



## GENERAL MEETING AGENDA

### NOTICE OF MEETING

Tuesday 31 October 2023

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 (Minute Secretary)

#### Deputations

Please find attached the agenda for the General Meeting to be held on Tuesday 31 October 2023 at the Barcaldine Council Chambers, 71 Ash Street, Barcaldine commencing at 8:30am.

Shane Gray, Chief Executive Officer

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

BARCADDINE REGIONAL COUNCIL
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**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**

Mr Jim Allpass, Mr John Joseph (Jack) Plumb and Mr Patrick Lynch of Barcaldine and Mr James Joseph Doherty of Aramac.

**Apologies**

Paula Coulton

**Acknowledgment of Traditional Owners**

**Declarations of Prescribed Conflicts of Interest**

**Declarations of Declarable Conflicts of Interest**

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

<b>Table of Contents</b>	<b>Page number</b>
<b>1. Confirmation of Minutes</b>	
General Meeting 26 September 2023	
<b>2. Petitions</b>	
<b>3. Reports</b>	
<b>3.1 Confidential Reports</b>	
Nil	
<b>3.2 Decision Reports</b>	
3.2.1 Regional Arts Development Fund Application	5
3.2.2 Why Leave Town Digital Cards	6
3.2.3 Fleet Purchase	8
3.2.4 Reseal Program 2023-2024 Tenders	16
3.2.5 Flood Damage Packages 8	
<b>3.3 Finance</b>	
3.3.1 Financial Performance Report	26
3.3.2 Community Care Services Reports	36
<b>3.4 Regional Council Business</b>	42
<b>3.5 Chief Executive Officer</b>	
3.5.1 Councillor Information Correspondence	43
3.5.2 Planning and Development Report	54
3.5.3 Economic Development Report	60
3.5.4 Workplace Health and Safety Report	64
3.5.5 Quarter 1 Review – Annual Operational Plan	68
3.5.6 Organisational Structure	79
<b>3.6 Information Reports</b>	
3.6.1 Mayor	90
3.6.2 Chief Executive Officer	91
3.6.3 Director of Works	93
3.6.4 District Manager – Alpha and Jericho	95
3.6.5 District Manager – Aramac and Muttaborra	98
3.6.6 District Manager – Barcaldine	103
3.6.7 Project Progress	153
3.6.8 Community Engagement Coordinator	165
<b>3.7 Notice of Motion</b>	
Nil	

**BARCALTINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**4. Questions on Notice**

171

**5. Close of Meeting**

**BARCOLDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCOLDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.2.1  
**Subject Heading:** Regional Arts Development Fund Application  
Author and Title: Lilli Kay, Community Engagement Coordinator  
Classification: (if confidential)

*Summary: From the Community Engagement Coordinator, reporting on the Regional Arts Development Fund Assessment Outcome.*

**Officer's Recommendation: That Council accepts the Committee recommendation to approve the application received from Queensland Country Women's Association Barcaldine Branch, for the amount of \$1,519 towards a Quirky Garden Art Workshop.**

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**Background**

One Regional Arts Development Fund (RADF) application was received in September and assessed by the RADF Committee as follows: Queensland Country Women's Association (Barcaldine Branch) with a total project cost of \$2,338 and a RADF contribution of \$1,519.

The applicant was eligible for funding under the RADF criteria and the application met the assessment considerations under category 2: Building Cultural Community Capacity.

Workshop to be delivered between November 2023 and March 2024 in Barcaldine.

**Link to Corporate Plan**

Theme 1: Community

1.6 Maintain RADF program for the delivery of art and culture opportunities.

**Consultation (internal/external)**

Regional Arts Development Fund Committee

**Policy Implications – Nil**

**Budget and Resource Implications**

\$1,519 is within the 2023–2024 RADF funding application

**Risk Management Implications – Low risk – reputational only**

**Asset Management Implications – Nil**

**Legal Implications – Nil**

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.2.2  
**Subject Heading:** Why Leave Town Digital Cards  
Author and Title: Lilli Kay, Community Engagement Coordinator  
Classification: (if confidential)

*Summary: From the Community Engagement Coordinator, requesting to purchase a trial of digital Why Leave Town Cards.*

**Officer's Recommendation: That Council accepts the Coordinator's recommendation to purchase a six month package of digital Why Leave Town Cards at a cost of \$1,100.**

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**Background**

1. Council purchased a three year subscription of Why Leave Town Cards in 2021 at a cost of \$4,950.
  2. This purchase was for 1,000 cards which are loaded with a dollar value when purchased.
  3. These cards were offered to businesses in the region and taken up by many, but not everyone uses them as they can only be used by businesses with EFTPOS machines.
  4. Businesses with square readers turn away business to someone with a Why Leave Town card.
  5. Each transaction is recorded on the Why Leave Town register and totals can be accessed.
  6. Monthly transactions are summarised for the purpose of Council reports.
  7. Currently of the 1,000 cards purchased; 391 cards have been used with a remaining 609 to use before the expiry of the three year contract in November 2024.
  8. The highest users of the current card are supermarkets and petrol stations.
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**Proposal**

Why Leave Town (WLT) has advised that they have now launched a digital component of the Why Leave Town Card, expected to be ready for Christmas 2023.

This card has the benefit that it can be used where MasterCard is accepted and usable on square readers, so that all businesses in the region will be able to accept business from Why Leave Town Cards.

The way it operates is that the card is received on a person's phone and they tap the digital card to use.

Retailers who have been spoken to have been in favour of an alternate option to the present card.

To set up, Why Leave Town send an activating card to Council who physically visit all businesses asking if they would like the opportunity to be set up to receive the card. To activate, the card touches their square reader which automatically sends the business details to WLT and they are considered live.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

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There is no cost per card to Council – instead customers are charged \$2.75 plus GST each time they purchase a card.

Cost: to purchase the digital package is \$5,500 for three years or \$2,200 for one year or six month trial at \$1,100.

**Recommendation**

Although more expensive, I recommend trying the six month subscription to track if more people would shop locally more often with a digital version. Currently the other style prevents people shopping at businesses in the region. This supports people shopping locally at Christmas and spreads the opportunity amongst more businesses. It's also more modern, practical and accessible.

I am reluctant to go for the higher costs as it's a trial, spending usually goes quiet after Christmas and given that the use of the current cards has not been prolific, feel a modest trial would be the wisest.

**Link to Corporate Plan**

Theme 1: Community

**Consultation (internal/external)**

Nil

**Policy Implications**

Nil

**Budget and Resource Implications**

\$1,100

**Risk Management Implications**

Low risk – reputational only

**Asset Management Implications**

Nil

**Legal Implications**

Nil

**BARCALDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL  
OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.2.3  
**Subject Heading:** Fleet Purchase  
Author and Title: Col Crawford, Fleet Manager  
Classification: (if confidential)

*Summary: From the Fleet Manager, requesting to purchase supply and delivery of one (approximately) 6m3 Truck Mounted Sweeper.*

**Officer's Recommendation: That Council accept the quotation received via VendorPanel from Mike Trace Engineering (MTE) for Item 3 option of an Isuzu FVD 165-300, offering the best overall package at net \$415,859.58; plus extended warranty of 1 year, 1000 hours at \$5,400.**

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**Background**

Council Officers have consulted with all concerned to gauge the required specifications with Councillors, Senior Staff and Operators and have undertaken inspections and demonstrations as required.

See attached – Evaluation Report and Summary Report

**Link to Corporate Plan**

Nil

**Consultation (internal/external)**

Management, Foreman and Drivers

**Policy Implications**

Nil

**Budget and Resource Implications**

Amended budget – \$420,000

**Risk Management Implications**

Low – fleet conformity, reliability

**Asset Management Implications**

Replacement of existing fleet vehicle

**Legal Implications**

Nil



**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

	<b>Tender Summary</b>							<b>FL01</b>
	<b>Contract No</b>							
<b>Date:</b>	26-Sep-23	<b>Trade-In</b>						
<b>Plant No:</b>	BRC001/23	8213						
	<b>Tender Conditions</b>	<b>NAME OF TENDERER 1</b>	<b>NAME OF TENDERER 2</b>	<b>NAME OF TENDERER 3</b>	<b>NAME OF TENDERER 4</b>	<b>NAME OF TENDERER 5</b>	<b>NAME OF TENDERER 6</b>	<b>NAME OF TENDERER 7</b>
		<b>MTE</b>	<b>MTE</b>	<b>MTE</b>	<b>MTE</b>	<b>MTE</b>	<b>Rosmech</b>	<b>Bucher Municipal</b>
<b>Schedule</b>	Submitted YES/NO	YES	YES	YES	YES	YES	YES	YES
	<b>Make Model</b>	Isuzu FVD 165-300	Isuzu FVD 165-300	Isuzu FSR 140/120-260	Hino FG 1628	Hino FG 1628	Hino FG 1628	Hino FG 628
	<b>Body size and capacity</b>	City Ray 5	City Ray 6	City Ray 5	City Ray 5	City Ray 6	Mistral C6.2	V65t
<b>Tender Form</b>	<b>Purchase Price (cab chassis)</b>	<b>\$181,679.58</b>	<b>\$181,679.58</b>	<b>\$150,265.00</b>	<b>\$198,000.00</b>	<b>\$198,000.00</b>	<b>In Price</b>	<b>in Price</b>
	<b>Vinyl Wrap</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>in price</b>	<b>in Price</b>
	<b>Auto Greaser System</b>	<b>\$8,600.00</b>	<b>\$8,600.00</b>	<b>\$8,600.00</b>	<b>\$8,600.00</b>	<b>\$8,600.00</b>	<b>in price</b>	<b>in Price</b>
	<b>Body etc.</b>	<b>\$239,580.00</b>	<b>\$242,080.00</b>	<b>\$229,580.00</b>	<b>\$236,160.00</b>	<b>\$238,660.00</b>	<b>in price</b>	<b>in Price</b>
	<b>Total capital</b>	<b>\$429,859.58</b>	<b>\$432,359.58</b>	<b>\$388,445.00</b>	<b>\$442,760.00</b>	<b>\$445,260.00</b>	<b>\$449,931.00</b>	<b>\$425,949.30</b>
	<b>No trade discount ex GST</b>	<b>\$9,090.90</b>	<b>\$9,090.90</b>	<b>\$9,090.90</b>	<b>\$9,090.90</b>	<b>\$9,090.90</b>		
	<b>Trade in price ex GST</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$2,500.00</b>	

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

	<b>Capital less no trade discount</b>	<b>\$420,768.68</b>	<b>\$423,268.68</b>	<b>\$379,354.10</b>	<b>\$433,669.10</b>	<b>\$436,169.10</b>		
	<b>Capital less trade</b>	<b>\$415,859.58</b>	<b>\$418,359.58</b>	<b>\$374,445.00</b>	<b>\$428,760.00</b>	<b>\$431,260.00</b>	<b>\$447,431.00</b>	
<b>Specification</b>	<b>Aux Engine Type</b>	<b>JCB</b>	<b>JCB</b>	<b>JCB</b>	<b>JCB</b>	<b>JCB</b>	<b>Cummins</b>	<b>JCB</b>
	<b>Power</b>	<b>74kw</b>	<b>74kw</b>	<b>74kw</b>	<b>74Kw</b>	<b>74kw</b>	<b>74kw</b>	<b>74 kw</b>
	<b>Transmission Type</b>	<b>Allison Auto</b>	<b>Allison Auto</b>	<b>Allison Auto</b>	<b>Allison Auto</b>	<b>Allison Auto</b>	<b>Allison Auto</b>	<b>Allison Auto</b>
	<b>Transmission gears</b>	<b>6 speed</b>	<b>6 Speed</b>	<b>6 Speed</b>	<b>6 speed</b>	<b>6 speed</b>	<b>6 speed</b>	<b>6 speed</b>
	<b>Hopper capacity</b>	<b>6m3</b>	<b>7m3</b>	<b>6m3</b>	<b>6m3</b>	<b>7m3</b>	<b>6.2m3</b>	<b>6.5m3</b>
	<b>GVM Capacity</b>	<b>15,500</b>	<b>15,500</b>	<b>12,000</b>	<b>15,500</b>	<b>15,500</b>	<b>15,500</b>	<b>15,500</b>
	<b>Vehicle Carrying Capacity</b>	<b>4500</b>	<b>4500</b>	<b>3000</b>	<b>4500</b>	<b>4500</b>	<b>4500</b>	<b>\$4,500.00</b>
	<b>Warranty Details Vehicle</b>	<b>72/300,000 km</b>	<b>72/300,000 km</b>	<b>72/300,000</b>	<b>36/150,000</b>	<b>36/150,000</b>	<b>36/150,000</b>	<b>36/150,000</b>
	<b>Warranty Details Sweeper Unit</b>	<b>24/1500hrs</b>	<b>24/1500hrs</b>	<b>24/1500hrs</b>	<b>24/1500hrs</b>	<b>24/1500hrs</b>	<b>24/2000hrs</b>	<b>24/2000hrs</b>
<b>Optional Costs</b>	<b>Optional Sweeper unit extended Warranty</b>	<b>12 months \$5,400</b>	<b>12 months \$5,400</b>	<b>12 months \$5,400</b>	<b>12 months \$5,400</b>	<b>12 months \$5,400</b>		
	<b>GPs System</b>	<b>\$494.00</b>	<b>\$494.00</b>	<b>\$494.00</b>	<b>\$494.00</b>	<b>\$494.00</b>	<b>in price</b>	<b>in price</b>
	<b>Weighing System</b>	<b>\$7,850.00</b>	<b>\$7,850.00</b>	<b>\$7,850.00</b>	<b>\$7,850.00</b>	<b>\$7,850.00</b>	<b>in price</b>	<b>in price</b>
	<b>Wheel base</b>	<b>3800mm</b>	<b>3800mm</b>	<b>3790mm</b>	<b>3730mm</b>	<b>3730mm</b>	<b>3730mm</b>	<b>3730mm</b>
	<b>Turning Circle Inner</b>							
	<b>Turning Circle outer</b>							

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

	<b>Steering System</b>	<b>Cross Shafts</b>	<b>Cross Shafts</b>	<b>Cross Shafts</b>	<b>Twin Boxes</b>	<b>Twin boxes</b>	<b>Twin Boxes</b>	<b>twin boxes</b>
	<b>Seat covers</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>Seat Capacity</b>	<b>150Kg</b>	<b>150 kg</b>	<b>150Kg</b>	<b>130–150kg</b>	<b>130–150kg</b>	<b>150kg</b>	<b>150 kg</b>
	<b>Jump start plug</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>Rear Tyre Size</b>	<b>11R22.5</b>	<b>11R22.5</b>	<b>265/70R19.5</b>	<b>11R22.5</b>	<b>11R22.5</b>	<b>11R22.5</b>	<b>11R22.5</b>
	<b>Battery Isolator</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>Local Service agent</b>	<b>yes emerald</b>	<b>yes emerald</b>	<b>yes emerald</b>	<b>yes emerald</b>	<b>yes emerald</b>	<b>no</b>	<b>no</b>
	<b>Fuel tank capacity</b>	<b>300l</b>	<b>300l</b>	<b>300l</b>	<b>300l</b>	<b>300l</b>	<b>190l + 115l</b>	<b>190l</b>
	<b>Water tank capacity</b>	<b>1300</b>	<b>1700</b>	<b>1300</b>	<b>1300</b>	<b>1700</b>	<b>1547</b>	<b>1554</b>
	<b>Reverse Camera</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>LED beacons</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>Fire Extinguisher</b>	<b>Yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>Tool boxes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>	<b>yes</b>
	<b>Delivery Time</b>	<b>11 months</b>	<b>11 Months</b>	<b>11 months</b>	<b>10 months</b>	<b>10 months</b>	<b>19 months</b>	<b>18 months</b>

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Plant and Vehicle Tender/Quotation Evaluation Report**

**Contract Name:** Supply and delivery of one (approximately) 6m<sup>3</sup> Truck Mounted Sweeper

**Contract Number:** Local Buy Contract Number: NPN 1.15-2 VP377213

**Tender within budget:** Yes

**Current budget allocation:** \$420,000

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**1. Recommendation.**

After completion of the tender evaluations, it is recommended that the tender from Mike Trace Engineering (MTE) for the supply of one Isuzu FVD165-300 with the City Ray 5 Sweeper unit be accepted.

**2. Value of Contract.**

The Contract is valued at \$415,859.58 (GST Exclusive)

<b>Machine price</b>	\$429,859.58
<b>Trade-in</b>	-\$ 14,000.00
<b>Total cost</b>	\$415,859.58

**3. Names of those submitting.**

Local Buy received tenders from the following:

<b>NAME</b>	<b>Model</b>	<b>ADDRESS</b>
Mike Trace Engineering	Isuzu FVD 165-300 City ray 5 & 6	35 Bellwood Street, Darra 4076, Queensland Australia
Mike Trace Engineering	Isuzu FSR140/120- 260 City Ray 5	35 Bellwood Street, Darra 4076, Queensland Australia
Mike Trace Engineering	Hino FG1628 City Ray 5 & 6	35 Bellwood Street, Darra 4076, Queensland Australia
Rosmech	Hino FG1628 Scarab Mistral C6.2	30 Stanbel Road, Salisbury Plain 5109, South Australia, Australia
Bucher Municipal	Hino Fg1628 V65t	65-73 Nantilla Road, Clayton South 3169, Victoria Australia

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**4. Panel Membership.**

- Colin Crawford, Plant and Fleet Technical Officer
- Bob O'Brien, Assets Manager
- Kerry Jones, Director of Works
- Workshop staff (as required).

**5. Consideration and Evaluation of the Tenders.**

A desk top evaluation of the tender was conducted, followed by discussions with the operator and the supervisor. The evaluation comprised the follow criteria:

**Non Price Related**

- Conforming with specification and information instructions
- Track record and service
- Breakdown and back up
- Warranty
- Delivery availability.

**Operational**

- Key specifications items
- Operator.

**Price**

- Capital value only, including trade-in
- Whole of life evaluation.

Each tender was evaluated separately in accordance with the Evaluation Criteria and the following commentary outlines the findings of the panel. These comments are to be taken as the view of the panel as a whole and not those of any individual panel member.

**Non Price Related Evaluation**

Conforming with the specification – all units' tenders complied broadly with the specifications requested.

**Other Non-Price Related**

From the vehicles short listed, there were small differences in the evaluation of the individual machines and their suppliers.

Delivery is one area where there was a significant difference – the Isuzu FVD from Mike Trace Engineering had the shortest delivery time of approximately six months, the Isuzu from MTE had a delivery time of approximately 10 months and the Hino FG 1628 from all suppliers ranges from 10 to 19 months in the case of Rosmech.

Warranty was another area where there was a significant difference with the Isuzu range of trucks offering 6 years/300,000 km and the Hino having 3 years/150,000 km. The sweeper units themselves have similar warranties, MTE units have 2 years/1500hrs and the Rosmech and Bucher units have 2 years/2000hrs. MTE offer an addition 1 year/1000hrs warranty for \$5,400.00. I recommend for the additional cost we look at the extended warranty.

## BARCALDINE REGIONAL COUNCIL

### AGENDA FOR GENERAL MEETING 31 OCTOBER 2023

Back up and support is another area that is factored into the evaluation process, MTE is the only supplier that offers a local support agent (GT Hoses in Emerald), conducts regular visits and offers an annual inspection of the equipment as part of their after sales service.

#### Operational Evaluations

There are two main factors considered in the operational evaluation.

##### 1. Key specification items.

These are key operational specifications that the evaluation panel consider important to the performance of the machine in the intended environment e.g. engine torque, turning radius, visibility, safety, technology and operator comfort etc. The data for evaluation of these key requirements is taken directly from those published by the manufacturer or supplier. Both the fleet program and the operator then determine the importance of key specifications for scoring.

The FVD versus the FSR and FG Hino – the major differences is that the Isuzu FVD has airbag rear suspension versus leaf spring (offering a better ride). The FVD versus the FSR – the VFD has a greater ground clearance due to tyre sizes, it has SCam brakes versus air over hydraulics and a much greater carrying capacity.

Understandably, the vehicles under evaluation displayed only minor variations in workstation layout as per individual suppliers across the key areas. With the major exception being the Isuzu versus Hino – the Hino is fitted with Add Blue, DPF etc. whilst the Isuzu has no emission control items. In our current fleet Add Blue is a major maintenance issue for all vehicle fitted with it.

##### 2. Operator.

This is the direct physical evaluation by the operator. In this case, the operators were unable to do an evaluation, so this was not taken into consideration for this evaluation.

#### Price Evaluation

Two components of price are reflected in evaluations; the first is the capital or purchased value, including any trade-in value of the old unit offered.

#### Capital Value

Supplier	Model	Price net of Trade-in (Exc GST)
MTE	Isuzu FVD165-300 City Ray 5	\$415,859.58 *
MTE	Isuzu FVD165-300 City Ray 6	\$418,359.58*
MTE	Isuzu FSR140/120-260 City Ray 5	\$374,445.00*
MTE	Hino FG1628 City Ray 5	\$428,760.00*
MTE	Hino FG1628 City Ray 6	\$431,260.00*
Rosmech	Hino FG1628 Scarab MistralC6.2	\$447,431.00
Bucher Municipal	Hino FS2848 V65t	\$436,149.30

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

\* The vehicle weighing system and GPS system are not included in the prices from MTE on any of the submissions and are an additional \$8,344 on top of the evaluated price.

**6. Conclusion.**

The assessment process identified the offer from Mike Trace Engineering of an Isuzu FVD 165-300 offering the best overall package. This option provides council with a good financial outcome and a quality built and designed machine well suited to the operational conditions.

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number: 3.2.4**  
**Subject Heading: Reseal Program 2023–2024 Tenders**  
Author and Title: Daniel Bradford – Director Corporate and Financial Services  
Classification: (if confidential)

*Summary: This report provides for Council to consider the submitted tenders for Reseals Program for 2023–2024. The works required will see the roads identified in the program treated with aggregate and spray seal as an asset management strategy for managing Council's sealed network.*

*The open public tender for this package of work was requested through Council's online public tendering system, VendorPanel. The package was issued for the Barcaldine Regional Council Reseal Program 2023–2024 on 8 August 2023 and closed on 12 September 2023.*

**Officer's Recommendation: That Council:**

**1. Accept the Reseal Program 2023–2024 submission from RPQ Mackay Pty Ltd for the submitted value of \$840,476.49 (ex GST).**

**2. In accordance with the *Local Government Act 2009* and Council's procurement policy, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate and finalise all matters in relation to the execution of the contracts awarded in 1.**

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**Background**

As a part of Council's routine management of its assets, Council undertakes a reseal program. In the 2023–2024 budget, a program was established and list of road sections identified for reseal.

For each package of work, the tenders issued detailed the particular activities, quantities and the chainage of the works on each identified road. The preparation and tender submissions were evaluated by George Bourne and Associates (GBA) in the first instance. Following the evaluation, GBA then provide Council officers with a recommendation based on the criteria set out in the tender documentation.

The criteria is as follows:

- Price schedule – 80%
- Program of works – 10%
- Experience – 10%.

The program of works which includes reseal of roads and streets across the region, attracted six submissions with five conforming tenders:

1. Austek Sprayseal Pty Ltd.
2. Boral Resources Pty Ltd.
3. Colas Solutions Pty Ltd.
4. Fulton Hogan Industries Pty Ltd.
5. RPQ Mackay Pty Ltd.
6. South West Traffic.



**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

The tender submission from South West Traffic was assessed as being non-conforming and has been excluded from the final evaluation. The tenderer has not provided a conforming response with only rates included for traffic control. Following the scoring, RPQ Mackay Pty Ltd is seen as the most advantageous, both scoring the highest and the best value for money. Based on the program, the work is expected to be completed ten days after mobilisation in March 2024.

The detailed evaluation is attached at the end of the report.

**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**

George Bourne and Associates  
Council Officers

**Policy Implications**

These tenders have been conducted in accordance with Council's procurement policy.

**Budget and Resource Implications**

These tenders are subject to funding being received for Roads to Recovery funding. The costs associated with these works as a result of rewarding the recommended tender submission are within the approved funding amounts for the works outlined in the tender scope.

**Risk Management Implications**

The risks associated with these tenders are for works that will need to be project managed to oversee the costs of the project. This will be as per the current processes and procedures for managing these types of projects.

**Asset Management Implications**

The program of works is capital in nature and will increase the value Council's assets. The works is designed to extend the life of these road assets.

**Legal Implications**

Nil

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number: 3.2.5**  
**Subject Heading: Flood Damage Packages 8**  
Author and Title: Daniel Bradford – Director Corporate and Financial Services  
Classification: (if confidential)

*Summary: This report provides for Council to consider the submitted tenders for Flood Damage 2023 Packages 8 – Gravel Supply. The works required are those works approved by the Queensland Reconstruction Authority (QRA) from the January 2023 flood event.*

*The flood event caused significant damage to Council's road network across the region. Following the initial period of emergent flood damage works, six submissions were made to QRA for work across the region. The works, once approved, have then been packaged up and issued for tender.*

*The open public tenders for these packages of works were requested through Council's online public tendering system, VendorPanel. The Packages were as follows:*

- *Package 8 – Portion 2 – Monklands Road*
- *Package 8 – Portion 3 – Minnamoora Road*
- *Package 8 – Portion 4 – Degulla, Cudmore and Wendourie Roads.*

*Additional packages will be provided to Council for consideration at future meetings.*

**Officer's Recommendation: That Council:**

- 1. Accept the Flood Damage January 2023 Package 8 – Gravel Supply – Portion 2 – Monklands Road, Alpha submission from Michael Horman Transport for the submitted value of \$72,000.00 (ex GST).**
- 2. Accept the Flood Damage January 2023 Package 8 – Gravel Supply – Portion 3 – Minnamoora Road, Jericho submission from LJ & G Fietz for the submitted value of \$136,108.**
- 3. Accept the Flood Damage January 2023 Package 8 – Gravel Supply – Portion 4 – Degulla, Cudmore and Wendourie Roads submission from Michael Horman Transport for the submitted value of \$1,039,313.20 (ex GST).**
- 4. In accordance with the *Local Government Act 2009* and Council's procurement policy, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate and finalise all matters in relation to the execution of the contracts awarded in 1, 2 and 3.**

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**Background**

In January 2023 the Barcaldine region was impacted by a significant weather event that saw widespread flooding and damage to Council's road network. Following this event, Council undertook a large emergent works program to allow for all roads to be trafficable. George Bourne and Associates (GBA), as Council's consultant engineers, undertook the flood damage assessment and prepared the submission to the Queensland Reconstruction Authority for Flood Damage works, in consultation with Council Officers. Due to the size of the works required, there were six submissions prepared and these have now progressed to various stages. These are below:

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

- Aramac-Jericho Road (west) – funding approved, contract awarded, works in progress
- Texas Road – funding approved, contract awarded, works in progress
- Alpha Area submission – funding approved, tender phase
- Barcaldine Area submission, funding approved, tender phase
- Aramac Area submission A – funding being assessed
- Aramac Area submission B – funding approved
- Beech Street, Barcaldine – funding approved, works planned.

Council Officers have been through all submitted works and prioritised the jobs to be put out to tender in this initial set of road packages. Following this, the jobs for contract were divided up into packages and are put out to tender. As part of this process, Council has split the work elements for gravel supply and reconstruction works. This tender is for the gravel supply.

For each of the packages of work, the tenders issued detailed the particular location/s and quantities of material for the job. In all cases the tenders were prepared and tender submissions evaluated by GBA in the first instance. Following the evaluation, GBA then provided Council Officers with a recommendation based on the criteria set out in the tender documentation. The criteria is as follows:

- Price schedule – 50%
- Program of works – 25%
- Resources and key personnel – 10%
- Local experience – 10%
- Work Health and Safety documentation – 5%.

Package 8 – Gravel Supply – Portion 2 – Monklands Road is a package of works which includes preparation of a stockpile pad and supply and delivery of material to the Monklands Pit. The tender saw four submissions with three conforming tenders.

1. LJ & G Fietz.
2. Michael Horman Transport Pty Ltd.
3. Nqestimating.
4. South West Traffic Management.

South West Traffic Management's tender submission was assessed as being non-conforming and has been excluded from the final evaluation, the tenderer has provided traffic control rates only. Following the scoring, Michael Horman Transport is seen as the most advantageous, both scoring the highest and the best value for money.

Package 8 – Gravel Supply – Portion 3 – Minnamoora Road is a package of works which includes preparation of a stockpile pad and supply and delivery of material to the Minnamoora Pit. The tender saw four submissions with three conforming tenders.

1. LJ & G Fietz.
2. Michael Horman Transport Pty Ltd.
3. Nqestimating.
4. South West Traffic Management.

South West Traffic Management's tender submission was assessed as being non-conforming and has been excluded from the final evaluation, the tenderer has provided traffic control rates only. Following

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

the scoring, LJ & G Fietz is seen as the most advantageous, both scoring the highest and the best value for money.

Package 8 – Gravel Supply – Portion 4 – Degulla, Cudmore and Wendourie Roads is a package of works which includes preparation of stockpile pads at various locations along each road and supply and delivery of material to those pits. The tender saw four submissions with three conforming tenders.

1. LJ & G Fietz.
2. Michael Horman Transport Pty Ltd.
3. Nqestimating.
4. South West Traffic Management.

South West Traffic Management's tender submission was assessed as being non-conforming and has been excluded from the final evaluation, the tenderer has provided traffic control rates only. Following the scoring, Michael Horman Transport is seen as the most advantageous, both scoring the highest and the best value for money.

It must be noted that there are a number of other packages relating to this flood event currently being assessed, recently closed or yet to be issued for tender. Details of this tender assessment is included in the attachments to this report.

**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 (internal/external)**

George Bourne and Associates

Council Officers

**Policy Implications**

These tenders have been conducted in accordance with Council's procurement policy.

**Budget and Resource Implications**

These tenders are subject to funding being received for flood damage works across the region. The costs associated with these works are within the approved funding amounts for the works outlined in the tender scope. Additionally, the road maintenance works in the tender scope are part of Council's road maintenance budget.

**Risk Management Implications**

The risks associated with these tenders are for works that will need to be project managed to oversee the costs of the project. This will be as per the current processes and procedures for managing these types of projects. The financial risk to Council is the risk of expenditure not being approved for the works completed. There are a number of reasons for this to occur and even with every effort made to ensure works are completed correctly with appropriate evidence, weather can play a part.

**BARCALTINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Asset Management Implications**

Some of the works in these contracts is capital works and will increase the value of Council's assets. It should be noted that this work is funded for returning the road to the pre-event condition.

**Legal Implications**

Nil

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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 at 30 September 2023.*

**Officer's Recommendation: That Council receive the report.**

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**Background**

Council adopted the 2023–2024 Budget in June 2023. This 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.

