



GENERAL MEETING AGENDA

NOTICE OF MEETING

Tuesday 12 December 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 (Observer), Tiarne Otto (Minute Secretary)

Deputations

Please find attached the agenda for the General Meeting to be held on Tuesday 12 December 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 12 DECEMBER 2023

BARCADDINE REGIONAL COUNCIL

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

Our Mission – To provide excellence for the community.

Prayer

Almighty God

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

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

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

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

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

Amen

Condolences

Mr Gordon Frost of Barcaldine.

Apologies

Acknowledgment of Traditional Owners

Declarations of Prescribed Conflicts of Interest

Declarations of Declarable Conflicts of Interest

BARCALDINE REGIONAL COUNCIL
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AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 2023
Item Number: 3.2.1
Subject Heading: Fleet Purchase – Graders
Author and Title: Colin Crawford, Fleet Manager
Classification: (if confidential)

Summary: Supply and delivery of two Articulated Motor Graders.

Officer's Recommendation: After completion of the tender evaluations, it is recommended that the tender from Hastings Deering for two I50Joy3 Articulated Motor Graders be accepted for the value of \$1,082,718 (GST exclusive).

Background

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

See reports attached – Evaluation Report and Summary Report.

Link to Corporate Plan

Nil

Consultation (internal/external)

Management, Operators and Maintainers

Policy Implications – Nil

Budget and Resource Implications

Management, Operators and Maintainers

Risk Management Implications – Low

Asset Management Implications

Replacement of existing fleet items I204 and I306

Legal Implications – Nil

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	Tender Summary					VP 383103
	Contract No BRC002/23					
Date:	27-Oct-23	Trade-Ins				
Plant No:		1204	1306			
	Tender Conditions	NAME OF TENDERER 1	NAME OF TENDERER 2	NAME OF TENDERER 3	NAME OF TENDERER 4	
		Hastings Deering	Hastings Deering	Komatsu	RDO	
Schedule	Submitted YES/NO	YES	YES	YES	YES	
	Make Model	Caterpillar 140M	Caterpillar 150M	Komatsu GD755-7	John Deere 670GP	
	Engine capacity	6 cyl 7.2l 136-159kw 1052nm	6 cyl 136 – 174kw 1237 nm	6 cyl 136 – 151Kw 940nm	6 Cyl 9.0l 134-172 Kw 1196 Nm	
Pricing	Purchase Price	\$533,900	\$575,200	\$539,000	\$645,000	
	1204 Trade in Price ex GST (140m)	\$205,000	\$205,000	\$165,000	\$147,500	
	1306 Trade in Price ex GST (12m)	\$190,000	\$190,000	\$173,000	\$148,000	
	Capital less trade 1204 ex GST	\$328,900	\$370,200	\$374,000	\$497,500	
	Capital Less trade 1306 ex GST	\$343,000	\$385,200	\$366,000	\$497,000	
Finance option	Rental P/M based on 176Hr/Month for 12 months ex Excess hours are \$92/hr ex gst	\$16,192 Total \$194304	\$16,544 Total \$198528	\$24,545.64 Total \$294,548	N/A	
	Rental per month for 96 months based on 1,100ex per year			\$7,069.41 Total \$678,664	N/A	

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	Purchase price after 12 m rental	\$397,000	\$436,200	N/A	N/A	
	Total Rent/Buy	\$591,304	\$634,728	N/A	N/A	
Cost of requested items not included in price ex GST	Cab intake \$475.63 Pre cleaner \$1884.06	Cab intake \$475.63 Pre cleaner \$1884.06		Non Serviceable Circle \$20,000	Cost of requested items not included in price ex GST	
Specification	Mold board	4267mm	4267mm	4320mm	4270mm	
	Steering	Joy Stick	Joy Stick	Wheel j/stick	Wheel j/stick	
	Transmission gears	8 Fwd 6 Rev	8 Fwd 6 Rev	8 Fwd 3 rev	8 Fwd 8 rev	
	Machine weight	18400 kg	19000 kg	19260 kg	19,300kg	
	Warranty Details Vehicle	72/5,500 hr	72/5,500hr	60/6,000 hr	60/5,000 hr	
	Wheel base front to mid tandem	6123mm	6123mm	6495 mm	6160 mm	
	Turning Circle outer	7.6m	7.6m	7.4m	7.21m	
	Seat cover	yes	yes	yes	yes	
	Seat Capacity	159 Kg	159 kg	150 kg	200kg	
	Jump Start Plug	yes	yes	yes	yes	
	Rear Tyre Size	17.5R25	17.5R25	17.5R25	17.5R25	
	Battery Isolator	yes	yes	yes	yes	
	Local Service agent	yes	yes	Yes	yes	
	Fuel tank capacity	416l	416l	390l/37l	416.5l	
	Seat cover	yes	yes	yes	yes	
	Reverse Camera	yes	yes	yes	yes	
	LED beacons	yes	yes	yes	yes	
	Fire Extinguisher	Yes	yes	yes	yes	
	Toolboxes	yes	yes	yes	yes	

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	Auto greaser	Yes	yes	yes	yes	
	Reversible fan	Yes	Yes	yes	yes	
	Delivery Time (Approximately)	48 weeks	48 weeks	28 weeks	10 weeks	
	Rental / Month ex GST	\$16,192	\$16,544	N/a	N/A	
	Purchase price after 12 months rental ex GST	\$397,900	\$436,200	N/a	N/A	
	Complimentary Offers			3yr/2,000 free servicing saving \$10,043		
	Service intervals	500 hrs	500 hrs	500 hrs	500 hrs	
	WOL servicing Costs based 8yrs/8000 hrs	\$73,510.07	\$73,510.07	\$52,544	\$76,925.65	

Plant and Vehicle Tender / Quotation Evaluation Report

Contract Name: Supply and Delivery of Two Articulated Motor Graders
Contract No: Local Buy Contract No. NPN 2.15-2 VP383103
Tender within Budget: Yes
Current Budget allocation: \$680,000 Net

1. Recommendation

After completion of the tender evaluations, it is recommended that the tender from Komatsu Australia for Two GD655-7 Articulated Motor Graders be accepted.

2. Value of contract

The contract is valued at \$1,078,000 (GST Exclusive)

Machine Price x 2	\$1,082,718
Trade-In x 2	\$338,000
Total net cost	\$740,000

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3. Name of those submitting

LocalBuy received tenders from the following suppliers:

NAME	MODEL	ADDRESS
Hastings Deering	Caterpillar 140 and 150M	98 Kerry Rd Archerfield QLD 4108
Komatsu	GD655-7	535 Progress Rd Wacol QLD 4076
RDO	670 GP	147 Archerfield Rd Richlands 4077

4. Panel membership

- Colin Crawford, Fleet Manager
- Kerry Jones, Director of Works
- Workshop staff (as required)
- Works department staff (as required)

5. Consideration and Evaluation of the Tenders

A desk top evaluation of the tender was conducted followed by discussions with the operators and the Supervisors. 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 Items

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 Caterpillars were approximately 48 weeks, the Komatsu's were approximately 28 weeks and the John Deere had the shortest delivery time of approximately 10 weeks.

Warranty was area where there was little difference with the Caterpillars offering six years/5,500 hours, the John Deere offered five years/5,000 hours and Komatsu had the best warranty with five years and 6,000 hours.

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Back up and Support, is another area that is factored into the evaluation process, all suppliers have fitters based in Emerald, but at this stage Hastings Deering are the only suppliers that have fitters based in Longreach.

Caterpillar 140 and 150	Komatsu GD655-7	John Deere 670GP

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.

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 Komatsu and John Deere have a steering wheel to use when roading the machines.

2. Operator

This is the direct physical evaluation by the operator. In this case, operators were able to do an evaluation on all three machines, operators that tested the machines felt that the Komatsu offered the best power down low when under load, the taller operators reported that the Komatsu offered the best ergonomic work position and offered the best visibility.

3. Maintainers

This is physical assessment by Council's in house mechanics. In this case the mechanics reported that the John Deere offered the best accessibility for servicing and maintenance of the machine and its power train, but the Komatsu offered the best IT suite, in that the machine can be accessed remotely by maintainers for fault diagnostics prior to arriving on site therefore reducing down time.

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. The price submitted from Hastings Deering includes a cabin air-conditioner intake filter or air cleaner/pre cleaner, these are an additional \$2,359.69 (ex GST) per machine.

As part of their submission Komatsu are offering two years and 3,000 hours complimentary servicing with no travel costs, which is saving to Council of approximately \$13,686 per machine.

Capital Value

Supplier	Model	Price net of Trade-in (Ex GST)
Hastings Deering	Caterpillar 140M	\$328,900 - \$343,000
	Caterpillar 150M	\$370,200 - \$385,200
Komatsu	GD755-7	\$374,000 - \$366,000
RDO	670GP	\$497,500 - \$497,000

The second component is the whole of life (WOL) cost calculation.

This calculation is important in assessing the total cost of ownership and operation of the machines tendered. It includes components of the units operation and is also based on an anticipated operating environment. Elements of the calculation include: capital, estimated residual value, registration and insurance, fuel, servicing, etc. Caterpillar had an approximately 10% better residual return but was the

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heaviest on fuel by approximately 15% over the life of the machine. As part of this evaluation, suppliers were asked to submit a costing based on them servicing the machines for eight years/8,000 hours, details are in the table below. Based on all the information provided in the submissions, Komatsu had the best overall whole of life costing when all factors were taken into account.

Whole of Life Estimate

Supplier	Model	Supplier provided servicing costs for 8 years 8,000 hrs
Hastings Deering	Caterpillar 140 & 150	\$75,020.14
Komatsu	Komatsu GD755-7	\$52,544.46 *
RDO	John Deere 670GP	\$76,925.65

* Komatsu service pricing does not include the cost of the first three years/2000 hours services as they are complimentary.

6. Summary

After taking into account all items presented in the offers, the panel has arrived at the following conclusion.

Supplier	Model	Cost
Hastings Deering	150Joy3	\$541,359 each

7. Conclusion

The assessment process identified the offer from Hastings Deering offering the best overall package. This option provides council with a good financial outcome and a machine well suited to the operational conditions and requirements. A further recommendation is to not trade the existing machines but sell them by public auction as a better return will be achieved for council.

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Council Meeting Date: 12 December 2023
Item Number: 3.2.2
Subject Heading: Fleet Purchase – Multi Tyred Rollers
Author and Title: Colin Crawford, Fleet Manager
Classification: (if confidential)

Summary: Supply and delivery of two 16T Multi Tyred Rollers.

Officer's Recommendation: After completion of the tender evaluations, it is recommended that the tender from Hastings Deering for the supply of two Caterpillar CW34 Multi Tyred Rollers be accepted for the value of \$470,000 (GST exclusive).

Background

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

See reports attached – Evaluation report and Summary report.

Link to Corporate Plan

Nil

Consultation (internal/external)

Management, Operators and Maintainers

Policy Implications – Nil

Budget and Resource Implications

Net budget of \$260,000

Risk Management Implications – Nil

Asset Management Implications

Replacement of existing fleet items 3307 and 3308

Legal Implications – Nil

BARCALDINE REGIONAL COUNCIL

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	Tender Summary						VP 387 161
	Contract No BRC003/23						
Date:	10-Nov-23	Trade-Ins					
Plant No:		3307	3308				
	Tender Conditions	NAME OF TENDERER 1	NAME OF TENDERER 2	NAME OF TENDERER 3	NAME OF TENDERER 4	NAME OF TENDERER 5	
		Hastings Deering	Tutt Bryant	Porter Equipment	GCM Agencies	Clark Equipment	
Schedule	Submitted YES/NO	YES	YES	YES	No	No	
	Make Model	Caterpillar CW34	Bomag BW28RH	Amman ART280			
	Engine capacity	4 cyl 4.4 l 96.5 kw	4 cyl 92kw Teir 3	4 cyl 100Kw Tier 3			
Tender Form	Purchase Price ea	\$235,000	\$203,000	\$261,963			
	3307 Trade In Price ex GST (140m)	\$65,000	\$0.00	\$0.00			
	3308 Trade in Price ex GST (12m)	\$68,000	\$0.00	\$0.00			
	Capital less trade 3307 ex GST	\$170,000	\$0.00	\$0.00			
	Capital Less trade 3308 ex GST	\$167,000	\$0.00	\$0.00			
	Cost of options not included in price ex GST						
Specificati on	Machine Length	5350mm	4945mm	5040mm			
	Machine Working Width	2090mm	2070mm	2040mm			

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	Transmissi on Type	Hydrostatic	Hydrostatic	Hydrostatic			
	Transmissi on gears	3 speed	12 speed				
	Max Speed	19 km/h	19 km/h				
	Machine Operating Weight	9650 kg	8,600 kg	9700kg			
	Machine Ballasted weight	18000 kg	16000 kg	kg			
	Warranty Details Vehicle	7yrs/4,000 hr	36/3,000 hr	36/3,000 hr			
	Gradeabilit y	30%	27%	30%			
	Turning Circle Inner	6,096mm	5700mm	5150mm			
	Seat cover	yes	yes	yes			
	Seat Capacity	159 Kg	130 kg	kg			
	Jump Start Plug	yes	yes	yes			
	Tyre Size	13/80-R20 18 ply	11.00-20 18ply	11.00-20 18ply			
	Battery Isolator	yes	yes	yes			
	Local Service agent	yes	No	No			
	Fuel tank capacity	270l	200l	250l			
	Seat cover	yes	yes	yes			
	Reverse Camera	yes	yes	yes			
	LED beacons	yes	yes	yes			
	Fire Extinguish er	Yes	yes	yes			
	Tool box	Yes	yes				
	Extended Warranty period	84/4000 hrs	60/5000 hrs				
	Extended Warranty Cost Ex GST	inc	\$7,845.00				
	Delivery Time	20 weeks	10 weeks	weeks			

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	(Approximately)						
	Telematics available	Yes inc	Yes at cost	\$3590 +\$500			
	Complimentary Offers						
	Service intervals	500 hrs	500 hrs	500 hrs			
	WOL servicing Costs 8yrs/8000 hrs	\$37,388 ex	\$32,663 ex				

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Plant and Vehicle Tender / Quotation Evaluation Report

Contract Name: Supply and Delivery of two 16T Multi Tyred Rollers
Contract No: Local Buy Contract No. NPN 2.15-2, VP387161
Tender within Budget: Yes
Current Budget allocation: \$260,000 net

1. Recommendation

After completion of the tender evaluations, it is recommended that the tender from Hastings Deering for the supply of two Caterpillar CW34 Multi Tyred Rollers be accepted.

2. Value of Contract

The Contract is valued at \$470,000 (GST Exclusive)

Machine Price x 2	\$470,000
Trade-In x 2	-\$133,000
Total net cost	\$337,000

3. Name of those Submitting

Local Buy received tenders from the following suppliers:

NAME	MODEL	ADDRESS
Hastings Deering	Caterpillar CW34	98 Kerry Road, Archerfield, QLD 4108
Porter Equipment	Bomag BW28RH	113 Beatty Road, Archerfield, QLD 4108
BT Equipment Trading as Tutt Bryant	Amman ART280	539 Boundary Road, Archerfield, QLD 4108

4. Panel Membership

- Colin Crawford, Fleet Manager
- Kerry Jones, Director of Works
- Workshop staff (as required)
- Works department staff (as required).

5. Consideration and Evaluation of the Tenders

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

Non Price Related

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- 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 Caterpillars were approximately 20 weeks, the Bomags were approximately 10 weeks and the Amman information was not supplied.

Warranty was area where there was significant difference with the Caterpillars offering the best warranty of seven years/4,000 hrs, the Bomag offered three years/3,000hrs and Amman also offering three years and 3,000hrs.

Back up and Support is an area that is factored into the evaluation process, with only Hastings having fitters based in Emerald and Longreach, the other suppliers only have fitters based in Brisbane and Gladstone.

Operational Evaluations

There are two main factors considered in the operational evaluation.

4. 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,

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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.

Understandably, the vehicles under evaluation displayed only minor variations in workstation layout as per individual suppliers across the key areas. A physical evaluation was not undertaken due to no availability of the Bomag and Amman Rollers.

5. Operator.

This is the direct physical evaluation by the operator. In this case, operators were unable to do an evaluation on all three machines.

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 (Ex GST)
Hastings Deering	CW34	\$170,000 \$167,000
Porter Equipment	ART280	\$203,000
Tutt Bryant	BW28RH	\$261,963

The second component is the whole of life (WOL) cost calculation.

This calculation is important in assessing the total cost of ownership and operation of the machines tendered. It includes components of the units operation and is also based on an anticipated operating environment. Elements of the calculation include capital, estimated residual value, registration and insurance, fuel, servicing, etc. As Porter Equipment failed to provide the required information for the tender a WOL evaluation was not possible.

Whole of Life estimate

Supplier	Model	Supplier provided servicing costs for eight years, 8,000 hours
Hastings Deering	Caterpillar CW34	\$37,388
Porter Equipment	Amman ART280	\$32,663

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Tutt Bryant	Bomag BW28H	N/A
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6. Summary

After taking into account all items presented in the offers, the panel has arrived at the following conclusion.

Supplier	Model	Price
Hastings Deering	Caterpillar CW34	\$235,000 each

7. Conclusion

The assessment process identified the offer from Hastings Deering of the Caterpillar CW34 as the best overall package. This option provides council with a good financial outcome and machines well suited to the operational conditions and requirements. The further recommendation is to not trade the existing machines but sell them by public auction as a better return will be achieved for council.

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Council Meeting Date: 12 December 2023
Item Number: 3.2.3
Subject Heading: **Muttaborra Sculpture Committee – Release of Funds**
Author and Title: Paula Coulton, District Manager – Aramac and Muttaborra
Classification: (if confidential)

Summary: Request for Council to release \$10,000 of the approved \$30,000 for the Muttaborra Sculpture Committee.

Officer's Recommendation: That Council agrees to release \$10,000 of the approved funding to the Qld Country Women's Association Muttaborra Branch, auspicing body of the Muttaborra Sculpture Committee.

Background

Barcaldine Regional Council has made a clear and firm commitment to supporting community events across the region. The Community Grants Policy outlines the process for both Council and the Community Group seeking support.

Council is in receipt of correspondence from the Muttaborra Sculpture Committee requesting early release of \$10,000 of the approved \$30,000 as per Council's resolution at the March 2023 meeting (resolution below).

In December 2023, the Qld Country Women's Association lodged a Request for Assistance form, (auspicing body of the Muttaborra Sculpture Committee) requesting \$10,000 cash to be used for First Prize, in-kind assistance for the Sculpture festival and the Sculpture walkway, fee waivers and plant hire.

To date, approximately \$7,800 has been used to develop the Sculpture trail walkway. Promotion of the Sculpture festival will recommence in January and will continue through to July 2024. Reaffirming Council's support in this decision.

Resolution: **Moved: Cr Hansen** **Seconded: Cr Gleeson**
2023/03/089 **That Council approve a budget of up to \$30,000.00 for the Muttaborra Sculpture Trail Project as per the community request application lodged by the QCWA Muttaborra Branch.**

Carried
5/0

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Link to Corporate Plan

Theme 1: Community

Consultation (internal/external)

- Director of Corporate and Financial Services
- Chief Executive Officer
- Muttaborra Sculpture Committee

Policy Implications

Nil

Budget and Resource Implications

Budgeted item – \$10,000 cash, \$20,000 in-kind (\$7,800 already used)

Risk Management Implications

Nil

Asset Management Implications

Nil

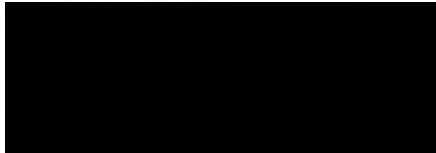
Legal Implications

Nil

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4 December 2023



Dear Mayor Sean Dillon,

We write about Barcaldine Regional Council's approval of funding to the Muttaborra Sculpture project which will culminate in the Sculpture Festival scheduled on the weekend of 27 and 28 July 2024.

Barcaldine Regional Council General Minutes 24 March 2023

"Resolution: Moved: Cr Hansen Seconded: Cr Gleeson

2023/03/089 That Council approve a budget of up to \$30,000.00 for the Muttaborra

Sculpture Trail Project as per the community request application lodged by the QCWA Muttaborra Branch.

Carried

5/0"

The community request application lodged to council included items such as in-kind assistance and cash cover the Sculpture Competition First Prize of \$10,000.

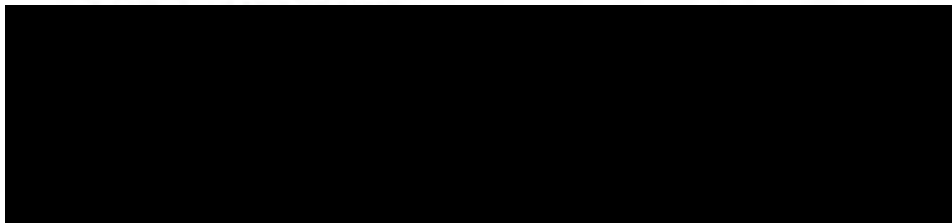
Sculpture Committee and Muttaborra QCWA Branch has separately raised funds to cover the \$5,000 second and \$2,000 highly recommended prizes.

Early teasers have been released on social media including promoting our prize pool, and we are now with 7 months out, we are moving to heavier promotion of the event so we reach as wide an audience as possible.

Our preliminary social media will reboot this month, and full event promotion will gear up from January 2024 going right up to the event in July 2024.

As our marketing continues to promote the competition prize pool, we request that Barcaldine Regional Council arrange release of \$10,000.00 of allocated funding to the QCWA Muttaborra Branch (who are auspicing the event). This is so first prize is positively secured. We can provide bank account details for the Muttaborra QCWA Branch at your request. The prize pool for the *second*, and *highly recommended* prizes have already been secured by fundraising through the Sculpture Committee and QCWA Muttaborra Branch.

We are thankful for the backing of the council, and we will ensure that marketing also promotes the Barcaldine Regional Council and their generous support.



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 2023
Item Number: 3.2.4
Subject Heading: Engineering Services Contract
Author and Title: Shane Gray, Chief Executive Officer
Classification: (if confidential)

Summary: The contract for provision of services by George Bourne and Associates to Barcaldine Regional Council expired on 30 June 2023. An extension is sought to maintain services until such time as a new contract has been developed and tabled for agreement.

Officers Recommendation: That Council endorse the Chief Executive Officer to extend the current contract arrangement up to 31 January 2023 and negotiate for the provision of services to Barcaldine Regional Council..

Background

The contract for provision of services by George Bourne and Associates to Barcaldine Regional Council expired on 30 June 2023. Contract expectations and services plans are still being finalised hence seeking to extend the current contract.

Link to Corporate Plan

Theme 5: Governance

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Providers are available on local buy provisions for services.

Asset Management Implications – Nil

Legal Implications – Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 2023

Item Number: 3.2.5

Subject Heading: Human Resources Policies

Author and Title: Daniel Bradford, Director Corporate and Financial Services

Adele Bintley, Manager of People and Culture

Classification: (if confidential)

Summary: Barcaldine Regional Council has commenced a review of its policies and procedures as a matter of process. This systematic and regular review of policies ensures they are regularly checked to ensure these key strategic documents that inform Councillors, Staff and other stakeholders of the position, process and expectations Council has set on a particular matter. The review of Council Policies is an important process and has been undertaken in accordance with Council's Policy Review Framework which was adopted by Council earlier this year.

This policy review focuses on the first group of policies related to Council's Human Resource management practices. These policies have undergone various updates and changes which are detailed in this report. Beyond the individual updates to the policies, the contents of the policies have undergone an update to align with current State and Federal legislation and align with the current policy template.

The policies that have been updated for council consideration are:

- *HR002 – Equal Employment Opportunity, Discrimination, Bullying, Harassment and Psychosocial Hazard*
- *HR005 – Code of Conduct*
- *HR007 – Uniform, Personal Protective Equipment and Personal Appearance*
- *HR008 – Performance and Misconduct*
- *HR011 – Employee Recognition (to be tabled at the meeting)*
- *HR013 – Study and Training*
- *HR015 – Drug and Alcohol.*

Officer's Recommendation:

That Council:

1. Adopt the following policies:

- a. **HR002 – Equal Employment Opportunity, Discrimination, Bullying, Harassment and Psychosocial Hazard Policy.**
- b. **HR005 – Code of Conduct Policy.**
- c. **HR007 – Uniform, Person Protective Equipment and Personal Appearance Policy.**

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AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

- d. HR008 – Performance and Misconduct Policy.
- e. HR011 – Employee Recognition Policy.
- f. HR013 – Study and Training Policy.
- g. HR015 – Drug and Alcohol Policy.

2. Rescind the following policies:

- a. HR003 – Prevention of Workplace Bullying Policy.
- b. HR009 – Gifts and Benefits Policy.

Background

Council Officers have updated various policies with a summary listed below.

Policy	Status	Summary
HR002 – Equal Employment Opportunity, Discrimination, Bullying, Harassment and Psychosocial Hazard Policy	Reviewed	Updates to reflect modern process and current legislation
HR005 – Code of Conduct Policy	Reviewed	Updates to legislation and minor updates to the policy
HR007– Uniform, Personal Protective Equipment and Personal Appearance Policy	Reviewed	Various updates to policy to reflect current direction of Council
HR008 – Performance and Misconduct Policy	Reviewed	Minor update to the policy to reflect a streamlined and fair process
HR011 – Employee Recognition Policy	Reviewed	Minor updates and combined with Gifts and Benefits Policy
HR013 – Study and Training Policy	Reviewed	Updates to reflect current Council direction with supporting ongoing professional development
HR015 – Drug and Alcohol Policy	Reviewed	Minor updates to the policy
HR003 – Prevention of Workplace Bullying Policy	Rescinded	Included in the EEO, Discrimination, Bullying, Harassment and Psychosocial Hazard Policy
HR009 – Gifts and Benefits Policy	Rescinded	Included in the Employee Recognition Policy

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Link to Corporate Plan

Theme 5: Governance

- Competency frameworks developed and implemented for our leaders and employees
- Continue safety improvement journey
- Continue reviewing policies and strategic plans for relevancy and currency.

Consultation (internal/external)

- Executive Management Team
- Human Resources
- Staff consultation group.

Policy Implications

Various updates to Council policies to improve and support current legislation.

Budget and Resource Implications

Limited budget implications largely around the staff recognition policy. The changes to policy in some cases should allow for additional operational efficiencies.

Risk Management Implications

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

Asset Management Implications

Nil

Legal Implications

The updates to policies are now aligned with current legislation.

POLICY NAME:	EEO, Discrimination, Bullying & Harassment and Psychosocial Hazard
POLICY NUMBER:	HR002
ADOPTED:	13 December 2023
REVIEW DATE:	December 2024
POLICY OWNER	Human Resources
PURPOSE:	Barcaldine Regional Council is committed to providing all employees with a work environment free of prohibited discrimination, harassment, victimisation, bullying and occupational violence.

1 SCOPE

BRC aims to pursue the ideals of Equal Employment Opportunity (EEO). EEO means that fairness and merit are applied in all employment related systems, policies, procedures and are demonstrated in workplace behaviours, thus developing a workplace free from discrimination and harassment.

The *Anti-Discrimination Act 1991* makes harassment unlawful. All types of harassment are a serious form of misconduct which undermines the integrity of the employment relationship and can have a detrimental effect on the health and well-being of fellow workers.

Bullying in any form can have serious legal, ethical and financial implications for the employee and Council. Any incidents of bullying will be treated seriously by Council and may be grounds for disciplinary action including dismissal.

Legal action may be taken against workers for sexual harassment. Both the worker and Barcaldine Regional Council may be liable for any penalty imposed under the Anti-Discrimination Act.

This policy also focuses on the general principles applied to the prevention and management of psychosocial hazards in the workplace.

2 POLICY OBJECTIVE

Barcaldine Regional Council EEO, Discrimination, Bullying & Harassment and Psychosocial Hazard Policy will be transparent, conducted in good faith and in accordance with appropriate levels of confidentiality.

3 HEAD OF POWER

WHS (Psycho Social Hazard) Legislation 2023
Industrial Relations Act 2016
Anti-Discrimination Act 1991
Local Government Act 2009
Safe Work Australia
Barcaldine Regional Council – Code of Conduct

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Barcaldine Regional Council Certified Agreement 2022 - Dispute Resolution Process
Barcaldine Regional Council Performance and Misconduct Policy.

4 DEFINITIONS

To assist in the interpretation of this Policy the following definitions apply:

Sexual Harassment	behaviour characterized by the making of unwelcome and inappropriate sexual remarks or physical advances
Bullying	a person or group of people repeatedly behave unreasonably towards another worker or group of workers
Discrimination	the unjust or prejudicial treatment of different categories of people, especially on the grounds of ethnicity, age, sex, or disability
Psychosocial Hazard	is anything that could cause psychological harm (e.g. harm someone's mental health).
Workplace Violence	when a person is abused, threatened or assaulted at the workplace or while they're working

5 POLICY STATEMENT

This policy applies to all employees, full time / part time, contract roles of Barcaldine Regional Council [BRC] who carry out work in any form or capacity for Council.

5.1 What is Sexual Harassment?

The **Anti-Discrimination Act 1991** outlines the meaning of sexual harassment.

Sexual harassment happens if a person:

- Subjects another person to an unsolicited act of physical intimacy; or
- Makes an unsolicited demand or request (whether directly or by implication) for sexual favours from the other person; or
- Makes a remark with sexual connotations relating to the other person; or engages in any other unwelcome conduct of a sexual nature in relation to the other person;

And the person engaging in the conduct described above does so:

- With the intention of offending, humiliating or intimidating the other person; or
- In circumstances where a reasonable person would have anticipated the possibility that the other person would be offended, humiliated or intimidated by the conduct.

Sexual Harassment can take many different forms – it can be obvious or indirect, physical or verbal. Examples of sexual harassment include, but are not limited to:

- unwelcome physical contact such as touching, patting, pinching, grabbing, kissing or hugging
- unnecessary familiarity such as deliberately brushing against a person
- sexual propositions
- unwelcome and uncalled for remarks or insinuations about a person's sex or private life
- suggestive comments about a person's appearance or body
- staring or leering at a person or at parts of their body

- offensive telephone calls
- indecent exposure
- suggestive comments or jokes
- displays of offensive material such as sexually explicit pictures, posters, screen savers, or internet material
- persistent invitations to go out, where they are refused
- unwelcome requests for sexual favours
- sending rude or offensive emails, attachments or text messages

Sexual Harassment is not behaviour which is based on mutual attraction, friendship and respect. If the interaction between employees is consensual, welcome and reciprocated it is not sexual harassment.

5.2 BREACH OF THIS POLICY – in relation to Sexual Harassment

All workplace participants are required to comply with this Policy at all times. If an employee breaches this Policy, they may be subject to disciplinary action.

Sexual harassment can sometimes be difficult to define and to prove. To support the allegation of sexual harassment, it is recommended the worker keep a diary detailing any incidents as well as any witnesses to the incidents.

If a worker believes they are being sexually harassed or wish to make a report about another employee being sexually harassed they should contact the relevant supervisor and follow the directions outlined in Council's [Dispute Resolution Process](#).

If the above approach has been unsuccessful or if the alleged sexual harassment is so serious that the above approach is inappropriate, the worker may lodge a complaint directly to the Chief Executive Officer or Human Resources.

The worker alleging sexual harassment may also make a formal complaint to the Queensland Human Rights Commission for resolution.

5.3 Investigating an Allegation

Any allegation of sexual harassment will be investigated under Council's **Performance and Misconduct Policy**.

If the allegation is not upheld the complaint will be dismissed and the parties to the complaint will be advised of that outcome in writing.

If the allegation is upheld, the action will depend on the severity of the case and may include one or more of the following:

- an apology
- a formal warning
- counselling
- transfer to another area of operations
- suspension from the workplace
- demotion
- dismissal

- another form of disciplinary action deemed necessary.

5.4 Confidentiality

All parties involved in a sexual harassment complaint must maintain confidentiality. However, it may be necessary to speak with other workers in order to conduct an investigation.

Spreading rumours or gossip may expose workers to a defamation claim. Workers may discuss the complaint with a designated support person or representative (who is not a workplace participant employed or engaged by Council).

5.5 What is Workplace Bullying?

The **Industrial Relations Act 2016** states that an employee is bullied in the workplace if while the employee is at work, an individual or group of individuals repeatedly behaves unreasonably towards—

- the employee; or
- a group of employees of which the employee is a member; and
- that behaviour creates a risk to the health and safety of the employee.

This section does not apply to reasonable management action carried out in a reasonable manner.

This policy defines workplace bullying as behaviour by a worker that intimidates, offends, degrades or humiliates another worker, possibly in front of co-workers, clients or customers. This bullying behaviour can be direct or indirect. Forms of bullying may include:

Direct Bullying:

- physical assault or threat of physical assault
- yelling, screaming abuse, using offensive language, insults, inappropriate comment about a worker's appearance, personal life or lifestyle, slandering a worker or their family
- belittling opinions or constant criticism
- isolating a worker from normal work interaction
- restricting training and development or career opportunities without reason
- tampering with personal effects or work equipment
- displaying written or pictorial material which degrades or offends co-workers
- unreasonable administrative practices
- harmful or offensive initiation practices

Indirect Bullying:

- overwork, unnecessary pressure, impossible deadlines
- underwork, creating a feeling of uselessness
- undermining work performance, deliberately withholding work related information or resources or supplying incorrect information
- unexplained job changes, meaningless tasks, tasks beyond your skills, failure to give credit where due
- not cooperating with other team members or not cooperating with directions by the manager
- obstructing a process so that tasks or projects are not completed
- refusing to accept a direction from the manager

Where bullying involves assault or threat of assault it may become a police matter.

5.6 What can you do about workplace bullying?

Bullying can sometimes be difficult to define and to prove. To support the allegation of bullying the worker is recommended to keep a diary detailing any bullying as well as any witnesses to the incidents.

If a worker believes they are being bullied or wish to make a report about another employee being bullied they should contact the relevant supervisor and follow the directions outlined in Council's **Dispute Resolution Process**.

If the above approach has been unsuccessful or if the alleged bullying is so serious that the above approach is inappropriate, the worker may lodge a complaint directly to the Chief Executive Officer or Human Resources.

Under the **Industrial Relations Act 2016**, an employee who reasonably believes the employee has been bullied in the workplace may apply to the Industrial Relation Commission for an order to stop the bullying. If the Commission issues an order under this section, then all parties must abide by that order.

5.7 Investigating an Allegation:

Any allegation of bullying will be investigated under Council's **Performance and Misconduct Policy**.

If the allegation is not upheld the complaint will be dismissed and the parties to the complaint will be advised of that outcome in writing.

If the allegation is upheld, the action will depend on the severity of the case and may include one or more of the following:

- an apology
- a formal warning
- counselling
- transfer to another area of operations
- suspension from the workplace
- demotion
- dismissal
- another form of disciplinary action deemed necessary

5.8 Psychosocial Hazards

Psychosocial hazards are anything in the design or management of work that increases the risk of psychological or physical harm.

Specific areas include:

High and/or low job demands - A job can involve a combination of high and/or low physical, mental and emotional demands, which can create risks to the health and safety of workers.

Low job control - A job can involve a combination of high and/or low physical, mental and emotional demands, which can create risks to the health and safety of workers.

Poor support - Poor support refers to tasks or jobs where workers have inadequate emotional and/or practical support from their supervisors and/or co-workers, inadequate training or information to support their work performance, or inadequate tools, equipment or resources to do their job.

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Low role clarity - Low role clarity refers to jobs where there is uncertainty about, or frequent changes to tasks and work standards; where important task information is not available to workers; or where there are conflicting job roles, responsibilities or expectations.

Poor organisational change management – Poor organisational change management refers to organisational change management that is poorly planned, communicated, supported or managed.

Low reward and recognition – Low reward and recognition refers to work where there is an imbalance between workers' efforts and recognition or rewards they receive in return – both formal and informal.

Poor organisational justice – Poor organisational justice refers to work where there is a lack of procedural fairness (fair processes to reach decisions), informational fairness (keeping relevant people informed) or interpersonal fairness (treating people with dignity and respect).

Poor workplace relationships including interpersonal conflict - Poor workplace relationships or interpersonal conflict can occur between managers, supervisors, co-workers or others with whom workers are required to interact. It can appear as frequent or excessive disagreements, or rude comments—either from one person to another or between multiple people.

Remote or isolated work – Remote work refers to work that is isolated from the assistance of other people because of location, time, or the nature of the work. It can involve working in locations where there is difficulty in immediate rescue or attendance of emergency services (where required).

Poor environmental conditions – Poor environmental conditions are those where workers are exposed to unpleasant, poor quality, or hazardous physical environments or conditions that create a stress response.

