installed.</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	0.25m	0%	1.3m	Level 2 water restrictions effective as of 11 <sup>th</sup> November 2024. Pumping commenced. Local water/rain and pumping has increased the level by 250mm.
Shannon Dam	~ 11m	85%	14.5m	Water is regularly pumped from Murray McMillan to keep Shannon Dam at full levels.
Murray MacMillan Dam	~ 4.6m	44%	10.3m	
Isisford Dam	~ 10m	95%	11m	
Isisford Weir	~ -1.3m	0%	1.3m	The weir is 1.3m below full height.
Yaraka North Dam	~ 8.5m	75%	12.5m	
Yaraka South Dam	~ 8.5m	75%	12.5m	

<b>Waste Projects</b>				
Project	Location	% Completed	Comments	
Land Parcels	Longreach	80%	• Ongoing communication with DoR in relations to extension the Longreach Landfill to the west.	

## 14. WORKS REPORT

### 14.1 - Information Report - Works

#### Waste Management

Waste Facilities Update
<p>Longreach Waste Facility</p> <ul style="list-style-type: none"> <li>• 6 monthly hazard inspections completed. Noted large amount of tyres, construction and scrap metal waste.</li> <li>• Proterra are continuing to recruit for an additional operational team member. Staff from other locations are currently filling in personnel gaps.</li> <li>• Met with Proterra representatives in August to discuss operations and various opportunities for regional recycling options, construction of the new waste cell, waste compaction and waste cell closure during wet weather.</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>

#### Plant & Fleet Update

##### Current projects and operational undertakings underway for 2024/2025

Project	Task	Comment
Plant Replacement	Plant Procurement and Disposal	<p>An updated procurement plan for FY 25 is in Appendix 1.</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. The FY 25 Procurement Plan is an element of a Long -Term (10 year) Replacement Program (LTRP). The LTRP enables carefully considered manoeuvre of individual plant replacement times dictated by changing operational priorities and profiles.</li> <li>2. The updated FY 25 plan accommodates the above-mentioned changes to requirements and has moved certain plant purchases to FY 26 and brought forward other purchases.</li> <li>3. The amended plan accommodates replacement of plant that are deemed not fit for purpose (legacy plant) due to changing operational requirements with fit for purpose plant.</li> <li>4. The amended plan also accommodates new capabilities.</li> <li>5. Several costs of new plant and resale values are only estimated and will vary in a volatile market space.</li> <li>6. <b>The amended plan is designed to remain within the FY 25 budget allocation and will not exceed this budget.</b></li> </ol>
Plant Utilisation	Plant Utilisation data from NAVMAN for Graders, Loaders, Prime Mover, Scraper and Stabiliser	<p>Ausfleet, Council's new fleet management information system went live for programmed services on 31 October 2024.</p> <p>Utilisation reports from Ausfleet will be available</p>

**14. WORKS REPORT**  
**14.1 - Information Report - Works**

		when sufficient data has been collated in the information system.
Workshop Operations	General Update	Council's repeated attempts to recruit a leading hand mechanic for the Longreach workshop has been unsuccessful. This position is critical for the operations of the workshop. Fleet is investigating the part time engagement of a contractor to fill this critical void. Notwithstanding, it is business as usual for both workshops. A RFQ for the engagement of a contractor has been prepared for release in January 2025.
Radio Communications and Vehicle Telematics	Working Group	Following discussion at the Change Advisory Meeting on 21 August 2024, a Business Case is being prepared for the next Change Advisory Meeting scheduled for 25 February 2025.  As part of this project Council is trialling a sample of Personal Locator Beacons (PLB) that will provide for distress alerting however, without voice-to-voice capability.  This PLB project is ongoing.
New Fleet Management Information System (FMIS)	Implement	Phase 1 of the implementation utilising AusFleet for programmed maintenance is progressing well. Phase 2 of the roll out to all staff that will enable electronic service requests to be made and conduct prestart inspections is on schedule for February 2025.

