



GENERAL MEETING AGENDA

NOTICE OF MEETING

Tuesday 23 January 2024

Barcaldine Council Chambers, 71 Ash Street, Barcaldine

To be held at 8:30am

Councillors

Sean Dillon (Mayor)

Milynda Rogers (Deputy Mayor)

Beccy Plumb

Gary Peoples

Dan Arthur

Col Hansen

Tom Gleeson

Officers

Shane Gray (Chief Executive Officer)

Paula Coulton (District Manager – Aramac and Muttaborra)

Jenny Lawrence (District Manager – Barcaldine)

Daniel Bradford (Director of Corporate and Financial Services)

Karyn Coomber (District Manager – Alpha and Jericho)

Kerry Jones (Director of Works)

In Attendance

Debbie Young (Observer), Tiarne Otto (Minute Secretary)

Deputations

Please find attached the agenda for the General Meeting to be held on Tuesday 23 January 2024 at the Barcaldine Council Chambers, 71 Ash Street, Barcaldine commencing at 8:30am.

Shane Gray, Chief Executive Officer

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

BARCALDINE REGIONAL COUNCIL

Our Vision – A positive, sustainable and innovative regional council.

Our Mission – To provide excellence for the community.

Prayer

Almighty God

We acknowledge that we have a responsibility to look after your creation, especially this region we call Barcaldine Regional Council.

We are conscious that our decisions are going to affect deeply the people we have come here to serve.

Assist us to exercise respect for Councillors, staff and for the people of our region.

Help us in this meeting to act wisely, justly and intelligently in all our deliberations.

Thank you Lord for the privilege of both leading and serving and assist us to do these well.

Amen

Condolences

Mrs Karen Louise Cooper of Aramac and Mr Terence John Curtis of Barcaldine.

Apologies

Acknowledgment of Traditional Owners

Kerry Thompson

Declarations of Prescribed Conflicts of Interest

Declarations of Declarable Conflicts of Interest

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Table of Contents	Page number
1. Confirmation of Minutes	
General Meeting 12 December 2023	
2. Petitions	
3. Reports	
3.1 Confidential Reports	
3.1.1 55 Ash Street, Barcaldine – Siting Variation	4
3.1.2 Tender for Supply and Implementation of Enterprise System	10
3.2 Decision Reports	
3.2.1 Meeting Date Change – April 2024	16
3.2.2 Request for Assistance Queensland Goat Producers Incorporated	17
3.2.3 Request for Assistance- Outback Trailblazer Reunion	25
3.2.4 Request for Assistance – Jericho State School	27
3.2.5 Request for Assistance – Alpha Show Society	29
3.2.6 Request for Assistance – Alpha Jockey Club	51
3.2.7 Budget Review 2 – 2023/2024 Budget Amendment	54
3.3 Finance	
3.3.1 Financial Performance Report	67
3.3.2 Community Care Services Report	77
3.4 Regional Council Business	83
3.5 Chief Executive Officer	
3.5.1 Councillor Information Correspondence	84
3.5.2 Planning and Development Report	133
3.5.3 Workplace Health and Safety Report	142
3.5.4 Q2 Review – Annual Operational Plan	147
3.6 Information Reports	
3.6.1 Mayor	161
3.6.2 Chief Executive Officer	162
3.6.3 Director of Works	164
3.6.4 District Manager – Alpha and Jericho	168
3.6.5 District Manager – Aramac and Muttaborra	172
3.6.6 District Manager – Barcaldine	175
3.6.7 Community Engagement Coordinator	187
3.7 Notice of Motion	
Nil	
4. Questions on Notice	192
5. Close of Meeting	

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.2.1
Subject Heading: Meeting Date Change – April 2024
Author and Title: Shane Gray, Chief Executive Officer
Classification: (if confidential)

Summary: From the Chief Executive Officer, requesting a change to the April General Council meeting date.

Officer's Recommendation: That Council changes the date of the April General Council Meeting to Tuesday 23 April 2024.

Background

The April General Council meeting – first post election – is scheduled to be held on Tuesday 16 April 2024.

Alison Smith – Chief Executive Officer of the Local Government Association of Qld has sent an (early) invitation to all new/re-elected Mayors and Chief Executive Officers to attend a 'Special Mayor's Forum' at Parliament House in Brisbane on Wednesday 17 April 2024, so they would need to travel on the scheduled meeting date.

This exclusive event will provide a valuable opportunity for mayors to meet with their colleagues from around the state along with senior members of the State Government and Opposition. This forum also holds additional significance, recognising the state election to be held later in the year.

Link to Corporate Plan

Theme 5: Governance

We will have a safe, engaged, proud and performing council and workforce that is inclusive, innovative, ethical and trusted by all levels of government.

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Low risk

Asset Management Implications - Nil

Legal Implications - Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024

Item No: 3.2.2

Subject Heading: **Request for Assistance – Queensland Goat Producers Incorporated**

Author and Title: Jenny Lawrence, District Manager Barcaldine

Classification: (if confidential)

Summary: This report is presented to Council for consideration to provide a donation to Queensland Goat Producers Incorporation to host a goat education program in Barcaldine in March 2024.

Officer's Recommendation: That Council provides assistance to Queensland Goat Producers Incorporated to the value of \$1,107.50 for venue and equipment hire and camping at showground to host a goat education program in Barcaldine in March 2024.

Background

Queensland Goat Producers Incorporated have requested assistance for a \$2,000.00 cash donation, \$1,107.50 for venue and equipment hire and bus to ferry students to local businesses. The program is designed to give regional children the opportunity to learn about the goat industry.

Queensland Goat Producers Incorporated is based in Emerald, have members in the Barcaldine Regional Council area and they are looking to engage with students from the Barcaldine and Longreach Council areas. The program is scheduled to be held from 22 March to 28 March 2024 with an anticipated 36 high school agricultural students attending.

Organisers have not indicated if there is a registration fee for attendees and I have been unable to obtain this information.

Link to Corporate Plan

Theme 1: Community

1.7 Provide support mechanisms for not-for-profit organisations to reduce reliance on Council funding.

Consultation – District Manager Barcaldine

Policy Implications – Nil

Budget and Resource Implications

In 2023-2024 there is \$181,000.00 budgeted for Community Donations. This request will have no budget impact as there are still funds available for distribution.

Risk Management Implications – There is no risk to Council

Asset Management Implications – Nil

Legal Implications – No implications to Council

Request for Assistance (Grants to Community Organisations)

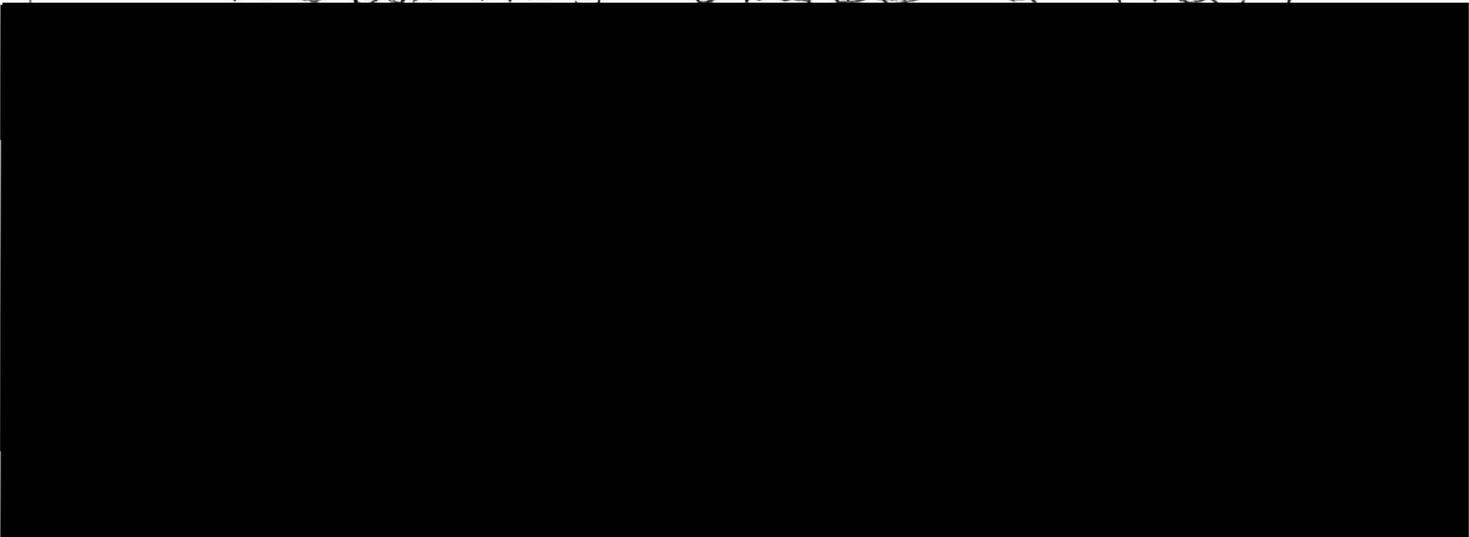
Use this form if you are a community organisation and request financial assistance. ID 216595 Box 2030
Please ensure you have read the Community Grants Policy before completing this form. All answers and bank statements must be provided as per the policy

RA 34 202324

Organisation Information

Organisation Name Queensland Goat Producers Inc.

Postal Address P.O Box 1463 Emerald Q 4720



Grant Information

Date assistance is required by 1-3-2024.

Type of assistance:

Cash donation Estimated dollar amount of assistance: \$2000.

Donation to be used for: Towards catering

In-kind assistance Estimated dollar amount of assistance:

Assistance requested for: Promotion of Event.

Fee waiver Estimated dollar amount of assistance: \$1107.50

Waiver for: Showground, Equipment & Camping (We will clean).

Plant Hire Estimated dollar amount of assistance:

Items requested: Community Bus to Ferry students to local businesses

Description/amount of assistance requesting

Goat Education Qld would appreciate any assistance available. This is a pilot project we aim to run annually

Main location of activity for this project, event and/or activity

Alpha Jericho Barcardine Aramac Muttaborra

Businesses & participants & volunteers will be involved from throughout BRC Region & other WQ.

How will the community benefit from this assistance?

Regional Children will have the opportunity to engage & learn from Goat Industry. Industry will network

How will your organisation benefit from this assistance?

Fulfilling our remit to educate youth & industry
Promoting the Goat Industry.

How will your organisation support local businesses with the delivery of this project, activity or event?

this will be a community event all aspects will be sourced locally.

Demonstrate that attempts have been made to raise funds from other sources by providing details and outcomes of attempts e.g. raffles, funding raising initiatives, other grants or subsidies applied for. Describe your current and future plans for your existing funds.

We are applying to Old Gov "Baking Business in the Bush"
WQ Innovation hub will contribute

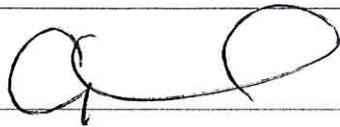
Have you received assistance in this financial year from Council? Yes No

If yes, what is the dollar value of assistance? _____

How will your organisation acknowledge Barcaldine Regional Council?

listed as a major sponsor/partner in all media

Signature



Date

30-11-23

Lodgement of your application

MAI Post to 'PO Box 191, Barcaldine QLD 4725' or fax to 07 4651 1778
L

IN PERSON Visit any BRC Administration Office from 8.00am to 4.30pm
Monday to Friday

Alpha 43 Dryden Street
Aramac 35 Gordon Street
Barcaldine 71 Ash Street

OFFICE USE ONLY

Approved Not approved Amount: \$ _____ DM Signed: _____

Application to hire venue and equipment (Barcaldine)

Use this form if you would like to make a request to hire a Council Venue and/or Equipment.

ID _____ Box _____

Hirer Information

Hirer / Organisation Name Rubensland Goat Producers Lnc Contact Name Glenda Henry

Postal Address 15 McCooker Street Emerald Q 4720

Are you a...?
 Community Group (based within Barcaldine Regional Council area) Individual Business Non BRC Non-Profit Other... Producer Group with a number of BRC members

Type of event / function Kids Camp (Goatschool) Is your event open to the public?
 Yes (will be on BRC event calendar) No

Event Information
 Event date 22-3-24 to 28-3-24 Number of attendees 36 Highschool & Ag Students

Date required from 22-3-24 Start time am pm Date required to 28-3-24 Finish time am pm

Will you have alcohol at your event (being held on Council Venue/land only)?
 Yes - selling Yes - supplied by host Yes - BYO No - alcohol free

If alcohol is being consumed (host provided, BYO or purchase) on Council controlled venue, land or road, you are required to apply to Council for a Liquor Permit (must be lodged 14 days prior to your event). If you intend to sell alcohol during your event please refer to the Office of Liquor, Gaming & Racing website (<https://secure.olgr.qld.gov.au/forms/clp>) or call 137468.

Delivery / Collection Required? (48 hours' notice required OR for weekend hire, must be received by 12noon Wednesday prior)

Delivery Required?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Collection Required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Delivery Address:			
Delivery of Equipment (requires 48 hours' notice)	\$53 per load		\$
Collection of Equipment (requires 48 hours' notice)	\$44 per load		\$

Venue

Showground				Community Hall			
<input checked="" type="checkbox"/>	Full Showground Facilities	\$149/function	\$ 149	<input type="checkbox"/>	Town Hall	\$288 for full day	S
<input type="checkbox"/>	Grandstand facilities	\$48/function	\$	<input type="checkbox"/>	Town Hall	\$172 for 5 hours or less	S
<input type="checkbox"/>	Ken Wilson Pavilion	\$48/function	\$	<input type="checkbox"/>	Hall Kitchen	\$155 for full day	S
<input type="checkbox"/>	Sheep Pavilion	\$48/function	\$	<input type="checkbox"/>	Hall Kitchen	\$84 for half day	S
<input type="checkbox"/>	Racecourse Kitchen	\$48/function	\$	<input type="checkbox"/>	Supper Room	\$155 for full day	S
<input type="checkbox"/>	Racecourse Bar	\$48/function	\$	<input type="checkbox"/>	Supper Room	\$84 for half day	S
<input type="checkbox"/>	Campdraft facilities	\$48/function	\$	<input type="checkbox"/>	Town Hall	\$452/week	S
<input type="checkbox"/>	Bookies area / toilets	\$48/function	\$	<input type="checkbox"/>	Rob Chandler Park	Nil	S
<input type="checkbox"/>	Broadcast Box/ Dressing Rooms	\$48/function	\$	Oak Street			
<input type="checkbox"/>	Oval & BBQ areas	\$48/function	\$	<input type="checkbox"/>	Village Green	Nil	S

Set-up Required? (3 days' notice required)
 Facility Set-up \$65 per event per location \$

Setting out plan:
 Dinner U-Shape Classroom Theatre Other (provide layout plan at least 3 days prior)
 Erecting or Dismantling - Qantaslink Marquee \$271 each way \$

Equipment - (48 hours' notice required OR for weekend hire, must be received by 12noon Wednesday prior)

Equipment - Subject to availability	Fee	Qty Available	Qty Requested	
<input type="checkbox"/> Tables (1.8m Length) - blue/grey	\$6.50 each per function	8		S
<input type="checkbox"/> Tables (2.4m Length) - blue-grey	\$6.50 each per function	9		S
<input checked="" type="checkbox"/> Tables White Plastic folding leg 1.8	\$6.50 each per function	55	25	\$162.50
<input type="checkbox"/> Tables White 1800 x 750 (hard)	\$6.50 each per function	28		S
<input type="checkbox"/> Tables Round (hall only)	\$6.50 each per function	25		S
<input type="checkbox"/> Chairs (Sebel - hard based)	\$1.50 each per function	595		S
<input checked="" type="checkbox"/> Chairs - White Outdoor, with armrest	\$1.50 each per function	185	70	\$105
<input type="checkbox"/> Chairs - White Barrel	\$1.50 each per function	175		S
<input type="checkbox"/> Portable P.A. System	\$34.00 per day	1		S
<input type="checkbox"/> Data Projector	\$35.00 per day	1		S
<input type="checkbox"/> Data Screen <input type="checkbox"/> Whiteboard <input checked="" type="checkbox"/>	Nil	1		S
<input checked="" type="checkbox"/> Panels (Sheep)	\$9.00 per week	69		\$621
<input type="checkbox"/> Panels (Cattle)	\$9.00 per week	79		S
<input type="checkbox"/> New Portable Stage (2 x 1m - 12 pieces)	\$91.00 per function	1		S
<input checked="" type="checkbox"/> QantasLink Marquee - 6 x 3	Nil	1		S
<input checked="" type="checkbox"/> BBQ Trailer (no gas bottle supplied)	\$70.00	1		\$70

Cleaning Cleaning (facility, not left clean) Cost + 25% \$ Overdue key fee (per key) \$14.50/week \$

\$958.50

		Standard	Decorative	Stainless Steel
Tables (on wheels / Hall Only)	30	N/A	N/A	N/A
Chairs – Black (Hall Only)	100	N/A	N/A	N/A
Chairs – Black, padded (Hall Only)	20	N/A	N/A	N/A
Dinner Plates	236	70	121	N/A
B & B Plates	214	330	30	N/A
Dessert Bowls	115	178	156	N/A
Knives	175	N/A	103	N/A
Forks	218	N/A	117	N/A
Tea Spoons	177	N/A	18	N/A
Dessert Spoons	243	N/A	150	N/A
Soup Spoons	249	N/A	N/A	N/A
Salt Shaker	36	Short – 7	N/A	N/A
Pepper Shaker	39	Short – 7	N/A	N/A
Sugar Bowls	12	S/Steel – 9	N/A	N/A
Coffee Mugs	125	Assorted – 3	N/A	N/A
Teacups (without Logo)	133 (logo)	30	36	N/A
Cappuccino style cups	52	N/A	N/A	N/A
Glasses – Small drinking	8	20	N/A	N/A
Glasses – Other (various sizes)	24	7	N/A	N/A
Glasses – Tall wine	108	N/A	N/A	N/A
Glasses – Round wine	18	N/A	N/A	N/A
Milk Jugs (Small)	2	10	N/A	N/A
Milk Jugs (Med)	2	N/A	N/A	N/A
Milk Jugs (Large)	9	2	N/A	N/A
Water Jugs - Glass	6	N/A	N/A	N/A
Water Jugs – Plastic	26	2	N/A	N/A
Bain Marie	Large	Medium	Small – 2	Medium
PA System	1	B/Cast Box 1	N/A	1

Decorator Items – Please indicate number required. Subject to availability

Item	Price	Quantity Available	Quantity required	Total
Tablecloths Round – suits 1800	\$3.50 each	26		
Tablecloths – Rectangle 137 x 244cm	\$3.50 each	20		
Chair covers	\$1.50 each	168		
Napkins	\$0.50 each	200		
Brandy Bowls	\$2.50 each	23		
Linen must be cleaned and ironed prior to being brought back		<input type="checkbox"/> Cleaning of Linen - \$6.50ea	<input type="checkbox"/> Ironing of Linen - \$12.00ea	

Linen is to be collected from Barcaldine administration Office during Office hours. Linen is to be cleaned, ironed and returned within 7 days of function (chair covers don't require ironing). Charges apply if not returned clean: Cleaning of linen \$6.50 per item, Ironing of linen \$12.00 per item.

Declaration

Lodgement of the Application for Hire form with or without your signature constitutes your acceptance of the Terms & Conditions of Hire and you agree to comply in all respects to the Barcaldine Regional Council Conditions of Hire for Council venues and equipment.

Applicant Signature _____

Date _____

OFFICE USE ONLY

Community Hall hire	\$	(1031-1000-0000)	Light Hire	\$	(1042-1000-0000)
Showground hire	\$	(1042-1000-0000)	Cleaning	\$	(1031-1000-0000)
Equipment hire	\$	(1043-1000-0000)	Decorator Items	\$	(1043-1000-0000)
Set-up fee / Delivery &/or Collection	\$	(1043-1000-0000)	Date Received:		
Bond – Venue (9991-5200-0060)	\$200.00	Receipt No.	Booking Number:		
Bond – Equipment (9991-5200-0060)	\$100.00	Receipt No.	Date booked in Diary:		
Total	\$	Receipt No.	Booked in Diary by:		

DEPOT STAFF: _____

Received date: _____

Delivery required?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Collection required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Showground / Depot	Collections 10.00am to 2.30pm Was the equipment returned within timeframe?	Returns 7.00am to 10.00am	Yes <input type="checkbox"/> No <input type="checkbox"/>
Office	Collections 10.00am to 4.30pm Was the equipment returned within timeframe?	Returns 8.00 to 10.00am	Yes <input type="checkbox"/> No <input type="checkbox"/>
Venue Hire	Has the venue been left neat and tidy? Are there any damages (venue or equipment) to report?		Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>

Received date: _____

Any further fees to be invoiced? Yes No \$ _____

Will bond be returned? Yes No \$ _____

Debtor Officer _____ Invoice No _____ Processed Date _____

Creditor Officer _____ Cheque No _____ Processed Date _____

Admin Officer _____ Date _____

Conditions of Hire for Council Venues and/or Equipment

Assessment of a Request for Assistance

Application Number: RA34202324
 Community Group: Qld Goat Producers Inc

ID _____ Box _____

Is the Community Group Eligible

The community organisation is incorporated or is sponsored by an incorporated body.

Yes No

The grant must be for a project, activity or event within the Barcaldine Regional Council area or provide a direct benefit to the Barcaldine Regional Council community.

Yes No

The organisation does not have outstanding debts to Barcaldine Regional Council.

Yes, no outstanding debt No, the community group has an outstanding debt

If no to any of the questions above, the community group is ineligible and will not be granted funding.

If eligible for funding, please move to the assessment criteria

Assessment Criteria

Assessment Criteria | Results System | Webpage Assessment Results

a. The benefit of the project, activity or event to the community	The community will be fully benefited from the project, activity or event - 30	30	0
	The community will be somewhat benefited from the project, activity or event - 15		
	The project, activity or event will only benefit the community group that is involved - 10		
	There is no benefit to the community - 0		
b. The benefit of the project, activity or event to the community organisation	The community group will be fully benefited from the project, activity or event - 30	30	0
	The community group will be somewhat benefited from the project, activity or event - 15		
	There will be limited benefit to the community group - 10		
	There is no benefit to the community group - 0		

Assessment Criteria	Rating System	Weighting	Assessment Result
c. The support of the project, activity or event for local businesses	Actively buying from local businesses and the project, activity or event will generate income for the local businesses (eg. Accommodation, fuel) - 10	10	5
	Some local businesses will be supported and the project, activity or event will generate some income for the local businesses - 5		
	All buying will be from outside the Barcaldine region and no local business will benefit from the project, activity or event - 0		
d. The ability of the organisation to fund the project, activity or event from other sources	Is actively sourcing funds from other sources - 5	20	15
	No attempt to source funding from other projects, activities or events - 0		
	Over \$50,000 - 5		
e. The amount of grants previously received in the current financial year	No previous requests - 10	10	10
	Under \$1,500 - 5		
	Over \$1,500 - 0		
TOTAL		100	30

Assessment Outcome

It is recommended that funding is provided?

Yes

No

Name

Jenny Lawrence

Signature

Date

21/12/2023

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item No: 3.2.3
Subject Heading: Request for Assistance – Outback Trailblazer Reunion
Author and Title: Karyn Coomber, District Manager
Classification: (if confidential)

Summary: This report is presented to Council for consideration to be given to providing a donation to the Outback Trailblazer Reunion Concert to be held at the Jump-Up.

Officer's Recommendation:

That Council approves a \$5,000.00 donation, by way of fee waiver and council works to prepare the Jump-Up for this event.

Background

The Trailblazer Rally ran for many years, with the last event back in 2013. Barcaldine Regional Council used to have a car participate in this event over the years. The last event held out here was at the Jump-Up, this included a concert and a meal. The local school choir participated in this event as well. This event raised money for Angel Flight, a very worthy cause for regional/remote Queensland.

Lance Smith reached out to Kevin Wiltshire and myself in July last year with the idea of 'The Great Trailblazer Reunion'. We have been working with Lance to make this a reality and bring them back to the Jump-Up. It has certainly grown from then, not only a concert with Tania Kernaghan (Patron) and Jason Owens, but it will also include the local school choir who will perform with Tania. This event will now be a concert for 200 people and include a two-course meal.

The \$5,000.00 will go towards:

- Showground Kitchen
- Generator x 2
- Bus x 2
- Lighting Towers x 2
- Tables x 45
- Chairs x 220
- Marquees x 2
- Bain-maries x 3
- Barcaldine Regional Council costs to prepare the access road and clear/clean the area.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

The Alpha Jockey Club will also be assisting with this event, donating some of their equipment and time.

The event will be using a local to cater for this event.

Local businesses will benefit from this event; from the Caravan Park, Fuel stations, SPAR, to other businesses within our region as the rally passes through.

Council will be selling 100 tickets to the event, with \$5.00 from every ticket sold going to Angel Flight and the remainder of the money to cover the cost of the two-course meal. The other 100 tickets are for the rally participants, entertainment, media and VIP guests.

We have sold over half of our ticket allocation already and this event is currently the talk of the town.

Corporate Plan

Theme 1: Community

- To bring the community together in a social environment
- Support a worthy charity.

Theme 4: Economy – support to local businesses.

Consultation

Senior Works Supervisor

Policy Implications

Nil

Budget and Resource Implications

Not currently budgeted

Risk Management Implications

Nil

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item No: 3.2.4
Subject Heading: Request For Assistance – Jericho State School
Author And Title: Karyn Coomber – District Manager
Classification: (If Confidential)

Summary: This report is presented to Council for consideration to be given to provide a water solution to the Jericho State School's Oval Upgrade Project.

Officer's Recommendation: That Council agrees to a 50/50 partnership with the Jericho State School to provide access to non-potable water from existing bore behind the Jericho State School Oval.

Background

Jericho State School would like to upgrade the Oval for future school sports and inter-school sports carnivals. Alpha State School have indicated their interest in attending an athletics carnival hosted by Jericho State School, this event has not been held in over 20 years.

Jericho does not currently have an oval/green space for community gatherings, events and markets. This would be a good space that allows community access to hold such events. The future use of the oval could also cater for the school's fun/color run and community events like a cricket day.

The school has indicated they would contribute \$20,000 for the installation of pipes etc. to their undercover multipurpose courts. They are also going to supply the infrastructure to collect, pump and irrigate the oval.

The school is seeking a waiver of water costs to assist in getting this project off the ground. Council currently do not charge for non-potable water in our Fees and Charges.

The below quotes have been provided by our Senior Works Supervisor – Kevin Wiltshire in consultation with our plumber Mark Franklin.

Section 1
Jericho Bore to School Boundary fence.
Supply and Install 297m of 90mm HDPE pipe plus fittings.
Price: Materials - \$12000
Labour - \$8000
TOTAL = \$20000

Section 2
School Boundary Fence across oval to Water Tanks .
Supply and Install 151m of 90mm HDPE pipe plus fittings.
Price: Materials - \$6000
Labour - \$2000
TOTAL =\$8000

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

The above quote would leave the school approximately \$6,000 to purchase a pump and irrigation supplies as well as an additional water tank if required.

The proposal is to use non-potable water to reduce the necessity of the water going through the water treatment plant.

Benefits to this proposal are that Jericho currently do not have a sports oval for community use. Jericho State School will maintain the oval at no ongoing cost to the Council.

Link to Corporate Plan

Theme 1: Community

- Have inviting green spaces in built up areas for rest, recreation and wellbeing
- To bring the community together in a social environment

Consultation

Senior Works Supervisor and Plumber

Policy Implications

Nil

Budget and Resource Implications

Not currently budgeted, propose use of surplus funds in Capital Budget

Risk Management Implications

No additional pressure on the Water Treatment Plant as the water is connected to the bore

Asset Management Implications

Capital item, which will depreciate

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.2.5
Subject Heading: Request for Assistance – Alpha Show Society
Author and Title: Karyn Coomber – District Manager
Classification: (if confidential)

Summary: Consideration to be given by Council to approve an in-kind donation and fee waiver for the hire of equipment for the Alpha Show 2024.

Officer’s Recommendation: That Council continues to support the local regional show by way of an in-kind donation and fee waiver for the hire of the Showground and three generators.

Background

The regional show is an important event on the social calendar for the Alpha and Jericho communities, where they can come together and support local talent and enjoy great entertainment.

Council has previously supported Alpha Show Society in their endeavors to keep a regional show in our remote area. This event brings our community together in a social environment, local talent can be showcased to visitors in the area and great entertainment for everyone to enjoy.

Total amount requested is \$2,085.00.

The ongoing support from Council means the costs can be at a reasonable price so families from Alpha and Jericho can attend.

Link to Corporate Plan

Theme I: Community – to bring the community together in a social environment

Consultation

Nil

Policy Implications – Nil

Budget and Resource Implications – Nil

Risk Management Implications – Nil

Asset Management Implications – Nil

Legal Implications – Nil

Request for Assistance (Grants to Community Organisations)

Use this form if you are a community organisation and request financial assistance. **ID 216166 Box 2030**
Please ensure you have read the Community Grants Policy before completing this form. All answers and bank statements must be provided as per the policy

Organisation Information

Organisation Name
Alpha Show Society

Postal Address
PO Box 62 Alpha 4724

A recent copy of the organisation bank statement is **attached**.

Grant information

Date assistance is required by 20/5/2024 - 22/05/2024

Type of assistance:

Cash donation Estimated dollar amount of assistance:

Donation to be used for:

In-kind assistance Estimated dollar amount of assistance: \$1000

Assistance requested for: sand for kids and dust supression water truck.

Fee waiver Estimated dollar amount of assistance: \$149

Waiver for: 2 day hire of Showgrounds @ \$74.50 per day.

Plant Hire Estimated dollar amount of assistance: \$936

Items requested: Generators x3 @ \$312.00ea = \$936

Description/amount of assistance requesting

Main location of activity for this project, event and/or activity

Alpha Jericho Barcaldine Aramac Murrumbidgee

How will the community benefit from this assistance?

Entry fee: Small donation for entry fee to the Local mens shed

Great entertainment and a place to showcase local talents and get out and be social.

How will your organisation benefit from this assistance?

Reductions in costs

How will your organisation support local businesses with the delivery of this project, activity or event?

We use local suppliers when ever feasible to purchase catering, drinks etc

Demonstrate that attempts have been made to raise funds from other sources by providing details and outcomes of attempts e.g. raffles, funding raising initiatives, other grants or subsidies applied for. Describe your current and future plans for your existing funds.

We have applied for an received grants for tables, chairs and container to store these for our beef dinner to reduce costs of hire.

Exisiting funds we would like to use to make upgrades to the yards where our prime cattle section is held.