Traumatic events – Workers may be exposed to this hazard at work through investigating, witnessing or being directly exposed to traumatic events or situations. This may include reading, hearing or seeing accounts of traumatic events. A person is more likely to experience an event as traumatic when it is unexpected, is perceived as uncontrollable, where there is a threat to life or safety or where it is the result of intentional cruelty.

Violence and aggression – Violence or aggression at work refers to any incident in which a person is abused, threatened or assaulted in circumstances relating to their work. This includes abuse, threats or assaults by workers, clients, patients, visitors or others.

Bullying + Harassment including sexual harassment – as covered within this policy

Fatigue - Fatigue is more than feeling tired and drowsy. At work, fatigue is a state of mental and/or physical exhaustion that reduces your ability to work safely and effectively.

5.9 Occupational Violence

Occupational violence is prohibited. Occupational violence is any incident where an employee is physically attacked or threatened in the workplace or at a workplace event. A 'threat' is a statement or behaviour that causes a person to believe they are in danger of being physically attacked.

This applies to all forms of physical attacks on employees, including:

- striking, kicking, scratching, biting, spitting or any other type of direct physical contact
- throwing objects, attacking with knives, guns, clubs or any other type of weapon
- pushing, shoving, tripping, grabbing or any form of indecent physical contact.

5.10 Victimisation

Victimisation is prohibited. Victimisation occurs where a person suffers a detriment because they have made or propose to raise a grievance concerning inappropriate workplace behaviour or have assisted in the investigation of a grievance (such as by giving information). Detrimental treatment may include dismissal, being ostracised from work events or being the subject of gossip and innuendo.

It is irrelevant that the complaint may be rejected or that the person elects not to continue with the complaint.

Any person who victimises another person will be subjected to disciplinary action, including termination of employment. In addition, they may be liable for criminal proceedings under the relevant legislation.

5.11 Complaints of discrimination, harassment, vilification, victimisation or bullying

The Council encourages all employees and contractors to report instances of discrimination, harassment or bullying. Any reports of discrimination, harassment or bullying will be treated seriously and investigated promptly, confidentially and impartially.

Employees who believe they have been subjected to any form of inappropriate behaviour covered by this policy are also encouraged to make use of the professional counselling services available through the **Employee Assistance Program (EAP)**.

Where a manager judges that the issue involves an allegation of unlawful behaviour, he or she must:

- Reinforce the employee's right to be free from harassment and victimisation, and confirm the Council's commitment to EEO principles; and
- Advise the employee of his or her rights under the relevant legislation, including the right without prejudice, to contact the relevant statutory body for more information, advice or assistance.

Regardless of whether the employee wishes to have the matter pursued internally or externally, the Manager Human Resources must be notified of all EEO issues. The employee must be advised that this will occur.

Any action resulting from this advice should be handled in such a way as to best maintain the confidentiality of the employee.

5.12 Council Obligations

The Council undertakes to investigate and attempt to resolve complaints in a manner that does not generate further discrimination or victimisation of individuals involved in making, supporting or resolving the complaint.

All investigations of complaints will be conducted in a confidential and impartial manner. Employees and contractors will not be disadvantaged in their employment conditions or opportunities as a result of raising an issue or supporting another employee raising an issue.

All information generated as a result of this policy will be safeguarded according to the normal requirements for confidential Human Resource information.

The information will only be provided to those people in the Council who have a legitimate need to know to ensure safety, health or performance. No information relating to this policy and identifying a particular individual will be released to any third party except with the individual's written consent or to obtain professional or legal advice if required by law.

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5.13 Criminal Procedures

Some forms of severe harassment (e.g. sexual assault, stalking, indecent exposure, obscene phone calls) may constitute criminal conduct.

While the Council is committed to treating most harassment complaints within the organisation, criminal behaviour is not suited to internal resolution and should be referred to the criminal justice system.

In relation to alleged criminal offences the matter should be referred to an external counsellor. Employees will then be advised of their option of police support or intervention. It is not the obligation of the Council to report such matters to the police on behalf of the complainant.

5.14 False Accusations

Complaints made in bad faith or as a practical joke to create problems for a work colleague will not be tolerated. If false accusations are found to have occurred disciplinary action may be taken against the perpetrator(s).

5.15 Steps to Resolve a Grievance

A grievance may be something that is related to items covered in this Policy or may be another matter where an employee feels they have been subjected to inappropriate conduct. Recommended steps to resolve a grievance are:

- Raise the concern directly with the person involved:

If possible people who feel they have been subject to inappropriate conduct may consider raising their concerns directly with the person involved to request that the relevant conduct stop.

If this does not resolve the issue or if the person does not feel comfortable speaking directly to the person;

- Raise the matter with the direct manager or the Human Resources Team:

The supervisor / manager or Human Resources will discuss appropriate options for resolution including facilitated discussions with the other person or meeting with the other person on the complainant's behalf to discuss the behaviour in question.

- Formal grievance:

The person against whom a grievance is made will be given the opportunity to respond. If a formal investigation is conducted, all relevant parties including witnesses will be interviewed. On completion of the investigation both parties will be advised of the outcome and any necessary action, including disciplinary action, will be implemented. Details of the grievance must be provided in writing.

6 Responsibility and authority

Human Resources will monitor the day to day compliance with this Policy and provide guidance to the CEO. If you have any questions or wish to make any comments regarding this policy, please contact the HR Manager

7 Review

Human Resources will review the contents of, and compliance with, this Policy at least once a year.

Doc ID No.	Version No.	Owner	Next Review Date
HR-002	3	HR Manager	December 2024

POLICY NAME:	Code of Conduct
POLICY NUMBER:	HR005
ADOPTED:	13 December 2023
REVIEW DATE:	December 2024
POLICY OWNER	Human Resources
PURPOSE:	Employees must be familiar with the contents of this code and ensure their behaviour and communication are consistent with the expectations set out in this policy.

1 SCOPE

There are **four ethics principles** (section 4 of the Public Sector Ethics Act) that are fundamental to good public administration:

- integrity and impartiality
- promoting the public good
- commitment to the system of government
- accountability and transparency

For the purpose of this Code only, employees are defined as:

- Any Council employee whether permanent, temporary, full-time, part-time or casual
- Any volunteer, work experience student, contractor, consultant or anyone who works in any other capacity for Barcaldine Regional Council.

This Code does not apply to Councillors, who must comply with the Barcaldine Regional Council Councillor Code of Conduct.

This Code applies at all times when an employee is performing official duties including when representing Council at conferences, training events, on business trips and attending work related social events.

2 POLICY OBJECTIVE

This policy provides employees of Barcaldine Regional Council with clear outline of expected behaviours and instructions on what is and isn't considered good practices by the council. This includes behaviour in the workplace, work related events or any time employees are representing the council.

3 HEAD OF POWER

Local Government Act 2009

The Local Government Act 2009 (section 13) requires local government employees to:

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- observe the principles under the Public Sector Ethics Act 1994 and
- comply with a code of conduct adopted under the Public Sector Ethics Act 1994.

Public Sector Ethics Act 1994

The Public Sector Ethics Act 1994 (section 15) requires the Chief Executive Officer to ensure that a code of conduct is prepared for the Council.

A public official must comply with the standards of conduct stated in the Council's code of conduct (*Upholding the Code*).

4 POLICY STATEMENT

The Employee Code of Conduct policy details the behavioural expectations for employees towards colleagues, supervisors, organisation and community. It emphasizes open communication, professionalism, respect, and adherence to laws, while also outlining potential disciplinary actions for violations.

4.1 Corporate Values

Council's corporate values:

- **Honesty** – We will always tell the truth.
- **Empathy** – We will seek to listen and understand the perspectives of others, we will treat all with kindness.
- **Accountability** – We will take responsibility for our choices, actions, behaviours, performance and decisions.
- **Respect**– We will be present, value others and welcome diversity.
- **Trust**– We will gain the trust of others by living our values.

4.2 Principles, values and standards of conduct

Principles – are contained in Section 4 of the Public Sector Ethics Act 1994 and provide the basis for good administration.

Values - are contained in Sections 6-9 of the Public Sector Ethics Act 1994 and describe the behaviour that will demonstrate each principle.

Standards of conduct - assist employees to understand how to put the principles and values into practice.

Principle 1 - Integrity and impartiality

In recognition that public office involves a public trust, employees shall seek to promote confidence in the integrity of the public sector.

Value 1.1 - Commit to the highest ethical standards

Standards of conduct

- ◆ Act in a professional manner when fulfilling responsibilities.
- ◆ Comply with Council's procurement policy and procedures when purchasing goods and services.
- ◆ Perform duties within the delegated authority and qualifications to perform those duties.

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- ♦ Report suspected wrongdoing including conduct not consistent with this Code.

Value 1.2 – Accept and value a duty to provide advice which is objective, independent, apolitical and impartial

Standards of conduct

- ♦ Provide advice that is not influenced by personal gain.
- ♦ Ensure proper records are maintained to document how a decision was made in a fair and transparent way.
- ♦ Comply with Council's gifts and benefits policy when accepting any gifts or benefits that may be perceived as affecting impartial decision making.
- ♦ Inform the Chief Executive Officer of any external employment or voluntary work that may be perceived as affecting impartial decision making or affecting work capacity.

Value 1.3 - Show respect to all persons including employees, clients and the general public

Standards of conduct

- ♦ Treat all persons with courtesy and respect.
- ♦ Encourage open communication between employees and employers to try to avoid and resolve workplace issues
- ♦ Ensure all interactions with the wider community are fair, honest and respectful
- ♦ Recognise and respect different opinions and perspectives and manage disagreements by rational discussion.
- ♦ Behave in a manner that is inclusive and free from harassment.
- ♦ Take responsibility for protecting the safety, health and welfare of the workplace.

Value 1.4 – Acknowledge the primacy of the public interest and undertake that any conflict of interest issue will be resolved or appropriately managed in favour of the public interest

Standards of conduct

- ♦ Disclose and manage any real, perceived or potential conflict of interest between work responsibilities and personal interests. A conflict of interest can arise from either gaining a personal advantage or from avoiding a personal loss.
- ♦ Disclose and manage any conflict of interest between this Code and a professional code of ethics.
- ♦ Ensure that participation in political, trade union, professional or non-profit organisations does not create a real, perceived or potential conflict of interest and does not affect the performance of Council duties. It must be made clear that any public comments made in the capacity as a member of that organisation are made only on behalf of that organisation.
- ♦ Be aware that having a conflict of interest is not unusual and, in itself, is not a breach of this Code. However, failure to disclose and manage the conflict is a potential breach.
- ♦ Ensure that any conflict of interest is resolved in the public interest.

Value 1.5 - Commit to honest, fair and respectful engagement with the community

Standards of conduct

- ◆ Ensure that information provided to the public fairly reflects Council policy and is appropriately authorised.
- ◆ Obtain authorisation from the Chief Executive Officer prior to providing information or commentary on Council business to the media.
- ◆ Contribute to public discussions on community and social issues only in a private capacity and make it clear that any comment is understood as representing a personal view and not those of Council.
- ◆ Comments must not purposefully misrepresent the views of the Council or the views of other members
- ◆ Understand that personal comments made on a public issue may compromise the ability to perform Council duties in an independent and unbiased manner.
- ◆ Maintain the confidentiality of confidential information that is not publicly available.

Principle 2 - Promoting the public good

In recognition that the Council is the mechanism through which the elected Councillors deliver programs and services for the benefit of the people of our region.

Value 2.1 - Accept and value the duty to be responsive to both the requirements of Council and the public interest

Standards of conduct

- ◆ Accept and value the trust given by the public to develop and deliver services to the community.
- ◆ Accept that the Chief Executive Officer is employed by Council to implement the policies and priorities of Council for the benefit of the public.

Value 2.2 – Accept and value the duty to engage the community in developing and effecting Council priorities, policies and decisions

Standards of conduct

- ◆ Listen and provide an appropriate response, where permitted, to issues and concerns raised by the community.
- ◆ Assist with raising community awareness about public issues and policies.
- ◆ Participate in public consultation, where permitted, in the development of public policy.

Value 2.3 – Accept and value the duty to manage public resources effectively, efficiently and economically

Standards of conduct

- ◆ Be responsible for the effective, efficient and economical management of public resources.
- ◆ Be responsible for safely disposing of waste, minimising electricity consumption and responsibly using chemicals.
- ◆ Be responsible for protecting the natural environment and creating healthy surroundings for the community.

Value 2.4 – Value and seek to achieve excellence in service delivery

Standards of conduct

- ♦ Deliver services to the Council and the community fairly, courteously and effectively.
- ♦ Assist all members of the community including people with disabilities, those with languages other than English and those who find it difficult to access Council services.
- ♦ Assist fellow employees who have literacy issues or who find it difficult to understand Council policies, procedures or forms.
- ♦ Treat complaints from clients and the community seriously and respond to constructive feedback as an opportunity for improvement.

Value 2.5 – Value and seek to achieve enhanced integration of services to better service clients

Standards of conduct

- ♦ Endeavour to work together to address complex issues.
- ♦ Work cohesively at the local and regional level to collectively plan and deliver integrated services to the community.
- ♦ Share information across the public sector, where permitted by law, to enhance the seamless delivery of services.
- ♦ Share common use assets within Council to generate economies and efficiencies.

Principle 3 - Commitment to the system of government

In recognition that the public sector has a duty to uphold the system of government and the laws of the State, Commonwealth and local government.

Value 3.1 – Accept and value the duty to uphold the system of government and the laws of the State, the Commonwealth and local government.

Standards of conduct

- ♦ Comply with the laws of Queensland and the Commonwealth and Council's local laws.
- ♦ Adhere to Council's 5 year corporate plan, annual operational plan and annual budget.
- ♦ Adhere to Council's policies and procedures.
- ♦ Be responsible for safety, health and welfare in the workplace and have a duty of care to fellow employees and members of the public and report any safety incidents or hazards immediately.

Value 3.2 – Commit to effecting official Council priorities, policies and decisions professionally and impartially

Standards of conduct

- ♦ Accept that elected Councillors have the right to determine policy and priorities.
- ♦ Provide advice to Councillors that is thorough, responsive and unbiased to assist good Councillor decision making.
- ♦ Implement decisions and policies of Council professionally and impartially.

Value 3.3 – Accept and value the duty to operate within the local government framework

Standards of conduct

- ♦ Retain the right to communicate with a Councillor on any issue as a private citizen while maintaining the confidentiality of information not available to the public.
- ♦ Understand that Councillors are not empowered to direct Council employees in their duties.
- ♦ Ensure that interactions between employees and Councillors are positive and productive and comply with legislative restrictions.

Principle 4 - Accountability and transparency

In recognition that public trust in public office requires high standards of public administration.

Value 4.1 – Commit to exercising proper diligence, care and attention

Standards of conduct

- ♦ Apply due care while performing Council duties.
- ♦ Carry out duties honestly, responsibly, conscientiously and the best of ability.
- ♦ Provide accurate and impartial advice to all clients.
- ♦ Comply with Council's employment and human resources policies.
- ♦ Comply with Council's employment procedures and enterprise bargaining agreement.

Value 4.2 – Commit to using public resources in an effective and accountable way

Standards of conduct

- ♦ Ensure that public resources are used economically and for a proper purpose and are not wasted, abused or used extravagantly.
- ♦ Ensure that Council's computer hardware and software is only used in accordance with Council's policies.
- ♦ Be responsible for managing, protecting and taking care of Council assets in accordance with Council's policies.
- ♦ Ensure that Council's corporate knowledge and intellectual property is protected.

Value 4.3 – Commit to managing information as openly as practicable within the legal framework

Standards of conduct

- ♦ Ensure that personal information is lawfully collected and handled in accordance with information privacy legislation.
- ♦ Treat official information with care and use it only for the purpose for which it was collected. Official information must not be used for personal purposes.
- ♦ Store official information securely and limit access to those persons requiring it for legitimate purposes.
- ♦ Maintain the security of the Council's computer system and passwords.
- ♦ Respect the confidentiality of confidential information after employment with Council.

Value 4.4 – Value and seek to achieve high standards of public administration

Standards of conduct

- ♦ Maintain high standards of accountability when collecting and managing public money.
- ♦ Exercise powers lawfully and within the delegated authority.
- ♦ Comply with all reasonable and lawful instructions.

Value 4.5 – Value and seek to innovate and continuously improve performance

Standards of conduct

- ♦ Be responsible for maintaining and enhancing work skills, knowledge and expertise in consultation with management.
- ♦ Attend and actively participate in compulsory training activities.
- ♦ Actively participate in employee performance management processes including inductions, tool box talks, team meetings, performance reviews and professional development activities.
- ♦ Actively contribute to developing innovative ways for delivering services and improving client outcomes.

Value 4.6 – Value and seek to operate within a framework of mutual obligation and shared responsibility between other public sector entities and fellow employees

Standards of conduct

- ♦ Work cooperatively with fellow employees and other public sector entities to achieve work related outcomes.
- ♦ Provide accurate and impartial information to other public sector entities when legally requested to do so.

5. UPHOLDING THE CODE

The executive leadership team has a responsibility to demonstrate and uphold the principles in this Code and to promote an organisational culture that values high ethical standards and behaviour.

Employees have a responsibility to identify and report conduct that is not consistent with this Code. Management will support employees who report genuine concerns of breaches of this Code.

The Chief Executive Officer has a responsibility to make fair, transparent and consistent decisions regarding any allegations of behaviour that does not uphold this Code.

The standards of conduct do not cover every possible scenario. In these circumstances, the principles and values will provide guidance on the intention of the Code.

6. ASSOCIATED DOCUMENTS

“Nil.”

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7. REVIEW

Human Resources will review the contents of, and compliance with, this Policy at least once a year.

Doc ID No.	Version No.	Owner	Next Review Date
HR-005	5.02	HR Manager	December 2024

POLICY NAME:	Uniform, PPE and Personal Appearance
POLICY NUMBER:	HR007
ADOPTED:	13 December 2023
REVIEW DATE:	December 2024
POLICY OWNER	Human Resources
PURPOSE:	To ensure equity, consistency and suitability in the provision, wearing and maintenance of corporate and work wear uniforms and personal protective equipment (PPE) across the Barcaldine Regional Council. BRC has developed this policy to establish a consistent, professional appearance in a diverse work environment and provide uniform options that meet our commitment to the health, safety and wellbeing of our employees.

1 SCOPE

This policy applies to all employees, full time/part time, contract roles of Barcaldine Regional Council [BRC] who carry out work in any form or capacity for Council. Uniform expectations and contributions for temporary and casual employees will be dependent on the role undertaken and determined by the area Manager.

2 POLICY OBJECTIVE

The policy is applicable but not limited to all Council employees / workers who require council uniform and/or personal protective equipment (PPE). The policy addresses standard issue items.

The objective of this document is to establish guidelines for the allocation and issue of personal protective equipment (PPE), clothing and footwear for Barcaldine Regional Council employees/workers.

Employees must at all times wear clothing that is appropriate and safe for the activities they are undertaking and comply with all relevant occupational health and safety legislation, policies and procedures

3 HEAD OF POWER

Work Health and Safety Act 2011

BRC Uniform Catalogue 2023

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4 DEFINITIONS

To assist in the interpretation of this Policy the following definitions apply:

Approved Logos	BRC approved logos embroidered/printed on corporate and work wear uniform items to complement BRC uniforms
Corporate Uniform	an approved range of 'indoor' or 'office' clothing incorporating BRC's logo.
Indoor employees	employees for whom the majority of their working hours are based indoors and the majority of whose work does not require PPE. Examples include Customer Support Officers, Executive and Personal Assistants and the majority of administration roles.
Mixed location employees	employees for whom their working hours are equally based indoors and outdoors or whose working hours are mainly based indoors but are regularly required to undertake work that requires some work wear and/or PPE and as such, require a combination of corporate uniform, work wear uniform and/or PPE. Examples may include WHS, Engineers
Outdoor employees	employees that perform the majority of their working hours outdoors and undertake work that requires the use of work wear and PPE. Examples include Road Workers, Supervisors
Personal Protective Equipment [PPE]	anything (other than work wear) used or worn to minimise risk to workers' health and safety. Includes: reflective / high-visibility safety clothing, steel capped boots, helmets and hardhats, eye protection, hearing protection and fit for purpose gloves

5 POLICY STATEMENT

5.1 CORPORATE and INDOOR UNIFORMS

- All employees to wear a **Council approved uniform while at work**, or representing the Council at a work event. Any exemption is to be provided by the CEO in consultation with HR.
- The Council uniform is **not** to be worn by any person not employed or contracted by Council.
- The BRC uniform will **not** be worn for non-work related events ie. attending a school meeting in council clothing / uniform as this would be perceived as inappropriate representation.
- A high standard of personal presentation is required** from all employees while at work and when representing Council in a professional capacity outside of working hours.

5.1.1 Executive employees

An executive employee will be provided with a tie or scarf and jacket to wear for Council meetings and other formal occasions.

5.1.2 Special Days / "Mufti" Fridays

Suitable clothing may be worn on special occasions with the approval of Management.

5.1.3 Full time employees

A full time employee will be issued with five sets of uniforms in the first year of employment and up to five sets of replacement uniforms annually, upon request of the employee.

5.1.4 Part time and casual employees

A part time or casual employee will be provided with a pro-rata allocation of uniforms based on the estimated number of days per week at work, in the first year of employment and a pro-rata allocation of replacement uniforms annually upon request of the employee.

5.1.5 School work experience students

Council is not responsible for providing uniforms to school work experience students.

Work Experience students are required to wear appropriate personal protective clothing relevant to the duties performed, this will be long sleeved shirts, long pants, skirt or dress that reflects office business standards.

5.1.6 Contractors

Council is not responsible for providing uniforms or protective clothing to works contractors, but will be required to be dressed in long sleeved shirts, long pants and appropriate PPE.

Corporate contractors are entitled to a pro-rata allocation of uniforms based on the estimated number of days per week at work. Replacement uniforms will be provided on a fair wear and tear basis.

5.1.7 Full time trainees

A full time trainee is eligible for three sets of uniforms upon commencement of employment and the balance after the successful completion of one months' probation.

5.1.8 School based trainees

A school based trainee is eligible for a pro-rata allocation of uniforms on commencement of employment based on the number of days per week at work.

5.1.9 Funerals

An employee performing funeral director duties will be provided with one corporate uniform to wear for funerals in addition to their normal allocation.

5.1.10 Winter uniform

Each employee will be provided with a Council jacket and vest for wearing in cold weather. These will be replaced on a fair wear and tear basis as approved by Management.

5.1.11 Additional uniforms

Employees may purchase additional uniforms in excess of their allocation at cost price.

5.2 CORPORATE / INTERNAL EMPLOYEE – UNIFORMS

The Council provided corporate uniform consists of:

- ◆ long sleeve/ ¾ SLEEVE/short sleeve shirts
- ◆ polo shirts
- ◆ long pants
- ◆ skirts
- ◆ dress

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The uniform will be Council's corporate colour and style. Refer to the catalogue. The catalogue will be reviewed every 2 years to align with branding and corporate image requirements.

5.2.1 Footwear – corporate / internal employees

Internal employees shall be responsible for providing appropriate footwear at their own expense. All footwear must be safe and appropriate for the duties to be performed.

5.2.2 Replacement uniforms

Uniforms will only be replaced outside of the annual allocation on a fair wear and tear basis as approved by Management.

5.2.3 Care and maintenance of uniform

It is important that uniform items are clean, neatly pressed where necessary and maintained in good order so its effective life is maximised, as well as the wearer presenting a professional image of Council uniforms. The manufacturer's care and washing instructions should be followed. Council is not responsible for the laundry or maintenance of Council uniforms.

5.2.4 Alterations

No alterations that diminish the purpose of any Council uniform are to be made. Any alteration that diminishes the purposes of the Council uniform will be seen as a breach of this policy and its conditions.

5.3 MIXED LOCATION EMPLOYEES

An employee may request a combination of internal and external uniforms up to the maximum allocation. The employee is still responsible for ensuring the uniform complies with the workplace health and safety requirements of the workplace.

5.4 OUTDOOR EMPLOYEES / PPE

5.4.1 Workplace Health and Safety

Council provides Personal Protective Equipment (PPE) to all external employees to provide protection from the risks of injury including from extreme temperatures. All uniforms must comply with workplace health and safety guidelines.

5.4.2 Protective clothing

The Council provided PPE includes:

- ♦ high visibility, long sleeve shirts (drill or micromesh)
- ♦ long pants (drill and/or jeans)
- ♦ steel capped boots
- ♦ high visibility cold weather coats (heavy or light)
- ♦ high visibility safety vest
- ♦ Broad brimmed sun hat
- ♦ Safety glasses / fit for purpose safety gloves / hearing protection / sun screen

Refer to the catalogue. The catalogue will be reviewed every 2 years to align with WHS, branding and corporate image requirements.

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5.4.3 Head Protection

All employees must wear a hat with at least a 7.5cm brim while working outdoors. Employees may choose to wear either a Council supplied hat or to purchase their own. Council will reimburse an employee up to a value of \$100 (upon provision of a receipt) for providing their own work hat.

One (1) approved broad brimmed sun hat may be issued on commencement of employment and replacement hats generally will be issued on a fair wear and tear basis. This hat shall be worn at all times while working outdoors.

Whether the hats are supplied by workers or issued they are to be worn at all times when working outdoors except when:

- wearing a hat would create secondary safety risks, and
- a hard hat should be worn.

When working in outdoor environments a sun safe brim must be affixed to the hard hat, unless wearing a hat would create secondary safety risk applies.

The type/style of hat supplied by Council will be approved by the WHS team.

Caps will **not** be permitted to be worn as a protection from working in the sun risks.

5.4.4 Winter Jacket [or vest]

All workers whose duties require them to work outdoors shall generally be allocated with one suitable winter jacket [or vest dependent on temperature / suitability] on a fair wear basis that meets required standards. However, in the case of damage to the jacket as a result of work related fair wear and tear earlier replacement may be approved by the relevant Supervisor / Foremen via email.

This jacket is to be worn as external clothing during periods of cold weather when on Council works.

Where an employee requests replacement of a jacket other than on the basis of work related fair wear and tear, the employee shall contribute to the replacement cost on the following scale 100% of cost within 6 months of original allocation, 75% of cost 6 –12 months, and 50% of costs 12 months up to 2 years.

5.4.5 Care and maintenance of uniform

It is important that uniform items are clean, neatly presented and maintained in good order so its effective life is maximised. Protective clothing shall be worn in the manner specified by the manufacturer so as to minimise the risk of injury to the employee. The manufacturer's care and washing instructions should be followed. Council is not responsible for the laundry or maintenance of Council uniforms.

5.4.6 Replacement uniforms

Uniforms will only be replaced outside of the annual allocation on a fair wear and tear basis as approved by Management. If shirts become damaged or faded due to normal wear and tear they may be replaced upon the instruction of the relevant Supervisor / Foreman. Workers have a responsibility to request replacement of damaged or faded shirts.

[The wearing of long pants for all outdoor work tasks will be mandatory.](#) Summer wear long pants will be applied as optional.

5.4.7 Foot Protection

All external employees on a work or construction site are required to wear steel capped safety boots that comply with Australian Standards. An employee may choose to wear either a pair of Council supplied boots or to purchase their own and Council will reimburse the employee up to \$150 (upon provision of a receipt).

Boots that are worn or damaged and no longer comply with the above Standard are to be replaced. With the approval of the Senior Works Supervisor, Council will either supply a new pair of boots or reimburse the employee up to \$150 (upon provision of a receipt).

New employees are only eligible for reimbursement upon completion of their probationary period.

5.4.8 Return of uniforms

BRC encourages the return of Council uniforms where practicable:

- on termination of employment or
- on completion of a contract or
- when no longer able to be worn due to obsolescence.

5.5 PROFESSIONAL / PERSONAL APPEARANCE

BRC uniforms will be maintained in a clean, tidy and presentable quality appearance.

Personal hygiene will be required in that body odour is managed so as not to cause offense to colleagues or the public.

Personal appearance with regard to facial hair that is excessive ie. a health or safety risk due to nature of work type / duties or work environment; or inappropriate clothes that have rips / tears / distressed fabric or expose the body in a manner that is a safety risk or does not reflect standard work / business attire will result in a discussion to moderate or address accordingly.

5.5.1 Hair

Long hair that may pose a safety risk must be secured to mitigate the risk while at work. Facial hair that may impede a safety mask will require a safety risk / self-assessment to minimise risk to self.

5.5.2 Body Art

Tattoos that could be perceived to be offensive by the public or other employees must be covered (where possible) while at work.

5.5.3 Body Piercing

Body piercing that may pose a safety risk shall be covered where practicable or not be worn while at work.

A high standard of personal presentation is required from all employees while at work and when representing Council in a professional capacity.

5.5.4 Appropriate behaviour / conduct whilst in uniform

Employees are required to behave and conduct themselves in a professional, courteous and business manner whilst wearing the BRC uniform either at work or if wearing in private / personal time at all times. Drinking alcohol whilst in work uniform will not be accepted.

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5.5.5 Exceptions

Any variation to the above conditions must be expressly approved by the Chief Executive Officer.

5.6 Responsibility and authority

Human Resources will monitor the day to day compliance with this Policy and provide guidance to the CEO. If you have any questions or wish to make any comments regarding this policy, please contact the HR Manager

5.7 Review

Human Resources will review the contents of, and compliance with, this Policy at least once a year.

Doc ID No. HR-007	Version No. 4.02	Owner HR Manager	Next Review Date December 2024
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6 ASSOCIATED DOCUMENTS

“Nil.”

POLICY NAME: Performance and Misconduct

POLICY NUMBER: HR008

ADOPTED: 13 December 2023

REVIEW DATE: December 2024

POLICY OWNER Human Resources

PURPOSE: To ensure fairness, transparency, consistency and accountability in the managing of performance and misconduct events in Barcaldine Regional Council. The policy will support the achievement of enhanced leadership and performance management across BRC.

1 SCOPE

This policy applies to all employees, full time/part time/Casual, contract roles of Barcaldine Regional Council [BRC] who carry out work in any form or capacity for Council.

2 POLICY OBJECTIVE

The objectives of Barcaldine Regional Council ("BRC")'s performance and misconduct policy are to:

- correct and/or improve the standard of conduct of an employee where appropriate or necessary;
- provide any particular employee with an opportunity to correct unacceptable conduct (other than in situations where summary dismissal is appropriate);
- ensure that all employees are treated fairly, equally and consistently; and
- ensure that each situation is reviewed and addressed on an individual basis and in relation to the particular circumstances.

3 HEAD OF POWER

Qld. Industrial Relations Act 1999

Local Government Act 2009 (QLD) (Act),

Barcaldine Regional Council's Code of Conduct and Council's policies and procedures

4 DEFINITIONS

To assist in the interpretation of this Policy the following definitions apply:

Code of Conduct	encompasses the standards and values that individuals and organisations are expected to follow.
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Feedback	is providing information to another person about their performance or impact of their actions on a person, group or activity. Effective feedback is specific, timely and focuses on a specific behaviour.
Goals	are objectives, targets, purposes, intentions and plans that both the manager/supervisor and the employee intend to achieve. To be most effective, they need to be specific and measurable.
Performance and Development	is the system that supports a culture of ongoing improvement, feedback and development within BRC workplace
Performance Improvement Plan [PIP]	is designed to facilitate constructive discussion between employees/workers and his or her supervisor and to clarify the specific aspects of work performance to be improved. This is usually used when there are significant underperformance issues and a structured approach is required to address concerns.
Performance Management	is the holistic process of creating a work environment or setting in which people are enabled to perform to the best of their abilities. It is not merely a focus on current performance but is a wider system that supports the employment cycle.
Position Description	is the primary document that describes the detail of a employees/workers position. It includes a clear and concise description of the role's focus, duties and responsibilities, along with the skills and knowledge required to undertake the role

5 POLICY STATEMENT

Performance and conduct expectations

Barcaldine Regional Council endeavours to assist employees/workers to perform to a high standard through the setting of performance objectives against BRC goals, regular feedback and the provision of development opportunities.

Barcaldine Regional Council's conduct expectations are specified in BRC Code of Conduct.

Managing unsatisfactory performance and misconduct

- Where an employee/worker is not able to demonstrate performance or conduct to a satisfactory standard, action is taken to address the unsatisfactory performance or misconduct. Such action occurs in a timely manner.
- The preferred outcome of an unsatisfactory performance or misconduct process is that an employee / worker improves his or her performance to contribute to the ongoing success of Barcaldine Regional Council.
- Unsatisfactory performance or misconduct that is not remediated may result in disciplinary action. Serious misconduct may result in termination of employment.

- An employee:
 - is afforded procedural fairness;
 - may seek procedural advice from Human Resources;
 - has the right to representation; and
 - may seek a review of decision.

5.1 Application of the Policy

This Policy may be varied from time to time by BRC. This Policy is separate to an employee's employment agreement.

This Policy may be used to deal with necessary discipline arising from conduct in any circumstances connected with work and includes conduct at work-related functions that impacts on BRC.

- A work-related function is any function that is connected to work. Work lunches, dinners, conferences, Christmas functions and client/customer functions are examples of work-related functions.

This Policy also applies when employees go to other workplaces in connection with work, for example, when visiting a supplier, client or customer.

If conduct involves a potential breach of any Australian law, BRC may notify the police or other relevant government authority.

5.2 Grounds for disciplinary action

Disciplinary action may be taken in relation to:

- failure to perform responsibilities in accordance with an employee's contract of employment, the Local Government Act 2009 (QLD) (Act), the Council's Code of Conduct and Council's policies and procedures; or
- failure to perform a responsibility under the Act in accordance with the local government principles; or
- taken action under the Act in a way that is not consistent with the local government principles.

5.3 Disciplinary procedure

The procedures outlined below are **intended as a guide only** to the disciplinary procedures which may be implemented by BRC. In every case, the actual disciplinary procedure to be adopted in accordance with this policy, will be a matter for the BRC's discretion and in consideration of the circumstances of the case as a whole.

Dependent on the nature of the disciplinary and the impacts of the situation; will determine what outcome is taken below.

5.4 Investigation

Council will conduct an investigation into incidents and/or allegations. This may involve collecting relevant data, interviewing the relevant employee, relevant witnesses, such as the employee's co-workers or supervisors, or even customers and suppliers with whom the employee has had contact. BRC will endeavour to investigate all allegations of unsatisfactory performance, unacceptable conduct, or wilful or serious misconduct by an employee fairly and promptly.

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If BRC is satisfied, on reasonable grounds, that an employee will be subject to disciplinary action, the employee **may** be suspended from duty pending completion of an investigation. In such circumstances, the employee **should be informed in writing of the conditions of the suspension** at the time of the suspension and **must** be paid the employee's full remuneration as at the start of the suspension for the period of suspension.

5.5 Disciplinary interview

If on the basis of the investigation, the Employer believes that there is a case to be answered by the employee, the employee may be asked to attend a meeting to discuss the issue(s) of concern.

The following procedure will generally be followed:

- The employee will be given advance notice of the meeting and what will be discussed at the meeting.
- The employee will be given a reasonable opportunity to have a co-worker or union delegate present at the meeting.
- At the meeting the issue(s) of concern or allegations will be provided where practicable or reasonable whilst maintaining “non retribution” behaviours against the complainants, to the employee in writing, including any evidence upon which those concerns or allegations are based.
- The employee will be given an adequate opportunity to respond to the concerns or allegations. The employee may provide written responses to the allegations.
- The manager/supervisor will consider the employee’s response and make any further enquires or investigations that may be necessary.
- After making any further enquiries or investigations which may be necessary and after consideration of the response or explanation of the employee, the manager/supervisor will determine whether the concern(s) or allegations have been proven.

If it is determined that all or some of the concerns or allegations are proven and after consideration of:

- the seriousness of the poor performance/misconduct;
- the response or explanation given by the employee;
- the employee’s employment history and record; and
- whether there are appropriate and reasonable alternatives to dismissal, the manager/supervisor in consultation with the CEO will make a decision on what, if any, disciplinary action is appropriate.

5.6 Disciplinary Action

The disciplinary action taken will vary from case to case, depending upon all of the circumstances, including, a consideration of whether the employee has received any prior verbal or written warnings in relation to their performance or conduct.

Regardless of whatever disciplinary action is imposed, any further unsatisfactory performance, unacceptable conduct or misconduct of any kind can result in the dismissal of the employee.

If BRC takes disciplinary action against an employee, the employee may appeal against the decision.

The employee will be given notice of grounds for disciplinary action and will have the appropriate time to gather a support person/s.

Before BRC takes disciplinary action against an employee, the employee must be provided with:

- written notice of the following

- the disciplinary action to be taken;
- the grounds on which the disciplinary action is taken;
- the particulars of conduct claimed to support the grounds; and
- a reasonable opportunity to respond to the information contained in the written notice.

5.7 Informal Discipline

Examples of informal disciplinary action which may be taken by BRC include, but are not limited to, the following:

- redirection, retraining;
- counselling.

Informal disciplinary action is **not** appropriate where the employee's conduct amounts to wilful or serious misconduct.