**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:**

**Appendices**

1. Amended Procurement Plan FY 25 ↓

**Recommendation:**

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

14.1 - Information Report - Works --Appendix 1

Amended Procurement Plan FY 25

Description	Age	Comment	Gross	Sales	Net
Backhoe Caterpillar 432E	Jul-06	Quotes Received. Under evaluation	\$ 287,500	\$ 70,000	\$ 217,500
Backhoe Caterpillar 432E	Feb-09	Quotes Received. Under evaluation	\$ 287,500	\$ 85,000	\$ 202,500
SUV Toyota Prado GXL Wagon	Dec-18	RFQ ready for release Jan 2025	\$ 85,000	\$ 45,000	\$ 40,000
SUV Toyota Prado GXL Wagon	Nov-20	RFQ ready for release Jan 2025	\$ 85,000	\$ 45,000	\$ 40,000
SUV Toyota Prado Wagon	Feb-16	RFQ ready for release Jan 2025	\$ 85,000	\$	\$ 85,000
Ute Single Cab Nissan Navara NP300 4x2 Diesel	Jan-15	Sold FY 24	\$	\$	\$
Toyota Hilux 4x2 Single Cab Utility	Nov-15	Sold Auction Aug 2024	\$	\$ 15,454	\$ 15,454
Isuzu D-Max SX Single Cab 4x4 Ute	Oct-16	Sold Auction Aug 2024	\$	\$ 20,681	\$ 20,681
Ute Single Cab Toyota Hilux 4x2 Workmate	Jan-15	Hold sale till FY 26	\$	\$	\$
Ute Extra Cab Toyota Hilux SR 4x4	Jan-21	Hold sale till FY 26. Replacement received.	\$ 67,600	\$	\$ 67,600
Forklift Komatsu	Jan-08	RFQ to be released Feb 2025	\$ 55,000	\$ 15,000	\$ 40,000
Forklift Caterpillar DP25N	Sep-04	RFQ to be released Feb 2026	\$ 55,000	\$ 10,000	\$ 45,000
Grader John Deere 770GP	Jun-14	RFQ released. Tenders closing 21 Jan 2025	\$ 582,000	\$ 210,000	\$ 372,000
Grader Caterpillar 140M	Jun-16	Sold Auction August 2024	\$	\$ 167,727	\$ 167,727
Sign Board Trailer-Electronic Traffic Message Board	Jul-13	Moved to FY 26	\$	\$	\$
Spray Unit	New	Received Dec 2024	\$ 11,000	\$	\$ 11,000
Dolly Trailer Shephard Tandem Axle	Aug-08	RFQ to be released Feb 2025	\$ 66,000	\$ 25,000	\$ 41,000
Fuel Trailer Tanker 1	Jan-89	RFQ to be released Feb 2025	\$ 45,000	\$ 5,000	\$ 40,000
Fuel Trailer Tanker 2	Jan-89	RFQ to be released Feb 2025	\$ 45,000	\$ 5,000	\$ 40,000
Trailer Special Purpose - Project Muni 49/29 -Sewer Cleaner	May-09	Moved to FY 26	\$	\$	\$
Trailer Tipping Dog 12M3	May-04	Moved to FY 26	\$	\$	\$
Trailer Water 30,000L Tristar	Apr-09	RFQ to be released Feb/Mar 2025	\$ 160,000	\$ 40,000	\$ 120,000
Trailer Water 30,000L Tristar	Nov-11	RFQ to be released Feb/Mar 2025	\$ 160,000	\$ 40,000	\$ 120,000
Western Star Prime Mover Truck	Dec-14	Sold Auction August 2024	\$	\$ 140,454	\$ 140,454
Truck Prime Mover Kenworth	New	Received	\$ 477,254	\$	\$ 477,254
Truck Crew Cab 4x4 Isuzu NPS 300	Nov-15	Moved to FY 26	\$	\$	\$
Truck Single Cab Nissan UD CWB843	Dec-07	Sold Auction August 2024	\$	\$ 46,363	\$ 46,363
Truck Single Cab Kenworth	New	Received	\$ 425,627	\$	\$ 425,627
Truck Tipping Single Cab Isuzu NPR400	Sep-11	Moved to FY 26	\$	\$	\$
Ride on Mower Toro Groundmaster 7200	Jan-11	New to List. Received	\$ 40,154	\$ 8,000	\$ 32,154
Truck Single Cab 4x4 Isuzu FSS 110-210 4	Jun-20	New to List. Purchase order raised.	\$ 153,798	\$ 63,600	\$ 90,198
SUV Toyota Kluger	New	New to List. Received	\$ 59,280	\$	\$ 59,280
Hearse -Holden Executive 1998	Nov-06	New to List for sale only	\$	\$ 20,000	\$ 20,000
Ute Dual Cab Isuzu D-Max 4x4	Apr-16	New to List for sale only	\$	\$ 12,272	\$ 12,272
Adjusted Procurement Plan FY 25			\$ 3,232,713	\$ 1,089,551	\$ 2,143,162
Allocated Budget FY 25			\$ 3,350,730	\$ 1,197,000	\$ 2,153,730

**LONGREACH REGIONAL COUNCIL  
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**15. Late Items**

Nil for this meeting

**16. Closed Matters**

Nil for this meeting

**17. Closure of Meeting**



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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.

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**Risk Monitoring and Reporting:** Report risk management activities and risk specific information in accordance with the risk protocols.

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

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