As an update on the 2022–2023 financial statements, council has requested an extension for the completion of the external audit and financial statements. Officers are disappointed to have to apply for this extension, with financials due by 31 October 2023. Delays in council providing auditors with information needed for the audit and review of the processes across a number of areas, has seen a delay on council's behalf. Additionally with this delay, the auditors have had to schedule time for this review and preparation of audit reports.

**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)**

Executive Management Team and District Managers

**Policy Implications**

Nil

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Budget and Resource Implications**

There are a number of challenges highlighted in this report which have an impact on the financial position of Council. Officers are working towards management solutions to address these and progress updates will be provided to Council.

**Risk Management Implications**

The recommendation in this report has no 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**

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

**Financial Attachments**

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

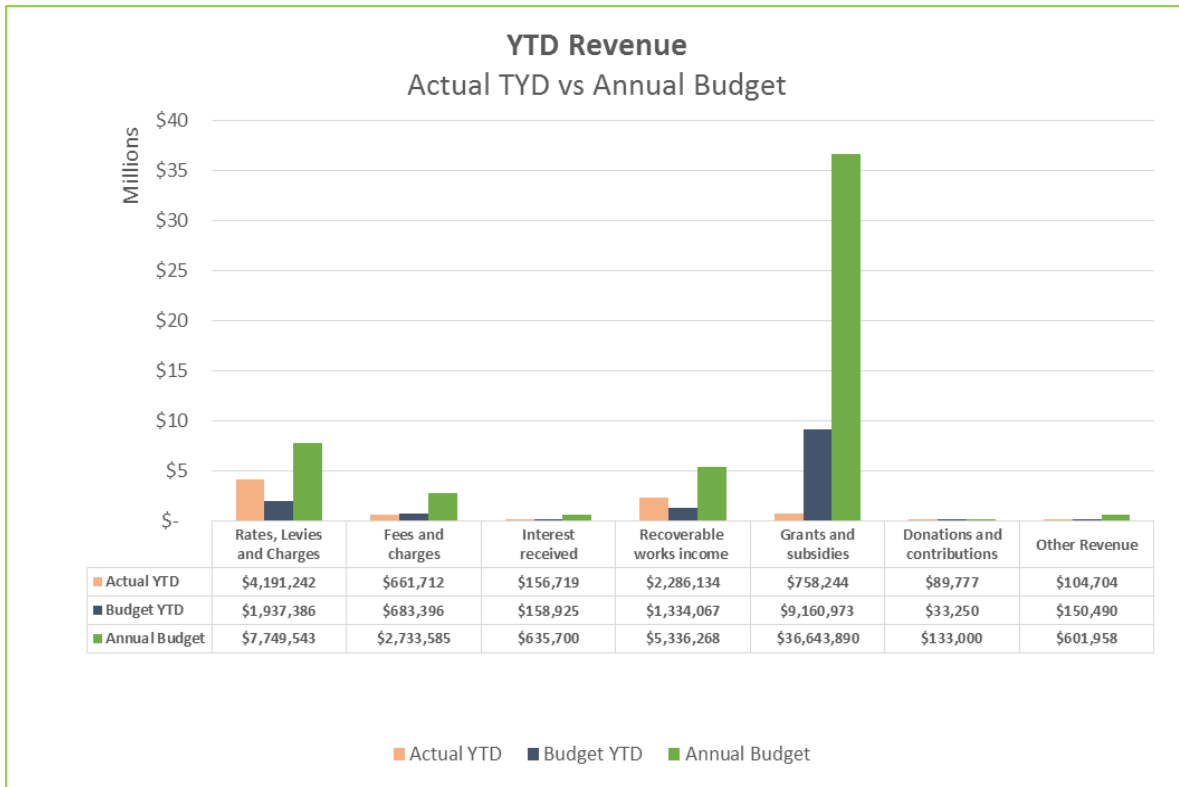
**Financial Performance as at 30 September 2023**

	Year to Date			Full
	Actual \$'000	Budget \$'000	Variance \$'000	Original Budget \$'000
<b>Operating Revenue</b>				
Rates, Levies and Charges	4,191	1,938	2,254	7,750
Fees and Charges	662	684	(22)	2,734
Rental Income	114	133	(19)	530
Interest Received	157	159	(2)	636
Recoverable Works Income	2,286	1,334	952	5,336
Grants, Subsidies, Contributions and Donations	758	9,161	(8,403)	36,643
Other Revenue	80	51	29	205
<b>Total Operating Revenue</b>	<b>8,248</b>	<b>13,459</b>	<b>(5,211)</b>	<b>53,834</b>
<b>Operating Expenses</b>				
Employee Benefits	3,110	3,304	(194)	13,215
Materials and Services	5,427	8,426	(2,999)	33,703
Finance Costs	21	20	1	80
Depreciation	2,267	1,901	366	7,605
<b>Total Operating Expenses</b>	<b>10,825</b>	<b>13,651</b>	<b>(2,826)</b>	<b>54,603</b>
<b>Operating Profit/(Loss)</b>	<b>(2,577)</b>	<b>(192)</b>	<b>(2,385)</b>	<b>(769)</b>
<b>Capital Revenue and Expenses</b>				
Capital Revenue	1,321	1,533	(212)	6,131
Capital Expenses	4	24	(20)	96
<b>Net Capital Income/(Loss)</b>	<b>1,325</b>	<b>1,509</b>	<b>(232)</b>	<b>6,035</b>
<b>Net Result</b>	<b>(1,252)</b>	<b>1,317</b>	<b>(2,617)</b>	<b>5,266</b>

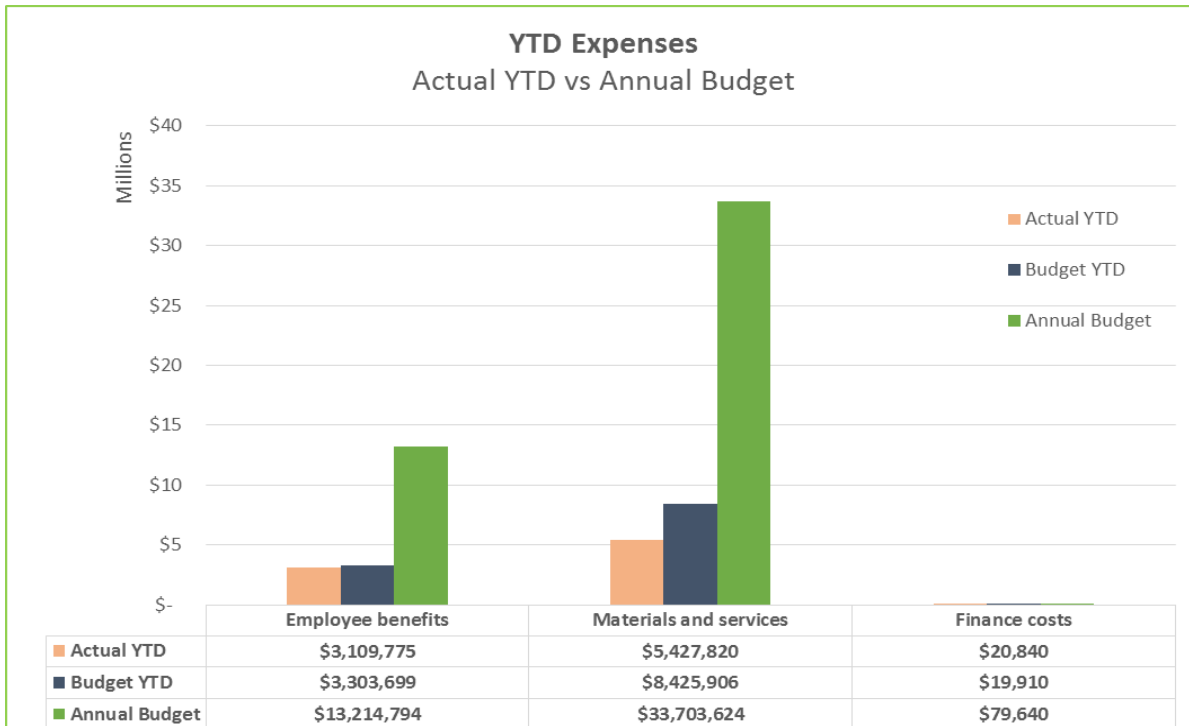
- Rates, Levies and Charges are tracking well and on budget.
- Fees and Charges performing in line with expectations, slightly below budget.
- Interest performing well with majority of our cash invested into the QTC Account.
- Recoverable Works money is ahead of budget with money coming in from previous years for RMPC and Main Roads Contracts.
- Grant and Subsidies is running as expected. The Federal Assistance Grant was received in June 2023 which we budgeted for in August 2023. The budget will be adjusted to reflect this in budget review 1.



# **BARCALDINE REGIONAL COUNCIL** **AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

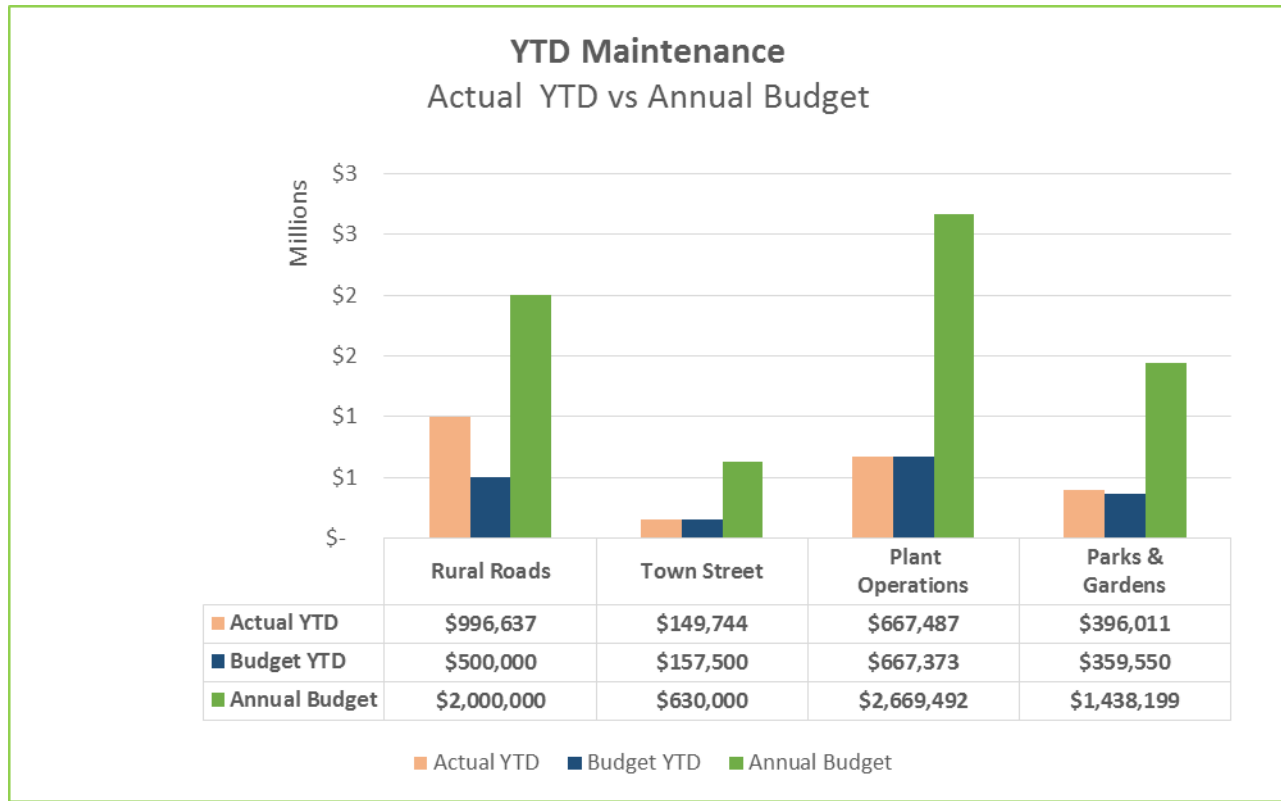


The budgeted figure for Grants and Subsidies and Rates and Charges will be rectified during the budget review. Also the large amount of flood damage funding will be taken up as work is completed and reported to the Queensland Reconstruction Authority.



## BARCALDINE REGIONAL COUNCIL AGENDA FOR GENERAL MEETING 31 OCTOBER 2023

Numbers are generally below budget. This is expected to increase when flood damage works begins delivery.



- All maintenance programs are well underway for the 2024 financial year, with rural roads tracking very well. Work in this space will level out over the coming months with a transition to flood damage works by our internal work crews.
- Other services are tracking in line with budget for the first quarter.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

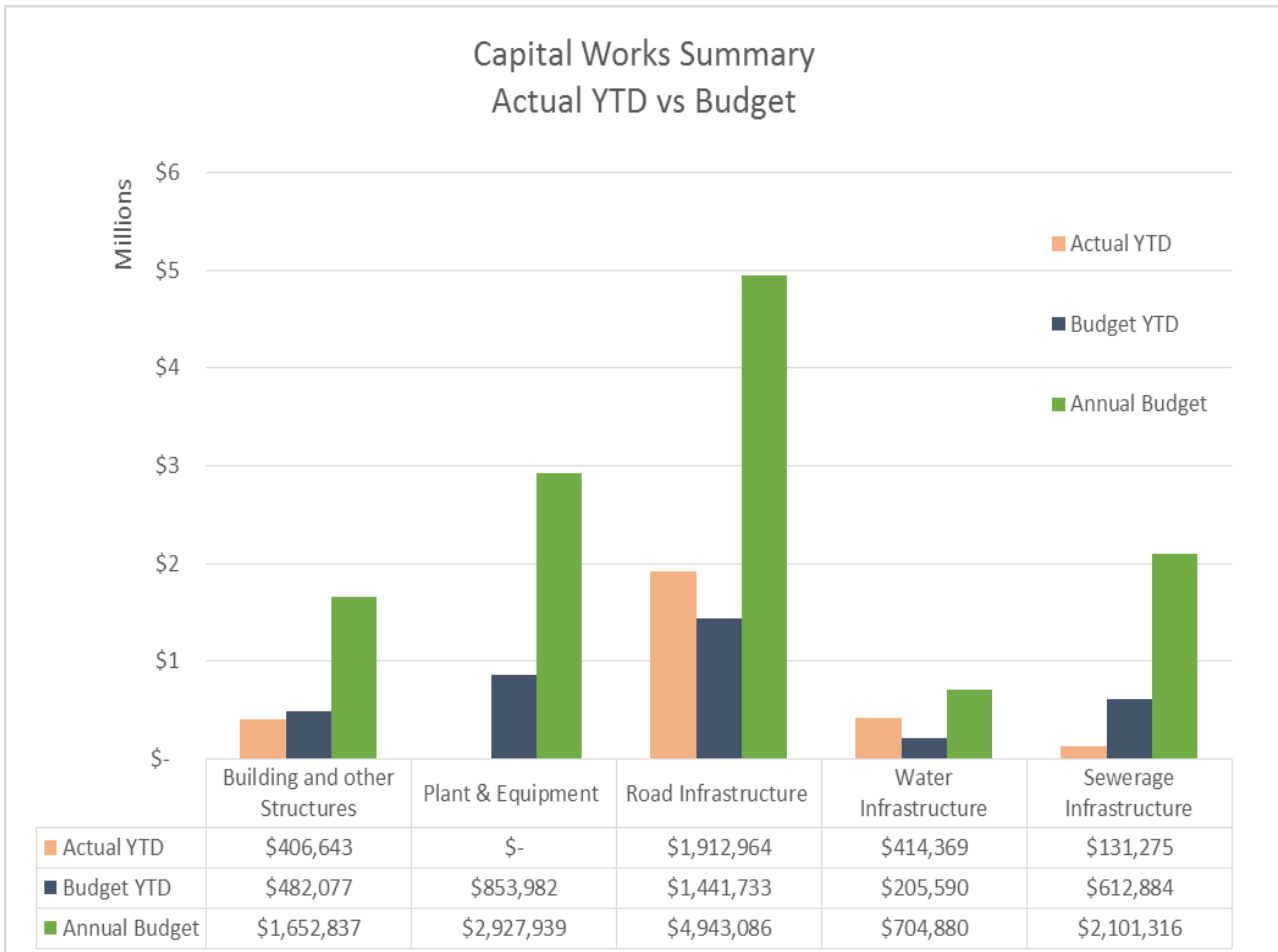
**Financial Position as at 30 September 2023**

	Monthly Balances				Full Year
	July 2023	August 2023	September 2023	Variance	Original Budget
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Current Assets</b>					
Cash	29,795	31,959	27,622	(4,337)	12,319
Receivables	1,649	1,620	5,218	3,598	1,711
Other	602	574	947	373	1,171
	32,046	34,153	33,787	(366)	15,201
<b>Non-Current Assets</b>					
Property, plant & equipment	349,573	349,573	360,335	10,762	375,211
Other	19,835	21,509	8,636	(12,873)	-
	369,408	371,082	368,971	(2,111)	375,211
<b>Total Assets</b>	<b>401,454</b>	<b>405,235</b>	<b>402,758</b>	<b>(2,477)</b>	<b>390,412</b>
<b>Current Liabilities</b>					
Trade and other payables	16,738	19,951	18,460	(1,491)	3,156
Borrowings	530	530	403	(127)	549
Provisions	1,487	1,489	1,565	76	1,470
Other	-	-	-	-	1,285
	18,755	21,970	20,428	(1,542)	6,460
<b>Non-Current Liabilities</b>					
Borrowings	2,334	2,334	2,330	(4)	1,781
Provisions	1,291	1,291	1,117	(174)	1,382
	3,625	3,625	3,447	(178)	3,163
<b>Total Liabilities</b>	<b>22,380</b>	<b>25,595</b>	<b>23,875</b>	<b>(1,720)</b>	<b>9,623</b>
<b>Net Community Assets</b>	<b>379,074</b>	<b>379,640</b>	<b>378,883</b>	<b>(757)</b>	<b>380,789</b>
<b>Community Equity</b>					
Capital	-	-	-	-	-
Retained surplus/(deficit)	193,489	194,056	192,135	(1,921)	195,203
Asset revaluation surplus	185,585	185,585	185,585	-	185,585
<b>Total Community Equity</b>	<b>379,074</b>	<b>379,641</b>	<b>377,720</b>	<b>(1,921)</b>	<b>380,788</b>

Cash at Bank has decreased slightly, this is due to no large amounts of income coming in for September.

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.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



- Plant has a large list of new items to be purchased and this has commenced. There have been a number of items progressed.
- Buildings and Other Structures is seeing the early stages of commencing the program. Roads Infrastructure is largely in the flood damage space with much of the resheeting now completed on Texas and Aramac-Jericho Roads.

# BARCALDINE REGIONAL COUNCIL

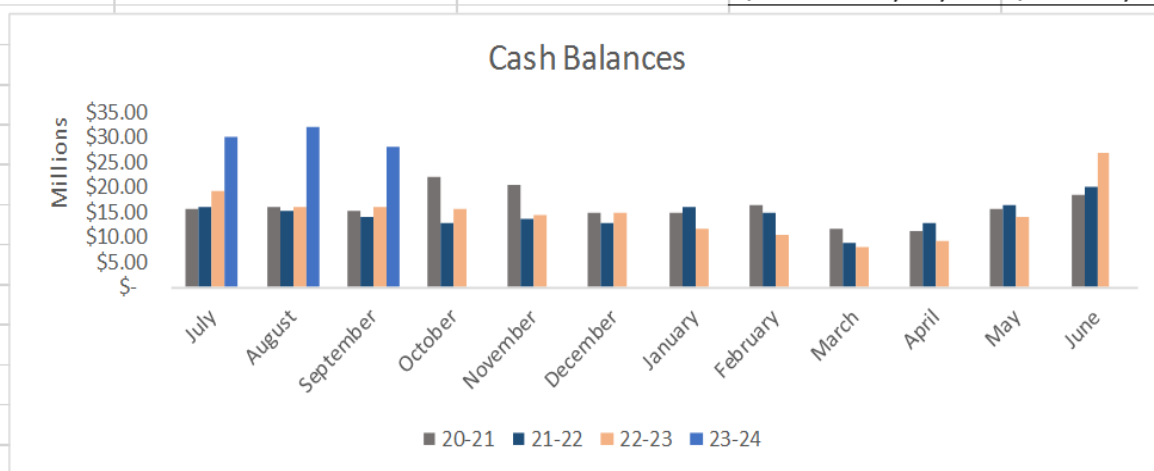
## AGENDA FOR GENERAL MEETING 31 OCTOBER 2023

### Financial Report to a Meeting of Barcaldine Regional Council

Held on 31 October 2023

#### Cash Position as at 30 September 2023

<b>Cash at Bank</b>			<b>Sep-23</b>	<b>Aug-23</b>
Operating Accounts- BOQ			\$ 1,303,076	\$ 3,309,890
QTC Investments Acc			\$ 26,816,288	\$ 28,657,811
			<b>\$ 28,119,364</b>	<b>\$ 31,967,701</b>

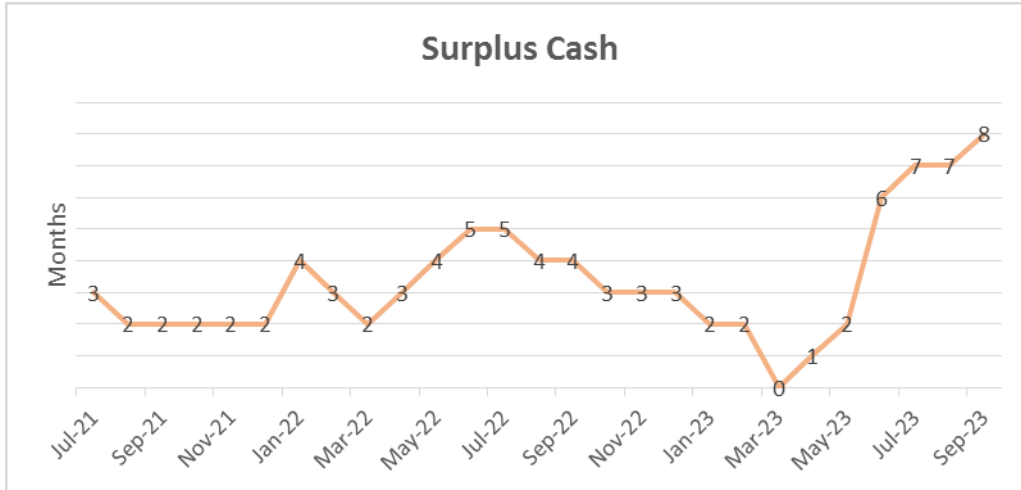


The Unrestricted Cash Expense Cover Ratio is an indicator of the unconstrained liquidity available to Council. Council currently has \$16.5 million in restrained cash. With the large increase in expenditure during September, the ratio has decreased from 6.6 months to four months. The target for this Council based on the draft Financial Management Sustainability Guideline is four months.

Month	Cash	Restricted	Expenses*	Ratio (Months)
Jul-23	\$ 29,836,549	\$ 14,877,930	\$ 2,114,949	7.07
Aug-23	\$ 31,967,701	\$ 17,083,728	\$ 4,508,115	6.60
Sep-23	\$ 28,119,364	\$ 16,567,062	\$ 8,537,595	4.06

Alternatively, a view of Council's surplus cash with due consideration for liabilities being resolved, can be seen below. With this calculation, Council also would have five months of surplus cash, which continues to improve from previous months.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



The current cash outlook is expected to decline over the coming months. Limited inflows across the month of September may improve slightly in October as Council receives a LRCI Phase 3 payment for \$874,000 and expect to see some more cash coming in during the month of October for Rates and Flood Damage. However with works ramping up and the early 100% payment of the Federal Assistance Grant, Council should expect the cash at bank balance to decline as we lead into Christmas and the New Year.

It must be noted the budgeted cash balance will adjust at the budget review to reflect opening balances, which will include the full prepayment of the Federal Assistance Grant and additional flood damage monies which arrived in very late June.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Statement of Cash Flow as at 30 September 2023**

	Year to Date			Full Year
<i>YTD cash flows</i>	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Original Budget</i>
	<i>\$'000</i>	<i>\$'000</i>	<i>\$'000</i>	<i>\$'000</i>
<b>Cash flows from operating activities</b>				
Receipts from customers	4,105	13,925	(9,820)	55,698
Payments to suppliers and employees	(9,446)	(12,105)	2,659	(48,418)
Interest paid	(21)	(20)	(1)	(80)
Interest received	157	159	(2)	636
<b>Net cash inflow (outflow) from operating activities</b>	<b>(5,205)</b>	<b>1,959</b>	<b>(7,164)</b>	<b>7,836</b>
<b>Cash flows from investing activities</b>				
Payments for property, plant and equipment	(2,767)	(3,171)	404	(12,684)
Proceeds from sale of property, plant and equipment	104	125	(21)	500
Grants, subsidies, contributions and donations	9,370	1,533	7,837	6,131
<b>Net cash inflow (outflow) from investing activities</b>	<b>6,707</b>	<b>(1,513)</b>	<b>8,220</b>	<b>(6,053)</b>
<b>Cash flows from financing activities</b>				
Proceeds from borrowings	-	-	-	-
Repayment of borrowings	(131)	(133)	2	(530)
<b>Net cash inflow (outflow) from financing activities</b>	<b>(131)</b>	<b>(133)</b>	<b>2</b>	<b>(530)</b>
<b>Net increase (decrease) in cash held</b>	<b>1,371</b>	<b>313</b>	<b>1,058</b>	<b>1,253</b>
Cash at beginning of reporting period	26,251	2,767	23,485	11,066
<b>Cash at end of reporting period</b>	<b>27,622</b>	<b>3,080</b>	<b>24,542</b>	<b>12,319</b>

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.3.2  
**Subject Heading:** Community Care Services Report  
Author and Title: Daniel Bradford – Director Corporate and Financial Services  
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:

CHSP is currently showing a very positive result, however during the month of August we received funding for the first half of the financial year in advance, as opposed to monthly increments. It should be noted that there are a number of programs Council run under CHSP. Some has seen a significant increase in interest, while others such as the QCSS and transport programs have a very limited number of clients, however continues to operate these services as without it, there would not be a service for these vulnerable members of our community. The Home Care Packages are running at a loss, this is due to work only just being completed and not yet paid for. Council's home assist/secure has received 75% of its total funding for the 2024 financial year.

NDIS is continuing to show very health numbers above expectation. NDIS should continue to run at a profit if we are able to get a timely supply of resources.

**Link to Corporate Plan**

Theme 2: Services

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.

**Consultation (internal/external)**

Community Care Team

**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.



**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**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 risk/s identified.