5.8 Formal Discipline

Examples of formal disciplinary action which may be taken by BRC include, but are not limited to, the following:

- Performance Improvement Plan [PIP] or letter of expectations;
- Termination of employment;
- demotion;
- reorganisation/redeployment;
- a written reprimand or warning.

5.9 Dismissal

An employee may be dismissed for misconduct as defined under the Qld. Industrial Relations Act 1999 Part 3 – Section 83 i.e. theft, assault, fraud or other misconduct prescribed under a regulation.

If the decision is made to dismiss the employee, the employee should be given:

- written notice of the day of the dismissal or payment in lieu of notice;
- payment of all accrued entitlements;
- payment of any outstanding entitlements;
- a Separation Certificate; and
- a Statement of Service, if one is requested.

On dismissal, the employee must immediately return all BRC property in the employee's possession or control to BRC.

5.10 Deduction from salary or wages

If disciplinary action taken against an employee consists of a deduction from the salary or wages of the employee, BRC may make the deduction:

- if no appeal is brought against the disciplinary action--when the period for starting an appeal against the disciplinary action has ended; or
- if an appeal is brought against the disciplinary action and the decision on the appeal confirms the deduction or changes the amount of the deduction--when notice of the decision is given to the employee; or

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- if an appeal is brought against the disciplinary action and the appeal is discontinued or struck out--when the appeal is discontinued or struck out.

If an appeal is brought **against** the disciplinary action taken against an employee and the **decision on appeal changes the disciplinary action** to a deduction from the salary or wages of the employee, BRC may make the deduction when notice of the decision is given to the employee.

5.11 Written reprimand or warning

If disciplinary action taken against an employee consists of a written reprimand or warning, it will form part of the employee's employment record and must state the following:

- the employee's conduct that is disapproved of;
- the remedial action needed to rectify the conduct;
- the period within which the remedial action is to be taken; and
- the possible consequences for a repeat of the conduct by the employee.

5.12 Documentation

BRC should make contemporaneous notes of disciplinary discussions and actions.

- **File notes** should be placed on the employee's personnel file summarising the nature of the allegations, the outcome of any investigation undertaken, and the disciplinary action taken.
- A **file note** should also be made of any conversations or meetings with the employee. The employee should be asked to sign the file note as an acknowledgement that they agree with its contents. If the employee refuses to sign the file note, this should also be recorded on the file note along with the reason for the employee's objection if this is provided.

Copies of warning letters should also be placed on the employee's personnel file. However, BRC may destroy any record about the disciplinary action no later than 2 years after the action is taken.

5.13 Variations

BRC reserves the right to vary, replace or terminate this policy from time to time. The policy will not be varied while in the process of conducting a disciplinary process.

5.14 Responsibility and authority

Human Resources will monitor the day to day compliance with this Policy and provide guidance to the CEO. If you have any questions or wish to make any comments regarding this policy, please contact the HR Manager

5.15 Review

Human Resources will review the contents of, and compliance with, this Policy at least once a year.

Doc ID No.	Version No.	Owner	Next Review Date
HR-008	2.02	HR Manager	December 2024

6 ASSOCIATED DOCUMENTS

"Nil."

POLICY NAME:	Study and Training
POLICY NUMBER:	HR013
ADOPTED:	13 December 2023
REVIEW DATE:	December 2024
POLICY OWNER	Human Resources
PURPOSE:	To provide a framework for formal study (tertiary) and mandatory and discretionary training for Barcaldine Regional Council employees.

1 SCOPE

This policy applies to all employees, full time/part time/casual and contract roles of Barcaldine Regional Council [BRC] who carry out work in any form or capacity for Council.

2 POLICY OBJECTIVE

Barcaldine Regional Council supports the development of employees to expand their skills and knowledge in their current positions and/or any future potential positions they may have or wish to obtain in Council. Council recognises that appropriate continual learning may be valuable for the development and welfare of Council employees. Appropriate training and education can contribute to the quality and competence of employees and in turn increase the productivity and success of Council in meeting objectives, priorities and development needs.

This **Study (Tertiary) and Training Policy** aims to provide Council employees who wish to undertake relevant education and/or training, guidelines for study assistance. This Policy covers both the **financial and assistance with working arrangements** that may be provided by Council, to assist employees in balancing the demands of work with further study and training.

Employees and their immediate Supervisors should discuss **individual development opportunities** as part of the **performance review process**.

BRC retains sole discretion to interpret or modify this policy at any time.

3 HEAD OF POWER

- ♦ BRC Training Matrix
- ♦ BRC Training and Development Management Plan

4 DEFINITIONS

To assist in the interpretation of this Policy the following definitions apply:

“Study Assistance” means support provided by Council to allow an employee to complete training or personal development.

5 POLICY STATEMENT

- Council encourages employees to undertake study and/or training to gain qualifications relevant to their position and professional development goals within Council;
- All study and/or training undertaken by employees must be relevant to the functions of local government and in particular the employee undertaking the Training;
- Approval of study and/or training is subject to Council's operational needs, Council's capacity to pay and training budget, and satisfactory work performance;
- Study and/or training undertaken by the employee must provide a benefit to the employee's position, or the Council, or both.

5.1 Types of Study (Tertiary) and Training

Vocational Education and Training - courses that are usually practical courses aimed at developing the knowledge and skills for employment in a range of vocational occupations such as; IT, business administration etc.

Higher Education/ University Qualifications

- Undergraduate – study relating to a student who has not yet undertaken a University degree.
- Postgraduate – a course of study undertaken after having already completed a University degree.

Mandatory Training

Compulsory training required to be delivered to all employees (i.e. induction) regardless of their role as mandated by relevant:

- Commonwealth or State Legislation
- Regulation linked to Legislation
- Training deemed compulsory for employees when relevant to their position and the requirements of their position or work function, or when based upon risk assessment processes.

Discretionary Training

- Training that is **not** mandated by Legislation or Regulations.
- Training that is left to the Employer or employee's choice and judgement.

5.2 Study and Training Categories

Employees undertaking approved courses of study or attending training courses shall receive **study assistance** in accordance with the Barcaldine Regional Council (BRC) Certified Agreement 2022 and the Queensland Local Government Industry Award –2017.

Courses will be considered for approval depending upon their ability to meet one of the study category guidelines set out below in accord with the Queensland Local Government Industry Award –2017 and the BRC Certified Agreement 2022.

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Category 1	A course or training program which is undertaken as a condition of the employee's employment such as professional or trade credentials
Category 2	A course or training program which is directly relevant to the employee's area of work and the skills or qualifications determined by the employer as being appropriate in that area of work but which is not essential
Category 3	A course or training program demonstrated to the satisfaction of the employer to be directly relevant to local government. The content of such course shall have specific application to functions and processes carried out by Local Authorities
Category 4	A course that meets the objectives, priorities and development needs of Council and which provides skills which meet the employee's professional development goals (ie career path) within Council

5.3 Study Assistance

In order to qualify for [study assistance](#), the course of study or training and the method of undertaking such course or training **must** be supported by the Supervisor / Manager and HR then approved by the Chief Executive Officer.

5.4 Study (Tertiary)

The employee is required to request consideration for approval of study. A written request addressed to the Chief Executive Officer must be submitted to the employee's supervisor for consideration by Human Resources and approval by the Chief Executive Officer. The written request must outline the following:

5.5 What study/training is being undertaken

- [Method of study](#) (i.e. part-time, full-time, correspondence)
- [What category](#) the study would fall under as per the Queensland Local Government Industry Award –2017;
- [What benefit](#) Council would receive from approving the employee to participate in the study/training;

A letter of recommendation from the employee's supervisor endorsing approval of study in line with this Policy.

5.6 Training

The employee is required to request consideration for approval of study assistance by completing a [Training Request Form](#). This Form must be submitted to the employee's supervisor for consideration and approval.

Training on Plant and Equipment

- The Chief Executive Officer may authorise the use of plant and equipment, which is not required for Council projects at a given time, by employees, for training or gaining experience.
- Council will make such plant and equipment and a suitably qualified operator available for employees to gain experience and an operator's qualification.
- Such training will be completed in the employee's time.

5.7 Authorisation

Enrolment and attendance at any Tertiary course must be submitted to the employee's Supervisor for consideration by Human Resources and approval by the Chief Executive Officer.

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Attendance at any **mandatory** or **discretionary** training within the Barcaldine Regional Council Area **must** be approved by the employee's supervisor.

Attendance at any mandatory or discretionary Training outside of the Barcaldine Regional Council Area **must** be approved in advance by the Chief Executive Officer.

The use of plant and/or equipment for training or gaining experience **must** be approved by the employee's supervisor and the Chief Executive Officer.

5.8 Expenses / Training or Course Costs

All reasonable travelling ie. flights including meals and accommodation will be booked by BRC. Any out of pocket expenses must have a receipt from which reimbursement may be claimed. No additional funding ie LAFHA will be provided if BRC pay for travel and accommodation related to training and development authorised as per CEO approval.

Tertiary or any type of university course costs will be paid by the employee up front and reimbursed upon successful completion of the unit [subject].

Travel:

- Travel will be by the most efficient and economical means. Refunds for transport costs incurred when traveling to and from venues or airports will be paid on production of receipts.

Accommodation:

- Accommodation will be at the venue recommended by the training provider or an equivalent standard and price.

Meals:

- Council will reimburse the employee for meals up to the value of the Australian Tax Office allowable limits if meals are not included in the Accommodation charge. Council will not reimburse the cost of meals where the employee leaves home and returns home on the same day. Council may supply meals (subject to the approval of the CEO) where the activity is within the Barcaldine Regional Council area. LAFHA will be provided if required and other options are not available.

Travelling Time

- Training is to be carried out in normal working hours, and where possible travel will be undertaken during normal business hours. However, in order to meet normal workloads and commitments, training after hours will remain an option.
- Where Council requests an employee to attend a training course outside of normal working hours the employee may elect TOIL or the overtime rates for travel outside of ordinary working hours. The employee will adjust their start and finish times for the day to meet training requirements.

Where travel is required outside normal working hours and the training or study course is non-essential, employees will be expected to travel in their own time unless prior authorization of the Chief Executive Officer is obtained at the time of approval for attendance at the study or training Course.

Controls

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- An employee must not authorise their own training expenditure. Expenditure by an employee must be authorised by the supervisor in consultation with HR and finally by the CEO;
- Expenditure incurred by the employee which is not reasonable and appropriate (private expenses) must be repaid to Council;
- All transactions must be properly documented and the original receipts provided. If the receipt has been lost or is illegible, a signed Statutory Declaration must be submitted detailing the claim. Attendees shall provide a complete breakdown of expenditure relating to expenses, itemising dates and details of expenditure.
- The Chief Executive Officer has the right to refuse reimbursement of training expenses and study leave.

Course Materials

- The cost of text material shall remain the responsibility of employees unless there is a legal requirement for text material to be paid by the employer.

5.9 Promotion - higher classification

The successful completion of any approved study course or training will **not** automatically entitle an employee to a higher classification level or an increase in wages. Appointment to a higher classification level will be subject to a review of the employee's position in accord with the duties, responsibilities and requirements under the classification level definitions of the relevant Award pertaining to their employment.

5.10 Withdrawal of Support – unsatisfactory performance

The CEO may, at their discretion, withdraw support [in writing] for training subject to:

- Review of progress reports or semester results;
- The behaviour and progress of the employee;
- The educational requirements of the University or training organisation;
- Second Repeated subject failures associated with any study course; and
- Council's terms and conditions of employment/award.

5.11 Course Completion

The Employee is required to provide Council with a copy of results or a Certificate of completion for any course completed under this policy so that personnel files can be updated;

Competencies or other **occupation based mandatory study or training** is to be completed **prior** to taking up certain unsupervised duties (eg operating plant). The employee is not to perform those duties unsupervised until their study or training is completed and they are competent in that field. It is essential that every employee completes each mandatory training element.

5.12 Responsibility and authority

Human Resources will monitor the day to day compliance with this Policy and provide guidance to the CEO. If you have any questions or wish to make any comments regarding this policy, please contact the HR Manager.

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5.13 Review

Human Resources will review the contents of, and compliance with, this Policy at least once a year.

Doc ID No.	Version No.	Owner	Next Review Date
HR-013	3	HR Manager	December 2024

6 ASSOCIATED DOCUMENTS

“Nil.”

POLICY NAME: Drug and Alcohol

POLICY NUMBER: HR015

ADOPTED: 13 December 2023

REVIEW DATE: December 2024

POLICY OWNER Human Resources

PURPOSE: The Drug and Alcohol policy provides guidance on a work environment which aims to ensure the health, safety, respect and productivity of all employees. The use of drugs and alcohol may impair an individual's capacity to perform their job safely, efficiently and with respect for work colleagues and customers.

1 SCOPE

Employees [this policy will include Councillors as they relate to working in their role on behalf of the council] must not be under the influence of alcohol or drugs when performing any work duties for the Council. Employees must not commence work or return to work whilst under the influence of alcohol or drugs.

Consequences of breaching this policy may include disciplinary action up to and including termination of employment.

All employees within Barcaldine Regional Council must comply with this policy at all times. All employees shall be familiarised with this Policy and the Drug and Alcohol Procedures upon commencement of employment and annually thereafter.

Employees within Barcaldine Regional Council must;

- Be fit enough to do their job
- Be well enough to do their job
- Not be under the influence of alcohol or drugs or use alcohol or illegal drugs whilst at work this includes the misuse of medicines prescribed by a doctor or available from a pharmacy.

2 POLICY OBJECTIVE

This policy applies to all employees, full time / part time, contract roles and others of Barcaldine Regional Council [BRC] – which will include Councillors for this policy, who carry out work in any form or capacity for Council.

Barcaldine Regional Council requires that all workplace participants must provide, if tested, a breath alcohol concentration (BrAC) reading of less than 100 micrograms (0.01) of alcohol per litre of breath whilst at the workplace during work hours. Barcaldine Regional Council requires that all workers must not be under the influence of either illegal or prescribed medication above the cut-off levels specified in AS/NZ 4308:2008 or AS/NZ4760:2019 whilst at work.

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3 HEAD OF POWER

Policies and Procedures:

- Barcaldine Regional Council Code of Conduct
- Work Health and Safety Policy

Legislation and Regulations:

- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011
- Local Government Act 2009
- Information Privacy Act 2009
- Public Records Act 2002
- AS 3547:2019
- AS 4760:2019
- AS/NZS:4308-2008

4 DEFINITIONS

To assist in the interpretation of this Policy the following definitions apply:

Blanket Testing	All Employees and/or others are tested for Drug and Alcohol
Breath Alcohol Concentration (BrAC)	The percentage of alcohol in a person's exhaled breath, taken from deep in the lungs
Contractor	for the purpose of this Policy, "contractor" refers to a person who enters, or is an employee, agent or subcontractor, to a person who has entered into an agreement (contract) to perform work for Council.
Council	Barcaldine Regional Council
Confirmed Positive Test	a positive alcohol and/or drug test has been returned and confirmed by a subsequent confirmatory test (alcohol) or laboratory analysis (drug).
Dangerous Drugs	Drugs that are prohibited by the <i>Queensland Drugs Misuse Act 1986</i> and the <i>Queensland Drugs Misuse Regulation 1987</i> . Examples include, but are not limited to, amphetamines (ecstasy, speed), cannabis, cocaine and heroin. To remove doubt, Dangerous Drug also includes all forms of 'synthetic cannabis'.
Drug	for the purpose of this Procedure, medication, either prescribed or over the counter
Employee Assistance Program [EAP]	a confidential, professional counselling service
Satisfactory Result	A satisfactory result is when a worker produces a negative drug or alcohol test result from an initial drug or alcohol test and/or a confirmatory drug or alcohol test. If a worker produces a negative test result to an initial drug or alcohol test and/or a confirmatory drug or alcohol test, they will be able to return to work immediately.
External Tester	An agency engaged by Council to perform alcohol and other drug tests

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Fit for Work	A state (physically, mentally and emotionally) to perform assigned tasks competently and in a manner which does not compromise or threaten the health, wellbeing and safety of themselves or other persons.
Impairment	A state of diminished capacity, reducing a worker's ability to perform their duties safely, competently and effectively
Internal Tester	a person appointed by Council to conduct in-house drug or alcohol testing
Investigation	An inquiry to determine the nature, causal factors and facts surrounding an incident, or accident or circumstance
High Risk Activity	Activities that could result in death or bodily harm including "high risk construction activity" (refer to the <i>Queensland Work Health and Safety Regulation 2011</i>). Activities may include working from heights, working in confined spaces, trenches, working on or adjacent to a road, using a hazardous substance etc.
Medication	legal prescription and non-prescription drugs including legal herbal products
Person Conducting a Business or Undertaking (PCBU)	Is as defined by the <i>Work Health and Safety Act 2011</i> , and includes a person or entity (e.g. partnership) that has responsibilities for management and/or control of a workplace.
NATA	National Association of Testing Authorities
Negative (Alcohol Test Result)	The result from the initial on-site test of a breath sample that indicates no presence of alcohol.
Non-negative (Alcohol Test Result)	The result from the initial onsite test of a breath sample that indicates the possible presence of alcohol.
Negative (Drug Test Result)	The result from the on-site test of a sample that indicates no presence of a substance being tested for.
Non-negative (Drug Test Result)	The result from the onsite test of a sample that indicates the possible presence of a substance being tested for.
Notifiable Incident	– means: a) the death of a person; or b) a serious injury or illness of a person; or c) a dangerous incident.
Others	Defined as a Council "employee", included to but not limited to: <ul style="list-style-type: none"> • Councillors • Contractors, subcontractors and their employees • Employees of labour hire companies assigned to work for Council • Apprentices and trainees • Work experience students • Volunteers
Policy	Any reference to Policy in this Document means the Alcohol and Other Drugs Policy
Positive (Alcohol Test Result)	The result from a confirmatory breath alcohol test confirming the presence of alcohol at a specified concentration exceeding the limits specified in this policy.
Positive (Drug Test Result)	The result from a laboratory confirming the presence of a substance being tested for exceeding the limits specified in this policy
Random Test	objective drug and/or alcohol test of a worker or a workgroup in which each worker (workgroup) has an equal chance of selection for

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	testing. (i.e. there is no targeting of workers (workgroups) for testing).
Safety Sensitive Aviation Activities	any actions taken by a person in an aerodrome testing area (including the person's presence in the area) other than as a passenger (e.g. airside grass slashing, runway line painting, conducting runway inspections)
Serious Incident	for the purpose of this Policy, a Serious Incident is a Serious Injury, a Notifiable Incident, , or any other incident that did or could have resulted in injury to a person
Supervisor	a person involved with the Management or Control of a Workplace (e.g. Supervisor)
Worker	for the purpose of this Policy, "worker" is as defined by the <i>Work Health and Safety Act 2011</i> , and includes a person Defined as other
Worker Unfit for Duty	a person who has their level of safety diminished due to a loss of their physical coordination, judgment or alertness which may be due to the effects of alcohol and/or drugs
Work Group	Two or more workers who routinely function as a team
Workplace	a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work (i.e. vehicle, aircraft or other mobile structure)

5 POLICY STATEMENT

Except as set out in this Policy, workplace participants are not permitted to do the following:

- Work or conduct Council business with illegal drugs and/or alcohol in their system in excess of the tolerance levels set out in this policy;
- Consume, use, possess or distribute illegal drugs and/or alcohol in on Council property or in Council owned machinery or plant;
- Operate Council owned machinery or plan with illegal drugs and/or alcohol in their system in excess of the tolerance levels set out in this policy;
- Use or consume illegal drugs and/or alcohol when off-duty if it would result in the worker reporting to work or performing duties with drugs and/or alcohol in their system in excess of the tolerance levels set out in this policy.

Employees are expected to cooperate in being tested during work hours, if required by Council.

Workers should not remain at the workplace if they become impaired or there is a risk of impairment by drugs and/or alcohol.

5.1 Prescription and pharmacy medication

Where a worker is taking prescription or pharmacy medications for legitimate medical purposes, the worker will not breach this Policy by attending work if:

- The worker does **not** misuse or abuse prescription or pharmacy medications;
- The worker is **aware of the effects** (including potential effects) of consumption of alcohol whilst taking prescription or pharmacy medications;

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- The worker **checks with their medical practitioner or pharmacist** about the effect of the medication on their abilities to drive vehicles, operate machinery (if relevant) and generally perform their work duties in a safe manner. If a workers ability to perform their work safely could be impaired by prescription and/or pharmacy medications, the worker **must notify their Supervisor** before undertaking their work. A worker is not required to disclose details of the condition/s being treated; and
- The worker **advises the testing provider of any prescription or pharmacy medication** that may impact upon the result, prior to the test being undertaken. Employees and workers will be informed of how prescription or pharmacy medication may impact upon the result prior to the test being undertaken.

If Council suspects that a workers ability to safely perform their work is impaired (or likely to be impaired), Council may take steps to address the issue. These steps may include:

- Requesting a clearance from a Doctor or Medical Professional; and/or
- Providing suitable alternative duties in consultation with the workplace participant, and subsequently approved by a Doctor or Medical Professional.

5.2 Alcohol consumption at functions

Council may waive the prohibition on the consumption of alcohol in certain circumstances such as special functions, Christmas parties, conferences etc. Responsible social events can (with the approval of the Chief Executive Officer) be held at the Council. Prior to the relevant function taking place, workplace participants will be notified whether or not the prohibition of alcohol is waived.

- ♦ Council employees must not become inebriated or drunk;
- ♦ Council employees who consume alcohol should do so in a responsible manner;
- ♦ Council employees must uphold an appropriate standard of behaviour at all times. Inebriation will not be accepted as an 'excuse' for misconduct;

The restrictions on the operation of vehicles and machinery continue to apply.

5.3 Vehicle and machinery

Council does not accept liability for any damage which has occurred to any machinery, plant or vehicle, any injury to any person, or damage to any other property caused by a workplace participant's use of vehicle or machinery while under the influence of illicit drugs or alcohol. All liabilities shall rest with the person operating the company vehicle.

5.4 Assessing and testing

Council's obligation and commitment to ensuring a safe workplace, all workplace participants (including Others.) will be required to partake in drug and alcohol testing.

Workers may be required to undergo drug and alcohol testing in the following circumstances:

- As part of the Random Testing Program;
- In case of Reasonable Suspicion; and/or
- Post Serious Incident

Random testing of workplace participants will be conducted periodically in a non-discriminatory manner that involves a neutral selection process and will be conducted by an external provider..

5.5 Testing method

Drug and Alcohol will be conducted by external providers and will be conducted sporadically.

All workplace participants must disclose all relevant medication to the external providers prior to the test being administered. In the instance where concerns remain about the level of substances tested, or whether those substances reliably reflect the medications identified, a confirmatory test shall be required.

5.6 Unsatisfactory result

Where the initial screening test result of an individual indicates the presence of drugs or alcohol above the acceptable limits, the worker will be immediately suspended from work with pay, and a confirmatory test will be required. If a confirmatory test indicates a breach of acceptable limits, the employee will then be subject to appropriate disciplinary measures as determined by the CEO and in accordance with Council's Code of Conduct, including the opportunity to seek counselling and rehabilitation where appropriate.

The employee may elect to undergo further confirmation testing at their own expense within a reasonable timeframe following the initial test. Council will take on board the advice from the external medical service provider (*who the Council will use, will be dependent on the medical centre's availability*) as to the period of time within which the relevant drug or alcohol is likely to remain in the employee's system in excess of the relevant standards.

If the presence of drugs or alcohol is confirmed to be above the acceptable limits in accordance with this Policy, the employee will be escorted to their residence by Health and Safety representative or the HR manager. The employee will be responsible for the collection of their personal vehicle, if applicable.

5.7 Return to work

The employee will not be allowed to return to work until they have achieved a satisfactory result to the testing in the agreed timeframe by the employer.

5.8 Refusal to undergo testing.

A refusal to undergo a drug or alcohol test will be considered a breach of this Policy and the employee may face disciplinary action, including and up to dismissal. Resignation will be accepted.

5.9 Confidentiality of test results

An employee's test results and any information they share with the testing provider about medication or personal health issues will remain confidential. In the case of an unsatisfactory result obtained, a record of the test result only will be kept in the employee's personnel file. All test results will be kept in accordance with the Information Privacy Act 2009 and corresponding legislation.

Any proven breach of confidentiality from any person present during random selection and testing will result in formal disciplinary action against that individual.

5.10 Employee assistance

Council recognises drug and alcohol dependency as a treatable condition and the Council will provide appropriate support where required. Employees or Councillors who suspect they have an issue with drugs and/or alcohol are encouraged to seek advice through our EAP provider (HEAD YAKKA). All information regarding such a disclosure will be treated confidentially.

Other forms of support may include:

- ♦ Access to Leave entitlements.
- ♦ Transfer to another role or work area.

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5.11 Breach of policy

Disciplinary action may be taken in accordance with the Drug and Alcohol Procedure for breaches of this policy including, but not limited to:

- The recording of an unsatisfactory result from a confirmatory drug and/or alcohol test;
- If found to have deliberately masked a substance;
- The falsification of medication information or details;
- Tampering with a sample or drug and/or alcohol testing; and
- Refusing to comply with any requirements of this policy.

Examples of disciplinary action that may be taken include, but not limited to:

- A formal warning;
- Demotion;
- Suspension; or
- Termination of employment.

Any workplace contractors (including others) of Council who are found to have breached this Policy may have their contracts terminated or not renewed. Contractors and visitors found to be in breach of this Policy will be required to leave the workplace immediately to ensure the safety of all employees, Councillors, and other contractors and visitors. If this occurs, Council will make arrangements will be made in conjunction with the employee to ensure they get home safely.

In any circumstances where a workplace participant's behaviour or conduct may involve a breach of any Australian Laws, (or any other laws including foreign and international laws) Council may notify the police or other relevant authority.

5.12 Responsibility and authority

Human Resources will monitor the day-to-day compliance with this Policy and provide guidance to the CEO. If you have any questions or wish to make any comments regarding this policy, please contact the HR Manager

6. REVIEW

Human Resources will review the contents of, and compliance with, this Policy at least once a year.

Doc ID No.	Version No.	Owner	Next Review Date
HR-015	2.02	HR Manager	December 2024

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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 November 2023.

Officer's Recommendation: That Council receive the report.

Background

Council adopted the 2023-2024 Budget in June 2023. The report provides information and tracks Council's year to date revenue, expenditure and cash position. It also includes financial statistical information relevant to Council's operations.

As an update on the 2022-2023 financial statements, audit is still underway during the first week of December. Council has received formal notification of an extension until 15 December 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

Executive Management Team and District Managers

Policy Implications

Nil

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Budget and Resource Implications

There are a number of matters 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 direct impact on enterprise risk however, does provide information that should be used to assist in the management of risks identified. The regular monitoring and interrogation of the finances does act as a mechanism of control for financial risk.

Asset Management Implications

Nil

Legal Implications

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

Financial Attachments

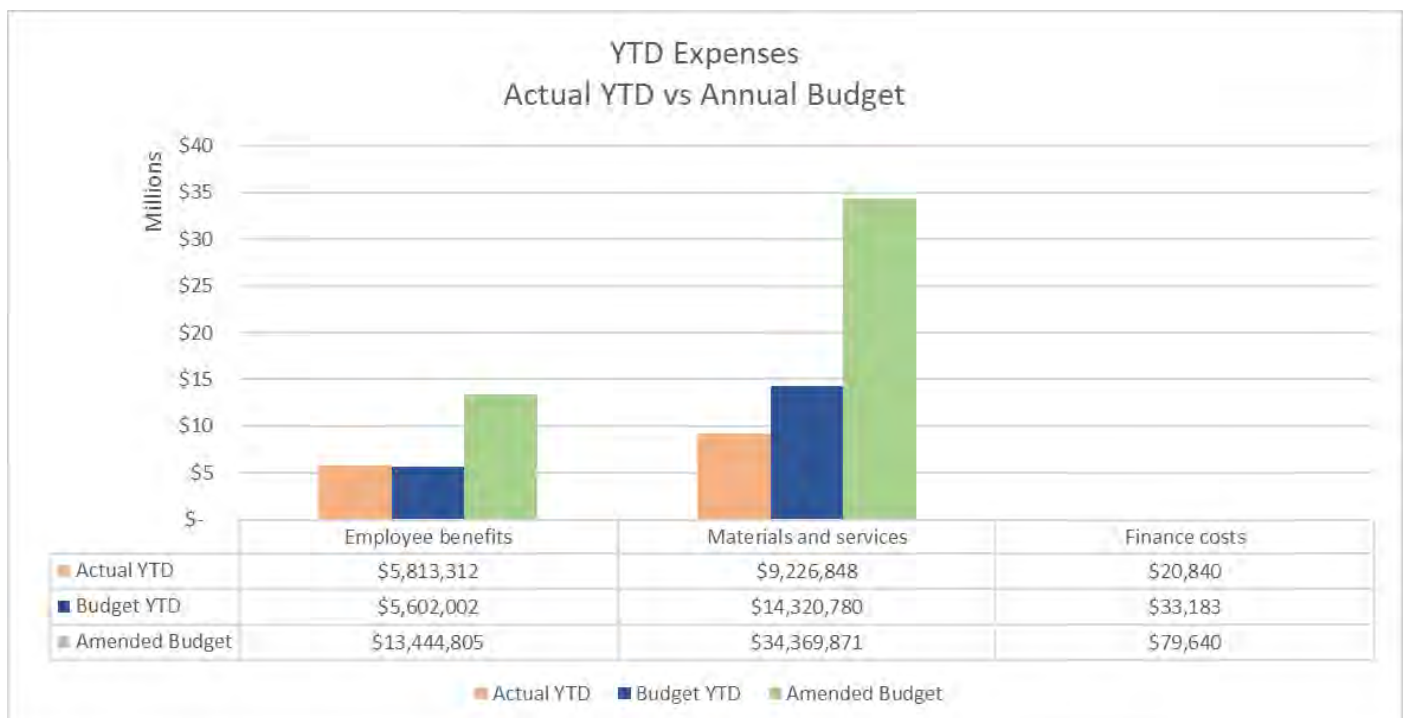
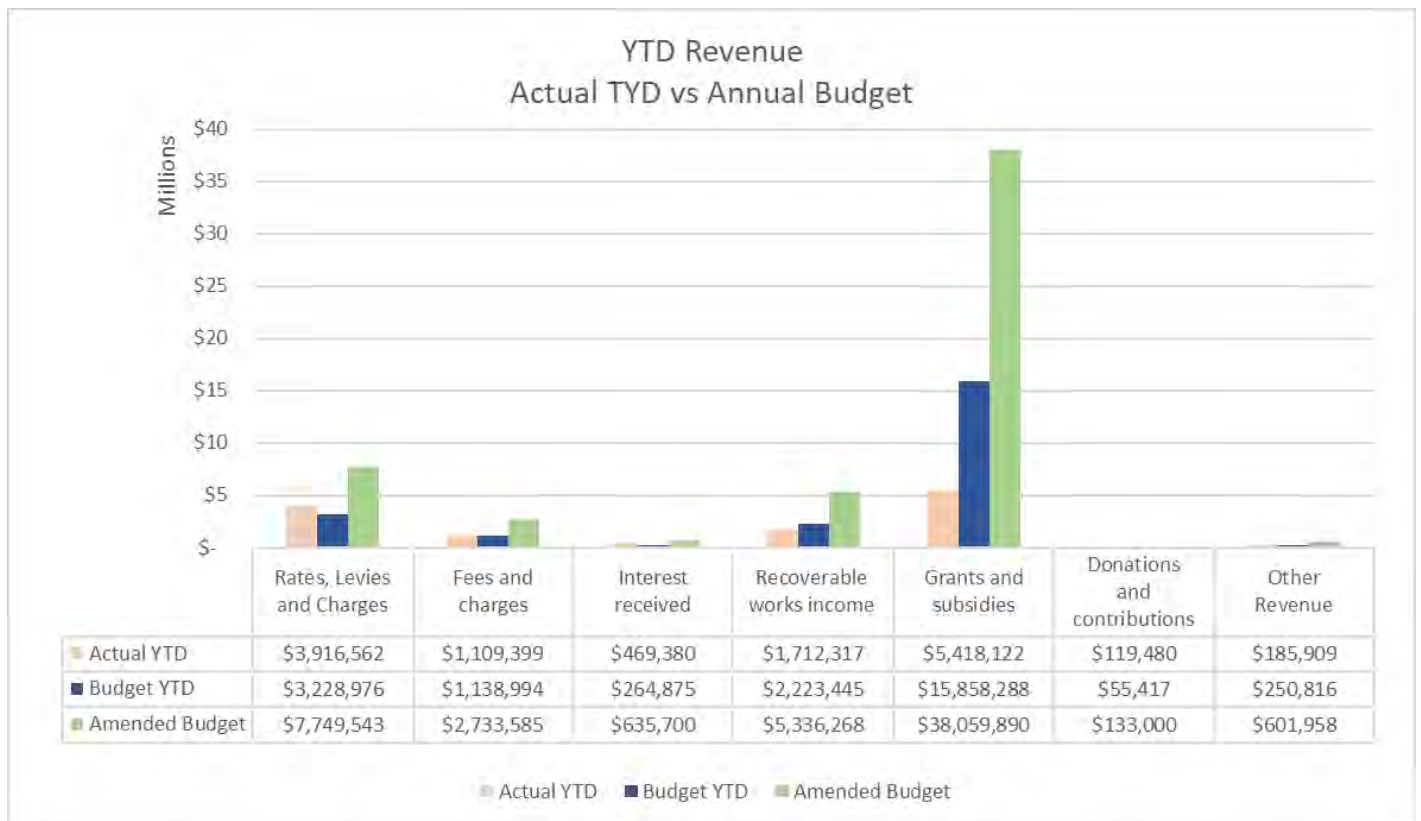
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AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Financial Performance as at 30 November 2023

	Year to Date			Full
	Actual	Budget	Variance	Amended Budget
	\$'000	\$'000	\$'000	\$'000
Operating Revenue				
Rates, Levies and Charges	3,917	3,875	42	7,750
Fees and Charges	1,109	1,139	(30)	2,734
Rental Income	192	221	(29)	530
Interest Received	469	265	204	636
Recoverable Works Income	1,712	2,223	(511)	5,336
Grants, Subsidies, Contributions and Donations	5,537	15,858	(10,321)	38,059
Other Revenue	(6)	85	(91)	205
Total Operating Revenue	12,930	23,667	(10,737)	55,250
Operating Expenses				
Employee Benefits	5,813	5,602	211	13,444
Materials and Services	9,250	14,321	(5,071)	34,370
Finance Costs	21	33	(12)	80
Depreciation	2,267	3,052	(785)	7,324
Total Operating Expenses	17,351	23,008	(5,657)	55,218
Operating Profit/(Loss)	(4,421)	659	(5,080)	32
Capital Revenue and Expenses				
Capital Revenue	2,749	2,953	(204)	7,088
Capital Expenses	5	40	(35)	96
Net Capital Income/(Loss)	2,754	2,913	(239)	6,992
Net Result	(1,667)	3,573	(5,320)	7,024

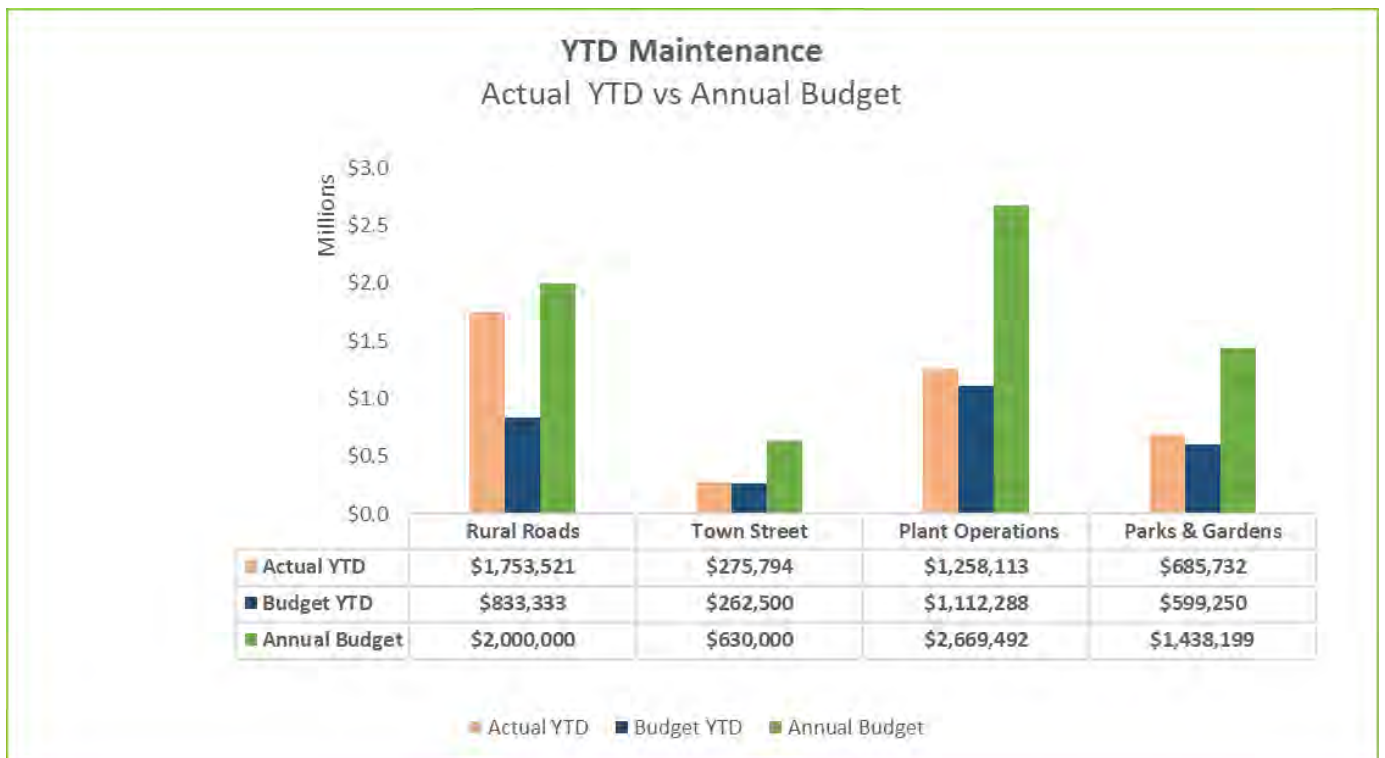
- Rates, Levies and Charges are on track with the first half being issued in September.
- Fees and Charges performing in line with expectations.
- Recoverable Works money is trending as expected.
- Grants and Subsidies are running under budget, this is due to funds being received in advance and works not yet started.
- Interest is performing well in QTC, earning \$469,000 year to date. The difference between this and the budgeted amount is due to the large amount of cash currently invested in QTC and the increase in interest rates.