Have you received assistance in this financial year from Council? Yes No

If yes, what is the dollar value of assistance? _____

How will your organisation acknowledge Barcaldine Regional Council?

IN our schedule, announcer at the show, FB posts

Signature

Juliet McConochie

Date

21/11/2023

Lodgement of your application

MAIL Post to 'PO Box 191, Barcaldine QLD 4725' or fax to 07 4651 1778

IN PERSON Visit any BRC Administration Office from 8.00am to 4.30pm
Monday to Friday

Alpha 43 Dryden Street
Aramac 35 Gordon Street
Barcaldine 71 Ash Street

OFFICE USE ONLY

Approved Not approved Amount: \$ _____ DM Signed: _____

Assessment of a Request for Assistance

Application Number: RA31202324

ID _____ Box _____

Community Group: Alpha Show Society.

Is the Community Group Eligible

a. The community organisation is incorporated or is sponsored by an incorporated body.

Yes No

b. The grant must be for a project, activity or event within the Barcaldine Regional Council area or provide a direct benefit to the Barcaldine Regional Council community.

Yes No

c. The organisation does not have outstanding debts to Barcaldine Regional Council.

Yes, no outstanding debt No, the community group has an outstanding debt

If no to any of the questions above, the community group is ineligible and will not be granted funding.

If eligible for funding, please move to the assessment criteria

Assessment Criteria

Assessment Criteria	Rating System	Weighting	Assessment Results
a. The benefit of the project, activity or event to the community	The community will be fully benefited from the project, activity or event - 30	30	30
	The community will be somewhat benefited from the project, activity or event - 15		
	The project, activity or event will only benefit the community group that is involved - 10		
	There is no benefit to the community - 0		
b. The benefit of the project, activity or event to the community organisation	The community group will be fully benefited from the project, activity or event - 30	30	30
	The community group will be somewhat benefited from the project, activity or event - 15		
	There will be limited benefit to the community group - 10		
	There is no benefit to the community group - 0		

Assessment Criteria	Rating System	Weighting	Assessment Results
c. The support of the project, activity or event for local businesses	Actively buying from local businesses and the project, activity or event will generate income for the local businesses (eg. Accommodation, fuel) - 10	10	10
	Some local businesses will be supported and the project, activity or event will generate some income for the local businesses - 5		
	All buying will be from outside the Barcaldine region and no local business will benefit from the project, activity or event - 0		
d. The ability of the organisation to fund the project, activity or event from other sources	Is actively sourcing funds from other sources - ⑤	Fund in the bank under \$10,000 - 15	10
	No attempt to source funding from other projects, activities or events - 0	Between \$10,001 and \$49,999 - 10	
		Over \$50,000 - ⑤	
e. The amount of grants previously received in the current financial year	No previous requests - 10	10	10
	Under \$1,500 - 5		
	Over \$1,500 - 0		
TOTAL		100	90

Assessment Outcome

Recommended that funding is provided? Yes No

Name _____

Signature _____

Date _____

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.2.6
Subject Heading: Request for Assistance – Alpha Jockey Club
Author and Title: Karyn Coomber – District Manager
Classification: (if confidential)

Summary: This report is presented to Council for consideration to be given to providing a non-potable water solution to the Alpha Jockey Club for the maintenance and upkeep of Fordham Park.

Officer’s Recommendation: That Council agrees to provide access to non-potable water from the existing main line that runs directly passed Fordham Park.

Background

A request has been received from the Alpha Jockey Club to access non-potable water to utilise in maintaining the lawns and gardens at Fordham Park. This would greatly reduce the amount of treated water the club currently uses to maintain the green areas.

The Alpha Races is a major event for our community and brings many visitors to the area. The community all benefit from this event with money being spent at local shops, accommodation and clubs.

Having a racecourse that is well maintained will only enhance and encourage the ongoing success of this event. Other local clubs enjoy the use of these facilities throughout the year.

Having a green space for community gatherings, events and concerts will only benefit the community with no ongoing cost to the Council to maintain this area.

If the Council agrees in principle, then I will obtain a quote from our Senior Works Supervisor – Kevin Wiltshire, in consultation with our plumber Mark Franklin and present at our next Council meeting.

The proposal to use non-potable water will reduce the amount of water going through the Water Treatment Plant for maintaining a green space.

Link to Corporate Plan

Theme I: Community

- Have inviting green spaces in built up areas for rest, recreation and wellbeing

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

- To bring the community together in a social environment.

Consultation

Senior Works Supervisor and Plumber

Policy Implications

Nil

Budget and Resource Implications

Not currently budgeted, propose use of surplus funds in Capital Budget

Risk Management Implications

No additional pressure on the Water Treatment Plant as the water is connected to the bore

Asset Management Implications

Nil

Legal Implications

Nil

Water Fill Point



Water Treatment Plant



Alpha Jockey Club Inc.

ABN: 68 362 992 391

P.O. Box 9

43691 Capricorn Hwy

Alpha QLD 4724

E. alphajockeyclub@gmail.com

Kevin Wiltshire

President

P. 0429 851 108

Anna Appleton

Secretary

P. 0408 719 760

21 November 2023

Shane Gray
Barcaldine Regional Council
P.O. Box 191
Barcaldine Qld 4725
E. council@barc.qld.gov.au

cc. Sean Dillon
Mayor
Barcaldine Regional Council
E. dillon@barc.qld.gov.au

Dear Shane,

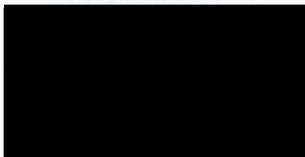
The Alpha Jockey Club Inc. would like to request to access to non-potable water, running through the main line from the Aerodrome Bore to the Alpha water treatment plant.

The main line runs directly passed Fordham Park, and the club would be utilising the water for lawns and garden areas, which would greatly reduce the amount of treated water the club currently uses.

We look forward to your reply, with any available options. And, if you have any queries, please do not hesitate to contact either Kevin Wiltshire or myself on the above number.

Kind regards,

Anna Appleton



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2023
Item No: 3.2.7
Subject Heading: Budget Review 2 – 2023/2024 Budget Amendment
 Author and Title: Daniel Bradford, Director Corporate And Financial Services
 Classification: (If Confidential)

Summary: This report considers an amendment to the current budget for 2023/2024. Council adopted the Annual Budget on 27 June 2023, this was subsequently amended in November 2023. Council officer's have reviewed the revenue and expenditure items to date this financial year and made some amendments based on additional information that has become available since the last review. The period reviewed is between 1 July 2023 to 31 December 2023. Section 170(3) of the Local Government Regulation 2012 provides for Council to amend the budget at any time before the end of the financial year.

Following a detailed review, there have been a large number of changes to revenue and expenditure budgets. However, these changes have been able to be achieved without needing any adjustments to the budgeted financial statements adopted in November 2023. Overall, the operational result remains unchanged with a small surplus forecast for this year for the value of \$32,051.

Officer's Recommendation: That Council:

- 1. Receives the Amended Operational Budget Support Report for Income and Expenditure detailed in the attachment.**
- 2. Receives the Project Progress Summary included in the attachment of this report.**

Background

Undertaking quarterly budget reviews promotes improved financial management and accountability through regular consideration of performance against budget. This process has seen officers review actuals and balance the progress against individual budgets. As result of this review, officers are recommending changes to the budget adopted in November 2023. The adjustments are detailed below:

Revenue	BR1 Budget	Amended Budget – BR2	Variance	Note
Operating Revenue				
Goal 1 – Community	\$2,719,042	\$2,594,762	-\$124,280	1
Goal 2 – Services	\$13,715,050	\$13,899,546	\$184,496	2
Goal 3 – Transport	\$34,567,087	\$35,328,367	\$761,280	3
Goal 4 – Economy	\$392,659	\$459,500	\$66,841	4
Goal 5 – Governance	\$24,688,683	\$25,772,029	\$1,083,346	5
TOTAL Revenue	\$76,082,521	\$78,054,204	\$1,971,683	

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Notes

1. The major adjustment made in Goal 1 – Community, related to the consolidation of budgets for council housing.
2. Officers have applied some revised estimates to rates, fees and charges across this goal. This sees some increases in revenue expectations.
3. Goal 3 – Transport, officers are recommending the allocation of revenue to the state roads network. While there are no new projects, some supplementary works related to the Capricorn Highway job has seen funds come in for work. This is largely offset by the associated expenditure budget.
4. The major change in Economy for revenue is an increase to fees collected at our Campgrounds. Aramac has seen a large increase in fees with most other facilities across the region similar or slightly higher than this time in previous years. Also, there is minor increase to the dip yard fees as well.
5. There have been further amendments to the estimated Federal Assistance Grant expected in June 2024 – also an increase in Investment Interest due to improved interest rates.

Expenses	Adopted Budget	Amended Budget	Variance	Note
Operating Expenditure				
Goal 1 – Community	\$6,807,354	\$7,031,315	\$223,961	1
Goal 2 – Services	\$12,137,171	\$12,075,676	-\$61,495	2
Goal 3 – Transport	\$34,101,412	\$34,851,412	\$750,000	3
Goal 4 – Economy	\$1,796,194	\$1,766,493	-\$29,701	4
Goal 5 – Governance	\$13,813,991	\$14,902,910	\$1,088,919	5
TOTAL Expenses	\$68,656,122	\$70,627,806	\$1,971,684	

Notes for Expenditure

1. The major adjustment made in Goal 1 – Community, related to the consolidation of budgets for council housing. Also some identified costs savings were also adjusted.
2. Council’s commercial services costs are lower than originally budgeted and so this has been adjusted to reflect the revised expectations. Also the cost of insurance for plant was lower than expected. This is largely offset with the cost of public liability and other insurances which are in the Governance Goal.
3. Budget established for further works being undertaken on the Capricorn Highway following the completion of the project last financial year.
4. Various changes in expenses in Economy with increases in tourism expenses offset by a reduction in town planning costs.
5. In Governance, there has been an increase in employee expenses largely due to these positions being vacant at the time of budget being developed. These roles have since been filled and now allowed for in the proposed budget figures.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Capital Works

The capital works program has been reviewed with a fair amount of uncertainty still existing for some of the carried forward projects. Officers have previously flagged various projects in the water and sewerage space which have already gone significantly over budget. These projects are working to various issues with project managers seeking to get these projects to a stage we can close them out, before reassessing the situation to submit further project requests.

Link to Corporate Plan

Theme 5: Governance

- Develop systems to better inform investment decisions (including return and whole of life costs)
- Continue reviewing policies and strategic plans for relevancy and currency
- Improved project management and budget compliance.

Consultation

Supervisors and senior management

Policy Implications

There are no amendments to policy in this report

Budget and Resource Implications

This report is recommending amendments to the budget for 2023/2024. The amendments in this report see Council remain within the relevant financial sustainability measures forecast for the current year and next nine years. This is an improvement from the adopted budget position.

Risk Management Implications

The budget review identified some budget risks which are yet to be fully understood what the total financial implications could be. Officers are working through these to provide a clearer understanding for future consideration by Council. It is important to still identify these as budget risks. These include:

- Barcaldine Waste Facility – a potential revised operation to meet requirements set out by the Governing bodies and to manage Council’s overall risk exposure due to fires and user safety. While this has commenced some likely capital expenditure is required.
- Water Treatment Plant maintenance and operational management – additional work has been identified at some of Council’s water treatment plants.
- Council is awaiting a decision on the award wage increase which could potentially result in an increase above budgeted expectations.
- Council has recently agreed to lease a Stabiliser to supplement its road program. The accounting treatment of this asset is still being worked through.

Contingent amounts have remained with the budget for future consideration if required.

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

Asset Management Implications

Nil beyond those previously identified

Legal Implications

Nil

Attachments

Capital 2022/2023 Carried Forwards									
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance	
Communities	8	3	38%	\$ 1,383,000	\$ 672,224	\$ 175,021	\$ 847,245	\$ 535,755	
Services	27	14	52%	\$ 5,960,160	\$ 6,849,878	\$ 1,185,775	\$ 8,035,653	-\$ 2,075,493	
Transport	7	1	14%	\$ 2,650,000	\$ 2,136,498	\$ 598,626	\$ 2,735,124	-\$ 85,124	
Economy	4	1	25%	\$ 1,220,000	\$ 117,923	\$ -	\$ 117,923	\$ 1,102,077	
Governance	2	0	0%	\$ 510,000	\$ 1,889	\$ -	\$ 1,889	\$ 508,111	
Total	48	19	40%	\$ 11,723,160	\$ 9,778,412	\$ 1,959,421	\$ 11,737,833	-\$ 14,673	

Goal 1 : Communities												
			Completed within the Budget									
			Overspent within reasonable budget limits									
			Overspent by more than 10% of budget									
Project	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source	
Carry Forward Projects 2023												
Community Halls												
Chambers	Sound and Video Equipment	Barcaldine	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	Planning	1/09/2023	30/06/2024	Council	
Swimming Pools												
Swimming Pool	Upgrade Pool	Barcaldine	\$ 500,000	\$ 235,121	\$ 170,141	\$ 94,738	47%	In Progress		30/06/2024	W4Q	
Showground												
Barcaldine Showground Upgrades	Toilets and Grandstand	Barcaldine	\$ 250,000	\$ 237,733	\$ 4,880	\$ 7,387	95%	Complete		31/12/2023	LRCIP 3	
Alpha Showgrounds Upgrades	Lights , Electricity and Sound	Alpha	\$ 160,000	\$ 3,391		\$ 156,609	2%	Procurement	1/05/2023	30/06/2024	LRCIP 3	
Jericho Showground Upgrades	Mens Shed	Jericho	\$ 50,000	\$ 61,681		-\$ 11,680.85	123%	Complete		31/01/2024	LRCIP 3	
Aramac Showground Upgrades	Parking	Aramac	\$ 50,000	\$ 18,289	\$ -	\$ 31,711	37%	In Progress	1/12/2023	31/01/2024	LRCIP 3	
Muttaborra Rec ground Upgrades	Toilets	Muttaborra	\$ 73,000	\$ 116,010		-\$ 43,010	159%	Complete		30/09/2023	LRCIP 3	
Emergency Services												
Priority Flood Cameras		Regional	\$ 200,000	\$ -	\$ -	\$ 200,000	0%	Not Proceeding			QRA/TMR/Council	
GOAL 1: COMMUNITIES TOTAL			\$ 1,383,000	\$ 672,224	\$ 175,021	\$ 535,755	49%					

GOAL 2: SERVICES			Completed within the Budget								
			Overspent within reasonable budget limits								
			Overspent by more than 10% of budget								
	Project	Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023											
Water											
	Water Mains	Regional	\$ 250,000	\$ -	\$ -	\$ 250,000	0%	As required			Council
	Acacia Street Bore	Barcaldine	\$ 900,000	\$ 1,154,702	\$ 311,759	-\$ 566,461	128%	Complete	1/07/2022	31/12/2023	LRCIP2 / Council
	Solar Panels Acacia St - Fencing	Barcaldine	\$ 25,000		\$ -	\$ 25,000	0%		1/01/2024	30/06/2024	Council
	SCADA and Telemetry System	Regional	\$ 800,000	\$ 1,038,908	\$ 782	-\$ 239,690	130%	In progress	1/07/2022	30/06/2024	Loan
Sewerage											
	Sewerage Treatment Plant - Stage 1 - Reuse Water Treatment	Barcaldine	\$ 910,000	\$ 1,303,563	\$ 126,643	-\$ 520,206	143%	In progress			W4Q-Covid \$600,000
	Sewerage Treatment Plant - Trickling	Barcaldine	\$ 785,000	\$ 1,251,441	\$ 145,535	-\$ 611,976	159%	In progress			LGGSP \$622,000
Waste Management											
	Landfill Site Rehabilitation	Aramac	\$ 100,000	\$ 100,522		-\$ 522	101%	Complete	1/07/2023	30/09/2023	Council
	SCADA and Telemetry System	Regional	\$ 400,000	\$ 464,443	\$ -	-\$ 64,443	116%	In progress	1/07/2022	30/06/2024	Loan
Plant and Workshops											
	Plant Replacement 2022/2023 Program	Regional	\$ 1,790,160	\$ 1,536,299	\$ 601,056	-\$ 347,195	86%	Ordered	1/07/2022	31/12/2023	
GOAL 2: SERVICES			\$ 5,960,160	\$ 6,849,878	\$ 1,185,775	-\$ 2,075,493	115%				

GOAL 3: TRANSPORT			Completed within the Budget									
			Overspent within reasonable budget limits									
			Overspent by more than 10% of budget									
	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
	Aramac-Jericho Road	2.6km Seal	Aramac	\$ 900,000	\$ 914,927	\$ 149,661	-\$ 164,588	102%	Final Seal		30/04/2024	LRCIP 3
	Beech Street (Acacia to Boree)	Kerb and channel	Barcaldine	\$ 400,000	\$ 463,692	\$ 26,177	-\$ 89,869	116%	Complete		31/08/2023	TIDS/R2R
	Stagmount Road	Floodway upgrade	Aramac	\$ 100,000	\$ 1,496		\$ 98,504	1%	Planning	1/02/2024	30/06/2024	R2R
	Rural Addressing Signage	Properties Road Signage	Regional	\$ 100,000	\$ 92,065	\$ -	\$ 7,935	92%	In Progress		30/04/2024	LRCIP 3
	Narbethong Road	Bitumen and seal	Barcaldine	\$ 400,000	\$ 227,307	\$ 231,437	-\$ 58,744	57%	Awaiting Final Seal		30/04/2024	LRCIP 3
	Craven Road	Pave and Seal	Alpha	\$ 650,000	\$ 428,016	\$ 187,665	\$ 34,319	66%	Awaiting Final Seal		30/04/2024	R2R
	Box street (Ash to Elm)	Kerb and channel	Barcaldine	\$ 100,000	\$ 8,995	\$ 3,686	\$ 87,319	9%	Design Phase	1/02/2024	30/06/2024	R2R
GOAL 3: TRANSPORT - TOTAL				\$ 2,650,000	\$ 2,136,498	\$ 598,626	-\$ 85,124	81%				

GOAL 4: ECONOMY				Completed within the Budget								
				Overspent within reasonable budget limits								
				Overspent by more than 10% of budget								
	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
Agriculture												
	Dip Yards	Upgrades	Alpha	\$ 50,000	\$ 37,215	\$ -	\$ 12,785	0%	Phase 2 commenced	1/04/2023	30/06/2024	Council
Economic												
	Barcaldine Renewable E Zone	Contribution	Regional	\$ 1,000,000	\$ 8,652	\$ -	\$ 991,348	0%	In Progress			Council
Tourism												
	Alpha Gates	Entrance Gate	Alpha	\$ 70,000	\$ 72,056		-\$ 2,056	103%	Complete	1/03/2023	30/09/2023	W4Q 22-24
	Public Rest Area	Sculpture Trail	Regional	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	Procurement	1/12/2023	30/06/2024	LRCIP 3
GOAL 4: ECONOMY - TOTAL				\$ 1,220,000	\$ 117,923	\$ -	\$ 1,102,077	10%				

GOAL 5: GOVERNANCE				Completed within the Budget								
				Overspent within reasonable budget limits								
				Overspent by more than 10% of budget								
	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
	Admin Office Upgrades	Renovation	Barcaldine	\$ 350,000	\$ 1,889	\$ -	\$ 348,111	1%	Planning	1/01/2024	30/06/2024	Council
	Council Housing	Special Maintenance	Regional	\$ 160,000	\$ -		\$ 160,000	0%	Procurement	1/05/2023	31/03/2024	LGSSP/ Council
GOAL 5: GOVERNANCE - TOTAL				\$ 510,000	\$ 1,889	\$ -	\$ 508,111	0%				

Capital projects 2023/2024									
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance	
Communities	17	5	29%	\$ 899,500	\$ 162,826	\$ 55,112	\$ 217,938	\$ 681,562	
Services	31	3	10%	\$ 3,263,800	\$ 278,760	\$ 2,567,189	\$ 2,845,949	\$ 417,851	
Transport	13	1	8%	\$ 3,363,000	\$ 293,315	\$ 77,240	\$ 370,555	\$ 2,992,445	
Economy	0	0	0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Governance	2	0	0%	\$ 328,000	\$ 64,720	\$ -	\$ 64,720	\$ 263,280	
Total	63	9	14%	\$ 7,854,300	\$ 799,621	\$ 2,699,541	\$ 3,499,162	\$ 4,355,138	

Capital Projects	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Community Buildings Program			\$ 749,500	\$ 64,302	\$ 55,112	\$ 700,086	9%				
	Barcaldine Recreation Park Stage 3	Barcaldine	\$ 415,000			\$ 415,000	0%	Not yet commenced	1/10/2023	30/06/2024	Sport & Rec Grant
	Alpha Showgrounds Lights Renewal	Alpha	\$ 75,000			\$ 75,000	0%	Procurement	1/09/2023	30/04/2024	
	Aramac Town Hall Bathroom	Aramac	\$ 50,000			\$ 50,000	0%	Planning	30/04/2024	30/06/2024	
	Barcaldine Goods Shed Refurb/Upgrade	Barcaldine	\$ 39,500	\$ 57,492	\$ 4,545	-\$ 22,538	146%	Complete	1/07/2023	31/08/2023	Community Contribution
	Barcaldine Pool BBQ & Tables	Barcaldine	\$ 10,000	\$ 6,810	\$ 5,301	-\$ 2,111	68%	Procurement	1/09/2023	30/04/2024	
	Barcaldine Pool Canteen Renewal	Barcaldine	\$ 10,000	\$ -	\$ 4,985	\$ 5,015	0%	Procurement	1/09/2023	30/04/2024	
	Barcaldine Showgrounds Fence	Barcaldine	\$ 20,000			\$ 20,000	0%	Planning	1/02/2024	30/06/2024	
	Jericho Showgrounds Facilities Renewal	Jericho	\$ 30,000			\$ 30,000	0%	Planning	1/09/2023	30/06/2024	
Anzac Memorial Enhancement Program			\$ 50,000			\$ 50,000	0%				
	Alpha Anzac Park Upgrade	Alpha	\$ 20,000			\$ 20,000	0%	Procurement	1/01/2024	31/03/2024	
Cemetery Fencing Program			\$ 50,000			\$ 50,000	0%				
	Alpha Cemetery Fence	Alpha	\$ 44,308		\$ 40,280	\$ 4,028	0%	In Progress	1/09/2023	31/03/2024	
	RSL Memorial at Cemetery	Barcaldine	\$ 5,692			\$ 5,692	0%	Planning	1/07/2023	31/03/2024	
Community Equipment Replacement Program			\$ 130,000	\$ 98,524	\$ -	\$ 31,476	76%				
	Alpha Showgrounds Pump Replacement	Alpha	\$ 14,000			\$ 14,000	0%	Procurement	1/07/2023	31/12/2023	
	Aramac Pool Cleaner Replacement	Aramac	\$ 8,000	\$ 7,326		\$ 674	92%	Complete	1/07/2023	31/08/2023	
	Barcaldine Pool Cleaner Replacement	Barcaldine	\$ 16,000	\$ 13,229		\$ 2,771	83%	Complete	1/07/2023	8/09/2023	
	Cemetery Shoring Equipment	Barcaldine	\$ 22,000	\$ 10,369	\$ -	\$ 11,631	47%	Complete	1/08/2023	31/12/2023	
	TV Equipment Replacement	Regional	\$ 70,000	\$ 67,600		\$ 2,400	97%	Complete	1/09/2023	31/12/2023	
	Aramac Camping Grounds Caravan Sites	Aramac	\$ 50,000			\$ 50,000	0%	In Progress	29/02/2024	30/03/2024	
GOAL 1: COMMUNITIES TOTAL			\$ 899,500	\$ 162,826	\$ 55,112	\$ 781,562	18%				

Capital Projects		Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Comp	Funding Source
Water											
	Generator - Alpha WTP	Alpha	\$ 60,000	\$ 1,366		\$ 58,634	2%	Planning	1/09/2023	30/06/2024	
	Jericho WTP Renewal	Jericho	\$ 30,000			\$ 30,000	0%		1/02/2024	30/06/2024	
Sewerage											
	Sewerage Manholes Relining	Regional	\$ 96,000			\$ 96,000	0%	Reviewing			
	Sewerage Mains	Regional	\$ 150,000	\$ 1,467		\$ 148,533	1%	Procurement with RAPADWSA	1/07/2023	30/06/2024	
Plant and Workshops											
	Plant Replacement Program	Regional	\$ 2,820,000	\$ 170,538	\$ 2,567,189	\$ 82,273	6%	In Progress	1/07/2023	30/06/2024	
	Workshop 75T Press	Regional	\$ 17,800	\$ 15,294		\$ 2,506	86%	Complete	1/07/2023	30/09/2023	
	Workshop 6 Post Vehicle Hoist	Aramac	\$ 82,000	\$ 82,000	\$ -	\$ -	100%	Complete	1/07/2023	30/09/2023	
	Workshop Tyre Safety Cage	Aramac	\$ 8,000	\$ 8,095		-\$ 95	101%	Complete	1/07/2023	30/09/2023	
Waste Management											
GOAL 2: SERVICES			\$ 3,263,800	\$ 278,760	\$ 2,567,189	\$ 417,851	9%				

Capital Projects	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Com
Rural Road and Town Streets										
	Cattle Crossloading Facility	Alpha	\$ 100,000			\$ 100,000	0%	Procurement	1/10/2023	31/03/2024
	Craven Road Sealing	Alpha	\$ 100,000	\$ 100,000		\$ -	100%	In Progress		30/04/2024
	School Pickup Upgrade	Barcaldine	\$ 65,000	\$ 6,550		\$ 58,450	10%	Planning	1/12/2023	31/01/2024
Regional Floodway Upgrade Program										
	Tumbar Road - Sunday Creek	Jericho	\$ 60,000			\$ 60,000	0%	Planning	1/11/2023	28/02/2024
	Stagmount Road Floodways x2	Muttaburra	\$ 200,000			\$ 200,000	0%	Planning	1/11/2023	28/02/2024
	Gravel crossings - various	Muttaburra	\$ 40,000			\$ 40,000	0%	Planning	1/02/2024	30/06/2024
Sealing Rural Roads Program										
	Star Downs Road Sealing	Alpha	\$ 800,000	\$ 4,930		\$ 795,070	1%	Design Phase	1/01/2024	30/06/2024
	Town Streets Reseal Program	Regional	\$ 1,200,000	\$ 133,835	\$ 77,240	\$ 988,925	11%	Awarded	1/09/2023	30/04/2024
Town Streets Upgrade and Renewals										
	Box Street K & C	Barcaldine	\$ 100,000			\$ 100,000	0%	Design Phase	1/02/2024	30/06/2024
	Willow Street K & C	Barcaldine	\$ 350,000			\$ 350,000	0%	Planning	1/02/2024	30/06/2024
	Gordon Street Rehabilitation	Aramac	\$ 200,000			\$ 200,000	0%	Planning	1/03/2024	30/06/2024
Pathways										
	Booker Street	Aramac	\$ 100,000			\$ 100,000	0%	Procurement	1/01/2024	30/04/2024
	Porter Street	Concrete Footpath	\$ 48,000	\$ 48,000		\$ -	100%	Complete	1/09/2023	1/01/2024
GOAL 3: TRANSPORT - TOTAL			\$ 3,363,000	\$ 293,315	\$ 77,240	\$ 2,992,445	9%			

Capital Projects	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Complet
Council Housing										
	Housing Renewal Program	Regional	\$ 250,000	\$ 23,034		\$ 226,966		In Progress	1/07/2023	30/06/2024
	IT Equipment Replacement Program	Corporate	\$ 78,000	\$ 41,686	\$ 6,262	\$ 30,052		In Progress	1/07/2023	30/06/2024
GOAL 5: GOVERNANCE - TOTAL			\$ 328,000	\$ 64,720		\$ 257,018	20%			

Operational Projects 2023/2024									
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance	
Communities	6	1	17%	\$ 555,500	\$ 38,243	\$ -	\$ 38,243	\$ 517,257	
Services	6	0	0%	\$ 665,000	\$ 104,528	\$ 22,361	\$ 126,889	\$ 538,111	
Transport	7	0	0%	\$ 47,830,342	\$ 1,974,144	\$ 2,364,393	\$ 4,338,537	\$ 43,491,805	
Economy	1	0	0%	\$ 22,000	\$ -	\$ -	\$ -	\$ 22,000	
Governance	8	1	13%	\$ 828,750	\$ 78,708	\$ -	\$ 78,708	\$ 750,042	
Total	28	2	7%	\$ 49,901,592	\$ 2,195,623	\$ 2,386,754	\$ 4,582,376	\$ 45,319,216	

Special Operating Projects	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion
Community Support										
	School Awards Night	Regional	\$ 1,500	\$ 1,264		\$ 236	84%	Complete	1/10/2023	31/12/2023
Parks Gardens and Open Spaces										
	Jericho Sprinkler System Repairs	Jericho	\$ 10,000			\$ 10,000	0%	Procurement	1/08/2023	30/06/2024
Sports and Recreation										
	Barcaldine Rec Park Drainage	Barcaldine	\$ 20,000			\$ 20,000	0%	Planning	1/07/2023	31/05/2024
	Masterplan of Showgrounds and Rec Park	Barcaldine	\$ 80,000	\$ 36,979		\$ 43,021	46%	In Progress	1/07/2023	31/05/2024
Showgrounds										
	Alpha Showgrounds Maintenance	Alpha	\$ 30,000			\$ 30,000	0%	Procurement	1/01/2024	30/04/2024
Distaster Management										
	Flood Study and Action Plan	Aramac, Alpha and Jericho	\$ 414,000			\$ 414,000	0%	Procurement	1/09/2023	30/06/2023
GOAL 1: COMMUNITIES TOTAL			\$ 555,500	\$ 38,243	\$ -	\$ 517,257	7%			

Special Operating Projects		Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Completion
Water										
	Jericho WTP Maintenance Works	Jericho	\$ 250,000			\$ 250,000	0%	Planning	1/08/2023	30/06/2024
	Air Scouring of Water Mains	Regional	\$ 100,000	\$ 101,944		-\$ 1,944	102%	Completed	1/08/2023	31/12/2023
	Water Reservoir Cleanout	Regional	\$ 60,000	\$ 2,584	\$ 22,361	\$ 35,055	4%	Contract Awarded	1/08/2023	30/06/2024
Sewerage										
	Aramac STP Design	Aramac	\$ 95,000			\$ 95,000	0%	Procurement	1/07/2023	30/06/2024
	Imhoff Tap Replacement	Aramac	\$ 30,000			\$ 30,000	0%	Procurement	1/07/2023	30/06/2024
	Pump Well Vac and Clean	Aramac	\$ 10,000			\$ 10,000	0%	Not Commenced	1/01/2024	30/06/2024
Plant and Workshops										
	Fuel Monitoring System	Regional	\$ 120,000			\$ 120,000	0%	Procurement	1/01/2024	30/06/2024
GOAL 2: SERVICES			\$ 665,000	\$ 104,528	\$ 22,361	\$ 538,111	16%			

Special Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion
Flood Damage											
	Flood Damage - Alpha, Jericho Area	Alpha	\$ 13,324,788	\$ 72,397	\$ 239,134	\$ 13,013,256	1%	In Progress	1/07/2023	30/06/2025	
	Flood Damage - Aramac Muttaborra Area	Aramac	\$ 14,115,969	\$ 119,653	\$ 127,273	\$ 13,869,043	1%	Planning	1/01/2024	30/06/2025	
	Flood Damage - Barcaldine Area	Barcaldine	\$ 6,459,685		\$ 36,364	\$ 6,423,321	0%	Procurement	1/07/2023	30/06/2025	
	Flood Damage - Aramac-Jericho Road	Jericho	\$ 2,826,923	\$ 1,654,121	\$ 700,762	\$ 472,040	59%	Commenced	1/07/2023	30/06/2025	
	Flood Damage - Texas Road	Jericho	\$ 2,984,765	\$ 127,972	\$ 1,260,861	\$ 1,595,932	4%	Commenced	1/07/2023	30/06/2025	
	Flood Damage - Beech Street	Barcaldine	\$ 181,804			\$ 181,804		Next Year	1/07/2024	30/06/2025	
	Flood Damage - Aramac Region Part 2		\$ 7,936,408			\$ 7,936,408		Planning	1/01/2024	30/06/2025	
GOAL 3: TRANSPORT - TOTAL			\$ 47,830,342	\$ 1,974,144	\$ 2,364,393	\$ 43,491,805	4%				

Operating Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion
	ATM - Jericho Post Office	Jericho	\$ 22,000			\$ 22,000		Seeking Alternatives	1/06/2023	31/03/2024	
GOAL 4: ECONOMY - TOTAL			\$ 22,000	\$ -	\$ -	\$ 22,000	0%				

Special Operating Projects	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Completion	Expected Completion
Administration										
New Enterprise System	Corp/Financial Services	Corporate	\$ 400,000			\$ 400,000		Procurement	1/07/2023	30/06/2024
Apprentice and Trainees	HR	Corporate	\$ 50,000			\$ 50,000		Commenced	1/10/2023	30/06/2024
Training and Development Program	HR	Corporate	\$ 40,000			\$ 40,000		In Progress	1/10/2023	30/06/2024
CCTV Maintenance	IT	Barcaldine	\$ 30,000			\$ 30,000		Planning	1/01/2024	30/06/2024
Managed IT Services	IT	Corporate	\$ 130,000	\$ 69,650		\$ 60,350		In Progress	1/08/2023	30/06/2024
Council Promotional Activities	Media & Communication	Corporate	\$ 70,000			\$ 70,000		In Progress	1/07/2023	30/06/2024
Local Government Election	Office of the CEO	Corporate	\$ 100,000			\$ 100,000			1/01/2024	30/04/2024
Staff Get Together	Office of the CEO	Corporate	\$ 8,750	\$ 9,058		-\$ 308		Complete	1/09/2023	31/12/2023
GOAL 5: GOVERNANCE - TOTAL			\$ 828,750	\$ 78,708		\$ 750,042	9%			

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.3.1
Subject Heading: Financial Performance Report
Author and Title: Daniel Bradford, Director Corporate and Financial Services
Sara Milligan, Administration Support – Finance
Classification: (if confidential)

Summary: Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to prepare a finance report to present at each monthly meeting of the local government. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

The purpose of the report is to promote sound financial management and accountability by presenting the Council's budget performance as

Officer's Recommendation: That Council receive the report.