**Legal Implications**

Nil

**Tables and Program Summaries**

Barcaldine Regional Council - Community Services Business Unit						
Financial Performance Reports						
For the period 1 July 2023 to	30-Sep-23					
% of year lapsed	25%					
	YTD Actual \$	YTD Budget \$	Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<b>DIRECT INCOME &amp; EXPENDITURE</b>						
<b>Income</b>						
CHSP	448,051	210,625	742,077	842,500	113%	-12%
Home Care Packages	21,390	34,250	85,561	137,000	-38%	-38%
Home Assist/Secure	172,158	35,375	688,631	141,500	387%	387%
NDIS	431,802	457,500	1,727,208	1,830,000	-6%	-6%
<b>Total Income</b>	<b>1,073,401</b>	<b>737,750</b>	<b>3,243,477</b>	<b>2,951,000</b>	<b>45%</b>	<b>10%</b>
<b>Expenditure</b>						
CHSP	300,760	189,592	1,203,039	758,370	59%	59%
Home Care Packages	60,140	32,525	240,558	130,099	85%	85%
Home Assist/Secure	28,540	34,631	114,161	138,524	-18%	-18%
NDIS	465,951	421,080	1,863,803	1,684,318	11%	11%
<b>Total expenditure</b>	<b>855,390</b>	<b>677,828</b>	<b>3,421,561</b>	<b>2,711,311</b>	<b>26%</b>	<b>26%</b>
<b>NET DIRECT PROFIT/LOSS</b>	<b>218,010</b>	<b>59,922</b>	<b>- 178,084</b>	<b>239,689</b>	<b>264%</b>	<b>-174%</b>
<b>Indirect Costs</b>						
Administrative Overheads	33,175		139,987			
Depreciation	8,381		33,524			
<b>NET PROFIT/LOSS</b>	<b>176,454</b>		<b>- 351,595</b>			

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Barcaldine Regional Council - Community Services Business Unit						
Program: Commonwealth Home Support Program						
Financial Performance Reports						
For the period 1 July 2023 to		30-Sep-23				
CHSP	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<b>DIRECT INCOME &amp; EXPENDITURE</b>						
<b>Income</b>						
CHSP Grants	440,032	177,500	710,000	710,000	248%	0%
CHSP Workforce Retention	-	-	-	-	0%	0%
Grants QCSS	-	5,000	-	20,000	-100%	-100%
Contributions CHSP	4,423	25,000	17,692	100,000	-82%	-82%
Contributions MOW	3,596	3,125	14,385	12,500	15%	15%
<b>Total Income</b>	<b>448,051</b>	<b>210,625</b>	<b>742,077</b>	<b>842,500</b>	<b>113%</b>	<b>-12%</b>
<b>Expenditure</b>						
Workforce Retention	-	0	-		0%	0%
Personal Care	830	7,647	3,321	30,589	-89%	-89%
Transport	9,633	15,250	38,532	61,000	-37%	-37%
Domestic Assistance	37,167	21,250	148,670	85,000	75%	75%
Home maintenance	-	7,250	-	29,000	-100%	-100%
Home modifications	153,046	54,250	612,182	217,000	182%	182%
Meals	2,134	3,125	8,537	12,500	-32%	-32%
Meals on wheels	-	1,875	-	7,500	-100%	-100%
Nursing	-	9,977	-	39,907	-100%	-100%
Social Support-group	20,067	17,250	80,270	69,000	16%	16%
Social Support-individual	7,119	14,875	28,476	59,500	-52%	-52%
Case Management	481	751	1,923	3,003		
Client Care coordination	22,866	23,125	91,464	92,500	-1%	-1%
QCSS wages	443	1,250	1,774	5,000	-65%	-65%
QCSS operating	180	3,750	722	15,000	-95%	-95%
Coord & Super - Community	46,792	7,968	187,168	31,871	487%	487%
<b>Total expenditure</b>	<b>300,760</b>	<b>189,592</b>	<b>1,203,039</b>	<b>758,370</b>	<b>59%</b>	<b>59%</b>
<b>Direct profit/Loss before overheads</b>	<b>147,291</b>	<b>21,033</b>	<b>- 460,961</b>	<b>84,131</b>	<b>600%</b>	<b>-648%</b>
<b>Indirect Costs</b>						
Administrative overheads	11,986		47,944			
Depreciation	6,859		27,436			
<b>NET PROFIT/LOSS</b>	<b>128,446</b>		<b>- 536,341</b>			
* YTD Actuals extrapolated for remaining months						

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Barcaldine Regional Council - Community Services Business Unit						
Program: Home Care Packages						
Financial Performance Reports						
For the period 1 July 2023 to 30-Sep-23						
	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<b>HOME CARE PACKAGES</b>						
<b>DIRECT INCOME &amp; EXPENDITURE</b>						
<i>Income</i>						
Grants	21,390	31,250	85,561	125,000	-32%	-32%
Return unexpended grants (est 21/22)			-	-		
Contributions	-	3,000	-	12,000	-100%	-100%
<b>Total Income</b>	<b>21,390</b>	<b>34,250</b>	<b>85,561</b>	<b>137,000</b>	<b>-38%</b>	<b>-38%</b>
<i>Expenditure</i>						
Regional HC Wages	47,542	15,000	190,168	60,000	217%	217%
Regional HC Packages - operating	5,111	16,250	20,444	65,000	-69%	-69%
Coord & Super - Community	7,487	1,275	29,947	5,099	487%	487%
<b>Total expenditure</b>	<b>60,140</b>	<b>32,525</b>	<b>240,558</b>	<b>130,099</b>	<b>85%</b>	<b>85%</b>
<b>Direct profit/Loss before overheads</b>						
	- 38,749	1,725	- 154,998	6,901	-2346%	-2346%
<b>Indirect Costs</b>						
Administrative overheads	2,397		9,587			
Depreciation						
<b>NET PROFIT/LOSS</b>	<b>- 41,146</b>		<b>- 164,584</b>			

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Barcaldine Regional Council - Community Services Business Unit						
Program: Home Assist/Secure						
Financial Performance Reports						
For the period 1 July 2023 to 30-Sep-23						
<b>HOME ASSIST/SECURE</b>	<b>YTD Actual \$</b>	<b>YTD Budget \$</b>	<b>* Projected Annual \$</b>	<b>Annual Budget \$</b>	<b>YTD Variance %</b>	<b>Projected Annual Variance %</b>
<b>DIRECT INCOME &amp; EXPENDITURE</b>						
<b>Income</b>						
Grants	97,504	33,250	390,015	133,000	193%	193%
Grants- SAA program	-	-	-	-		
Unexpended grant return (est 20/21)	-	-	-	-		
Contributions	74,654	2,125	298,616	8,500	3413%	3413%
<b>Total Income</b>	<b>172,158</b>	<b>35,375</b>	<b>688,631</b>	<b>141,500</b>	<b>387%</b>	<b>387%</b>
<b>Expenditure</b>						
Direct wages	410	12,500	1,640	50,000	-97%	-97%
Operating costs	20,020	20,750	80,079	83,000	-4%	-4%
SAA Grant expended	-	-	-	-		
Coord & Super - Community	8,111	1,381	32,442	5,524	487%	487%
<b>Total expenditure</b>	<b>28,540</b>	<b>34,631</b>	<b>114,161</b>	<b>138,524</b>	<b>-18%</b>	<b>-18%</b>
<b>Direct profit/Loss before overheads</b>	<b>143,617</b>	<b>744</b>	<b>574,469</b>	<b>2,976</b>	<b>19205%</b>	<b>19205%</b>
<b>Indirect Costs</b>						
Administrative overheads	1,137		4,550			
Depreciation	1,522		6,088			
<b>NET PROFIT/LOSS</b>	<b>140,958</b>		<b>563,832</b>			

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Barcaldine Regional Council - Community Services Business Unit						
Program: NDIS						
Financial Performance Reports						
For the period 1 July 2023 to		30-Sep-23				
NDIS	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<b>DIRECT INCOME &amp; EXPENDITURE</b>						
<b>Income</b>						
Fees - Plan Set-up	8,665	1,500	34,661	6,000	478%	478%
Fees - Plan administration	25,323	27,500	101,291	110,000	-8%	-8%
Fees - support coordination	26,747	28,500	106,986	114,000	-6%	-6%
Care packages	371,068	400,000	1,484,271	1,600,000	-7%	-7%
Contributions		-		-		
<b>Total Income</b>	431,802	457,500	1,727,208	1,830,000	-6%	-6%
<b>Expenditure</b>						
Direct assistance wages	4,796	16,225	19,186	64,900	-70%	-70%
Plan participant claims	427,321	375,650	1,709,285	1,502,599	14%	14%
Coordination & Supervision	33,833	29,205	135,332	116,819	16%	16%
<b>Total expenditure</b>	465,951	421,080	1,863,803	1,684,318	11%	11%
<b>Net Direct Profit/Loss</b>	- 34,149	36,421	- 136,595	145,682	-194%	-194%
<b>Indirect Costs</b>						
Administrative overheads	18,569		74,277			
Depreciation						
<b>NET PROFIT/LOSS</b>	- 52,718		- 210,871			

**BARCALTINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALTINE REGIONAL COUNCIL  
OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.4.1  
**Subject Heading:** Regional Council Business

*Summary: Items to be tabled on the day.*

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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.**

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**Background**

The following correspondence has been received up to 24 October 2023:

1. Letter from Minister for Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and for the Arts re: Regional Arts Development Fund.
2. Two emails from the Electoral Commission Queensland re: Funding, Disclosure and Compliance.
3. Email from Local Government Association of Queensland re: Funding certainty for Works for Queensland welcomed.
4. Email from the Director-General, Department of Environmental and Science re: Recycle Mate.
5. Letter from Minister for Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and for the Arts re: Community Recovery.
6. Email from Queensland Fire and Emergency Services re: Spatial Imagery Services Program update.

**Link to Corporate Plan-** Theme 5: Governance

**Consultation (internal/external)-**Chief Executive Officer

**Policy Implications -** Nil

**Budget and Resource Implications -** Nil

**Risk Management Implications -** Low – receive correspondence only

**Asset Management Implications -** Nil

**Legal Implications -** Nil

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**1. Letter from Minister for Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and for the Arts re: Regional Arts Development Fund.**



Minister for Treaty  
Minister for Aboriginal and Torres Strait Islander Partnerships  
Minister for Communities and Minister for the Arts

Our reference: ACT23/3421 / MN11101-2023

11 OCT 2023

Councillor Sean Dillon  
Mayor  
Barcaldine Regional Council  
mayor@barc.qld.gov.au

Dear Mayor

*Sean,*

I am pleased to inform you that the Director-General, Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts has approved funding of \$26,250 towards the delivery of Barcaldine Regional Council's 2023-24 Regional Arts Development Fund (RADF).

This funding was agreed to as part of an approved rollover of all 2022-23 RADF Variations through to 13 September 2024.

Acknowledging more than 30 years of State and Local Government partnership, Arts Queensland will continue to enhance the delivery of RADF initiatives by implementing reform that will:

- streamline program administration
- introduce multi-year funding agreements commencing July 2024
- support the delivery of strategic initiatives
- provide a foundation for strategic investment opportunities
- better align the State Government's *Creative Together 2020-2030* priorities with local objectives.

The Palaszczuk Government recognises the significant role that local government plays in supporting arts and culture in regional communities and acknowledges the impact of a combined RADF investment of more than \$4 million towards arts and cultural activities across the State.

Please treat this funding as confidential; that is, no media or public announcements until it is announced by the Queensland Government. Once announced, I would encourage you to promote your success in securing this funding. Arts Queensland will be in contact with your officers regarding RADF contracting and payment information.

If you have any questions about this funding or require any assistance in relation to this matter, please contact my office on telephone (07) 3719 7150 or by email at [treatyandcommunities@ministerial.qld.gov.au](mailto:treatyandcommunities@ministerial.qld.gov.au).

Yours sincerely

Leeanne Enoch MP  
Minister for Treaty  
Minister for Aboriginal and Torres Strait Islander Partnerships  
Minister for Communities and Minister for the Arts



**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**2. Two emails from the Electoral Commission Queensland re: Funding, Disclosure and Compliance.**



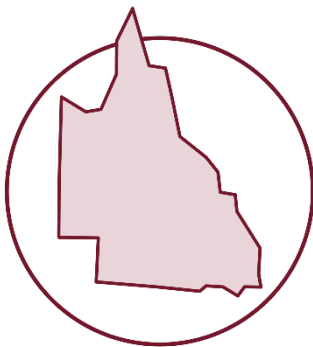
# Electoral Commission QUEENSLAND

Good morning Shane

As you may be aware, the *Local Government Electoral and Other Legislation (Expenditure Caps) Amendment Act 2023* came into effect on 28 June 2023.

This legislation brings several changes to the regulatory framework of the 2024 local government elections including the implementation of expenditure caps during local government elections.

The ECQ has assembled [an array of material](#) to assist participants in the 2024 local government elections navigate their responsibilities under the new legislative framework. We are also in the process of designing and filming short webinars [ceo@barc.qld.gov.au](mailto:ceo@barc.qld.gov.au) answer popular questions about funding and disclosure obligations.



One of the transitional provisions in the Act requests all candidates (including all sitting councillors) to supply details of their dedicated campaign bank accounts to the ECQ by 12 July 2023.

Councillors who have already decided to contest next year's elections can provide these details by accessing the ECQ's [Self Service Portal](#) and registering as an 'announced candidate'. They will then be prompted to add their bank details.

If a councillor has not decided their plans for next year's elections or does not wish to 'announce' their intentions yet, they can complete a [paper form](#) on our website.

All candidates, registered political parties and registered third parties are required to have and use a dedicated bank account during the campaign period. This account is to be used solely to pay out any electoral expenditure incurred and receive any gifts or loans. For further information about dedicated campaign bank accounts, please see our local government [Fact sheet 17 – Candidate campaign bank accounts PDF \(0.26 MB\)](#).

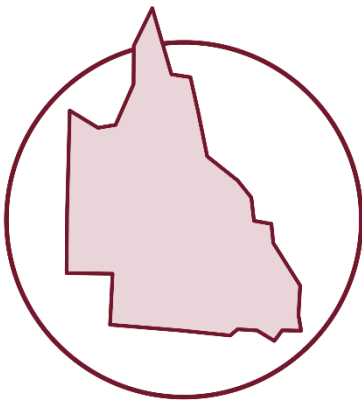
**BARCOLDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

The ECQ's Funding and Disclosure team is here to support candidates through their disclosure obligations.



Good morning Shane

In preparation for the 2024 local government elections, the capped expenditure period for these elections begins on 14 August 2023. The Electoral Commission of Queensland (ECQ) has calculated the expenditure caps for local government candidates.



We published a [notice on the ECQ's website](#) detailing the capped amounts for candidates in all local government areas. For your convenience, this email contains the capped amount for candidates contesting in Barcaldine Regional Council. Please share this information with any of your councillors or others who may be interested.

The amount of electoral expenditure that may be incurred depends on if the candidate is contesting a mayoral position or councillor position.

- For those campaigning to be elected councillor, the electoral expenditure capped amount is \$15,000.
- For those campaigning to be elected mayor, the electoral expenditure capped amount is \$30,000.

To learn how the amount was calculated, please see the [expenditure caps notice](#) on the ECQ's website or Part 6, Division 4 of the [Local Government Electoral Act 2011](#).

### **Need assistance?**

The Electoral Commission of Queensland (ECQ) Funding and Disclosure team is here to support candidates through their disclosure obligations. We can be contacted at [fad@ecq.qld.gov.au](mailto:fad@ecq.qld.gov.au) or 1300 881 665 with questions or concerns.



**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**3. Email from Local Government Association of Queensland re: Funding certainty for Works for Queensland welcomed.**

**Funding certainty for Works for Queensland welcomed**

The peak body representing Queensland councils has welcomed an announcement of \$300 million for the Works for Queensland program over the next three years.

Local Government Association of Queensland (LGAQ) President and Sunshine Coast Mayor Mark Jamieson said councils had been campaigning for the program to continue and for funding to be restored back to \$100 million a year.

“Works for Queensland is critical to the liveability and sustainability of 65 councils across Queensland, and the local communities they represent.

“This is why the LGAQ has been relentless in its campaign to have this funding secured and at the right amount of \$100 million per year, as well as for a top up round to account for the reduction in funding over the last three years.

“We thank the Premier for ensuring the future of this crucial program and for announcing the restoration of the program back to \$100 million a year over the next three years.”

The Premier also announced the GasFields Commission’s remit would be expanded to take in renewables projects, with the establishment of Local Energy Partnerships.

The Premier announced \$9.25 million to fund the partnerships that will include local councils, universities and industry groups like the Queensland Farmers’ Federation to address concerns including infrastructure, housing and supply chain issues.

Mayor Jamieson said communities should be front and centre of renewables development.

“As we have consistently said in response to the Energy and Jobs Plan, Queensland councils and the communities they represent support new development and a clean energy future,” he said.

“If communities are hosting major renewable energy generation, it’s only right that they benefit from their fair share of the economic and social benefits that will come from these large-scale projects.

“That means locking in social licence with upfront, detailed guarantees of improved liveability in these areas, not to their detriment, damage or destruction for the benefit of proponents.

“Today’s announcement reflects feedback we have provided to the State Government and we look forward to hearing more details about the frameworks that are needed to lock in social licence and ensure everyone benefits from the renewable energy boom.”

**BARCALDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**4. Email from the Director-General, Department of Environmental and Science re: Recycle Mate.**



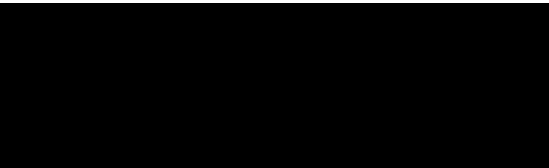
Good afternoon

On behalf of the Director-General for the Department of Environment and Science, please find attached a letter for your attention.

Please note that we have transitioned to a paper-light workplace and therefore, the original will not be posted unless otherwise requested.

Kind Regards

**Executive Correspondence Unit**  
Department of Environment and Science



**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



Department of  
**Environment and Science**

Our Ref: CTS 15542/23

23 October 2023

Mr Shane Gray  
Chief Executive Officer  
Barcaldine Regional Council  
PO Box 192  
BARCALDINE QLD 4726

Dear Mr Gray

I am writing to update you on an activity the Department of Environment and Science (department) is running with Recycle Mate to support Queensland councils with kerbside waste management and recycling.

The activity is associated with a Statewide education and behaviour change program to help reduce waste, maximise recycling and assist councils in their efforts to deliver ongoing and consistent waste management behaviour change messaging for Queensland households' kerbside services.

Recycle Mate (<https://recyclemate.com.au/>) is an initiative of the Australian Council of Recycling (<https://acor.org.au/>) and was developed with Federal Government investment as a national education platform that all governments and organisations can utilise and build on. It is community driven and is expanding as more is learned about how the community searches for information and how such information is best delivered to support them.

All Queensland councils currently have free access to Recycle Mate. The department's Office of Circular Economy has been running online information sessions and face-to-face workshops to:

- build greater awareness about the current Recycle Mate opportunities and future opt-in enhancements
- complete data checks with councils to produce local government area specific data reports showing kerbside and away from home waste stream acceptance and non-acceptance information (including safe disposal options for problematic wastes such as batteries, vapes, chemicals and e-waste)
- complete local recycling options gap analysis to identify and add any other non-council owned facilities where priority items can be donated, recycled, repaired or safely disposed
- produce a waste stream gap analysis report and future options report for the department.

Feedback from Queensland councils that have participated in the workshops has been overwhelmingly positive and indicates that Recycle Mate is already ideally placed to deliver quality recycling education to local government communities in Queensland. Moreover, the new opt-in enhancements have the potential to significantly reduce the administrative burden of keeping information up-to-date and dealing with consumer enquiries about local recycling.

1 William Street Brisbane  
GPO Box 2454 Brisbane  
Queensland 4001 Australia  
**Telephone + 61 7 3338 9304**  
**Website [www.des.qld.gov.au](http://www.des.qld.gov.au)**  
ABN 46 640 294 455

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Recycle Mate is not only relevant for councils with council kerbside recycling services. A key part of the Recycle Mate platform is in helping householders identify non-council/away from home options for appropriately recovering resources that would otherwise go to landfill. Furthermore, a gap analysis being conducted as part of the activity will create better understanding of how to work collectively with the Federal Government to identify and develop more recovery options for communities. As such, it is important to capture relevant data and insights from all councils to understand at a granular local level, what the gaps are and where to focus more effort.



Yours sincerely

A handwritten signature in black ink, appearing to read 'Jamie Merrick'.

Jamie Merrick  
**Director-General**

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**5. Letter from Minister for Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and for the Arts re: Community Recovery.**

**New resources to help prepare people experiencing homelessness this disaster season.**

People experiencing homelessness are more exposed to the risks from disaster events such as floods, cyclones and bushfires. Supporting people at risk to be prepared for a disaster can help save lives and build resilience.

That's why we partnered with The University of Sydney, Queenslanders with Disability Network and the Community Services Industry Alliance to develop a Person-Centred Emergency Preparedness (P-CEP) Homelessness Outreach Guide and suite of educational resources.

Development of the resources follows extensive consultation with people who have experienced or are experiencing homelessness and draws on the expertise of our stakeholders across emergency services, community service organisations and local government.

The resources will provide practical support to help the emergency services and community service sector to:

- learn ways to support people at risk or experiencing homelessness to prepare for and recover from disaster.
- develop emergency plans that are inclusive of the needs of people experiencing homelessness, so they are supported before, during and after disaster.

The Homelessness Inclusive Disaster Risk Reduction project expands on previous projects to develop resources and tools to support people with disability to prepare and plan for disasters.

We encourage you to promote the new resources within your organisation and through your networks using the attached [communication toolkit](#).

For more information on how you can build inclusive disaster risk reduction in your organisation, visit [www.qld.gov.au/disaster-risk-reduction](http://www.qld.gov.au/disaster-risk-reduction).

HIDRR Communication toolkit

**BARCALTINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**6. Email from Queensland Fire and Emergency Services re: Spatial Imagery Services Program update.**

## **Web Service Update**

Following the successful upgrade of Spatial Portal the [Queensland Imagery: Aerial Ortho Time Series \(SISP\) \[Image Service\]](#) and [Queensland imagery: Latest state program \(SISP\) \[Image Service\]](#) have been updated with the latest projects.

Please note, the cached basemap service [Queensland Imagery: Latest State Program \(Qld. Government & SISP\) \(information.qld.gov.au\)](#) is expected to be updated within the week.

Arcadia_Valley_2023_10cm_SISP	Koumala_2023_10cm_SISP
Avondale_2023_6cm_SISP	Kuranda_2023_10cm_SISP
Baralaba_2023_10cm_SISP	Lower_Burdekin_2022_2023_20cm_SISP
Beaudesert_2023_10cm_SISP	Mackay_Urban_2023_10cm_SISP
Biggenden_2023_10cm_SISP	Mareeba_Urban_2023_10cm_SISP
Biloela_2023_10cm_SISP	Maryborough_2023_10cm_SISP
Blackwater_2023_10cm_SISP	Mena_Creek_2023_10cm_SISP
Bloomsbury_2023_10cm_SISP	Midge_Point_2023_10cm_SISP
Boonah_2023_10cm_SISP	Moreton_Bay_LGA_2023_10cm_SISP
Bowen_Basin_2022_2023_20cm_SISP	Moura_2023_10cm_SISP
Burdekin_Urban_2023_10cm_SISP	Mt_Morgan_2023_10cm_SISP
Cairns_Urban_2023_10cm_SISP	Mt_Tamborine_2023_10cm_SISP
Cardwell_2023_10cm_SISP	Poona_2023_10cm_SISP
Childers_2023_6cm_SISP	Port_Douglas_2023_10cm_SISP
Cowley_Beach_2023_10cm_SISP	Seaforth_2023_10cm_SISP
Daintree_2023_10cm_SISP	Silkwood_2023_10cm_SISP
Dimbulah_2023_10cm_SISP	Stanthorpe_2023_10cm_SISP
Einaleigh_2023_10cm_SISP	Sunshine_Coast_LGA_2023_10cm_SISP
El_Arish_2023_10cm_SISP	Thangool_2023_10cm_SISP
Emerald_2023_10cm_SISP	Theodore_2023_10cm_SISP
Eton_2023_10cm_SISP	Tiaro_2023_10cm_SISP
Forsayth_2023_10cm_SISP	Tully_2023_10cm_SISP
Georgetown_2023_10cm_SISP	Wangetti_2023_10cm_SISP
Gin_Gin_2023_6cm_SISP	Woodstock_2023_10cm_SISP
Hogans_Pocket_Landfill_2023_10cm_SISP	Woolooga_2023_10cm_SISP
Jambin_2023_10cm_SISP	Yandaran_2023_6cm_SISP



**BARCALTINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



**BARCADDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL  
OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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.**

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**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 planner's – 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
- Asset costs

**Risk Management Implications**

Low risk – information report only

**Asset Management Implications**

Nil

**Legal Implications**

Nil

## **MONTHLY REPORT (SEPTEMBER 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**

No new applications have been received since the last monthly report. Three applications are currently under assessment. One application is in its appeal period. An application has been called in by the State Government to assess and decide.

1.1	Council reference:	DA182324
	Application:	Minor change
	Property description:	111 Lancewood Drive, Barcaldine (Lot 3 on SP136834)
	Day application was made:	15 September 2023
	Category of assessment:	N/A
	Public notification be required:	No
	Applicant:	Sunshot Industries C/- Murray & Associates (Qld) Pty Ltd
	Status:	Decision stage

A minor change application has been made by Sunshot Industries C/- Murray & Associates (Qld) Pty Ltd to make changes to an existing approval (DA702122). DA702122 was approved by Council on 21 March 2023 and was for a Preliminary Approval for a Material Change of Use for an Industrial Precinct (including variation request to vary the effect of the Barcaldine Shire Planning Scheme V2) and a Development Permit for a Reconfiguration of a lot (1 lot into 2 lots).

The changes relate to the Reconfiguration of a lot component, in particular the applicant is proposing to create an additional lot in the northern half of the subject site and to stage the reconfiguration.

The application is now in the decision stage.

1.2	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 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 150m<sup>2</sup>, 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.

1.3	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:	Awaiting payment and owners consent

An application has been made by Australian Independent Game Meat Pty Ltd seeking a Development Permit for a Development Permit for a Material Change of Use – Industrial Activity (Chiller Box) at Furbers Road, Jericho (Lot 5 on SP223522).

The proposal involves the placement of a Chiller box on the subject site which will be used to store wild game animals. The site is located within 25 of a State-controlled road (Capricorn Highway) and will require referral to the State Assessment and Referral Agency (SARA). SARA will assess the application in terms of impacts on a State-controlled road network.

The site is in the Rural Zone, within which the proposed Industrial Activity is subject to Code assessment and therefore will not require public notification.

Council is currently waiting for owners' consent and the payment of the application fee before assessment can commence.

1.4	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:	Called in

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.

The following application was approved under delegation on 29 September 2023 and the decision notice was issued to the applicant soon thereafter. The applicant has a 20 business day Appeal Period within which they can request to negotiate conditions or file an appeal. At this stage, there has been no indication that the applicant will pursue this course. The Appeal Period for this application is expected to finish around 3 November 2023.

1.5	Council reference:	DA132324
	Application:	Development Application for a Development Permit for a Material Change of Use – Visitor Accommodation

Property description:	1 Mrytle Street, Barcaldine (part of Lot 1 on RY204)
Day application was properly made:	29 August 2023
Category of assessment:	Code
Public notification be required:	No
Applicant:	Simon Plumb
Decision date:	29 September 2023
Status:	Decision stage

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

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
20/09/23	Potential purchaser	<p><u>Details of Enquiry</u> Request regarding the purchase of an existing commercial premises.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>• The site is in the Township zone.</li> <li>• The site is affected by the flood hazard overlay</li> <li>• The site contains an existing commercial premises.</li> </ul> <p><u>Advice given</u></p> <ul style="list-style-type: none"> <li>• The commercial premises has operated from the site for a considerable amount of time</li> <li>• The existing premises would have the benefit of existing use rights</li> <li>• Provided the use continues to operate at the same intensity and scale then there is no requirement for any additional town planning permits.</li> </ul>	Closed
26/09/23	Building certifier	<p><u>Details of Enquiry</u> Request regarding the construction of a new shed.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>• The site is in the Industrial precinct of the Township zone</li> <li>• The site contains an existing dwelling.</li> </ul> <p><u>Advice given</u></p> <ul style="list-style-type: none"> <li>• The shed will be ancillary to the existing dwelling</li> <li>• The shed will be classified as building work only and not a material change of use</li> </ul>	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<ul style="list-style-type: none"> <li>The building work aspect will not be assessable under the Barcaldine Region Planning Scheme 2023.</li> <li>Building approval will still be required.</li> </ul>	
27/09/23	Landowner	<p><u>Details of Enquiry</u> Council received a letter from a resident regarding the adoption of the new planning scheme and whether it will impact their site.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>The site is affected by the flood hazard overlay.</li> </ul> <p><u>Advice given</u></p> <ul style="list-style-type: none"> <li>Council has advised the customer that the adoption of the planning scheme will not impact their site as construction of the building had substantially commenced.</li> </ul>	Ongoing
20/10/23	State government entity	<p><u>Details of Enquiry</u> Council met with representatives of a State government entity to discuss extensions to an existing use. A development application will be required to be lodged to facilitate the extension.</p>	Closed
PLANNING AND DEVELOPMENT CERTIFICATES			
Nil			
SURVEY PLAN APPROVALS			
Nil			



**BARCOLDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCOLDINE REGIONAL COUNCIL  
OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.5.3  
**Subject Heading:** Economic Development Report  
Author and Title: Shane Gray, Chief Executive Officer  
Classification: (if confidential)

*Summary: From the Chief executive Officer, tabling the monthly Economic Development Report.*

**Officer's Recommendation: That Council receive the report.**

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**Background**

The monthly progress report on the economic development projects that Council is pursuing is attached below.

**Link to Corporate Plan**

Theme 4: Economy

**Consultation (Internal/External)**

- Chief Executive Officer
- Remote Area Planning And Development Board Senior Regional Development Manager

**Policy Implications**

Nil

**Budget and Resource Implications**

As per budget

**Risk Management Implications**

- Low risk that developments do not meet community expectations
- Moderate risk that developments do not receive funding

**Asset Management Implications**

Nil

**Legal Implications**

Nil



**Economic Development**  
**October 2023**

Note – reduction of hours

- Councillors - due to increasing workload; Remote Area Planning and Development Board (RAPAD) is facing with Net Zero, Waste, Water for economic development, Housing, the Human Resources/Information Technology alliances, GoFarOut and some additional drought funding it looks like we are getting, I am unfortunately going to have to reduce my hours with Barcaldine Regional Council (BRC).
- I will reduce the current two days a week to one day a week.
- It will take me a little while to wrap up the other projects I have been working on but I am thinking the end of October/November with an appropriate handover.
- It's been great to see projects delivered here in my own back yard and to be a part of things but it's just becoming too much.

**MATURE PROJECTS – SHOVEL READY**

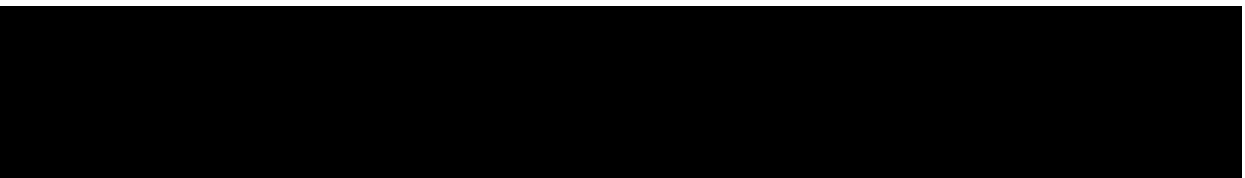
**BREZ (Barcaldine Renewable Energy Zone)**

- State funding has been announced for BREZ. Negotiations with State Government underway. Federal Government and tenant meetings continue.
- Will continue to work with BRC to deliver this project.

**Water for Economic Development**

- RAPAD report to investigate water for economic development in central western Queensland has been completed by AEC. Report will be available in the coming weeks and will ensure BRC receives a copy.
- Will work with BRC to deliver any outcomes from this work as RAPAD Deputy Chief Executive Officer.

**FOR NOTING – these projects will be handed over to BRC post October**



**Barcy Red**

Grant O'Brien, editor of Dirt Action Magazine, was in Barcaldine October 9-11 to do a story on Barcy Red.

**Barcy Trail Runs**

- Some discussion within the community on using the Barcy Red trails for trail running.
- As the markers and app are already in place, opportunity to expand and use for different events during the year (obviously would close the Barcy Red trails to motorbikes for an event).

**Barcy 4 Wheel Drive (4WD) Park**

- Discussion in the community of utilising the work of Barcy Red to expand to incorporate 4WD trails and appeal to the 4WD adventure market.
- Again, now that we have the model i.e. app, markers etc. and are starting to better understand the market, it would not be difficult to expand to incorporate these opportunities.
- Currently limited places for recreational four wheel driving to occur in Queensland.

### **Signage for approaches to towns**

Businesses have approached me asking if BRC is interested in delivering a series of town approach signs (similar to what occurs when coming into Winton from the south) to advertise what is in each community.

### **Barcaldine Town Pool Upgrade**

- Continued interest in the community to upgrade the Barcaldine Town Pool to incorporate slides, splashpads and a heated 25 metre pool.
- Although funding applications have been unsuccessful in the past and some work has occurred to upgrade the facility, this remains something community members often approach me about.

### **BRC Visioning Session**

Feedback sent August 15 to CEO, waiting for feedback re next steps.

### **2023 BRC Visioning Session**

**July 2023**

#### **Agenda**

1. Process refresh and why we are here.
2. Review of 2022 meeting themes/narrative/visions.
3. Future visions and next steps.

#### **1. Process refresh and why we are here**

- We have all decided something must be done.
- What is the clearly defined problem?
- Today's focus is on the thinking that leads to doing, not about idea generation.
- Need agreement on themes/narrative/visions before we can move to opportunities.
- Thinking leads to doing when there is a clear line of sight to projects which will help deliver.
- Not a one off session.
- Should lead to 'cognitive burden', it should be hard.

#### **2. Review of 2022 meeting themes/narrative/visions**

- BRC is an adventure and recreation hub, a place to get your heart racing - Barcy Rec Park, Barcy Red, diverse sporting groups (golf, footy, turf race course).
- BRC has a relaxed and safe lifestyle and communities.
- Discussion points
  - Employment - existing businesses need lots of employees now, getting harder to retain let alone attract.
  - Housing - can council do anything about housing availability and affordability?
  - Economic development
    - What is council's role?
    - Finish what we have started e.g. Rec Park, Globe Precinct; rather than new infrastructure, refurbish what we have got.
    - BREZ, housing, things that will generate employment not monuments.
    - Rather than spend \$5M on a monument put same money into something that will employ someone, got to support our government agencies like schools and hospitals, keep advocating to retain those services in the community.
    - Water out of the Great Artesian Basin for development.