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AGENDA FOR GENERAL MEETING 12 DECEMBER 2023



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

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

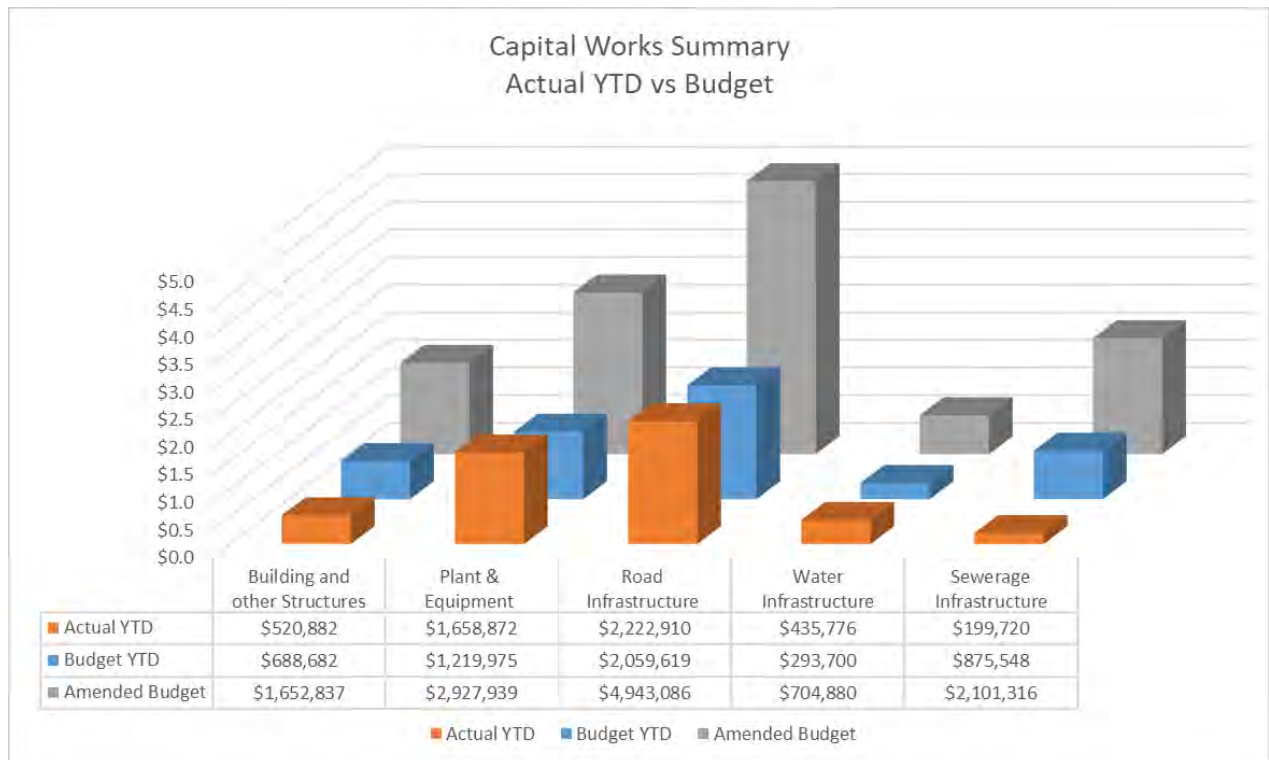
BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Financial Position as at 30 November 2023

	Monthly Balances				Full Year
	September 2023	October 2023	November 2023	Variance	Amended Budget
	\$'000	\$'000	\$'000	\$'000	\$'000
Current Assets					
Cash	27,622	26,762	26,137	(625)	28,981
Receivables	5,218	7,921	6,641	(1,280)	1,184
Other	947	470	511	41	3,938
	33,787	35,153	33,289	(1,864)	34,103
Non-Current Assets					
Property, plant & equipment	360,335	393,738	393,485	(253)	406,798
Other	8,636	10,174	10,862	688	-
	368,971	403,912	404,347	435	406,798
Total Assets	402,758	439,065	437,636	(1,429)	440,901
Current Liabilities					
Trade and other payables	18,460	12,797	13,168	371	1,768
Borrowings	403	403	403	-	550
Provisions	1,565	1,551	1,546	(5)	2,824
Other	-	-	-	-	5,044
	20,428	14,751	15,117	366	10,186
Non-Current Liabilities					
Borrowings	2,330	2,330	2,330	-	1,781
Provisions	1,117	1,117	1,117	-	1,165
	3,447	3,447	3,447	-	2,946
Total Liabilities	23,875	18,198	18,564	366	13,132
Net Community Assets	378,883	420,867	419,072	(1,795)	427,769
Community Equity					
Capital	-	-	-	-	-
Retained surplus/(deficit)	192,135	201,331	199,537	(1,794)	208,229
Asset revaluation surplus	185,585	219,541	219,541	-	219,541
Total Community Equity	377,720	420,872	419,078	(1,794)	427,770

- Cash at Bank has decreased slightly, this is due to no substantial amounts of income coming in for November.
- 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
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- Plant has a large list of new items to be purchased, which is progressing.
- Buildings and other structures are seeing the early stages of commencing the program.
- Roads Infrastructure is largely in the flood damage space with much of the resheeting now completed on Texas and Aramac-Jericho Roads.

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The current Cash outlook is expected to decline over the coming months. The limited inflows from the past couple of months may improve slightly as Council receives LRCI payments of around \$1 million and the 30% upfront Qld Reconstruction Authority payment for the Aramac Region 2023 Event. However, with works ramping up with Flood Damage, Council should expect the cash at bank balance to decline as we lead into Christmas and the New Year.

BARCALDINE REGIONAL COUNCIL
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Statement of Cash Flow as at 30 November 2023

	Year to Date			Full Year
<i>YTD cash flows</i>	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Amended Budget</i>
Cash flows from operating activities	\$'000	\$'000	\$'000	\$'000
Receipts from customers	12,843	23,798	(10,955)	57,114
Payments to suppliers and employees	(15,739)	(20,548)	4,809	(49,315)
Interest paid	(21)	(33)	12	(80)
Interest received	469	265	204	636
Net cash inflow (outflow) from operating activities	(2,448)	3,481	(5,929)	8,355
Cash flows from investing activities				
Payments for property, plant and equipment	(4,993)	(5,285)	292	(12,684)
Proceeds from sale of property, plant and equipment	351	208	143	500
Grants, subsidies, contributions and donations	7,109	2,953	4,156	7,088
Net cash inflow (outflow) from investing activities	2,467	(2,123)	4,590	(5,096)
Cash flows from financing activities				
Proceeds from borrowings	-	-	-	-
Repayment of borrowings	(130)	(221)	91	(530)
Net cash inflow (outflow) from financing activities	(130)	(221)	91	(530)
Net increase (decrease) in cash held	(111)	1,137	(1,248)	2,729
Cash at beginning of reporting period	26,251	10,938	15,313	26,251
Cash at end of reporting period	26,140	12,075	14,065	28,980

BARCALDINE REGIONAL COUNCIL
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Council Meeting Date: 12 December 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 of each program. A general summary of each program is below:

Commonwealth Home Support Program (CHSP) is currently showing a more realistic result of where we are year to date, we have now received 90% of funding for the year for CHSP, with these funds sitting in revenue received in advance. It should be noted that there are a number of programs Council run under CHSP. We currently have no clients on the Queensland Community Support Scheme and Transport programs and funding has ceased for these. Options are being explored for setting up the program on an as need basis or looking into alternative options.

The Home Care Packages has some work completed with payment coming in over the next couple of months. There is a slight increase in Home Assist Secure requests for minor jobs to be completed in client's homes for this current quarter, with a current year to date profit. Home Assist Secure has received 75% of its total funding already for the 2024 financial year.

National Disability Insurance Scheme (NDIS) is continuing to show very healthy numbers, above expectation with 68 participants currently. One participant is due to relocate end of December with a Muttaborra participant trying to access NDIS.

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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

Nil

Policy Implications

Nil

Budget and Resource Implications

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

Risk Management Implications

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

Asset Management Implications

Nil

Legal Implications

Nil

Tables and Program Summaries

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Barcaldine Regional Council - Community Services Business Unit						
Financial Performance Reports						
For the period 1 July 2023 to	30-Nov-23					
% of year lapsed	42%					
	YTD Actual \$	YTD Budget \$	Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<i>DIRECT INCOME & EXPENDITURE</i>						
<i>Income</i>						
CHSP	331,328	351,042	845,891	842,500	-6%	0%
Home Care Packages	75,421	57,083	181,009	137,000	32%	32%
Home Assist/Secure	127,692	65,625	366,935	157,500	95%	133%
NDIS	690,788	762,500	1,657,892	1,830,000	-9%	-9%
Total Income	1,225,229	1,236,250	3,051,726	2,967,000	-1%	3%
<i>Expenditure</i>						
CHSP	393,010	315,987	943,223	758,370	24%	24%
Home Care Packages	85,694	54,208	205,665	130,099	58%	58%
Home Assist/Secure	38,031	64,385	91,276	154,524	-41%	-41%
NDIS	657,327	701,799	1,577,584	1,684,318	-6%	-6%
Total expenditure	1,174,062	1,136,380	2,817,748	2,727,311	3%	3%
NET DIRECT PROFIT/LOSS	51,168	99,870	233,978	239,689	-49%	-2%
Indirect Costs						
Administrative Overheads	75,077		189,879			
Depreciation	13,968		33,524			
NET PROFIT/LOSS	- 37,877		10,576			

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Barcaldine Regional Council - Community Services Business Unit						
Program: Commonwealth Home Support Program						
Financial Performance Reports						
For the period 1 July 2023 to		30-Nov-23				
CHSP	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<i>DIRECT INCOME & EXPENDITURE</i>						
<i>Income</i>						
CHSP Grants	319,119	295,833	710,000	710,000	108%	0%
CHSP Workforce Retention	-	-	-	-	0%	0%
Grants QCSS	624	8,333	-	20,000	-93%	-100%
Contributions CHSP	7,048	41,667	125,000	100,000	-83%	25%
Contributions MOW	4,538	5,208	10,891	12,500	-13%	-13%
Total Income	331,328	351,042	845,891	842,500	-6%	0%
<i>Expenditure</i>						
Workforce Retention	-	0	-		0%	0%
Personal Care	1,414	12,745	3,394	30,589	-89%	-89%
Transport	12,336	25,417	29,606	61,000	-51%	-51%
Domestic Assistance	52,889	35,417	126,933	85,000	49%	49%
Home maintenance	-	12,083	-	29,000	-100%	-100%
Home modifications	192,621	90,417	462,289	217,000	113%	113%
Meals	3,216	5,208	7,718	12,500	-38%	-38%
Meals on wheels	-	3,125	-	7,500	-100%	-100%
Nursing	-	16,628	-	39,907	-100%	-100%
Social Support-group	24,763	28,750	59,431	69,000	-14%	-14%
Social Support-individual	10,303	24,792	24,727	59,500	-58%	-58%
Case Management	640	1,251	1,535	3,003		
Client Care coordination	29,997	38,542	71,994	92,500	-22%	-22%
QCSS wages	443	2,083	1,064	5,000	-79%	-79%
QCSS operating	180	6,250	433	15,000	-97%	-97%
Coord & Super - Community	64,207	13,279	154,097	31,871	384%	384%
Total expenditure	393,010	315,987	943,223	758,370	24%	24%
Direct profit/Loss before overheads	- 61,681	35,054	- 97,333	84,131	-276%	-216%
Indirect Costs						
Administrative overheads	25,977		62,346	768,994		
Depreciation	11,432		27,436			
NET PROFIT/LOSS	- 99,090		- 187,114			
<i>* YTD Actuals extrapolated for remaining months</i>						

BARCADDINE REGIONAL COUNCIL
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Barcaldine Regional Council - Community Services Business Unit						
Program: Home Care Packages						
Financial Performance Reports						
For the period 1 July 2023 to 30-Nov-23						
	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
HOME CARE PACKAGES						
<i>DIRECT INCOME & EXPENDITURE</i>						
<i>Income</i>						
Grants	75,421	52,083	181,009	125,000	45%	45%
Return unexpended grants (est 21/22)			-	-		
Contributions	-	5,000	-	12,000	-100%	-100%
<i>Total Income</i>	75,421	57,083	181,009	137,000	32%	32%
<i>Expenditure</i>						
Regional HC Wages	68,078	25,000	163,388	60,000	172%	172%
Regional HC Packages - operating	7,342	27,083	17,621	65,000	-73%	-73%
Coord & Super - Community	10,273	2,125	24,656	5,099	384%	384%
<i>Total expenditure</i>	85,694	54,208	205,665	130,099	58%	58%
<i>Direct profit/Loss before overheads</i>	- 10,273	2,875	- 24,656	6,901	-457%	-457%
<i>Indirect Costs</i>						
Administrative overheads	5,664		13,594			
Depreciation						
NET PROFIT/LOSS	- 15,937		- 38,250			

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Barcaldine Regional Council - Community Services Business Unit						
Program: Home Assist/Secure						
Financial Performance Reports						
For the period 1 July 2023 to	30-Nov-23					
		YTD Budget	* Projected	Annual	YTD	Projected
HOME ASSIST/SECURE	YTD Actual \$	\$	Annual \$	Budget \$	Variance %	Annual Variance %
DIRECT INCOME & EXPENDITURE						
Income						
Grants	26,902	62,083	64,565	149,000	-57%	-57%
Grants- SAA program	-	-	-	-		
Unexpended grant return (est 20/21)	-	-	-	-		
Contributions	100,790	3,542	302,369	8,500	2746%	3457%
Total Income	127,692	65,625	366,935	157,500	95%	133%
Expenditure						
Direct wages	410	20,833	984	50,000	-98%	-98%
Operating costs	26,492	41,250	63,582	99,000	-36%	-36%
SAA Grant expended	-	-	-	-		
Coord & Super - Community	11,129	2,302	26,710	5,524	384%	384%
Total expenditure	38,031	64,385	91,276	154,524	-41%	-41%
Direct profit/Loss before overheads	89,661	1,240	275,659	2,976	7131%	9163%
Indirect Costs						
Administrative overheads	2,514		6,033			
Depreciation	2,536		6,088			
NET PROFIT/LOSS	84,610		263,539			

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Barcaldine Regional Council - Community Services Business Unit						
Program: NDIS						
Financial Performance Reports						
For the period 1 July 2023 to						
	30-Nov-23					
NDIS	YTD Actual \$	YTD Budget \$	* Projected Annual \$	Annual Budget \$	YTD Variance %	Projected Annual Variance %
<i>DIRECT INCOME & EXPENDITURE</i>						
<i>Income</i>						
Fees - Plan Set-up	8,665	2,500	20,796	6,000	247%	247%
Fees - Plan administration	32,826	45,833	78,781	110,000	-28%	-28%
Fees - support coordination	30,856	47,500	74,054	114,000	-35%	-35%
Care packages	618,442	666,667	1,484,261	1,600,000	-7%	-7%
Contributions		-		-		
Total Income	690,788	762,500	1,657,892	1,830,000	-9%	-9%
<i>Expenditure</i>						
Direct assistance wages	5,844	27,042	14,025	64,900	-78%	-78%
Plan participant claims	601,498	626,083	1,443,595	1,502,599	-4%	-4%
Coordination & Supervision	49,985	48,675	119,965	116,819	3%	3%
Total expenditure	657,327	701,799	1,577,584	1,684,318	-6%	-6%
Net Direct Profit/Loss	33,461	60,701	80,307	145,682	-45%	-45%
Indirect Costs						
Administrative overheads	43,448		104,276			
Depreciation						
NET PROFIT/LOSS	- 9,987		- 23,969			

BARCALDINE REGIONAL COUNCIL
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Council Meeting Date: 12 December 2023
Item Number: 3.4.1
Subject Heading: Regional Council Business

Summary: Items to be tabled on the day.

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Council Meeting Date: 12 December 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.

Background

The following correspondence has been received up to 6 December 2023:

1. Email from the Office of the Independent Assessor re: External Investigation Provider.
2. Email from Josh Hannan, Deputy Director-General re: An update on the learning package for Local Government elected officials and senior leaders – the LG Leaders Program.
3. Email from the Office of the Independent Assessor re: Local Government (Councillor Conduct) and Other Legislation Amendment Bill 2023.
4. Email from Local Government Association of Queensland re: Media Release – Reforms to let councils get on with the job.
5. Email from Regional Development Australia Central and Western Queensland re: Quarterly Economic 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 – Nil

Asset Management Implications – Nil

Legal Implications – Nil

BARCALDINE REGIONAL COUNCIL
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1. Email from the Office of the Independent Assessor re: External Investigation Provider.



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

Subject: External Investigation Provider

Attachments: Letter to Chief Executive Officer - Inappropriate Conduct Complaints.pdf (100.66 KB),
Ashdale Fee Schedule Nov 2023 - SOA Local Gov Edu OIA.pdf (98.19 KB)

Dear Chief Executive Officer

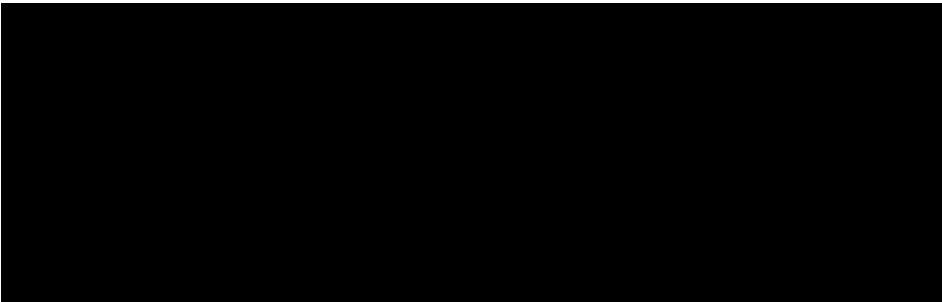
On 23 September 2020, the Office of the Independent Assessor (OIA) emailed correspondence to all Chief Executive Officers identifying a panel of external investigators who have been trained by the OIA specifically to deal with suspected inappropriate conduct matters involving councillors, had historic experience in local government investigations and provided a relatively low cost for service.

Please note that one of the companies, Ashdale has notified the OIA of an increase in their schedule of fees.

Contact details for Ashdale are:

Sam McNulty

Operations Manager/Senior Investigator



Charles Kohn

Deputy Independent Assessor

Office of the Independent Assessor



23 September 2020

Dear Chief Executive Officer

Since its establishment in 2018, the Office of the Independent Assessor (OIA) has observed signs of strengthening integrity standards in local government in Queensland. During this time the OIA has also identified an opportunity for further improvement, particularly in supporting fair and consistent outcomes when councils deal with inappropriate conduct complaints.

In the OIA's most recent [*Insight*](#) report, I noted that our records had raised concerns about how some of these matters were being dealt with.

Of the 48 inappropriate conduct complaints which had been referred to local governments at that time, five were sustained, 11 were not sustained, one was referred back to the OIA, six were withdrawn, and the remainder were either unresolved or an outcome was yet to be provided.

The OIA has received feedback that some councillors are uncomfortable sitting in judgment of their peers and are reluctant to substantiate inappropriate conduct allegations. Alliances amongst councillors can be problematic when it comes to objectivity, and there are issues surrounding compliance with council investigation policies which can affect outcomes, including whether natural justice principles are being observed.

The OIA is also aware that the referral of matters to the Councillor Conduct Tribunal can add to timeframes and expense due to the Tribunal's existing workload and need to outsource investigations in some instances.

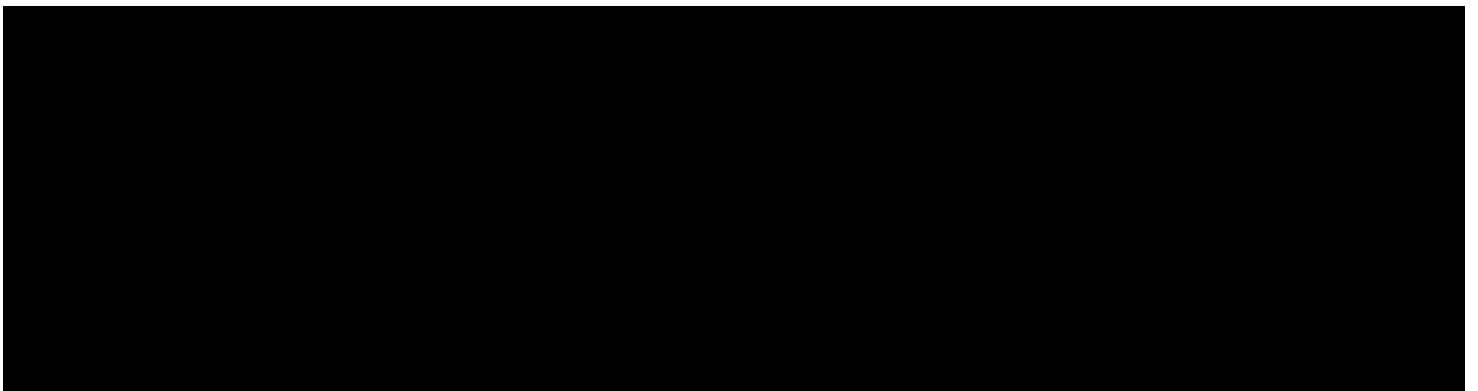
On the other hand, effectively managing inappropriate conduct is important as it reinforces cultural and integrity values and shared expectations of conduct and, if it leads to timely, objective and balanced consequence management, can be a barrier to escalating misconduct.

While the OIA cannot investigate inappropriate conduct (unless it is linked with misconduct) we have a shared interest with councils in getting inappropriate conduct right.

To better support councils to overcome the issues mentioned above and to ensure consistent standards are transparently applied across local government, the OIA has identified a panel of external investigators who may be of use to councils in quickly and independently undertaking investigations in to inappropriate conduct allegations.

The three companies listed in the table below have been selected from the whole-of-government preferred suppliers list, based on affordability and experience in the local government context.

Please note, the listed prices are quotes only.



These investigators have completed an OIA workshop to facilitate a uniform approach to inappropriate conduct investigations and application of the Code of Conduct for Councillors in Queensland. A template investigation report has been agreed to support timely investigations that comply with best practice and natural justice, but do not 'over cook' the process. Please find a copy attached for your information.

In the event that inappropriate conduct is substantiated, and to assist councillors to objectively decide on appropriate sanctions, I have also attached a matrix which is guide to decision making. The matrix was developed last year by the interim Logan City Council (LCC) in consultation with the Independent Assessor. I would like to thank the LCC for allowing us to share this useful resource.

Pursuant to section 150AC(3) of the *Local Government Act 2009* (which also applies under the *City of Brisbane Act 2010*) the Independent Assessor can make a recommendation when referring a matter to a local government for investigation. When the subject of that investigation is the mayor or the complaint is made by one councillor about another, it is my intention to make a recommendation that the matter is investigated by one of the investigators on the panel, and that the investigator in turn makes a recommendation to council on (a) whether inappropriate conduct is made out and if so b) the appropriate sanction/s (consistent with the matrix).

It is hoped that this will help councils to deal objectively and consistently with these matters.

If the Independent Assessor does not make such a recommendation, local governments may still choose to engage one of the above investigators to investigate an inappropriate conduct matter which has been referred to them.

Alternatively, the attached template investigation report and matrix may be of assistance to local governments undertaking their own investigations when read in conjunction with the council's investigation policy.

I hope this information is of assistance to councils as we continue to work together to strengthen integrity and public trust.

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2. Email from Josh Hannan, Deputy Director-General re: An update on the learning package for Local Government elected officials and senior leaders – the LG Leaders Program.

Subject: Fwd: Update on the LG Leaders Program and inductions for Councillors

Attachments: image001.png (16.66 KB)

Good Morning,

I am writing to provide an update on the learning package for Local Government elected officials and senior leaders - the LG Leaders Program.

I am pleased to note the new online training will be ready for use after the elections in March 2024. The online training modules are aligned to the department's Local Government Sustainability Framework, and cover Governance, Compliance, Finance & Assets, Operating Environment and Being an Effective Councillor. Click the image below to see a brief video overview of the program.



The department will also rollout a councillor induction program in 2024 that will provide an overview of the content in the *LG Leaders Program*, and key information councillors and Mayors should know going into their term. Our plan is to offer to present a half-day session to each council from April 2024 onwards.

I am aware many councils are planning their own council-specific inductions, so I want to let you know that our content for inductions will include:

- Considering what it takes to be an LG Leader, and how to be effective in the role
- Councillor obligations – Code of Conduct, Registers of Interests and Conflicts of Interest
- Overview of financial management and council's strategies for assets
- Preparing for and attending council meetings
- Using the *LG Leaders Program* to support Councillors and council staff

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3. Email from the Office of the Independent Assessor re: Local Government (Councillor Conduct) and Other Legislation Amendment Bill 2023.

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

Subject: Local Government (Councillor Conduct) & Other Legislation Amendment Bill 2023

Dear Councillors and CEOs

On 15 November 2023, the Queensland Parliament passed the Local Government (Councillor Conduct) and Other Legislation Amendment Bill 2023.

It is expected the Bill will shortly gain the Governor's assent and the Act and its amendments will commence on the date of assent.

This means that councillor conduct complaints received by the Office of the Independent Assessor (OIA) will be assessed in accordance with the new legislative requirements from that date. However, importantly, it will also mean that existing complaints will be re-assessed.

The outcomes may include that the matter proceeds, or it may be dismissed or withdrawn.

This re-assessment has the potential to impact councillors who are currently the subject of complaints. I also acknowledge it has the capacity to impact councillors who themselves are complainants.

Correspondence regarding re-assessment outcomes will only be sent to councillors and complainants with matters in the councillor conduct complaints system (excluding QCAT reviews).

Under the new legislation:

Assessment of complaints

All new complaints and those under current assessment, must be assessed in accordance with the new legislation.

Complaints currently under investigation or in the natural justice/legal process

- These matters must be re-assessed under the new legislation (except for statutory timeframe considerations).
- All matters currently under investigation by the OIA will be considered in light of public interest considerations.
- Matters that may be well advanced may experience a very short delay while re-assessment takes place.

Applications before the Councillor Conduct Tribunal (CCT) awaiting a decision

An application must be withdrawn, either in full or in part, if any of the following circumstances apply to an application that has not yet been decided by the CCT:

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- the councillor was a **former councillor** when the application was made to the CCT
- after commencement of the new Act, the **office of the councillor is vacated**
- the conduct relates **solely** to behaviour engaged in by the councillor in a **personal capacity**, unless the conduct is suspected corrupt conduct
- if the conduct is a contravention of the **acceptable request guidelines** (other than conduct mentioned in section 150AJ(1)(b) of the new Act)
- the councillor or person was the **chairperson of a local government meeting** and the councillor's conduct relates solely to the councillor performing the role of chairperson
- the conduct relates to a **conflict of interest** matter in new section 150EF(1)(c), (d), (e) or (f) or 150EO(1)(g) or the City of Brisbane Act 2010, new section 177C(1)(c), (d), (e) or (f) or 177L(1)(g)
- the conduct relates to a **conflict of interest matter that involves a close associate** of the councillor who is no longer a close associate under a new definition (section 11 or 89), and
- the conduct relates to a **conflict of interest matter that involves a related party** of the councillor who is no longer a related party under a new definition (section 13 or 91).

Withdrawal of CCT applications in the public interest

New section 150AKA of the *Local Government Act 2009* enables the Independent Assessor (IA) to withdraw a matter that has not yet been decided by the CCT where the IA is of the view that a withdrawal is in the public interest.

The following factors may be considered by the IA in determining whether there is a public interest in continuing a matter:

- the seriousness of the alleged misconduct
- the experience of the councillor
- mitigating or aggravating circumstances
- other alternatives that may exist to deal with the matter
- the previous disciplinary history of the councillor
- whether the alleged breach is ongoing
- how often misconduct of this kind occurs and whether there is a need for deterrence
- the length of time since the alleged misconduct occurred
- the physical or mental health of the councillor
- the length and expense of any misconduct hearing
- if the alleged misconduct is sustained, what are the possible orders available to the Councillor Conduct Tribunal, and
- the need to maintain public confidence in the councillor conduct framework.

When will outcomes be advised

I acknowledge the need to complete these assessments quickly to provide certainty to all councillors. It is expected that the OIA will complete these assessments urgently and letters to impacted councillors and complainants will be sent out as quickly as possible.

Bronwyn Blagoev
Acting Independent Assessor
Office of the Independent Assessor

BARCALDINE REGIONAL COUNCIL

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4. Email from Local Government Association of Queensland re: Media Release – Reforms to let councils get on with the job.

To: Debra Young <DebraY@barc.qld.gov.au>

Subject: Media Release: Reforms to let councils get on with the job

Click [here](#) if you are having trouble viewing this message.



17 November 2023

Reforms to let councils get on with the job

The peak body for Queensland councils has welcomed the critical overhaul of the councillor complaint system passed by Parliament on Wednesday.

Local Government Association of Queensland Chief Executive Officer Alison Smith said a robust, independent and efficient councillor conduct regime was critical to the functioning of the local government sector.

“But for this regime to work, it must strengthen the ability of the local government sector to represent Queensland's local communities - it must not hamper the ability of mayors and councillors to do the job their communities elected them and expect them to do,” Ms Smith said.

“This has been a long road to secure these reforms and I'd like to thank the State Government and Deputy Premier and Minister for Local Government Steven Miles for listening to the sector's concerns and for introducing the changes before the end of the current council term.

“The council complaints process established under the Office of the Independent Assessor has not been functioning as it should, a system that has been more focused on generating complaints, rather than regulating conduct.

“We thank the State Government for listening to the concerns of the local government sector, agreeing to establish a Parliamentary Inquiry into the concerns raised last year,

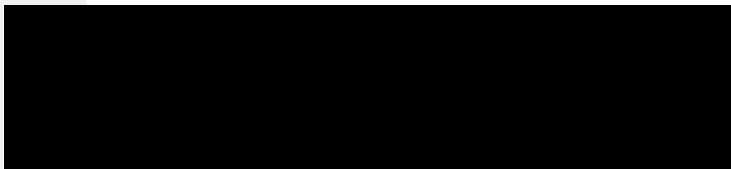
BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

accepting all 40 recommendations from the inquiry, and now progressing these changes with reforms passed by Parliament.

“The LGAQ and its members have been calling for these reforms to be progressed before the end of the local government four-year term given the risk that good people would not run in the March 2024 council elections unless they knew improvements to the councillor complaints system would be made.

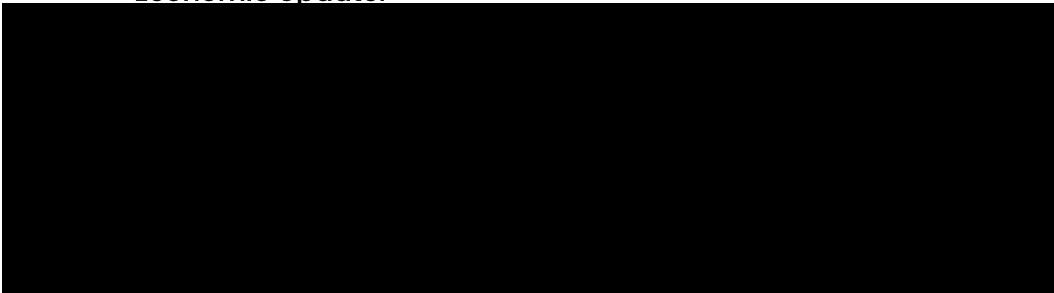
“We thank the Government for listening and ensuring the Bill was passed in time.”

Reforms include:

- introduces a new statutory preliminary assessment process, including a time limitation for the receipt of complaints, notices and information about councillor conduct.
 - introduces an administrative process to declare a person a vexatious complainant
 - removes requirements for certain details to be published in a local government’s councillor conduct register
 - removes the provision of ‘training’ from the functions of the OIA
 - introduces a preliminary assessment process that the OIA must undertake to determine how best to deal with a complaint, notice or information about councillor conduct, including a time limitation for accepting the complaint, notice or information
 - updates natural justice requirements in relation to suspected conduct breaches
 - redefines a breach of a local government’s acceptable requests guidelines as a ‘conduct breach’ and makes other changes to the conduct definitions
 - recognises the provision of official departmental advice to councillors.
- 

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

5. Email from Regional Development Australia Central and Western Queensland re: Quarterly Economic Update.



Good Morning

On behalf of Mr Tony Gambling, Director of Regional Development, RDA Central and Western Queensland, please find attached the latest economic update for Central and Western Queensland.

A message from our Chair, Mr Grant Cassidy OAM:

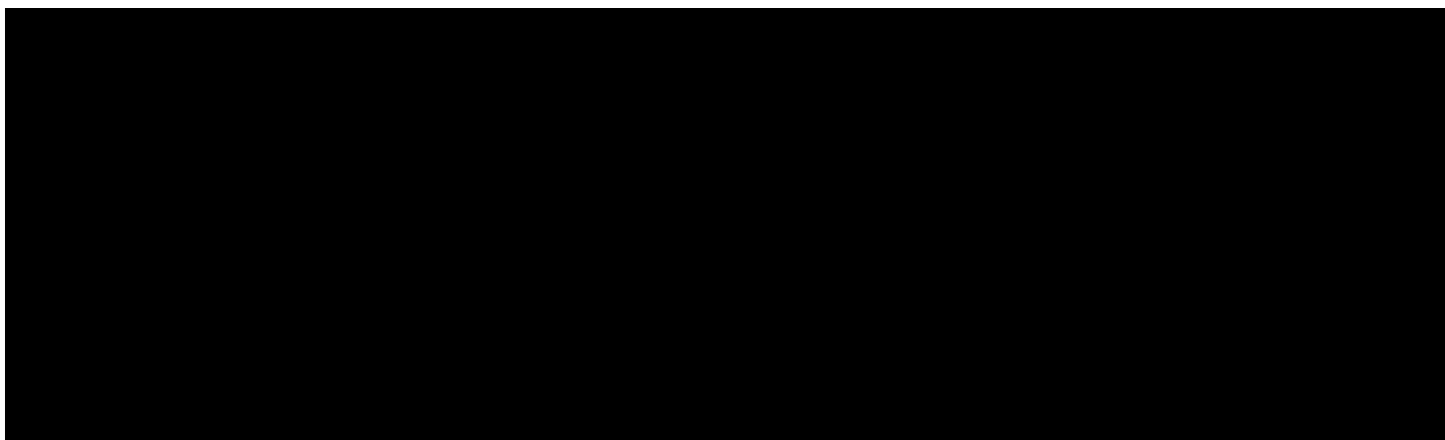
The September 2023 Central and Western Queensland quarterly update highlights the ongoing growth and prosperity of the region, despite challenging economic headwinds.

The region continues to grow the number of jobs with increasing number job vacancies demonstrating the economic resilience and strength of the Central and Western Queensland region.