Background

Council adopted the 2023/2024 Budget in June 2023. The budget was amended in November 2023. The report provides information and tracks Council's year to date revenue, expenditure and cash position. It also includes financial statistical information relevant to Council's operations. The budget numbers in this report do not include any changes considered in the Budget Review 2 report presented to this meeting.

As an update on the 2022/2023 financial statements, the audit is still underway with the Financial Statements expected to be presented at the February Council Meeting, along with the Annual Report, an extension request has been sent to the Minister. While Council has prioritised the project, the early delays in the project has seen the external auditors needing to reallocate staff to the project. An amendment required to financial statements has generated additional sampling which was then further complicated by the Queensland Audit Office and external auditors office closures over the Christmas break.

Link to Corporate Plan

Theme 5: Governance

Consultation

Executive Management Team and District Managers

Policy Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Budget and Resource Implications

There are a number of matters highlighted in this report which have an impact on the financial position of Council. Where there are significant variations, Officers seek to reduce the impacts and looking to address in the quarterly budget reviews.

Risk Management Implications

The recommendation in this report has no direct impact on enterprise risk, however does provide information that should be used to assist in the management of risks identified. However the regular monitoring and interrogation of the finances does act as a mechanism of control for financial risk.

Asset Management Implications

Nil

Legal Implications

This report is a requirement as set out in the Local Government Finance Standard 1994 and *Local Government Act 2009*.

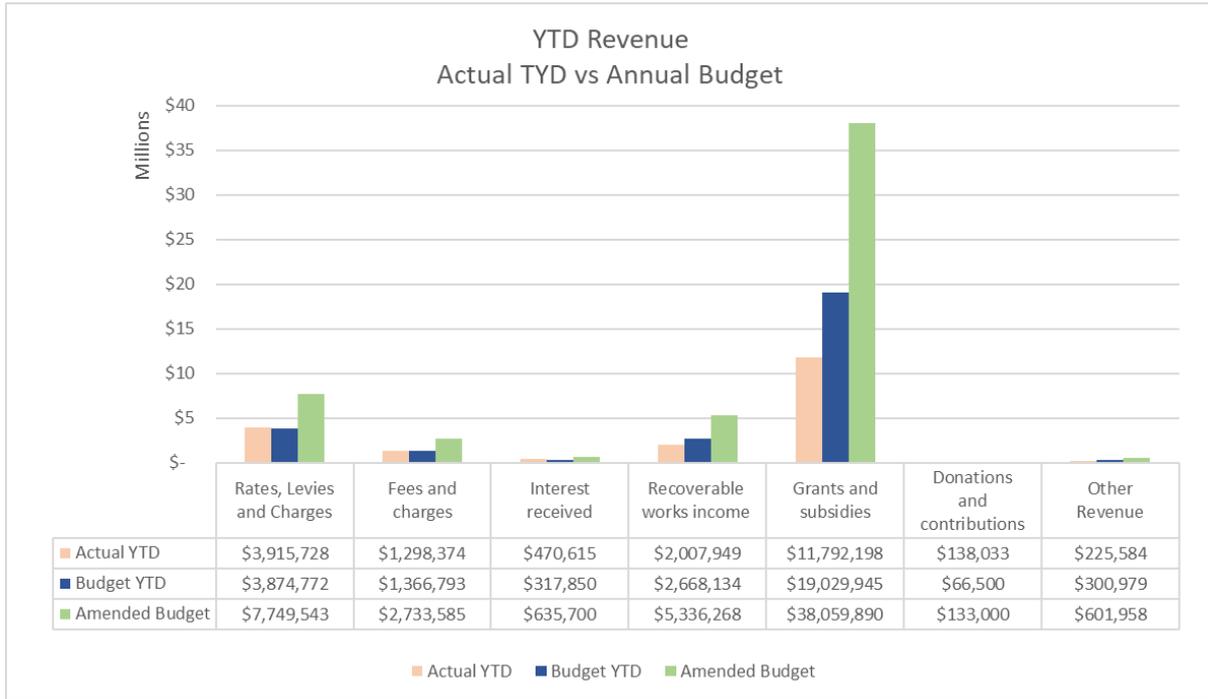
Financial Attachments

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Financial Performance as at 31 December 2023

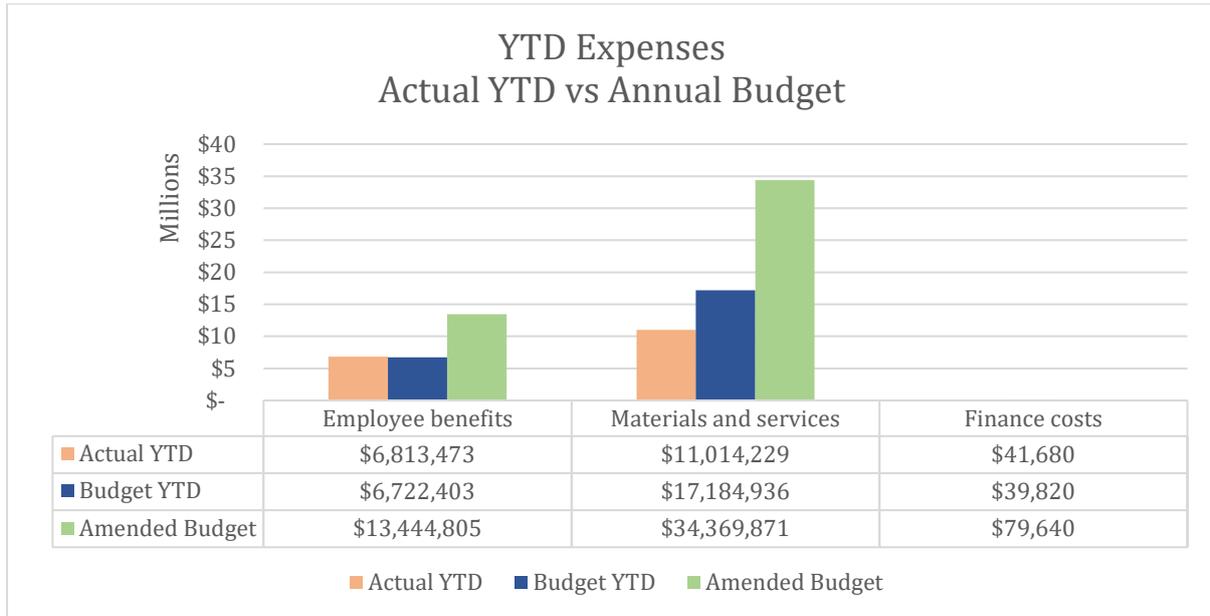
	Year to Date			Full
	Actual \$'000	Budget \$'000	Variance \$'000	Amended Budget \$'000
Operating Revenue				
Rates, Levies and Charges	3,916	3,875	41	7,750
Fees and Charges	1,298	1,367	(69)	2,734
Rental Income	232	265	(33)	530
Interest Received	470	318	152	636
Recoverable Works Income	2,008	2,668	(660)	5,336
Grants, Subsidies, Contributions and Donations	11,931	19,030	(7,099)	38,059
Other Revenue	(6)	103	(109)	205
Total Operating Revenue	19,849	27,625	(7,776)	55,250
Operating Expenses				
Employee Benefits	6,813	6,722	91	13,444
Materials and Services	11,014	17,185	(6,171)	34,370
Finance Costs	42	40	2	80
Depreciation	2,267	3,662	(1,395)	7,324
Total Operating Expenses	20,136	27,609	(7,473)	55,218
Operating Profit/(Loss)	(287)	16	(303)	32
Capital Revenue and Expenses				
Capital Revenue	3,323	3,544	(221)	7,088
Capital Expenses	7	25	(18)	50
Net Capital Income/(Loss)	3,330	3,519	(239)	7,038
Net Result	3,043	3,535	(542)	7,070

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

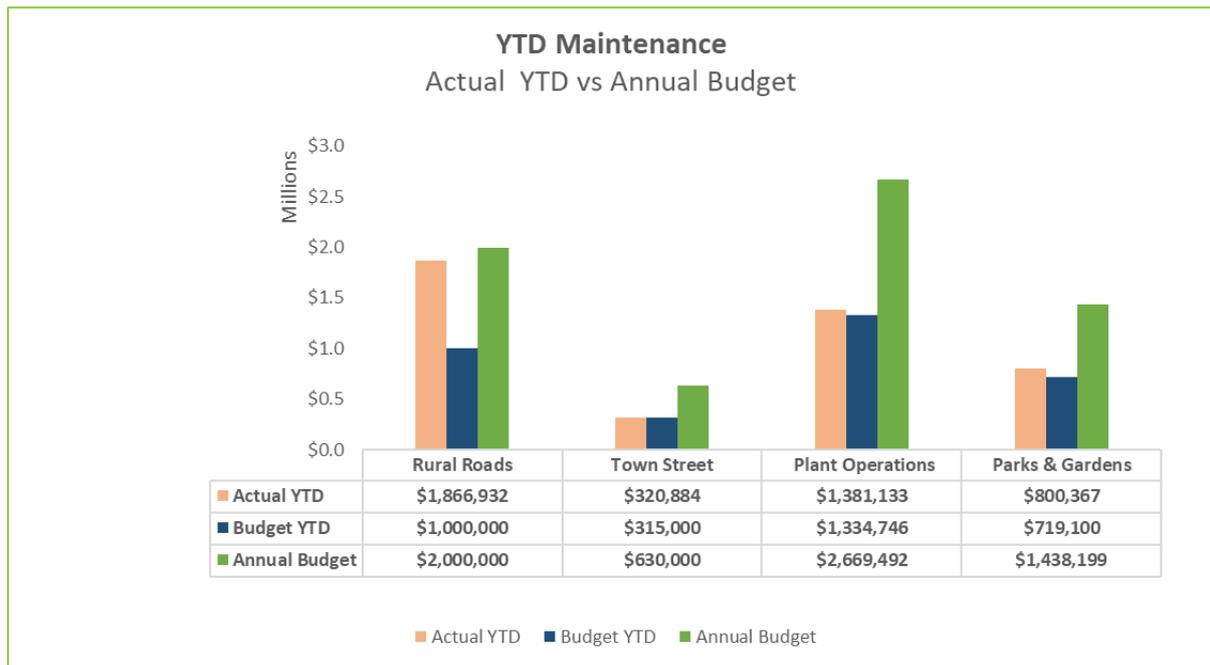


- Rates, Levies and Charges are on track with the first half of rates issued in September.
- Fees and Charges performing in line with expectations.
- Recoverable Works Income is trending ok. When compared against expenditure there is some outstanding claims.
- Grants and subsidies are running under budget, this is due to funds being received in advance and works not yet started. Flood damages accounts for a significant amount of this funding.
- Interest is performing well in QTC, with QTC offering the most advantageous rate in January, being 5.15%. The variance between actuals and budget is due to the large amount of cash currently invested in QTC and the increase in interest rates.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024



Materials and Services are under budget, but this is expected to increase once flood damage works begin delivery.



- All maintenance programs are well underway for the 2024 financial year with rural roads progressing well ahead of budget. Reason for overspending is the large amount of work on Rural Roads in the first half of the year, which should decrease in the new year when Flood Damage works begin.
- Other services are tracking in line with the budget. Plant is slightly over due to the annual insurance payment.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

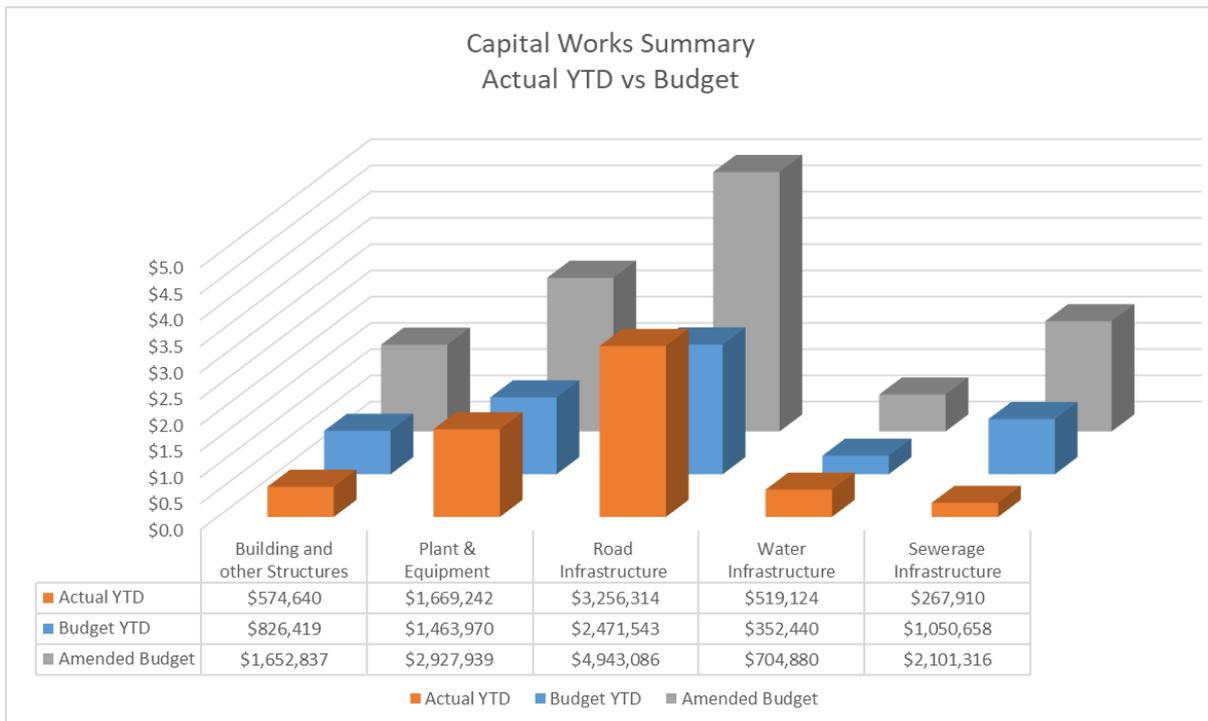
- Parks and Gardens is largely a reflection of the season with additional resources needing to be deployed to maintain Council's green spaces due to unseasonal early rain across the entire region.

Financial Position as at 31 December 2023

	Monthly Balances				Full Year
	October 2023	November 2023	December 2023	Variance	Amended Budget
	\$'000	\$'000	\$'000	\$'000	\$'000
Current Assets					
Cash	26,762	26,137	28,892	2,755	28,981
Receivables	7,921	6,641	6,633	(8)	1,184
Other	470	511	265	(246)	3,938
	35,153	33,289	35,790	2,501	34,103
Non-Current Assets					
Property, plant & equipment	393,738	393,485	393,486	1	406,798
Other	10,174	10,862	12,165	1,303	-
	403,912	404,347	405,651	1,304	406,798
Total Assets	439,065	437,636	441,441	3,805	440,901
Current Liabilities					
Trade and other payables	12,797	13,168	12,901	(267)	1,768
Borrowings	403	403	272	(131)	550
Provisions	1,551	1,546	1,558	12	2,824
Other	-	-	-	-	5,044
	14,751	15,117	14,731	(386)	10,186
Non-Current Liabilities					
Borrowings	2,330	2,330	2,330	-	1,781
Provisions	1,117	1,117	1,117	-	1,165
	3,447	3,447	3,447	-	2,946
Total Liabilities	18,198	18,564	18,178	(386)	13,132
Net Community Assets	420,867	419,072	423,263	4,191	427,769
Community Equity					
Capital	-	-	-	-	-
Retained surplus/(deficit)	201,331	199,537	203,727	4,190	208,229
Asset revaluation surplus	219,541	219,541	219,541	-	219,541
Total Community Equity	420,872	419,078	423,268	4,190	427,770

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

- Cash at Bank has increased due to the 30% upfront QRA payment for the Aramac Region 2023 Flood Event.
- The high receivables balances remain current due to the current contract assets for Roads to Recovery and LRCI 1-3 Programs, which remain not yet closed out by auditors.
- The large cash balance is offset by the large trade and other payables line item which recognises the significant amount of funding received for contracted works not yet completed.



- Plant has a large list of new items to be purchased which is progressing.
- Buildings and other structures are seeing the early stages of commencing the program.
- Roads Infrastructure is due to works being completed in the flood damage space for Texas and Aramac-Jericho Roads.
- Sewerage remains a concern with clear future costs to complete these projects still being determined. Rectification works to deal with construction issues at the Barcaldine Sewerage Treatment Plant are being undertaken to take the project to a state which current projects can then be considered closed out.

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**



The current Cash outlook is expected to decline over the coming months. Our current position looks good with the 30% upfront QRA payment for the Aramac Region 2023 Event received in December. However, with works ramping up with Flood Damage, council should expect the cash at bank balance to decline as expenditure of the full up front prepayment for the Federal Assistance Grant. It should be noted while this is the case, the cash position expects to remain in a strong position exceeding those balances that were experienced in corresponding months this time last year.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Statement of Cash Flow as at 31 December 2023

	Year to Date			Full Year
	Actual	Budget	Variance	Amended Budget
<i>YTD cash flows</i>	<i>\$'000</i>	<i>\$'000</i>	<i>\$'000</i>	<i>\$'000</i>
Cash flows from operating activities				
Receipts from customers	24,484	28,557	(4,073)	57,114
Payments to suppliers and employees	(19,437)	(24,658)	5,221	(49,315)
Interest paid	(42)	(40)	(2)	(80)
Interest received	471	318	153	636
Net cash inflow (outflow) from operating activities	5,476	4,178	1,299	8,355
Cash flows from investing activities				
Payments for property, plant and equipment	(6,295)	(6,342)	47	(12,684)
Proceeds from sale of property, plant and equipment	400	250	150	500
Grants, subsidies, contributions and donations	3,323	3,544	(221)	7,088
Net cash inflow (outflow) from investing activities	(2,572)	(2,548)	(24)	(5,096)
Cash flows from financing activities				
Proceeds from borrowings	-	-	-	-
Repayment of borrowings	(262)	(265)	3	(530)
Net cash inflow (outflow) from financing activities	(262)	(265)	3	(530)
Net increase (decrease) in cash held	2,642	1,365	1,278	2,729
Cash at beginning of reporting period	26,250	13,126	13,125	26,251
Cash at end of reporting period	28,892	14,490	14,402	28,980

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.3.2
Subject Heading: Community Care Services Report
Author and Title: Sarah Milligan – Accountant
Classification: (if confidential)

Summary: This report provides an update on the Community Care Services financial progress. The financial performance of the business unit broken up into the care packages provided by Council.

Officer's Recommendation: That Council receive the report.

Background

Council provides community care programs across the region. This report provides a financial update on the performance on each program. A general summary of each program is below:

The Home Care Packages have some work completed with payment coming in over the next couple of months. One of the challenges in this space is being able to source allied health workers such as Physiotherapists and Podiatrists. Home Assist Secure has gradual numbers and has received 75% of its total funding already for the 2024 financial year. Both programs are being reviewed by officers given disparity between expenditure and revenue. These programs, while not a profit opportunity should operate on a cost neutral basis.

NDIS continues to show very healthy numbers, above expectation with 68 participants currently.

Link to Corporate Plan

Theme 2: Services

Consultation

Nil

Policy Implications

Nil

Budget and Resource Implications

Most of the programs are run on a cost recovery basis. The NDIS is an opportunity to run at a profit into the future. Currently it is tracking to have a small profit before overheads are included.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Risk Management Implications

The recommendation in this report has no direct impact on enterprise risk however, does provide information that should be used to assist in the management of risks identified.

Asset Management Implications

Nil

Legal Implications

Nil

Tables and Program Summaries

Barcaldine Regional Council - Community Services Business Unit						
Financial Performance Reports						
For the period 1 July 2023 to	31-Dec-23					
% of year lapsed	50%					
	YTD Actual \$	YTD Budget \$	Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
DIRECT INCOME & EXPENDITURE						
Income						
CHSP	512,365	421,250	954,637	842,500	22%	13%
Home Care Packages	86,669	68,500	173,339	137,000	27%	27%
Home Assist/Secure	30,041	78,750	151,705	157,500	-62%	-4%
NDIS	820,867	915,000	1,641,734	1,830,000	-10%	-10%
Total Income	1,449,942	1,483,500	2,921,416	2,967,000	-2%	-2%
Expenditure						
CHSP	487,621	379,185	975,241	758,370	29%	29%
Home Care Packages	102,188	65,050	204,377	130,099	57%	57%
Home Assist/Secure	53,508	77,262	107,016	154,524	-31%	-31%
NDIS	805,992	842,159	1,611,983	1,684,318	-4%	-4%
Total expenditure	1,449,308	1,363,656	2,898,617	2,727,311	6%	6%
NET DIRECT PROFIT/LOSS	633	119,845	22,799	239,689	-99%	-90%
Indirect Costs						
Administrative Overheads	74,558		157,621			
Depreciation	4,249		8,497			
NET PROFIT/LOSS	-78,174		143,320			

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Barcaldine Regional Council - Community Services Business Unit						
Program: Commonwealth Home Support Program						
Financial Performance Reports						
For the period 1 July 2023 to 31-Dec-23						
CHSP	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
DIRECT INCOME & EXPENDITURE						
Income						
CHSP Grants	389,422	355,000	710,000	710,000	110%	0%
CHSP Workforce Retention	-	-	-	-	0%	0%
Grants QCSS	624	10,000	-	20,000	-94%	-100%
Contributions CHSP	117,176	50,000	234,353	100,000	134%	134%
Contributions MOW	5,142	6,250	10,285	12,500	-18%	-18%
Total Income	512,365	421,250	954,637	842,500	22%	13%
Expenditure						
Workforce Retention	-	0	-	-	0%	0%
Personal Care	1,692	15,295	3,384	30,589	-89%	-89%
Transport	15,622	30,500	31,244	61,000	-49%	-49%
Domestic Assistance	63,773	42,500	127,545	85,000	50%	50%
Home maintenance	-	14,500	-	29,000	-100%	-100%
Home modifications	244,309	108,500	488,618	217,000	125%	125%
Meals	3,683	6,250	7,366	12,500	-41%	-41%
Meals on wheels	-	3,750	-	7,500	-100%	-100%
Nursing	-	19,954	-	39,907	-100%	-100%
Social Support-group	36,926	34,500	73,851	69,000	7%	7%
Social Support-individual	11,984	29,750	23,969	59,500	-60%	-60%
Case Management	1,402	1,502	2,804	3,003		
Client Care coordination	35,956	46,250	71,911	92,500	-22%	-22%
QCSS wages	443	2,500	887	5,000	-82%	-82%
QCSS operating	180	7,500	361	15,000	-98%	-98%
Coord & Super - Community	71,651	15,935	143,302	31,871	350%	350%
Total expenditure	487,621	379,185	975,241	758,370	29%	29%
Direct profit/Loss before overheads	24,744	42,065	- 20,604	84,131	-41%	-124%
Indirect Costs						
Administrative overheads	25,905		51,810			
Depreciation	4,249		8,497			
NET PROFIT/LOSS	- 5,410		- 80,912			
* YTD Actuals extrapolated for remaining months						

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Barcaldine Regional Council - Community Services Business Unit						
Program: Home Care Packages						
Financial Performance Reports						
For the period 1 July 2023 to 31-Dec-23						
	YTD Actual	YTD Budget	* Projected	Annual	YTD	Projected
HOME CARE PACKAGES	\$	\$	Annual \$	Budget \$	Variance %	Annual Variance %
DIRECT INCOME & EXPENDITURE						
<i>Income</i>						
Grants	86,669	62,500	173,339	125,000	39%	39%
Return unexpended grants (est 21/22)			-	-		
Contributions	-	6,000	-	12,000	-100%	-100%
Total Income	86,669	68,500	173,339	137,000	27%	27%
<i>Expenditure</i>						
Regional HC Wages	82,518	30,000	165,036	60,000	175%	175%
Regional HC Packages - operating	8,206	32,500	16,413	65,000	-75%	-75%
Coord & Super - Community	11,464	2,550	22,928	5,099	350%	350%
Total expenditure	102,188	65,050	204,377	130,099	57%	57%
Direct profit/Loss before overheads	- 15,519	3,450	- 31,038	6,901	-550%	-550%
Indirect Costs						
Administrative overheads	5,429		10,858			
Depreciation						
NET PROFIT/LOSS	- 20,948		- 41,896			

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Barcaldine Regional Council - Community Services Business Unit						
Program: Home Assist/Secure						
Financial Performance Reports						
For the period 1 July 2023 to 31-Dec-23						
HOME ASSIST/SECURE	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
DIRECT INCOME & EXPENDITURE						
Income						
Grants	28,688	74,500	149,000	149,000	-61%	0%
Grants- SAA program	-	-	-	-		
Unexpended grant return (est 20/21)	-	-	-	-		
Contributions	1,353	4,250	2,705	8,500	-68%	-68%
Total Income	30,041	78,750	151,705	157,500	-62%	-4%
Expenditure						
Direct wages	901	25,000	1,801	50,000	-96%	-96%
Operating costs	40,188	49,500	80,375	99,000	-19%	-19%
SAA Grant expended	-	-	-	-		
Coord & Super - Community	12,420	2,762	24,839	5,524	350%	350%
Total expenditure	53,508	77,262	107,016	154,524	-31%	-31%
Direct profit/Loss before overheads	- 23,467	1,488	44,690	2,976	-1677%	1402%
Indirect Costs						
Administrative overheads	2,843		5,685			
Depreciation	-		-			
NET PROFIT/LOSS	- 26,310		39,005			

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Barcaldine Regional Council - Community Services Business Unit						
Program: NDIS						
Financial Performance Reports						
For the period 1 July 2023 to		31-Dec-23				
NDIS	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
DIRECT INCOME & EXPENDITURE						
Income						
Fees - Plan Set-up	8,665	3,000	17,330	6,000	189%	189%
Fees - Plan administration	32,920	55,000	65,840	110,000	-40%	-40%
Fees - support coordination	30,856	57,000	61,711	114,000	-46%	-46%
Care packages	748,426	800,000	1,496,852	1,600,000	-6%	-6%
Contributions		-		-		
Total Income	820,867	915,000	1,641,734	1,830,000	-10%	-10%
Expenditure						
Direct assistance wages	8,367	32,450	16,733	64,900	-74%	-74%
Plan participant claims	735,765	751,300	1,471,531	1,502,599	-2%	-2%
Coordination & Supervision	61,859	58,410	123,719	116,819	6%	6%
Total expenditure	805,992	842,159	1,611,983	1,684,318	-4%	-4%
Net Direct Profit/Loss	14,876	72,841	29,751	145,682	-80%	-80%
Indirect Costs						
Administrative overheads	42,819		85,638			
Depreciation						
NET PROFIT/LOSS	- 27,943		- 55,887			

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

Council Meeting Date: 23 January 2024
Item Number: 3.4.1
Subject Heading: Regional Council Business

Summary: Items to be tabled on the day.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.5.1
Subject Heading: Councillor Information Correspondence
Author and Title: Shane Gray, Chief Executive Officer
Classification: (if confidential)

Summary: From the Chief Executive Officer, tabling a list of significant and relevant correspondence for Councillor's Information.