- Council has achieved a lot, renewed a lot of assets, built new things e.g. race course, Rec Park, game changers, other councils following our lead.
- Themes
  - Adventure/Outback Queenstown – ski lake, Barcy Red, derby Tasmania, max kirwin lakes.
  - Infrastructure – housing, truck stops, land availability, processes in place.
  - Youth – multipurpose centre, upgrade existing/new.
  - Happening – conferences, state/national sporting events.
- BRC can play multiple roles
  - Lead – drive, initiate, facilitate, implement.
  - Support – facilitate, endorse, encourage, promote.
  - Monitor – watch and react.

### **3. Future vision**

- What are you aiming to achieve as councillor/CEO/senior staff?
- What is important about that for you?
- What are the outcomes you want – increased retention, increased tourism numbers, increased cashflow to council, increased cashflow into BRC communities etc. need to be priorities and decided upon (weightings).
- What is on your list to complete?
- What have you seen, experienced that you think we could/should apply here, that would make an economic difference?
- Are there additional themes to examine i.e. energy?
- What have you seen/experienced that you do not want to apply here?
- Where are the gaps?
- What isn't council's role?
- What will council need to deliver for any of these strategic visions to be possible:
  - Project assessment process.
  - Partners – what partners does BRC have/who does BRC know who may be able to assist in the assessment process (Queensland University of Technology, councillor contacts etc.). Develop a partner's cohort who are 'supporters of ideas' with expertise in many fields who are willing to be accessible to regional people at no-cost or low-cost who listen, support, ask for next steps and give suggestions in this manner, 'have you thought of doing this...to further develop your idea'.

### **4. Discussion points**

1. Housing.
2. Projects for smaller communities.
3. Roads.
4. Mobile speeds.
5. Barcaldine waste facility.
6. Employment.
7. Masterplan expansion to all towns.
8. How to support local business/why does Blackall have so many coffee shops/Visitor Information Centre notes on what tourists are wanting.
9. Water AEC report.

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.5.4  
**Subject Heading:** Workplace Health and Safety Report  
Author and Title: Graeme Joseph, Work Health and Safety Specialist  
Deanna Marshall, Work Health and Safety Administration Officer  
Classification: (if confidential)

*Summary: From the Workplace Health and Safety Specialist, presenting a report on Council's Work Health and Safety.*

**Officer's Recommendation: That Council receive the report.**

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**Background**

The table below shows the incidents reported from the beginning of the calendar year to the most recent reported incident date. The data represents a snapshot of all incidents within Council.

The table indicates that in the last two months, there have been four property incidents and one near miss, this illustrates that employees have an awareness of safety and provides evidence to the consideration of their surrounds whilst at work.

The remaining table and corresponding graph show a pattern of report only (property) incidents with some injury incidents.

Injuries reported and sustained during work conducted for Council have been correlated in the graph below, having only one lost time incident in a six-month period, which is a great achievement when compared to similar councils of our size.

**Incidents reported in Skytrust 06/01/2023 – 20/10/2023**

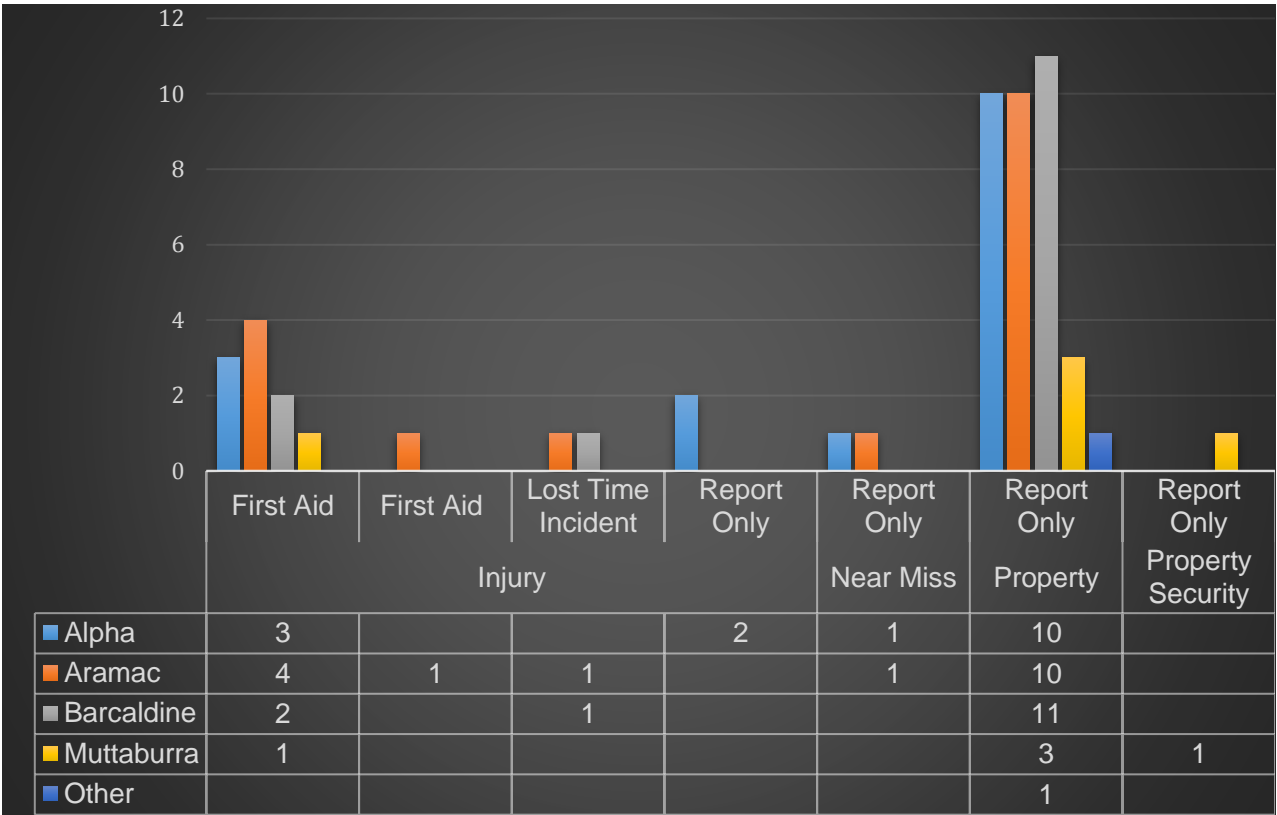
Date	Location/ Project	Outcomes	Injury Type
11/10/2023	Alpha	Near Miss	Report Only
05/10/2023	Barcaldine	Property	Report Only
26/09/2023	Aramac	Property	Report Only
13/09/2023	Barcaldine	Property	Report Only
05/09/2023	Alpha	Property	Report Only
31/08/2023	Alpha	Property	Report Only
29/08/2023	Aramac	Injury	Lost Time Incident
20/08/2023	Aramac	Property	Report Only
18/08/2023	Alpha	Injury	Report/First Aid
18/08/2023	Alpha	Property	Report Only
17/08/2023	Alpha	Injury	Report Only
15/08/2023	Aramac	Property	Report Only
10/08/2023	Barcaldine	Property	Report Only

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

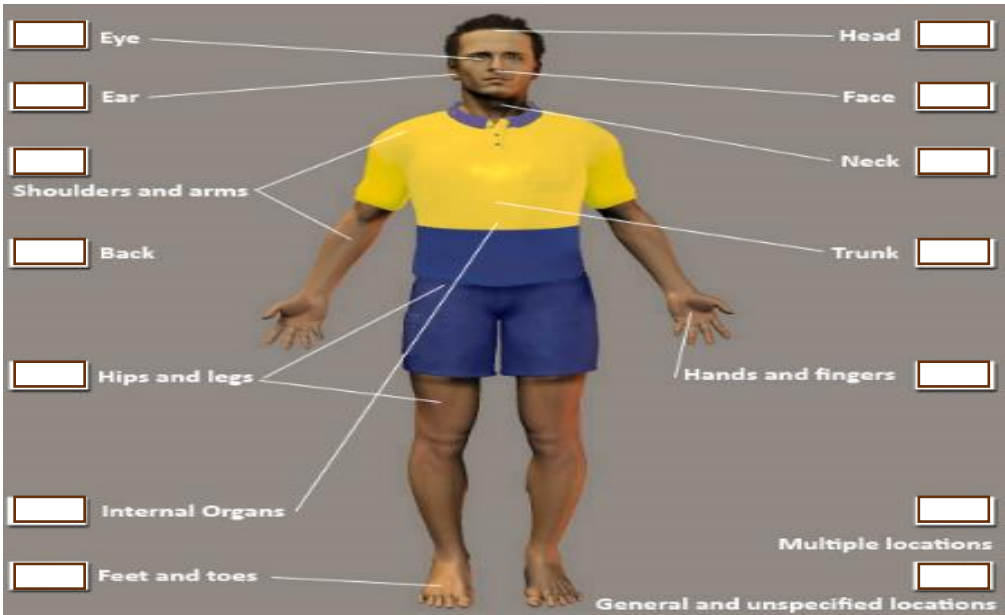
09/08/2023	Alpha	Property	Report Only
08/08/2023	Alpha	Property	Report Only
07/08/2023	Barcaldine	Property	Report Only
02/08/2023	Barcaldine	Property	Report Only
01/08/2023	Muttaburra	Injury	First Aid
31/07/2023	Barcaldine	Injury	First Aid
24/07/2023	Aramac	Property	Report Only
21/07/2023	Alpha	Property	Report Only
20/07/2023	Aramac	Community Injury	First Aid
18/07/2023	Barcaldine	Injury	First Aid
11/07/2023	Muttaburra	Property	Report Only
07/07/2023	Alpha	Injury	First Aid
29/06/2023	Alpha	Injury	First Aid
28/06/2023	Alpha	Property	Report Only
22/06/2023	Alpha	Property	Report Only
19/06/2023	Barcaldine	Property	Report Only
06/06/2023	Barcaldine	Property	Report Only
05/06/2023	Alpha	Property	Report Only
02/06/2023	Aramac	Property	Report Only
30/05/2023	Aramac	Property	Report Only
29/05/2023	Aramac	Near Miss	Report Only
23/05/2023	Alpha	Property	Report Only
18/05/2023	Aramac	Injury	First Aid
16/05/2023	Aramac	Injury	First Aid
15/05/2023	Aramac	Property	Report Only
09/05/2023	Alpha	Injury	First Aid
08/05/2023	Barcaldine	Property	Report Only
30/04/2023	Other	Property	Report Only
19/04/2023	Aramac	Property	Report Only
18/04/2023	Aramac	Property	Report Only
14/04/2023	Aramac	Property	Report Only
13/04/2023	Alpha	Injury	First Aid
11/04/2023	Alpha	Injury	First Aid
22/03/2023	Barcaldine	Injury	Lost Time Incident
07/03/2023	Aramac	Property	Report Only
07/03/2023	Muttaburra	Property Security	Report Only
20/02/2023	Aramac	Injury	First Aid
23/02/2023	Muttaburra	Property	Report Only
21/02/2023	Muttaburra	Property	Report Only
17/02/2023	Barcaldine	Property	Report Only
20/02/2023	Aramac	Injury	First Aid
03/02/2023	Barcaldine	Property	Report Only
23/01/2023	Alpha	Property	Report Only
06/01/2023	Barcaldine	Property	Report Only

BARCALDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023

Incidents Trend Graph 06/01/2023 – 20/10/2023



Injuries by body location



**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

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

**Link to Corporate Plan**

Theme 5: Governance

**Consultation**

Chief Executive Officer  
Human Resources Manager  
Leadership Team  
Workers

**Policy Implications**

Implementation of Council Safety Management System documentation

**Budget and Resource Implications**

- Lost time injuries – Workers Compensation
- Insurance claims

**Risk Implications**

No major incidents

**Asset Management Implications**

- Property repairs
- Vehicle repairs

**Legal Implications**

Nil

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.5.5  
**Subject Heading:** Quarter 1 Review – Annual Operational Plan  
Author and Title: Shane Gray, Chief Executive Officer  
Classification: (if confidential)

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

**Officer's Recommendation: That Council receive the report.**

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**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 for the period ending 30 September 2023 is attached.

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**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)**

- 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
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.
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.
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.
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

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 <b>Community Cultural Plan</b> and update accordingly.	RADF funding ongoing with community awareness strategies being considered. The Community Cultural Plan is under review for community consultation and implemented.
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
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.
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.
		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
		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
		Upgrade Barcaldine pool subject to funding.	Improved facilities and filtration system.	DM Barcaldine	Project and presented to Council	completed
		Upgrades to Muttaborra Pool.	Improved facilities.	DM Aramac		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.

**Theme 2: Services**

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.

New Activities in 2023/24 to Achieve Theme Outcomes						
Corporate Plan Strategies		Actions in 23/24	Outcome	Responsibility	Key Performance Indicator	Quarter 1
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
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
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
		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
		Finalise and progress asset management plans.	Asset management plans implemented.	Asset Manager	Project completed and implemented	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
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 existing landfill sites	In progress

2.6	Identify opportunities to achieve a positive return on financial and postal services.	Ongoing monitoring.	Ongoing sustainability achieved.	DM's	Regular Reporting	monitoring
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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
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
		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
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
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
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.

## 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
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
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
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
		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
		Develop marketing strategy for region.	Increase tourism opportunities outside of traditional market.	CEO	Remove outside of traditional markets. Increase tourism opportunities.	ongoing
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
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

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
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## 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
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
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.	Registered being reviewed, training plan being developed
		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
		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
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
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



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
		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
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
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
		Develop engagement strategy for youth of region.	Strategy developed.	CEO	Develop a joint regional Webinar to establish and support Youth council August. 2023	Q2
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
		Review Council's framework for policies, corporate standards and procedures.	Adopted by Council	CEO	Review and update policies	In progress

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
		Projects to be reviewed on a monthly basis against project management plans.	Improvement in delivery.	DCFS	Project delivery	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 <sup>st</sup> Budget Workshop Q2 October 2023
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.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.5.6  
**Subject Heading:** Organisational Structure  
Author and Title: Shane Gray, Chief Executive Officer  
Classification: (if confidential)

*Summary: From the Chief Executive Officer, presenting the Organisational Structure for final endorsement of the Executive/Corporate Level prior to publishing.*

**Officer's Recommendation: That Council receive the report and endorse the Executive/Corporate Level.**

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**Background**

The Organisational Structure has undergone a full review over the past eighteen months.

Consultation has occurred across the region with the Structure tabled and endorsed at the Joint Consultative Committee meeting held with unions on 26 October 2023.

**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**

- Chief Executive Officer
- Workforce

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Implications**

Receive report only

**Asset Management Implications**

Nil

**Legal Implications**

Nil identified

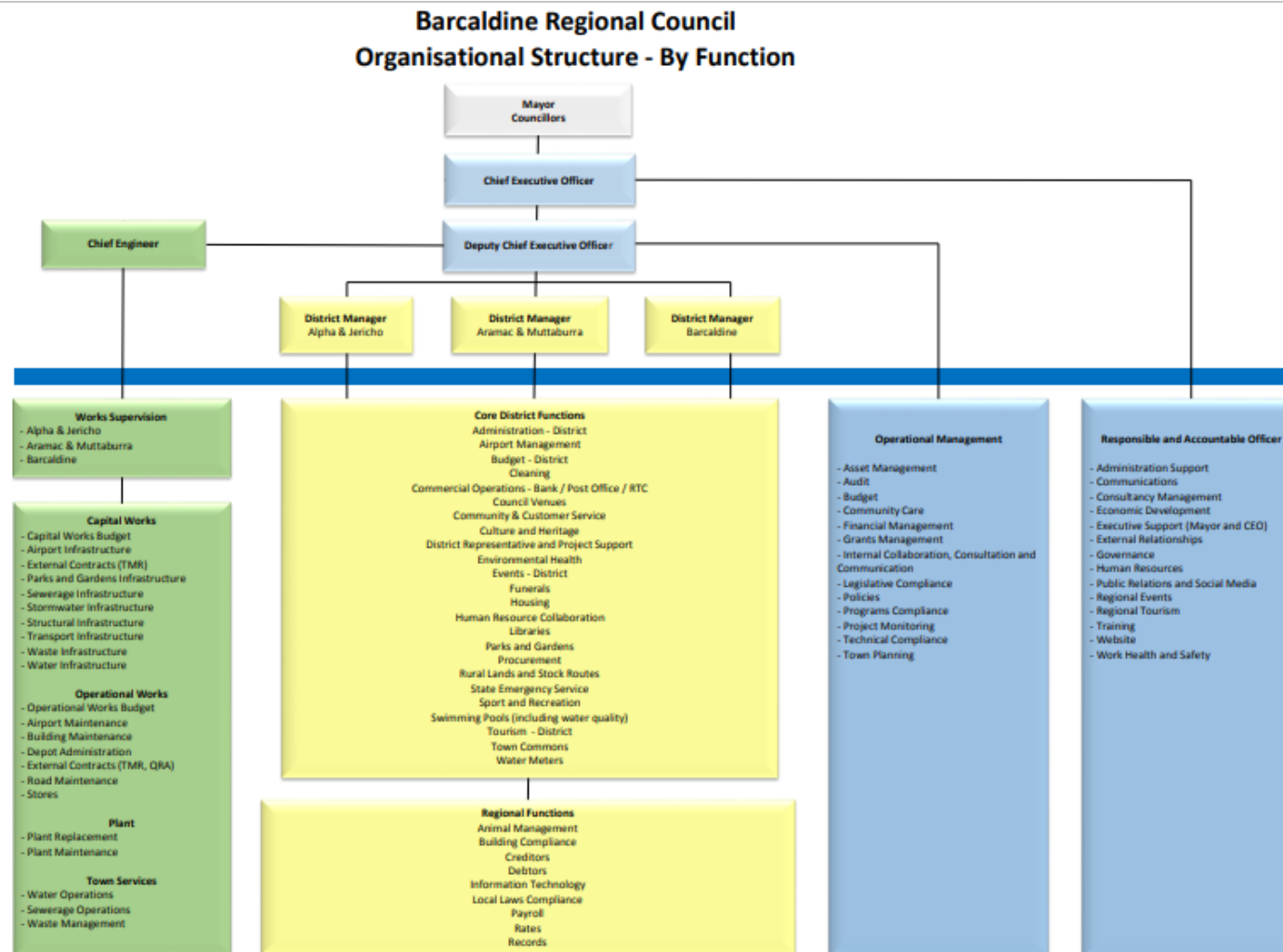
# Barcaldine Regional Council

*Organisational Structure*  
*CONSULTATION - October 2023*

# Organisational Restructure - Summary of Change

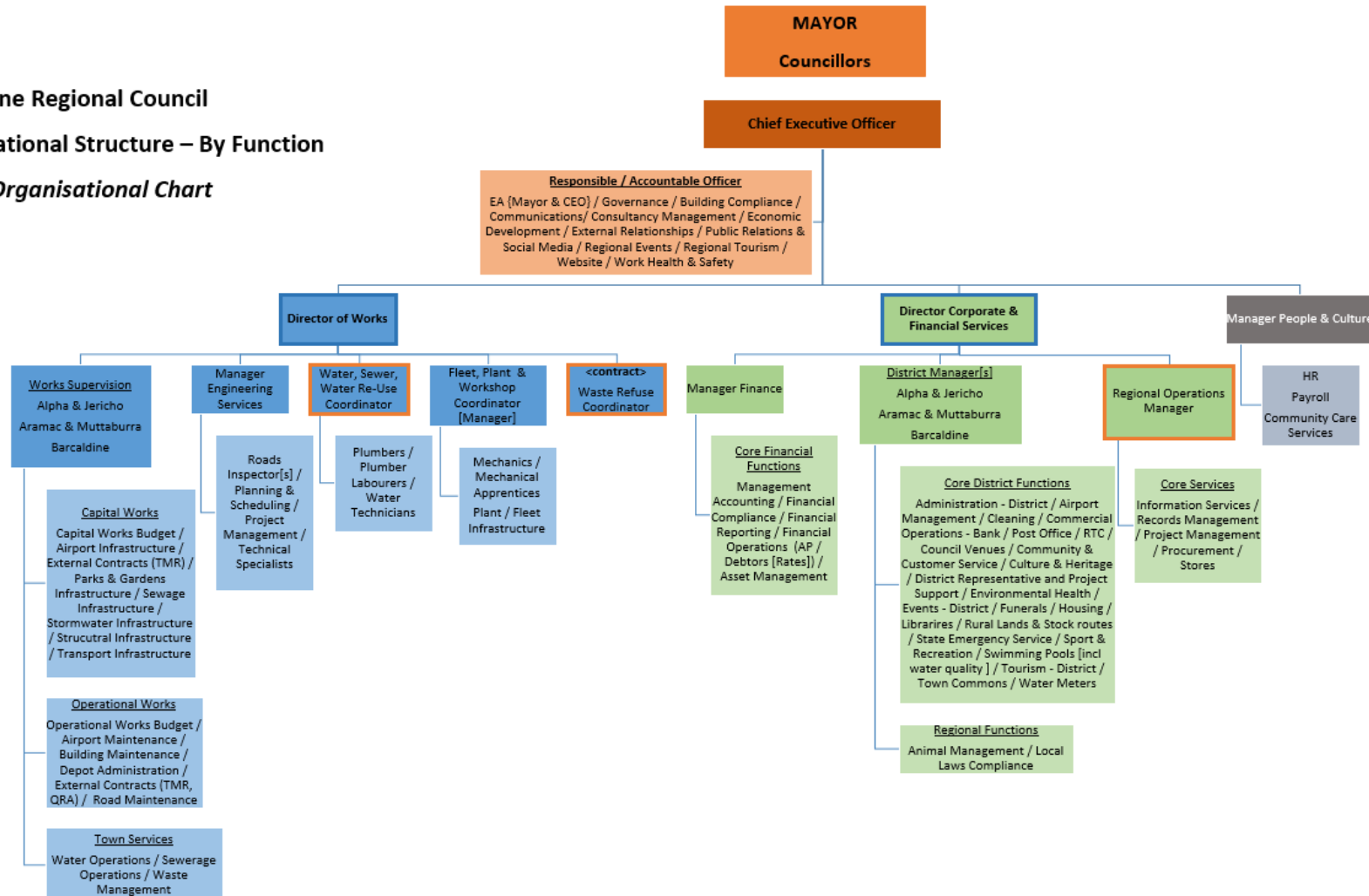
- Streamline roles to better service regional requirements / services
- Define roles / services to specific teams - authorities / accountabilities
- Modernise PD's to reflect "actual" role requirements - in progress
- Change Impacts
  - Our aim is that all staff have one direct supervisor,
  - Have built in hierarchy allowing for succession planning
- Communicate / information share across teams / within teams

# 2022 Organisation Structure



# 2023 Proposed Organisational Structure

**Barcaldine Regional Council**  
**Organisational Structure – By Function**  
**2023 – Organisational Chart**



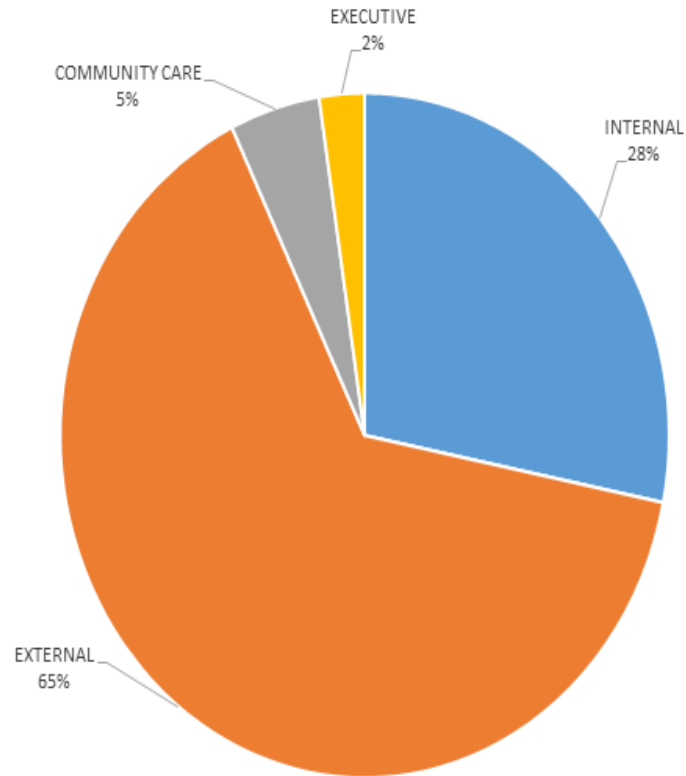
# What is the difference?

- ▶ Streamline roles to better service regional requirements / services
- ▶ Define roles / services to specific teams - authorities / accountabilities
- ▶ All staff have one direct supervisor - clear reporting lines



# Current Statistics

## ► Total Staff across BRC



District	INTERNAL	EXTERNAL	COMMUNITY CARE	EXECUTIVE	Total per district
Barcy	26	37	2	3	68
Alpha	8	31	3		42
Aramac	9	34	3	1	47
Muttaborra	2	4			6
Jericho	2	2			4
<b>TOTAL</b>	<b>47</b>	<b>108</b>	<b>8</b>	<b>4</b>	<b>167</b>

# Current Statistics

## Current Vacancies - 10 roles across our Council

- 4 x Labourer / Plant Operator
- 2 x outdoor Supervisors
- 1 x project Engineer
- 1 x Apprentice intake
- 1 x Mechanic
- 1 x Expression of Interest intake

Job Title	Location	Employment Type
Plant Operator (Medium Truck and Bobcat)	Alpha	Full-Time
EOI – Various Roles	All Regions	Full-Time/Part-Time
Plant Operator (Loader/Backhoe)	Aramac	Full-Time
Plant Operator (Roller)	Aramac	Full-Time
Heavy vehicle Mechanic	Regional	Full-Time
Construction Supervisor	Alpha	Full-Time
Works Supervisor - Maintenance	Barcaldine	Full-Time
Apprenticeship Intake	Regional	Full-Time
Project Engineer	Regional	Full-Time
Labourer and Relief Plant Operator (Truck Driver)	Barcaldine	Full -Time



# Workforce Training and Opportunities

- Significant externally provided and delivered In-house training across our Council – aim: to better skill / upgrade our employees to better meet our business needs and to gain personal satisfaction in delivering a better service to our community.
- We are currently seeking / negotiating to identify training for scheduling and project management to reduce the reliance on outsourcing to consultants and contractors – this aim is underway.

## Training completed to date across BRC -

BRC - 2023 TRAINING LIST					
Organisation		Team / Department specific		Other	
CPEM - Emerging Leaders	Feb / Mar / Apr	CCS - Cert III Aged Care	Feb	Trainees x2	Perf. Mgmt.
SkyTrust - Intro	Apr	WHS - SkyTrust - Intro	April / May	Apprentices x2	Underway
Transport - Chain of Responsibility	Apr / May	HR - Working Together	July	HR Dip of HRM	TBA
RFDS - Mental Health First Aid	Apr / May / June	Parks & Gardens - Charters Towers	July	WHS Cert IV WHS	June - Sept
INFO SHARE - free TAFE training	Mar	WHS - SkyTrust - Process	July / Aug	CCS Undergrad Cert Aged Care	Underway
CPEM - Front Line Leaders	Mar / Apr / June			HR - WHS Conference	Mar
St John - First Aid / CPR	Mar / May / July	RLO - specific - chemicals		RLO - Cert IV in Government Investigations (R	TBA
CPEM - Behavioural Interview	May	Mechanics - technology specific		HR - Behavioural Interview & Selection [2x]	May
IPWEAQ Supervisors Workshop	May	Finance - finance for beginners			
CPEM - Difficult Conversations	May				
Excel computer training	June / July	HSR's - training + committee		HR / Training - reviewing options:	
Transport - Load Restraint	July			VOC - review status	
LGAQ - Managing Challenging Situations	July			Certification [Cert III - Civil Construction]	
ARO - aviation / airport	Aug				
Drug Testing - Intelligent BioSecurity	Aug			on-line learning - reviewing	
Cert III Civil & Construction	Sept / Oct start				
Alcolizer [Alcohol] Testing	Sept				
Roller compaction	Oct				
BRC - Corp - Rural Management Challenge	Oct				
Project Management Training 2-3 days x 6-10 participants	TBA - negotiating				
Microsoft Teams Training	TBA				

# Consultation roll-out

Task / Event	Status / Date
Introduction to change regarding organisation structure / chart change	Completed - Apr to June '23
Internal workshops / review current and proposed options for change	Completed - May to July '23
Rebuild by Function / by Department / by historical roles [review]	Completed - Aug to Sept '23
Draft FINAL proposed Org Structure / Chart - by Function and department	Completed - Sept '23
Meet / discuss with Leaders across business to discuss proposed changes and potential impacts	Completed - July to Sept '23
Meet / discuss with employees potentially to be impacted with change / role title change	Completed - Sept '23

# . . . Cont'd - Consultation

Consultation Process	Start Date
* Distribute consultation / proposed organisation structure to Unions	Fri 6 Oct '23
* Distribute consultation / proposed organisation structure presentation doc to workforce	Mon 9 Oct '23
Meet / consult with outdoor / indoor staff in Aramac [& Muttaborra] - location tba	w/c Mon 9 Oct '23
Meet / consult with outdoor / indoor staff in Alpha [& Jericho] - location tba	w/c Mon 9 Oct '23
Meet / consult with outdoor / indoor staff in Barcaldine - location tba	w/c Mon 9 Oct '23
Meet as part of regular interactions with workers [walk / talk]	w/c Mon 16 Oct '23
Hold special meetings with workers who undertake specific tasks - location admin mtg rooms / TEAMS	w/c Mon 23 Oct '23
Provide extra support or information for young or new workers - area tba	w/c Mon 23 Oct '23
Meet / consult with leaders [Team Leaders / Foreman / Supervisors / Managers] - TEAMS	w/c Mon 23 Oct '23
Meet / consult with JCC [forward copy of proposed organisation structure]	Thurs 26 Oct '23 [tbc]
Present to BRC Councillors at Council Meeting	Tues 31 Oct '23 [tbc]

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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 for September 2023.*

**Officer's Recommendation: That Council receive the report.**

TOPIC	ACTIVITY
Meetings	<ul style="list-style-type: none"><li>Remote Area Planning and Development Board</li><li>Barcaldine Renewable Energy Zone</li><li>Burdekin Regional Water Assessment Stakeholder Advisory Group</li><li>Qld Disaster Management Committee</li></ul>
Events	<ul style="list-style-type: none"><li>Public Hearing – Trail of Dinosaur Tourism</li><li>Public Forum – Trail of Dinosaur Tourism</li><li>Local Government Association of Qld Annual Conference</li></ul>

OUTWARDS CORRESPONDENCE		
DATE	RECIPIENT	SUBJECT
20 October 2023	Department of Agriculture and Fisheries	Letter of Support for Extractive Industry Solutions

**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**

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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 for September 2023.*

**Officer's Recommendation: That Council receive the report.**

Meetings	<ul style="list-style-type: none"> <li>• Rescheduled visit with the Office of the Small Business Commissioner</li> <li>• Remote Area Planning and Development</li> <li>• Chief Executive Officer (CEO) of the West</li> <li>• Barcaldine Renewable Energy Zone</li> <li>• Town and street inspections</li> <li>• Site inspections Sewerage Treatment Plant</li> <li>• Contractor/project reviews</li> <li>• Local Government Association of Queensland (LGAQ) CEO, Election 2023</li> <li>• Queensland Reconstruction Authority action plans and grants opportunities</li> <li>• Site visits depots and projects</li> <li>• LGAQ conference</li> <li>• Public forum – Dinosaur Trail – Qld Parliament Committee</li> <li>• CEO and Deputy Mayor with Commissioner and Deputy Commissioner of Police</li> <li>• Ergon Energy introductions – Power Station.</li> </ul>
Councils Safety Management Systems	<ul style="list-style-type: none"> <li>• Implementation of Workplace Health and Safety Management System commenced</li> <li>• Site visits including works undertaken by contractors on council projects to ensure compliance.</li> </ul>
Human Resources and Change Management	<ul style="list-style-type: none"> <li>• Council continues recruiting with advertising across various platforms, housing remains an ongoing challenge</li> <li>• Training and development opportunities continue</li> <li>• Staff meetings across depots re: Organisational Structure.</li> </ul>
Refuse Facilities	Progressing with the transition to Barcaldine's new landfill, continued monitoring and maintenance of existing site.
Barcaldine Sewerage Treatment Plant/Acacia Street Bore	<ul style="list-style-type: none"> <li>• Acacia Street bore has been connected, monitoring ongoing</li> <li>• CEO and Director of Works will provide a briefing to council.</li> </ul>

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Community	<ul style="list-style-type: none"><li>• Barcaldine Regional Get Gardening Competition</li><li>• 60+ walk around town</li><li>• Events at Rec Park</li><li>• St Joseph's visit Council – Government Studies with CEO and Director of Corporate and Financial Services.</li></ul>
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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



**BARCOLDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCOLDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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.*

**Officer's Recommendation: That Council receive the report.**

CATEGORY	ACTIVITY
<b>Roads Construction Works</b>	
Shire Roads (including Department of Transport and Main Roads [TMR])	To date, eleven Flood Damage works packages have been produced by consultants and works are continuing on roads in the Alpha/Jericho areas. Qld Reconstruction Authority funded packages 4 (Monklands Road), 5 (Springton Road) and 6 (Minnamoora Road) will commence in early November 2023. Work will commence on the Alpha-Jericho Road in early November as well. Selected staff will be trained in the RACAS Roads Inspection system during the first week of November.
Road Maintenance Performance Contract (RMPC)	RMPC works are ongoing and staff have completed works on the Barcaldine-Aramac Road. Further RMPC works across the region are close to completion with other projects about to start.
<b>Waste</b>	
There have been several fires, possibly deliberately lit at the Barcaldine Landfill site over the past month. There is some minor works to be completed at the new transfer site prior to this facility being open for operation. It is expected that the Transfer Facility will be in operation by January 2024. It is intended to close the Barcaldine Landfill site to the public and lock the gate following the opening of the Transfer Facility. Access for large commercial loads will only be received at this site on a prearranged basis. The Waste Collection vehicle will have access to the Landfill site. The Landfill sites in each of the other towns around the Barcaldine region are operating well.	
<b>Water</b>	
Certificate III – Water Operations	Three staff members have received training in Water and Sewer Operations from Simmons and Bristow and will be signed off as having completed their certifications in early November 2023. They attended further confirmatory training conducted by the Director of Works to further their knowledge and also refresh their knowledge gained during their training. Each has been assessed by individual competency tests.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

CATEGORY	ACTIVITY
Telemetry and SCADA	Problems with the SCADA system continued during the month but are decreasing slowly as they are being addressed by engineering management, the Barcaldine plumber and the contractor. This system was not fully commissioned following installation and this has been the cause of many issues.
Acacia Street Bore	The new bore was fitted with a shaft driven multi stage bore pump during October and was commissioned by Council officers, the pump contractor and the electrical contractor. Reservoir pipework is now complete and the bore is in operation, delivering 110L/s into the reservoir.
<b>Sewerage Treatment Plant Upgrade Barcaldine</b>	
Project Overview	During the month, contractors erected the platform for the Screw Screen and Drum Screen. Council has barricaded access to this platform as there are several sections of steelwork where bolts and nuts are not tightened and/or some bolts of incorrect lengths installed to hold steel sections. The new Trickling Filter media floor and platforms are being installed and should be completed by early November. This project was delayed until safety issues were adequately addressed.
<b>General</b>	
General Comments	Some work processes are being updated for compliance to Council's new Safety Management System. Staff training is to recommence and staff are keen to see the new Organisational Structure introduced.