A key highlight in this quarter is the record throughput across the region's airports, most notably at Rockhampton due to the Singaporean Armed Force's Exercise Wallaby at Shoalwater Bay Training Area – an indicator of the value of defence activity in the region.

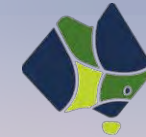
Looking forward, strong non-residential building approvals and higher prices for base metals and demand for agricultural fibres (cotton and wool) point to continued growth across the economy.

However, continued growth in the Central and Western Queensland region requires investment in public infrastructure. Maintaining this pipeline of investment is central to the region's ongoing prosperity.





An Australian Government Initiative



Regional
Development
Australia
CENTRAL AND WESTERN QUEENSLAND

REGIONAL DEVELOPMENT AUSTRALIA CENTRAL AND WESTERN QUEENSLAND ECONOMIC UPDATE Q3 2023

SHIRE HALL

Shire Hall, Longreach



Jack Howe Memorial, Blackall

A MESSAGE FROM THE CHAIR

The September 2023 Central and Western Queensland quarterly update highlights the ongoing growth and prosperity of the region, despite challenging economic headwinds.

The region continues to grow the number of jobs with increasing number job vacancies demonstrating the economic resilience and strength of the Central and Western Queensland region.

A key highlight in this quarter is the record throughput across the region's airports, most notably at Rockhampton due to the Singaporean Armed Force's Exercise Wallaby at Shoalwater Bay Training Area – an indicator of the value of defence activity in the region.

Looking forward, strong non-residential building approvals and higher prices for base metals and demand for agricultural fibres (cotton and wool) point to continued growth across the economy.

However, continued growth in the Central and Western Queensland region requires investment in public infrastructure. Maintaining this pipeline of investment is central to the region's ongoing prosperity.

Yours sincerely,

Grant Cassidy OAM

Chair
Regional Development Australia
Central and Western Queensland



An Australian Government Initiative



CONTENTS

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- 1 SUMMARY STATISTICS
- 2 ECONOMIC OUTLOOK
- 3 COMMODITY PRICES
- 4 LOCAL ECONOMIC INDICATORS








PREPARED IN PARTNERSHIP WITH



OUTCOME DRIVEN

SUMMARY STATISTICS

	BANANA	CENTRAL HIGHLANDS	WOORABINDA	GLADSTONE	LIVINGSTONE	ROCKHAMPTON	WESTERN QUEENSLAND
 Unemployment Rate (Jun 23)	2.3% -0.3% decrease	3.2% No Change	6.2% -6.2% decrease	4.8% -0.4% decrease	2.5% -0.2% decrease	4.5% -0.5% decrease	2.2% -0.6% decrease
 Residential Building Approvals (Sep 23)	\$3.4M -26.3% decrease	\$1.3M -63.3% decrease	\$0.0M No Change	\$19.6M -21.0% decrease	\$38.2M 16.1% increase	\$22.0M -23.7% decrease	\$11.0M 215.9% increase
 Median Sale Price (Sep 23)	\$254,000 0.2% increase	\$320,000 6.5% increase	N/A	\$393,000 -3.8% decrease	\$670,000 8.5% increase	\$380,000 3.1% increase	\$187,000 11.9% increase
 Median Rent (Sep 23)	\$350 8.1% increase	\$350 4.1% increase	N/A	\$400 7.4% increase	\$500 2.9% increase	\$430 7.5% increase	\$278 7.1% increase
 Overnight Visitation (Jun 23)	3,300 -56.5% decrease	29,000 -15.4% decrease	N/A	51,900 1.8% increase	29,400 -31.3% decrease	30,700 -24.9% decrease	25,000 -41.5% decrease

Note: Growth rate is relative to previous yearly average



AIRPORT THROUGHPUT

304,375 PAX
18.4% increase



SALEYARD THROUGHPUT

63,165 Head
-3.4% decrease



COAL EXPORTS

16.3 MT Exported
8.9% increase



POWER STATIONS

4,403 MW Generated
-16.6% decrease

REGIONAL OVERVIEW

Q3 2023 SUMMARY

The number of job vacancies and persons in employment continues to grow in the Central and Western Queensland region to record levels, despite challenging global headwinds of reduced growth and persistent inflation.

Median residential sale prices and residential building approvals growth has eased and begun to decrease over Q3 2023, however remain above pre-covid levels. Median rental prices continue to increase indicating increased migration levels into the region.

This update reports visitation to the Central and Western Queensland region in Q2 2023 which has experienced a decrease in visitation compared to Q2 in 2022. Although not released yet, Q3 2023 visitor numbers are expected to be optimistic driven by record passenger throughput through the region's airports.

There are strong results for future industrial activity in the region, with increases in non-residential building approvals, metallurgical coal and aluminium prices on the rise and thermal coal prices holding at levels that encourage future investment in output.

There are however mixed results in the rural sector. While cattle prices have continued to decline considerably over the past quarter over concerns of impending dry conditions, cotton prices have increased on the back of reduced output from the USA, which is currently experiencing drier than expected conditions. Wool prices are also up, due to increased demand from European and South Asian buyers.



Historical Tambo Courthouse, Tambo

ECONOMIC OUTLOOK

IN THIS SECTION

- 1 GLOBAL GROWTH FORECAST
- 2 AUSTRALIAN GROWTH FORECAST
- 3 ENERGY PRICES
- 4 EXCHANGE RATES
- 5 INTEREST RATES
- 6 EMPLOYMENT
- 7 UNEMPLOYMENT
- 8 BUILDING APPROVALS
- 9 PROPERTY MARKET
- 10 TOURISM VISITATION

ECONOMIC OUTLOOK

GLOBAL GROWTH FORECAST

Global economic growth expectations are being revised downwards, with growth expectations now 3.0% in 2023 with a continued deterioration to 2.9% in 2024, both well below the historical average of 3.8% (IMF, 2023).

With slowing global economic growth, global inflation is projected to decline from a peak of 8.7% recorded in 2022, to 6.9% in 2023 and a further moderation to 5.8% in 2024 (which is an upward revision from previous estimate). Global inflation is not expected to return to normal ranges until 2025 (IMF, 2023).

The lower growth and subsequent lower inflation in the world's major economies is evidence that monetary policy measures (namely increases in official interest rates) are proving effective.

The lower growth expectations are also impacting major commodity prices, which are starting to fall from historical highs.

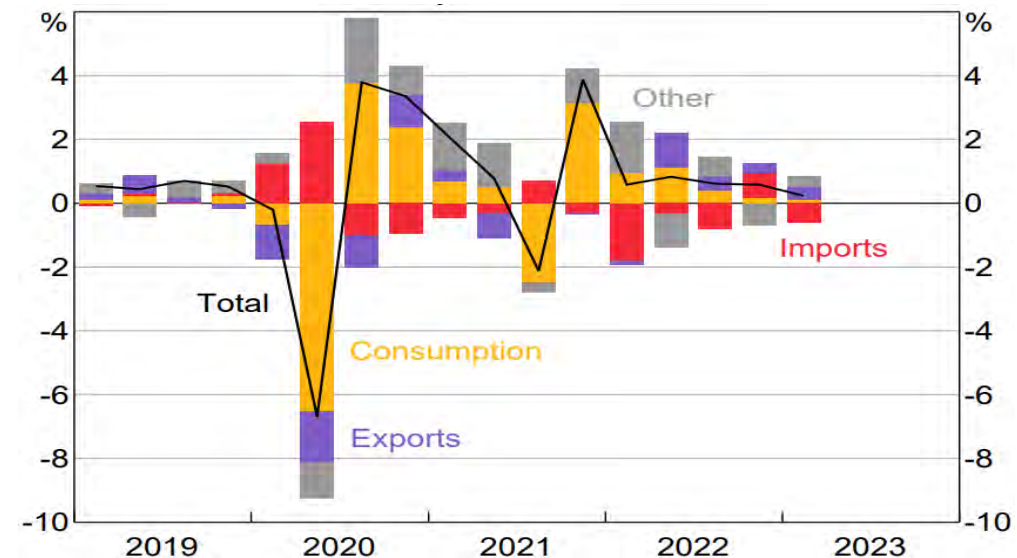
OUTLOOK FOR AUSTRALIA

Growth in the Australian economy has slowed after sustained levels of high growth experienced in late 2021 and 2022, on the back of unprecedented economic stimulus introduced to counter the economic impacts of the COVID-19 pandemic and associated public health driven interventions in the economy.

The slowed growth in Australia is driven by a combination of cost-of-living pressures (including high interest rates) placing pressure on discretionary household expenditure in the economy (RBA, 2023 a).

Whilst a decline in household consumption placed downward pressure on GDP growth, strong growth in business investment and a rebound in exports (primarily from international students and tourists) has caused GDP growth to remain positive for the quarter (RBA, 2023 a).

Quarterly GDP Growth in Australia



Source: RBA (2023 a).

ECONOMIC OUTLOOK

INFLATION AND INTEREST RATES

Australia's inflation reached 5.6% in September 2023, an increase from 5.4% recorded in June 2023.

The slight increase in inflation in the September quarter was largely driven by continual increases to housing costs (mortgage repayments and rent prices), transport costs (notably the fuel price) and food and non-alcoholic beverage prices.

Australia's official cash rate (as of November) is now 4.35%, which is still considerably lower than peer markets in New Zealand (5.50%), Canada (4.75%), the United Kingdom (5.25%) and the United States (5.50%).

EXCHANGE RATES

The Australian dollar experienced a 2.6% decline against the US dollar over the September quarter. The drop in value of the Australian Dollar can be linked to our lower official interest rates than our key trading partners.

Chinese imports on Australian goods, particularly ores, have decreased compared to last year which has also caused a direct impact on the value on the Australian dollar. This has caused the Australian dollar to decrease amongst some major currencies (ABC, 2023).

Monthly Inflation Rates, Australia



Exchange Rates for \$1 Australian Dollar

	USD (\$)	NZD (\$)	EUR (€)	JPY (¥)
Jun-23	\$0.6630	\$1.0883	€0.6099	¥95.92
Sep-23	\$0.6458	\$1.0763	€0.6106	¥96.33
% Change	-2.6%	-1.1%	0.1%	0.4%

Source: RBA (2023 b).

LABOUR FORCE

EMPLOYMENT

Central and Western Queensland region continues to experience an increase in employment, with growth of 1.3% from the previous quarter (from Q1 to Q2 2023) with a total employed workforce of 140,111. Central and Western Queensland has experienced a 9.8% increase since the start of the COVID-19 pandemic (Q1 2022).

All regions experienced a growth in employment over the last quarter, with Western Queensland experiencing the largest growth with 2.5%. This was followed by Banana and Livingstone both increasing 1.1%.

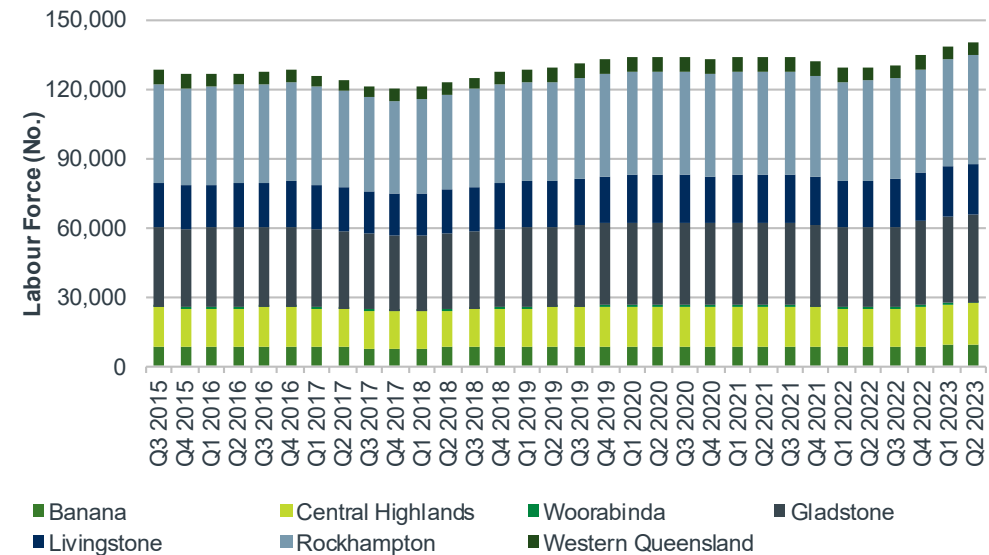
UNEMPLOYMENT RATE

Unemployment rates across Central and Western Queensland region have increased for most regions, with the exception of Western Queensland – the only region to experience a decline over the quarter to 2.8%.

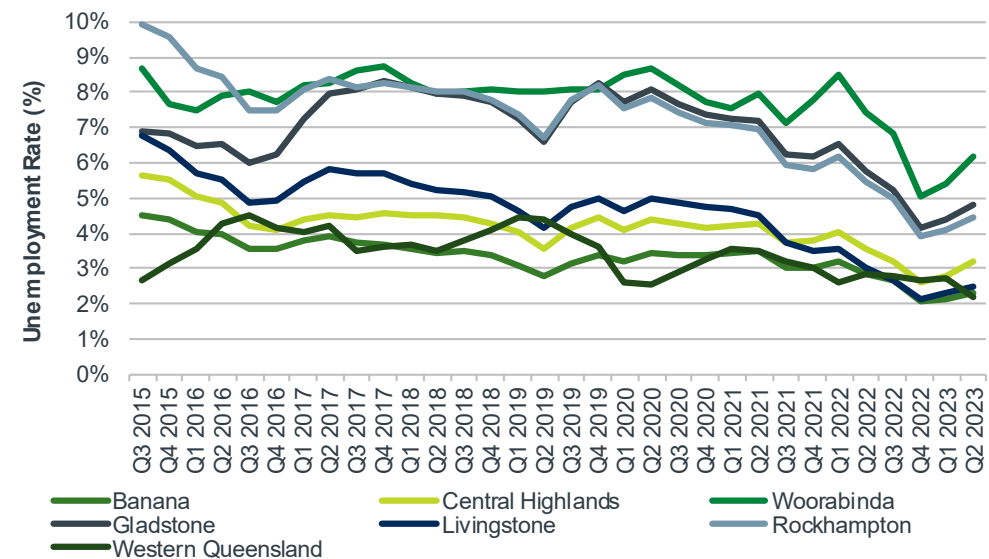
Woorabinda recorded the highest unemployment rate in Q2 2023 with 6.2%. Gladstone and Rockhampton also recorded higher unemployment rates in Q2 2023 with 4.8% and 4.5% respectively.

For comparison purposes, Queensland's unemployment rate is 4.0%.

Employment, Central and Western Queensland



Unemployment Rates, Central and Western Queensland



Source: Jobs and Skills Australia (2023).

JOB VACANCIES

CENTRAL QUEENSLAND

The most recent quarter saw a record number of job vacancies in the Central Queensland region (5,187), an increase of 260 jobs compared to the previous quarter.

The most in-demand roles include:

- Automotive and Engineering Trades Workers (496 positions)
- Medical Practitioners and Nurses (475 positions)
- Carers and Aides (326 positions)
- General-Inquiry Clerks, Call Centre Workers, and Receptionists (299 positions)

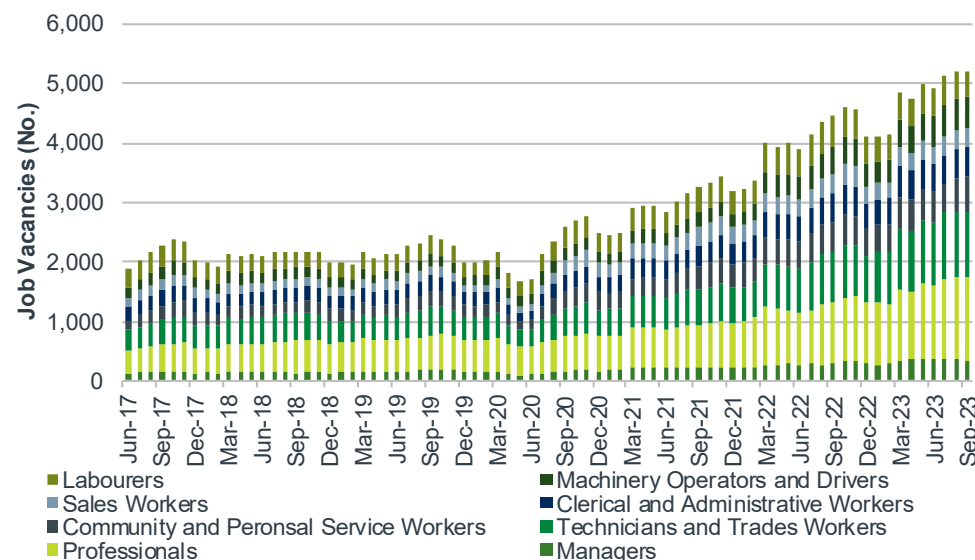
OUTBACK QUEENSLAND

There were 737 job vacancies in the Outback Queensland region advertised in September 2023, a decrease of 17 jobs compared to June 2023.

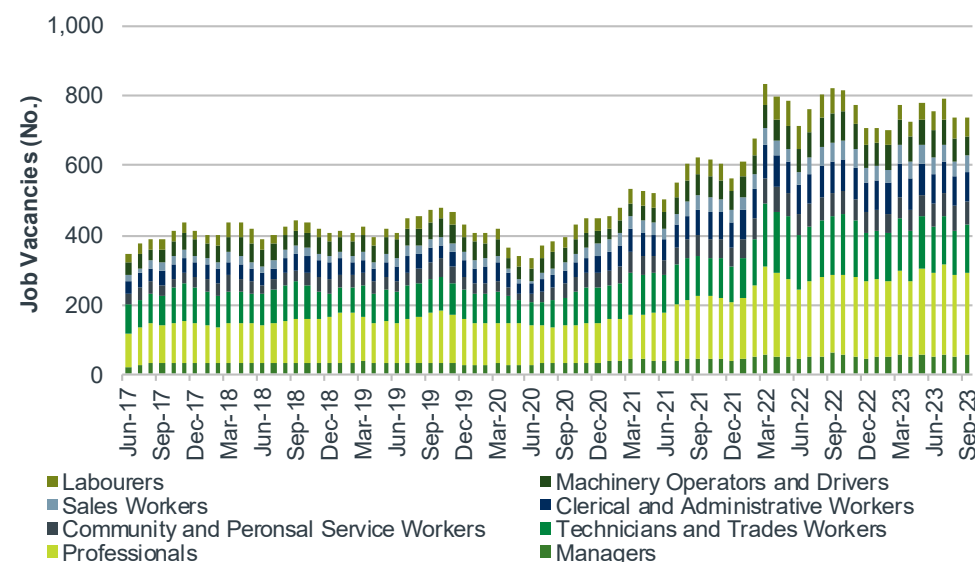
The most in-demand roles include:

- Medical Practitioners and Nurses (66 positions)
- Automotive and Engineering Trades Workers (66 positions)
- General-Inquiry Clerks, Call Centre Workers, and Receptionists (45 positions)
- Health Diagnostic and Therapy Professionals (45 positions)

Job Vacancies (No.), Central Queensland



Job Vacancies (No.), Outback Queensland



Note: Outback Queensland is a significantly larger catchment than Western Central Queensland, representing the whole Outback QLD SA4. Central Queensland also incorporates the greater Mackay region.
Source: Australian Government (2023).

BUILDING APPROVALS

The value and volume of building approvals is a key leading indicator in the economy. Strong approvals indicates both current business confidence, as well as future expected construction activity.

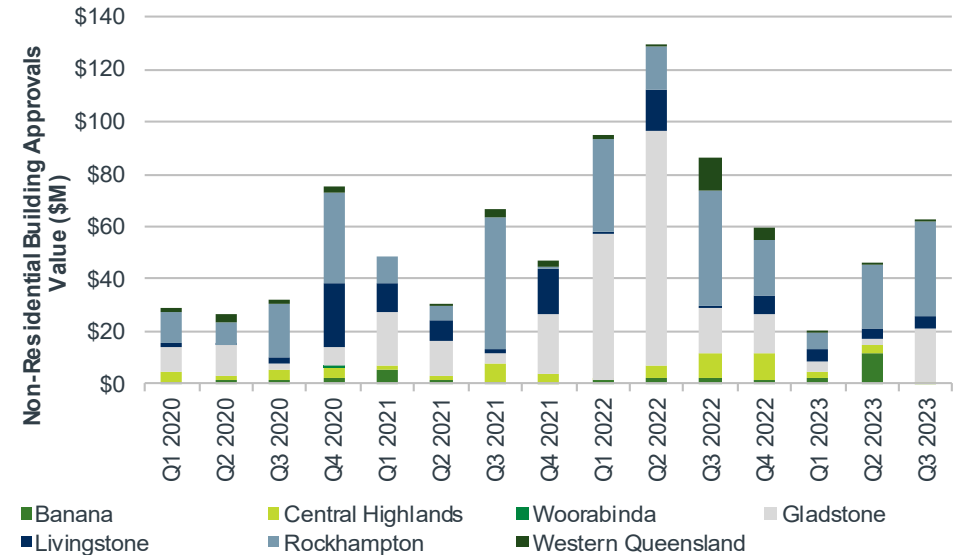
NON-RESIDENTIAL VALUE

The total value of non-residential building approvals have continued to grow throughout 2023, with Q3 results showing the largest value of approvals since the same time last year.

Rockhampton has recorded the largest value of non-residential buildings approved in Q3 2023, with a combined value of \$36.6 million. Gladstone recorded the next largest value with \$20.1 million followed by Livingstone with \$4.5 million.

Gladstone experienced the largest increase in non-residential building approvals increasing \$17.9 million between Q2 2023 and Q3 2023. Rockhampton also experienced growth increasing \$12.2 million between Q2 2023 and Q3 2023.

Non-Residential Building Approvals Value (\$M)



Source: ABS (2023).



Port of Gladstone, Gladstone

BUILDING APPROVALS

RESIDENTIAL VALUE

The Central and Western Queensland region has recorded \$95.6 million of residential building approvals in Q3 2023, which is a moderation on previous results in Q1 and Q2 2023.

Livingstone has recorded the largest values with \$38.2 million, followed by Rockhampton and Gladstone with \$22.0 million and \$19.6 million respectively.

Livingstone and Western Queensland were the only regions to experience an increase in residential building approval value between Q2 2023 and Q3 2023 increasing \$7.7 million and \$0.4 million respectively.

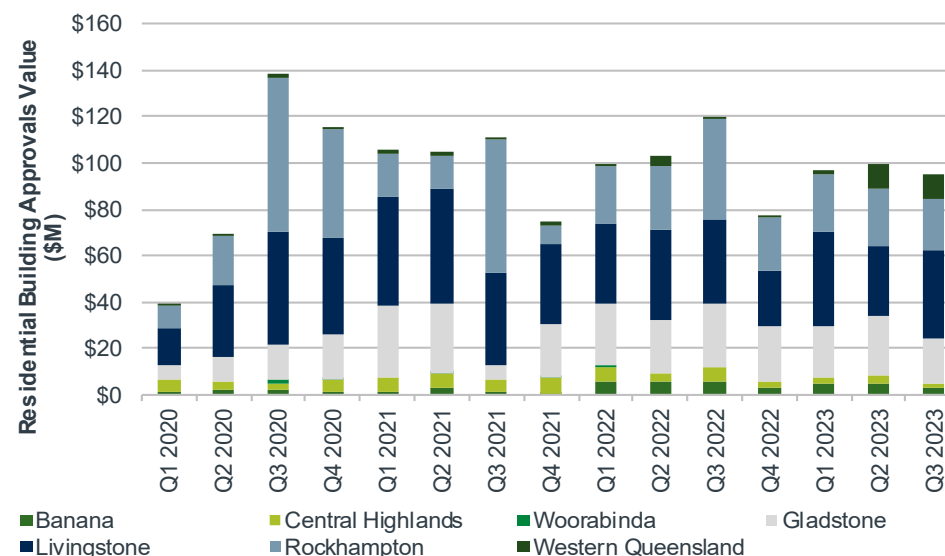
RESIDENTIAL VOLUME

The Central and Western Queensland region has recorded 149 residential buildings approved in Q3 2023, a 15% decrease compared to Q2 2023.

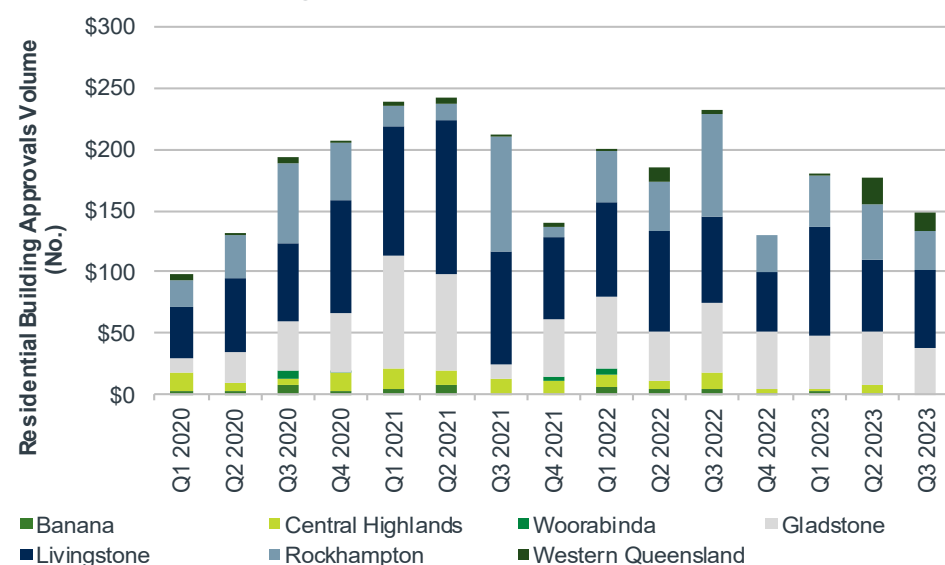
Livingstone has recorded the largest number of residential buildings approved in Q3 2023 with 63 buildings. Gladstone and Rockhampton recorded the next largest numbers of residential buildings approved with 38 and 32 approvals, respectively.

Livingstone was also the only region to experience growth in the number of buildings approved between Q2 2023 and Q3 2023 increasing by five buildings.

Residential Building Approvals Value (\$M)



Residential Building Approvals Volume (No.)



Source: ABS (2023).

REAL ESTATE ACTIVITY

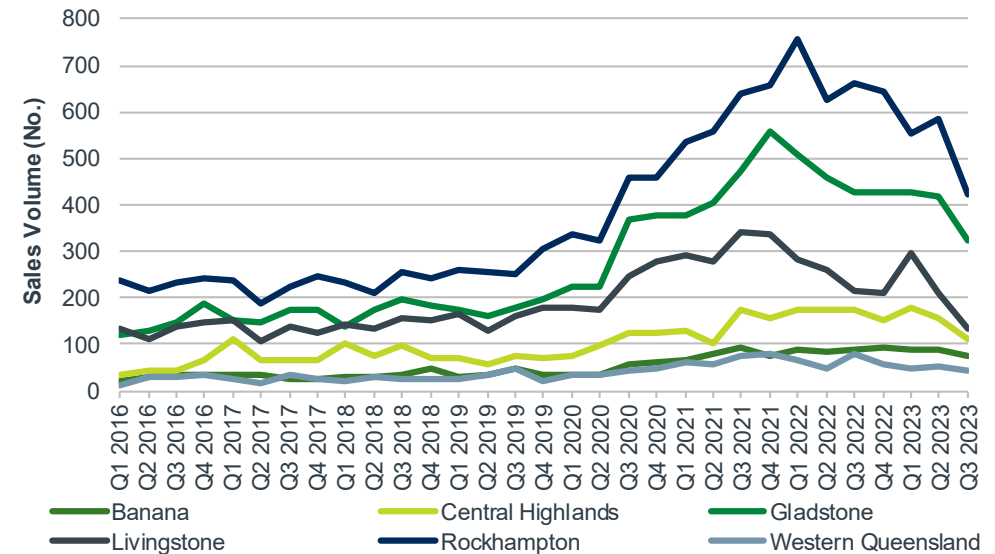
Real estate activity is a key economic indicator as it identifies confidence to invest and is a proxy indicator for income growth in a region and regional migration.

RESIDENTIAL SALES VOLUME

Residential sales throughout the Central and Western Queensland region have significantly decreased for all regions in Q3 2023.

Rockhampton experienced the largest number of residential sales in Q3 2023 with 423 sales, a decrease of 27.9% compared to Q2 2023. Gladstone and Livingstone also recorded large number of residential sales in Q3 2023 with 132 and 109, decreases of 23.3% and 36.8% compared to Q2 2023 respectively.

Residential Sales Volume (No.)



Source: PriceFinder (2023).



Wellshot Hotel, Ilfracombe

REAL ESTATE ACTIVITY

MEDIAN SALES PRICE

Livingstone experienced the largest increase in median sales price between Q2 and Q3 2023 increasing 10.7% to \$670,000. Western Queensland and Central Highlands were the only other regions to experience growth increasing 9.4% and 1.6% to \$187,000 and \$320,000 between Q2 and Q3 2023.

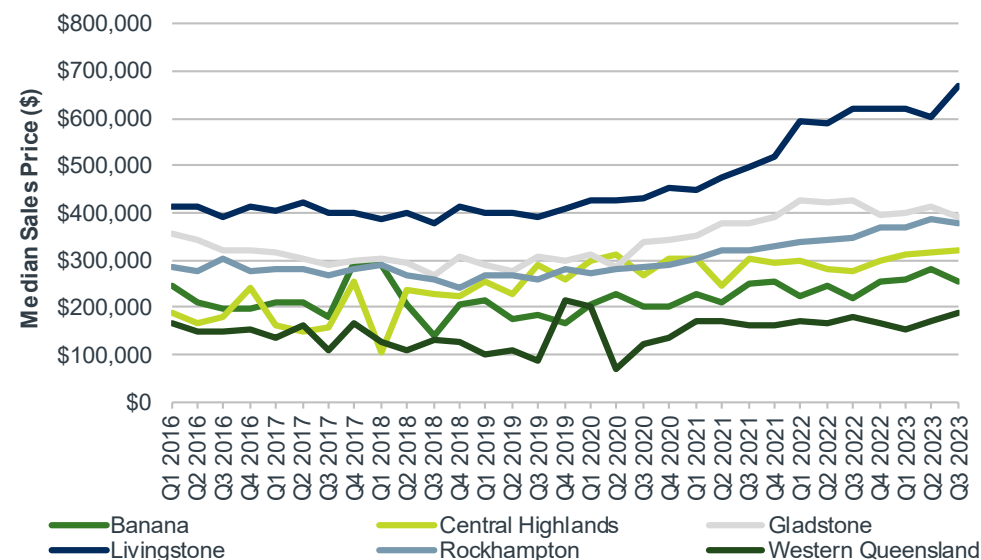
Banana and Gladstone experienced the largest declines in median sales price declining 9.3% and 4.6% to \$254,000 and \$393,000 respectively between Q2 and Q3 2023. Rockhampton also experienced a decline of 1.3% declining to \$380,000.

MEDIAN RENTAL PRICE

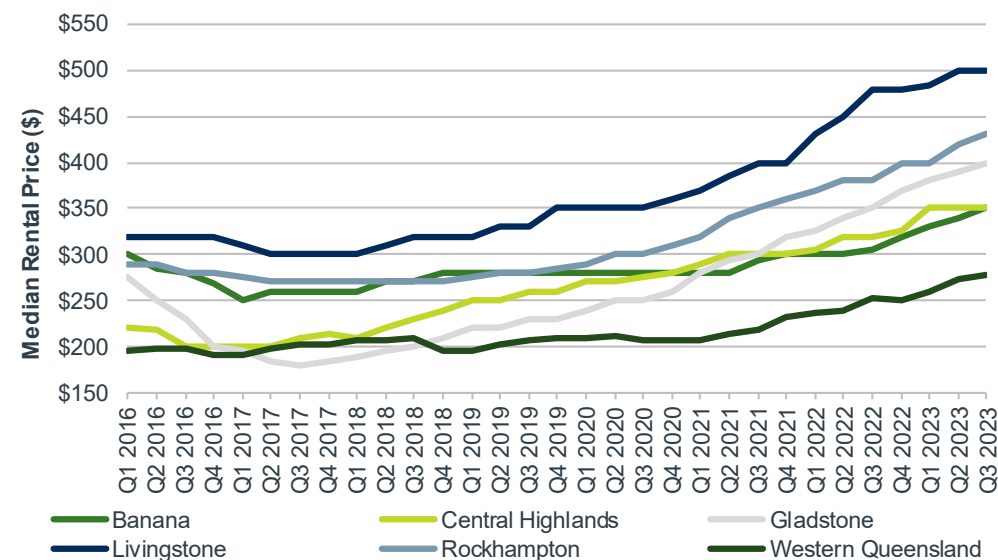
Median rental prices in Central and Western Queensland continue to increase for most regions. Livingstone recorded the highest weekly median rental price at \$500 per week.

Western Queensland and Rockhampton experienced increases of 1.5% and 2.4% increasing to \$278 per week and \$430 per week respectively. Banana and Gladstone also experienced price increases of 2.9% and 2.6% increasing to \$350 per week and \$400 per week in Q3 2023. Central Highlands experienced no change remaining at \$350 per week.

Median Sales Price (\$)



Median Rental Price (\$) per week



Note: Median rental price data unavailable for Barcoo, Diamantina, Winton, Woorabinda
Source: PriceFinder (2023), QRSIS (2023).

TOURISM ACTIVITY

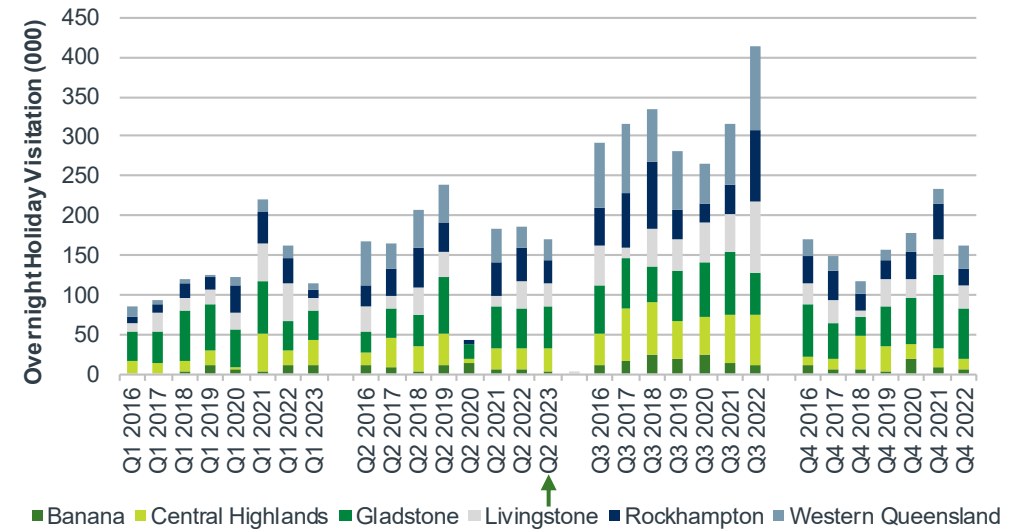
OVERNIGHT VISITATION

The Central and Western Queensland region experienced an 8.3% decrease in overnight holiday visitation in Q2 2023 compared to Q2 2022.

Gladstone recorded the largest overnight holiday visitors with 51,900 visitors, followed by Rockhampton with 30,700 visitors and Livingstone with 29,400 visitors.

Banana experienced the largest decline in visitation numbers in Q2 2023 compared to Q2 2022 declining 25.3%. Rockhampton experienced the next largest decline at 23.7%, followed by Livingstone which declined by 14.8%.

Overnight Holiday Visitation



Source: TRA (2023).