Officer's Recommendation: That Council receive the report.

Background

The following correspondence has been received up to 15 January 2024:

1. Email from the Acting Director-General; Department of Housing, Local Government, Planning and Public Works.
2. Email from the Electoral Commission of Queensland – Election Planning Update.
3. Email – Letter Regarding Gravel Supply Matters.
4. Email from the Electoral Commission of Queensland – The Countdown – Editon 5.
5. Email from the Acting Director-General; Department of Housing, Local Government, Planning and Public Works.

Link to Corporate Plan

Theme 5: Governance

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Nil

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

1. Email from the Acting Director-General; Department of Housing, Local Government, Planning and Public Works.

Subject: FW: Correspondence from the Acting Director-General, Department of Housing, Local Government, Planning and Public Works - Our ref: DGBN23/561

Attachments: CEOs_Part4.pdf (180.62 KB), Caretaker period for local government elections Factsheet.PDF (207.54 KB)

For meeting

To: Shane Gray <Shaneg@barc.qld.gov.au>

Subject: Correspondence from the Acting Director-General, Department of Housing, Local Government, Planning and Public Works - Our ref: DGBN23/561

You don't often get email from correspondence@dSDLGP.qld.gov.au. [Learn why this is important](#)

Good afternoon

Please find attached correspondence from the Acting Director-General of the Department of Housing, Local Government, Planning and Public Works.

Kind regards



Executive Services Unit

Department of Housing, Local Government,
Planning and Public Works
1 William Street, Brisbane QLD 4000

Caretaker period for local government elections

Factsheet

Legislation places limits during the caretaker period before quadrennial local government elections on publishing election material and making major policy decisions. This ensures that there are no significant policy decisions made near the end of a council term that bind future elected councils.

Local government reforms in 2019 have also introduced new limitations to improve accountability and ensure that council resources are not used (or perceived to be used) to promote current councillors standing for re-election.

Timing

The caretaker period starts on the day when the Electoral Commission of Queensland publishes the public notice about holding the election. The ECQ will also advise when the election has ended for each local government.

Caretaker periods do not apply to by-elections.

Election material

During the caretaker period, a local government or controlled entity must not publish or distribute election material. Election material is anything that could influence an elector about their vote or affect the election result. For example, fact sheets or newsletters that raise the profile of a councillor are prohibited during the caretaker period.

Major policy decisions

During the caretaker period, councillors are prohibited from making decisions:

- about the appointment, remuneration or termination of a chief executive officer
- to enter into a contract greater than \$200,000 or 1% (whichever is greater) of the local government's net rate and utility charges (as stated in the local government's audited financial statements included in the local government's most recently adopted annual report)
- significant procurement activities, such as establishing preferred supplier arrangements, or establishing exceptions to obtaining quotes or tenders when entering into a contract
- to make, amend or repeal local laws
- to make, amend or repeal a local planning instrument under the *Planning Act 2016* (i.e. a planning scheme, a temporary local planning instrument or a planning scheme policy).

A prohibited policy decision made during a caretaker period will be invalid, unless the Minister's approval has been given prior to making the decision (see below). A person who suffers loss or damage because of the invalidity of a major policy decision during the caretaker period has a right to be compensated by the local government for the loss or damage.

Planning instruments and approvals

During the caretaker period, councils cannot make, amend or repeal local planning instruments.

Councils cannot approve development variation requests or change variation approvals that involve:

- varying the category of development or category of assessment of consequential development
- varying the assessment benchmarks or criteria for accepted development that would apply to consequential development
- facilitating development that would result in a greater demand on infrastructure than the demand anticipated in the council's infrastructure plan.

The amended Development Application Rules, summary of changes and accompanying guidance material are now available on the Department of State Development, Infrastructure, Local Government and Planning website at [Planning \(statedevelopment.qld.gov.au\)](https://www.planning.qld.gov.au)

Ministerial approval for decisions in exceptional circumstances

Local governments should prepare for the caretaker period by planning to make major policy decisions before or after the election period.

However, unforeseeable events can result in a local government having to make major policy decisions during the caretaker period. In exceptional circumstances local governments can apply to the Minister for approval if:

- the need for the decision was unforeseeable
- the decision is essential to the functioning of the local government
- the decision cannot wait until the end of the caretaker period
- the decision is in the public interest.

The Minister will decide on a case-by-case basis whether the decision meets the exceptional circumstances requirement of the Local Government Act 2009 or the City of Brisbane Act 2010. To enable this to happen, all applications should be addressed to the Regional Director (Northern Region) or Regional Director (Southern Region) of the Department of State Development, Infrastructure, Local Government and Planning.

Each application should include:

- details of the proposed major policy decision
- an explanation of why the decision was unforeseeable
- an explanation of why the decision cannot wait until the end of the caretaker period
- an explanation of how the decision is in the public interest.

Discretionary funds

During the period starting on 1 January 2024 and ending at the conclusion of the local government quadrennial election, councillors must not allocate money from a councillor discretionary fund to a community organisation for a community purpose, or for another community purpose.

Councillors, can, however, allocate their discretionary funds for capital works of the local government that are for a community purpose in the period starting on 1 January 2024 to the conclusion of the 2024 election.

Discretionary funds that were allocated before 1 January 2024 in accordance with legislative requirements may be distributed during the caretaker period.

Leave for candidates and councillors

Local government employees may take paid leave (e.g. accrued annual leave) or unpaid leave for up to eight weeks to contest a local government election.

There is no legal requirement under the *Local Government Electoral Act 2011* for either local government employees or elected councillors to take leave during the caretaker period. However, individual councils may have election period policies covering election leave.

More information

Caretaker provisions are outlined in Chapter 3, Part 5 of both the *Local Government Act 2009* and the *City of Brisbane Act 2010*. For more information about the caretaker period or your council's circumstances contact your nearest regional office of the Department of State Development, Infrastructure, Local Government and Planning.

Southern office:

Phone: (07) 3452 6762

Email: southern@dsdilgp.qld.gov.au

Northern office:

Phone: (07) 4758 3472

Email: northernlgd@dsdilgp.qld.gov.au

For further information about major policy decisions related to the *Planning Act 2016*, contact the Department of State Development, Infrastructure, Local Government and Planning by email to bestplanning@dsdilgp.qld.gov.au or phone 3452 7662.

For information about local government elections, contact the Electoral Commission of Queensland by email to ecq@ecq.qld.gov.au or phone 1300 881 665.

Our reference: DGBN/561



11 January 2024

Mr Shane Gray
Chief Executive Officer
Barcaldine Regional Council
shaneg@barc.qld.gov.au

Office of the
Director-General

Department of
**Housing, Local Government,
Planning and Public Works**

Dear Mr Gray

I am writing to you about the Local Government election caretaker provisions which are outlined in Part 5, Chapter 3 of the *Local Government Act 2009*. The 2024 Local Government elections are scheduled for 16 March 2024, I encourage you to ensure councillors and council officers are fully aware of the provisions.

Under section 90A of the *Local Government Act 2009*, the caretaker period starts on the day when the Electoral Commission of Queensland publishes the public notice about holding the election. The caretaker period for the 2024 Local Government election is expected to begin on 29 January 2024.

During the caretaker period, councillors are prohibited from making decisions:

- about the appointment, remuneration or termination of a chief executive officer
- to enter into a contract greater than \$200,000 or 1 per cent (whichever is greater) of the local government's net rate and utility charges (as stated in the local government's audited financial statements included in the local government's most recently adopted annual report)
- significant procurement activities, such as establishing preferred supplier arrangements, or establishing exceptions to obtaining quotes or tenders when entering into a contract
- to make, amend or repeal local laws
- to make, amend or repeal a local planning instrument under the *Planning Act 2016* (i.e. a planning scheme, a temporary local planning instrument or a planning scheme policy).

A prohibited policy decision made during a caretaker period will be invalid unless the Minister's approval has been given prior to making the decision.

Local governments should prepare for the caretaker period by planning to make major policy decisions before or after the election period. However, unforeseeable events can result in a local government having to make major policy decisions during the caretaker period. In exceptional circumstances local governments can apply to the Minister for Local Government.

Please be aware that processes to expedite disaster recovery funding arrangements that may require decision of a local government in the caretaker period are currently under consideration by the department with further advice to be issued soon.

In the general course of events, the Minister decides on a case-by-case basis whether the proposed decision meets the exceptional circumstances requirement of the *Local Government Act 2009* or the *City of Brisbane Act 2010*. For further information on these requirements, please see the enclosed *Caretaker Period for Local Government elections factsheet*.

1 William Street
Brisbane Queensland 4000
GPO Box 806 Brisbane
Queensland 4001 Australia

In addition, the Department of Housing, Local Government, Planning and Public Works (the department) has been advised that the Office of the Independent Assessor has received a number of complaints relating to councillors using their councillor social media accounts for campaigning purposes. The department sent a separate communication on 9 January 2024 to councillors advising caution around the use of council-provided facilities for campaign purposes prior to the caretaker period.

Yours sincerely



Matthew Nye
Acting Director-General

Encl.

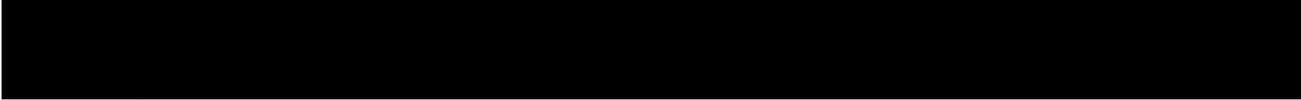
BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

2. Email from the Electoral Commission of Queensland – Election Planning Update.



To: Barcaldine Regional Council <Council@m365.barc.qld.gov.au>

Subject: FW: Correspondence from the Electoral Commission of Queensland - Election Planning Update



Good morning,

Please find attached correspondence from the ECQ's Executive Director, Election Event Management providing an update on operational planning and delivery for the upcoming elections. Apologies for sending this again if you already have a copy. I sent a copy in November, however, I believe I sent it to the wrong address, as the email bounced back.

Kind regards,
Katherine

Katherine Bail

Project Coordination Officer
Election Event Management



 L20/1 Eagle Street, Brisbane, Queensland, 4000

ecq.qld.gov.au



From: Election Delivery

Sent: Wednesday, November 29, 2023 10:33 AM

To: ceo@barc.qld.gov.au

Subject: Correspondence from the Electoral Commission of Queensland - Election Planning Update

Good morning,

We trust this email finds you well.

Please find attached correspondence from the ECQ's Executive Director, Election Event Management providing an update on operational planning and delivery for the upcoming elections. If you have any questions or would like to discuss anything within the correspondence further, please contact us by return email.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Kind regards,

Election Delivery

Election Delivery

 1300 881 665

 electiondelivery@ecq.qld.gov.au

 L20/1 Eagle Street, Brisbane, Queensland, 4000

 *The Electoral Commission of Queensland acknowledges the Traditional Owners of country throughout Australia, and their connection to land and community. We pay our respects to all Traditional Owners, and Elders past, present and emerging.*

Confidentiality Statement: This message including any attachments is intended only for the use of the Addressee and may contain information that is PRIVILEGED and CONFIDENTIAL. If you are not the intended recipient, dissemination of this communication is prohibited. If you have received this communication in error, please erase all copies of the message including any attachments and notify ECQ immediately.



**Electoral
Commission**
QUEENSLAND

File number: EEM_ED_1123

Mr Shane Gray
Chief Executive Officer
Barcaldine Regional Council
PO Box 191
BARCOLDINE QLD 4725

Email: ceo@barc.qld.gov.au;

Dear Shane

I am writing to provide an update on the Electoral Commission of Queensland's (ECQ) planning and preparation of your local government election in March 2024. Since my last correspondence to you in August 2023, there has been significant progress made on operational activities. Following this letter, you will find an updated draft service plan for your council which supersedes the previously supplied draft service plan.

Election timetable

A draft election timetable was provided to you in August and has now been published to the ECQ 2024 local government elections webpage. The election timetable will be confirmed upon publication of the notice of election.

Election venues

As your voter service delivery is a full postal ballot, the only venue required by your council is the Returning Officer's office which is advised in the attached draft service delivery plan.

Returning Officer appointments

I am pleased to advise the recruitment process for your council's Returning Officer is now complete. Melissa Hukins has been appointed to this position, commencing in January 2024. Returning Officers have been instructed to contact councils after their commencement date, and we ask that you continue to direct any questions to ECQ in the meantime.

Funding, Disclosure and Compliance Update

In addition to the existing information videos already produced, a range of candidate and party webinars are being developed and will be available to view on the ECQ YouTube channel early next year. These have been developed to provide information on a range of election topics such as the nomination process, voting options, how-to-vote card information, count procedures and scrutineer information.

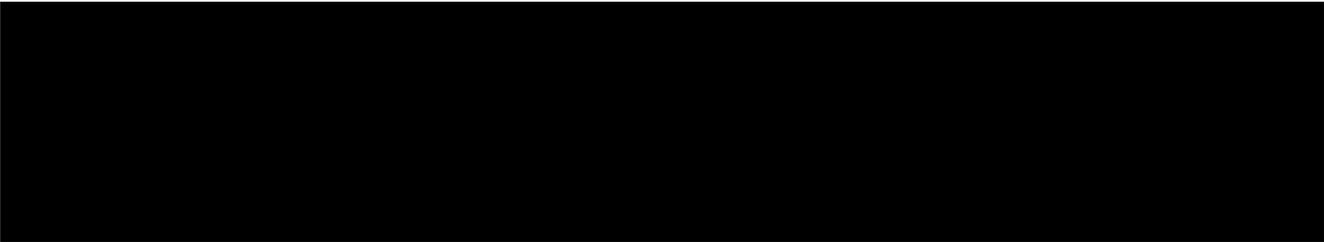
Additionally, there have been some recent changes to the *Local Government Electoral Act 2011* relating to how candidates are required to use their bank accounts.

Effectively, the amendments will change the two relevant sections back to what they were pre-28 June 2023.

Communication update

To assist with raising awareness of the election, the ECQ will be providing an information kit containing communication materials to all councils in January 2024. This kit will include a range of downloadable resources that you may choose to use across your own channels as well as information explaining how the resources can be used to help promote awareness of the election in your local area.

Please continue to visit the 2024 local government elections page on the ECQ website, which will continue to be updated progressively with relevant information. Where possible, please refer to the ECQ website for fact sheets, newsletters, dates or other important information regarding the elections.



I trust this information is of assistance.

Yours sincerely



Julie Cavanagh
Executive Director
Election Event Management



PROPOSED ELECTION TIMETABLE (subject to change)

Notice of election	Monday	29 January 2024
Close of electoral roll (1st close)	Monday	5 February 2024
Close of nominations	Tuesday 12pm	13 February 2024
Ballot draw	Wednesday 10am	14 February 2024
Postal vote applications close	Monday 7pm	4 March 2024
Early voting (unless planned otherwise)	Monday - Friday (2 weeks)	4 March - 15 March 2024
How-to-vote cards close	Wednesday	6 March 2024
Close of electoral roll (2nd close)	Friday 6pm	15 March 2024
Election day	Saturday 8am - 6pm	16 March 2024
Postal vote returns cut-off	Tuesday	26 March 2024



LOCAL GOVERNMENT OVERVIEW

Local Government	Barcaldine Regional Council	Planned delivery type	Full postal ballot
Council type	Undivided	Enrolment (council)	2,152 (as at 13 Nov 2023)
Mayoral voting system	Optional preferential	Enrolment (QLD)	3,639,570 (as at 13 Nov 2023)
Councillor voting system	First-past-the-post	Announced candidates*	0 (as at 13 Nov 2023)
Councillor positions	6	Electoral expenditure caps	\$30,000 (for mayoral candidates) \$15,000 (for councillor candidates)

*An announced candidate is not officially a candidate until completion of their nomination after the notice of election



PLANNED ELECTORAL SERVICES

RO office location	The Willows, 13 Willow Street, Barcaldine	Days of early voting	N/A
Additional early voting centres	N/A	In-person voting	Not available
Election day booths	N/A	Postal voting	Automatic
Other services	N/A	Telephone voting	Not available



COMMUNICATION & CONTACTS

Council operational contact	Deb Young	ECQ Finance	finance@ecq.qld.gov.au
The Countdown news	0 council subscribers (as at 13 Nov 2023)	ECQ Funding & Disclosure	fad@ecq.qld.gov.au
Impacting events/activities	None known	ECQ Early voting venues	lgquadrenniaelections@ecq.qld.gov.au
Council comms assistance	Nil advised by council	ECQ Election day venues	booths@ecq.qld.gov.au
Additional comms intel	Nil	ECQ Communications	communications@ecq.qld.gov.au



The Electoral Commission of Queensland acknowledges the Traditional Owners of Country, and their connection to land, sea, and community. We pay our respects to Elders past and present.



**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

3. Email Letter Regarding Gravel Supply Matters.



To: Barcaldine Regional Council <Council@m365.barc.qld.gov.au>
Cc: DAFMinisterandDG.Corro@daf.qld.gov.au
Subject: Letter Regarding Gravel Supply Matters

Dear Shane

Please find attached a letter from myself and Director General, Dr Chris Sarra, Department of Agriculture and Fisheries regarding gravel supply matters.

Kind Regards
Jake Ellwood



Jake Ellwood DSC, AM, CSC
Major General (Retd)
Chief Executive Officer
Queensland Reconstruction Authority



For reply please quote: – QRATF/23/8802

12 December 2023

Mr Shane Gray
Chief Executive Officer
Barcaldine Regional Council
council@barc.qld.gov.au

Dear Mr Gray

We write to provide an update on the status of the work carried out by Queensland Reconstruction Authority (QRA) and the Department of Agriculture and Fisheries (DAF) in relation to the access of State-owned quarry material by Local Government Authorities (LGAs).

As you know, DAF has been working closely with LGAs and the relevant native title holders to secure ongoing access to State-owned quarry material in regional Queensland that is valid with respect to the requirements of the *Native Title Act 1993* (Cth). To secure ongoing access to quarry material, DAF is negotiating the ILUAs required by LGAs for their respective quarry permits at no cost to LGAs.

We understand that as Queensland enters storm season, local governments may have questions or experience challenges when it comes to accessing State-owned quarry materials when responding to and recovering from disaster events.

QRA provides assistance to communities responding to and recovering from disaster events via the Disaster Recovery Funding Arrangements (DRFA). Some local governments have raised questions about what access they may have to quarry material for disaster recovery and Reconstruction of Essential Public Assets (REPA) under the DRFA.

The repair or reconstruction of essential infrastructure such as roads following an emergency or disaster is instrumental in ensuring communities can recover quickly.

Immediate access to State-owned quarry materials for these emergency works can be an issue if an LGA does not hold a quarry sales permit in the area. In these circumstances, the LGA may be able to access State-owned quarry material without a sales permit in accordance with section 143 of the *Local Government Act 2009* (s143).

In the use of s143 of the *Local Government Act 2009*, LGAs should also be considerate of cultural heritage and native title. We strongly encourage councils to work with First Nations communities to respectfully acknowledge, consider and observe native title rights outcomes within your local communities on this issue.

To assist LGAs understanding of the application of s143 of the *Local Government Act 2009*, QRA has prepared a fact sheet (see enclosed). It includes information on when State-owned quarry material can be accessed without a sales permit, where it can be accessed and what information will need to be provided to QRA.

As stated in the fact sheet, access to State-owned quarry material without a sales permit is limited to REPA works only and does not include any routine maintenance works or Betterment works.

There may be a requirement in the future for reporting on the use of s143 for this application including for example, that the LGA has satisfied the requirements set out in the in the *Aboriginal Cultural Heritage Act 2003* or the *Torres Strait Islander Cultural Heritage Act 2003*.

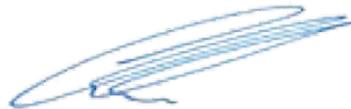
The information contained in the fact sheet is not legal advice. It is recommended that LGAs access independent legal advice before taking any action.

Should you require any support from QRA for disaster recovery or reconstruction, please contact QRA's Regional Liaison Officers who are available to assist.

Yours sincerely



Jake Ellwood DSC, AM, CSC
Major General (Ret'd)
Chief Executive Officer
Queensland Reconstruction Authority



Dr Chris Sarra
Director-General
Department of Agriculture and Fisheries

Encl.

DISASTER RESPONSE AND RECOVERY - ACCESS TO STATE-OWNED QUARRY MATERIAL

Purpose

This fact sheet outlines the position of the Queensland Reconstruction Authority (QRA) as to the ability of local governments to extract State-owned quarry materials from land for the purposes of repairing or replacing roads as part of the activities for the reconstruction of essential public assets (REPA) under the Disaster Recovery Funding Arrangements (DRFA).

Under the DRFA, an *essential public asset* must be a transport or public infrastructure asset of an eligible undertaking which the state considers, and the Commonwealth agrees, is an integral part of a state's infrastructure and normal functioning of a community.

REPA refers to the permanent reconstruction works for an essential public asset that has been directly damaged by an eligible disaster. REPA works are undertaken by local governments and state agencies to reconstruct damaged essential public assets to pre-disaster function and includes Immediate Reconstruction Works and Emergency Works, however does not extend to any routine maintenance works or Betterment works.

This fact sheet is not legal advice. It is recommended that independent legal advice be obtained before accessing State-owned quarry material without a permit under the *Forestry Act 1959* (Qld).

This fact sheet is provided to bring awareness to local government of section 143 of the *Local Government Act 2009* and possible examples as to how local governments may consider accessing land and taking State-owned quarry material without a quarry permit where there is a need for that material to carry out REPA works.

Local government should be satisfied that they are complying with all relevant legislation for the relevant land.

Access to quarry material by local governments

If a local government holds a quarry permit under the *Forestry Act 1959*, they may continue to access the State-owned quarry material in accordance with that permit.

Should a local government need to access State-owned quarry material in an area where it does not hold a quarry sales permit, it may, pursuant to section 143 of the *Local Government Act 2009* enter onto land and take State-owned quarry material, provided the local government can establish:

- a) the land where the quarry material is located is land to which section 143 applies;
- b) the quarry material is material that the local government requires to perform its responsibilities;
- c) the local government has no other reasonably practicable way of obtaining the quarry material other than by removing it from the land in question; and
- d) the local government or local government worker has given the owner and occupier of the land a reasonable entry notice.

Land to which section 143 applies

Land that can be accessed under section 143 is land within the local government's area, other than land that is:

- the site of, or curtilage around, a home or other structure; or
- a court, lawn, park, planted walk or avenue or yard; or
- under cultivation (including a garden, nursery or plantation, for example); or
- a state forest or timber reserve under the *Forestry Act*; or
- a protected area under the *Nature Conservation Act 1992*; or
- the wet tropics area under the *Wet Tropics World Heritage Protection and Management Act 1993*.

A local government can also access State-owned quarry material on land outside their local government area if the local government has the written approval of the local government Minister under section 9(4)(b)(i) of the *Local Government Act 2009* to exercise its powers outside its local government area.

Quarry material is required to perform the local government's responsibilities

Local governments have the control of roads within their local government area: section 60 of the *Local Government Act 2009*. So, the construction, maintenance and repair of roads controlled by a local government within its area is the responsibility of the local government.

No other reasonably practicable way of obtaining quarry material

Local government will be required to undertake an assessment of whether it has any other reasonably practicable way of obtaining quarry material to construct or repair roads in its local government area for REPA works under DRFA. This will require a consideration of:

- a) whether the LGA can access quarry material from an alternative quarry area where it holds a permit under the *Forestry Act 1959*;
- b) whether the LGA can obtain quarry material from an alternative source, i.e. from land that is not relevant land;
- c) (if so) the difference between the costs of obtaining the quarry material from the alternative source/s and the costs of obtaining it from the relevant land under section 143 (including the requirement to pay compensation to the landowner);
- d) whether the LGA can comply with the requirements of relevant heritage and environment legislation that applies to the relevant land.

This requires a detailed consideration of the particular factual circumstances at the time the taking of the quarry material is proposed to occur.

In basic terms, if, during or immediately after an emergency or natural disaster event:

- roads in a LGA's area requires immediate repair or reconstruction or repair; and
- the LGA does not hold a sales permit for quarry material under the *Forestry Act 1959* for the relevant land;
- there is not alternative source of quarry material for the LGA, and
- the LGA is satisfied it meets the requirements of the relevant environment and cultural heritage legislation over the Relevant Land

Reporting mechanism

There may be a requirement in the future for reporting on the use of s143 for this application including how the LGA has satisfied the requirements set out in the in the *Aboriginal Cultural Heritage Act 2003* or the *Torres Strait Islander Cultural Heritage Act 2003*.

Local government must give a reasonable entry notice

A reasonable entry notice is a notice about the purported entry by a local government onto a property that:

- (a) informs the owner or occupier of the property of:
 - (i) who is to enter the property;
 - (ii) the reason for entering the property;
 - (iii) the days and times when the property is to be entered; and
- (b) is given to the owner or occupier at least 7 days before the property is proposed to be entered.

While some local governments would have template notices for the exercise of powers under chapter 5, part 2, division 2 of the *Local Government Act 2009*, those local governments that do not could use the attached entry notice as a template (Encl).

Compensation payable by local governments for entering onto land and taking quarry material

A local government that exercises the power under section 143 of the *Local Government Act 2009* to enter onto land and take quarry material will be liable to pay compensation to the landowner under section 147 of that Act.

The compensation can include the value of the quarry material taken. However, the compensation does not have to be paid before the entry onto the land and the taking of the quarry material.

Dear Sir/Madam

Notice to enter land and take material – Section 143 of the *Local Government Act 2009*

[Insert real property description of land]

I write to advise that [Council name] has, under section 143 of the *Local Government Act 2009*, authorised officers of the Council to enter onto the land specified above to search for quarry material and remove the quarry material from the land for the purpose of undertaking emergent disaster recovery works to repair roads under Council's control in its local government area.

Who is to enter the land:	Officers employed by council
Reasons for entry:	Search for, and remove quarry material, from the land for the purpose of undertaking emergent disaster repairs to or the reconstruction of the section of [insert road name] located at [insert location of works]
Date and times of entry:	[Insert - date must be at least 7 days after date notice is given to owner/occupier of land]

As a courtesy, you will be contacted at least 24 hours before entry, to explain the activities to be carried out and to determine whether there are any specific requirements or requests of which the authorised persons should be made aware.

If you suffer damage or loss because of the exercise of Council's power to enter onto the land and take material from the land, you are entitled to compensation from Council under section 147 of the *Local Government Act 2009*. All claims for compensation should be made in writing to Council and should set out the damage or loss you have suffered and the compensation you claim for that loss.

I would greatly appreciate your understanding and cooperation throughout this process.

If you have any queries in relation to this letter, please contact [insert details].

Yours sincerely

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

4. Email from the Electoral Commission of Queensland – The Countdown – Editon 5.

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Message

FROM THE ELECTORAL COMMISSIONER

With only a few weeks remaining until the end of the year it's a great time to reflect on 2023 and particularly, on the impressive volume of work that's been done as we prepare for a busy election year.

In this final edition of *The Countdown* for 2023 you'll find some updates on our key pieces of work including our Service Plan, temporary election staff recruitment activities and Returning Officer training.

Last week, we also hosted the final meeting of the Local Government Election Advisory Committee prior to the elections, where a range of important topics were discussed such as our vote counting and declaration processes, our election advertising campaign and the progress being made on the 'So you want to be a councillor?' training, across the state.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

When we return in the New Year, the election period will be in sharp focus for all of us as we prepare to deliver an efficient and effective electoral event for Queensland.

I'd like to take this opportunity to thank you for your engagement with the ECQ team over the past year and acknowledge the important role that our close relationship with the local government sector has played in informing our election preparations.

As a result of this collaborative approach, I am confident that we are in a strong position and more prepared than ever before to deliver the local government elections on 16 March 2024.

I hope you all have a great break and enjoy the holiday period.

Pat Vidgen
Electoral Commissioner of Queensland



In this edition of The Countdown

- Election timetable now available
- 2024 Service Plan coming soon
- Election staff recruitment on target
- Candidate training in full swing across Queensland
- Returning Officers ready for the elections
- Final LGEAC meeting for 2023



Election timetable now available

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

The proposed timetable for the 2024 local government elections has been published and is available on the ECQ website. Please note that these dates are indicative only and that the timetable will be confirmed once the Notice of Election has been issued.

Notice of election	Monday 29 January 2024
Candidate nominations open	Monday 29 January 2024
Close of electoral roll	Monday 5 February 2024
Candidate nominations close	Tuesday 13 February 2024 at noon
Ballot paper order draw	Wednesday 14 February 2024 at 10am
Postal vote applications close	Monday 4 March 2024 at 7pm
Early voting*	Monday 4 March to 15 March 2024
Election day	Saturday 16 March 2024 from 8am to 6pm
Close of return of postal votes	Tuesday 26 March 2024

**early voting in rural and remote locations are likely to be less than a full two-week period. Details of dates, times and locations will be available on the ECQ website during the election.*

Q

2024 Service Plan coming soon

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

The ECQ's 2024 Local Government Elections Service Plan has been produced to provide an overview of how the elections will be delivered, promoting visibility and transparency about the process of election planning and delivery at a state-wide level.

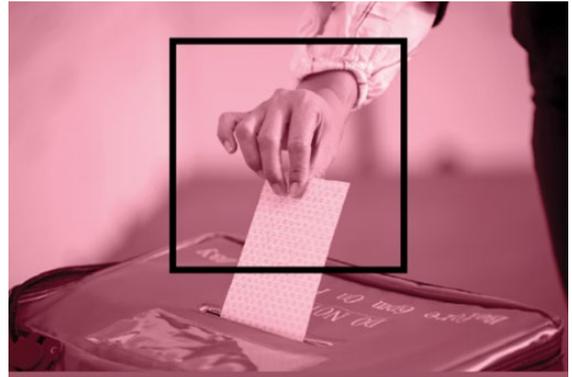
We've been developing service plans for major elections since 2020, and the plan for the 2024 local government elections will be published soon on the ECQ website.

What's in an Election Service Plan?

An overarching view of how the ECQ will deliver the election. This includes details of key aspects of service delivery, an overview of services, system improvements and new initiatives that have been introduced to maximise elector engagement and participation.