**Link to Corporate Plan**

Theme 2: Services

Theme 3: Transport

**Consultation (internal/external)**

- Chief Executive Officer
- District Managers
- George Bourne and Associates Consulting Engineers
- Department of Transport and Main Roads

**Policy Implications – Nil**

**Budget and Resource Implications – Nil**

**Risk Implications – Risk of additional stimulus funding on an already full works program**

**Asset Management Implications – Nil**

**Legal Implications – Nil**

**BARCOLDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCOLDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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 the report be received.**

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**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.

CATEGORY	ACTIVITY
<b>Community Events, Donations And Support</b>	
Alpha Horse and Pony Club	Christmas breakup 4 November 2023 – I have received an invitation to attend BBQ Dinner in appreciation for Council support throughout the year.
Alpha Garden Expo	Excellent event with an increase in entrants, sponsorship and attendance. Wonderful day had by all.
Alpha Gates	Grand opening of the Alpha Gates.
Alpha National Broadband Network (NBN) Roll Out Event	The NBN Roll Out Event will be held at the Showground on Wednesday 1 November 2023. The community have been invited and a BBQ will be provided.
<b>Project Management</b>	
Jericho Automatic Teller Machine (ATM)	Still waiting on NEXT deployment team to contact me and provide a detailed schedule on delivery. We are progressing to reinforcing the flooring where the ATM will be situated.
Alpha State School	The Department of Transport and Main Roads grant applications close 27 November 2023, we will have our application submitted by this date. We have increased the size of the project to cover the footpath on both sides of the school, with a fall back to the original design if required.
ANZAC Park Upgrade	There will be community consultation held on Wednesday 22 November 2023 at ANZAC Park. Deborah Scott-Ranson, Fundraising Manager for Return Services League Qld has confirmed she will be in attendance for this meeting. Initial concept designs from a community member are being completed and I should have those in the next couple of weeks.

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Replacement Shade Sail for Alpha Skate Park	We have received quotes for the replacement and repair of the shade sail over the skate park playground in Settlers Park. Based on the quotes received, I have requested our carpenter to price the cost of removing the shade sail concept and going to colour bond roofing over both play areas.
<b>Operational Management</b>	
Rural Lands	<ul style="list-style-type: none"> <li>• Dipping of cattle and horses sprayed</li> <li>• Spraying of weeds on Alpha Common has started</li> <li>• Regional 1080 baiting has now been completed</li> <li>• Dip yard project should be completed and reopened on 30 October 2023</li> <li>• Taskforce spraying of jumping cholla at Forest Hill and associated stock route near Barcaldine and along the Capricorn Highway, this will be completed with help from Department of Agriculture and Fisheries and the Central West Regional Pest Partnership Group.</li> </ul>
<b>Relationship Building</b>	
Small Halls Festival	Festival of Small Halls was held on Sunday 8 October 2023 at the Jericho Town Hall. It was a fabulous night, well done to Jericho Tourism.
Garden Expo	A big shout out to Alpha Tourism for all their hard work and effort they put in to make this a wonderful event.
Jericho Men's Shed	They have relocated to their new shed, the plumber should have the water connected by Friday 27 October 2023.
Jericho Bush Bash	Another wonderful event in Jericho, well done to everyone that participated in this event.
<b>Meetings/Trainings</b>	
Chief Executive Officer (CEO) Visit	The CEO visited Alpha for the Organisational Structure consultation meetings.
Daniel Bradford	Budget review.
Lilli Kay	Tourism meeting – 2024 Brochures, Magazines, Merchandise, Website, Events and Facebook.
Human Resources	Regular catch up with Human Resources.
Finance	Regular catch up with finance.

**Link to Corporate Plan**

Theme 5: Governance

**Consultation (internal/external)**

As above

**Policy Implications**

Nil

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Budget and Resource Implications**

Nil

**Risk Management Implications**

Nil – information report only

**Asset Management Implications**

Nil

**Legal Implications**

Nil

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.6.5  
**Subject Heading:** Aramac/Muttaborra District Report  
Author and Title: Paula Coulton, District Manager – Aramac and Muttaborra  
Classification: (if confidential)

*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 the report be received.**

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**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.

CATEGORY	ACTIVITY
<b>Community Events, Donations and Support</b>	
Muttaborra State School	Fee waived for annual awards night and \$150 budget allocation paid.
Aramac State School	Budgeted allocation for awards night paid.
Muttaborra Town and Country Christmas Tree	\$500 cash assistance for annual Community Christmas Party.
Ballyneety Rodeo Association	Email received thanking Council for their support.
<b>Project Management</b>	
<b>2023–2024: Local Roads and Community Infrastructure Program (LRCIP) Projects</b>	
Aramac Camp Grounds (continued)	Commencing December.
Muttaborra Recreation Grounds (continued)	Completed.
Sculpture Trail Toilets (continued)	Placed on VendorPanel.
<b>2023–2024 Council Projects</b>	

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Muttaborra Sculpture Trail Walkway	Water points completed.
Muttaborra Union Hole Stage II	Grant funding was unsuccessful for installation of a disabled toilet. Reapplying in second round for more sculptures, disabled toilet not included.
<b>2023-2024 Capital Works</b>	
Aramac Town Hall Bathroom Upgrade	Planning project.
Aramac Camping and Recreation Grounds (site extension)	As above LRCIP project.
Aramac Pool Cleaner	<b>Community Equipment Replacement Program</b> Completed.
TV Equipment Replacement	Quote provided, 60% invoice paid, contractor will be on site in November to complete works.
<b>Operational Management</b>	
Outings	Staff wedding, Parliamentary visit, Muttaborra/Aramac Bowls Tournament.
Meetings/Training	Council meeting, Corporate and Financial Services meeting, staff meetings, Health Representative meeting, Organisational Structure meeting, Central West Area Fire Management Group meeting in Longreach, Budget meeting.
Housing	<ul style="list-style-type: none"> <li>Muttaborra one vacancy</li> <li>Aramac one vacancy.</li> </ul>
Muttaborra Town Supervisor	General maintenance of town streets, museums and airport. Completed watering points for Sculpture Walking Trail. Prepare for Campdraft. Not as many tourists. Water samples.
Aramac Town Supervisor	General maintenance of town, cemetery, airport. Water samples. Plumber on staff. Carpenter on staff. Getting dry and hot. Watering, pruning, whipper snipping of town area.
Rural Lands Officer	1080 baiting (Muttaborra area), repairs to water facilities, investigating water facility usage, spraying along Aramac Creek. Repair leaks to water facility. Repairs leaks on Freedom Park. Repair Wash Down Bay.
Local Laws	Two complaints, one letter written.
<b>Risk Management</b>	
Risk Assessment	A number of risk assessments carried out for staff to complete work safely.
<b>Relationship Building</b>	
Rural Aid	Community builders meeting to be held on 28 November 2023 in Aramac.
Outback Futures	Catch up.

**BARCALTINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



Muttaburra amenities



Aramac waste facility project



**BARCALDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



New 96 inch mower



New hoist – Aramac Workshop

**BARCALTINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Link to Corporate Plan**

Theme 5: Governance

**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

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCADDINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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 Barcaldine District.*

**Officer's Recommendation: That the report be received.**

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**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:** "You don't have to be magic to be special. You're already special, you're you." – Magic Johnson.

CATEGORY	ACTIVITY
<b>Community Events, Donations and Support</b>	
Barcaldine 60 & Better Program	Cash donation of \$1,500.00 for hosting of regional annual Christmas lunch, 12 December 2023. This donation is as per budget.
<b>Project Management</b>	
<b>Capital Works Projects 2022-23</b>	
Swimming Pool Upgrade <b>W4Q</b>	Repairs and replacement of sand in filtration system has been completed. Disinfection system replacement has been awarded. Company have advised that equipment order is on track with shipment due within the next week. Scheduled to commence week beginning 13 November 2023 to conduct the work. Request for quotes is out for reconstruction of the chemical room and roof over filtration tanks, closing Friday 27 October 2023.
Showground Upgrades – Toilets/Grandstand <b>LRCIP</b>	Completed.
<b>Capital Works Projects 2023-24</b>	
Barcaldine Rec Park Stage 3	Work yet to commence, awaiting masterplan.

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Barcaldine Goods Shed Upgrade	Completed.
Barcaldine Pool BBQ and Tables	Picnic table sets have been ordered. There were no quotes received for replacement of BBQ.
Barcaldine Pool Canteen Renewal	Called for replacement of air conditioning unit in canteen, closing 27 October 2023.
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.
<b>Special Operating Projects 2023-24</b>	
Barcaldine Rec Park Drainage	Discussions with works department to program.
Masterplans Rec Park and Showground	Have contacted consultant to confirm expected delivery date for draft. Consultant advised that report is well advanced and sites modelled up in Computer-Aided Design, now working on putting altogether.
<b>Operational Management</b>	
Tourist Information Centre	With the warmer weather upon us, tourist numbers are slowing down, still seeing some caravans around. Tourism officer has provided statistics report from The Tourism Group for Outback Queensland Visitor Centres – see attached. During the off season, the tourism officer works on information for displays in the history room.
Sixty & Better	Separate report attached.
Library	Librarian has provided annual statistics report, First 5 Forever forward plan and strategic plan for information. This is a good overview of the operations of the library service for the last 12 months.
Rural Lands Officer	<ul style="list-style-type: none"> <li>- Checking on drover that has been in the area, permit expired early September.</li> <li>- Second drover came into area 4 October 2023, moved within permit timeframe.</li> <li>- There are two drovers coming up from the south.</li> <li>- 1080 baiting carried out during first week of October. Assisted with baiting in the Muttaborra area.</li> <li>- Spraying of harrisia, mother of millions and parkinsonia on town common and stock route.</li> <li>- Checking water on stock routes.</li> <li>- Fire ploughing being carried out when plant available on stock routes and around town.</li> <li>- Council staff and representatives from Department of Agriculture and Fisheries undertaking jumping cholla cactus taskforce week of 23 October 2023, attached map shows identified spots.</li> </ul>

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Fire Mitigation	Working with works department to put fire breaks around town when machinery available.
Meetings/Training	<ul style="list-style-type: none"> <li>- Management meetings.</li> <li>- Consultation - Organisational Structure.</li> <li>- Flood information workshop, Queensland Reconstruction Authority.</li> <li>- Met with representatives of Marine Safety Qld/Rec Park prior to the powerboat event.</li> <li>- Job interview and other staff matters.</li> <li>- Fire management meeting in Longreach.</li> <li>- Budget review meeting.</li> <li>- Tourism catch up.</li> <li>- Brighter Super update.</li> <li>- Australian Securities and Investments Commission application identification and new card.</li> <li>- House inspections.</li> <li>- Ergon public lighting update, move to Light Emitting Diode.</li> <li>- Discussions with community members on concerns.</li> </ul>
Parks and Gardens	With the extreme windy conditions, staff are working hard to keep up with watering.
Pool	Patronage at the pool is starting to pick up now that the weather is warming up. Receiving many positive comments on the quality of the water and grounds. Thank you to our pool lessee for the continued pride that he takes in maintaining facility to a high standard.
Barcaldine Showground/ Racecourse	A Totalisator Agency Board race meeting was held at the Barcaldine Racecourse on Tuesday 10 November 2023, a small crowd attended. Met with representatives from Racing Qld regarding the new judge's tower and location. Following concerns raised regarding the condition of the track, stations and programing have been checked. The sports oval was also dry following system being turned off for Westech, sprinkler system is now back on schedule.
Barcaldine Rec Park	Cultivating of weed was carried out prior to powerboat racing, there is still some weed present. Discussion to be had on removal of remaining weed.
Tourist Information Centre	With the warmer weather upon us, tourist numbers are slowing down, still seeing some caravans around. Tourism officer has provided statistics report from The Tourism Group for Outback Queensland Visitor Centres – see attached. During the off season, the tourism officer works on information for displays in the history room.
<b>Relationships Building</b>	
Garden Expo	Attended expo in Alpha Saturday 14 October 2023. Thank you to the organisers for a nice morning.
Sixty & Better	Participated in walk with members to check issues with pathways and access that they encounter.
Powerboat Event	Attended powerboat event on the Saturday.

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



**BARCADDINE 60 & BETTER PROGRAM**

**REPORT TO**

**BARCADDINE REGIONAL COUNCIL**

**FOR MEETING OCTOBER 2023**

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

Tai Chi	Exercises	Croquet	Meeting	Hoy Bingo	Morning Tea (average)	Health Talk	Seniors Gathering	Garden Expo Alpha
5	4	5	8	14 11	8	NA Westech	Approx. 40	6

The numbers are down on the previous month.

**2. September activities.** There have been no major changes to any activities. The numbers represent a core body of people (mainly women) who support the group. We are aware that as people age they have appointments with doctors and other clinicians locally, via telehealth and in other centres that take precedence over other activities.

**3. Visits with Year 1/2 at Barcaldine State School.** The day at the hall on 11 October 2023 served as our initial contact day this term. The next day will be at the end of October.

**4. Tai chi with mothers and small children.** So far there has been one occasion when a mother and her children attended.

**5. Gathering of older people and others.** The Community Connections – Building Bridges Across the Years and Strengthening Supports was held on 11 October 2023 at the Barcaldine Town Hall. As part of Senior's Month and Mental Health Week, we invited older people, community organisations and Barcaldine State School to contribute to the day. After the opening by Councillor Rogers and an Acknowledgement of Country, Barcaldine State School Music Program students provided some musical entertainment by individual performers as well as a primary school, secondary school and combined band performances. The Year 3 Class entertained with lyrics sang to "Click Go the Shears". An animated poetry recitation was the Year 1/2 class's contribution.

Following the entertainment, the Year 1/2 class joined with the seniors in building some Lego models for a short time. This was followed by a discussion with Julia Balks and Linda Hansen about Mental Health and Wellbeing as we age. Bev Church and Wendy Boyd spoke of the adversities of life and facing the challenges as we age. This was also a forum for discussion. Ken Wilson introduced these sessions and before lunch he spoke about Barcaldine Aged Care Incorporated and asked people to consider their views about building hostel type accommodation for people no longer able to live independently. At lunchtime, a couple of high school students were able to solve some mobile phone use problems. Michaela, an exercise physiologist from North West Regional Health Services engaged with people about reducing risk of falls and asked people to take part in some simple balance exercises.

The last activity of the day was a game of hoy. The prizes were shared around with our friends from Alpha taking some home. Most people thought the day a success.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**6. Garden Expo Alpha.** We hired the council bus for people to attend the day in Alpha. Unfortunately, this did not attract many participants. Three potential travellers withdrew. Some of us attended the garden discussions and checked out the market stalls. We met up with some Alpha contacts and enjoyed the shade of the marquees.

**7. Regional Senior's Christmas Lunch.** This is planned for Tuesday 12 December 2023 and seniors from across Barcaldine Regional Council area will be invited. Thank you to Council for once again sponsoring the event.

**8. Senior's Exercise Park.** I'm investigating the possibility of building a Senior's Exercise Park in the north-west corner at 13 Willow Street. We know that physical exercise is good for health, can help reduce risks of developing chronic diseases, help us function better; help maintain mental and cognitive health as well as balance and flexibility, strength and mobility. To buy some equipment or a ready designed exercise park is beyond the scope of 60 & Better, so I've thought that applying for a grant from Minor Infrastructure and Facilities Fund might be an option.

The current funding round closes in November and an application would not be ready in that time, but by investigating the possibilities now there may be a chance to apply for a future round. This is a facility that could be used not only by older people but by anyone. If it is suitable for older people, it is also appropriate for small children.

Jean Williams

Coordinator

**Link to Corporate Plan**

Theme 1: Community

**Consultation (internal/external)**

As noted above

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Management Implications**

Low risk – report of activities only

**Asset Management Implications**

Nil

**Legal Implications**

Nil



**BARCALTINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

# OUTBACK QUEENSLAND VISITOR INFORMATION CENTRE STATISTICS

22/23 FY

21 VISITOR INFORMATION CENTRES



**366,517**  
WALKINS



**33,761**  
PHONE ENQUIRIES

**6,169**

EMAIL ENQUIRIES



**944**



DIGITAL REVIEWS  
FACEBOOK, TRIPADVISOR, GOOGLE

**90,280**  
SOCIAL ACTIVITY \ ENQUIRIES

FACEBOOK, INSTAGRAM, TWITTER, ETC



**281,337**

ONLINE REACH

(VIA WEBSITE, WEBPAGES & OTHER)



**10,839**

NUMBER OF VOLUNTEERING  
HOURS



**\$1,601,870**

TOTAL GROSS VALUE OF  
BOOKINGS (TOURS &  
ACCOMM).



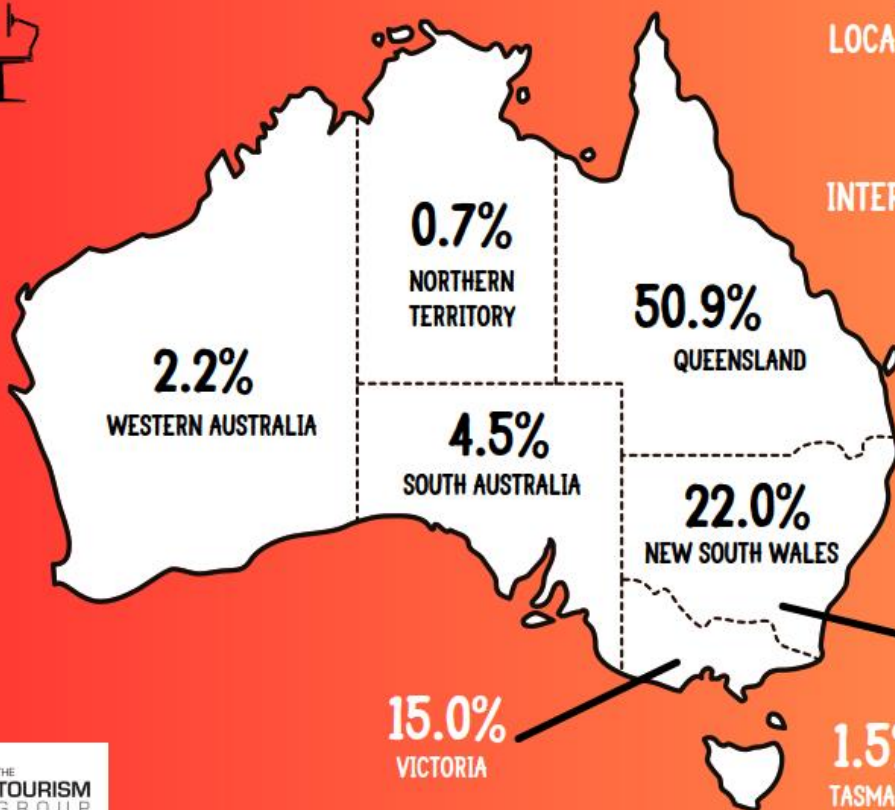
**\$844,715**

TOTAL GROSS VALUE OF  
MERCHANDISE



**94%**

RESPONSE  
RATE



**46,868**  
LOCAL VISITORS

**2.1%**  
INTERNATIONAL



AS OF 27 SEP 23



BARCALDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023

IP&A Map

BIOSECURITY QUEENSLAND



Legend

- Override 1
- Rural property boundary

0 1  
km  
Scale: 1:18,056  
Coordinate system: Web Mercator  
Created: 22/09/23 10:03:04  
Template: A4 Landscape



ALL ENQUIRIES: 13 25 23

Where every care is taken to ensure the accuracy of this product, the Queensland Government does not accept any responsibility for any errors or omissions, or for any damage or loss resulting from the use of this product. The Queensland Government is not responsible for any damage or loss resulting from the use of this product. The Queensland Government is not responsible for any damage or loss resulting from the use of this product. The Queensland Government is not responsible for any damage or loss resulting from the use of this product.



**BARCOLDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**



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## *Barcaldine Regional Council*

### *Strategic Plan*

*Alpha, Jericho, Barcaldine, Aramac and Muttaborra Libraries*

*2023 - 2024*

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**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Goal	Strategy	Target
Community Engagement	<ul style="list-style-type: none"> <li>• Ensure all members of the community are engaged and feel that they are making a contribution to the library.</li> <li>• People are encouraged to seek a better understanding of themselves and others. To share their knowledge thereby ensuring that they have a strong sense of belonging and connection to the library and to others.</li> <li>• Encourage community members to maintain their knowledge and skills</li> <li>• Allowing these people to have a positive impact within the community</li> </ul>	<ul style="list-style-type: none"> <li>• Use of the internet and computer skills</li> <li>• Use of mobile phones and tablets</li> <li>• Online Learning</li> <li>• Use of the Study Room</li> <li>• Become aware of the members needs and catering for this through our collection and our programs</li> </ul>
Collaboration	<ul style="list-style-type: none"> <li>• Encourage the community members to engage with the library staff and help them to understand our services</li> <li>• Develop a relationship with the community members through the design of our services and programs</li> <li>• Listen to our community members and encourage them to become involved in the library's future</li> </ul>	<ul style="list-style-type: none"> <li>• Informal chats with community members through our First 5 Forever Program and School Holiday Program and with our community members</li> <li>• Conduct a survey, collate, assess, prioritise and budget to introduce the recommendation</li> </ul>
Community Involvement	<ul style="list-style-type: none"> <li>• Offer programs for all age groups and interests</li> <li>• Encourage the community members ownership of our services</li> <li>• Create and maintain the library as a community hub of the town where everyone is welcome.</li> </ul>	<ul style="list-style-type: none"> <li>• Internet and Computer awareness</li> <li>• Family History</li> <li>• Online resources available through the membership</li> <li>• First 5 Forever and School Holiday Programs</li> <li>• Use our community members' strengths to assist others.</li> </ul>



## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

## Council Annual Report 2022-23

**\* indicates a required field**

### Completed forms and attachments must be submitted online via SmartyGrants by 5pm on 31 August 2023

- You can start your submission and then complete at a later time without losing your information by clicking the 'Save Progress' button located at the bottom of each page.

**IMPORTANT: It is recommended that you save this document every 10-15 minutes to avoid losing your work.**

- Only one registered SmartyGrants user can work on an online submission at any one point in time. If more than one person is contributing to your submission, you may wish to download and/or print the PDF form so each contributor can prepare relevant information prior to starting the online form. Once the information is prepared, either a single registered SmartyGrants user can enter the submission details into the online form, or the registration details used to create the form can be shared with multiple contributors who can then take turns to enter their specific data.
- You will be required to upload several documents to this form as attachments before it can be submitted. Please note the instructions for uploading each document as only a limited number of file types will be accepted.
- Once you submit your report you will receive a confirmation email and a completed PDF copy for your records.
- If you are required to provide additional information or amend data the submission will be re-opened and returned to you for updating.

### Council contact details

**Please ensure that the name of the council is used. Do not use a service description for 1.01.**

#### 1.01 Name of council \*

Barcaldine Regional Council

Please enter the full name of your Council.

**The Australian Business Number (ABN) of your council is required. If you do not know this number please use the [ABN Lookup](#) tool and then copy / paste the correct ABN into the field below.**

**After entering the ABN number click on the Lookup button to populate the grey Australian Business Register details box.**

#### 1.02 Applicant ABN \*

36 154 302 599

Information from the Australian Business Register	
ABN	36 154 302 599
Entity name	Barcaldine Regional Council

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

<b>ABN status</b>	Active
<b>Entity type</b>	Local Government Entity
<b>Goods &amp; Services Tax (GST)</b>	Yes
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Not endorsed <a href="#">More information</a>
<b>ACNC Registration</b>	No
<b>Tax Concessions</b>	No tax concessions
<b>Main business location</b>	4725 QLD
<i>Information retrieved at 4:03pm today</i>	

Must be an ABN.

#### 1.03 Nominated council contact name \*

Gay Gesch

Councils nominated contact for any questions relating to data submitted in this form

#### 1.04 Council contact position \*

Librarian

#### 1.05 Council contact phone \*

(07) 4651 1170

Must be an Australian phone number.

#### 1.06 Council contact email \*

library@barc.qld.gov.au

Must be an email address.

### Confirmation of council service type

To ensure the correct sections of this form are enabled please confirm your council details and then select the appropriate library service type.

#### 1.07 Confirmation of Council details \*

Barcaldine Regional Council

Select your council from the list

#### 1.08 Select service type \*

- ☐ Independent Library Service (IND)
- ☐ Indigenous Knowledge Centre (IKC)
- ☒ Rural Libraries Queensland (RLQ)

### Second contact officer details

Please nominate a second contact person from your council that we can correspond with if the nominated Council Contact above is unavailable.

#### 1.09 Second contact name \*

Jennifer Lawrence

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

#### 1.10 Second contact position \*

District Manager Barcaldine

#### 1.11 Second contact phone \*

(07) 4651 5611

Must be an Australian phone number.

#### 1.12 Second contact email

JennyL@barc.qld.gov.au

Must be an email address.

## 2. Financial

**\* indicates a required field**

### Data entry tips

- All currency (\$) figures automatically round to the nearest whole number.
- Auto sum data fields cannot be changed, only the data elements that are part of the automatic calculation.

### Income

***Note that responses are required for questions 2.01 to 2.07. To confirm a nil response to any questions except 2.03 enter a 0 (zero).***

#### 2.01 Local Government allocation - Operating \*

\$350,717.00

Must be a whole dollar amount (no cents).

#### 2.02 Local Government allocation - Capital \*

\$0.00

Must be a whole dollar amount (no cents).

#### 2.03 First 5 Forever annual subsidy received in the reporting period \*

\$4,199.00

Must be a whole dollar amount (no cents).

Check your councils [First 5 Forever 2022-23 annual subsidy](#)

#### 2.04 Competitive grants received from State Library in the reporting period \*

\$0.00

Must be a whole dollar amount (no cents).

#### 2.05 All other grants (government and non-government) \*

\$0.00

Must be a whole dollar amount (no cents).

#### 2.06 All carryover grant funds reported through the previous annual reporting form, as at 30 June 2022. \*

\$0.00

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Must be a whole dollar amount (no cents).

Carryovers reported in this section may include the unspent balance of funds from prior financial periods or grants paid in the prior budget period for projects commenced and completed in the reporting period.

#### **2.07 All other income / revenue \***

\$0.00

Must be a whole dollar amount (no cents).

**Add any comments you may have about the above Income data provided (from 2.01 to 2.07)**

## Rural Libraries Queensland

**Check your council's [2022-23 Service Development Subsidy allocation](#)**

#### **2.08 Service Development Subsidy received \***

\$14,625.00

Note that a \$0 response will not be accepted.