Minerva Hills National Park, Central Highlands

COMMODITY PRICES

IN THIS SECTION:

- 1 CATTLE
- 2 COTTON
- 3 THERMAL COAL
- 4 METALLURGICAL COAL
- 5 WOOL
- 6 GOLD
- 7 WHOLESALE ELECTRICITY
- 8 ALUMINIUM

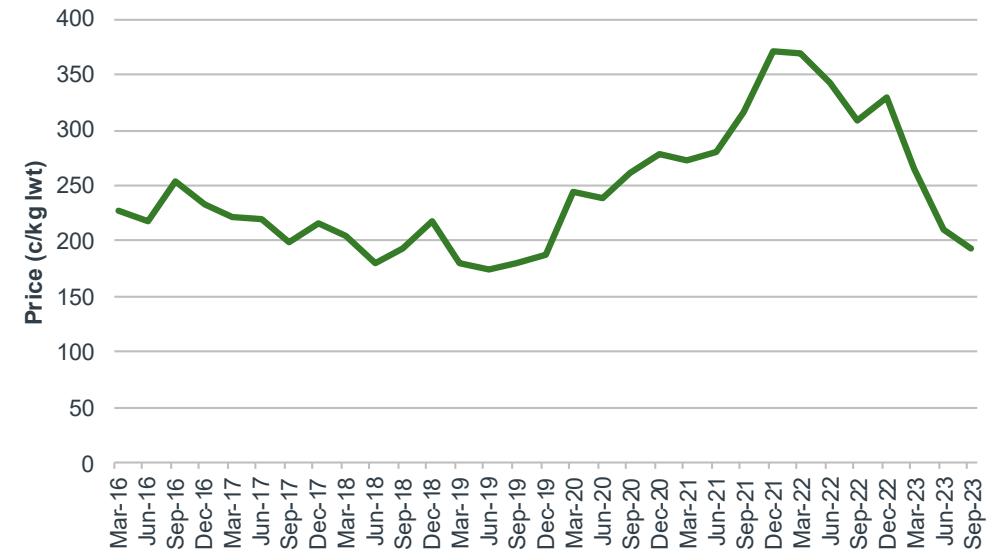
KEY COMMODITY PRICES

CATTLE

Prices at Central Queensland Livestock Exchange (CQLX) have decreased between June 2023 and September 2023 to c193.3/kg lwt. Prices have experienced a 41.3% decrease since December 2022.

The slump in livestock prices is due to growing fears of drought in Australia this summer and beyond (Guardian, 2023).

CQLX Livestock Prices (AUDc/kg lwt)

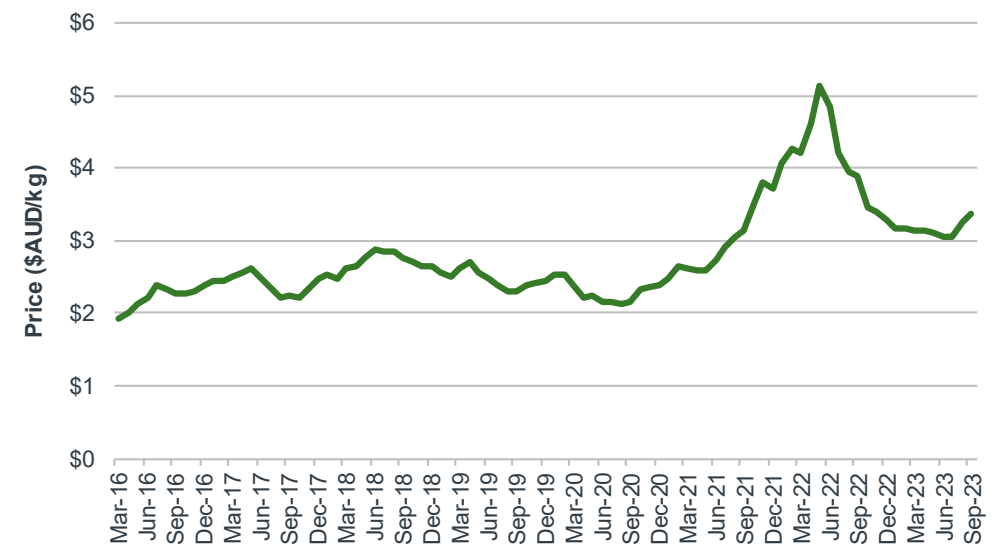


COTTON

Cotton prices increased \$0.31/kg between June 2023 and September 2023 rising to \$3.36/kg.

The slight increase in cotton prices is caused by significant drought in key US cotton growing states which has caused a decrease in yields reducing global cotton supply. Despite this decrease in supply, cotton demand is still lower than expected due to reduced consumer spending on discretionary items across the world (AgFax, 2023).

Cotton Prices (AUD\$/kg)



KEY COMMODITY PRICES

WOOL

Wool prices have experienced a slight increase between Q2 and Q3 2023, from \$1,126/ 100kg to \$1,135/ 100kg.

The slight increase in wool prices can be attributed to small renewed orders for Australian wool from both European and sub-content users. There has also been solid demand from China particularly for Merino and crossbred wool types (AWI, 2023).

Wool Prices, AUD\$/100kg



Source: Trading Economics (2023).

Note: the price presented is a contract for difference (CFD) that tracks the benchmark market for this commodity and does not reflect the changes in prices of different wool qualities (microns) over time.



Merino Sheep, Blackall

KEY COMMODITY PRICING

THERMAL COAL

Thermal coal prices continue to stabilize in Q3 2023 after falling from peaks in 2022. Growth in gas prices is projected to improve the competitiveness of thermal coal, particularly in Asia. Thermal coal prices are not expected to return to 2019 levels as supply remains constricted by the Russian coal export bans and rising global freight costs (Office of the Chief Economist, 2023).

Reduced demand for thermal coal is expected from Europe as countries are committed to full coal generation phase-outs by 2030 along with China's commitment to reduce coal imports as it becomes more reliant on other energy generation technology. Existing global coal capacity is projected to meet this demand throughout the rest of the 2020s before a reduction in new thermal coal projects is expected (Office of the Chief Economist, 2023).

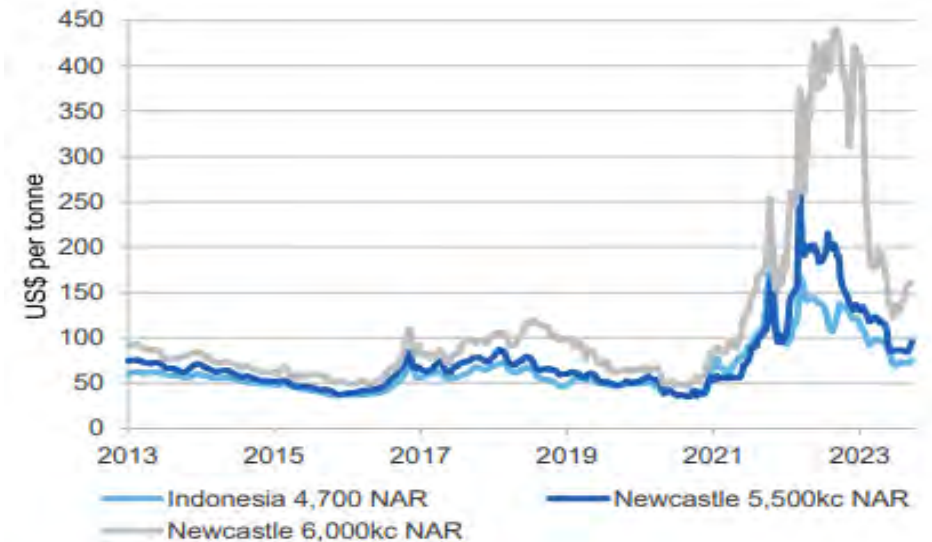
METALLURGICAL COAL

Metallurgical coal prices remain elevated in Q3 2023 driven by increased demand from global steelmaking, particularly in China and India (Office of the Chief Economist, 2023).

The price spike is driven by a strong US dollar and Chinese Government stimulus which is expected to support base metal and crude prices in the short term (AFR, 2023).

Extreme weather events and escalation of global conflicts can cause these prices to be volatile in the future. Despite a projected medium-term decrease in prices, volumes of metallurgical coal exported are expected to increase driven predominantly by demand from Indian steelmakers (Office of the Chief Economist, 2023).

Thermal Coal Prices (USD\$/t)



Metallurgical Coal Prices (USD\$/t)



Source: Office of the Chief Economist (2023).

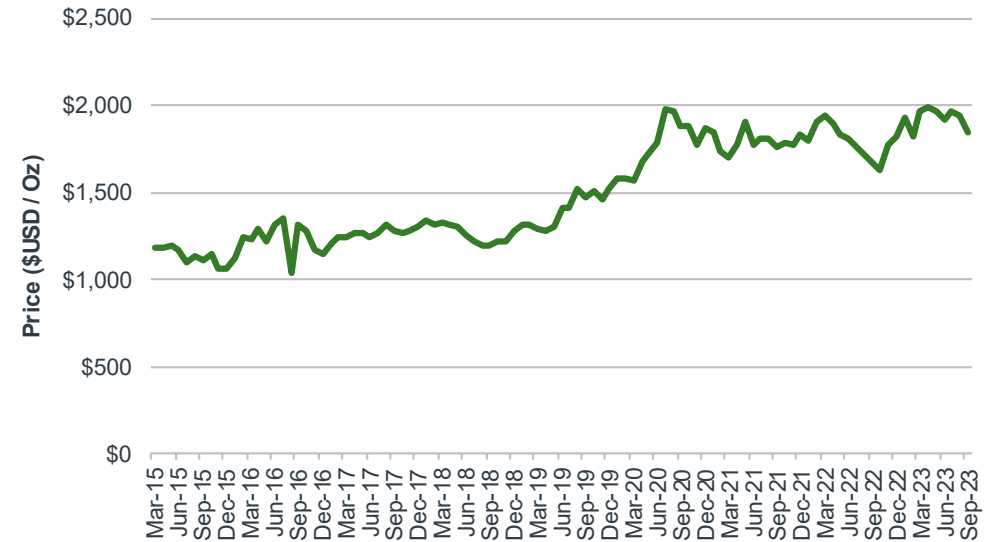
KEY COMMODITY PRICES

GOLD

While gold prices have decreased (from USD\$1,919.57/ oz in Q2 to USD\$1,848.31/ oz in Q3 2023), they remain considerably higher than pre-COVID-19 levels.

The recent low in gold prices is driven by relatively stronger performance of other commodities, most notably base metals and energy products (AFR, 2023).

Gold Prices (\$USD/Oz)



Source: Trading Economics (2023)



Mount Morgan Gold Mine, Rockhampton

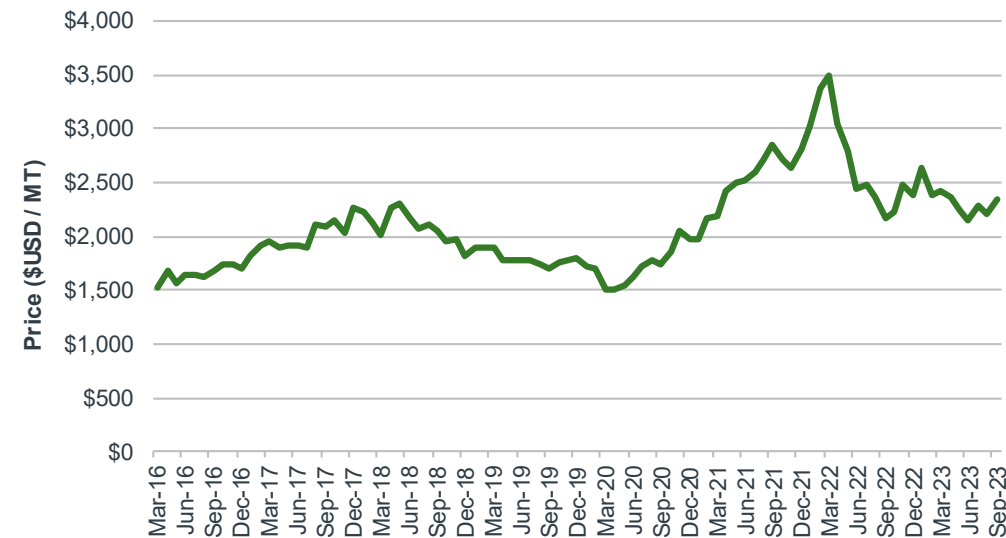
KEY COMMODITY PRICES

ALUMINIUM

Aluminum prices have increased \$195.50/MT since June 2023 rising to \$2,347.00/MT as of September 2023.

Increases in aluminum prices have been driven by an increase in Chinese imports which has been fueled by low domestic stocks and improved local demand prospects, despite softening global growth (Investing.com, 2023).

Aluminium Prices (\$USD/MT)

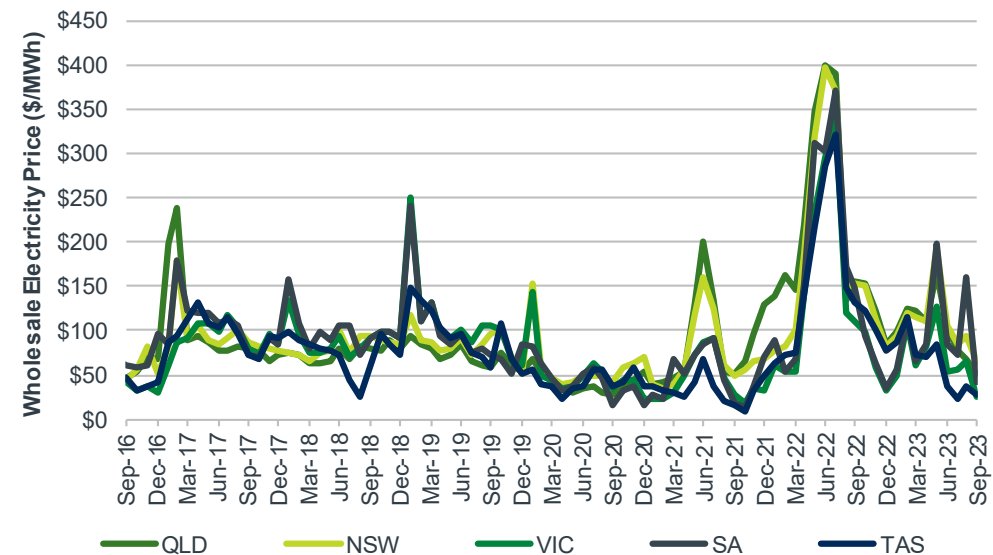


WHOLESALE ELECTRICITY

Queensland's wholesale electricity price has halved from Q2 to Q3 2023, falling from \$103/MWh to \$51/MWh. It is important to note that despite the large decrease in prices, it still remains the second highest price jurisdiction in the National Energy Market (NEM).

The large decrease in prices can be attributed to increased competition between suppliers following decreased demand from households driven by mild weather conditions (lower than expected household demand from air-conditioning) and high rooftop solar output (AER, 2023).

Wholesale Electricity Prices (AUD\$/MWh)



Source: AEMO (2023), Trading Economics (2023).

LOCAL ECONOMIC INDICATORS

IN THIS SECTION:

- 1 AIRPORT THROUGHPUT
- 2 SALEYARD THROUGHPUT
- 3 COAL EXPORTS
- 4 ELECTRICITY GENERATION

STATUS OF KEY ECONOMIC ENABLERS

AIRPORTS

Throughput of Central and Western Queensland's major airports has recorded the highest volume over the past four years in Q3 2023 with a throughput of 304,375 visitors, an increase of 18.5% compared to Q3 2022.

Rockhampton recorded the highest throughput in Q3 2023 with 183,750 passengers followed by Gladstone with 55,834 passengers, Emerald with 55,007 passengers and Longreach with 9,874 passengers.

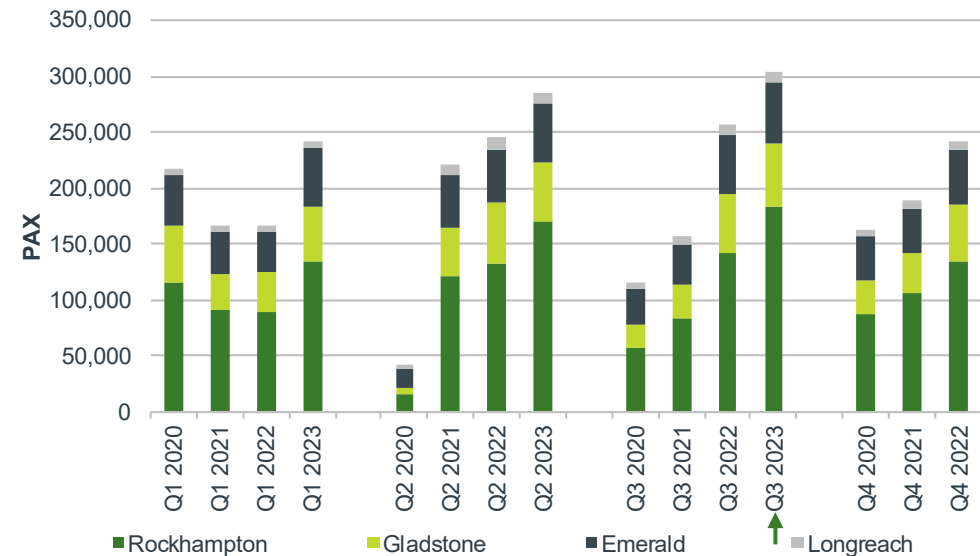
The record throughput in Q3 2023 can be largely attributed to Rockhampton which saw an additional 42,395 passengers compared to Q3 2022. This was driven by the additional Bonza flights to the airport along with charter flights servicing Singaporean Military personnel participating in exercise Wallaby at Shoalwater Bay.

SALEYARDS (Cattle)

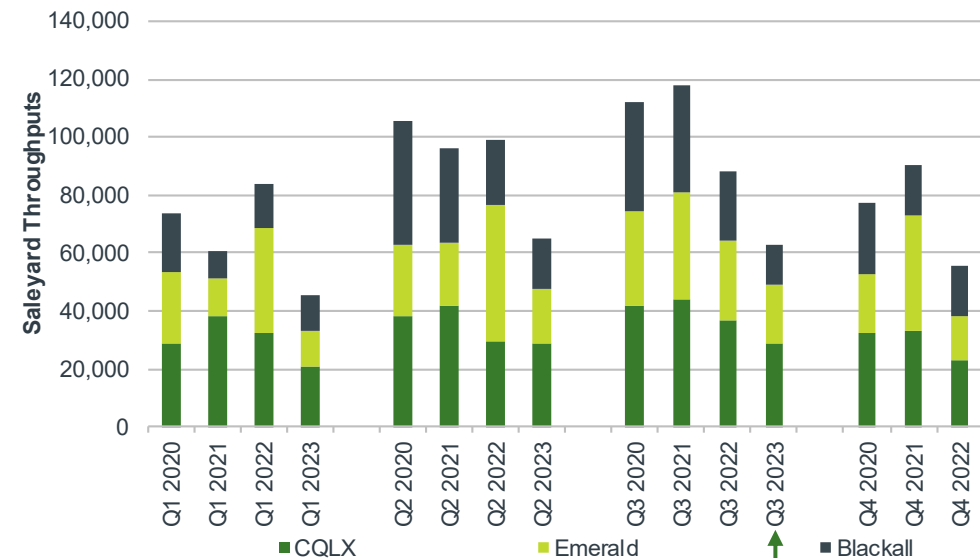
Central and Western Queensland saleyards has recoded a throughput of 63,165 in Q3 2023, a decrease of 24,995 sales (or a 28.4% decrease) compared to Q3 2022.

Blackall experienced the largest decline in Q3 2023 compared to Q3 2022, experiencing 9,681 fewer sales with 13,986 cattle sold during the quarter. Emerald experienced 7,427 fewer sales in Q3 2023 compared to Q3 2022 with 20,291 sales and CQLX experienced 7,887 fewer sales in Q3 2023 compared to Q3 2022 with 28,888 sales.

Airport PAX



Saleyard Throughputs



Source: CHRC (unpublished a), GAC (unpublished), QAL (unpublished), RRC (unpublished), RLX (2023), CHRC (unpublished b), BTRC (unpublished).

STATUS OF KEY ECONOMIC ENABLERS

GLADSTONE PORT COAL THROUGHPUT

The Port of Gladstone exported 16.3 MT of coal in Q3 2023 which is a continued reduction on historical export levels.

Japan was the largest importer of coal from the Port of Gladstone in Q3 2023 importing 4.2 MT followed by India and China who imported 3.4 MT and 2.9 MT respectively (Gladstone Ports Corporation, 2023).

ENERGY DISPATCHED

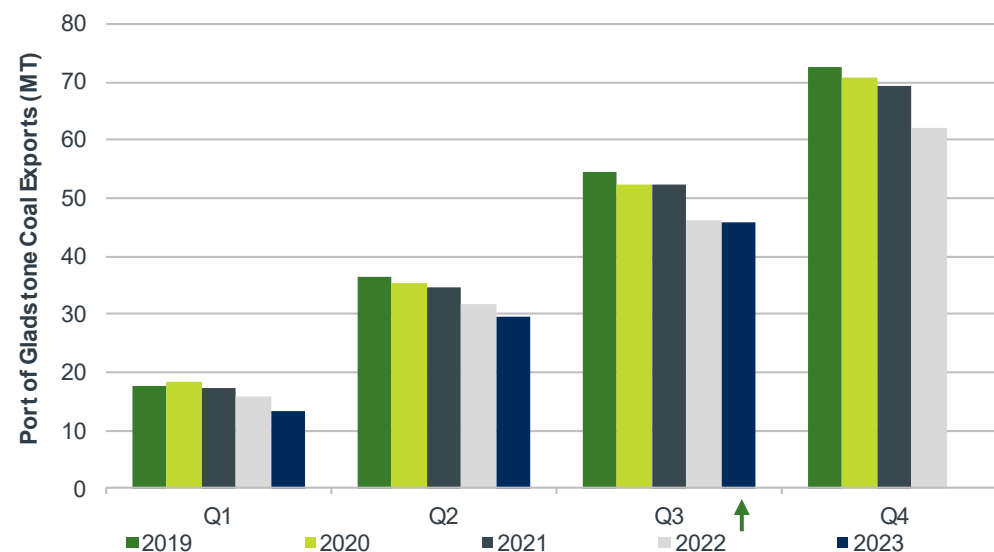
Central Queensland's major energy generators produced 4,403 GWh of electricity in Q3 2023, a 11.3% decrease in energy production compared to Q2 2023.

The decrease in energy production can be attributed to Stanwell which recorded a 29.0% decrease in energy production between Q2 2023 and Q3 2023 caused by planned maintenance on the generator (Stanwell, 2023).

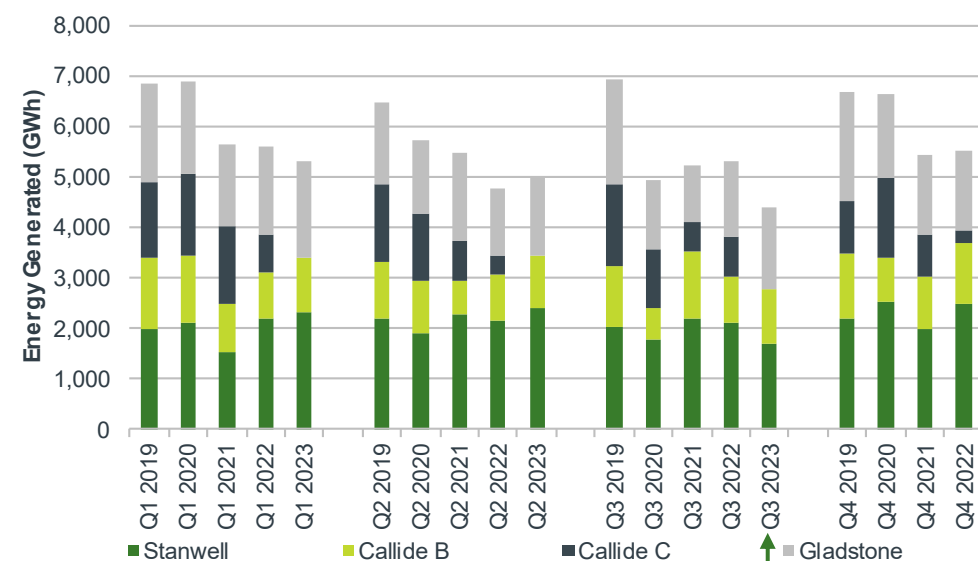
Gladstone and Callide B both recorded an increase in energy production between Q2 2023 and Q3 2023 increasing 8.6% and 0.9% producing 1,636 GWh and 1,055 GWh respectively.

Callide C which has been closed since a structural failure in Q4 2022, is expected to return to service in early 2024 (CS Energy, 2023).

Cumulative Totals of Coal Exports, Port of Gladstone



Energy Dispatched from CQ Generators



Source: OpenNEM (2023), Gladstone Ports Corporation (2023).

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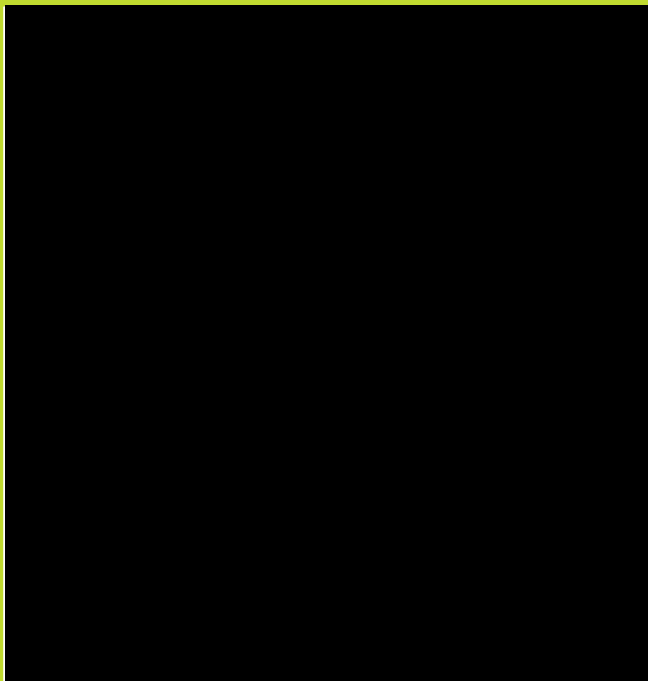


An Australian Government Initiative



**Regional
Development**
Australia

CENTRAL AND WESTERN QUEENSLAND



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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.

Background

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

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

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

Link to Corporate Plan

Theme 5: Governance

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

Consultation (internal/external)

- Chief Executive Officer
- Reel Planning

Policy Implications

Nil

Budget and Resource Implications

- Planning fees received
- Assessment costs

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Risk Management Implications

Low risk – information report only

Asset Management Implications

Nil

Legal Implications

Nil

MONTHLY REPORT (NOVEMBER 2023)

This information report provides a monthly update on the planning services that Council provides to support planning and development activity across the local government area.

1. DEVELOPMENT ASSESSMENT

One new application has been received since the last monthly report. Three applications are currently under assessment. An application has been called in by the State Government to assess and decide.

1.1	Council reference:	DA312324
	Application:	Development Application for a Development Permit for Reconfiguring a Lot (Boundary Realignment - 3 lots into 3 lots)
	Property description:	1 and 3 Gordon Street, Alpha and formally described as Lot 47 on A3017, Lot 51 on A3017 and Lot 2 on A30119
	Day application was made:	24 November 2023
	Category of assessment:	Impact
	Public notification be required:	Yes
	Applicant:	Central West Hospital and Health Service C/- Murray & Associates (Qld) Pty Ltd
	Status:	Not properly made

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

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

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

Council is waiting for a revised DA Form and the payment of the application fee before assessment can commence.

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

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

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

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

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 – Decision stage

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

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

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

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

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

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

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

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

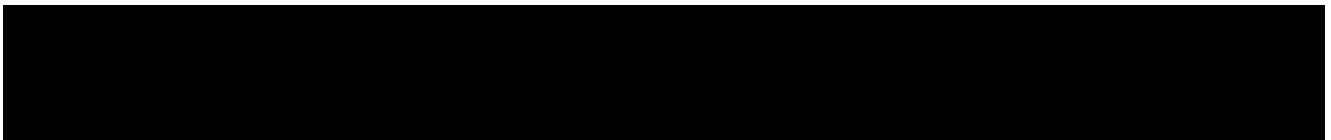
The Department of Environment and Science (DES) is concurrently assessing an application for an Environmental Authority (EA) which relates to the operational aspects of the proposal. On 2 November, DES issued a decision notice refusing the EA. The refusal relies on various matters, including (but not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

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

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

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
10/11/23	Land owner	<p><u>Details of Enquiry</u> Request regarding the meaning of a precinct in the planning scheme and the availability of a Biosecurity plan for a particular site.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> • The site is in the Rural zone. <p><u>Advice given</u></p> <ul style="list-style-type: none"> • 'Low impact rural precinct' is not expressly defined as it is a precinct and not a use as such. • The Low impact rural precinct is only in Alpha. • Low impact rural activities such as hobby farms and animal keeping are encouraged in the Low impact rural precinct • A copy of the Central West Regional Biosecurity Plan was provided to the customer. 	Closed
21/11/23	Potential purchaser	<p><u>Details of Enquiry</u> Request regarding establishing a distillery in an existing building. The proposal would also involve the sale of alcohol to customers.</p>	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<u>Planning details</u> <ul style="list-style-type: none"> The site is in Commercial precinct of the Township zone The site contains an existing commercial building. <u>Advice given</u> <ul style="list-style-type: none"> The distillery would be defined as Low impact industry The sale of alcohol would be captured by the Food and drink outlet definition A Low impact industry is subject to Code assessment in the Commercial precinct of the Township zone A development application will be required before the use can operate. 	
24/11/23	Customer	<u>Details of Enquiry</u> Request regarding a mining project. <u>Planning details</u> <ul style="list-style-type: none"> The site is in the Rural zone. <u>Advice given</u> <ul style="list-style-type: none"> Council has no record of a development application for the project Certain aspects of the project could have commenced under an exploration licence The customer was given details for the Gasfields Commission to seek further information. 	Closed
PLANNING AND DEVELOPMENT CERTIFICATES			
Nil			
SURVEY PLAN APPROVALS			
Nil			



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 2023

Item Number: 3.5.3

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.

Background

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

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

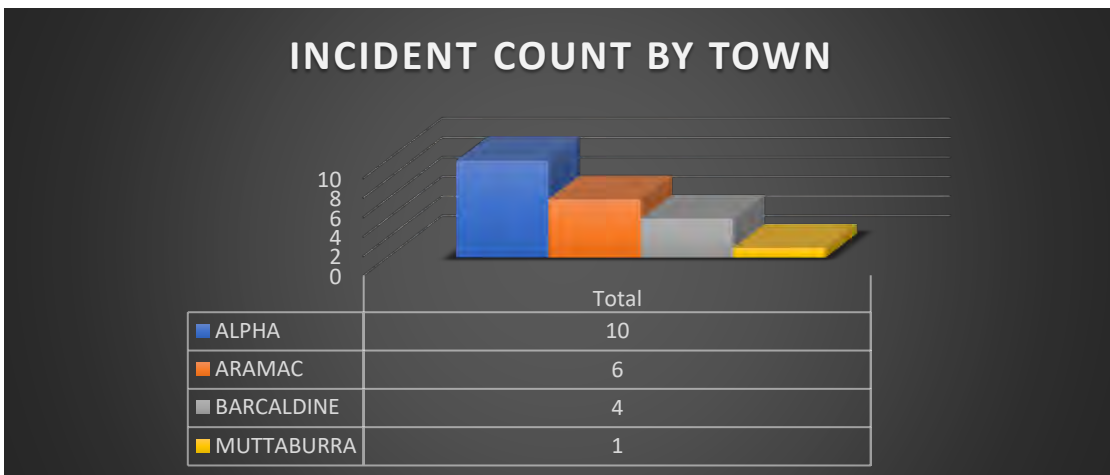
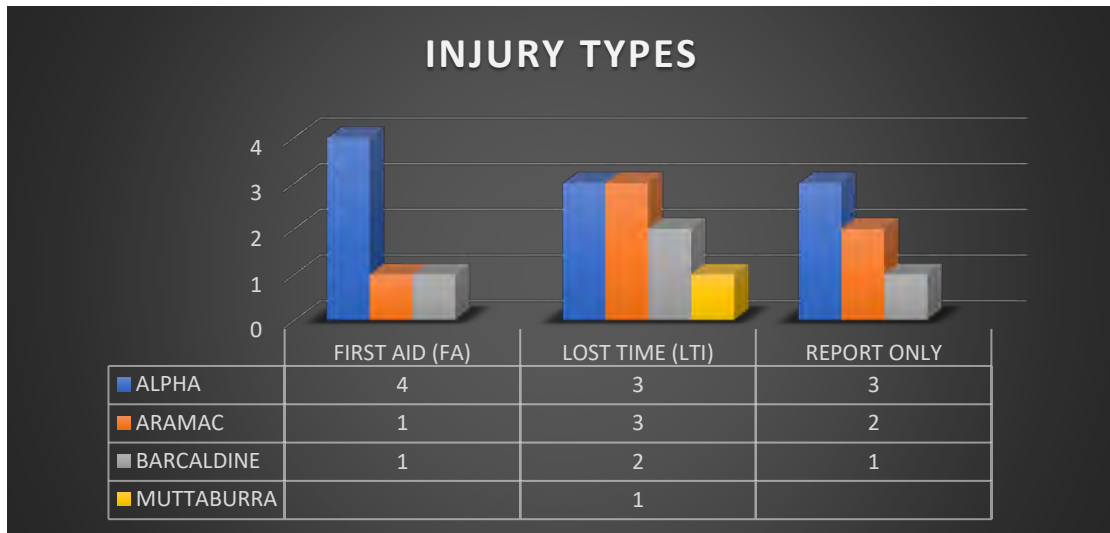
Personnel incidents reported 20/02/2023 – 06/12/2023

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

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

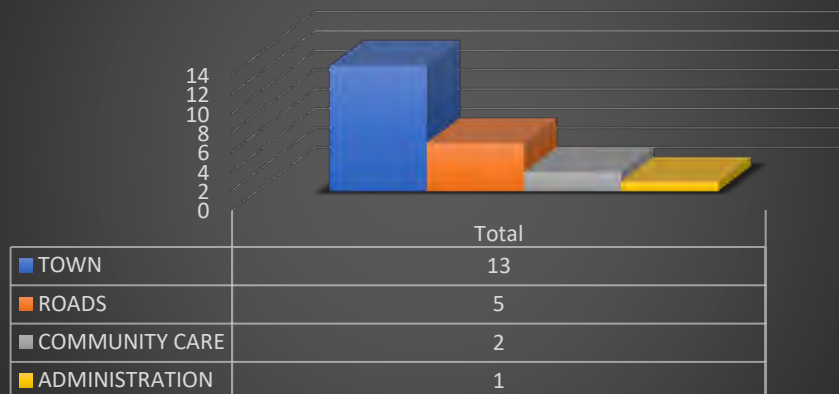
29/06/2023	Alpha	Injury	Lost Time Incident
06/06/2023	Alpha	Injury	First Aid
18/05/2023	Aramac	Injury	Lost Time Incident
17/05/2023	Alpha	Injury	Report Only
16/05/2023	Aramac	Injury	Report Only
16/05/2023	Alpha	Injury	Lost Time Incident
09/05/2023	Alpha	Injury	First Aid
13/04/2023	Alpha	Injury	Report Only
11/04/2023	Alpha	Injury	First Aid
22/03/2023	Barcaldine	Injury	Lost Time Incident
20/02/2023	Aramac	Injury	First Aid

Incident graph 20/02/2023 – 06/12/2023

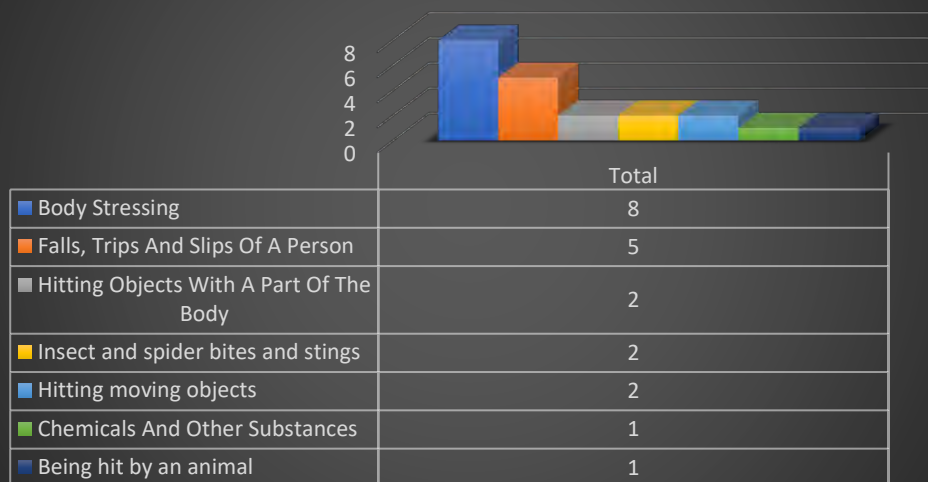


BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

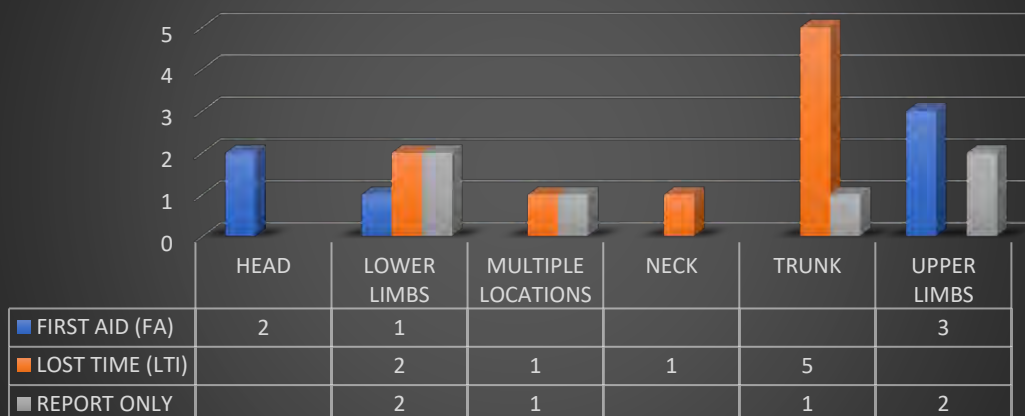
INCIDENT DEPARTMENTS



INCIDENT MECHANISM



INJURIES BY BODY LOCATION



BARCADDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Injuries by body location

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



The Workplace Health and Safety Department has completed the Health and Safety Representative (HSR) elections across Barcaldine Regional Council, these elections consisted of the designation of workgroups and the nomination of potential HSR's. The election process ensures that the workgroup has a representative in the Workplace Health and Safety Committee, this representative has a direct influence on the Health and Safety of their work area and provides an outlet for personnel to express their concerns to Senior Management. Health and Safety Representative training will be conducted in the new year.