The 2024 local government elections plan includes:

- the election timetable and key milestones
- voter services, including early voting and election day services, postal voting and telephone voting
- remote polling services for Indigenous local governments
- recruitment and training of Returning Officers and other temporary election staff
- management, testing and operation of critical election systems
- candidate and political party disclosure obligations and compliance activities
- communication and engagement activities to promote and support electoral participation
- an update on local government boundaries following reviews by the Local Government Change Commission



2024
LOCAL GOVERNMENT ELECTIONS
SERVICE PLAN



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

- post-election activities including vote counting and result publication, the non-voter compliance program, evaluation and reporting.

How will individual elections be delivered?

In addition to the state-wide Service Plan, the ECQ has been communicating regularly with local governments, and has provided a draft service plan to each council, with detailed information specific to their electoral landscape. These plans include the timetable, election services and key communication and contact information for the individual local government.

Draft plans were sent to council CEOs with correspondence from Julie Cavanagh, Executive Director, Election Event Management in August 2023 and were updated and redistributed in November 2023.

While these local service plans will continue to evolve, they provide valuable guidance for councils to assist them to make their own preparations for the elections.



Election staff recruitment on target

With around 10,000 Queenslanders needed to support our delivery of the local government elections in 2024, work on the recruitment of staff and promotional planning to support this project has been ongoing for many months.

A critical project for the ECQ, this work has been meticulously planned, with recruitment now underway via a two-phased promotional schedule.

A 'soft launch' in early December included promotion to people who have previously worked for the ECQ in these types of roles and is already yielding a great response.

To date, more than 5,000 applications have been received, putting the ECQ in a strong position to meet its target in the New Year, when opportunities are promoted to the general public.

ECQ Communication has been supporting the public awareness aspect of this work, developing a communication and engagement strategy which features an advertising campaign that will be deployed on social media, and a range of other deliverables such as

BARCALDINE REGIONAL COUNCIL AGENDA FOR GENERAL MEETING 23 JANUARY 2024

media releases, stakeholder kits and short videos.

Here's a quick look at a few of our campaign assets.



Candidate training in full swing across Queensland

Mandatory training for prospective local government election candidates is well underway across Queensland.

All candidates for mayor or councillor at the 2024 local government elections must complete the 'So you want to be a councillor?' course.

The updated online course launched at the end of July 2023, and the Department of State Development, Infrastructure, Local Government and Planning is delivering in-person information sessions and full training sessions between November 2023 and February 2024.

The ECQ has been providing support for the training, attending a number of sessions including in Cairns, Mount Isa, Aurukun, Napranum, Mapoon, Murweh, Paroo, Bulloo and Quilpie.

All prospective candidates are encouraged to complete their training as soon as possible, as this is a pre-requisite for the registration of nominations for the elections.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024



Returning Officers ready for the elections

Returning Officer training is over for the year, with more than 130 Returning Officers and Assistant Returning Officers now fully equipped to oversee the local government elections on 16 March. A further training program for staff working in Indigenous local governments in Far North Queensland will be held next month.

Returning Officers are integral to any electoral event and are chosen for their organisational and problem-solving skills. During an event they also become highly valuable sources of information.

As we look ahead to the elections in March, the ECQ has confidence that our team of Returning Officers and Assistant Returning Officers are well-trained, well-supported and ready to deliver.



Final LGEAC meeting for 2023

The final meeting of the Local Government Election Advisory Committee before the election was held in Brisbane on 13 December.

At the meeting, a host of topics were discussed, including vote counting, declarations and result publication and the processes that will be in place for the local government elections, along with updates on the ECQ's advertising campaign, candidate training and costs.

Representatives from the Crime and Corruption Commission were also present, providing information about their awareness activities during the local government election period.

The committee has provided a valuable forum for the ECQ to consult the local government sector and ensure these perspectives were reflected in election planning activities. The committee will reconvene following the elections to discuss outcomes and observations.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

The ECQ thanks all members for their constructive and insightful contributions to the work of the committee and for their efforts in improving election service delivery for all Queenslanders.



ecq.qld.gov.au

 *The Electoral Commission of Queensland acknowledges the Traditional Owners of Country, and their connection to land, sea, and community. We pay our respects to Elders past and present.*

This email was sent by Electoral Commission of Queensland, Level 20, 1 Eagle Street, BRISBANE, QLD 4000, Australia to shaneG@barc.qld.gov.au

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BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

5. Email from the Acting Director-General; Department of Housing, Local Government, Planning and Public Works

To: Shane Gray <Shaneg@barc.qld.gov.au>

Subject: Correspondence from the Acting Director-General, Department of Housing, Local Government, Planning and Public Works - Our ref: DGBN23/508

Attachments: Letters_Part8.pdf (165.35 KB), Enclosure Model Meeting Procedures (new provisions highlighted).docx (108.4 KB)

Good morning

Please find attached correspondence from the Acting Director-General of the Department of Housing, Local Government, Planning and Public Works.

Kind regards



Executive Services Unit

Department of Housing, Local Government,
Planning and Public Works
1 William Street, Brisbane QLD 4000

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Our reference: DGBN23/508

12 January 2024

Mr Shane Gray
Chief Executive Officer
Barcaldine Regional Council
shaneg@barc.qld.gov.au



Office of the
Director-General

Department of
Housing, Local Government,
Planning and Public Works

Dear Mr Gray

As you are aware, the *Local Government Act 2009* (LGA) prescribes that all councils must adopt the model meeting procedures (MMP) or incorporate them into the existing standing orders for meeting procedures. The MMP document is now being published on the Department of State Housing, Local Government, Planning and Public Work's (the department) website. In addition, the department has a best practice example - Standing Orders document published on the website that demonstrates how the MMP can be incorporated into existing standing orders.

I am writing to advise that the *Local Government (Councillor Conduct) and Other Legislation Amendment Act 2023* passed through parliament on Wednesday 16 November 2023, introducing new amendments relating to the model meeting procedures in relation to council investigations and other matters.

Key amendments made to the model meeting procedures are identified below, and a marked-up version of the MMP identifying new provisions highlighted in yellow has been attached to this letter, however we encourage all councils to review the legislation in its entirety:

- The councillor conduct complaints system has been significantly realigned to introduce new provisions in relation to local government investigations into conduct breach matters referred to local governments by the Office of the Independent Assessor (IOA). These changes require the MMP to reflect new procedures for deciding the outcome of the investigation matters in a council meeting.
- A provision has been included in the legislation to allow a council meeting to be closed to the public during a debate about an investigation report in relation to a conduct breach matter.
- When a decision is made about a conduct breach matter at a local government meeting that is inconsistent with the recommendations provided in the investigation report, a statement of reasons for the inconsistency must be included in the minutes, and a copy of the investigation report must be made publicly available within 10 business days of the decision. (Redactions of complainants and witnesses' details must be made before publication unless they are councillors)
- A notice must be provided to the OIA, the councillor and the complainant, by the local government when a decision is made about a conduct breach matter providing the details of the decision. The notice must have the reasons for the decision and any orders that were made.
- Procedures in relation to loss of quorum as a result of the number of councillors with a conflict of interest has been amended to include that a council may decide by resolution, not to decide the matter and take no further action in relation to the matter, unless the Local Government Act or another Act provides that the local government must decide the matter. Conduct matters must be decided either when a quorum is available or by ministerial approval for conflicted councillors to vote on the matter.

1 William Street
Brisbane Queensland 4000
GPO Box 806 Brisbane
Queensland 4001 Australia

- Unsuitable meeting conduct by a chairperson at a council meeting has been introduced to the legislation. If a councillor reasonably believes that the chairperson has engaged in unsuitable meeting conduct during a meeting, the councillors present at the meeting, other than the chairperson, must decide by resolution if that is the case and if so, can make an order reprimanding the chairperson.
- If the conduct of a councillor, including a chairperson, at the meeting becomes conduct breach as a result of three instances of unsuitable conduct in one year, the local government is not required to notify the assessor about the conduct, and it may be dealt with at the next council meeting.

Yours sincerely



Matthew Nye
Acting Director-General

Encl.

Model Meeting Procedures

Conduct of local government meetings and its committee meeting

Revised **November** 2023

Last updated:

Date	Version Number	Name	Approved
20 June 2023	004	P Cameron	
28 November 2023	005	P Cameron	



**Queensland
Government**

The Department of State Development, Infrastructure, Local Government and Planning connects industries, businesses, communities, and government (at all levels) to leverage regions' strengths to generate sustainable and enduring economic growth that supports well-planned, inclusive, and resilient communities.

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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not take into account individual circumstances or situations. Where appropriate, independent legal advice should be sought.

Copies of this publication are available on our website at www.statedevelopment.qld.gov.au and further copies are available upon request.

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@ info@dSDLGP.qld.gov.au

🌐 www.statedevelopment.qld.gov.au

✉ PO Box 15009, City East, Queensland 4002

Contents

Purpose of the Model Meeting Procedures	4
Meeting Principles	4
Background	4
Application	5
Processes.....	5
1. Process for Dealing with Unsuitable Meeting Conduct by a Councillor in a Meeting	5
2. Process for Dealing with Unsuitable Meeting Conduct by a Chairperson in a Meeting.....	6
3. Meeting Procedures for Dealing with a Suspected Conduct Breach including that which has been Referred to a Local Government by the Independent Assessor.....	7
4. Prescribed Conflict of Interest	11
5. Declarable Conflict of Interest	12
6. Reporting a Suspected Conflict of Interest	15
7. Loss of Quorum	16
8. Recording Prescribed and Declarable Conflicts of Interest	17
9. Closed Meetings.....	18

Purpose of the Model Meeting Procedures

The purpose of the model meeting procedures is to set out certain procedures to ensure all the local government principles are reflected in the conduct of local government meetings, standing and advisory committee meetings as defined in the *Local Government Act 2009* (LGA), *Local Government Regulation 2012* (LGR), the *City of Brisbane Act 2010* (COBA) and the *City of Brisbane Regulation 2012* (COBR). However, model meeting procedures do not apply to meetings of the local government's audit committee.

It is not intended that the model meeting procedures would deal with all aspects of meeting conduct but only those required to strengthen public confidence in local government to deal with the conduct of councillors, conflict of interest of councillors, loss of quorum and closed meetings.

Meeting Principles

Local government meetings must adhere to the following principles:

- Transparent and effective processes and decision making in the public interest
- Sustainable development management and delivery of effective services
- Democratic representation, social inclusion, and community engagement
- Good governance of, and by the local government
- Ethical and legal behaviour of councillors, local government employees and councillor advisors.

Background

Under section 150F of the LGA, the chief executive of the department of local government must make model procedures for local government and committee meetings. These procedures must be adopted and if the local government adopts other procedures, they must not be inconsistent with the model procedures. If there is any inconsistency, the local government is taken to have adopted the model procedures to the extent of the inconsistency.

The model meeting procedures include the following:

- the process for how the chairperson of a local government meeting may deal with unsuitable meeting conduct by a councillor
- the process for how the councillors at a local government meeting may deal with the unsuitable meeting conduct by the chairperson
- the process for how a suspected conduct breach by a councillor, that is referred to the local government by the Independent Assessor (IA), must be dealt with at a local government meeting
- the processes for dealing with a conflict of interest (COI) arising during a local government meeting and recording the COI in the minutes of the meeting
- the process for dealing with a loss of quorum due to the number of councillors with a COI
- procedures for closing local government meetings to the public.

Application

A local government must either adopt the model meeting procedures or prepare and adopt other procedures for the conduct of its local government meetings, standing and advisory committee meetings.

A local government's meeting procedures and standing orders must be consistent with the model meeting procedures. If there is any inconsistency with the documents, then the local government is taken to have adopted the model meeting procedures to the extent of the inconsistency.

To assist local governments the Department has published best practice example **standing orders** that local governments can choose to adopt. These are published on the departmental website.

A local government must conduct its meetings in a manner that is consistent with either the model meeting procedures, or its own standing orders provided they are consistent with sections 1-8 below of these model meeting procedures.

Processes

1. Process for Dealing with Unsuitable Meeting Conduct by a Councillor in a Meeting

The conduct of a councillor is unsuitable meeting conduct if the conduct happens during a **local government** meeting and contravenes a behavioural standard of the **Code of Conduct for Councillors**. When dealing with an instance of unsuitable **meeting** conduct by a councillor, the following procedures must be followed:

- 1.1. The chairperson must reasonably believe that the conduct of a councillor during a meeting is unsuitable meeting conduct.
- 1.2. If the chairperson decides the unsuitable meeting conduct has occurred, the chairperson may consider the severity of the conduct and whether the councillor has had any previous warnings for unsuitable meeting conduct issued. If the chairperson decides the conduct is of a serious nature or another warning is unwarranted, the chairperson can make an order in relation to the conduct under 1.7 below.
- 1.3. If the chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the chairperson may request the councillor take remedial action such as:
 - 1.3.1. Ceasing and refraining from exhibiting unsuitable meeting conduct
 - 1.3.2. Apologising for their conduct
 - 1.3.3. Withdrawing their comments.
- 1.4. If the councillor complies with the chairperson's request for remedial action, no further action is required.

- 1.5. If the councillor fails to comply with the chairperson's request for remedial action, the chairperson may warn the councillor that failing to comply with the request could result in an order being issued.
- 1.6. If the councillor complies with the chairperson's warning and request for remedial action, no further action is required
- 1.7. If the councillor continues to fail to comply with the chairperson's request for remedial action or the chairperson decided a warning was not appropriate under 1.5, the chairperson may make one or more of the orders below:
 - 1.7.1. An order reprimanding the councillor for the conduct
 - 1.7.2. An order requiring the councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
- 1.8. If the councillor fails to comply with an order to leave and stay away from the meeting, the chairperson can issue an order that the councillor be removed from the meeting.
- 1.9. Any councillor aggrieved with an order issued by the chairperson can move a motion of dissent for parts 1.1, 1.7 and 1.8 above.
- 1.10. Following the completion of the meeting, the chairperson must ensure **the minutes record the information about unsuitable meeting conduct** (see note):

Note: Details of any order issued is recorded in the minutes of the meeting. If it is the third or more order made within a 12-month period against a councillor, or the councillor has refused to comply with an order issued to leave the meeting, these matters are dealt with at the next **local government meeting** as a suspected conduct **breach**. The **local governments** chief executive officer (CEO) is advised to ensure details of any order made is updated in the **local government's** councillor conduct register.

2. Process for Dealing with Unsuitable Meeting Conduct by a Chairperson in a Meeting

- 2.1. **If a councillor at the meeting reasonably believes that the conduct of the chairperson during the meeting is unsuitable meeting conduct, the councillor will raise the matter in the meeting by point of order.**
- 2.2. **The chairperson may correct their unsuitable meeting conduct or if they do not properly correct their behaviour, the councillor may move a motion that the councillor has engaged in unsuitable meeting conduct (a seconder for the motion is required). Councillors present, excluding the chairperson, must decide by resolution if the conduct is unsuitable meeting conduct.**

- 2.3. The chairperson has a declarable conflict of interest in the matter and must leave the place where the meeting is being held, including any area set aside for the public, during the debate and vote on the matter. If the chairperson wishes to remain in the meeting, the eligible councillors must make a decision and follow the procedures set out in *part 5* below.
- 2.4. For the debate and vote on the motion, a councillor other than the councillor that moved the motion, is to act as the chairperson.
- 2.5. If the original chairperson remains in the meeting, on the condition that they will not vote on the matter as determined by the eligible councillors, they can put forward their reasoning about their conduct, and respond to questions through the chairperson from the eligible councillors.
- 2.6. The acting chairperson of the meeting will preside over the meeting while the councillors present at the meeting vote on whether the chairperson has engaged in unsuitable meeting conduct (the acting chairperson will have a casting vote on the resolution if required).
- 2.7. If it is decided that the chairperson has engaged in unsuitable meeting conduct the councillors can make an order reprimanding the chairperson for the conduct.
- 2.8. Once the councillors make a decision, the chairperson returns to the meeting (unless they have been permitted to remain in the meeting) and is informed of the decision by the acting chairperson.
- 2.9. The chairperson then resumes the role of chairperson, and the meeting continues.

Note: Details of any reprimand order is recorded in the minutes of the meeting. The local governments chief executive officer (CEO) is advised to ensure details of any order made is updated in the local government's councillor conduct register.

For conduct of a chairperson, at local government meetings that is part of a course of conduct leading to a reprimand order for unsuitable meeting conduct being made against the chairperson, on three occasions within a period of 12 months, the conduct that led to the orders being made, taken together, becomes a conduct breach.

If the conduct of a councillor, including a chairperson, at the meeting becomes a conduct breach; in accordance with section 150J of the LGA, and is a conduct breach under section 150K(2)(b) and (3) of the LGA, the local government is not required to notify the assessor about the conduct; and may deal with the conduct under section 150AG as if an investigation had been conducted. It may be dealt with at the next local government meeting.

3. Meeting Procedures for Dealing with a Suspected Conduct Breach including that which has been Referred to a Local Government by the Independent Assessor



Under chapter 5A, part 3, division 3A of the LGA, the IA must make a preliminary assessment and consider dismissing a complaint, notice or information before taking other action if satisfied that particular circumstances apply. If the IA assesses that a matter is a suspected conduct breach it must refer the matter to the local government. The assessor refers the councillor's suspected conduct breach to the local government by giving a referral notice.

Note: *Conduct breach is conduct that contravenes a behavioural standard of the code of conduct for councillors, or a policy, procedure or resolution of the local government; or the conduct contravenes an order of the chairperson of a local government meeting for the councillor to leave and stay away from the place at which the meeting is being held; or an instance of a suspected conduct breach that may arise from circumstances under paragraph 1.9.2 of this document.*

3.1. In relation to matters referred by the IA to the local government, the local government may decide not to start or discontinue an investigation if the complainant withdraws the complaint, or consents to the investigation not starting or discontinuing, or the complainant does not provide extra information when requested, or there is insufficient information to investigate the complaint, or the councillor vacates or has vacated their office as a councillor.

Note: *The local government investigation must be conducted in a way that is consistent with the local government's investigation policy. An investigation report must be prepared to assist the councillors in making a decision on the outcome under section 150AG of the LGA. Before debating a matter relating to making a decision, a summary investigation report (with redactions) must be prepared and made publicly available under section 150AFA of the LGA on or before the day and time prescribed by regulation. However, this section does not apply in relation to a decision by the Establishment and Coordination Committee under the City of Brisbane Act 2010 (COBA).*

3.2. The local government must decide in a local government meeting, whether the councillor has engaged in a conduct breach. Unless in accordance with section 150AG of the LGA, it has delegated responsibility for this decision to the mayor under section 257(2)(a), or to a standing committee section 257(2)(b) of the LGA or section 238(2)(a), (b) or (c) of the COBA.

3.3. When dealing with an instance of a suspected conduct breach which has been referred to a local government by the IA:

3.3.1. The local government must be consistent with the local government principle of transparent and accountable decision making in the public interest by deciding the outcome of an investigation of a suspected conduct breach in an open meeting of the local government. However, where the matter requires debate a local government may close all or part of a meeting to the public, if considered necessary, to discuss an investigation report under the City of Brisbane Regulation (CBR) section 242J, or the Local Government Regulation (LGR) section 254J.

3.3.2. No resolution for a decision can be made in the closed session. The matter must be decided in an open session of the meeting or at a later meeting.

- 3.3.3. Where a local government makes a decision about a conduct breach matter at a local government meeting that is inconsistent with a recommendation made about that matter in an investigation report, a statement of the reasons for the inconsistency must be included in the minutes of the meeting under CBR section 242H and the LGR section 254H.
- 3.3.4. The subject councillor has a declarable conflict of interest in the matter but may remain in the closed meeting (unless the local government decides otherwise), during the debate about the investigation report and answer questions put to the subject councillor through the chairperson in relation to the evidence or written submission provided by the councillor to the local government.
- 3.3.5. The subject councillor who has a declarable conflict must leave the place where the meeting is being held, including any area set aside for the public, during the vote on whether they have engaged in a conduct breach and what, if any, penalty to impose if the councillor is found to have engaged in a conduct breach.
- 3.3.6. If the complainant is a councillor, that councillor has a declarable conflict of interest in the matter and if so, must follow the declarable conflict of interest procedures in section 4. If the complainant councillor who has a conflict of interest, wishes to remain in the meeting during the debate and vote on the matter, the other eligible councillors (do not have a COI in the matter) must decide how to deal with the conflict of interest under section 4. The complainant councillor can be ordered to leave the meeting place or conditions may be applied to allow that councillor to participate in either the debate, the vote, or the decision on any disciplinary action to be applied.
- 3.3.7. After making a decision under section 150AG of the LGA, the local government must make the full investigation report, publicly available within 10 business days after the decision is made, with redactions of the name of the complainant and any witnesses but including the name of a councillor or the CEO of the local government if they were complainants, or any councillor who declared a COI in the matter.
- 3.4. If the local government has lost quorum due to the number of conflicted councillors or another reason, the local government must do one of the following:
- 3.4.1. Delegate deciding the matter under section 257 of the LGA to the mayor or a standing committee, or under section 238 of the COBA, to the mayor or the Establishment and

Coordination Committee, or a standing committee, whichever is the most appropriate in the circumstances or

3.4.2. Decide, by resolution, to defer the matter to a later meeting or

3.4.3. Decide, by resolution, not to decide the matter and take no further action in relation to the matter **unless this Act or another Act provides that the local government must decide the matter.**

Note: *Local government cannot decide to take no further action on a decision about a conduct matter because it is required under the LGA. In order to reach a decision when a loss of quorum has occurred, the matter can be deferred to a later meeting when a quorum can be maintained, or the conflicted councillors may apply to the Minister for permission to participate in the decision.*

3.5. If a decision is reached that the subject councillor has engaged in a conduct **breach**, then the councillors must decide what penalty or penalties from the orders detailed in 2.6, if any, to impose on the councillor. In deciding what penalty to impose the **local government** may consider any previous inappropriate conduct of the councillor and any allegation made in the investigation that was admitted, or not challenged, and that the **local government** is reasonably satisfied is true.

3.6. The **local government** may order that no action be taken against the councillor or make one or more of the following:

3.6.1. **An order that the councillor make a public apology, in the way decided by the local government,**

3.6.2. An order reprimanding the councillor for the conduct **breach**

3.6.3. An order that the councillor attend training or counselling to address the councillor's conduct, including at the councillor's expense

3.6.4. An order that the councillor be excluded from a stated **local government** meeting

3.6.5. An order that the councillor is removed, or must resign, from a position representing the local government, other than the office of councillor, (for example that the councillor is ordered to resign from an appointment representing the local government on a state board or committee)

3.6.6. An order that if the councillor engages in the same type of conduct again, it will be treated as misconduct

3.6.7. An order that the councillor reimburse the local government for all or some of the costs arising from the councillor's conduct breach.

3.6.8. A local government may not make an order in relation to a person who has vacated their office as a councillor.

3.7. The subject councillor, and where relevant, the complainant councillor, must be invited back into the place where the meeting is being held once a decision has been made, and the chairperson must advise them of the decision made by the local government and if relevant any orders made by resolution.

3.8. The minutes of the meeting must reflect the decision and any orders made. A notice must be given to the IA as soon as practicable about the decision and the reasons for the decision and if an order is made under section 150AH the details of the order.

4. Prescribed Conflict of Interest

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a local government meeting, standing or advisory committee meeting (other than ordinary business matters prescribed in section 150EF of the LGA or section 177C of the COBA. When dealing with a prescribed conflict of interest, councillors must abide by the following procedures,

4.1. A councillor who has notified the chief executive officer in writing of a prescribed conflict of interest in a matter to be discussed in a local government meeting must also give notice during the meeting at the time when the matter is to be discussed.

4.2. A councillor who first becomes aware of a prescribed conflict of interest in a matter during a local government meeting must immediately inform the meeting of the conflict of interest.

4.3. When notifying the meeting of a prescribed conflict of interest, the following particulars must, at a minimum, be provided:

4.3.1. If it arises because of a gift, loan or contract, the value of the gift, loan or contract

4.3.2. If it arises because of an application for which a submission has been made, the matters the subject of the application and submission

4.3.3. The name of any entity, other than the councillor, that has an interest in the matter

4.3.4. The nature of the councillor's relationship with the entity mentioned in 3.3.3 that has an interest in a matter

4.3.5. Details of the councillor's and any other entity's interest in the matter.

4.4. The councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject councillor has written notice of approval from the Minister to participate in the matter.

4.5. Once the councillor has left the area where the meeting is being conducted, the **local government** can continue discussing and deciding on the matter at hand.

5. Declarable Conflict of Interest

Councillors are ultimately responsible for informing of any declarable conflict of interest on matters to be discussed at **local government** meetings and standing or advisory committee meetings that might lead to a decision that is contrary to the public interest (other than the interests prescribed under section 150EO of the LGA and section 177L of the COB, and ordinary business matters prescribed in section 150EF of the LGA and section 177C of the COBA).

5.1. A councillor may raise their personal interests in a matter at the meeting to canvas the view of the other councillors prior to deciding to declare a conflict of interest. If the other councillors suspect the personal interest might be a conflict of interest, the other councillors may disclose their suspicion and the processes under section 150EW of the LGA or section 177T of COBA applies.

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

5.2.1. A councillor who has notified the chief executive officer in writing of a declarable conflict of interest in a matter to be discussed at a **local government** meeting must also give notice during the meeting at the time when the matter is to be discussed.

5.2.2. A councillor who first becomes aware of a declarable conflict of interest in a matter during a **local government** meeting must inform the meeting of the conflict of interest.

5.3. When notifying the meeting of a declarable conflict of interest, a councillor should provide sufficient detail to allow the other councillors to make an informed decision about how best to manage the declarable conflict of interest in the public interest. The following minimum details must be provided:

5.3.1. The nature of the declarable conflict of interest

5.3.2. If it arises because of the councillor's relationship with a related party

- the name of the related party and
- the nature of the relationship of the related party to the councillor and
- the nature of the related party's interest in the matter.

5.3.3. If it arises because of a gift or loan from another person to the councillor or a related party:

- the name of the other person and
- the nature of the relationship of the other person to the councillor or related party and
- the nature of the other person's interest in the matter and
- the value of the gift or loan and the date the gift or loan was made.

5.4. After a councillor has declared a conflict of interest, the councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.

5.4.1. If the councillor chooses not to leave the meeting, the councillor may advise the other councillors of their reasons for seeking permission to participate in making the decision.

5.4.2. The other eligible councillors at the meeting must then decide, by resolution, whether the councillor can participate in the decision making in relation to the matter, including voting on the matter, or whether the councillor should not participate in the decision and leave the place of the meeting while the matter is decided by the eligible councillors. The eligible councillors may impose conditions on the councillor under a decision to either participate or leave the meeting e.g., may stay for the debate but must leave for the vote.

5.4.3. The councillor must comply with any decision or condition imposed by the eligible councillors. **The councillor must not participate in the decision unless authorised in compliance with section 150ES of the LGA or under an approval by the minister for local government under section 150EV of the LGA.**

5.4.4. In deciding on whether a councillor may participate in a decision about a matter in which the councillor has a declarable conflict of interest, only councillors who do not themselves have a prescribed or declarable conflict of interest in the matter are eligible to participate in the decision making. The decision may be made even if the number of those councillors is less than a majority or do not form a quorum for the meeting consistent with section 150ET of the LGA and section 177Q of COBA.

5.5. The councillor who is the subject of the decision may remain in the meeting while the debate is occurring and can participate by answering questions from the chairperson to assist the eligible councillors in making their decision. The subject councillor must not vote in making the decision but may remain in the meeting while the vote on the matter takes place and the decision is declared by the chairperson, on whether the councillor may remain in the meeting

and participate in deciding the matter in which the councillor has a declarable conflict of interest.

5.6. When deciding whether a councillor may participate in the decision making on a matter in which the councillor has a declarable conflict of interest, the eligible councillors should consider the circumstances of the matter including, but not limited to:

5.6.1. How does the inclusion of the councillor in the deliberation affect the public trust

5.6.2. How close or remote is the councillor's relationship to the related party

5.6.3. If the declarable conflict of interest relates to a gift or other benefit, how long ago was the gift or benefit received

5.6.4. Will the benefit or detriment the subject councillor or their related party stands to receive from the decision have major or minor impact on them

5.6.5. How does the benefit or detriment the subject councillor stands to receive compare to others in the community

5.6.6. How does this compare with similar matters that **the local government** has decided and have other councillors with the same or similar interests decided to leave the meeting

5.6.7. Whether the subject councillor has unique skills, knowledge or expertise that might help make the best decision in the public interest?

5.7. If the eligible councillors cannot decide whether the subject councillor has a declarable conflict of interest, then they are taken to have decided that the councillor must leave and stay away from the meeting while the eligible councillors discuss and vote on the matter.

5.8. A decision about a councillor who has a declarable conflict of interest in a matter applies in relation to the councillor for participating in the decision, and subsequent decisions, about the same matter unless there is a change to the councillor's personal interests and/or the nature of the matter being discussed. If the eligible councillors decide that the councillor can act in the public interest on the matter, then the councillor may participate in the meeting and be involved in processes occurring outside of a **local government** meeting about the same matter e.g., workshops.

5.9. In making the decision about the councillor's conflict of interest in a matter, it is irrelevant how the subject councillor intended to vote on the issue or any other issue (if known or suspected).

5.10.A councillor does not contravene the above procedures if the councillor participates in a decision under written approval from the Minister as prescribed in section 150EV of the LGA or section 177S of the COBA.

6. Reporting a Suspected Conflict of Interest

- 6.1. If a councillor at a meeting reasonably believes or suspects that another councillor has a personal interest in a matter that may be a prescribed or declarable conflict of interest, and that councillor is participating in a decision on that matter, the councillor who believes or suspects this, must immediately inform the chairperson of the meeting of their belief or suspicion, and the facts and circumstances that led to their belief or suspicion.
- 6.2. The chairperson should ask the relevant councillor with the suspected personal interest whether they have any prescribed or declarable conflict of interest in the matter. If the councillor agrees they have a conflict of interest, the councillor must follow the relevant procedures above.
- 6.3. If the councillor believes they do not have a conflict of interest, they must inform the meeting of that belief and their reasons for that belief.
- 6.4. The eligible councillors must then decide whether the councillor has a prescribed conflict of interest, a declarable conflict of interest or that the councillor does not have a prescribed or declarable conflict of interest in the matter. If the meeting decides the councillor has a conflict of interest, the councillor must follow the relevant procedures above. If a councillor with a declarable conflict of interest wants to participate in the decision despite the declarable conflict of interest, then the eligible councillors must make a decision about the councillor's participation.
- 6.5. If the councillors cannot reach a decision about the conflict of interest, or the subject councillor's participation in the matter despite a declarable conflict of interest, then they are taken to have determined that the councillor must leave and stay away from the place where the meeting is being held while the eligible councillors discuss and vote on the matter. This decision will continue to apply in relation to all subsequent decisions about the same matter, where the conflict of interest remains unchanged.
- 6.6. **If the belief or suspicion of a COI relates to more than one councillor. The parts 5.1 to 5.5 of these procedures must be complied with in relation to each councillor separately.**



7. Loss of Quorum

7.1. In the event where one or more councillors leave a meeting due to a prescribed or declarable conflict of interest in a matter that results in a loss of a quorum for deciding the matter, all the councillors including the conflicted councillors must resolve to:

7.1.1. Delegate the consideration and decision on the matter, pursuant to section 257 of the LGA or section 238 of the COBA unless the matter cannot be delegated

7.1.2. Defer the matter to a later meeting

7.1.3. Not to decide the matter and take no further action in relation to the matter unless the LGA or another Act provides that the local government must decide the matter.