## Income Total

#### **2.09 Total Income**

\$369,541.00

This number/amount is calculated.

## Expenditure

**Note that responses are required for questions 2.10 to 2.18. To confirm a nil response to any of these questions enter a 0 (zero).**

#### **2.10 Operating and corporate expenses \***

\$0.00

Must be a whole dollar amount (no cents).

#### **2.11 Salaries \***

\$322,570.00

Must be a whole dollar amount (no cents).

#### **2.12 Staff development and training \***

\$0.00

Must be a whole dollar amount (no cents).

#### **2.13 Minor capital expenses \***

\$0.00

Must be a whole dollar amount (no cents).

#### **2.14 Expenditure on significant capital projects \***

\$0.00

Must be a whole dollar amount (no cents).

#### **2.15 Expenditure on printed library collections \***

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

\$0.00

Must be a whole dollar amount (no cents).

#### 2.16 Expenditure on non-printed library collections \*

\$3,662.00

Must be a whole dollar amount (no cents).

#### 2.17 Expenditure on electronic / digital library collections \*

\$0.00

Must be a whole dollar amount (no cents).

#### 2.18 All other expenditure \*

\$24,485.00

Must be a whole dollar amount (no cents).

#### Add any comments you may have about the above Expenditure data provided (from 2.10 to 2.18)

Funding supported our outcomes in all of our five libraries.

### Expenditure totals

#### 2.19 Total Expenditure

\$350,717.00

This number/amount is calculated.

#### 2.20 Total Expenditure on library collections

\$3,662.00

This number/amount is calculated.

Information only - Total of 2.15 to 2.17

### Service Level Agreement funding

Council is required to provide details on the expenditure of funds provided through the Service Level Agreements during the 2022-23 period.

This reporting includes the identification of unspent and uncommitted funds as at 30 June 2023.

Requests to retain unspent funds can be completed through the [2022-23 Request to Retain Unspent Funding Application Form](#)

### First 5 Forever funding

Provide a summary of the First 5 Forever expenditure and activities during the period.

**Note that where any unspent funds represent more than 10% of the grant or exceed \$1,000 (whichever amount is lowest), and Council would like to request approval to retain these funds, a request must be submitted prior to the completion of this report.**

Requests to retain unspent funds can be completed through the [2022-23 Request to Retain Unspent Funding Application Form](#)

#### 2.21 Confirm the 2023-24 First 5 Forever Forward Plan has been submitted \*

☒ Yes



## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Confirmation the First 5 Forever Forward Plan for the 2023-24 period has been submitted.

#### 2.22 Forward Plan submission number \*

2483

Provide the SmartyGrants submission number.

#### 2.23 First 5 Forever Grant funds that were unspent at 30 June 2023. \*

\$0.00

First 5 Forever Grant unspent funds at 30 June. If all funding was spent, write 0.

#### 2.24 Where unspent funds represent more than 10% of the grant or exceed \$1,000 (whichever is lower), is Council requesting approval to retain these funds?

☐ Yes

☒ No

Refer to question 2.03 for total funds received. Where No is selected, Council will be contacted to make arrangements for the repayment of these funds.

#### 2.25 If Yes to 2.24, provide the application number of the request.

Provide the SmartyGrants application number.

**For responses to questions 2.26 and 2.27 you may provide a separate document using the file upload option.**

**Please use this option for extended responses, particularly if they include formatting elements such as tables, graphs and bullet points.**

**Note that the file upload option is only to be used for responses to questions 2.26 and 2.27 and is not an alternative to the requirement to provide files via the Digital Pigeon link at question 2.30.**

#### 2.26 to 2.27 Extended response documentation

*No files have been uploaded*

Optional upload of responses to 2.26 and 2.27. Please only submit files in PDF or DOCX format..

#### 2.26 First 5 Forever highlights (if uploading a separate document, enter 'see attached file'). \*

Our First 5 Forever Sessions are very well supported in Barcaldine. We also support the Alpha district by visiting the Kindergarten every Tuesday. It's rewarding to see the children learn, grow and develop into their own and love their time spent at the library enjoying our new resources. Parents are using this opportunity to interact with each other. Our main highlight is seeing the children wearing their First 5 Forever T-shirt to our sessions. It's still difficult for our parents to leave the library when the time comes as the children are not wanting to part with our resources.

What were the main highlights for your council's delivery of First 5 Forever during the reporting period?

#### 2.27 First 5 Forever challenges (if uploading a separate document, enter 'see attached file'). \*

Our challenges are in the smaller towns of Muttaburra, Aramac and Jericho. There is very few children or no children in these towns, most are on the property's. In Aramac a similar program is provided at the school and with the few numbers it's difficult to implement another or similar program.

What were the main challenges for your council in delivering First 5 Forever during the period?

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

#### 2.28 First 5 Forever funding acknowledgement \*

- ☒ Yes  
☐ No

Did Council highlight state government funding, including visible acknowledgement on all locally created promotional and marketing materials for First 5 Forever programs and resources?

#### 2.29 Examples of First 5 Forever funding acknowledgement.

As part of our expenditure, we have obtained t-shirts for the children in various sizes and colours. All posters, website and social media acknowledge the State Library of Qld and the Qld Government.

List some examples of where this funding acknowledgement was provided, such as signage, merchandise, branded materials, or sponsorship materials. Describe the documents and electronic media where acknowledgements appeared. If No to 2.28, outline what actions council will undertake to satisfy this requirement.

#### Annual reporting is a great opportunity to profile your programs and share your stories of impact. These stories help us understand the impact of First 5 Forever and advocate for all the work that you do.

As part of this year's annual reporting process, councils are required to share images or other documents that capture what you feel proud of and would like to share. This could showcase key project outcomes or deliverables, such as an event, new resource/s or PD experience. Or, it could be a reflection, conversation, moment or story from a staff member, visitor or project partner.

Uploaded files can include photos, videos, marketing materials, social media screenshots, written reflections, reports or case studies. You can upload a single photo or multiple folders - the amount of detail is up to you.

#### First 5 Forever Digital Pigeon link: <https://first5forever.digitalpigeon.com/rcv/First-5-Forever-Annual-Report>

- When uploading files to Digital Pigeon, please include event/project name in file names where relevant to help us understand what you have uploaded
- If your council cannot access Digital Pigeon please send files via post on a USB to: PO Box 3488, South Brisbane, Qld 4101

#### Photo and story consent

Your stories and examples provide meaningful inspiration for the broader public library network and provide a tool to communicate and advocate for the work of public libraries. With your permission, State Library would like to share your stories in professional development resources and communication channels. Please review the following sharing options and select which applies.

#### Consent to share First 5 Forever story (excluding photos) to: \*

- ☒ public library network and delivery partners  
☐ State Library internal use only  
☐ mix of content (please specify in file name)

#### Consent to share First 5 Forever photos to: \*

- ☒ public library network and delivery partners  
☐ State Library internal use only  
☐ mix of content (specify in file name)

#### 2.30 Please upload a copy of the acknowledgement email/s sent from Digital Pigeon confirming the First 5 Forever Files were successfully uploaded \*

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

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Filename: Mail - library@barc.qld.gov.au.pdf

File size: 134.0 kB

This email will list the filenames of all files uploaded. If your files were uploaded in multiple batches please upload copies of all acknowledgement emails. If you are sending support documents on USB via Post, please upload a Word doc or PDF stating that you are posting support documentation.

**The First 5 Forever funding may provide support for the engagement of additional staffing resources. If the information is available please provide the approximate FTE resourcing the funding supported during the reporting period.**

#### 2.31 First 5 Forever FTEs

0.10

Provide the number of FTE positions that were supported by First 5 Forever funding.

### Service Development Subsidy funding

**Provide information on the expenditure of the Service Development Subsidy funding funds received for the financial period. Refer to question 2.08 for the amount received.**

***Note that where any unspent funds represent more than 10% of the grant or exceed \$1,000 (whichever amount is lowest) a request must be submitted prior to the completion of this report.***

#### 2.32 Service Development Subsidy funding outcomes. \*

Our focus for the First 5 Forever Program was to continue delivering the sessions on a needs basis that works in with the community. We feel resources are a vital instrument in the learning process and believe renewing and revitalising these and the surroundings are a necessity.

What were the highlights and / or challenges during the reporting period? Were there any specific resources that were acquired that satisfied community needs.

#### 2.33 Service Development Subsidy funding unspent at 30 June 2023. \*

\$0.00

Enter a 0 (zero) for a nil response.

#### 2.34 Where unspent funds represent more than 10% of the grant or exceed \$1,000, is Council requesting approval to retain these funds?

☐ Yes

☒ No

Where No is selected, Council will be contacted to make arrangements for the repayment of these funds.

#### 2.35 If Yes to 2.33, provide the application number of the request.

Provide the SmartyGrants application number.

## 3. Staffing

**\* indicates a required field**

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

## Library Staff Service Positions

**Provide FTE (Full Time Equivalent) figures for staff whose wages and salaries are included in the library service budget. Where facilities are co-located with other services, or positions are responsible for additional council services, the proportion of staffing resources dedicated to library functions is acceptable.**

***Note that responses are required for questions 3.01 to 3.05. To confirm a nil response to any of these questions enter a 0 (zero).***

### 3.01 FTE qualified librarians \*

0

Must be a number.

### 3.02 FTE other qualified positions \*

0.00

Must be a number.

### 3.03 FTE library technicians \*

0.00

Must be a number.

### 3.04 FTE library assistants \*

0.00

Must be a number.

Do not count trainees here. Trainees are counted at 3.12

### 3.05 FTE other positions \*

3.70

Must be a number.

Do not count trainees here. Trainees are counted at 3.12

### **Add any comments you may have about the above staffing data provided (from 3.01 to 3.05)**

Because we have combined the Bank of Qld and our Alpha library the hours have increased from 15 hours to 28 hours. The community continues to support this movement, showing an increase in our attendance.

## Total Full Time Equivalent

### 3.06 Total FTE

3.70

This number/amount is calculated.

## Volunteers and Trainees

**Volunteers:** people who provide assistance, in the form of time, labour and / or skills, and receive no payment, either monetary or in kind. A volunteer is defined as someone who willingly gives unpaid help, in the form of time, service or skills.

**Trainees:** those undertaking a structured training program in a vocational area, usually progressing towards a Certificate 2 qualification (full or part time).

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

***Note that responses are required for questions 3.07 and 3.12. To confirm a nil response to these questions enter a 0 (zero).***

#### **3.07 Number of volunteers \***

0.00

Must be a number.

#### **3.08 Total volunteer hours per week**

Must be a number.

If a nil response to 3.07 leave blank.

#### **3.09 Operational Support Activities**

Percentage of Volunteer Hours spent on Operational Support Activities. If a nil response to 3.07 leave blank.

#### **3.10 Outreach activities**

Percentage of Volunteer Hours spent on Outreach Activities. If a nil response to 3.07 leave blank.

#### **3.11 Provision of specialist skills**

Must be a number and no more than 100.

Percentage of Volunteer Hours spent on Specialist Skills. If a nil response write 0.

#### **3.12 Number of trainees \***

0

Must be a number.

#### **3.13 Total trainee hours per week**

Must be a number.

If a nil response to 3.12 leave blank.

### **Staff professional development**

Council is obliged to support library staff to participate in ongoing professional development and training opportunities that encourage continuous improvement and responsive and diverse services that strive to innovate.

State Library supports the professional learning and development of Queensland's public library and Indigenous Knowledge Centre (IKC) workforce. More information, including a calendar of events and links to resources, is available at the [Professional development calendar](#).

**Were staff supported to participate in professional development and training opportunities that sought to develop their capacity to deliver services and programs?**

#### **3.14 Staff participation in PD \***

☒ Yes

☐ No

Did staff participate in ongoing professional development and training opportunities?

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

#### 3.15 Comments on participation in professional development and training opportunities \*

Barcaldine Regional Council submitted an EOI to host a State Library of Qld workshop in Barcaldine. This was well attended by our neighbouring towns and the Staff from SLQ were supportive to us and our endeavours to improve our work ethics.

Provide details of any highlights, challenges, or barriers to staff participation in professional development or training opportunities during the period.

## 4. Collections

\* indicates a required field

All reporting is based on items held in permanent collections at the end of the reporting period, i.e. as at 30 June 2023.

### Stocktaking or Inventory control practices

The adoption of a stocktaking strategy can assist with the accurate reporting of collection items, where all physical items are located and electronic or digital resources are identified within a set period of time.

#### 4.01 Are stocktaking practices and processes in place? \*

- ☒ Yes  
☐ No

#### 4.02 If Yes to 4.01, indicate the year when the last stocktake was completed. \*

2023

Must be a number.

If a nil response write 0.

## Collection Management

According to the terms of the Service Level Agreement, Council agrees to:

- house and maintain shared collections securely;
- process and distribute items between State Library and RLQ / IKC service points in a timely and cost-effective manner;
- complete scheduled library tasks to ensure collections are managed efficiently.

Councils operating a RLQ service can find an operational schedule in the [Regular tasks and duties](#) section of the [Small Libraries Manual](#).

Councils operating an IKC service can refer to local operational instructions for recommended tasks.

Outline any challenges to achieving these outcomes and provide any comments on the management of the shared collection resources.

#### 4.03a Collection maintenance \*

- ☒ Yes  
☐ No

Were collections housed and maintained securely at all council facilities during the period?

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

#### 4.03b Comments on the maintenance of collections

Include any highlights and challenges faced during the reporting period.

#### 4.04a Processing and distribution of items \*

- ☒ Yes  
☐ No

Were items processed and distributed in a timely and cost-effective manner?

#### 4.04b Comments on processing and distribution

Include any highlights and challenges faced during the reporting period.

#### 4.05a Completion of scheduled tasks \*

- ☒ Yes  
☐ No

Were scheduled tasks completed to ensure collections were managed efficiently?

#### 4.05b Comments on scheduled tasks

Include any highlights and challenges faced during the reporting period.

#### 4.06a Exchange participation \*

- ☒ Yes  
☐ No

Were regular exchanges received and returned from all facilities?

#### 4.06b Comments on exchange participation

Include any highlights and challenges faced during the reporting period.

## 5. Collection usage and access

**\* indicates a required field**

### Collection access

According to the terms of the Service Level Agreement, Council agrees to enable and maintain staff access to the Aurora Library Management System (LMS) at all library facilities through:

- the provision of broadband internet connectivity at the highest available speed;
- the provision of suitable IT equipment that is capable of being updated to the latest release of the LMS application;
- the provision of peripheral equipment such as barcode readers or scanners, printers and assistive devices;
- on-time payment of annual workstation License fees to the LMS vendor;
- timely implementation of upgrades to the LMS.

#### 5.01 Internet connectivity \*

- ☒ Yes  
☐ No

Was the provision of internet connectivity at the highest available speed?

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

##### 5.02 Suitable IT equipment \*

- ☒ Yes  
☐ No

Was the IT equipment capable of being updated to the latest release of the Aurora LMS application?

##### 5.03 Provision of peripheral equipment \*

- ☒ Yes  
☐ No

Was peripheral equipment available and maintained?

##### 5.04 On-time license fee payment \*

- ☒ Yes  
☐ No

Was there on-time payment of annual workstation license fees to the Aurora Library Management System vendor?

##### 5.05 Aurora LMS upgrades \*

- ☒ Yes  
☐ No

Was the Aurora LMS upgraded on all workstations following the notification of new releases?

##### 5.06 Comments on staff access to the Aurora LMS

Comments on questions 5.01 to 5.05. For any No responses, list the challenges and obstacles to maintaining staff access to the Aurora LMS.

## 6. Membership

**\* indicates a required field**

### Memberships

- Members, including individual or organisations, that have been issued a library card and / or identification number by the library service.
- There are membership conditions that govern the use of and access to library services during the reporting period.
- Counts are current at the end of the reporting period, i.e. 30 June 2023

##### 6.01 Select the description of the type of membership that the library service is reporting \*

- ☒ Registered users / members. The responses provided for will include members that may not have made use of the services, collections or facilities during the reporting period.
- ☐ Active borrowers / members. The responses provided for will only include members that have borrowed at least one item, physical or electronic, during the reporting period.
- ☐ Active users / members. The responses provided for will include members that have borrowed at least one item or made use of the facilities or services during the reporting period.

##### 6.02 Indicate if a purge process to remove memberships that have been inactive for more than three (3) years has been implemented within this reporting period \*

- ☒ Yes  
☐ No



## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

#### 6.03 If Yes to 6.02, indicate the frequency of the process

- ☐ Regular or scheduled      ☐ Two years      ☒ Irregular  
☐ One year      ☐ Three years

## 7. Services

**\* indicates a required field**

**Note that responses are required for all questions except for 7.02 and 7.03b. To confirm a nil response to question 7.03a enter a 0 (zero).**

**If a nil response is provided for question 7.03a, outline what steps are being taken to ensure all physical visitor data is collected according to the [Standard for Usage - \(B\) Visitation](#) at 7.04.**

**If the data reported at 7.03a does not include all physical facilities, detail which branches are not included in the count and the reasons why at 7.04.**

#### 7.01 Library service satisfaction survey conducted during the reporting period 1 July 2022 - 30 June 2023 \*

- ☐ Yes  
☒ No

Indicate if a customer or user satisfaction survey was conducted during the reporting period

#### 7.02 If Yes to 7.01, indicate the satisfaction level (as a percentage)

Must be a number and no more than 100.  
Record satisfaction level as a percentage

#### Comments on library service satisfaction survey

#### 7.03a Number of physical visits \*

9468

Must be a whole number (no decimal place).

#### 7.03b Number of web visits

Must be a number.  
A count of the number of individual visits / sessions.

#### 7.04 Notes on visitor data. \*

All libraries in our region conduct a manual counting system on a daily/monthly basis. Provide information on the collection of visitor data, including information on the collection method used. If zero reported at 7.03a provide information on why the data was not collected.

#### 7.05 Library Management System \*

- |   |                                      |   |
|---|--------------------------------------|---|
| <input checked="" type="radio"/> AIT Aurora | <input type="radio"/> Libero Systems | <input type="radio"/> SirsiDynix Horizon  |
| <input type="radio"/> Civica Spydus         | <input type="radio"/> OCLC Amlib     | <input type="radio"/> SirsiDynix Symphony |
| <input type="radio"/> Innovative Sierra     | <input type="radio"/> OCLC WorldCat  | <input type="radio"/> Other / not listed  |

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

##### 7.06 Holdings visibility - ANBD \*

- ☐ Yes  
☒ No

Did the library service contribute records and holdings to the ANBD?

##### 7.07 Holdings accessibility via z39.50 \*

- ☐ Yes  
☒ No

Was the database searchable via z39.50 by other institutions during the reporting period?

##### 7.08 Catalogue searches

The number of catalogue searches during the reporting period.

##### 7.09 Other searches

The number of searches on services external to the library catalogue.

##### 7.10 Reference and information enquiries

The annual number of reference and information enquiries during the reporting period.

##### 7.11 Reference and information enquiries collection method

- ☐ Sample  
☐ Continuous

If a response is provided to 7.10, select the method used.

##### 7.12 Number of library-facilitated book clubs.

Note: exclude clubs not focused primarily on published materials (e.g. films) and clubs held on library premises but not facilitated or supported by the collection

**Add any comments you may have about the above searches, enquiries, or book club data provided (7.06 to 7.12)**

##### 7.13 SMS notifications. \*

- ☐ Yes  
☒ No

Did the library service offer user notifications via SMS, including reservation (pick-up), courtesy (reminder) or overdue notices during the reporting period?

##### 7.14 Online membership registration \*

- ☐ Yes  
☒ No

Did the library service offer an online membership registration option during the reporting period?

##### 7.15 Number of automated and self-service points

0

Including automated return / reservation / pick-up shelves, self-checkout and self-service kiosks.

##### 7.16 Availability of app-based self-service \*

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

☐ Yes

☒ No

Did the library service offer app-based self-service at any branches?

#### **7.17 Percentage of physical item loan transactions processed through automated and self-service points**

Must be a number and no more than 100.

#### **7.18 Percentage of physical item return transactions processed through automated and self-service points**

Must be a number and no more than 100.

#### **7.19 Number of hours bookable spaces were used.**

425

The total annual number of hours bookable spaces were used by individuals, groups or organisations.

#### **7.20 Number of public access (public use) devices at 30 June.**

9

Do not include devices that are managed as part of the library collection and used externally.

#### **Add any comments you may have about the above notifications, registration, self-service points, or bookable spaces data provided (7.13 to 7.20)**

Recently our IT department conducted an audit/asset register review, five iPads were written off. Our policy for replacements has been reviewed, Tablets will be used in future and listed in our budget.

#### **7.21 Number of devices that provided public internet access at 30 June. \***

9

Of the devices reported at 7.20, the number that provided public internet access at 30 June.

#### **7.22 Annual number of bookings made for the devices listed at 7.21.**

509

Of the devices reported at 7.21, the number of bookings made during the reporting period.

#### **7.23 Annual hours of use of devices listed at 7.21.**

946

Of the devices reported at 7.21, the annual hours of usage during the reporting period (as total hours).

#### **7.24 Internet filtering \***

☐ Yes

☒ No

Was internet filtering deployed on any public access devices during the reporting period?

#### **7.25 If YES to 7.24, select the most common type of filter used.**

☐ Allow / deny lists

☐ Keyword & content

☐ Unknown or Other

#### **7.26 Annual number of wi-fi sessions**

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

The number of public wi-fi sessions during the reporting period.

#### 7.27 Annual hours of wi-fi usage.

The number of hours public wi-fi was used during the reporting period (as total hours).

**Add any comments you may have about the above provision of internet data provided (from 7.21 to 7.27)**

#### 7.28 Provision of Local History collections \*

☒ Yes

☐ No

Was a local history collection accessible to the public during the reporting period?

#### 7.29 Provision of LOTE (Languages other than English) collections. \*

☐ Yes

☒ No

Were LOTE collection materials available to the public during the reporting period, either through the Statewide LOTE Collection (e.g. bulk loans and specific requests) or local resources?

#### 7.30 Provision of creative spaces or equipment \*

☐ Yes

☒ No

Were creative spaces or equipment available to the public at any service point during the reporting period (including 3D printers, Digital Hubs, Makerspaces, recording spaces etc..)?

**Add any comments you may have about the provision of Local History, LOTE, or creative spaces provided above (from 7.28 to 7.30)**

#### 7.31 Provision of a Home Library service \*

11

The number of members accessing a Home Library Service during the reporting period. If not provided answer 0

#### 7.32 Provision of a direct or remote mail service. \*

0

The number of members provided with a direct mailing service during the reporting period. If not provided answer 0

#### 7.33 Provision of services to residential, aged care or community facilities \*

0

The number of locations provided with collection resources during the reporting period. If not provided answer 0

**Add any comments you may have about the above Home Library, mail, or community facility services provided (from 7.31 to 7.33)**

## Fees and Charges

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Indicate if any of these fees or charges were levied at any service point during the 2022-23 reporting period.

**7.34 External interlibrary loan fees \***

- ☐ Yes  
☒ No

**7.35 Internal interlibrary loan fees \***

- ☐ Yes  
☒ No

**7.36 Reservation placement fees for any membership category \***

- ☐ Yes  
☒ No

**7.37 Overdue fees for any membership category \***

- ☐ Yes  
☒ No

**7.38 Administration or processing fees for any membership categories \***

- ☐ Yes  
☒ No

## Fees and Charges

Indicate if any of these fees or charges were levied at any service point during the reporting period (1 July 2022- 30 June 2023).

**7.39 Printing, copying and scanning charges \***

- ☒ Yes  
☐ No

**7.40 Device or internet use charges \***

- ☐ Yes  
☒ No

**7.41 Bookable space fees \***

- ☐ Yes  
☒ No

**7.42 Other fees and charges not listed above \***

- ☐ Yes  
☒ No

**Is information about the library service's current fees and charges available online to the public? \***

- ☐ Yes  
☒ No

These are the fees and charges that may be levied during the 2023-24 reporting period.

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Please provide details of the amount/s charged per transaction, any conditions or concessions related to the charge, and indicate if this fee will continue to be applied in the following reporting period (1 July 2023 - 30 June 2024).

#### **Printing copying and scanning charges \***

Our charges are .50 cents per page for mono copies and \$1 per page for colour copies.

#### **Please upload a copy of the library service's current schedule of fees and charges.**

Filename: Fees and Charges.doc

File size: 217.5 kB

Please provide an upload of the library services current schedule of fees and charges if applicable.

## 8. Programs

### **\* indicates a required field**

This section refers to events, programs and activities for community members provided by the library service during the reporting period (1 July 2022 - 30 June 2023). The themes listed below have been selected to ensure consistency in how program data is reported to State Library each year.

#### **Include:**

- all library programs, events or activities planned and facilitated by library staff (onsite, offsite and online)
- an event, program or activity that is conducted by staff, volunteers or contractors (or any combination of these)

#### **Do NOT include:**

- regular ongoing activities listed in Section 7 (Services) that are delivered on a one-to-one basis such as home library services
- events, programs and activities sponsored or delivered by other groups that use library facilities (without library staff contributing to the planning or delivery)
- exhibitions, displays, book and ex-library items sales

**Where a program could be included in more than one category (e.g. age-based or themed) assign it to the category that you consider best fits the original intention of the program. Please do not count program sessions twice. Determine which category is the most appropriate and only count once.**

*For example: A program focused on developing STEM/ robotics skills could be included in the Digital literacy category, however if it was delivered specifically for teenagers only it would be included in the 13-17 (Young adult) category.*

Examples of themed versus age-based programs are available from the Public Libraries Connect website. Age-based: [Lively discussions had in Gladstone Library's STEAM Ahead and Who Arted](#), [Where in the World is Story Time today?](#) Themed: [Holistic library approach to employment](#) A mix of both: [Something of everyone at Northern Peninsula Area IKCs](#),

**Programs delivered in partnership may include instances where library staff work directly with non-library partners to design and deliver a program/s (this may also include other branches of council such as town planning, or animal control.**

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

*For example: library staff plan a short health and fitness program for seniors introducing a number of different activities (e.g. yoga, tai chi, chair aerobics etc..) which runs over several consecutive weeks. Each session will be delivered by a different guest trainer provided by the local community health club.*

More examples of great partnership programs are available on the Public Libraries Connect website: [Dive into books training](#), [Dexter helps people stay paws-itive](#)

#### **Activity or take-home packs (where these are not counted in offsite programs)**

Activity packs developed and / or distributed by library staff that encourage hands-on learning and serve families who don't have access to these materials or who can't come to in-person programs due to disability, scheduling, or other barriers.

For more information about designing and developing library programs for different audiences please refer to the [Queensland Public Library Standards and Guidelines - Guideline for Programs](#)

**TIP: before entering data into a grid select the Maximise button to view the entire contents of each entry. Once data entry has been completed select the Minimise button to return to the main screen.**

### 8.01 to 8.12 Number of program sessions

Category	Onsite program - sessions	Offsite program - sessions	Online program - sessions	Total program - sessions
This question is read only.	Must be a number.	Must be a number.	Must be a number.	This number/amount is calculated.
0-5 (Early childhood)	67	40	0	107
6-12 (Children)	12			12
13-17 (Young adult)				0
Seniors	30			30
Other - All ages				0
Adult literacy and skills development				0
Cultural awareness and celebration				0
Digital literacy				0
Economic and workforce development				0

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Informed and connected citizens				0
Lifelong learning				0
All other categories not listed above				0

### 8.13 Session totals

#### Total onsite sessions

109

This number/amount is calculated.

#### Total offsite sessions

40

This number/amount is calculated.

#### Total online sessions

0

This number/amount is calculated.

#### TOTAL SESSION COUNT

149

This number/amount is calculated.

## Partnerships

**Note that responses are required for questions 8.14 and 8.15. To confirm a nil response to these questions enter a 0 (zero).**

### 8.14 Number of partnerships with community organisations to jointly deliver 0-5 library programs \*

1

Must be a number.

### 8.15 Number of partnerships with community organisations to jointly deliver all other library programs \*

0

Must be a number.

### 8.15a Program sessions delivered in partnership

A response must be provided for the 0-5 (Early childhood) category at a minimum. Please add a zero for the first row if there were no sessions delivered in partnership in this category during the reporting period 1 July 2022 - 30 June 2023.

#### Program category

#### Number of sessions delivered in partnership in each category

This question is read only.	Must be a number.
0-5 (Early childhood)	40
6-12 (Children)	
13-17 (Young Adult)	
Seniors	



## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Other - All ages	
Adult literacy and skills development	
Cultural awareness and celebration	
Digital literacy	
Economic and workforce development	
Informed and connected citizens	
Lifelong learning	
All other categories not listed above	

#### Total program sessions delivered in partnership

40

This number/amount is calculated.

### 8.16 to 8.27 Attendance at programs

A response must be provided for the 0-5 (Early childhood) category at a minimum. Please add a zero for the first row if there were no sessions delivered in partnership during the reporting period 1 July 2022 - 30 June 2023.

**Attendance counts:** do not count staff, volunteers or contractors as attendees.

Program category	Onsite attendance	Offsite attendance	Online attendance	Total attendance
This question is read only.	Must be a number.	Must be a number.	Must be a number.	This number/amount is calculated.
0-5 (Early childhood)	1353	40	0	1393
6-12 (Children)	82			82
13-17 (Young adult)				0
Seniors	101			101
Other - All ages				0
Adult literacy and skills development				0
Cultural awareness and celebration				0
Digital literacy				0
Economic and workforce development				0

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Informed and connected citizens				0
Lifelong learning				0
All other categories not listed above				0

## 8.28 Attendance totals

### Total onsite attendance

1536

This number/amount is calculated.

### Total offsite attendance

40

This number/amount is calculated.

### Total online attendance

0

This number/amount is calculated.

### TOTAL ATTENDANCE COUNT

1576

This number/amount is calculated.

## Program offer and attendance comments

Provide information on the program offer and attendance during the reporting period (1 July 2022 - 30 June 2023). Include observations of trends, list any challenges and identify barriers to engaging the community with the library programs offered.

### 8.29 Program offer and attendance comments

## 8.30 to 8.34 Age-based activity / take-home packs

Age category	Packs distributed	Target or estimated usage / audience
This question is read only.	Must be a number.	Must be a number.
0-5 (Early childhood)		
6-12 (Children)		
13-17 (Young adult)		
Seniors		
Other - All ages		

## 8.35 to 8.41 Themed or targeted take-home packs

Themed category	Packs distributed	Target or estimated usage / audience
-----------------	-------------------	--------------------------------------

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

This question is read only.	Must be a number.	Must be a number.
Adult literacy and skills development		
Cultural awareness and celebration		
Digital literacy		
Economic and workforce development		
Informed and connected citizens		
Lifelong learning		
All other categories		

### Activity packs totals

Activity packs distributed

**8.42 Total packs distributed**

0

This number/amount is calculated.