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

Link to Corporate Plan

Theme 5: Governance

Consultation

- Chief Executive Officer
- Leadership Team
- Workers

Policy Implications

Implementation of Council Safety Management System documentation

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Budget and Resource Implications

- Insurance claims
- Lost time injuries – Workers Compensation

Risk Implications

No major incidents

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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.

Officer's Recommendation: That Council receive the report.

TOPIC	ACTIVITY
Meetings	<ul style="list-style-type: none">• ANZAC Park Alpha – Public Consultation• Regional Water Assessments• Statewide Oversight Group• Remote Area Planning and Development Board• Burdekin Water Planning Group• Barcaldine Renewable Energy Zone• Muttaborra, Aramac, Jericho, Alpha and Barcaldine Community Consultation Forums• Qld Beef Corridors Steering Committee• Chief Executive Officer Annual Review
Events	<ul style="list-style-type: none">• Annual Friends of Remote Area Planning and Development Board• BAJAM – all staff gathering

Link to Corporate Plan

Theme 5: Governance

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

Consultation (internal/external)

Nil

Policy Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Budget and Resource Implications

Nil

Risk Management Implications

Low

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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.

Officer's Recommendation: That Council receive the report.

Meetings	<ul style="list-style-type: none">• Remote Area Planning and Development – Brisbane• Chief Executive Officers of the West• Barcaldine Renewable Energy Zone – ongoing, including various meetings with government departments• Town and street inspections• Sewerage Treatment Plant – Barcaldine• Contractor/project reviews• Site visits – depots and worksites• Site visits – treatment plants• Department of Local Government representatives to review funding, reporting and acquittals; including local government elections 2024.
Councils Safety Management Systems	<ul style="list-style-type: none">• Continuing with Implementation of Workplace Health and Safety management system• Continuing site visits, including works undertaken by contractors on Council projects to ensure compliance.
Human Resources and Change Management	<ul style="list-style-type: none">• Council continues recruiting with advertising across various platforms, housing remains an ongoing challenge• Training and development opportunities continue• Organisational Structure approved and commenced transitioning to new reporting lines.
Refuse Facilities	<ul style="list-style-type: none">• Progressing with the transition to Barcaldine new landfill• Increased monitoring and maintenance of existing site• Fires caused by arsonists continue to be challenging, heightened presence of staff and police during fire bans

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

	<ul style="list-style-type: none"> • Progress toward closing existing landfill and opening new transfer station.
Community	<ul style="list-style-type: none"> • Community consultation across the five towns • Masterplan consultation in progress for Barcaldine Rec Park and Showground • Christmas activities commenced across the region • Consultation preparation for the Land Release – Bauhinia Street, Barcaldine • Disaster Management activity – fires across region.

Link to Corporate Plan

Theme 5: Governance

Consultation (internal/external)

Nil

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Implications

Information report only

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date:	12 December 2023
Item Number:	3.6.3
Subject Heading:	Information Report – to be tabled
Author and Title:	Kerry Jones, Director of Works
Classification: (if confidential)	

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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.

Background

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

Community Events, Donations and Support	
Alpha State School	Certificate of Appreciation to Council for the ongoing support of the school.
Barrels 4 A Cause	Thank you for Council's sponsorship and support for 2023.
Festival of Small Halls	Appreciation of support for the recent Festival of Small Halls held in Jericho.
Project Management	
Jericho Automated Teller Machine (ATM)	There have been some setbacks with the Jericho ATM. NEXT have withdrawn support for the installation of the ATM at the proposed site due to security issues. Working with them to provide solutions to ensure the ATM is installed before next tourist season.
Jericho Men's Shed	Still waiting on equipment to arrive in Jericho to proceed with required works.
Alpha Showground Public Address (PA) System	Review of scope of works to be undertaken to update the PA system at Showground.
Operational Management	
Roofing for Skate Park and Playground	Place on VendorPanel for a solid roof solution.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Jericho Drive-in Theatre	<ul style="list-style-type: none"> - Defect notice from Ergon on switchboard in the Projector Room, contractor engaged to rectify defects - Repaint screen prior to tourist season and first movie showing for 2024.
Housing	<ul style="list-style-type: none"> - Refurbishment of 3/11 Moore Street is nearing completion - Refurbishment of 6/18 Hooper Street has been completed, new floor coverings and internal painting.
Pool Leases	Updated Pool Leases for Alpha and Jericho with the current Lessors until 30 June 2024. Tender requests will go out early in the new year.
Rural Lands Officer	<ul style="list-style-type: none"> - Attended Cactus Masterclass in Longreach - Scratched and dipped cattle - Upkeep at the yards - Spraying roadside parthenium - Checking of Alpha and Jericho airstrips.
Town Crew	<ul style="list-style-type: none"> - Alpha and Jericho town crews have been kept busy keeping up with the lawns and garden beds due to the recent rain - Christmas lights installed at the office, depot and around town - Keeping the facilities clean and tidy in preparation for all the Christmas events.
Relationship Building	
Jericho Men's Shed	Provided the Men's Shed with an update on the water connection.
Alpha Tourism	Met with the committee on upcoming Christmas Markets and grant applications.
Lance Smith - Trailblazer Reunion	Upcoming Trailblazer Reunion at the Jump Up – 16 March 2024.
Meetings/Trainings	
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

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Policy Implications

Nil

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 12 DECEMBER 2023

Council Meeting Date: 12 December 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) N/A

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

Officer's Recommendation: That the report be received and noted.

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.

Project Management	
2023/2024 LRCIP Projects	
Aramac Camp Grounds	Commencing over Christmas shut down period.
Sculpture Trail Toilets	Liaising with Director of Works.
2023/2024 Council Projects	
Muttaborra Sculpture Trail Walkway	Water points completed.
Muttaborra Union Hole Stage II	Reapplied for grant in second round - more sculptures (disabled toilet not included).
2023/2024 Capital Works	Community Building Program
Aramac Town Hall Bathroom Upgrade	<ul style="list-style-type: none">• Planning project.• Meeting with carpenter, plumber and Director of Works.• Project to commence in January 2024, to be completed by March 2024.

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Aramac Camping and Recreation Grounds (site extension)	As above LRCIP project.
	Community Equipment Replacement Program
Television Equipment Replacement	Contractor on site 28 November 2023, works completed.
Operational Management	
Outings	<ul style="list-style-type: none"> • Aramac State School awards night. • Community consultation meetings – Aramac and Muttaborra. • Queensland Ambulance Service desktop review. • Aramac Race Club meeting. • BAJAM day.
Meetings/Training	<ul style="list-style-type: none"> • BAJAM organisational meeting. • Corporate Financial services meeting. • Staff meetings. • IT training. • Shire Rural Lands Officer Group meeting Longreach. • Queensland Government Agent Program meeting. • Small towns meeting. • Human Resources meetings.
Housing	<ul style="list-style-type: none"> • Muttaborra has one vacancy. • Aramac has two vacancies, one house and one unit (currently recruiting).
Rural Lands Officer	<ul style="list-style-type: none"> • Attended Shire Rural Lands Officer Group conference in Longreach. • Spraying stock routes, ongoing. • Cut off switch installed at Coreena water facility. • Distributed 40kg grasslands on Muttaborra common, waiting for results after rain. • Administration work.
Risk Assessment	
Risk Assessment	<ul style="list-style-type: none"> • 1080 baiting. • Spraying Stock Routes and Town areas. • Stock Route Management Risk Assessments carried out.

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Relationship Building	
Rural Aid	Community builders meeting to be held in Aramac on 28 November 2023 was postponed due to wet weather.
Queensland Ambulance Service (QAS) – Desktop Multi-Casualty	Conducted multi-casualty scenario with QAS, Queensland Police Service, State Emergency Service, Queensland Fire Emergency Service and Council in attendance on 30 November 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 12 DECEMBER 2023

Council Meeting Date: 12 December 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 the Barcaldine District.

Officer's Recommendation: That the report be received.

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: "Gifts of time and love are surely the basic ingredients of a truly merry Christmas." Peg Bracken.

Community Events, Donations and Support	
Barcaldine Regional Council	Contribution of \$500.00 towards gifts for children for community Christmas tree lighting.
Project Management	
Capital Works Projects 2022-23	
Swimming Pool Upgrade W4Q	Tender has been awarded for the reconstruction of the filtration room and cover over the filtration tanks, work to commence at the end of January 2024.
Showground Upgrades – Toilets/Grandstand LRCIP	Completed.
Administration Office Upgrades	Awaiting confirmation of office requirements.
Capital Works Projects 2023-24	
Barcaldine Rec Park Stage 3	Work yet to commence, awaiting masterplan.

BARCOLDINE REGIONAL COUNCIL
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Barcaldine Goods Shed Upgrade	Completed.
Barcaldine Pool Barbeque and Tables	Tender has been awarded for the replacement of the barbeque.
Barcaldine Pool Canteen Renewal	Quote received and replacement awarded.
Barcaldine Showground Fence	Discussions to be had on materials and design around gates.
Barcaldine Pool Cleaner	Completed.
Cemetery Shoring Equipment	Equipment has been ordered, awaiting delivery.
Special Operating Projects 2023-24	
Barcaldine Rec Park Drainage	Discussions to be had to program.
Masterplans – Rec Park and Showground	Masterplans have been circulated for feedback. There has been some feedback received regarding plans for the centre of the racetrack. See attached plans.
Operational Management	
Tourist Information Centre	With the warmer weather now here, tourist numbers have slowed down. Sixty and Better group are working with the tourism officer to decorate the centre for Christmas.
Sixty & Better	Separate report attached.
Library	Librarian is again hosting a school program and plans in place to decorate windows for Christmas.
Rural Lands Officer	<ul style="list-style-type: none"> - Spraying harissa cactus on stock routes and town common and checking previous, preparing for annual leave. - Checking if drover has entered the Barcaldine area, permit lodged. - Checking stock route water troughs to ensure all are operational prior to annual leave. - Spraying at sewerage treatment plant and bore yards. <p>Officer will be on leave from 18 December 2023, returning 8 January 2024.</p>
Meetings/Training	<ul style="list-style-type: none"> - Meeting to discuss Australia Day. - Attended Queensland Ambulance Service desktop exercise. - Attended community Christmas function.

BARCALDINE REGIONAL COUNCIL
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	<ul style="list-style-type: none"> - Management meetings. - I will be on leave from 27 December 2023, returning to work 23 January 2024.
Parks and Gardens	<p>Staff are being kept busy mowing following the rain.</p> <p>Over a couple of Sundays, staff and community volunteers decorated trees in Bryan Park which were turned on 1 December 2023. How good does the Christmas tree on the windmill in Oak Street look? Thank you to the two staff members that completed this work.</p>
Pool	Pool operating without any issues, grounds and water quality remain at a high standard.
Barcaldine Showground/ Racecourse	<p>Race meeting scheduled for 2 December 2023 did not proceed as the track was too heavy following the rain.</p> <p>The rain has provided plenty of mowing work for staff at the racecourse and showground.</p>
Barcaldine Rec Park	State Emergency Services held a flood boat exercise at the Rec Park on Saturday 2 December 2023. They advised that this was an ideal location for regular running of the flood boats which will assist in reducing boat maintenance costs.
Relationships Building	
St Joseph's School	Attended school awards night.
Barcaldine State School	Attended end of year night under the stars at the school where the children in primary school show off their talents.
Queensland Ambulance Service (QAS)	<p>Attended annual desk top mass casualty exercise with QAS.</p> <p>Exercise was very well conducted with multi agencies contributing.</p>
Merry Christmas	From my family and I, I wish you all a Merry Christmas and a safe and Happy New Year. I look forward to working with you all in 2024.

Link to Corporate Plan

Theme 1: Community

Theme 5: Governance

Consultation (internal/external)

District Manager Barcaldine

Policy Implications

Nil

BARCALDINE REGIONAL COUNCIL
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Budget and Resource Implications

Nil

Risk Management Implications

Nil

Asset Management Implications

Nil

Legal Implications

Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023



BARCALDINE 60 & BETTER PROGRAM

REPORT TO

BARCALDINE REGIONAL COUNCIL

FOR MEETING DECEMBER 2023

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

Tai Chi	Exercises	Croquet	Meeting	Hoy Bingo	Morning Tea (Av)	Melbourne Cup Lunch
6	3	6	10	14 13	10	22

The numbers are stable with participants attending when they can.

2. Melbourne Cup Lunch was held in lieu of a health talk. This was a peer led opportunity to exchange ideas and enjoy some group activities. Participants provided a variety of salads and desserts to share for lunch and worked together to match people and horses in several sweepstakes.

3. Talk for December will be presented by Jo Winkleman who is the ADA Link contact person in this area. ADA Link is a free care finder service that will help seniors in the central west region to connect with local services in the aged care, health, finance and social sectors.

4. Exercise classes with North West Remote Health Exercise Physiologist are set to continue next year, commencing on 22nd January. Currently six women attend classes on a fortnightly basis.

5. Christmas decorations at the Visitor Information Centre. Among the tasks work experience student Ruby Cullen did while at 60 & Better was helping place some Christmas decorations in the window at the Visitor Information Centre. Participants made some decorations using baubles.

6. Longreach Integrated Care and Commissioning (ICC) Project – along with eight other Barcaldine people, I attended an initial roundtable information and discussion morning to learn about the project. The Australian Government is undertaking the ICC project which will bring together agencies, investments and resources across health, aged care, disability and veteran's care sectors to respond to community identified needs and help build a sustainable care and support sector.

7. December activities include the Regional Seniors Christmas Lunch on 12th December and a participant lunch on 19th December at the Hotel Shakespeare. Friday 22nd December will be the last day of activities for the year, when we play croquet.

The office will close at 12:00pm on 22nd December and I'll return to work on Monday 15 January 2023.

8. Wishing everyone a Merry Christmas and a Happy New Year.

Jean Williams
Coordinator



BARCALDINE RECREATION PARK

M A S T E R P L A N

December 2023



BARCaldine RECREATION PARK Master Plan

December 2023

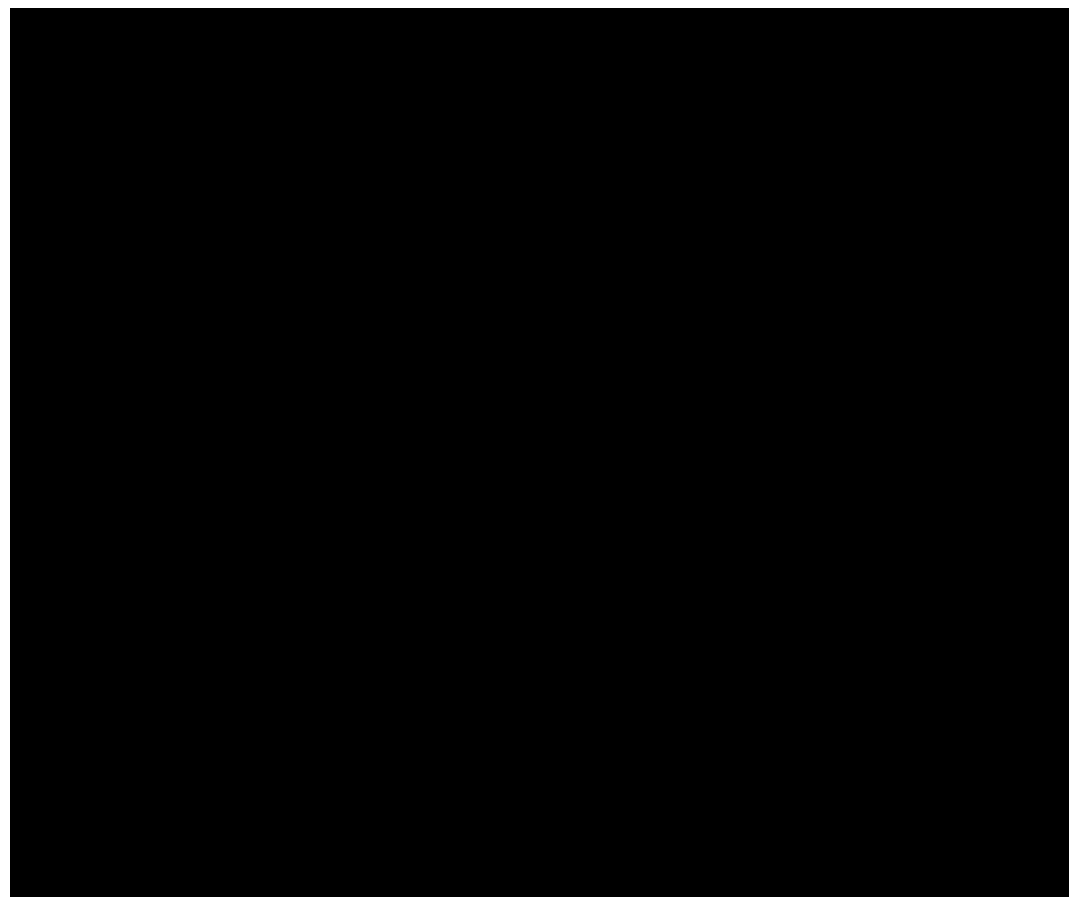


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Part 1: Background



Boatshed Clubhouse

Background to Master Plan

Barcaldine Regional Council requested the development of a master plan for the Barcaldine Recreation Park (also known as Barcaldine Rec Park) precinct. The Barcaldine Recreation Park has only been developed in the last few years and there are many opportunities to improve the recreation, sport, event and tourism experience at the park for locals and visitors.

Key developments that are recommended in the master plan include:

- Adding natural and artificial shade for sun protection.
- Organising vehicle and boat trailer parking.
- Increasing the separation between recreational swimming from on-water boat activity
- Lighting for safety.
- Increasing signage and a formal entry statement on the Landsborough Highway.
- Introducing storage options on-site
- Meeting Persons with a Disability (PWD) access and car parking requirements.

- Connecting the site formally to the town with walking and cycling options.
- Introducing colour into the landscape.

In preparing this master plan, the following processes have been undertaken to date:

- Inception meeting with council staff
- Meeting with several Councillors individually
- Meeting with identified stakeholder user groups
- Meeting with community interested members
- An online community survey
- Review of existing information relevant to the project
- Preparation of a draft report and master plan.

Observations and Recommendations

This document is to inform current budget allocations and longer term, to support future grant applications and to be a guide to future facility developments.

In relation to the above it is recommended that:

- Council endorse the master plan.
- Use the master plan to allocate the existing budget to the highest priority areas.
- Use the document as a support to future grant applications.

The following recommendations are made for the Barcaldine Recreation Park Master Plan:

- Adopt the master plan as set out in this report to provide a broad direction for the Barcaldine Recreation Park.
- Undertake detailed facility design. This will be necessary for tender documentation and will also allow more accurate costing of elements of the master plan.
- Apply for government grants to supplement the council's resources so that the master plan can be implemented in full,

and as quickly as possible. Work with user groups to obtain smaller grants to achieve outcomes of the master plan.

- Revisit and update the master plan in 5-7 years.
- Initiate a water monitoring program as set out in the Barcaldine Recreation Park Operations Plan.
- Consider preparing a Barcaldine Sport and Recreation Plan. Some initiatives were raised in the consultation that were good for the region but the Barcaldine Recreation Park was not the right "home" for them e.g. a pump track.
- When the clubhouse is due for painting used bright colours rather than earthy tones.
- Make sure future picnic tables and equipment is disability friendly. The current picnic tables used across the site are not disability friendly.
- Develop signage across the site in accordance with Part 6 (Signage Plan) of the Barcaldine Recreation Park Operations Management Plan.



Image © Instagram

Barcaldine Recreation Park—Lake

The Barcaldine Recreation Park contains a rectangle-shaped lake that is 1,000 metres long.

Construction of the lake commenced in 2019 and it was completed and opened to the public in 2021.

The lake has a centre island that is approximately 28 metres wide at the water level. The centre island provides a wave break and assists in erosion control. It also enhances safety by separating power boats that are moving in opposite directions.

Each channel of the circular lake is 90 metres wide and 2.7 metres deep.

The lake covers an area of 185,900m² and contains a water volume of 355ML or approximately the equivalent of 142 Olympic swimming pools.

Operation of the lake requires a minimum depth for use of 1.8 metres and a maximum depth of 2.7 metres. The operation management plan notes that it is intended to maintain a water depth of 2.7 metres at most times.

Water for the lake comes from a sub-artesian bore. The water is not treated as it complies with the Australian Drinking Water Guidelines.

Part 1: Background

The Site

Barcaldine Town and Region

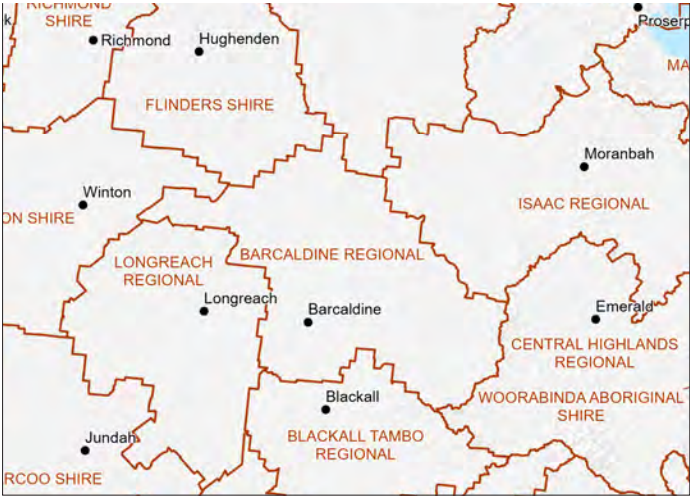
Barcaldine is a rural town and locality in Central Queensland, located approximately 440 kms west of Rockhampton.

It is governed locally by the Barcaldine Regional Council. The Council area is approximately 53,677km².

The population of the local government area in 2021 was approximately 2,900 people with about 1,540 people living in the town of Barcaldine.

Barcaldine has a strong connection to Australia's labour movement. It is the major town, and administrative centre, for the local government area.

Figure 1: Barcaldine Regional Council



Master Plan Features

Master Plan Site

The area for this master plan is shown in Figure 2 and is approximately 47.7 hectares. The site's improvements and contextual features are highlighted in Figure 3 and are referenced at various points in this document.

While the master plan has focussed on the main site it does recognise some development or use of adjacent lots but the main focus has been on lot 9 SP297069.

The land is Crown land in Trustee to Barcaldine Regional Council with a Reserve Purpose of "Recreation".

The reserve purpose is aligned to the current and master planned activity for the site so no changes are required.

Site Constraints

The site is constrained in its size. To the north is the Landsborough Highway. The entrance to the site is off this road. All other boundaries also constrain the site through physical features or existing uses—to the west is the Barcaldine Rifle Club and to the east and south is Lagoon Creek.

Lagoon Creek does flood with some floodwater on the site. No buildings or significant improvements are affected.

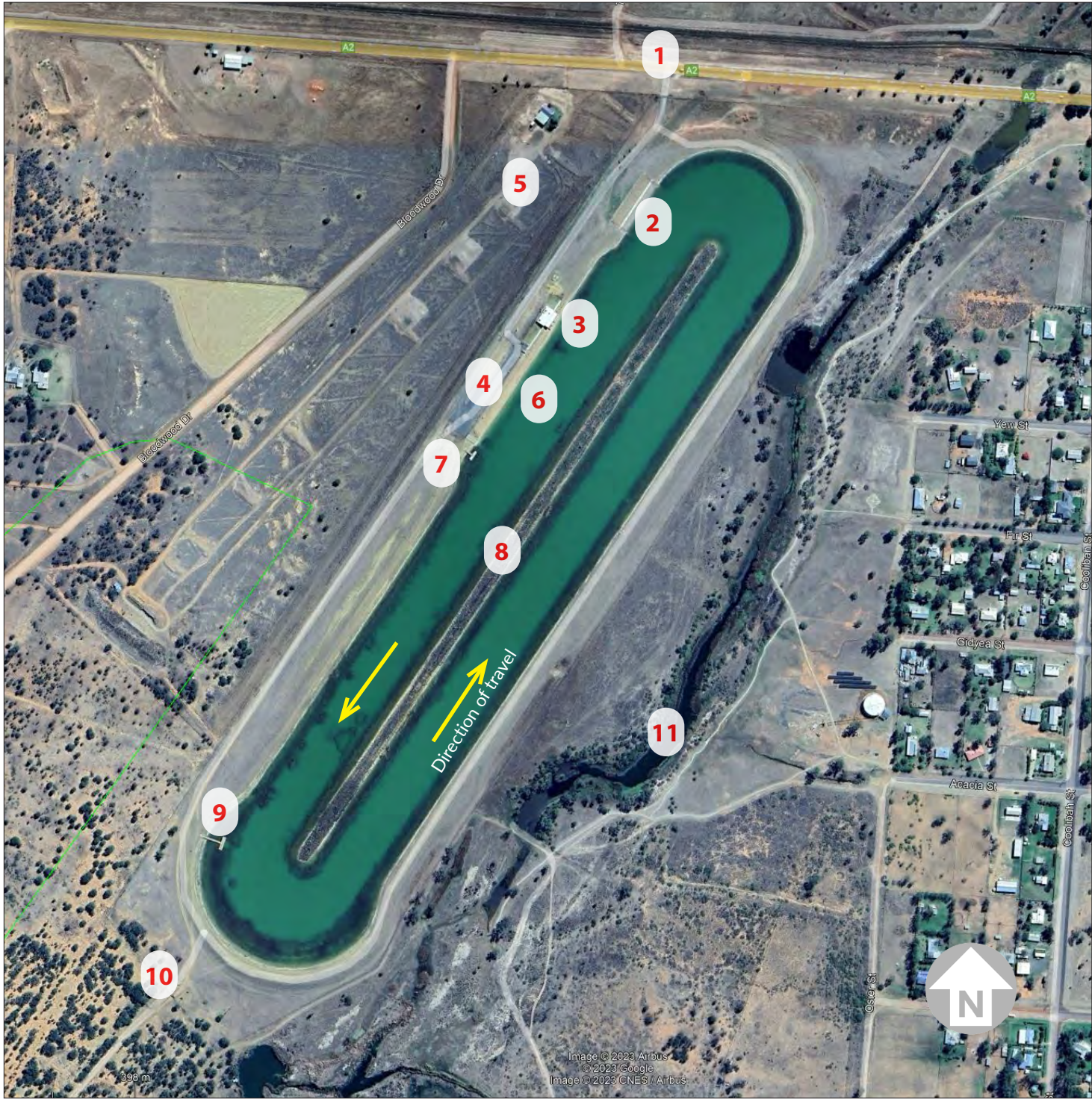
Otherwise the site is relatively unconstrained. There are no easements over the site of any significance. The site is remote from residential developments that light spill and noise are not problems.

Table 1: Land parcel details

Lot	Plan	Area (m ²)	Reserve Purpose
9	SP297069	477,100	Recreation



Figure 2: Master plan site with property boundaries



Key to Figure 3

- ① Entrance Road
- ② Spillway
- ③ Cafe and amenities
- ④ Car park (main)
- ⑤ Barcaldine Rifle Club
- ⑥ Sand beach
- ⑦ Boat ramp and jetty
- ⑧ Central island
- ⑨ Fishing jetty
- ⑩ Entrance to Barcy Red Enduro Park and Trails
- ⑪ Lagoon Creek and trails

Figure 3: Barcaldine Recreation Park features

Part 1: Background

Planning Context

Barcaldine Region Planning Scheme 2023

The site is zoned Recreation and Open Space under the current planning scheme (Figure 4).

“(1) The purpose of the Recreation and open space zone code is to provide for:

(a) a variety of cultural, educational, leisure, recreation and sporting uses and activities, including, for example—

(i) parks, playgrounds or playing fields for the use of residents and visitors; and

(ii) parks, or other areas, for the conservation of natural areas; and

(b) facilities and infrastructure to support the uses and activities stated in paragraph (a).

The proposed master plan appears to be in accord with the zoning. Some elements may require code assessment but appear to be allowed under the zoning.

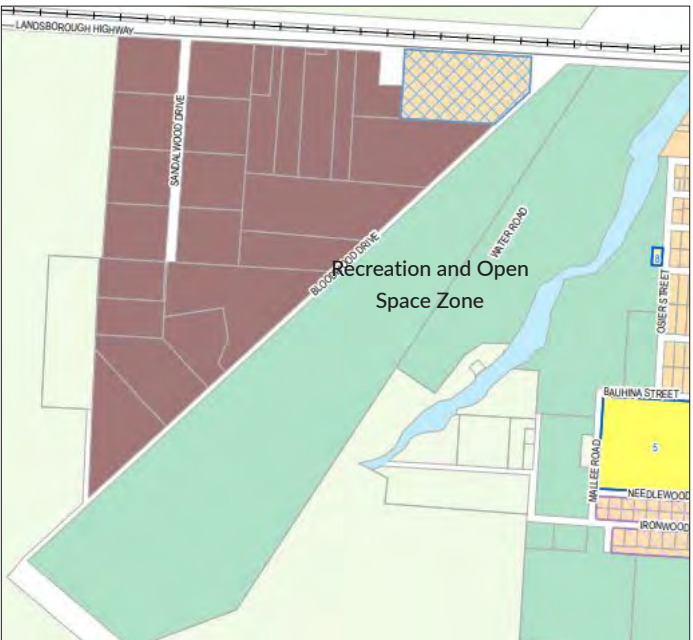


Figure 4: Site zoning

Background Reports and Studies

Barcaldine Regional Council Corporate Plan 2021-2026

Barcaldine Regional Council notes in its Corporate Plan that:

Council is committed to delivering a plan that addresses the four principles of sustainability – social, economic, environment and good governance in a local government environment. Council recognises that innovation will be fundamental to the region's sustainability (page 5).

The Corporate Plan is structure around five key themes:

- Community
- Services
- Transport
- Economy
- Governance

The Community theme is most relevant to the Barcaldine Recreation Park master plan and has as its description:

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 (page 9).

Under the heading “What our region will look like in 2026” there are two statements relevant to this master plan:

1. We have inviting green spaces in built up areas for rest, recreation and well-being.
2. We have access to events, shows and exhibitions.

The master plan supports these outcomes through the further development of the lake to provide modern, fit-for-purpose facilities for local enjoyment and to support existing and new events in Barcaldine.

Approaching 2030: Barcaldine Regional Council Economic and Community Development Strategy

This 2018 strategy pre-dates the final construction of the lake but the community is recorded as saying:

The development of a new water recreation lake is underway. This project has potential to deliver economic outcomes through tourism and other commercial opportunities, as well as enhance the region's liveability and well-being - especially for young people and families (page 9).

Barcaldine Recreation Park: Operations Management Plan (December 2021)

This Operations Management Plan (OMP) addresses the ongoing operation, maintenance and management of the Barcaldine Recreation Park. It supports Council's commitment to provide opportunities for residents and visitors that “encourage active recreation, healthy lifestyles and general well-being” (page 6).

The OMP provides an umbrella framework for several management plans, each focused on different aspects of managing the park's operations and maintenance. Each plan is presented as a distinct structured part of the document.

The management plans comprising the OMP collectively are:

- Part 1 – Park Management Plan
- Part 2 – Water Quality Management Plan
- Part 3 – Operation Environmental Management Plan
- Part 4 – Emergency Response Plan
- Part 5 – Water Sampling Plan
- Part 6 - Signage Plan

Only Part 1 is a public document with all other Parts being internal Council documents.

The internal parts of the document, Parts 2 - 6, are quite technical and deal with matters relating to water quality, environmental management, emergency responses and site signage.

Part 1, the public section of the document, lists as the OMP's primary objectives:

- Enhanced health and well-being activities for the Barcaldine region
- Increased range of water-based recreation and sports activities
- Opportunities to host water-based tournaments
- Economic and tourism opportunities for local and regional businesses.

Part 1, Section 5 sets out Park Management. Some points to note are:

- Dogs on a leash are the only animals allowed in the Park with strict controls over their behaviour.

- The OMP does not designate the park as an “ongoing wet area” for alcohol but was further investigating the Park’s status in that regard.
- Bookings for the clubhouse area available. Any booking for the whole park has to be in writing approved by the CEO.
- CCTV may be used within the Park.
- Camping is only allowed with the prior written approval of the CEO.

Part 2—the Water Quality Management Plan (WQMP)—addresses the management and monitoring of surface water and groundwater to minimise environmental impacts and public health risks from the lake water with the objectives of:

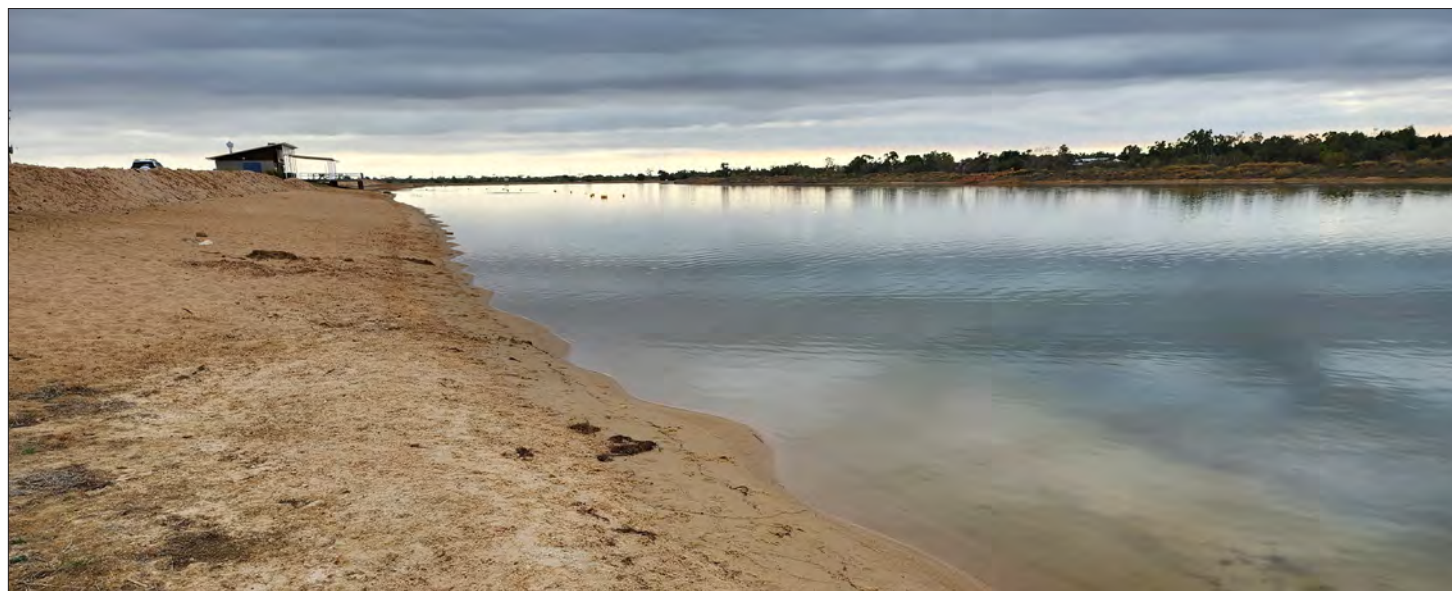
- Barcaldine Recreation Park is well managed and monitored to prevent and/or mitigate environmental and public health risks.
- The quality of the water is maintained to ensure a low risk to human health from water quality threats posed by exposure or contact.
- Relevant statutory requirements are complied with.
- Increase community access to information on recreational water quality.

Part 3 sets out procedures for water quality monitoring to ensure that the WQMP set out in Part 2 is accurate and valid.

Part 4 is an Operation Environmental Management Plan (OEMP) that provides “an overview of potential environmental impacts to protect the environment, and sensitive receivers to minimise potential adverse impacts” (page 62).