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

7.3. The local government must not delegate a power that an Act says must be decided by resolution of the local government under section 257(3) of the LGA or section 238(3) of the COBA.

7.4. The local government may by resolution delegate a power under section 257 of the LGA or section 238 of the COBA to:

7.4.1. The mayor or chief executive officer, or

7.4.2. A standing committee, or joint committee of the local government, or

7.4.3. The chairperson of a standing committee or joint standing committee of the local government – does not apply to Brisbane City Council, or

7.4.4. Another local government for a joint government activity.

7.4.5. The Establishment and Coordination Committee – only applies to Brisbane City Council

7.5. The local government may only delegate a power to make a decision about a councillors conduct under section 150AE or 150AG of the LGA pursuant to section 257(2) of the LGA, to:

7.5.1. The mayor or

7.5.2. A standing committee.

7.6. A **local government** may only delegate a power to make a decision about a councillor's conduct pursuant to section 238(2) of the COBA, to:

7.6.1. The mayor, or

7.6.2. The Establishment and Coordination Committee, or

7.6.3. A standing committee of the **local government**.

7.7. The Minister for Local Government may, by signed notice give approval for a conflicted councillor to participate in deciding a matter in a meeting including being present for the discussion and vote on the matter, if there is a loss of quorum and deciding the matter cannot be delegated, subject to any conditions the Minister may impose.

8. Recording Prescribed and Declarable Conflicts of Interest

8.1. When a councillor informs a meeting that they or another councillor have a prescribed or declarable conflict of interest in a matter, the minutes of the meeting must record all the relevant details of how the conflict of interest was dealt with, being (see section 150FA of the LGA or section 177X of the COBA):

8.1.1. The name of any councillor and any other councillor who may have a prescribed or declarable conflict of interest

8.1.2. The particulars of the prescribed or declarable conflict of interest provided by the councillor

8.1.3. The actions taken by a councillor after informing the meeting that they have, or they reasonably suspect another councillor has a prescribed or declarable conflict of interest

8.1.4. Any decision then made by the eligible councillors

8.1.5. Whether the councillor with a prescribed or declarable conflict of interest participated in or was present for the decision under ministerial approval

8.1.6. The **local government's** decision on what actions the councillor with a declarable conflict of interest must take and the reasons for the decision

8.1.7. The name of each eligible councillor who voted on the matter and how each voted.

8.2. If the councillor has a declarable conflict of interest the following additional information must be recorded in the minutes of the meeting when the meeting is informed of a councillor's personal interest by someone other than the councillor:

8.2.1. The name of each councillor who voted in relation to whether the councillor has a declarable conflict of interest, and how each of the councillors voted.

8.3. Where a decision has been made under section 4 above – the minutes must include:

8.3.1. The decision and reasons for the decision, and

8.3.2. The name of each eligible councillor who voted, and how each eligible councillor voted.

9. Closed Meetings

9.1. A local government meeting, standing committee meeting and advisory committee meeting may resolve that a meeting be closed to the public if its councillors and members consider it necessary to discuss any of the following matters pursuant to section 254J(3) of the LGR or section **s242J(3)** of the COBR:

9.1.1. Appointment, dismissal, or discipline of the CEO or, in the case of Brisbane City Council only, also for senior executive employees

9.1.2. Industrial matters affecting employees

9.1.3. The local government's budget, which does not include the monthly financial statements

9.1.4. Rating concessions

9.1.5. Legal advice obtained by the local government or legal proceedings involving the local government, including for example, legal proceedings that may be taken by or against the local government

9.1.6. Matters that may directly affect the health and safety of an individual or a group of individuals

9.1.7. Negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government

9.1.8. Negotiations relating to the taking of land by the **local government** under the *Acquisition of Land Act 1967*

9.1.9. A matter that the local government is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or State

9.1.10. A matter relating to the consideration of an investigation report for an investigation of a conduct breach given to the local government under the LGA chapter 5A, part 3, division 5.

- 9.2. A local government meeting, standing and advisory committee meetings cannot resolve that a meeting be closed where the meeting is informed of a councillor's personal interest in the matter by another person and the eligible councillors at the meeting must decide by resolution whether the councillor has a prescribed or declarable conflict of interest in the matter.
- 9.3. Further, the meeting must not be closed if a quorum is lost due to the number of conflicted councillors who leave the local government meeting, and the local government must resolve to:
- 9.3.1. Delegate the consideration and decision on the matter, pursuant to section 257 of the LGA or section 238 of the COBA unless the matter cannot be delegated:
- 9.3.2. Defer the matter to a later meeting when a quorum may be available
- 9.3.3. Not to decide the matter and take no further action in relation to the matter unless the LGA or another Act provides that the local government must decide the matter.
- 9.4. None of the above will be considered, discussed, voted on or made during a closed session.
- 9.5. If a closed session includes attendance by teleconference, the councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting (a failure to do so could be a contravention of section 171(3) of the LGA or section 173(3) of the COBA).
- 9.6. To take a matter into a closed session the local government must abide by the following:
- 9.6.1. Pass a resolution to close all or part of the meeting
- 9.6.2. The resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered (see section 8.1)
- 9.6.3. If it is known in advance, the agenda should clearly identify that the matter may be considered in closed session, and an explanation of why the councillors at the meeting may consider it necessary to take the issue into closed session must be stated.
- 9.6.4. Not make a resolution while in a closed meeting (other than a procedural resolution).

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.5.2
Subject Heading: Planning and Development Report
Author and Title: Shane Gray, Chief Executive Officer
Classification: (if confidential)

Summary: From the Chief Executive Officer, tabling the monthly Planning and Development Report.

Officer's Recommendation: That Council receive the report.

Background

The planning and development report for the month consists of two elements:

1. A list of town planning, building, water and sewerage applications.
2. A report from Council's town planners – Reel Planning.

The full details of development applications are available on Council's website.

Link to Corporate Plan

Theme 5: Governance

We will have a safe, engaged, proud and performing council and workforce that is inclusive, innovative, ethical and trusted by all levels of government.

Consultation (internal/external)

- Chief Executive Officer
- Reel Planning

Policy Implications

Nil

Budget and Resource Implications

- Planning fees received
- Assessment costs.

Risk Management Implications

Low risk – information report only

Asset Management Implications

Nil

Legal Implications - Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Summary list of town planning, building, water and sewerage applications.

Date	Number	Fees		Development Type	Development Detail	Value of work	Location
16.11.2023	B/F	\$22,837.70				\$2,497,822.00	
08.11.2023		\$492.00		Water Connection	Vacant Land	\$0.00	Barcaldine
13.11.2023		\$492.00		Water Connection	Vacant Land	\$0.00	Barcaldine
22.11.2023		\$85.00		Building	Shed with skillion	\$34,250.00	Aramac
24.11.2023		\$937.00		Town Planning	Reconfiguration of Lot (Boundary Realignment)	\$0.00	Alpha
18.12.2023		\$1,079.00		Town Planning	Reconfiguration of Lot (Boundary Realignment)	\$0.00	Barcaldine
21.12.2023		\$1,873.00		Building	Dwelling	\$600,000.00	Aramac
05.01.2024		\$1,726.00		Building	Shade Structures	\$40,480.00	Barcaldine
		\$29,521.70		16 November 2023 to 16 January 2024		\$3,172,552.00	
		\$52,587.50		2022-23 Financial Year		\$2,316,652.00	
		\$45,692.00		2021-22 Financial Year		\$4,215,938.78	
				2020-21 Financial Year		\$3,639,135.00	
				2019-20 Financial Year		\$5,454,721.91	
				2018-19 Financial Year		\$2,220,655.58	

MONTHLY REPORT (DECEMBER 2023)

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.

1. DEVELOPMENT ASSESSMENT

One new application has been received since the last monthly report. Three applications are currently under assessment and one application has been withdrawn. An application has been called in by the State Government which has subsequently been refused.

1.1	Council reference:	DA332324
	Application:	Development Application for a Development Permit for Reconfiguring a Lot (Boundary Realignment - 3 lots into 3 lots)
	Property description:	44 Coolibah Street and 137 Boree Street, Barcaldine and formally described as Lot 1 & 2 on SP217646 and Lot 2 on RY181
	Day application was made:	18 December 2023
	Category of assessment:	Code
	Public notification be required:	No
	Applicant:	Lisa and Jason Rogers
	Status:	Decision stage

An application has been made by Lisa and Jason Rogers for a Development Permit for a Reconfiguring a Lot (Boundary Realignment - 3 lots into 3 lots) over land at 44 Coolibah Street and 137 Boree Street, Barcaldine (Lot 1 & 2 on SP217646 and Lot 2 on RY181).

The proposed boundary realignment seeks to align the boundaries to ensure the lot boundaries correspond with the existing fence lines.

The site is in the Township Zone within which the proposed reconfiguration of a lot is subject to Code assessment and therefore will not require public notification.

The application is currently in the decision stage with a decision due by 13 February 2024.

1.2	Council reference:	DA312324
	Application:	Development Application for a Development Permit for Reconfiguring a Lot (Boundary Realignment - 3 lots into 3 lots)
	Property description:	1 and 3 Gordon Street, Alpha and formally described as Lot 47 on A3017, Lot 51 on A3017 and Lot 2 on A30119
	Day application was made:	24 November 2023
	Category of assessment:	Impact
	Public notification be required:	Yes
	Applicant:	Central West Hospital and Health Service C/- Murray & Associates (Qld) Pty Ltd
	Status:	Public notification

An application has been made by Central West Hospital and Health Service C/- Murray & Associates (Qld) Pty Ltd for a Development Permit for a Reconfiguring a Lot (Boundary Realignment - 3 lots into 3 lots) over land at 1 and 3 Gordon Street, Alpha (Lot 47 on A3017, Lot 51 on A3017 and Lot 2 on A30119).

The proposed boundary realignment seeks to create three (3) township lots that respond to the existing land use and create boundaries that provide opportunity for the future expansion/reconstruction of the Alpha hospital.

The site is in the Township Zone and the 'Alpha high and extreme flood hazard' overlay area within which the proposed reconfiguration of a lot is subject to Impact assessment and therefore will require public notification.

The applicant has advised Council that the public notification will be undertaken between 22 January and 12 February 2024.

1.3	Council reference:	DA592223
	Application:	Development Application for a Development Permit for a Material Change of Use - Service Station
	Property description:	270 Ballyneety Road, Aramac and formally described as Lot 3 on SP335304
	Day application was made:	6 June 2023
	Category of assessment:	Code
	Public notification be required:	No
	Applicant:	Noel Nicholas Dickson
	Status:	Not properly made

An application has been made by Noel Nicholas Dickson for a Development Permit for a Material Change of Use for a Service Station over land at 270 Ballyneety Road, Aramac (Lot 3 on SP335304).

The proposal involves an existing unmanned fuel pod that dispenses both diesel and unleaded petrol. The unmanned fuel pod is located between the 'The Lake' camping area and the Ballyneety road reserve.

The site is in the Rural Zone, within which the proposed Service Station, where the total use area is below 150m², is subject to Code assessment and therefore will not require public notification.

The application is not considered properly made, as it is unclear from the application material whether the fuel pod is located in the road reserve or on the applicant's lot. Council is awaiting a response from the applicant regarding the location of the fuel pod.

The following application has been withdrawn:

1.4	Council reference:	DA262223
	Application:	Development Application for a Development Permit for a Material Change of Use – Industrial Activity (Chiller Box)
	Property description:	Furbers Road, Jericho (Lot 5 on SP223522)
	Day application was made:	28 October 2022
	Category of assessment:	Code Assessment
	Public notification be required:	No

	Applicant:	Australian Independent Game Meat Pty Ltd
	Status:	Withdrawn

1.5	Council reference:	DA221920
	Application:	Development Application for a Development Permit for a Material Change of Use – Public Utility (1400 MW Ultra-supercritical coal fired Power Station), Material Change of Use for an Environmentally Relevant Activity (ERA) – Electricity generation (ERA 14), Extractive and screening activities (ERA 16), Mineral and bulk material handling (ERA 50), Waste disposal (ERA 60), Sewerage treatment (ERA 63); and a Material Change of Use for a Hazardous Chemical Facility
	Property description:	Monkland Road, Hobartville described as part of Lot 2 on SP136836.
	Day application was made:	20 December 2019
	Category of assessment:	Code Assessment
	Public notification be required:	No
	Applicant:	Waratah Coal Pty Ltd
	Status:	Refused

The Waratah Coal Power Station application was called in by the Honourable Steven Miles MP, Deputy Premier and Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure on 22 December 2021. In deciding to call in the application the Deputy Premier acknowledged the significant amount of work that had been undertaken by Council in assessing the application.

The Deputy Premier has advised Council that he will be assessing and deciding the application. As a result, Council will not be required to carry out any further assessment on the application. The Deputy Premier has decided that the assessment of the application will restart from the beginning of the assessment process (confirmation period) and that he will seek community input and intends to seek comment from the Honourable Susan Ley MP, Minister for the Environment.

The Minister is currently assessing the application and issued an information request on 27 January 2022, the State Assessment and Referral Agency (SARA) also issued an information request relating to the environmentally relevant activity on 24 February 2022. The applicant provided a response to the SARA information request on 24 June 2022 addressing the following matters:

- Air emissions;
- Alignment with climate change and energy targets;
- Impacts on human rights; and
- Hazard analysis.

The applicant provided a response to the Minister's information request on 27 June 2022 addressing the following matters:

- Water supply;

- Impacts on matters of national environmental significance;
- Power connections;
- Electricity supply and pricing;
- Emission targets; and
- Engagement with Traditional Owners and Native Title parties.

Although, not a statutory requirement, the Minister has requested that the applicant undertake public notification. The public notification is required to be undertaken for a minimum of 15 business days. The Minister has published an invitation to comment document seeking comments on the proposal, comments close at 5pm on 25 November 2022. 821 pages of comments were received by the Minister and these comments will be considered as part of the Ministers assessment of the application.

The applicant has agreed to further extend the referral agency assessment period to 22 December 2023. SARA issued its referral agency response on 2 November 2023 with conditions. The application is now in the decision stage and the Minister has to approximately 19 January 2024 to make a decision.

The Department of Environment and Science (DES) is concurrently assessing an application for an Environmental Authority (EA) which relates to the operational aspects of the proposal. On 2 November, DES issued a decision notice refusing the EA. The refusal relies on various matters, including (but not limited to) the following:

- the application material was insufficient to enable the administering authority to determine the environmental harm that may occur as a result of the proposed activities, noting the proposal has the potential to cause unacceptable environmental harm;
- the application did not demonstrate that the proposed release of greenhouse gases is sustainable over the life of the Project. Approval of the Project would be considered unequitable in relation to the impacts to future generations that will be forced to manage, mitigate, finance, and adapt to global climate change threats;
- the Project will contribute towards irreversible climate change impacts. It is understood that climate change represents a direct threat to ecological integrity and biological diversity;
- the proposed Project is inconsistent with or is considered to impede on the success of actions under Commonwealth and State government plans, standards, agreements or requirements about environmental protection or ecologically sustainable development; and
- the Project will contribute to the impacts of climate change, thereby contributing to long-term and cumulative impacts to the character, resilience, and values of the receiving environment.

On 14 December 2023, the Minister refused the development application. The reasons for refusal broadly covered the following items:

- Greenhouse gases;
- Impacts on achieving energy transition;
- Impacts on achieving energy targets; and
- The number of submissions.

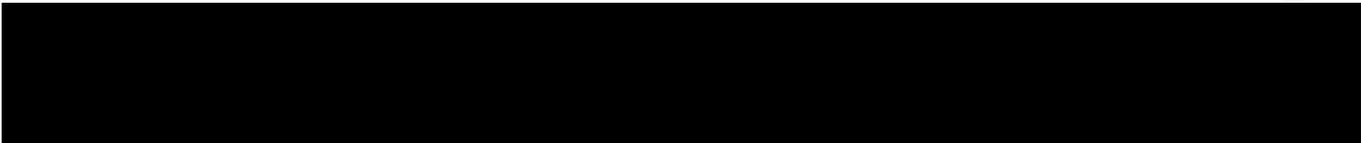
No further action is required from Council on the matter.

The following customer requests were received since the last monthly report:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
06/12/23	State government entity	<p><u>Details of Enquiry</u> Council received a request asking for comments relating to a change of tenure for a parcel of land.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Rural zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> Council advised that it has no comments. 	Closed
12/12/24	State government entity	<p><u>Details of Enquiry</u> Council received a request regarding parking.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Township zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> Council provided advice regarding parking requirements. 	Closed
02/01/24	Landowner	<p><u>Details of Enquiry</u> Council received an enquiry about using existing roo boxes.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site contains existing roo boxes. <p><u>Advice given</u></p> <ul style="list-style-type: none"> If the roo boxes are existing, then it is likely they have the benefit of existing use rights Provided the roo boxes have water and electricity readily available and they are used in accordance with how they have operated previously on the site (number of macropods per week, number of drop offs/pick ups per week, hours of operation) then no development application will be required to restart the use. 	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
10/01/24	Landowner	<p><u>Details of Enquiry</u> Council received a request about establishing a donga on rural land.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Rural zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> If the donga is intended to be habitable it would be defined as a Dwelling house A Dwelling house in the Rural zone is accepted development, therefore not requiring a development application The Dwelling house definition allows two (2) dwellings, a main house and a secondary dwelling. 	
11/01/24	State government entity	<p><u>Details of Enquiry</u> Council received a request for an exemption certificate for a replacement structure.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Recreation and open space zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> The replacement structure is considered to be building work only The new planning scheme does not regulate the proposed building work therefore an exemption certificate is not required A building approval under the Building Act will still be required. 	Closed
17/01/24	Landowner	<p><u>Details of Enquiry</u> Council received an enquiry about establishing two dwellings on a lot.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Township zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> Two dwellings providing permanent accommodation would be defined as a Dual occupancy If the dwellings were intended to provide for accommodation for less than 3 months at a time, then this would be 	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<p>considered as Short-term accommodation</p> <ul style="list-style-type: none"> Both a Dual occupancy and Short-term accommodation would be subject to a Code assessable development application. 	
17/01/24	Landowner	<p><u>Details of Enquiry</u> Council received an enquiry about the reuse of an existing building as a Dwelling house.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Township zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> A Dwelling house is accepted development in the Township zone Accepted development means a development application is not required A building approval may still be required. 	Closed
PLANNING AND DEVELOPMENT CERTIFICATES			
Nil			
SURVEY PLAN APPROVALS			
Nil			



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024

Item Number: 3.5.3

Subject Heading: Workplace Health and Safety Report

Author and Title: Deanna Marshall, Work Health and Safety Administration
 Officer

Classification: (if confidential)

Summary: From the Work Health and Safety Administration Officer, presenting a report on Council's Work Health and Safety.

Officer's Recommendation: That Council receive the report.

Background

The table and associated graphs below represent Barcaldine Regional Council incidents involving injuries to personnel reported from the beginning of the calendar year 2023 through to the most recent reported incident date.

The correlated data indicates that across the region, body stressing has been the major contributor of injuries to Barcaldine Regional Council Employees; followed by Falls, Trips and Slips. The Workplace Health and Safety Department is working closely with Departmental Leaders, Managers and Supervisors to bring awareness of manual handling requirements to their workers through prestart conversations and during task allocation.

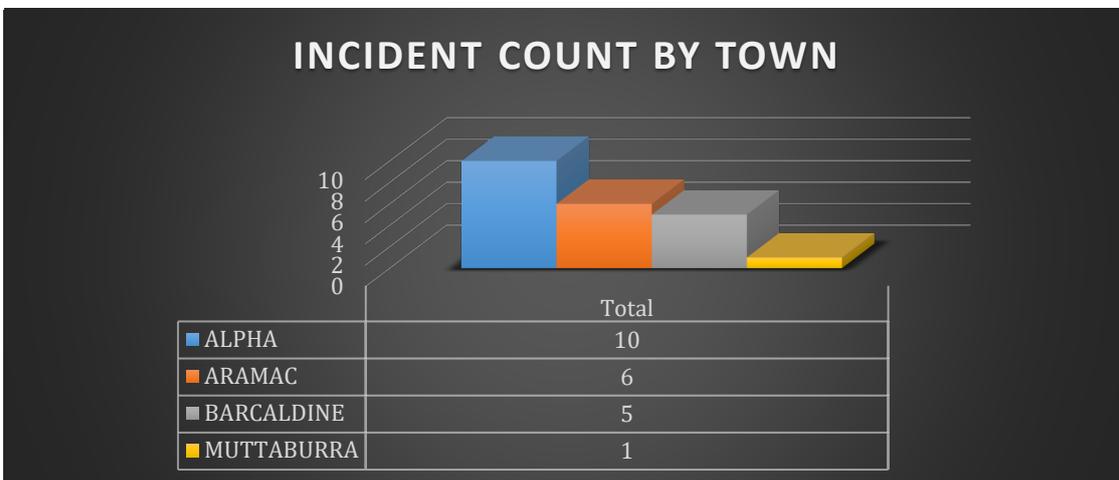
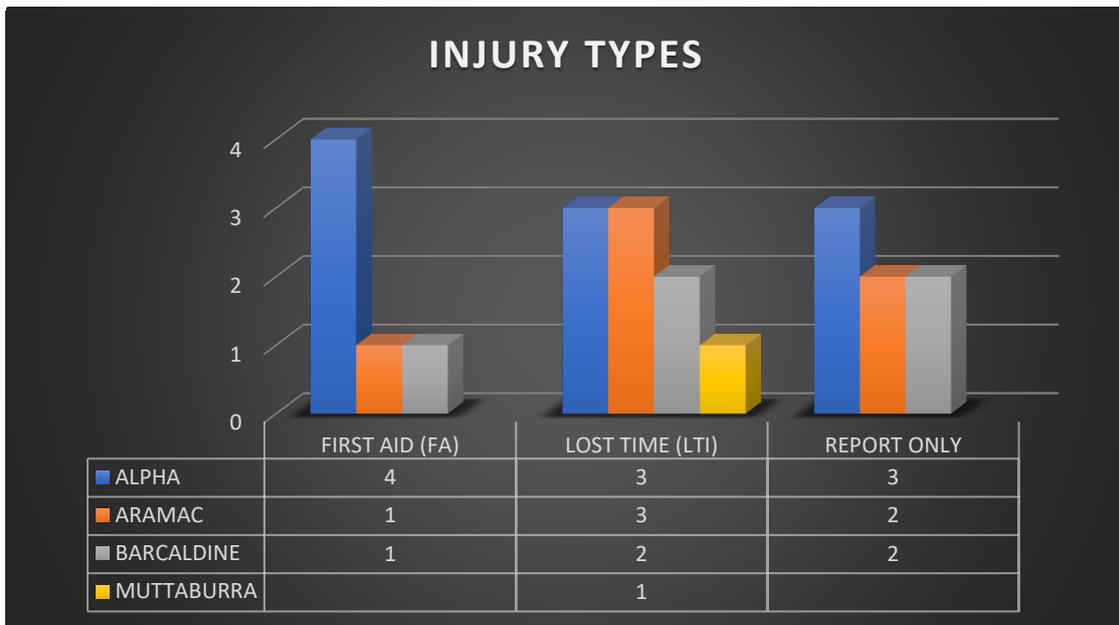
Personnel incidents reported 20/02/2023 – 16/01/2024

Date	Location	Outcomes	Injury Type
12/12/2023	Barcaldine	Injury	Report Only
08/11/2023	Aramac	Injury	Lost Time Incident
03/11/2023	Barcaldine	Injury	Lost Time Incident
25/10/2023	Alpha	Injury	Lost Time Incident
28/09/2023	Aramac	Injury	Report Only
29/08/2023	Aramac	Injury	Lost Time Incident
18/08/2023	Alpha	Injury	Report Only
01/08/2023	Muttaborra	Injury	Lost Time Incident
31/07/2023	Barcaldine	Injury	First Aid
18/07/2023	Barcaldine	Injury	Report Only
07/07/2023	Alpha	Injury	First Aid
29/06/2023	Alpha	Injury	Lost Time Incident
06/06/2023	Alpha	Injury	First Aid
18/05/2023	Aramac	Injury	Lost Time Incident
17/05/2023	Alpha	Injury	Report Only
16/05/2023	Aramac	Injury	Report Only
16/05/2023	Alpha	Injury	Lost Time Incident

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

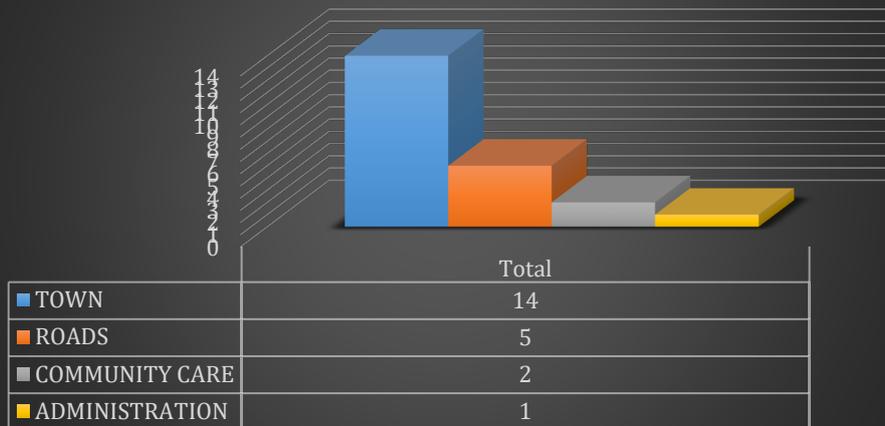
09/05/2023	Alpha	Injury	First Aid
13/04/2023	Alpha	Injury	Report Only
11/04/2023	Alpha	Injury	First Aid
22/03/2023	Barcaldine	Injury	Lost Time Incident
20/02/2023	Aramac	Injury	First Aid

Incident graph 20/02/2023 – 16/01/2024

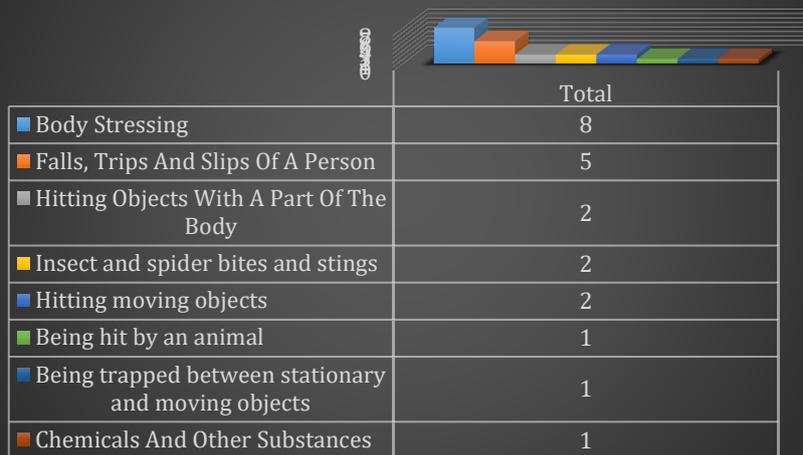


**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

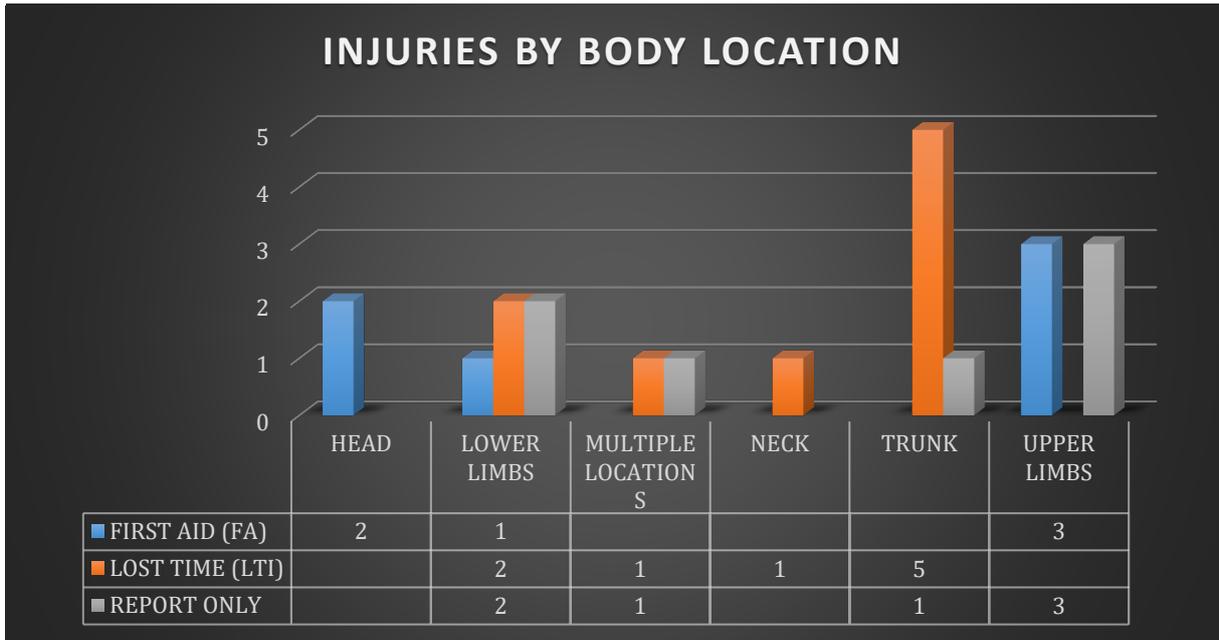
INCIDENT DEPARTMENTS



INCIDENT MECHANISM

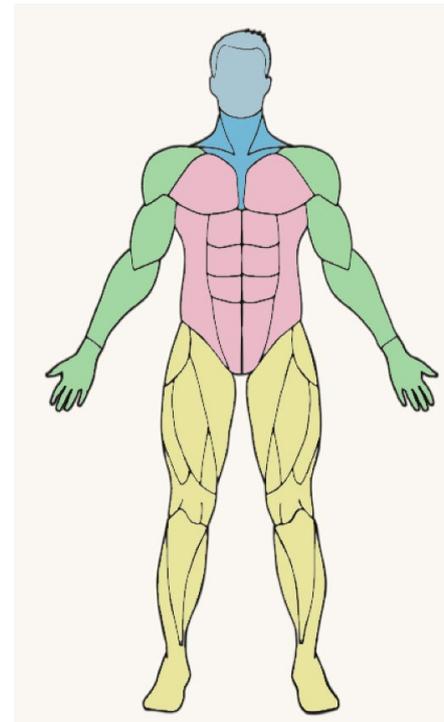


**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**



Injuries by body location

HEAD	2
NECK	1
TRUNK	6
UPPER LIMBS	6
LOWER LIMBS	5
MULTIPLE LOCATIONS	2



The Workplace Health and Safety Department has confirmed training for our newly elected Health and Safety Representative Committee Members in late February 2024. Meeting dates have been confirmed until end of April, awaiting newly elected Council and meeting dates going forward. Currently in the process of finalising First Aid Training, Fire Warden Training, Traffic Management Implementation and Traffic Control as well as Verification of Competencies for the workforce.