Activity pack usage

**8.43 Total target or estimated usage / audience**

0

This number/amount is calculated.

### Activity pack comments

If activity packs were offering during the reporting period, provide any comments on the challenges or success of the program.

**8.44 Comments on activity pack programs.**

## 9. Facilities

**\* indicates a required field**

Councils are to review the Facilities pages of the [2021-22 Queensland Public Libraries Statistical Bulletin](#) and the [Public Library Directory](#) to ensure that all information is current and accurate.

### 9.01 Public Library Directory details are correct \*

☒ Yes

Confirmation that details for all entries in the [Public Library Directory](#) are correct. Update the Public Library Directory if required.

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

#### 9.02 Directory confirmation date \*

30/08/2023

Must be a date and between 1/7/2022 and 31/8/2023.

Provide the date the Public Library Directory was reviewed and edits submitted.

#### 9.03 Directory URL \*

Barcaldine Library - Library doesn't operate Saturday Mornings, now closed.

Aramac Library - New phone number 46513029; Wi-Fi available; google maps needs updating.

Alpha Library - Google maps needs updating; Wi-Fi available.

Jericho Library - New email address is jerichortc@barc.qld.gov.au; google maps needs updating.

Please enter the url of councils main page in the [Public Library Directory](#)

#### 9.04 2021-22 Queensland Public Libraries Statistical Bulletin Facilities pages reviewed \*

☒ Yes

Confirmation that the Facilities pages of the most recent [Statistical Bulletin](#) have been reviewed.

#### Did any changes occur to the library or IKC facilities managed by council during the reporting period (1 July 2022 - 30 June 2023)? \*

☐ New facilities opened

☒ Changes to existing facilities - including relocation (e.g. opening hours, public floor space, number of bookable spaces, refurbishment date etc..)

☐ Permanent closure of facilities

☐ Temporary closure of facilities - planned or unexpected

☐ No changes during the reporting period

#### 9.06 Changes to existing facility details

Please provide details for any changes that were made to the information provided for any existing facilities during the 2022-23 reporting period, including where a facility was moved to a different location, and should be updated for council's listing in the Facilities section of the Statistical Bulletin.

Please click the Add More button at the bottom of the table if you wish to add multiple entries.

Name of existing facility	Field to update	Updated data
Barcaldine Library	Hours per week *	Due to Staff shortage, does not operate on Saturday Mornings

#### 9.08 Information on any temporary closures, either planned or unexpected that took place during the reporting period (1 July to 30 June).

Please provide details on any temporary facility closures, that were either planned or which occurred unexpectedly, during the reporting period. Please include the dates the facility was

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

closed (i.e. from - to), details on the cause of the closure, and if this is an ongoing issue that may occur again.

Please click the Add More button at the bottom of the table if you wish to add multiple entries.

#### Name of facility

#### Provide details on any temporary facility closures, planned or unexpected, during the period.

Facility name in PL Directory	Where a library facility was closed outside of regular scheduled opening times or notified seasonal closures.
n/a	n/a

### Comments regarding library facilities

Please add any additional notes and/or comments as required, including any plans for relocations, closures, refurbishments or new facilities that may occur in the next reporting periods (i.e. 2023-24, 2024-25 etc..).

#### 9.09 Additional notes and comments on library or IKC facilities

## 10. Obligations reporting

**\* indicates a required field**

### Standards attainment

It is an obligation in the current Service level Agreements that council has management and operational practices which align with and are aimed at meeting or exceeding the [Queensland Public Library Standards and Guidelines](#).

The Standards and Guidelines are an important tool for the advancement and effective operation of public libraries in Queensland.

Please provide information below on AT LEAST ONE of the Standards that council sought to meet or exceed during the reporting period (1 July 2022 - 30 June 2023).

#### 10.01 Standard focus \*

- ☒ Standard for Operations
- ☐ Standard for Collections
- ☐ Standard for Facilities
- ☐ Standard for Usage

You must select one standard.

#### 10.02 Standards outcomes \*

A - Opening Hours are a total of 140 hours per week, averaging to 28 hours per week which is above the minimum recommendation.

B - Free public internet access with computers and wi-fi facilities are available to the community at all times in the five locations.

C - Staffing and Facilities: our library services offered to the public (visitors, tourists & locals)

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

are community orientated with staff engaging well with everyone. We believe in making everyone feel welcomed, wanting to re-visit our libraries.

D- Staffing and Facilities: our staff communicates well with each other; internal training is conducted on a needs basis which also allows us to share resources, knowledge and skill sets.

Must be at least 100 words.

Provide comments on the actions taken to meet or exceed the chosen standard and identify the outcomes achieved from these actions.

**You may also provide comments on any actions taken during the reporting period to meet or exceed one or more of the Guidelines, and describe the outcomes achieved (or any highlights so far for activities not yet completed).**

**Please add any comments if your council had difficulties meeting any of the Standards in the reporting period. Please include if any plans have been put in place or are in development to address the issues identified.**

Please describe any barriers or challenges identified by your council in meeting any of the Standards in the 2022-23 period.

## Provision of free library services

It is a requirement under the terms of the [Service Level Agreement for Public Library Services](#) that Council provide free access to public library services.

Please select from the list below to indicate which of the following services were provided **free of charge** during the reporting period. If any boxes remain unticked, please provide a comment at 10.04 below detailing if there was a charge for the service, or if the service wasn't provided by Council during the reporting period, and why.

### 10.03 Services \*

- ☒ Lending, reference and information services
- ☒ Access to the Online Public Access Catalogue from within each library branch
- ☒ Access to the library facilities and resources
- ☒ Assistance to use the library facilities and resources
- ☒ Online access to digital resources and library and information services
- ☐ Equitable access to services and resources, including customised programs for community members with special needs
- ☒ Access to programming that may promote knowledge, culture, language, social inclusion and diversity, preservation of materials, emerging technologies, and literacy to the community
- ☒ Reciprocal Borrowing of Library Resources provided by the Library Board across all Queensland public libraries and IKCs as requested
- ☒ Public internet access at all library facilities via library devices, and via wi-fi for customers using their own devices where wi-fi is made available

Services provided free of charge

### 10.04 Services comments \*

N/A

Provide any comments on service provision, including any of the above services that were not provided, or if there was a charge for any of the above services. Please enter N/A if all services were provided, and no charges were applied.

## Strategic Planning

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Strategic plans help to:

- strengthen the library services' position within council by providing formal recognition of library services and the contribution they make to the community
- provide an opportunity to showcase ways in which the library supports the achievement of council's broader goals and objectives
- provide a framework for the future.

Developing a library or IKC service strategic plan is a requirement of the Service Level Agreement between State Library and local governments.

**A copy of the current strategic plan and / or operational plan for the library or IKC service must be submitted to State Library with this Council Annual Report.**

If the library or IKC service does not have a standalone plan, but is included in Council's operational or strategic plan, please provide a copy of the relevant section of Council's plan where the library or IKC is mentioned.

**Where a council does not have a current plan, a timetable outlining the development and adoption of the plan must be provided.**

Information on how to create a strategic plan for your library or IKC service is available from the [Public Libraries Connect](#) website.

#### 10.05 Category of plan submitted \*

- ☒ Corporate Strategic Plan
- ☐ Corporate Operational Plan
- ☐ Library Service Strategic Plan
- ☐ Library Service Operational Plan
- ☐ No plan/s provided

No more than 1 choice may be selected.

Select the type of plan being submitted. If no plan is provided a timetable to complete must be provided.

#### 10.06 Planning notes

Provide any notes relevant to the planning documents provided.

#### 10.08 File upload \*

Filename: Strategic Plan 2023 - 2024.docx

File size: 503.0 kB

Please upload a copy of the nominated plan. Extracts of specific library service sections may be accepted. Please only submit files in the following formats: PDF, XLS, DOCX.

#### Timing of completion

Must be a date.

The date the plan will be completed

### Web and online presence

Please provide details of the library service's web presence and any social media links.

Minimum requirements include information on services, opening hours, membership, facilities, programs, events, online catalogue links and contact information.

#### 10.09 Maintain a library / IKC website or library pages on councils' website \*

- ☒ Yes

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

☐ No

Did a library website or library information on councils website provide access to or details on library or IKC services?

#### 10.10 Webpage update

Must be a date.

Date website or pages last updated. If No to 10.09, leave blank and provide information at 10.11.

#### 10.11 Web address \*

<https://www.barcaldinerc.qld.gov.au/>

Provide the web address / url. If NO was selected at 10.09, provide reasons for lack of web presence.

#### 10.12 Social media sites

facebook\barcaldineregionalcouncil

Provide a link to any public social media sites maintained by the library service e.g. Facebook, Twitter, YouTube, Instagram etc..

### Support acknowledgement

The Service Level Agreement requires that the Queensland Government logo and State Library of Queensland logo appear prominently in each library branch (minimum requirement) and on printed material, banners, electronic media, media releases, media alerts, and the library website, where appropriate: <http://plconnect.slq.qld.gov.au/manage/funding-and-grants/funding-acknowledgement>

#### 10.13a Did Council acknowledge the support of the State Government in the funding of its library in accordance with the Service Level Agreement? \*

☒ Yes

☐ No

Confirmation that Council publicly acknowledge State Government funding support of the library service?

#### 10.13b Please upload at least one photo providing evidence of acknowledgement signage within one of councils' library branches \*

Filename: Back Door Signage.jpg

File size: 1.5 MB

Filename: Front Door Signage.jpg

File size: 1.5 MB

A minimum of 1 file must be attached.

#### 10.14 Provide a list of all locations where physical signage is located, and describe documents and electronic media where acknowledgements appeared. \*

Signage as shown in the attachments has been supplied and applied in all five libraries. We also provide acknowledgement through our website and posters when promoting our programs.

#### 10.15 If No to 10.13, provide reasons and outline the actions Council will take to meet the obligation.

Provide information on why no acknowledgement is provided.



## Collaboration

**Work collaboratively with State Library for the advancement of public libraries.**

### 10.16 Collaborative activities

- ☒ Attended professional development sessions, webinars, forums or workshops conducted or hosted by State Library
- ☒ Hosted a regional Professional Development event delivered by State Library staff
- ☒ Promoted or participated in the Summer Reading Club
- ☐ Promoted or provided library services to Culturally and Linguistically Diverse (CALD) communities
- ☐ Promoted or provided library services to Aboriginal and Torres Strait Islander people
- ☐ Promoted or provided library services to people with a disability
- ☐ Responded to a survey or questionnaire issued by State Library
- ☐ Delivered library or community projects funded through a Grant provided by the Library Board
- ☐ Participated in the Queensland Local Studies Group, or the Young Peoples Libraries Group
- ☒ Promoted statewide collections and resources to library members and council staff (LOTE, Literacy, Ancestry, LinkedIn Learning, etc.)
- ☒ Submitted a blog post to one of State Library's current blogs
- ☐ Other

Select all activities that applied.

### 10.17 Other activities

If Other selected, provide details

## 11. Certification and Feedback

**\* indicates a required field**

### Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to <https://www.slq.qld.gov.au/privacy>

### Certification by the CEO (or delegated authority)

As the majority of information that council supplies through annual reporting is publicly available through the [Queensland Public Libraries Statistical Bulletin](#), the Library Board of Queensland requires that council's Chief Executive Officer (CEO) signs-off on the data before it is submitted.

The Certification can only be signed by the CEO (or a person with delegated authority due to the CEO's absence, such as extended leave by the CEO).

**We recommend that you download and / or print the PDF version of this report once all data has been entered, and provide this document to your CEO for review prior to them signing the Certification by the CEO.**

## Annual Reporting 2022-23

### Council Annual Report 2022-23 (Version 2 of 2)

#### Application No. AR2023-068 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:04PM AEST

Once your CEO has confirmed that the data in this annual report is correct, he/she must sign and date the *Certification by CEO* (or person with delegated authority). You must then attach a scan of the signed Certification form to this submission. The form specific to your council is available at the [Reporting requirements](#) webpage on Public Libraries Connect.

#### Certification by the CEO \*

---

Filename: Certification by CEO.pdf

File size: 197.7 kB

Files can be uploaded as PDF only. Please note that larger files may take several seconds to upload.

## Applicant Feedback

You are nearing the end of the submission process. Before you review your submission and click the **SUBMIT** button please take a few moments to provide some feedback.

#### Ease of Process \*

☐ Very easy ☐ Easy ☒ Neutral ☐ Difficult ☐ Very difficult

Please indicate how you found the online application process.

#### Feedback Comments

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

## First 5 Forever details

**\* indicates a required field**

### Name of council \*

Barcaldine Regional Council

Please enter the full name of your Council.

### Applicant ABN \*

36 154 302 599

#### Information from the Australian Business Register

ABN	36 154 302 599
Entity name	Barcaldine Regional Council
ABN status	Active
Entity type	Local Government Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed <a href="#">More information</a>
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	4725 QLD

Information retrieved at 4:03pm today

Must be an ABN.

### Nominated council contact name \*

Gay Gesch

Council's nominated contact for any questions relating to information submitted in this form

### Council contact phone

(07) 4651 1170

Must be an Australian phone number.

### Council contact primary Email \*

library@barc.qld.gov.au

Must be an email address.

### First 5 Forever Annual allocation 2023-2024 \*

\$3,836.00

Must be a dollar amount.

Please refer to the table of estimated allocations for 2023-24 published to the [Public Libraries Connect website](#)

### Additional financial support from council (if applicable)

\$

Must be a dollar amount.

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

#### Additional financial support from partners/sponsors (if applicable)

\$

Must be a dollar amount.

#### Estimated First 5 Forever Funding from 2022-23 that may remain unspent at 30 June 2023

\$

Must be a dollar amount.

Any funds that had not been spent by 30 June 2023, that council plans to carry over to the next financial year

#### TOTAL First 5 Forever Funding available (2023-2024)

\$3,836.00

This number/amount is calculated.

### Confirmation of council service type

To ensure the correct sections of this form are enabled please confirm your council details and then select the appropriate library service type.

#### Confirmation of Council details \*

Barcaldine Regional Council

Select your council from the list

## Summary of First 5 Forever Delivery Plan

**\* indicates a required field**

**Your council does not need to provide content in each category - they are there as prompts to focus your planning in particular areas.** Depending on the population and characteristics of your council, and the amount of First 5 Forever Funding your council receives, your library or IKC service may have First 5 Forever activities planned across one or two of the categories while larger councils may have activities in **all** the categories.

Please complete the following based on your actual plans for your First 5 Forever Funding.

If your council already has an internal plan that can be shared, please upload it here and enter only the staffing FTE detail in 2.1 and budget totals for relevant categories into the form below.

Otherwise, please provide State Library with your intended Forward Plan to deliver First 5 Forever for your council and indicate total allocated budget for each category of expenditure to demonstrate that all funding will be expended within the financial year and activities align with the funding guidelines.

Plans once submitted can be altered at any time as circumstances change or opportunities arise. Your council will be asked to submit a mid-year status report in February 2023 detailing the progress made in delivering on the Forward Plan submitted below, however if you have concerns about any of the planned activities or would like feedback on any proposed alterations, please contact the [Young People and Families](#) team at any point

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

to discuss. We are happy to provide examples or discuss ideas and will be guided by your knowledge of what works best for your families and First 5 Forever.

Provide a brief summary below of the following planned activities for First 5 Forever in 2022-2023. Please ensure all activities meet the [First 5 Forever Funding rules and guidelines 2022-26](#)

## Key dates/timelines

Please note, under the [2022-2026 Service Level Agreement](#) annual funding should be fully expended by 30 June of each financial year.

### **Provide an overview of key activities/ milestones planned to take place between 1 July - 31 December 2023 \***

Barcaldine will continue to work in conjunction with St Joseph's Catholic School and Barcaldine State School with their playgroup program. Support their endeavours in delivering the program and using these sessions as professional development.

Barcaldine will continue to support Alpha and their key partner - Jellybeans Childcare /Kindergarten. Muttaborra will recommence the sessions once a month. New staff have commenced in Aramac and with enthusiasm and great forte it is our intention to introduce a weekly session.

In September planning, ordering and purchasing of the resources.

EG: July - Marketing developed / September - launch of marketing campaign / Nov & Dec event delivery

### **Provide an overview of key activities/ milestones planned to take place between 1 January - 30 June 2024 \***

For the new school year commence planning and marketing in conjunction with the schools and kindergartens.

In February conduct a survey to parents in all five towns.

In March access and evaluate the surveys.

EG: January - Holiday program, February / March - evaluation, payment of suppliers, May / June - reporting

## Key Outputs

### **What are the key outputs you are hoping to achieve during 2023-24? \***

Maintain the relationships with St Joseph's Catholic School and the Barcaldine State School through the playgroup sessions and support them with our attendance and resources.

Maintain the relationship with Jellybeans Daycare/Kindergarten and support them with our attendance and resources. Recommence our sessions in Muttaborra and provide a weekly session in Aramac.

Continue to support our parents through the First 5 Forever program.

Encourage the families to use our facilities anytime, not just for First 5 Forever sessions, which potentially will increase our statistics.

(EG: Number of new partnerships developed, or Number of new families becoming library members, or % of high satisfaction within program evaluation)

## Potential Risks

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

**Requests to retain unspent funding of more than 10% of annual allocation or \$1000** (whichever amount is lowest) at the conclusion of each financial year, are to be submitted to State Library for **approval**.

**Briefly list any potential risks that may affect your council's delivery or acquittal of First 5 Forever for 2023-2024. Please include any strategies planned or in place to address these risks. \***

Our sessions and support would cease if COVID/Influenza outbreak occurred, and lockdowns or mandatory masks were enforced. We would then consider offering more programs with a very limited attendance.

Natural disasters - flooding or storm damage.

## Areas for delivery

**\* indicates a required field**

## Staffing

Please list all staffing positions to be funded by your annual First 5 Forever allocation in 2023-24 and provide the total budget amount.

If First 5 Forever funding is used to support part time and/or casual delivery hours provided by multiple staff in council, indicate "Multiple staff" in the Staff Positions column and provide a calculated **total** allocation in the Budget allocation column.

Description of staff positions	Budget allocation
If no staff are funded by First 5 Forever, write "no staff funded" in the text field and "0" in the budget field.	
no staff funded	\$0.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

**Please add any comments you may have about First 5 Forever staffing included above**

## Staffing Total

**Budget total for staff delivering First 5 Forever**

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

\$0.00

This number/amount is calculated.

## Physical Resources and Materials

Planned significant purchases of resources to support your local First 5 Forever programming in 2023-24. This can include but is not limited to:

- play based resources
- refresh of children's areas
- staff First 5 Forever shirts
- supplies for pop up or outreach kits

**Please indicate planned significant purchases of resources to support your local First 5 Forever programming in 2023-24.**

**\$ list any associated costs.**

For more eligible First 5 Forever items for purchase please see the list at: <a href="https://plconnect.slq.qld.gov.au/managing-my-library/funding-reporting/first-5-forever-funding-and-service-level-agreement">https://plconnect.slq.qld.gov.au/managing-my-library/funding-reporting/first-5-forever-funding-and-service-level-agreement</a>	
Barcaldine - Refresh the children's area - painting	\$1,396.50
Alpha - play based resources	\$146.50
Aramac - play based resources	\$146.50
Muttaburra - play based resources	\$146.50
	\$
	\$
	\$
	\$

**Please add any comments you may have about First 5 Forever physical resources and materials included above**

## Physical Resources and Materials Total

**Budget total physical resources and materials**

\$1,836.00

This number/amount is calculated.

## Standard Program Delivery

In this section include costs associated with delivery of all planned regular First 5 Forever sessions including:

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

- sessions held inside your library or IKC
- regular sessions hosted in the community (parks, shopping centres etc.)
- Online sessions both live and recorded.

**Do not include costs for staff resources already listed. Do not include costs for physical resources already allocated**

**For more information visit the [First 5 Forever Funding and Service Level Agreement webpage](#).**

**Please add in your planned regular First 5 Forever session delivery (weekly/monthly) in 2023-24 \$ list any associated costs.**

Eg venue hire, transport costs, materials, digital equipment for online delivery, .	
Barcaldine - weekly (Tuesday and Friday)	\$0.00
Alpha - weekly (every Tuesday)	\$0.00
Aramac - weekly (dayTBC)	\$0.00
Muttaburra - monthly (Friday)	\$0.00
	\$
	\$
	\$
	\$

**Please add any comments you may have about First 5 Forever standard program delivery included above**

### Standard Program Delivery Total

**Budget total standard program delivery**

\$0.00

This number/amount is calculated.

### Outreach Events

In this section please list any special events or one off outreach opportunities that you may have planned in 2023-24 and provide the allocated budget for each individual event. list any associated costs. For more information visit the [First 5 Forever Funding and Service Level Agreement webpage](#).

**Do not include costs for staff resources already listed. Do not include costs for physical resources already allocated**

**Please list any special events or one off outreach opportunities that you may have planned in 2023-24 and provide \$ list any associated costs.**



## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

#### the allocated budget for each individual event.

Eg venue hire, transport costs, materials, contractors.	
nil	\$0.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Please add any comments you may have about First 5 Forever outreach included above

### Outreach Event Total

#### Budget total: outreach events

\$0.00

This number/amount is calculated.

### Professional Development

Do not include costs for staff resources already listed

#### Please outline planned expenditure for First 5 Forever professional development

#### Attendance/registration/travel costs

	Must be a dollar amount.
Within the council budget	\$0.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

**Please add any comments you may have about First 5 Forever professional development included above**

## Professional Development Totals

### Total Professional Development Cost

\$0.00

This number/amount is calculated.

## Promotional or Advertising Campaigns

Please outline any planned expenditure on First 5 Forever promotion or marketing in 2023-24. This could include but is not limited to

- branded promotional materials
- print runs of posters, brochures or flyers
- temporary signage on buses, in shopping centres or similar

For more information visit the [First 5 Forever Funding and Service Level Agreement webpage](#).

**Outline any planned expenditure on First 5 Forever promotion or marketing in 2023-24**      **\$ list any associated costs**

Tear drop banners	\$2,000.00
	\$
	\$
	\$
	\$
	\$
	\$

**Please add any comments you may have about First 5 Forever promotional or advertising campaigns included above**

## Promotional or Advertising Campaigns Total

### Budget Total Promotional or Advertising Campaigns

\$2,000.00

This number/amount is calculated.

## Any additional activities or projects

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

Form Submitted 22 Sep 2023, 5:00PM AEST

Please outline any additional First 5 Forever activities planned to take place in 2023-24 that use First 5 Forever annual allocation that are not included in the categories above

Do not include any activities planned as part of a one-off First 5 Forever grant funded project.

**Outline any additional First 5 Forever activities planned that use First 5 Forever annual allocation**      **\$ list any associated costs**

nil	\$0.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

**Please add any comments you may have about other First 5 Forever activities or programs included above**

## Activity and Project Total

**Budget total Additional activities**

\$0.00

This number/amount is calculated.

## First 5 Forever budget for 2023-2024 TOTAL

**Total Overall First 5 Forever Cost in 2023-24**

\$3,836.00

This number/amount is calculated.

**Difference between Total Overall cost and Funding Available**

0

This field must equal \$0. If any discrepancy is noted here please review the information provided in the form above to ensure all 2023-24 annual funding has been allocated before submitting this form.

## Notes and file uploads

- Upload any existing plans or other relevant files.
- State Library may request more information from council about activities and expenditure outlined in this Forward Plan.

## First 5 Forever Forward Plan 2023-24

## First 5 Forever Forward Plan 2023-24

### Application No. F5F23-2483 From Barcaldine Regional Council

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- Further progress reporting and documentation on use of funding will be required by 28 February 2024 on a template to be supplied by State Library.
- Following submission State Library will confirm receipt and acceptance of councils First 5 Forever Forward Plan by email through the SmartyGrants system.

#### Upload files

*No files have been uploaded*

Please only submit files in the following formats: PDF, XLS, WORD. Please note that larger files may take several seconds to upload.

**Would you like to provide any additional comments?**

**BARCALTINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALTINE REGIONAL COUNCIL**  
**OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**Item Number:** 3.6.7  
**Subject Heading:** Project Progress  
Author and Title: Sara Milligan – Finance Officer  
Classification: (if confidential)

*Summary: Council has adopted a Capital Works Program for 2023-2024 financial year at its budget meeting in June 2023. At the meeting, Council also adopted a list of special operating projects for this financial year. This report is a progress summary of each project to the end of September 2023.*

**Officer's Recommendation: That Council receive the report.**

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**Background**

Attached is a report on the progress towards implementation of the 2023-2024 Capital Works and Operating Projects. Capital Projects from the 2023 financial year that are still to be completed have been carried forward and are reflected in this report.

September has seen further progress across the 2023 Carried Forward Capital Projects with the completion of the toilet upgrades at the Barcaldine Showground, Muttaborra Recreational Ground and the Alpha Gates. Additionally a number of plant items have been delivered and are progressing with the disposal of the replacements.

2024 Capital Projects which have been completed are the Barcaldine Good's Shed, which came in just over budget. The Barcaldine and Aramac Pool Cleaners have been ordered and are under budget.

LRCIP4 project allocations have been submitted. We should see 40% of this funding (\$815k) come in after the schedule has been approved. Final Reports for Phases 1 and 2 will see a final payment of around \$200k.

Please see report attached detailing actual cost updates for each project. Detailed updates are included in officer's reports.

As there are still projects to be identified as part of many programs, the capital projects list will expand out with these as they are confirmed.

**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.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Consultation (internal/external)**

- Executive Management Team
- District Managers
- Project Managers

**Policy Implications**

Nil

**Budget and Resource Implications**

Projects are itemised and budgeted accordingly

**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 risk/s identified.

**Asset Management Implications**

Capital Works Projects result in the asset constructed or purchase being added to Council's asset register. This then flows on to costs of ongoing maintenance and depreciation.

**Legal Implications**

Nil

# Attachment 1

Capital 2022/2023 Carried Forwards									
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance	
Communities	8	2	25%	\$ 1,383,000	\$ 575,877	\$ 86,601	\$ 662,478	\$ 720,522	
Services	27	11	41%	\$ 5,960,160	\$ 6,058,613	\$ 1,984,619	\$ 8,043,232	-\$ 2,083,072	
Transport	7	1	14%	\$ 2,650,000	\$ 2,057,160	\$ 701,666	\$ 2,758,826	-\$ 108,826	
Economy	4	1	25%	\$ 1,220,000	\$ 72,056	\$ 55,843	\$ 127,899	\$ 1,092,101	
Governance	2	0	0%	\$ 510,000	\$ -	\$ 18,889	\$ 18,889	\$ 491,111	
<b>Total</b>	<b>48</b>	<b>15</b>	<b>31%</b>	<b>\$ 11,723,160</b>	<b>\$ 8,763,706</b>	<b>\$ 2,847,618</b>	<b>\$ 11,611,324</b>	<b>\$ 111,836</b>	

<b>Goal 1 : Communities</b>			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	Job Cost
<b>Carry Forward Projects 2023</b>													
<b>Community Halls</b>													
	Chambers	Sound and Video Equipment	Barcaldine	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	Planning	1/09/2023	31/12/2023	Council	
<b>Swimming Pools</b>													
	Swimming Pool	Upgrade Pool	Barcaldine	\$ 500,000	\$ 139,289	\$ 81,318	\$ 279,393	28%	In Progress		30/06/2024	W4Q	0128-2060-0000
<b>Showground</b>													
	Barcaldine Showground Upgrades	Toilets and Grandstand	Barcaldine	\$ 250,000	\$ 237,329	\$ 5,283	\$ 7,388	95%	Complete		31/12/2023	LRCIP 3	0128-2020-0000
	Alpha Showgrounds Upgrades	Lights , Electricity and Sound	Alpha	\$ 160,000	\$ 3,391		\$ 156,609	2%	Procurement	1/05/2023	31/12/2023	LRCIP 3	0128-3020-0000
	Jericho Showground Upgrades	Mens Shed	Jericho	\$ 50,000	\$ 61,569		-\$ 11,569.19	123%	In Progress		30/09/2023	LRCIP 3	0128-3025-0000
	Aramac Showground Upgrades	Parking	Aramac	\$ 50,000	\$ 18,289	\$ -	\$ 31,711	37%	Waiting for end of tourist season	1/12/2023	31/01/2024	LRCIP 3	0128-1025-0000
	Muttaborra Rec ground Upgrades	Toilets	Muttaborra	\$ 73,000	\$ 116,010		-\$ 43,010	159%	Complete		30/09/2023	LRCIP 3	0128-1030-0000
<b>Emergency Services</b>													
	Priority Flood Cameras		Regional	\$ 200,000	\$ -	\$ -	\$ 200,000	0%	Planning	30/06/2023	31/12/2023	QRA/TMR/Council	
<b>GOAL 1: COMMUNITIES TOTAL</b>				\$ 1,383,000	\$ 575,877	\$ 86,601	\$ 720,522	42%					

	Project	Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
<b>Carry Forward Projects 2023</b>											
<b>Water</b>											
	Water Mains	Regional	\$ 250,000	\$ -	\$ -	\$ 250,000	0%	As required			Council
	Acacia Street Bore	Barcaldine	\$ 900,000	\$ 1,135,769	\$ 330,456	-\$ 566,226	126%	In progress	2022/2023	30/09/2023	LRCIP2 / Council
	Solar Panels Acacia St - Fencing	Barcaldine	\$ 25,000		\$ -	\$ 25,000	0%				Council
	SCADA and Telemetry System	Regional	\$ 800,000	\$ 956,083	\$ 1,514	-\$ 157,597	120%	In progress			Loan
<b>Sewerage</b>											
	Sewerage Treatment Plant - Stage 1 - Waste Water Treatment (update name	Barcaldine	\$ 910,000	\$ 1,202,951	\$ 173,698	-\$ 466,648	132%	In progress			W4Q-Covid \$600,000
	Sewerage Treatment Plant - Trickling	Barcaldine	\$ 785,000	\$ 1,216,885	\$ 163,975	-\$ 595,860	155%	In progress			LGGSP \$622,000
<b>Waste Management</b>											
	Landfill Site Rehabilitation	Aramac	\$ 100,000	\$ 100,522		-\$ 522	101%	In progress	18.09.2023	30/09/2023	Council
	SCADA and Telemetry System	Regional	\$ 400,000	\$ 464,443	\$ -	-\$ 64,443	0%	In progress		30/06/2023	Loan
<b>Plant and Workshops</b>											
	Plant Replacement 2022/2023 Program	Regional	\$ 1,790,160	\$ 981,959	\$ 1,314,976	-\$ 506,775	0%	Planning Phase	1/07/2022	31/12/2023	
<b>GOAL 2: SERVICES</b>			\$ 5,960,160	\$ 6,058,613	\$ 1,984,619	-\$ 2,083,072	102%				



Barcaldine Regional Council -- Capital Works Projects - Plant 2023									
						Completed within the Budget			
						Overspent within reasonable budget limits			
						Overspent by more than 10% of budget			
Project - Carried Forward	Description	Location	Budget	Actual Spent	Commitments	Trade/ Sale Income	Net Cost	Variance	Status
Tipper Truck	New	Aramac	\$ 190,000	\$ 234,452	\$ -	\$ -	\$ 234,452	-\$ 44,452	Sale Pending
Cockerell Spreader	New	Aramac	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	Not proceeding
Komatsu Excavator PC 200LC-8	2308	Alpha	\$ 250,000	\$ -	\$ 310,975	\$ -	\$ -	\$ 250,000	Complete
Mini Excavator	New	Regional	\$ 72,160		\$ 72,160	\$ -	\$ -	\$ 72,160	Complete
Wacka Dingo	New	Muttaburra	\$ 60,000	\$ -	\$ 71,205	\$ -	\$ -	\$ 60,000	Complete
Cat Loader 938K	2209	Barcaldine	\$ 245,000	\$ 516,613	\$ -	\$ -	\$ 516,613	-\$ 271,613	Sale Pending
Kubota Zero Turn Mower	4107	Aramac	\$ 60,000		\$ 59,753	\$ -	\$ -	\$ 60,000	Complete
Kubota Zero Turn Mower	4108	Alpha	\$ 100,000		\$ 154,867	\$ -	\$ -	\$ 100,000	Complete
UD GW26470 Tipper Truck	5234	Barcaldine	\$ 220,000	\$ -	\$ 249,857	\$ -	\$ -	\$ 220,000	Ordered
UD GW26470 H18L Truck T/Body	5335	Alpha	\$ 220,000	\$ -	\$ 248,448	\$ -	\$ -	\$ 220,000	Ordered
Water Tank	New	Aramac	\$ 60,000	\$ 66,983		\$ -	\$ 66,983	-\$ 6,983	Complete
Water Tank 12800L	5227	Barcaldine	\$ 60,000	\$ -	\$ 60,893	\$ -	\$ -	\$ 60,000	Ordered
Skid Steer Trailer	New	Barcaldine	\$ 30,000		\$ 44,960	\$ -	\$ -	\$ 30,000	Complete
Toyota Prado GX Wagon	6148	Aramac	-\$ 32,000	\$ -	\$ -	\$ 18,864	-\$ 18,864	-\$ 13,136	Complete
Aramac CHSP SUV	New	Aramac	\$ 45,000	\$ 54,038	\$ -	\$ -	\$ 54,038	-\$ 9,038	Complete
Barcaldine CHSP SUV	New	Barcaldine	\$ 45,000	\$ 54,115	\$ -	\$ -	\$ 54,115	-\$ 9,115	Complete
Ice Machine		Aramac	\$ -	\$ 5,372			\$ 5,372	-\$ 5,372	Complete
Cockerell Spreader	New	Barcaldine	\$ 50,000	\$ -	\$ 41,858	\$ -	\$ -	\$ 50,000	Ordered
Mayoral Vehicle Replacement	New	Barcaldine	\$ 65,000	\$ 69,249	\$ -	\$ -	\$ 69,249	-\$ 4,249	Sale Pending
<b>Totals</b>			<b>\$ 1,790,160</b>	<b>\$ 1,000,823</b>	<b>\$ 1,314,976</b>	<b>\$ 18,864</b>	<b>\$ 981,959</b>	<b>\$ 808,201</b>	

	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
<b>Carry Forward Projects 2023</b>												
	Aramac-Jericho Road	2.6km Seal	Aramac	\$ 900,000	\$ 852,198	\$ 205,087	-\$ 157,285	95%	Awaiting Final Seal		31/10/2023	LRCIP 3
	Beech Street (Acacia to Boree)	Kerb and channel	Barcaldine	\$ 400,000	\$ 364,177	\$ 111,743	-\$ 75,920	91%	Completed		31/08/2023	TIDS/R2R
	Stagmount Road	Floodway upgrade	Aramac	\$ 100,000	\$ 4,934	\$ -	\$ 95,066	5%	Will be part of Floodways			R2R
	Rural Addressing Signage	Properties Road Signage	Regional	\$ 100,000	\$ 92,065	\$ -	\$ 7,935	92%	progressing		20/12/2023	LRCIP 3
	Narbethong Road	Bitumen and seal	Barcaldine	\$ 400,000	\$ 227,307	\$ 231,437	-\$ 58,744	57%	Awaiting Final Seal		30/09/2023	LRCIP 3
	Craven Road	Pave and Seal	Alpha	\$ 650,000	\$ 516,480	\$ 153,398	-\$ 19,878	79%	Awaiting Final Seal		30/11/2023	R2R
	Box street (Ash to Elm)	Kerb and channel	Barcaldine	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	Planning	1/02/2024	30/04/2024	R2R
<b>GOAL 3: TRANSPORT - TOTAL</b>				<b>\$ 2,650,000</b>	<b>\$ 2,057,160</b>	<b>\$ 701,666</b>	<b>-\$ 108,826</b>	<b>78%</b>				

	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Completion	Expected Completion	Funding Source
Carry Forward Projects 2023												
Agriculture												
	Dip Yards	Upgrades	Alpha	\$ 50,000	\$ -	\$ 32,294	\$ 17,706	0%	In Progress	1/04/2023	31/08/2023	Council
Economic												
	Barcaldine Renewable E Zone	Contribution	Regional	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	0%	Procurement			Council
Tourism												
	Alpha Gates	Entrance Gate	Alpha	\$ 70,000	\$ 72,056	\$ 23,549	-\$ 25,605	103%	Complete	01-03-203	30/09/2023	W4Q 22-24
	Public Rest Area	Sculpture Trail	Regional	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	Procurment			LRCIP 3
GOAL 4: ECONOMY - TOTAL				\$ 1,220,000	\$ 72,056	\$ 55,843	\$ 1,092,101	6%				

	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Completion	Expected Completion	Funding Source
Carry Forward Projects 2023												
	Admin Office Upgrades	Renovation	Barcaldine	\$ 350,000	\$ -	\$ 18,889	\$ 331,111	0%	Design Phase			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	\$ -	\$ 18,889	\$ 491,111	0%				

Capital projects 2023/2024										
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance		
Communities	17	3	18%	\$ 929,500	\$ 70,721	\$ 110,729	\$ 181,450	\$ 748,050		
Services	26	1	4%	\$ 3,263,800	\$ 90,095	\$ 15,294	\$ 105,389	\$ 3,158,411		
Transport	13	0	0%	\$ 3,315,000	\$ 64,240	\$ 78,885	\$ 143,124	\$ 3,171,876		
Economy	0	0	0%	\$ -	\$ -	\$ -	\$ -	\$ -		
Governance	2	0	0%	\$ 328,000	\$ -	\$ -	\$ -	\$ 328,000		
Total	58	4	7%	\$ 7,836,300	\$ 225,056	\$ 204,908	\$ 429,964	\$ 7,406,336		

Capital Projects	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
<b>Community Buildings Program</b>			\$ 749,500	\$ 57,492	\$ 44,825	\$ 697,182	8%				
	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%	Planning	1/09/2023	31/12/2023	
	Aramac Town Hall Bathroom	Aramac	\$ 50,000			\$ 50,000	0%	Commenced planning	30/04/2024		
	Barcaldine Goods Shed Refurb/Upgrade	Barcaldine	\$ 39,500	\$ 57,492	\$ 4,545	-\$ 22,538	146%	Complete	1/07/2023	31/08/2023	Contribution of \$15k
	Barcaldine Pool BBQ & Tables	Barcaldine	\$ 10,000			\$ 10,000	0%	Procurement			
	Barcaldine Pool Canteen Renewal	Barcaldine	\$ 10,000			\$ 10,000	0%	Procurement			
	Barcaldine Showgrounds Fence	Barcaldine	\$ 20,000			\$ 20,000	0%	Planning			
	Jericho Showgrounds Facilities Renewal	Jericho	\$ 30,000			\$ 30,000	0%	Planning	1/09/2023	30/11/2023	
	Anzac Memorial Enhancement Program	Regional	\$ 50,000.00			\$ 50,000	0%	Program Allocation	1/07/2023	29/02/2024	
<b>Cemetery Fencing Program</b>			\$ 50,000.00			\$ 50,000	0%				
	Alpha Cemetery Fence	Alpha	\$ 44,308.00		\$ 40,280	\$ 4,028	0%	Awarded	1/07/2023	31/12/2023	
	RSL Memorial at Cemetery	Barcaldine	\$ 5,692.00			\$ 5,692	0%	Planning	1/07/2023	31/12/2023	
<b>Community Equipment Replacement Program</b>			\$ 130,000	\$ 13,229	\$ 65,903	\$ 50,867	10%				
	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	0%	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		\$ 15,678	\$ 6,322	0%	Ordered	1/08/2023	31/12/2023	
	TV Equipment Replacement	Regional	\$ 70,000		\$ 42,900	\$ 27,100	0%	In progress	1/09/2023	31/12/2023	
	Aramac Camping Grounds Caravan Sites	Aramac	\$ 50,000			\$ 50,000	0%	Waiting for tourist season to finish	29/02/2024	30/03/2024	
<b>GOAL 1: COMMUNITIES TOTAL</b>			\$ 929,500	\$ 70,721	\$ 110,729	\$ 798,050	8%				

Capital Projects		Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Comp	Funding Source
<b>Water</b>											
	Generator - Alpha WTP	Alpha	\$ 60,000			\$ 60,000	0%	Planning	1/09/2023	31/12/2023	
	Jericho WTP Renewal	Jericho	\$ 30,000			\$ 30,000	0%		1/01/2024	31/03/2024	
<b>Sewerage</b>											
	Sewerage Manholes Relining	Regional	\$ 96,000			\$ 96,000	0%	Procurement with RAPADWSA		31/03/2024	
	Sewerage Mains	Regional	\$ 150,000			\$ 150,000	0%	Procurement with RAPADWSA		31/12/2023	
<b>Plant and Workshops</b>											
	Plant Replacement Program	Regional	\$ 2,820,000	\$ -		\$ 2,820,000	0%	Planning	1/07/2023	30/06/2024	
	Workshop 75T Press	Regional	\$ 17,800		\$ 15,294	\$ 2,506	0%	In Transit	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%	Ordered	1/07/2023	30/09/2023	
<b>Waste Management</b>											
<b>GOAL 2: SERVICES</b>			\$ 3,263,800	\$ 90,095	\$ 15,294	\$ 3,158,411	3%				

Capital Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Com	Funding Source
Rural Road and Town Streets												
	Cattle Crossloading Facility		Alpha	\$ 100,000			\$ 100,000	0%	Awaiting Funding Approval	1/10/2023	31/03/2024	LRCIP 4
	Craven Road Sealing		Alpha	\$ 100,000			\$ 100,000	0%	In Progress		30/11/2023	TIDS
	School Pickup Upgrade		Barcaldine	\$ 65,000		\$ 6,550	\$ 58,450	0%	Planning	1/09/2023	10/10/2023	State Gov (TIDS)
Regional Floodway Upgrade Program												
	Tumbar Road - Sunday Creek		Jericho	\$ 60,000			\$ 60,000	0%	Awaiting Funding Approval	1/11/2023	28/02/2024	LRCIP 4
	Stagmount Road Floodways x2		Muttaburra	\$ 200,000			\$ 200,000	0%	Planning	1/11/2023	28/02/2024	R2R
	Gravel crossings - various		Muttaburra	\$ 40,000			\$ 40,000	0%	Awaiting Funding Approval	1/11/2023	28/02/2024	LRCIP 4
Sealing Rural Roads Program			Regional									
	Star Downs Road Sealing		Alpha	\$ 800,000			\$ 800,000	0%	Awaiting Funding Approval	1/01/2024	30/06/2024	LRCIP 4
	Town Streets Reseal Program		Regional	\$ 1,200,000	\$ 16,240	\$ 72,335	\$ 1,111,426	1%	Procurement			R2R
Town Streets Upgrade and Renewals												
	Box Street K & C		Barcaldine	\$ 100,000			\$ 100,000	0%	Planning			TIDS
	Willow Street K & C		Barcaldine	\$ 350,000			\$ 350,000	0%	Planning			R2R
	Gordon Street Rehabilitation		Aramac	\$ 200,000			\$ 200,000	0%	Planning			R2R
Pathways												
	Booker Street		Aramac	\$ 100,000			\$ 100,000	0%	Awaiting Funding Approval	1/01/2024	30/04/2024	LRCIP 4
	Porter Street	Concrete Footpath	Aramac	\$ -	\$ 48,000		-\$ 48,000	0%	Complete	1/09/2023	30/09/2023	
GOAL 3: TRANSPORT - TOTAL				\$ 3,315,000	\$ 64,240	\$ 78,885	\$ 3,171,876	2%				
Capital Projects												
Council Housing												
	Housing Renewal Program		Regional	\$ 250,000			\$ 250,000		Planning	1/07/2023	30/06/2024	
	IT Equipment Replacement Program		Corporate	\$ 78,000	\$ 57,910		\$ 20,090		In Progress	1/07/2023	31/12/2023	
GOAL 5: GOVERNANCE - TOTAL				\$ 328,000	\$ 57,910		\$ 270,090	18%				

Operational Projects 2023/2024									
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance	
Communities	6	0		\$ 555,500	\$ 37,570	\$ -	\$ 37,570	\$ 517,930	
Services	6	0		\$ 665,000	\$ -	\$ -	\$ -	\$ 665,000	
Transport	6	0		\$ 2,427,484	\$ 1,738,676	\$ 838,385	\$ 2,577,062	-\$ 149,578	
Economy	1	0		\$ 22,000	\$ -	\$ -	\$ -	\$ 22,000	
Governance	8	0		\$ 828,750	\$ 59,650	\$ -	\$ 59,650	\$ 769,100	
<b>Total</b>	<b>27</b>	<b>0</b>		<b>\$ 4,498,734</b>	<b>\$ 1,835,896</b>	<b>\$ 838,385</b>	<b>\$ 2,674,282</b>	<b>\$ 1,824,452</b>	

Special Operating Projects	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
<b>Community Support</b>											
	School Awards Night	Regional	\$ 1,500	\$ 591		\$ 909	39%	In Progress	1/10/2023	31/12/2023	
<b>Parks Gardens and Open Spaces</b>											
	Jericho Sprinkler System Repairs	Jericho	\$ 10,000			\$ 10,000	0%	Procurement	1/08/2023	31/10/2023	
<b>Sports and Recreation</b>											
	Barcaldine Rec Park Drainage	Barcaldine	\$ 20,000			\$ 20,000	0%	Planning			
	Masterplan of Showgrounds and Rec Park	Barcaldine	\$ 80,000	\$ 36,979		\$ 43,021	46%	In Progress	1/07/2023	30/11/2023	
<b>Showgrounds</b>											
	Alpha Showgrounds Maintenance	Alpha	\$ 30,000			\$ 30,000	0%	Procurment	1/07/2023	31/12/2023	
<b>Distaster Management</b>											
	Flood Study and Action Plan	Aramac, Alpha and Jericho	Regional	\$ 414,000		\$ 414,000	0%	Procurement	1/09/2023	30/06/2023	
<b>GOAL 1: COMMUNITIES TOTAL</b>			\$ 555,500	\$ 37,570	\$ -	\$ 517,930	7%				

Special Operating Projects		Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
<b>Water</b>											
	Jericho WTP Maintenance Works	Jericho	\$ 250,000			\$ 250,000	0%	Planning	1/08/2023	31/03/2024	
	Air Scouring of Water Mains	Regional	\$ 100,000			\$ 100,000	0%	Procurement with RAPADWSA	1/08/2023	31/12/2023	
	Water Reservoir Cleanout	Regional	\$ 60,000			\$ 60,000	0%	Procurement with RAPADWSA	1/08/2023	31/12/2023	
<b>Sewerage</b>											
	Aramac STP Design	Aramac	\$ 95,000			\$ 95,000	0%	Procurement	1/07/2023	31/08/2023	
	Imhoff Tap Replacement	Aramac	\$ 30,000			\$ 30,000	0%	Procurement	1/07/2023	31/08/2023	
	Pump Well Vac and Clean	Aramac	\$ 10,000			\$ 10,000	0%	Not Commenced	1/01/2024	30/06/2024	
<b>Plant and Workshops</b>											
	Fuel Monitoring System	Regional	\$ 120,000			\$ 120,000	0%	Procurement	1/07/2023	31/08/2023	
<b>GOAL 2: SERVICES</b>			\$ 665,000	\$ -	\$ -	\$ 665,000	0%				

Special Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
<b>Flood Damage</b>												
	Flood Damage - Alpha, Jericho Area	Alpha	\$ 250,000	\$ 56,451	\$ 81,818	\$ 111,731	23%	Procurement		1/07/2023	30/06/2025	QRA
	Flood Damage - Aramac Muttaborra Area	Aramac	\$ 1,000,000			\$ 1,000,000	0%	Awaiting Funding Approval				QRA
	Flood Damage - Barcaldine Area	Barcaldine	\$ 44,993		\$ 36,364	\$ 8,629	0%	Procurement		1/07/2023	30/06/2025	QRA
	Flood Damage - Aramac-Jericho Road	Jericho	\$ 703,500	\$ 1,635,772	\$ 718,944	\$ 1,651,216	233%	Commenced		1/07/2023	30/06/2025	QRA
	Flood Damage - Texas Road	Jericho	\$ 428,991	\$ 46,454	\$ 1,260	\$ 381,277	11%	Commenced		1/07/2023	30/06/2025	QRA
	Flood Damage - Beech Street	Barcaldine	\$ -			\$ -		Funding Approved		1/02/2024		QRA
<b>RMPC Works</b>												
<b>GOAL 3: TRANSPORT - TOTAL</b>			\$ 2,427,484	\$ 1,738,676	\$ 838,385	-\$ 149,578	72%					

Operating Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Completion	Expected Completion	Funding Source
	ATM - Jericho Post Office	Jericho	\$ 22,000			\$ 22,000			Commenced	1/06/2023	30/11/2023	
<b>GOAL 4: ECONOMY - TOTAL</b>			\$ 22,000	\$ -	\$ -	\$ 22,000	0%					

Special Operating Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Completion	Expected Completion	Funding Source
Administration												
	New Enterprise System	Corp/Financial Services	Corporate	\$ 400,000			\$ 400,000		Procurement	1/07/2023	30/04/2023	
	Apprentice and Trainees	HR	Corporate	\$ 50,000			\$ 50,000		Planning	1/10/2023	30/06/2024	
	Training and Development Program	HR	Corporate	\$ 40,000			\$ 40,000		Planning	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	\$ 59,650		\$ 70,350		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			\$ 8,750		Planning	1/09/2023	31/12/2023	



**BARCOLDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCOLDINE REGIONAL COUNCIL  
OFFICER REPORTS**

Council Meeting Date: 31 October 2023  
**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 her Information Report for September 2023.*

**Officer's Recommendation: That Council receive the report.**

CATEGORY	ACTIVITY
<b>Events</b>	
Get Gardening Competition	Competition opened in July and closed on 29 September 2023 with 33 entries received across the region, an increase of 33% on the previous year. It was noted that Muttaborra, where the competition was held last year, maintained their entry numbers and Alpha (where the Expo was held this year), increased their entries considerably. Interstate, multi-award winning judge; Estelle Cornell from Allora Gardens, Darwin had been selected to judge the competition, host workshops and provide insights to the entrants. She arrived on Tuesday 10 October 2023 to a wine and cheese reception at The Globe so local gardeners could meet her and chat informally ahead of the competition. Estelle was accompanied by her employee and gardening guru, Gayan Senerviratne, whom she bought here at her own expense, to give him the experience but also to add to and assist in the workshops.
Public Forum in Muttaborra	Attended the public forum for the formalisation of the Muttaborrasaurus Langdoni as the fossil emblem of Qld.
Festival of Small Halls	Sixty-seven people attended this event. Jericho Tourism are to be commended for their beautiful presentation of the hall and the catering provided on the night. Festival of Small Halls comments gave their feedback which was that it was wonderful, a broad range of audience members from families to retirees. They were quiet and reserved but enjoyed the show. The team noted that some folks left at interval, likely due to being a Sunday night. Kerry did a wonderful Welcome to Country. Will and Nelly were a lovely support act, a little nervous but great on stage. On production, the load in was easy and

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

	stage was a great size, plenty of power and sound was good. They noted that Sunday night was challenging and will try for a Friday or Saturday night next time, but it really always depends on who comes on tour.
Alpha Gates, History Sign, Cow and Bull Sculpture	Attended official opening of the gates, history sign and cow and bull sculpture in Settlers Park and cutting of the ribbons and cake by Councillors Tom Gleeson and Beccy Plumb. Chief Executive Officer (CEO) and Alpha Tourism group also attended. Date chosen to coincide with Expo.
Get Gardening Expo	Expo was promoted on television, to media contacts and on Facebook. Great turn out with approximately 150 people attending. Alpha Tourism did an exceptional job combining the Spring Markets with the Get Gardening program of gardening talks and presentations. Fantastic to see 60 + Better bus from Barcaldine plus other out of town visitors. Get Gardening speakers had a full room for all three talks, also providing everyone with sample bags. Winners, runners-up and highly commended were all published on Facebook and the website. As a side note, The Get Gardening Expo date clashed with The Voice referendum, this may have impacted on some attendance numbers.
Dirty Fame Flash Candles Club	This show was well attended with 54 people on Sunday 15 October 2023. Crowd seemed happy when they left the show. Performers were very professional and engaging. Would definitely book again (through Western Standards).
60 + Better	'Walk with Me' was conducted on Tuesday 24 October 2023 in Barcaldine to allow the older community to point out the areas of concern at ground level. A very strong turnout with Councillors Rogers and Arthur, CEO and Barcaldine District Manager walking the walk and hearing the concerns. Many issues now to be raised through the proper channels with The Department of Transport and Main Roads and our Director of Works. A successful morning followed by a community cup of tea at The Willows.
Citizenship Ceremony	Contacted the Lima family in Aramac who have three family members receiving their citizenship and two younger members automatically receiving their status due to being children. Organised all details for the citizenship ceremony on Tuesday 31 October 2023. Father Kingsley has also been invited to attend.
<b>Work in Progress</b>	
Website	Wire frame has now been agreed on and the next stage of design will be uploading all content by December. This includes photos of the executive team to be taken on 31 October 2023.

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

Small Business Roadshow	A business information roadshow discussing grants, programs and other support for local, small and medium sized businesses is scheduled for 4pm-6pm on Monday 13 November 2023. Topics include workforce planning and solutions including recent changes to casual labour laws, digital marketing and social media – delivered by Department of Youth Justice, Employment, Small Business and Training.
Australia Day 2024	Nominations for Australia Day 2024 Awards are now open and close on Wednesday 6 December 2023. Weekly Facebook posts are scheduled on all categories to encourage nominations. Expressions of interest have been called for any groups or organisations wishing to host Australia Day events, this closed on Wednesday 25 October 2023.
Women for Election	A one-day free training workshop is available to equip women thinking of running a political campaign, with tools and resources. To be held on Monday 27 November 2023 at The Globe.
Corporate Rowing	First Council team (of women) had a try at a rowing session at the Rec Park on Sunday 22 October 2023. Trying to form a team of five to row against other Council teams and corporates in an event in 2024.
Councillors Christmas	Invitations for Councillors Christmas function at Barcaldine Golf Club on Friday 10 November 2023. Invited were our government agencies and businesses that we deal with during the year.
Christmas Lights	Regional Christmas Lights competition has been confirmed, being organised through the Aramac office by Amber.
Barcaldine Decorations	Held staff discussions regarding Christmas decorations down the main street of Barcaldine to create Christmas spirit. Decorations and lights ordered, hoping to install by 19 November 2023.
Christmas Promotion	Meetings with retailers to organise a Christmas competition to stimulate local retail activity in Barcaldine shops. Currently working with retailers on a location for Santa on Saturdays in December, provide Christmas wrapping by clubs and to use the same area to provide activity for children ahead of Christmas.
<b>Tourism</b>	
2024 Brochures	All brochures and publications for 2024 have been reviewed and liaison with all District Managers for numbers on hand and needed. An initial regional tourism meeting was held on 14 October 2023 to discuss refreshing covers, hero photos and additions for 2024. A second regional tourism meeting is set for Thursday 23 November 2023 in Barcaldine, involving CEO, all District Managers and staff who promote tourism. Contact has been made with Itsabec who have produced Council brochures

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

	in the past to have content ready for that meeting. There was discussion about new hero shots possibly coming from a photographic competition to see if we can capture different and more engaging photos.
Facebook	Tourism Facebook page has been discussed at the regional tourism meeting with a view that a staff member possibly from Alpha collates tourism posts so that Council Facebook is less about events and more corporate. All towns to provide regular content so that the Barcaldine Regional Facebook page can grow in 2024 and be directed to travellers and tourists to successfully promote what we have out here.
<b>Media</b>	
Dirt Action	Following visit by journalist Grant for editorial on Barcy Red, a half page advertisement has been booked in the same edition (January 2024) plus Facebook and Instagram posts.
Qld Legacy	An advertisement has been placed in the Qld Policy Legacy Child Safety Handbook for \$300, as a sponsorship to provide a message of support.
Action Graphics	Met with John who was passing through Barcaldine and discussed layout and changes for next year's Matilda Country – to include a possible perforated pull out of the sculpture trail.
ABC Drive Time	Requesting interview with Mayor Dillon about the public forum on the Muttaborrasaurus and paleo tourism opportunities.
<b>Social Media</b>	
Facebook	Reach increased 5.9% in the past month, primarily due to big spike after the Get Gardening Competition winners were announced.
Instagram	Reach has decreased due to focus on Facebook but intending to push through in October with Christmas activity and photographic competition for tourism brochures.
Linkedin	Currently has 197 followers, mainly people interested in accounting, engineering and similar careers. Focus on stimulating this in November with a weekly post from Human Resources.
<b>Regional Arts Development Fund (RADF) program</b>	
2023-24 RADF Program and Budget	Council's 2023-24 RADF Program and Budget Form was submitted. Arts Queensland has reviewed and confirmed endorsement of Barcaldine Regional Council's 2023-24 RADF Program. An invoice for the amount of \$26,250 raised and forwarded to Arts Queensland for payment.

**BARCALDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

RADF Application	There was one RADF application received in September from Queensland Country Women’s Association (Barcaldine Branch) for a Quirky Garden Art workshop for the amount of \$1,519.								
Council Relations									
Meetings	<ul style="list-style-type: none"><li>• Barcaldine Irrigation and Garden Centre re: Wine and Cheese Evening on 22 September 2023</li><li>• David Counsell re: proposed Corporate Rowing Event on 22 September 2023</li><li>• Alpha Tourism re: Get Gardening Expo run down on 26 September 2023</li><li>• Jericho Tourism re: Festival of Small Halls on 26 September 2023</li><li>• 60 + Better re: Get Gardening entry and coming to the Expo on 27 September 2023</li><li>• Council staff breakfast at Depot on 28 September 2023</li><li>• Over 30 meetings with the various Get Gardening Entrants whilst assisting the judge over the three days of 11<sup>th</sup>,12<sup>th</sup> and 13<sup>th</sup> October in Alpha, Aramac, Jericho, Barcaldine and Muttaborra</li><li>• Rhys Peacock re: the Tree of Knowledge Festival and Australia Day activities</li><li>• Australian Heritage Centre re: Christmas activity on 24 October 2023</li><li>• Shakespeare Hotel and tenants on 24 October 2023 re: Christmas activity.</li></ul>								
Phone Discussions	Rhys Peacock re: Tree of Knowledge advertisement in next year’s Outback magazine. He advised they were too expensive and that they are placing an advertisement in Seniors Magazine and Caravanning Australia as more readership.								
Why Leave Town Gift Cards Updated	<p>September loads were 14 cards, accounted for in the September report.</p> <p>October to date accounts for 43 cards loaded for Get Gardening Competition prize winners.</p> <table><tr><td>Total cards loaded</td><td>Total load value</td><td>Total redemptions</td><td>Total unredeemed funds</td></tr><tr><td>391</td><td>\$38,200</td><td>374</td><td>\$14,467</td></tr></table> <p>There is a separate report recommending trialling the digital package for six months at a cost of \$1,100.</p>	Total cards loaded	Total load value	Total redemptions	Total unredeemed funds	391	\$38,200	374	\$14,467
Total cards loaded	Total load value	Total redemptions	Total unredeemed funds						
391	\$38,200	374	\$14,467						

**BARCADDINE REGIONAL COUNCIL**  
**AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**Link to Corporate Plan**

Theme 1: Community

**Consultation (internal/external)**

As noted above

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Management Implications**

Low risk – report of activities only

**Asset Management Implications**

Nil

**Legal Implications**

Nil

**BARCALDINE REGIONAL COUNCIL  
AGENDA FOR GENERAL MEETING 31 OCTOBER 2023**

**BARCALDINE REGIONAL COUNCIL  
OFFICER REPORT**

Council Meeting Date: 31 October 2023  
**Item Number:** 4.1  
**Subject Heading:** Questions on notice – Responses from September 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.**

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**Background**

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

**Link to Corporate Plan**

Theme 1: Community

**Consultation (internal/external)**

- Chief Executive Officer
- District Managers

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Implications**

Nil identified

**Asset Management Implications**

Nil

**Legal Implications**

Nil

## Questions on Notice

### Council meeting – September 2023

Councillor	Topic	Response
Dillon	Artesian Hotel update.	There is an unconditional contract with settlement scheduled for 26 or 27 October.
Rogers	Long grass near Bauhinia Street: fire breaks.	Have spoken with controller of local fire service and with suitable breaks when weather conditions are right, a controlled burn could be completed if this was an option that Council wanted to take. Consultation would need to be undertaken. Fire breaks around the land would be beneficial.
Rogers	Botanical Garden Walk (two kilometres south of Common).	To visit site to determine what can be done. This walk is on the stock route and was developed by members of Grey Nomad Program some years ago.
Rogers	Cats: damage to native animals – consider curfew.	This is very difficult to control as there is no requirement to register cats. There are also numerous feral cats at the dump which wander around many areas.
Plumb	Clean-up week/kerbside collection as part of Get Ready Qld in October.	Clean up week has been held in November historically. District Managers work with Senior Works Supervisors to organise. Have emailed Director of Works to schedule a meeting to discuss, to be followed up.
Arthur	Meeting videos on website (none since February, check YouTube also).	Error in uploading has been identified and fixed, all videos have now been uploaded to website and YouTube.
Arthur	Update website with new Executive/staff.	Community Engagement Coordinator has sought quotes for new photos of the Executive team, hoping to be completed within two weeks.
Hansen	Revisit closure of Showground over festive season.	Camping at showground is closed for December and January only, which is typically a very quiet period. Camping in relation to events being held there is still permitted during this closure.
Gleeson	Alice River on Jericho Road rubbish removal.	Staff are currently working in this area and will remove rubbish and bins/drums.
Peoples	Further information on August request re: Harry Redford Drive: resolution for support – financial and in-kind, including balance of trust fund.	Nil information received.