The Workplace Health and Safety Team continues to provide support to workers and officers, through communication, mentoring, guidance and advice.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Link to Corporate Plan

Theme 5: Governance

Consultation

- Chief Executive Officer
- Leadership Team
- Workers

Policy Implications

Nil

Budget and Resource Implications

- Insurance claims
- Lost time injuries – Workers Compensation

Risk Implications

No major incidents

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

COUNCIL MEETING DATE: 23 January 2024
Item No: 3.5.4
SUBJECT HEADING: Q2 Review – Annual Operational Plan
Author and Title: Shane Gray, Chief Executive Officer
CLASSIFICATION: (if confidential) [Click here to enter text.](#)

Summary: From the Chief Executive Officer, presenting the second quarter progress report on the implementation of the Annual Operational Plan.

Officer's Recommendation: That Council receive the report.

Background

Section 174 of the Local Government Regulation 2012, requires the Chief Executive Officer to present Council with an assessment of progress towards implementing the Annual Operational Plan each quarter.

The report should be read in conjunction with the project progress report and financial statements.

Link to Corporate Plan

Theme 5: Governance

We will have a safe, engaged, proud and performing council and workforce that is inclusive, innovative, ethical and trusted by all levels of government.

Consultation

District Managers

Finance Manager

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Implications

Receive report only

Asset Management Implications

Nil

Legal Implications

Compliance with s174 of Local Government Regulation 2012

Theme 1: Community

Our communities have the infrastructure and programs to support safe, healthy living, welcome and retain new people to the region, provide affordable access to technology and culture and build resilience.

New Activities in 2023/24 to Achieve Theme Outcomes							
Corporate Plan Strategies	Actions in 23/24	Outcome	Responsibility	Key Performance Indicator	Quarter 1	Quarter 2	
1.1	Develop and implement an advocacy strategy to attract private and government investment in health, emergency services, housing, and education in the region.	Continue to understand the housing needs. Continue to meet with key government stakeholders to ensure that services meet demands.	Development investment prospectus for the Barcaldine region. Identify approaches to address housing shortages.	CEO	Draft prospectus developed Provide report to councilors on Council and Government owned assets Establish opportunity profile with consideration to community needs and both existing and new developments Continued analysis of housing, workforce and emerging developments and trends.	Bauhinia Street, Barcaldine Stage 1 advertised for comment for development opportunity. Ongoing workforce and infrastructure planning for economic development and housing needs across the region.	Expression of interest received and discussed at Community Forums, Council to proceed with the development proposal, establish plan for Subdivision.
1.2	Finalise a regional approach to planning schemes and develop a fee schedule that balances costs with attracting investment to the region.	Community consultation on new scheme in accordance with the communications strategy.	Planning Scheme implemented	CEO	Planning Scheme implemented, LGIP developed and approved	Planning scheme implementation is ongoing, website updated and residents affected by zoning notified.	Planning scheme implemented and new applications considered in accordance with scheme.
1.3	Continue with the Head Yakka program whilst working with others to identify and advocate for appropriate mental health services.	Support the Head Yakka Program to deliver for the community.	Program objectives are met.	CEO	Ongoing support for program to assist our communities	Ongoing support for Mental Health and Wellbeing in the community.	Ongoing support for Mental Health and Wellbeing in the community.

1.4	Support provision of NBN to Aramac and Alpha.	Continue lobbying for improved services for Aramac.	Improved digital access for Aramac residents.	DM Aramac	Continue to monitor funding options through grants for Aramac.	Continue monitoring for funded solutions. Alpha NBN implementation ongoing	Continue monitoring for funded solutions. Alpha NBN implementation complete
1.5	Maintain RADF program for the delivery of art and culture opportunities.	Continue with program.	Access to arts and culture.	CEO	Successful delivery of RADF program. Review and consult with community on the Community Cultural Plan and update accordingly.	RADF funding ongoing with community awareness strategies being considered. The Community Cultural Plan is under review for community consultation and implemented.	Ongoing promotion of RADF
1.6	Promote support mechanisms for not-for-profit organisations to reduce reliance on Council funding.	Promotion and education of the community grants policy.	Reduced reliance on Council for funding.	CEO	Monthly reporting of grant allocations. Develop community grants workshops to assist community groups with sourcing funding.	Ongoing consideration and support for funding, Grant Writing sessions planned for 2024	Ongoing consideration and support for funding, Grant Writing sessions planned for 2024
1.7	We recognise the importance of council staff to the local communities.	Develop a workforce plan and service delivery model for the region.	Quality service to each community.	CEO	Monitoring and quarterly reporting, develop a regional survey	Service delivery reviews in progress.	Organisational structure has been approved with workforce planning and works scheduling being considered.

1.8	Provide facilities and support to local communities with local and travelling shows, exhibitions, sports and recreation opportunities.	Continue to promote shows, exhibitions and events through Council marketing channels.	Increased exposure to regional events to increase participation rates and the support provided with essential services.	CEC	Monthly reporting of participation and feedback.	Ongoing support for events, Small Halls festival Jericho, Barcaldine Region Garden competition, Rodeo, Campdraft, Markets events well supported, advertised and promoted on various media.	Continued support for events throughout region.
		Scoping sound and video equipment at the Council chambers.	Installation of new sound and video equipment to provide livestreaming of Council meetings	DCFS	Report to Council on project plan as part of EOI for new Business Systems	DCFS investigating as part of system upgrade	To be included with systems upgrade
	Planning and upgrades to Recreation Park, facilities and Showgrounds	Develop Management plans	DM	Project Plans scoped and presented for review	Master planning conducted awaiting report	Community consultation and feedback received to be considered by Council Q3	
	Upgrade Barcaldine pool subject to funding.	Improved facilities and filtration system.	DM Barcaldine	Project and presented to Council	completed	completed	
	Upgrades to Muttaborra Pool.	Improved facilities.	DM Aramac		completed	completed	
	Showground upgrades to all showgrounds.	Regional improvements to all showgrounds.	All DM's	Monthly reporting of progress.	In progress, updates provided in District managers reports.	updates provided in District managers reports.	

Theme 2: Services							
<i>Our townships continue to be provided with compliance and sustainable water, sewerage, and waste services. In the absence of other alternative providers, we continue to provide quality community support services on a cost neutral basis.</i>							
New Activities in 2023/24 to Achieve Theme Outcomes							
Corporate Plan Strategies	Actions in 23/24	Outcome	Responsibility	Key Performance Indicator	Quarter 1	Quarter 2	
2.1	Continue providing support programs to our vulnerable residents and advocate for improved ageing/living in place opportunities.	Review service delivery model for community.	Improved compliance and client satisfaction.	CEO	Continue monitoring	Ongoing support with programs and delivery	Ongoing support with programs and delivery.
2.2	Review fixed network and variable water usage charges to equitably recover water supply costs.	Continue monitoring water usage.	Quality information on water usage to allow future funding model decisions.	CEO	Continue monitoring.	Ongoing monitoring	Ongoing monitoring
2.3	Continue implementing strategies to manage our wastewater networks in a sustainable manner.	Commence use of effluent reuse pipeline from Barcaldine STP.	Effluent is reused for sporting or commercial activities.	DOW	Project completed and commissioned	ongoing	Site visit undertaken by CEO, DOW, and contractors to evaluate and consider rescope of project. DOW to prepare a Project analysis for consideration.
		Upgrade regional SCADA and telemetry to allow improved monitoring and performance.	SCADA and telemetry installed and commissioned .	DOW	Project completed and commissioned	Director of Works reviewing SCADA implementation	Director of Works monitoring the ongoing SCADA implementation
		Finalise and progress asset management plans.	Asset management plans implemented.	Asset Manager	Project completed and implemented	In progress	In progress

2.4	Work with other local governments to identify strategies to meet waste targets.	Collaborate with other Councils on strategies. Participate in LAWMAC.	Regional approach to waste management.	CEO/DOW	Develop Strategic management plan for waste management and existing landfill sites	In progress	ongoing
2.5	Regionalise our approach to landfill management to minimise whole of life costs.	Finalise upgrade to the Barcaldine landfill.	Landfill complies with regulations and available to accept regional waste.	DOW	Develop and implement management plan for new and landfill sites	In progress	Transitioning to new landfill in Barcaldine from January 2024
2.6	Identify opportunities to achieve a positive return on financial and postal services.	Ongoing monitoring.	Ongoing sustainability achieved.	DM's	Regular Reporting	monitoring	monitoring

Theme 3: Transport

Our communities will have safe, affordable and reliable infrastructure to travel within, between and beyond our towns. We will continue to be a contractor of choice for the Department of Transport and Main Roads

New Activities in 2023/24 to Achieve Theme Outcomes							
Corporate Plan Strategies	Actions in 23/24	Outcome	Responsibility	Key Performance Indicator	Quarter 1	Quarter 2	
3.1	Implement sound project management practices.	Review project management practices for large projects and identify opportunities for improvement.	Scope of works developed to improve project management.	DOW	Project maintenance plans and scheduling for delivery	DOW reviewing works schedules	Dow and Senior Works Supervisors developing next quarterly works schedules. Engineering Services contract called on Vendor Panel to establish Panel of prequalified suppliers.
		Utilise simple project management plan and monitoring tool for minor capital works projects.	Improved delivery of minor works on time, to quality and within budget.	DOW	Project maintenance plans and scheduling for delivery	In progress	In progress
3.2	Advocate to maintain affordable public transport by rail, bus and air and continued upgrade of the state road network.	Advocate for affordable access.	Access to affordable travel.	CEO	Regular reporting on advocacy.	ongoing	Ongoing, Mayor and CEO continual advocacy both directly and in partnership with RAPAD and Beef Corridor Councils
3.3	Maintain airstrips for evacuation purposes.	Ongoing condition assessment and maintenance.	Management of asset and continued provision of service.	DOW	No scheduled closures to prevent use. Regular reporting with no issues.	Ongoing monitoring	Ongoing monitoring

3.4	Transport infrastructure, footpaths and roads will be maintained and upgraded in accordance with adopted asset management plans.	Review and report on road and footpath network conditions.	Improved road condition assessment and reporting to Council.	DOW	Works maintenance and capital planning schedules report twice yearly ongoing.	Footpath reviews and maintenance ongoing, RACAS equipment has been delivered for installation on Council Vehicle.	Footpath inspections and repairs ongoing across region
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Theme 4: Economy

Our partnerships, policies and processes will encourage new and support existing economic opportunities across the region. Our agricultural, tourism, renewable energy and closed loop sectors continue to be supported through relevant programs and targeted infrastructure.

New Activities in 2023/24 to Achieve Theme Outcomes							
Corporate Plan Strategies	Actions in 23/24	Outcome	Responsibility	Key Performance Indicator	Quarter 1	Quarter 2	
4.1	Implement planning frameworks and land releases to enable development.	Identify land available across each township that may be utilised for development.	Reliable data to inform future investment prospectus.	CEO	Implementation of new planning scheme and LGIP	Bauhinia street development advertised for public consultation. Including Infrastructure planning	Consultation undertaken, project planning commenced for development Stage 1
4.2	Advocate for appropriate levels of road funding to maintain and improve road infrastructure.	Continue to actively participate in Beef Corridors Alliance and ORRTG.	Widening of Capricorn Highway east of Alpha. Sealing of Alpha-Tambo Road and Clermont-Alpha Road. Widening of Barcaldine-Aramac Road.	Mayor/ CEO	Ongoing delivery of funded projects Alpha Aramac/Aramac Torrens Creek. Ilfracombe – Aramac.	Ongoing advocacy	Ongoing advocacy
4.3	Continue to actively promote tourism and maintain quality camping areas.	Maintain membership with OQTA and actively monitor and manage performance.	Barcaldine region is appropriately referenced in broader outback promotions.	CEO	Continued recognition of Tourist opportunities and events through relevant media Work with Queensland Government to promote the muttaburrasaurus as the fossilised emblem of QLD.	Advertising campaign undertaken across various media platforms Continued opportunity sought to promote region	ongoing
		Promote Tropic of Capricorn as a tourism site.	Incorporate Oak St pond into a Tropic of Capricorn site as well as incorporating the regions reliance on Great Artesian Basin (GAB).	DM	Project Plan presented for consideration.	ongoing	ongoing
		Develop marketing strategy for region.	Increase tourism opportunities outside of traditional market.	CEO	Remove outside of traditional markets. Increase tourism opportunities.	ongoing	Review being undertaken to look at strategies, marketing, and various media platforms.
4.4	Continue to advocate for funding to support weed and pest eradication programs.	Maintain relationships with DCQ, neighbouring Councils, RAPAD and NQ Dry Tropics.	Importance of eradication programs on the economy is recognised by Government.	DMs	Program funding continued and reported. Develop and implement a weed and pest management plan and program.	Ongoing collaboration across RAPAD and NQ Dry tropics RLO working collaboratively on projects regionally	Ongoing collaboration across RAPAD and NQ Dry tropics RLO working collaboratively on projects regionally

4.5	Identify surplus parcels of land, both urban and rural.	Identify Council assets and available land parcels to assist in housing analysis	Register of land to determine development/disposal strategies.	Asset Manager	Land register updated to support housing strategy.	In progress	In progress
4.6	Plan for additional parking locations for Oak St in Barcaldine.	Install signage on north side of railway.	Parking area identified.	DM Barcaldine	subject to 4.3	Ongoing consideration with link to 4.3	Ongoing consideration with link to 4.3

Theme 5: Governance

We will have safe, engage, proud and performing council and workforce that is inclusive, innovative, ethical, and trusted by all levels of government.

New Activities in 2023/24 to Achieve Theme Outcomes							
Corporate Plan Strategies	Actions in 23/24	Outcome	Responsibility	Key Performance Indicator	Quarter 1	Quarter 2	
5.1	Competency frameworks developed and implemented for our leaders and employees.	Review programs to support leadership skills.	Improved leadership capacity.	CEO	Opportunities identified for employees.	Leadership and training programs implemented and ongoing for all staff	Leadership and training programs implemented and ongoing for all staff
5.2	Incorporation of risk management and project management principles into our workplace cultures.	Councillors and senior leadership team to undergo training in risk management.	Councillors and senior leadership team capable of implementing a risk management culture.	CEO	Strategic and operational risk registers reviewed and updated. Risk Management awareness and training delivered.	Register being reviewed, training plan being developed	Q3 Business improvement and Risk management review commenced with a view to providing organisational progress report and preparation for Councillors induction following election.
		Project management plan and monitoring tool for minor capital works projects.	Improved delivery of minor works on time, to quality and within budget.	CEO	Project Plans implemented	Templates created for projects	Templates created for projects
		Review project management practices for large projects and identify opportunities for improvement.	Scope of works developed to improve project management.	CEO	Project Plans implemented	Ongoing review by Director of Works	Templates created for projects
5.3	Contemporary asset management plans developed for each asset class.	Finalise asset management plans for each class of asset.	Asset management plans adopted by Council.	Asset Manager	Deliver plans for Roads, Water & Sewerage and Buildings and other structures.	In progress	In progress ²

5.4	Develop systems to better inform investment decisions (including return on investment and whole of life costs).	Engage with QTC to develop models.	Implement improved decision-making framework.	CEO	Ongoing partnering with training and support from QTC	ongoing	ongoing
5.5	Review of systems and process to identify enabling software.	Fully implement Council safety management system.	Safety Management System fully implemented.	Safety Officer	Safety Management System consulted and implemented	Safety Management System adopted, implementation phase	In progress
		Review of Council's IT systems and record management systems.	Expressions of interest and assessment of suitable systems for implementation.	CEO	Business Systems updated	DCFS progressing EOI/Procurement	Tenders called for ERP, evaluated Q3
5.6	Continue safety improvement journey.	Continue to evolve safety performance reporting regionally.	Increased engagement in safety from staff.	Safety Officer	Ongoing development of Councils Safety Management System	In progress	In progress
5.7	Continue listening to our communities to identify opportunities for improvement.	Support Councillors and employees on effective stakeholder engagement.	Review stakeholder engagement policy and procedures.	CEO	Community meetings held across the region	Q2	Community consultation undertaken across the 5 regional centres. Feedback noted and a report and community update to be prepared Q3
		Develop engagement strategy for youth of region.	Strategy developed.	CEO	Develop a joint regional Webinar to establish and support Youth council August. 2024	Q2	Initial Contact made with schools, Council, and staff to develop Youth policy and Plan for 2024

5.8	Continue reviewing policies and strategic plans for relevancy and currency.	Develop timetable for policy reviews and strategic plan updates.	Policies reflect current Council positions.	CEO	Policy Register prioritised and reviewed in accordance with adopted framework.	In progress	Ongoing, several Human Resources and Statutory Policies updated. Register presented to Council Q3 in preparation for inductions following election March 2024
		Review Council's framework for policies, corporate standards, and procedures.	Adopted by Council	CEO	Review and update policies	In progress	ongoing
5.9	Improved project management and budget compliance.	Budget to be broken down into monthly expenditure to allow for improved tracking.	Improvement in way monthly reviews of financial performance is completed.	DCFS	Ongoing, monthly reports.	Q2 budget review, projects analysis	In progress with amended budgets approved quarterly
		Projects to be reviewed on a monthly basis against project management plans.	Improvement in delivery.	DCFS	Project delivery	ongoing	ongoing
5.10	Quarterly Budget Reviews	Undertake budget review with consideration to delivery and amended budget adopted.	Quarterly budget amendments	DCFS	Quarterly budget amendments	1 st Budget Workshop Q2 October 2023	amended budgets approved quarterly

5.11	Regional support for emergency services	Rural Fire brigade slide on water tanks initiatives to be strategically placed across council depots	Review operations to support logistics and equipment integration as part of disaster management planning. <i>Development of the stock routes to allow for water extraction for fires.</i>	CEO/DM's	Project implemented in collaboration with emergency services	Tanks delivered, depots testing equipment to prepare for use. Water delivery points identified, installation of connectors to follow.	In progress, 1 st tank activation in Muttaborra. Identified, costed and approved for installation.
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BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.1
Subject Heading: Mayor's Information Report
 Author and Title: Councillor Sean Dillon, Mayor
 Classification: (if confidential)

Summary: From the Mayor, tabling his information report to Council.

Officer's Recommendation: That Council receive the report.

TOPIC	ACTIVITY
Meetings	<ul style="list-style-type: none"> • Update – Heatwave Preparedness • Qld Beef Corridors Steering Committee • Qld University of Technology – Memorandum of Understanding • Harry Redford Cattle Drive

OUTWARDS CORRESPONDENCE		
DATE	RECIPIENT	SUBJECT
5 December 2023	NFP (Not for Profit) House	Letter of support towards funding request

Link to Corporate Plan

Theme 5: Governance

We will have a safe, engaged, proud and performing council and workforce that is inclusive, innovative, ethical and trusted by all levels of government.

Consultation (internal/external)

Nil

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Low

Asset Management Implications - Nil

Legal Implications - Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.2
Subject Heading: Chief Executive Officer’s Information Report
 Author and Title: Shane Gray, Chief Executive Officer
 Classification: (if confidential)

Summary: From the Chief Executive Officer, tabling his information Report to Council.

Officer’s Recommendation: That Council receive the report.

Meetings	<ul style="list-style-type: none"> • Barcaldine Renewable Energy Zone – ongoing, including various meetings with government departments • Site visits - depots and worksites • Site visits - Sewerage Treatment Plant • Queensland University of Technology – renewal Memorandum of Understanding Student - placement/opportunities.
Councils Safety Management Systems	Continuing with Implementation of Workplace Health and Safety management system.
Human Resources and Change Management	<ul style="list-style-type: none"> • Council continues recruiting with advertising across various platforms, housing remains an ongoing challenge • Training and development opportunities ongoing • Accommodation shortages is restricting recruitment.
Refuse Facilities	<ul style="list-style-type: none"> • The transition to Barcaldine new landfill commenced 8 January 2024 • Progress toward closing existing landfill and further works be undertaken at new Barcaldine Transfer station.
Community	<ul style="list-style-type: none"> • Preparation for Australia Day • Staff have maintained services over the Christmas break.
Business Improvement Planning Review	A review/Health Check is scheduled to be undertaken, including development of an induction plan for the new Council following the 2024 March elections.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council's Sustainability Journey	The Business Improvement Plan and Enterprise Risk Management program undertaken in partnership by Queensland Treasury Corporation is being reviewed. A snapshot on the Council's operations and progress with regards to Financial and Business sustainability improvements has commenced with a view to report to Council and community on the findings and prepare a roadmap going forward for the new Council to receive following the March 2024 elections.
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Link to Corporate Plan

Theme 5: Governance

Consultation (internal/external)

Nil

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Information report only

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.3
Subject Heading: Information Report
 Author and Title: Kerry Jones, Director of Works
 Classification: (if confidential)

Summary: From the Director of Works, presenting the status of the scope of works assigned to Infrastructure Services.

Officers Recommendation: That Council receive the report.

Roads Construction Works	
Queensland Reconstruction Authority (QRA) Flood Works	QRA funded Flood Restoration works were delayed by recent heavy rainfall and further localised flooding during late December 2023. The Council Staff annual shutdown did not assist in progressing these works or the supervision of Contractors. Nevertheless, works are progressing in the Alpha/Jericho area.
Council Roads	The Causeway at Reedy Creek near Adelong has been repaired and significantly improved. Works on floodways on the Council Rural Road network are currently being planned, designed and costed internally. There is extensive roadworks to be completed following the rainfall and resultant road closures across the region during the December and New Year period.
Town Streets Barcaldine	Minor patching, pothole repair and stabilising areas in the following Streets continues: Ash, Maple, Myall, Showground Road Loop and reseal of Saltern Creek Road.
Road Maintenance Performance Contract	Further works will be undertaken following recent heavy rain damage to Department of Transport and Main Roads (TMR). Emergent works have been completed on some TMR roads with ongoing works in progress. Aramac-Torrens Creek Road, Aramac-Muttaborra Road and Muttaborra-Hughenden Road are a few affected.
Certificate III – Civil Construction	Three staff have had Recognition of Prior Learning authorised to be awarded their individual Certificate qualification in Civil Construction. Several staff from all three depots will commence their training in early 2024.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

<p>Waste Barcaldine</p>	<p>Fires continued to be ignited at the Barcaldine landfill during December 2023 and into January 2024. Council is currently looking at the costs required to fully fence the old landfill site and to construct a compliant fence around the new Transfer Station. Temporary staff facilities have been installed at the new site and this site is in operation. The old Barcaldine Landfill site is now closed to the public and only commercial and local bin collections are being disposed of at this site. Although the gate to the old landfill is locked, the fires continue. The Landfill sites in each of the other towns around the Barcaldine region are operating well, although the landfill at Alpha will soon have to be expanded. There is a large collection of scrap metal to be collected by a scrap contractor from each of the Landfill sites and this is still to be arranged.</p>
<p></p>	<p></p>
<p>Water</p>	<p></p>
<p>Certificate III – Water Operations</p>	<p>So far, four additional staff members from each of the depots have been identified as potential students/ candidates to receive training as water and sewer operators. Expressions of interested for companies specialising in teaching these courses will be approached to carry out this training during 2024.</p>
<p>Telemetry and SCADA</p>	<p>SCADA system alarms continue. At this time, it will remain a work in progress until all issues are resolved.</p>
<p>Acacia Street Bore</p> <p>Jericho Bores</p> <p>Alpha Bores</p> <p>Aramac/ Muttaborra Bores</p>	<p>The new bore pump is operating well with no further issues experienced.</p> <p>There have been several issues with the Jericho bores over the past month. Electrical issues have been addressed with several recommendations for more efficient operation being made by the local Electrical Contractor.</p> <p>There have also been several issues with the Alpha bores and because of their location (with reference to the Alpha Water Treatment Plant), the issue of manual reset of the electrical control system has increased with the rise in the ambient air (summer heat) conditions.</p> <p>There have been no issues reported with the Aramac and Muttaborra bores.</p>

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Jericho Water Treatment Plant (WTP)	There have been several issues with Jericho’s WTP, the main issue being over chlorination of the treated water. This issue has been addressed by ensuring that chlorine is only dosed when the plant is operating and the bore pumps are pumping.
Sewerage Treatment Plant Upgrade Barcaldine	
Project Overview	There has been some small change at the Barcaldine Sewerage Treatment Plant upgrade. Council staff and contractors have met and the contractor for the steel framework structure has visited site to carry out rectification of structural integrity and compliance to Australian Standards. Council is waiting for the other main contractor to revisit the site to complete works that have not been finished.
Director of Works – General	
General Comments	Council is recruiting further staff in the Engineering/Works area. Some newly recruited supervision staff will commence work at the end of January 2024. Works teams were kept busy after the severe storms experienced on Christmas Day and Boxing Day in Aramac, with many dedicated staff turning out to clean up fallen trees and branches.

Theme 2: Services

2.3 Continue implementing strategies to manage our wastewater networks in a sustainable manner.

2.4 Work with other local governments to identify strategies to meet waste targets.

Theme 3: Transport

3.2 Advocate to maintain affordable public transport by rail, bus and air and continued upgrade of the state road network.

Link to Corporate Plan

Theme 5: Governance

Consultation (internal/external)

As above

Policy Implications

Nil

Budget and Resource Implications

Nil

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

Risk Management Implications

Nil – information report only

Asset Management Implications

Nil

Legal Implications - Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.4
Subject Heading: Alpha/Jericho District Report
 Author and Title: Karyn Coomber, District Manager
 Classification: (if confidential)

Summary: This report provides an update on the Council activities that have occurred over the last month, in and around the Alpha and Jericho District.

Officer’s Recommendation: That Council receive the report.

Background

This report has been prepared for the purpose of providing Councillors and the community with a summary of the operational activity currently across our region. This report focuses on the area of Alpha and Jericho. Please see the table below for key activities that have occurred, in progress or now complete.

Community Events, Donations and Support	
Isolated Children’s Parents’ Association (ICPA) Cricket Day	The ICPA Cricket Day on 6 January 2024 was a huge success with numerous cricket teams nominated for the day’s events, some serious and some not so serious. Well done to all involved in putting this event on.
Alpha Show Society	Request for In-kind assistance – separate report to follow.
Outback Trailblazer Reunion	Request by Officer for In-kind support for this event – separate report to follow.
Project Management	
Jericho Automated Teller Machine (ATM)	Option for Council to purchase an ATM for Jericho.
ANZAC Park Upgrade	Requested pricing for four flag poles with sleeve base and ANZAC Silhouettes for phase one of the upgrade (see below). Town crew will commence removing of the current fence and preparing the current memorial for painting.
Alpha Showground Public Address System	Requested two additional quotes for the scope of works. Initial request for information from one contractor to be provided over the next week.
Operational Management	
Roofing for Skate Park and Playground	VendorPanel was scheduled to close Thursday 18 January 2024 for the solid roof option. This has been extended to Friday 2 February 2024 due to additional information being provided to contractors.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Jericho Drive-in Theatre	<ul style="list-style-type: none"> • Work has been awarded to rectify the switchboard on the Projector Room • Work to repaint the screen to commence in February.
Jericho Crystal Trumpeters	Work to replace the roofing on the Crystal Trumpeters scheduled to commence in February.
Rural Lands Officer (RLO)	<ul style="list-style-type: none"> • Dipping of cattle • Spraying of Alpha/Jericho airstrip lights, cones and fence lines • Slashing of Jericho Airstrip • Checking of airstrips • Overgrown photos of Alpha/Jericho towns in December • January - top-up of dip and take dip wash sample • 57 overgrown photos taken in January - 45 in Alpha and 12 in Jericho • Meeting in Barcaldine • Dispose of dingo scalps • Replaced windsocks at both Airstrips.
Town Crew	<ul style="list-style-type: none"> • Alpha town crew worked tirelessly to prepare the showgrounds for the ICPA Cricket Day • Both town crews keeping the facilities clean and tidy over the Christmas period with a skeleton crew.
Relationship Building	
ICPA	Working with ICPA and town crew to ensure our facilities were ready for the event.
Alpha Golf Club	Attending the Christmas Tree Event.
Jericho Christmas Tree Committee	Attending the Christmas Tree Event.
Lance Smith - Trailblazer Reunion	The Trailblazer Reunion at the Jump Up – 16 March 2024, is progressing well. Tickets went on sale Friday 12 January 2024 with over half ticket allocation sold.
Meetings/Trainings	
Rural Lands Officer Regional Meeting	Attend RLO regional meeting in Barcaldine.
Human Resources (HR)/District Manager	Regular catch up with HR.
Finance	Regular catch up with Finance.

Link to Corporate Plan

Theme 5: Governance

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

Consultation (internal/external)

As above

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Nil – information report only

Asset Management Implications

Nil

Legal Implications

Nil

Alpha Anzac Park

[Lest We Forget - Respects Soldier – Austech Illusions](#)

Length: 1010mm

Height: 880mm

Thickness: 3mm



[Rising Sun - Lest We Forget | Aussie Made Metal Art](#)

590mm Wide

420mm High



**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**

[Modern Armed Forces Female Soldier | Rustic Touch \(rustictouchcreations.com\)](https://rustictouchcreations.com)

1.65mtrs tall

[ANZAC Soldier Resting on Reversed Arms | Rustic Touch \(rustictouchcreations.com\)](https://rustictouchcreations.com)

1.75mtrs tall



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.5
Subject Heading: Aramac/Muttaborra District Report
 Author and Title: Paula Coulton, District Manager – Aramac and Muttaborra
 Classification: (if confidential) N/A

Summary: This report provides an update on the Council activities that have occurred over the last month, in and around the Aramac and Muttaborra District.

Officer’s Recommendation: That Council receive the report.

Background

This report has been prepared for the purposes of providing Councillors and the community with a summary of the operational activity currently occurring across our region. This report focuses on the area of Muttaborra and Aramac. Please see the table below for key activities that have occurred, in progress or now complete.

Community Events, Donations And Support	
Leading in the Central West Incorporated	Requesting assistance by way of Hall hire in Aramac, Barcaldine and Alpha – approved.
Muttaborra Stock Show	Letter received requesting sponsorship, Request for Assistance form sent for completion.
Muttaborra Campdraft	Letter received requesting sponsorship, Request for Assistance form sent for completion.
Project Management	
2023/2024 LRCIP Projects	
Aramac Camp Grounds	All gravel has been laid in new section and blue metal has been laid on top. New cement pads to be poured in the coming weeks. New trees have been replanted on western side.
Sculpture Trail Toilets	Placed on VendorPanel, closes 26 January 2024.
2023/2024 Capital Works	
Aramac Town Hall Bathroom Upgrade	Meeting held with carpenter, plumber and Director of Works. Project to commence when carpenter and plumber return to work in January.
Aramac Camping and Recreation Grounds (site extension)	As above LRCIP project.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Operational Management	
Outings	Aramac Community Christmas Party. Attended one funeral and one memorial service.
Meetings/Training	Corporate Financial Services meeting, Harry Redford meeting, Rural Lands Officer meeting, Enterprise Resource Program meeting, Housing Australia Future Fund meeting, Queensland Government Agent Program (QGAP) meeting, Leadership training, Skytrust training, Behavioural Interview training, Housing meeting, Staff meeting, Council meeting, Regional Arts Development Fund (RADF) meeting.
Housing	<ul style="list-style-type: none"> • Muttaborra has one vacancy. • Aramac has three vacancies: two houses and one unit (currently recruiting). • Housing inspections commence 18 March 2024.
Rural Lands Officer	<ul style="list-style-type: none"> • Cleaned out grid on Driftway Reserve. • Driftway Reserve leased for 28 days. • Installed water points at Aramac Showgrounds. • Little Sardine – some repairs carried out. • Kelly’s Dam – pump to be replaced. • Mildura water facility – new tanks and troughs to be installed. • Coreena water facility – tank has a split. • No longer commencing with Clancey water facility. • Inhouse meeting to discuss Stock Route Management Plan, Biosecurity Plans and Town Common policy’s, Planning, Local Laws, Training, etc.
Local Laws	<ul style="list-style-type: none"> • Five overgrown allotment notices issued for Aramac. • Muttaborra to be completed in coming weeks. • Dog complaint one – resolved.
Risk Assessment	
Risk Assessment	1080 baiting, Spraying Stock Routes and town areas and Stock Route Management Risk Assessments carried out.
Relationship Building	
Aramac Primary Health Centre	Conversations around Mental Health stimulation groups/weekends – organise social get togethers utilising local crafts people – possibly use RADF funding.
QGAP	Signing of new agreement until June 2024. Commission has increased.
Aramac Bowls Club, P&C and Muttaborra Community Development Association	Australia Day celebrations: <ul style="list-style-type: none"> • Aramac to be held on Thursday evening at the Bowls Club with fun events. • Muttaborra to be held at the Golf Club on Friday; all day Ambrose, with presentations following in the evening.
Rural Aid	Community Builders Muster’s are in the following towns: <ul style="list-style-type: none"> • Blackall – 30 January

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

	<ul style="list-style-type: none">• Aramac – 6 February• Jericho – 20 February• Barcaldine – 15 March. Everyone is welcome to attend.
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Link to Corporate Plan

Theme 5: Governance

Consultation (internal/external)

As above

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Nil

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.6
Subject Heading: Barcaldine District Report
 Author and Title: Jenny Lawrence, District Manager – Barcaldine
 Classification: (if confidential)

Summary: This report provides an update on the Council activities that have occurred over the last month in and around the Barcaldine District.

Officer’s Recommendation: That Council receive the report.

Background

This report has been prepared for the purposes of providing Councillors and the community with a summary of the operational activity currently occurring across our region. This report focuses on the area of Barcaldine. Please see the table below for key activities that have occurred, in progress or now complete.

Quote: Every morning we are born again. What we do today is what matters most.

Community Events, Donations and Support	
Leading in the Central West	Fee waiver to the value of \$215.00 for hire of venues in Barcaldine, Aramac and Alpha for free workshop ‘Recharging Volunteers – Burnout to Balance’.
Project Management	
Capital Works Projects 2022-23	
Swimming Pool Upgrade W4Q	Tender has been awarded for the reconstruction of the filtration room and cover over the filtration tanks, work to commence at the end of January 2024.
Showground Upgrades – Toilets/Grandstand LRCIP	Completed.
Administration Office Upgrades	Awaiting confirmation of office requirements.
Capital Works Projects 2023-24	
Barcaldine Rec Park Stage 3	Work yet to commence, awaiting masterplan. Signed letter from Project Manager advising they understand their roles and responsibilities to be provided to Department.
Barcaldine Goods Shed Upgrade	Completed.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Barcaldine Pool Barbeque and Tables	Tender has been awarded for the replacement of the barbeque, contractor is awaiting delivery.
Barcaldine Pool Canteen Renewal	Quote received and replacement awarded.
Barcaldine Showground Fence	Discussions to be had on materials and design around gates.
Barcaldine Pool Cleaner	Completed.
Cemetery Shoring Equipment	Equipment has been ordered awaiting delivery.
Special Operating Projects 2023-24	
Barcaldine Rec Park Drainage	Work to correct the drainage from the deck structure has been complete with areas effected by scouring have been filled with soil.
Masterplans Rec Park and Showground	Masterplans circulated and discussed at community consultation. Plans to be finalised for adoption.
Operational Management	
Tourist Information Centre	Tourist officer on leave until 15 January 2024, volunteer has offered to open the Centre for a few hours each day from 2 January 2024.
Sixty and Better	See report below.
Library	Windows at the library were again decorated by local business houses and children.
Rural Lands Officer	<ul style="list-style-type: none"> • Officer on leave to 8 January 2024. On his return he will inspect town common and stock routes for weeds and spray as required. • Will follow up if drover had returned to Barcaldine area.
Meetings/Training	<ul style="list-style-type: none"> • Meeting to discuss Australia Day. • Community Consultation Meeting. • I will be on leave from 27 December 2023, returning to work 23 January 2024.
Parks and Gardens	Staff are being kept busy mowing following the continued rain.
Pool	Inspected the new filtration system, lessee said system is working well and much safer to use.
Barcaldine Showground/ Racecourse	Facilities have all been mowed and looking great after the rain.
Barcaldine Rec Park	Park is being well used with the warmer weather.
Relationships Building	
Community Consultation	Attended Barcaldine session.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Link to Corporate Plan

Theme 1: Community

Theme 5: Governance

Consultation (internal/external)

District Manager Barcaldine

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Nil

Asset Management Implications

Nil

Legal Implications

Nil

**BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024**



BARCALDINE 60 & BETTER PROGRAM

REPORT TO

BARCALDINE REGIONAL COUNCIL

FOR MEETING JANUARY 2024

1. Activities: average numbers for group activities for December - based on people signing the attendance book and coordinator's notes.

Tai Chi	Exercises	Croquet	Meeting	Hoy Bingo	Morning Tea (Av)	Regional Xmas Lunch 60+ Xmas Lunch
5	3	4	10		10	91 24

Numbers for December reflect a slight decline with some regulars being away. There was no hoy because that was the day of the Regional Christmas Lunch and the day for Bingo was Boxing Day.

2. Monthly Talk. In December, Jo Winkleman Community Connector Aged Care Advocate from Aged and Disability Advocacy (ADA) Link spoke about her role as a care finder and what it entails. Care finders can help vulnerable older people navigate the aged care system and find support services to improve their quality of life. Care finders can help with both accessing services for the first time and changing or finding new services and supports. Our presenter for February will be Bill Ricketts who will deliver an astronomical themed address.

3. Regional Seniors Christmas Lunch. Thank you to Council for supporting this event. There were 18 seniors from Alpha/Jericho and six from Aramac who joined with Barcaldine seniors for the lunch. The friendly atmosphere created by the guests and the plentiful, wholesome lunch supplied by Barcaldine Aged Care Incorporated, 60 and Better and Jo Hansen provided extras, meant the day was a success. Some Barcaldine Girl Guides and several boys helped reduce the workload on the older people.

4. 60 and Better Christmas Lunch. A separate lunch for 60 and Better participants was held at the Hotel Shakespeare the week following the regional lunch. While on a much smaller scale, it was enjoyed by those who attended.

5. Plans for 2024. The first committee meeting for 2024 will be on 16th January. Plans for activities for the year will be discussed.

Jean Williams

Request for Assistance (Grants to Community Organisations)

Use this form if you are a community organisation and request financial assistance. Please ensure you have read the Community Grants Policy before completing this form. All answers and bank statements must be provided as per the policy

RECEIVED 12 DEC 2023

ID 216596 Box 2030

All answers and bank statements must be provided as per the policy

RA: 33202324

Barcaldine Regional Council

BARCALDINE

Organisation Information

Organisation Name

Leading in the Central West Inc

Postal Address

1362 Barcaldine bis brd road Barcaldine

Grant information

Date assistance is required by

31-1-24

Type of assistance:

Cash donation Estimated dollar amount of assistance:

Donation to be used for:

In-kind assistance Estimated dollar amount of assistance:

Alpha - \$137.50, Aramac \$137.50, Barcay - \$155 - venue hire.

Assistance requested for:

Fee waiver Estimated dollar amount of assistance:

Waiver for:

Plant Hire Estimated dollar amount of assistance:

Items requested:

Description/amount of assistance requesting

LTW holding 3x 1 day training sessions 'Recharging Volunteers - Burnout to Balance'. Barcay Sat 3-2-24, Alpha Sat 24-2-24 + Alpha Aramac Sun 25-2-24

Main location of activity for this project, event and/or activity

Alpha Jericho Barcaldine Aramac Muttaborra

\$137.50

\$155

\$137.50

How will the community benefit from this assistance?

We will be giving away ^{up to} \$5,000 to a community group/s to reach BRC town (\$ask total) - TRACC grant

How will your organisation benefit from this assistance?

Helps us provide the training across BRC region.

How will your organisation support local businesses with the delivery of this project, activity or event?

catering supplies

Demonstrate that attempts have been made to raise funds from other sources by providing details and outcomes of attempts e.g. raffles, funding raising initiatives, other grants or subsidies applied for. Describe your current and future plans for your existing funds.

The program is fully funded by TRACC - Ai did a half day community with Adele Birtley to determine need for the project.

Have you received assistance in this financial year from Council? Yes No

If yes, what is the dollar value of assistance?

How will your organisation acknowledge Barcaldine Regional Council?

social media, BRC banners + merchandise welcome at each event.

Signature

Ann Joneley

Date

12-12-23

Lodgement of your application

MAIL Post to 'PO Box 191, Barcaldine QLD 4725' or fax to 07 4651 1778

IN PERSON Visit any BRC Administration Office from 8.00am to 4.30pm Monday to Friday

Alpha 43 Dryden Street
Aramac 35 Gordon Street
Barcaldine 71 Ash Street

OFFICE USE ONLY

Approved Not approved

Amount: \$215.00 DM Signed:

Ann Joneley

Assessment of a Request for Assistance

Application Number: RA33202324
 Community Group: Leading in The Central West Inc

ID _____ Box _____

Is the Community Group Eligible

The community organisation is incorporated or is sponsored by an incorporated body.

Yes No

The grant must be for a project, activity or event within the Barcaldine Regional Council area or provide a direct benefit to the Barcaldine Regional Council community.

Yes No

The organisation does not have outstanding debts to Barcaldine Regional Council.

Yes, no outstanding debt No, the community group has an outstanding debt

If no to any of the questions above, the community group is ineligible and will not be granted funding.

If eligible for funding, please move to the assessment criteria

Assessment Criteria

Assessment Criteria	Weighting	Maximum Score	Actual Score
a. The benefit of the project, activity or event to the community	The community will be fully benefited from the project, activity or event - 30	30	10
	The community will be somewhat benefited from the project, activity or event - 15		
	The project, activity or event will only benefit the community group that is involved - 10		
	There is no benefit to the community - 0		
b. The benefit of the project, activity or event to the community organisation	The community group will be fully benefited from the project, activity or event - 30	30	10
	The community group will be somewhat benefited from the project, activity or event - 15		
	There will be limited benefit to the community group - 10		
	There is no benefit to the community group - 0		

Assessment Criteria | Rating System | Weighting | Assessment Results

c. The support of the project, activity or event for local businesses	Actively buying from local businesses and the project, activity or event will generate income for the local businesses (eg. Accommodation, fuel) - 10		10	5
	Some local businesses will be supported and the project, activity or event will generate some income for the local businesses - 5			
	All buying will be from outside the Barcaldine region and no local business will benefit from the project, activity or event - 0			
d. The ability of the organisation to fund the project, activity or event from other sources	Is actively sourcing funds from other sources - 5	Fund in the bank under \$10,000 - 15	20	5
	No attempt to source funding from other projects, activities or events - 0	Between \$10,001 and \$49,999 - 10		
		Over \$50,000 - 5		
e. The amount of grants previously received in the current financial year	No previous requests - 10		10	10
	Under \$1,500 - 5			
	Over \$1,500 - 0			
TOTAL			100	40

Assessment Outcome

Recommended that funding is provided? Yes No

Name
Jenny Lawrence

Signature 

Date
21/12/2023

RECHARGING VOLUNTEERS BURNOUT TO BALANCE

free
1 DAY ^ WORKSHOPS



Volunteers play a vital role in our communities, yet their hard work often goes unrewarded. Leading in the Central West along with TRACC is delighted to introduce the 'Recharging Volunteers - Burnout to Balance Workshops' coming to a Barcaldine Regional Council town near you! By attending a workshop, your community group may be eligible for up to \$5,000 towards a community project or event in your town that addresses mental health and wellbeing, volunteer fatigue, strengthening the capacity of the community or addresses social isolation. This funding is all thanks to TRACC!

BARCALDINE

3 February 2024

9:00am-4:00pm

Galilee Gallery, The Globe

149 Oak Street

Barcaldine

ALPHA/JERICO

24 February 2024

9:00am-4:00pm

Alpha Showgrounds

Alpha

ARAMAC/MUTTABURRA

25 February 2024

9:00am-4:00pm

Harry Redford Centre

Lodge Street

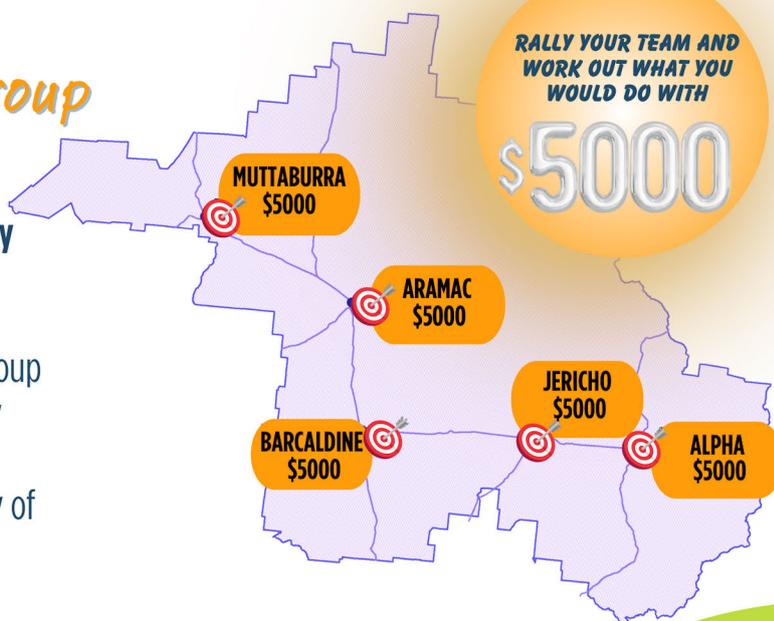
Aramac

*What would your community group
do with \$5,000 in 2024?*

TRACC and LCW want to team up with your community group to put these funds to fantastic use.

By attending one of the workshops, your community group is eligible to receive up to \$5,000 for your community project or event that addresses mental health and wellbeing, volunteer fatigue, strengthening the capacity of the community and social isolation*.

Time to put on those thinking caps and brainstorm some epic ways to make the most of it.



Further details on pages 2-4 or phone

Ali Doneley 0420 311 456

if you are unsure of eligibility



leadingcwq@gmail.com

How Does It Work?

By registering for a 'Recharging Volunteers - Burnout to Balance' workshop, you also become eligible to receive up to \$5,000 for your community group. Bring your whole committee along and have the best chance of walking away with up to \$5,000!



Your project must sit within the TRACC guidelines and address one of more of the following:

- volunteer fatigue
- mental health
- wellbeing
- strengthening the capacity of the community
- events that bring people together to socialise or increase social connections

The funds must be transferred to a not-for profit organisation. A committee member from Leading in the Central West Inc will be in attendance at all 3 events and will ensure the project/s that are successful sit within the TRACC guidelines. The successful project owner/s in each town will then have 2 x online zoom mentoring sessions with the facilitator to support them with their project and bring it to life!

Course Outcomes

The course outcomes include:

- Understanding of self and others
- Skills for working in groups
- Boost self-esteem and self-confidence
- Self-care for volunteers
- Feeling valued as a volunteer in the community
- Skills in navigating tricky conversations
- Feeling re-energised for self and community
- Activated community projects



More info
Ali Doneley 0420 311 456

 **leadingcwq@gmail.com**

R egistration

Name: _____

Community Group You Represent: _____

Address: _____

Contact Number: _____

Email Address: _____

Dietary Requirements: _____

Special Needs: _____

Which workshop will you be attending?

- BARCALDINE ALPHA/JERICO ARAMAC/MUTTABURRA
Register by 29/1/24 Register by 19/2/24 Register by 20/2/24

What town would the \$5000 be utilised in? Select one (1)

- MUTTABURRA ARAMAC BARCALDINE JERICO ALPHA

I understand the ultimate decision on the allocation of grant funds will rest with the leadership of Leading in the Central West.

I understand that I am obligated to use the grant money inline with the TRACC guidelines detailed in page 2 if my community group is successful in receiving an allocation of the grant funds.

 Give us a brief description on how your community group would use \$5,000 to address mental health and wellbeing, volunteer fatigue, strengthening the capacity of the community or social isolation.

As a token of appreciation for our valued community volunteers, this workshop is free thanks to TRACC.



More info
Ali Doneley 0420 311 456



leadingcwq@gmail.com

about LCW

Leading in the Central West Inc. is a not-for-profit organisation which supports leadership development in remote townships; opportunities not usually available in regional and remote areas. We upskill local businesses, volunteers, community groups and emerging leaders; building the confidence, capabilities, resilience and networks of people in Central Western Queensland.

We are a grassroots program, aimed at investing in our people. When individuals learn and grow, the flow-on effect ensures our communities prosper and we build a network of individuals passionate about the future of our region.



Project Need

10 years of drought in our region has had a significant impact on the mental, physical and emotional wellbeing of our community. As a consequence of this, volunteer fatigue, burnout and social isolation is prevalent.

Community run and driven committees are struggling to attract and retain members. This results in a small number of people to organise critical events and programs. These hard working volunteers generally sit on multiple committees and are left doing more, feeling exhausted. Without their efforts, much needed social events that bring people together and reduce isolation would not be available.

Our proposed 'Recharging Volunteers - Burnout to Balance' program will upskill volunteers, building their capacity, managing stress and help to improve the mental health, wellbeing and resilience of the community. In doing so, it will strengthen the capacity of the community and volunteers to be able to hold events that bring people together, socialise and increase social connections.

Project Facilitation

Thank you to Heather Ellis from BlueWren Connections for facilitating this program. Heather is a community leader, social worker and changemaker driven by her creativity, energy and collaborative spirit. As the founder of BlueWren Connections Pty Ltd, Heather strengthens communities, teams and individuals who want to develop their internal capacity and expand their influence. Heather's passion for regional Australia stems from 30 years on the land as a primary producer. She is effective in leading and implementing change in organisations and in creating value through partnerships and collaboration. Skills include organisational capacity building, strategic planning program design, training, group facilitation and research.

To connect with Heather from BlueWren Connections

☎ 0427 639 848

✉ heather@bluwrenconnections.com

🌐 bluwrenconnections.com

📘 facebook.com/BlueWrenConnections



More info
Ali Doneley 0420 311 456



leadingcwq@gmail.com

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024
Item Number: 3.6.8
Subject Heading: Community Engagement Coordinator
 Author and Title: Lilli Kay, Community Engagement Coordinator
 Classification: (if confidential)

Summary: From the Community Engagement Coordinator, submitting the Information Report.

Officer’s Recommendation: That Council receive the report.

Events	
Seniors Christmas Lunch	It was a great community gathering of our Seniors on 12 December 2023 with 91 in attendance from across the region. All Councillors attended and mixed in with the seniors. The day’s success was also due to the volunteers (including school children) who assisted serving meals and drinks and making it a happy and memorable Christmas celebration for the seniors.
12 Days of Christmas	The ‘Shop Local’ 12 Days of Christmas promotion from 1-12 December, with daily \$100 prizes from local Barcaldine businesses, concluding on Friday 15 December 2023. Toni Schofields name was drawn from 1,413 entries by Senior Constable Jake Ardrey, Barcaldine Police. Toni won \$2,000 worth of prizes which were collected the following week in time for Christmas.
Christmas Lights Competition	Judging of the Christmas lights competition took place in early December with all the winners names announced on Facebook and ‘Why Leave Town’ cards sent to all winners.
Community Consultative Meetings	Community Consultative Meetings in all towns were held in December with good attendance. Conversations covered a range of topics of which all have been noted. In particular, there were requests if these could be held more regularly, suggested twice a year. Feedback from the Community Consultative Meeting at Barcaldine on Monday 11 December included comments that future Christmas competitions be more inclusive and regional. It was acknowledged to the audience that this was a learning experience for 2024 promotions.
Christmas Pallet Trees	Sixty businesses across the region entered the pallet tree competition this year. Originally an initiative of Barcaldine Men’s Shed, they kindly made more trees this year for those needing them in Barcaldine. Subsequent requests from people in other towns wanting them there resulted in delivery of further trees. Winners of the pallet tree competition came from Jericho, Muttaborra and Barcaldine, who all received ‘Why Leave Town’ cards as prizes. Competition next year

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

	hopes to go regional with the pallet trees, involving each towns Men's Sheds.
Christmas messages	Individual Christmas messages from the Mayor and all Councillors were created and aired daily on Facebook prior to Christmas with positive interaction from Facebook followers.
Work in Progress	
Australia Day Awards	Twenty-three nominations for the seven categories in this year's Australia Day awards were received and judging completed on Wednesday 10 January 2024. All nominees have been advised of their nomination by letter and invited to attend their local Australia Day event. All those nominating people for an award have also been sent letters thanking them and inviting them to their local ceremony. Medallions have been engraved and certificates prepared.
Australia Day ceremonies 2024	Promotion of the various Australia Day events around the region has been collected and distributed to the community encouraging participation. Award ceremonies will be as follows: <ul style="list-style-type: none"> • Alpha – Friday 26 January 2024 at Alpha Jockey Club from 1pm • Aramac – Thursday 25 January 2024 at Aramac Bowls Club from 6pm • Barcaldine – Friday 26 January 2024 at Barcaldine Bowls Club from 6pm. Below are the other celebrations in the region: <ul style="list-style-type: none"> • Barcaldine – Friday 26 January 2024 at Barcaldine Showground from 8.30am – 6pm (cricket/darts) • Muttaborra – Friday 26 January 2024 at Muttaborra Golf Club from 4pm.
Signage on Street Sweeper	Design of the street sweeper has been completed and forwarded to the supplier's sign writer to apply to the vehicle, which is expected to be delivered in approx. one month. Design was undertaken by Itsabec (accredited designer whom Council use for much of their tourism publications) using images from our Council Friday shirts to represent the region. Cost for the design only. Cost of applying to street sweeper – nil (included in cost of street sweeper).
Annual Report	Compilation of the 2022-2023 annual report is underway with final draft anticipated by 31 January 2024, then forwarded for production by 14 February 2024.
2024 Events	Currently calling for all 2024 events from the public so that details can be included on the website and in the Galilee Gazette, The Bottom Rail and on radio on Bush Beat. In addition to annual events, there are a number of new shows and events booked this year providing entertainment and connection with the broader community. These include: <ul style="list-style-type: none"> • 2 March – Barcaldine Ball – raising money for Royal Flying Doctor Service

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

	<ul style="list-style-type: none"> • 16 March – 2024 Angel Flight Trailblazer Reunion at Alpha • 11 April - The Cubby: circus show for the whole family at Barcaldine • 11-24 May: 2024 Harry Redford Cattle Drive at Aramac • 22 May – Do we need another Hero? Qld Opera at Barcaldine • 28 May – The Twits: show for primary school children • 17 June – Melbourne Comedy Festival: show and Deadly Funny workshop beforehand • 6-7 July: Outback Qld Masters at Barcaldine Golf Club • 17 July – The Funny Mummies: cabaret style show at Barcaldine.
Show Us Your Pics	<p>An amateur photographic competition is underway to uncover new material for use in our tourism brochures, Facebook and website, launching in February with categories including:</p> <ul style="list-style-type: none"> • Front cover/Hero Shot • Experiences • Adventure • Nature • History • Characters • Holiday here. <p>Juvenile – Senior: What you love about our region? Junior: Favourite Tourism Spot in the region. Competition to run in February with all photos displayed in the History Room at the Barcaldine Visitor Information Centre. Winners to be announced on Friday 1 March as selected photos will be needed for material deadline for tourism publications.</p>
Mad Bag Fun Run	<p>With the Trailblazers Andrea’s Dream Concert on 15 March 2024 at Alpha arriving at Barcaldine Rec Park on Friday 14 March 2024, discussions are planned with staff at the schools and Athletics Club to hold the annual Mad Bag Colour Run (also in her honour) either on the same Friday or Saturday morning.</p>
Galilee’s Got Groove	<p>Looking into the timing of a talent quest similar to ‘Australia’s Got Talent’ across the region once school returns, with a possible start date of auditions after Easter and being held in each town, with successful competitors going through to finals in June.</p>
Tourism	
Regional Meeting	<p>Scheduled for Tuesday 30 January 2024 when Tristan Douran from Local Government Association of Queensland (LGAQ) will address group regarding Facebook and Website and provide training for authorised users.</p>
Media	
Bush Beat	<p>Currently assisting with event content for this years radio show.</p>

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Webpage	
Next steps	Final changes to the new design being completed with an expectation of going live by 24 January 2024, so training with authorised staff can be undertaken on 30 January when LGAQ staff are in Barcaldine.
Social Media	
Facebook	There were 29 new followers in the last month. Current audience is 34.6% men and 64% women, breakdown of audience on attached sheet.
Instagram	Events this year to be posted to increase reach.
Regional Arts Development Fund (RADF) program	
	There have been no RADF applications received during this period.
Council Relations	
Meetings	<ul style="list-style-type: none"> • Barcaldine – Michael Williams from George Bourne and Associates re: proposed Cricket and Darts match on Australia Day • Aramac – 18 January 2024 re: future of the Harry Redford Cattle Drive • Barcaldine – Prep to Year 12 State School re: events for the year and Mad Bag Colour Run • Barcaldine – St Joseph’s Catholic Primary School re: events for the year and Mad Bag Colour Run.
Phone Meetings	<ul style="list-style-type: none"> • LGAQ – web site work • Andrew Pegler Media – Annual Report discussions • Qld Corrections – Light up the Tree of Knowledge on 19 January 2024 • Why Leave Town – re progress of digital cards • Athletics Club – Mad Bag Colour Run.
Why Leave Town Cards	Delivery of the trial digital cards were originally hoped to arrive in time for Christmas spending. This did not happen as company was held up waiting on some contractual issues to be resolved with one of the third parties they use in the terminal activation process. The Why Leave Town digital cards are now expected to be officially launched in the last week of January.
Why Leave Town Gift	<p>From December until 9 January 2024, 109 cards were Loaded at a value of \$18,880.</p> <p>90 cards were redeemed valued at \$7637.</p> <p>There are currently \$25,073 unredeemed funds.</p>

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Cards Updated	Total cards loaded 543	Total load value \$60,690	Total redemptions 534	Total unredeemed funds \$35,617
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Link to Corporate Plan

Theme 1: Community

Maintain RADF program for the delivery of art and culture opportunities

Provide facilities and support for travelling shows, exhibitions, sports and recreation

Theme 4: Economy

4.3 Continue to actively promote tourism and maintain quality camping areas

Consultation (internal/external)

As noted above

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Implications

Low risk – report of activities only

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 23 JANUARY 2024

Council Meeting Date: 23 January 2024

Item Number: 4.1

Subject Heading: Questions on notice – Responses from November Meeting

Author and Title: Shane Gray, Chief Executive Officer

Classification: (if confidential)

Summary: From the Chief Executive Officer, tabling the responses received to the Council Meeting Questions on Notice.

Officer's Recommendation: That Council receive the report.

Background

Responses are provided from Questions on Notice from the December meeting.

Link to Corporate Plan

Theme 1: Community

Consultation (internal/external)

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Implications

Nil identified

Asset Management Implications

Nil

Legal Implications

Nil

Questions on Notice

Council meeting –December 2023

Councillor	Topic	Response
Arthur	Information on timelines of completion of asset management plans.	Roads to be completed by May. Water and sewerage underway by May. Buildings and structures underway by May.
Plumb	Summary of community consultation feedback.	Information being compiled and will be tabled as soon as possible.
Rogers	Spaying of weeds around cemetery and showground.	Tasked to all town supervisors.
Rogers	Opportunity for zoom meetings for future community consultation forums.	Yes, this an option to hold a zoom only meeting. To be revisited closer to the next Community Consultation.
Plumb	From 2023 for follow up – query regarding undertaking of annual curb side rubbish collection	Director of Works organising for collections in February.