Specifically, the OEMP provides management plans and procedures for:

- Air Quality Management Plan Operations
- Water Management Plan Operations
- Soil Management Plan Operations
- Noise Management Plan Operations
- Waste Management Plan Operations
- Pest Management Plan Operations
- Amenity and Light Management Plan Operations
- Cultural Heritage Management Plan Operations
- Community Consultation Management Plan Operations.



Calming view across the water of an evening



Boat ramp and pontoon



Shell storage



Kiosk

Part 1: Background

Key Improvements



Entrance

The entrance to the site from the Landsborough Highway is very low key.

There is no signage with the name of the park. The kiosk lessee has placed a few flag banners there but otherwise there is no identifying signage. There is no street sign either.

As such, travellers along the highway are not being made aware of the opportunities at the site who otherwise might spend some time at the park enjoying the facilities.

It should also be noted that as the lake wall is raised views to the water from a car along the highway are limited.

Future signage may be on the road reserve so it will involve consultation with the Department of Transport and Main Roads.



Clubhouse

The Clubhouse comprises a kiosk and change-rooms and are the key (and only) building on the site. They form the core of the site and support most of the activities that are undertaken there. The building boasts a wide deck that is partially covered allowing seating in the sun or shade depending upon the season and/or temperature.

The building is painted in earthy colours and blends into the landscape.

There is a pathway to the car park and easy access to the beaches on either side of the building.

The building is on a mound to overlook the water. There is erosion around and under the building that must be addressed.

The kiosk also serves meals and is open into the evening beyond when lake activities have stopped for the day, for takeaway or eat-in meals.

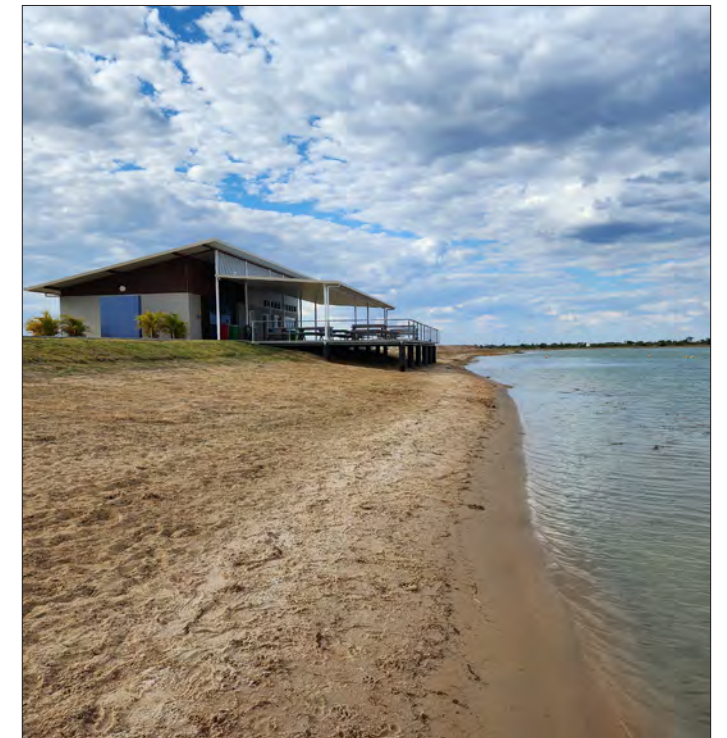


Roads and Car Parking

The road from the entrance to the car park is bitumen surfaced. It is reported as being flooded (perhaps to 50mm) several times a year but is not impassable. The road has no lines, guide posts or signage such as for speed limits and direction.

The car park is to the south of the kiosk building. It has a bitumen surface and except for several guideposts there is no other associated improvements such as bollarding, line marking or wheel stops. No disability car parks are marked.

Apart from the main car park there is random parking taking place across the site, including on the lake wall. The random parking creates roads and tracks, bare areas and erodes the integrity of the wall.



Beaches and Water Access

The main beach is to the south of the kiosk building and features imported sand. The beach area is used by swimmers and boaters.

There is also a beach to the north of the kiosk building, but being further from the car park, has less use.

At the southern end of the car park there is a single lane boat ramp and nearby floating pontoon.

At the southern end of the lake is a fishing pier, though it was noted that swimmers also use the facility.

The southern end of the lake, where the fishing pier is located, is reportedly deeper than other sections of the lake to encourage fish breeding. It should be noted that at this time the lake has not been stocked with fish.



Lagoon Creek Pathways

There is an existing pathway system to the east of Lagoon Creek (see Figure 5). This 2000mm wide pathway is in good condition and extends approximately 1,880 metres. There are connections to Oak Street (Landsborough Highway) in the north and Acacia Street in the middle section. The path abruptly stops at its southern most point.

For the most part the path winds close to Lagoon Creek affording views into the creek and water pools and the animals and birds that inhabit the Creek.

In the north the path crosses a local park that has fitness equipment, a disc golf course and a 'learn to ride' bicycle course. There is a small picnic shelter nearby though there is no other significant park equipment.

There is the potential to extend the path in the north and the south to Barcaldine Recreation Park.

The northern connection can be made just to the south of the main pool at the Landsborough Highway. There is a small group of attractive ghost gums (see Figure 6) that are generally dry and a pathway could be constructed through the trees. No bridging would be required.

Similarly in the south there is a dry area where the pathway ends, that links across to Barcaldine Recreation Park (see Figure 7). A pathway could be built here that also requires no bridging, just a path at grade across the water course. This southern pathway extension, via Acacia Street, would connect the southern residential areas into Barcaldine Recreation Park.

Where either path crosses the Barcaldine Recreation Park boundary fence an animal proof gate will need to be installed (perhaps even a dual gate system) to stop kangaroos, pigs, goats, deer and other large animals entering into the lake area.

There is the potential to add some value to the existing and new pathways through interpretative signage, seating, bird hide(s) and tree planting. Plantings of ghost gums could, in time, transform the path in summer from a hot exposed walk to a more pleasant walk through the shade of the mature ghost gums.

The extended paths would increase usage of the Barcaldine Recreation Park by linking residents and tourists easily, and safely, to the park. It would be reasonable to assume that they will be used for walking as exercise and they may form the basis for a Parkrun, and potentially, a duathlon or triathlon.



Figure 6: Potential location on Lagoon Creek to extend the path to Barcaldine Recreation Park (northern connection)



Figure 7: Potential location on Lagoon Creek to extend the path to Barcaldine Recreation Park (southern connection)

Part 2: Consultation

Consultation

Barcaldine Regional Council—Officers

- There have been many requests to Council for improvement at the lake and a master plan is required to prioritise these.
- The presence of weeds interferes with the active use of the lake (particularly tangling in boat propellers). Various strategies have been tried but the problem continues. Council is trying to engage with an aquatic weed harvester to remove the weed for this summer.
- The lake is filled with bore water. The water and the soil have a level of salt content that is building up through evaporation over time. The lake is not flushed so the problem will compound as the lake is refilled.
- There is erosion around the building. A spray mulch was tried but it did not work.
- Camping is not allowed at the lake. Crown approval would be required for that to happen. Overflow camping is allowed at the Showgrounds.

Lake User Groups

A users group meeting was called and the following points were made. While none of the groups have formal status (i.e. as a registered club) they are perhaps best described as frequent organised users of the facility.

- There are now 26 boats in town, most purchased since the lake was built. Local businesses are now stocking marine products.
- At present there is no water testing program. While there are rumours of increased salination levels there is no data to support this. There needs to be testing undertaken on a regular basis. Start this sampling now so that there is some baseline data for later comparisons.
- The lake may need aeration but as no testing has been undertaken there is no basis for this assertion.
- The lake should have a covenant so that inappropriate colours are not introduced to the landscape e.g. a new shed should comply with a determined colour palette. The Barcaldine Recreation Park lacks colour, being mainly local earth colours.
- Caravan camping is not allowed to avoid competition with local caravan parks. There was a suggestion that the Barcaldine Rifle Club could organise camping if they wished. Any camping that was allowed on the lake would need Crown permission. There are 150 accommodation beds in Barcaldine.
- The lake should generate business opportunities and an economic return to the community. Examples offered of recreation parks doing that were:
 - Stoney Park in NSW (Telegraph Point on the mid North Coast) which is a lake that offers on and off-water inflatable activities as well as picnicking and playground. It is a commercial attraction that charges for use of the facilities (e.g. \$20 for 50 minutes on the Aqua Park as shown in Figure 8).
 - Blue Derby Mountain Bike Trails is a facility with high standard mtb trails in Derby, Tasmania. The trails are very extensive encouraging people to come and ride them for several days. The trails are free but the economic return to the town is through accommodation, bike shops, food and drink etc.
- Encourage small groups in shoulder season e.g. bare foot skiers, triathlons as event users.
- There is no one renting equipment e.g. canoes, stand-up boards. There is potential to have a small business doing this.
- For bank stability it is important that cars are stopped from driving on the banks.
- Shade is needed. Shade trees and shade structures. It was mentioned that trees should be no closer than 30 metres to the bank though others disputed this.
- A pump track in a location near the water and beach.
- Need colourful storage sheds. These could be hired for 12 months. These could be along the lines of St Kilda beach bathing boxes. A splash park on north side of the kiosk building. Alternatively, play equipment for children or a water slide into the lake.
- Make the boat ramp a double ramp as a single is not allowing the boats to get in/out quickly enough. Boat trailer parking needs to be further to the south of the current car park.
- Café is doing well, serving 140-200 meals per weekend. Residents will drive to the lake for takeaway meals.
- There is a strong need for lighting. A lighting plan has been designed.
- Signage across the site is poor (there is only regulatory

signage).

- Large events cause car parking issues, particularly in the area north of the kiosk.
- The Barcy Red car park area gets wet. There is a need for car parking, signage, wash down area and shade.

Drop-in Sessions

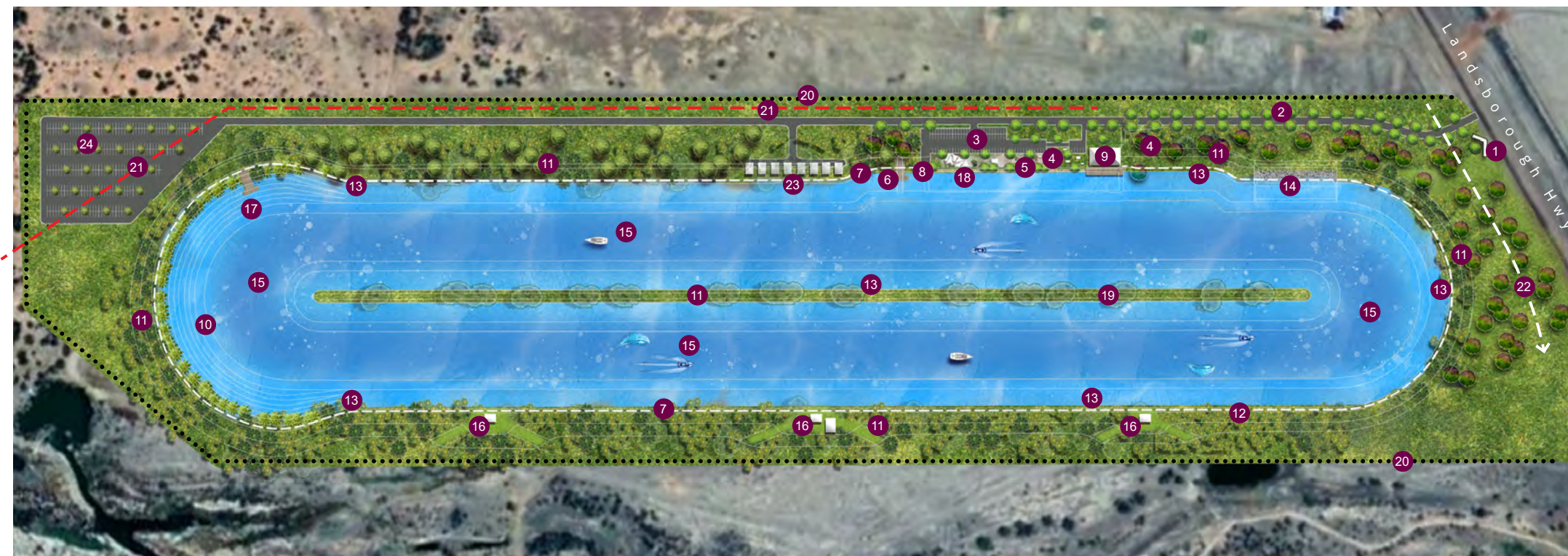
There were two drop-in sessions—one at Westech and the other at the lake on a Saturday morning. Comments have been summarised below. The comments are quite disparate reflecting the individuality of the people that provided input. Some people may have made the same point, separately, but it is only recorded once for brevity.

- Add colour to the park. It is not attractive in its current form.
- Improve the paths around the lake and connections to town. Once connected to Lagoon Creek there is potential to start a Park Run. There may be potential for an Inland Triathlon.
- Wild Rivers Legislation affects what improvements can be undertaken in Lagoon Creek.
- The western sun “cooks” people on the beach. Many people commented on the need for natural and artificial shade.
- The lake has the potential to attract Sydney/Melbourne rowing clubs and perhaps, later, Olympic teams for training and exhibition. For this to happen the site must look good.
- For race event days the site must allow for marquees and designated corporate areas near the finishing line (ideally). Possible to have three rowing boats racing at the same time but the growth of weeds makes this hard (as it narrows the clear water channel).
- There is a conflict between ski boats and rowers – “too many ski boats”. The rowers are aiming for 20 crews to encourage a good local competition. The rowers launch their boats off the sandy beach.
- Barcaldine Recreation Park has not engaged with the Grey Nomad market through camping opportunities or general use of the lake. There should be more tourists and this will improve trade at the café. To attract grey nomads good food and coffee is essential.



Figure 8: Stoney Park inflatables (c) Stoney Park

BARCALDINE RECREATION PARK PLAN



LEGEND

- | | | | | | | | |
|--|---|---|---|--|--|---------------------------------|---------------------------------|
| 1 2no. Entry Walls. rendered walls with signage. | 4 Turfed open space with trees, planting beds, 4 no. picnic settings, 5 bench seats, and shade trees. | 6 Pontoon | 8 Boat ramp. | 11 Revegetation to banks. Grass seeded with trees planted at 1 per 10 metre squared. | 13 1 strip of turf to the bottom of batter at waters edge. | 16 BBQ shelter and toilet | 20 Perimeter fence |
| 2 Entry Road with trees at 20m centres. | 5 Beach | 7 2.5m wide concrete path and trees between open space and beach + lights | 9 Club house with planting to surrounds | 12 Shrubs only to batter adjacent existing dam. | 14 Spillway | 17 Fishing jetty | 21 Powerlines |
| 3 Carpark | | 10 Fish Habitat. Species planted at 4 per 1 square metre. | | | 15 Water | 18 Kids playground / water park | 22 Overland flowpath |
| | | | | | | 19 Waterfall | 23 Community and sporting sheds |
| | | | | | | | 24 Barcy red carparking |

Implementation of Original Plan

The original plan for the Barcaldine Recreation Park is shown at Figure 9. The status of each item (as per the legend) was discussed in consultation events and is summarised as:

1. Not completed and still required.
2. Tree planting along the entry road requires enhancing and completion.
3. While a level of car parking is provided there is a lack of vehicle control that could result in an incident, particularly involving children.
4. Significant plantings still required.
5. Main beach is complete. Some erosion in parts. Potential to moving swimming to the northern beach.
6. Pontoon has been built.
7. There is still a need for more paths, planting, and lighting.
8. Boat ramp has been built.
9. Kiosk and changerooms have been built.
10. Fish habitat was designed into the lake.
11. More trees and plantings are required.
12. More shrubs are required.
13. Completed.
14. The spillway is in place.
15. Water and the water license have been secured.
16. There is no barbecue provided.
17. The fishing jetty is in place.
18. There is no playground or water park provided.
19. The plan for a waterfall was changed to a fountain and this has been installed.
20. The site has been fenced and is animal proof.
21. Electricity has been provided to the site and buildings.
22. The overland flow path was shaped in the construction phase.
23. There are no community and sporting sheds.
24. The Barcy Red car parking has not been formalised.

Figure 9: Original plan for Barcaldine Recreation Park

Part 2: Consultation

- The lake booking system allows for site closure too easily¹.
- There are no fish stocked in the lake². There is little to attract water birds.
- Access from town for walkers/cyclists is poor, having to use the highway to get past Lagoon Creek.
- Allow open fires in winter for social events.
- Shade and tree planting is needed. Earth banking to shooting range is an eyesore.

Online Survey

An online survey was made available and publicised through Barcaldine Regional Council's Facebook page and through other consultation events. Nine replies were received.

The first question asked: *"Considering the Barcaldine Recreation Park, what works well and must be retained (or enhanced) through the master plan? Please explain"*.

Most people answered this question. There was broad recognition of the quality of the cafe and amenities; deck, beaches and grassed areas. One response summarised it as: *"It's off to a great start out there with the facilities so far"*.

The second question asked people: *"Considering the Barcaldine Recreation Park, what does not work well and must be fixed through the master plan? Please explain"*.

The most common responses (and these were featured in most responses) were:

- More shade and trees—whether natural or artificial.
- Footpaths around the lake and connecting to town.
- Signage on the Landsborough Highway and within the site.
- More car parking.
- Lighting of the car parks and around the cafe/amenity building.
- Drainage around the car parks and around the clubhouse.
- Barbecue facilities.
- Water weeds in the lake.

The third and final question asked: *"What new facilities or activities would you like to see at the Barcaldine Recreation Park?"*

In the main the responses were facilities to address the items that are listed above e.g. trees and shelters to address the lack of shade. Other items that are not necessarily outlined above are:

- Canoe/kayak hire facilities.
- Making new facilities colourful to address the largely dull monotone landscape—*"it's very beige"*.
- Water slides or a playground for children and outdoor gym equipment.
- Colourful storage sheds.

The results of the community survey are very similar to the other meetings with the community and the organised groups and are addressed in the draft master plan set out later in this document.

¹ The site can only be closed for an event by a written request to the Chief Executive Officer of Barcaldine Regional Council (see Section 5.5 of the Barcaldine Recreation Park Operations Management Plan)

² This is correct however Barcaldine Regional Council is looking at suitable species that will eat the grasses/weeds as well as be good catching fish. Sooty Grunter has been mentioned as a possible stocking fish.



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Part 3: Master Plan

Purpose of a Master Plan

A master plan provides a long-term vision for a park, reserve or precinct, identifying what it should look like and how it should function in the future. It establishes a strong and consistent direction, providing a framework for ongoing improvement.

It considers the interrelationship between:

- the current character and functionality of the landscape
- public expectations and needs
- emerging issues and trends
- the realities of the economic, social, environmental and legislative context of the time.

The result is a plan that balances needs across a range of often conflicting interests.

The Barcaldine Recreation Park Master Plan is intended to provide the Barcaldine Regional Council with a conceptual design framework for the future enhancement of the precinct.

The master plan is a high-level plan to be used in conjunction with further site investigation and detailed design work to achieve the best outcomes.

The Barcaldine Recreation Park Master Plan:

- Provides a strategic framework for the future enhancement and/or development of the park that recognises the resources available to Barcaldine Regional Council, stakeholders and the community.
- Identifies issues involved with the precinct and presents solutions to resolve or mitigate these issues.
- Introduces new activities and makes best use of the land available through maximising use of the precinct.
- Enhances the visitor/tourist or user experience.
- Can be developed over a medium term horizon up to a 10-year maximum period.

Master Plan

The proposed Barcaldine Recreation Park Master Plan is shown in the following pages. An aerial perspective of the master plan can be found at Figure 10. However, given the size of the site the master plan is discussed according to the three zones shown in Figure 11 so that detail can be explained.

The full set of architectural drawings are included at Appendix 1.

As much as possible the master plan has responded to the results of the consultation, site analysis, as well as the realities of the Council's and the community's resources. Additionally, it has integrated existing features with new facility requirements.

It is not expected that the master plan will be delivered fully in the short term. It is a long-term plan that realistically will take up to 10 (or more) years to deliver. Its strength is that it sets out the vision and should avoid wasting resources on facilities that do not meet long-term needs, are placed in the wrong location, or do not meet community needs.

Outcomes from the master plan include:

- Improves patron comfort through shade, facilities, car parking etc.
- Adds colour to the landscape through the design elements.
- Aids local fitness through extensive paths that allow for fitness through walking, running and Parkrun.
- Integrates the site through a safe and logical design.
- Broadens the appeal of the site through new facilities such that a greater range of people are likely to use the site.
- Is appealing to all age groups as well as those seeking active as well as passive recreation activities.
- Allows for extended usage with lighting for safer night time usage.
- Will allow events to be attracted, and to grow in size and scope.

The Vision and Development Outcome for the Barcaldine Recreation Park are set out on this page. The Vision seeks to strengthen the developing role that the site plays in the community's recreation, sporting and event life. This role is emerging and the improvements suggested through the master plan will ensure that the Barcaldine Recreation Park becomes a key aquatic facility in Central West Queensland.

VISION
Barcaldine Recreation Park is to be an attractive and dynamic social and events hub with a focus on aquatic activities, for local residents and tourists alike.

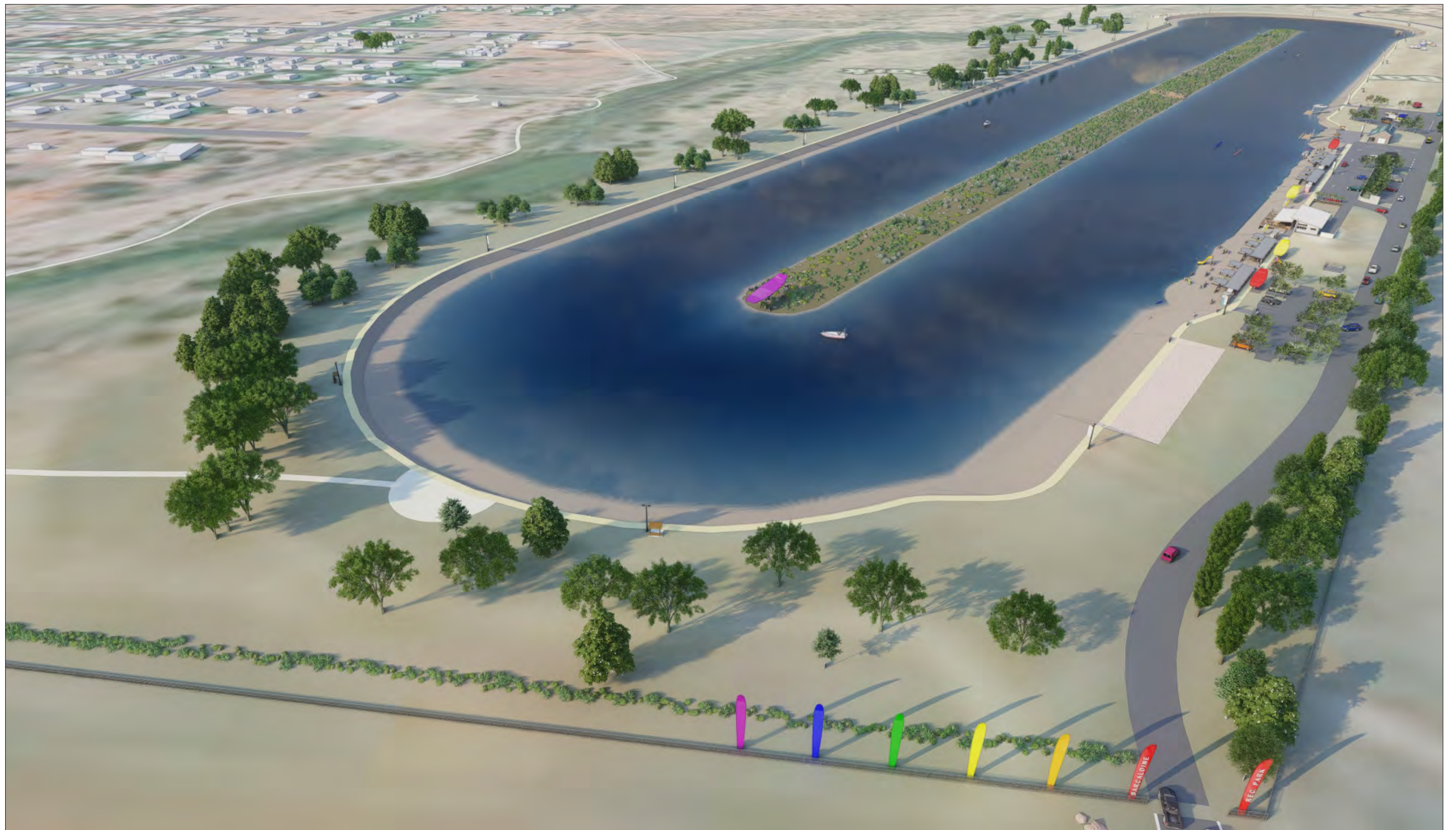
DEVELOPMENT OUTCOME
The Barcaldine Recreation Park will be a key hub of aquatic sports and recreation activities for Barcaldine and Queensland's Central West.

Design Objectives

1. Opportunities—centre on the precinct's proximity to Barcaldine but sufficient distance that events will not affect residents. There is ample land to expand activities.
2. Slopes—there are slight slopes across the site, sufficient for drainage but not of any magnitude to affect facility development. The lake wall is flat and connections to Barcaldine are at moderate grades. This topography complements walking, jogging and cycling modes of travel and is suitable for all levels of mobility.
3. Linkages—the master plan area is not linked to town except by road. Linkages across Lagoon Creek are suggested.
4. Shade—is severely lacking across the site with the only shade being the deck area of the clubhouse.
5. Built infrastructure—while limited, the existing built infrastructure is retained.
6. Lighting—there is no night lightning outside the clubhouse.
7. Persons with a Disability—there are PWD toilet and shower facilities, but designated PWD parking and compliant pathways are lacking
8. Safety—the facilities are to be safe and secure to use and be fit-for-purpose.
9. Maintenance—recognise that maintenance is the biggest long-term cost so all new facilities are to use low maintenance materials of high quality to support many generations of use.
10. Services—electricity and water are connected to the site. Sewerage is pumped for treatment.
11. There is ample recycled water being made available to the site to keep green all areas where it is desired.
12. Vision—the precinct vision statement shown here and discussed in more detail later has been informed by the planning scheme, council strategies, consultation and site analysis.
13. Landscape:
 - Producing a strong and well defined built and landscape framework to ensure that the site is integrated with its space.
 - Plantings are generally to reflect local species with only a minimal selection of other suitable natives species.
 - CPTED¹ has informed the design. Low levels of lighting and open sight lines allow for casual observation.

¹ Crime Prevention through Environmental Design

Figure 10: Overall view of the Barcaldine Recreation Park master plan



Part 3: Master Plan

Master Plan—Zone Plan

The zone plan for discussing the master plan is shown at Figure 11. The zones are only for the purposes of discussing the master plan and are not physical or psychological barriers that restrict the site's use.

The zones are:

1. Zone A1: Focussed on the northern swimming area.
2. Zone A2: Facilities that are mainly associated with the Clubhouse and the existing car park, beach and launching facilities.
3. Zone A3: A newly developed area to the south of the existing car park.

In addition to the discussion focussed on the zones there are improvements around the site that fall outside the zones. These are discussed below using the numbers on the plan in Figure 11.

- 10—Pole mounted lights every 100 metres around the top track at the top of the embankment. Signage on the pole will indicate the distance from the clubhouse. A solid banner will be attached to each pole. A solid banner is more cost efficient than a cloth banner.
- 11—A seat with shade approximately every 200 metres along the path.
- 12—Compacted crusher dust (or similar) track around the top of the lake. When combined with concrete paths near the clubhouse a lap will be 2.5kms, half of a Parkrun.
- 14—New paths connecting into the Lagoon Creek walkways paths allowing connections to the north and south ends of the lake. Gates are required at the site boundary.
- 16—A bright entrance statement (sign) using a water ski design to alert travellers to the facility.

Some rendered images of the above can be found at Figure 12 to Figure 15.

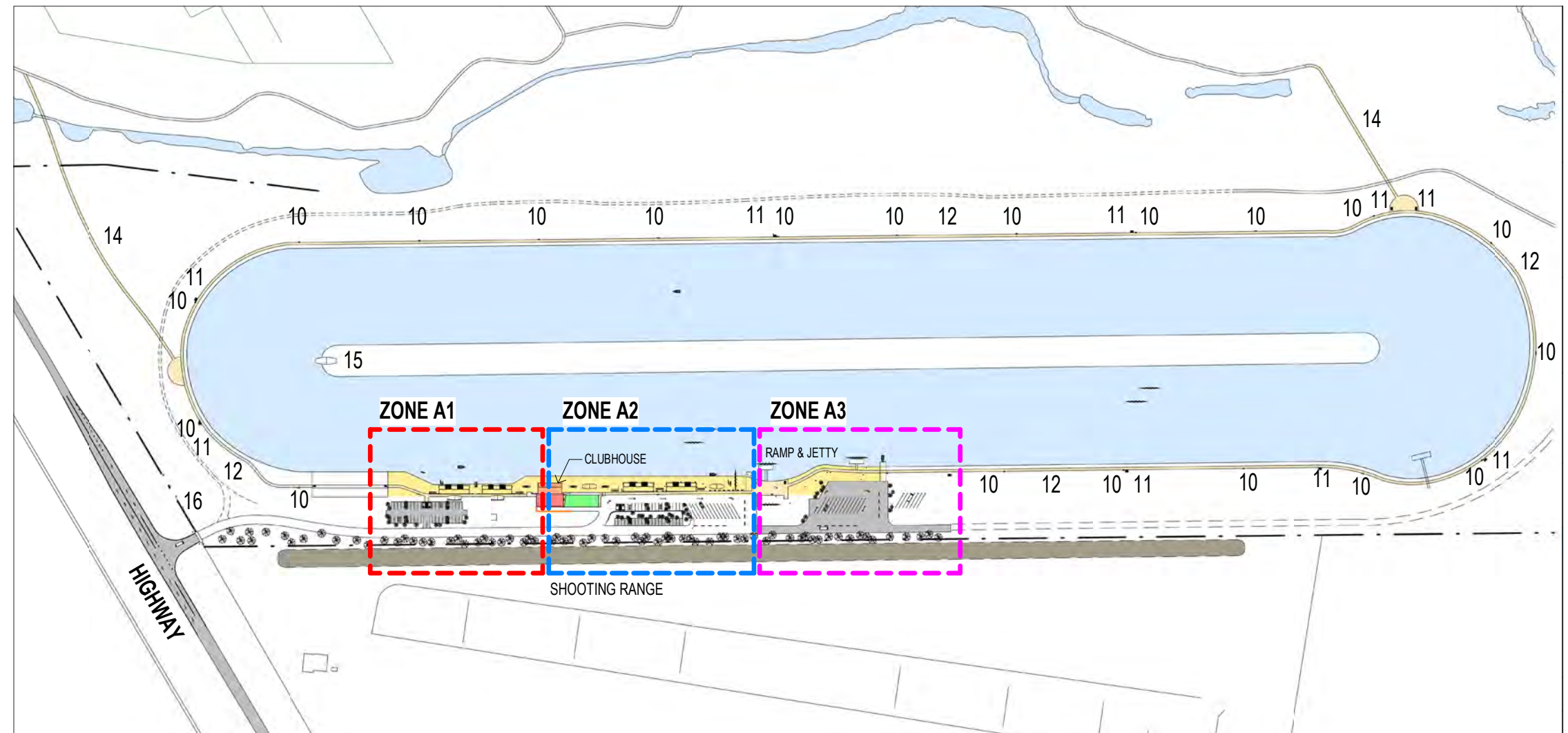


Figure 11: Barcaldine Recreation Park zone plan (for master plan)

Figure 12: A brightly coloured entrance statement and sign designed to catch the eye of travellers along the Landsborough Highway from both directions.



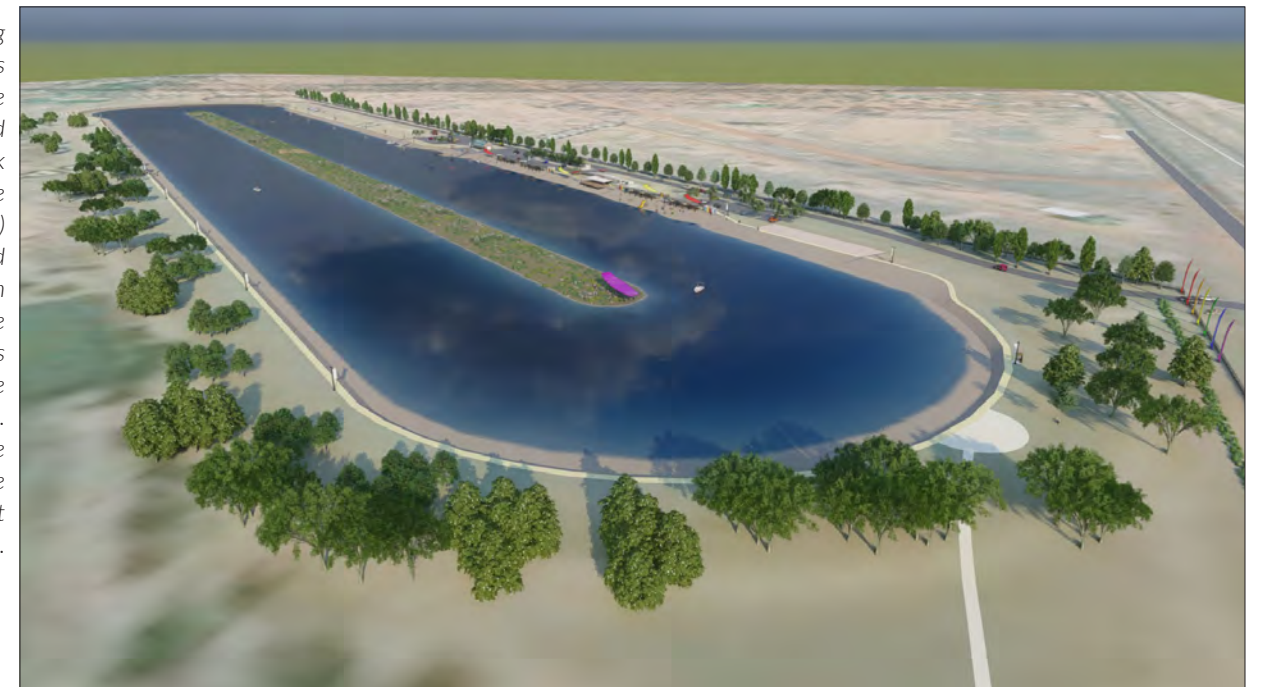
Figure 13: A wakeboard design in a bright colour that is elevated so that it can be seen from the Landsborough Highway suggesting to travellers that something interesting is located in the Barcaldine Recreation Park and that they should visit.



Figure 14: A section of the walking trail along the top of the embankment showing a crusher dust or similar trail, seating (every 200 metres) and lighting and banner every 100 metres.



Figure 15: Walking and cycling paths connecting to the town are established across Lagoon Creek to connect at the northern (this image) and the southern end of the lake. The path circumnavigating the lake is 2.5 kilometres so a Parkrun would be two laps. Extensive shade tree planting takes place around the site, but not on the lake wall.



Part 3: Master Plan

Zone A1

This zone is to the north of the clubhouse. It contains a swimming area but is not as well used as the area to the south of the clubhouse, most likely because the car park is located adjacent to that area. The master plan aims to attract the people who are swimming to this zone, away from the boats and potential danger. Improvements are aimed at making the area attractive to families that just wish to swim, canoe, kayak, fish etc.

The master plan for Zone 1 is shown at Figure 16, and, using the key on the plan, is discussed below.

- 1—a new car park at the swimming beach. It includes two PWD spaces.
- 2—a screen to the rear of the clubhouse to hide the service areas.
- 6—two structures designed to look like wakeboards. Electric barbecues are available under the structures.
- 7—small bathing boxes/storage units in multi-colours.
- 9—two picnic pavilions which are quite large accommodating most people using the beach, providing shade and a place to sit or picnic.
- 10—pole mounted lights every 100 metres around the top bank track. Signage on the pole will indicate the distance from the clubhouse. A solid banner will be attached to each pole. A solid banner is more cost efficient than a cloth banner.
- 13—a concrete path from the clubhouse to the existing overflow path.
- 17—extensive planting along the west side of the site near the mound. Planting could be on the mound with the Barcardine Rifle Club's permission.
- 18—rehabilitation of this area that is eroded and denuded. Resolve stormwater issues. Stabilise the bank and turf.
- 19—a play opportunity which could be a splash pad or water slides into the lake.
- 20—rubbish bin enclosures.

Three perspectives at Figure 17 and 19 show some of the improvements in this zone.

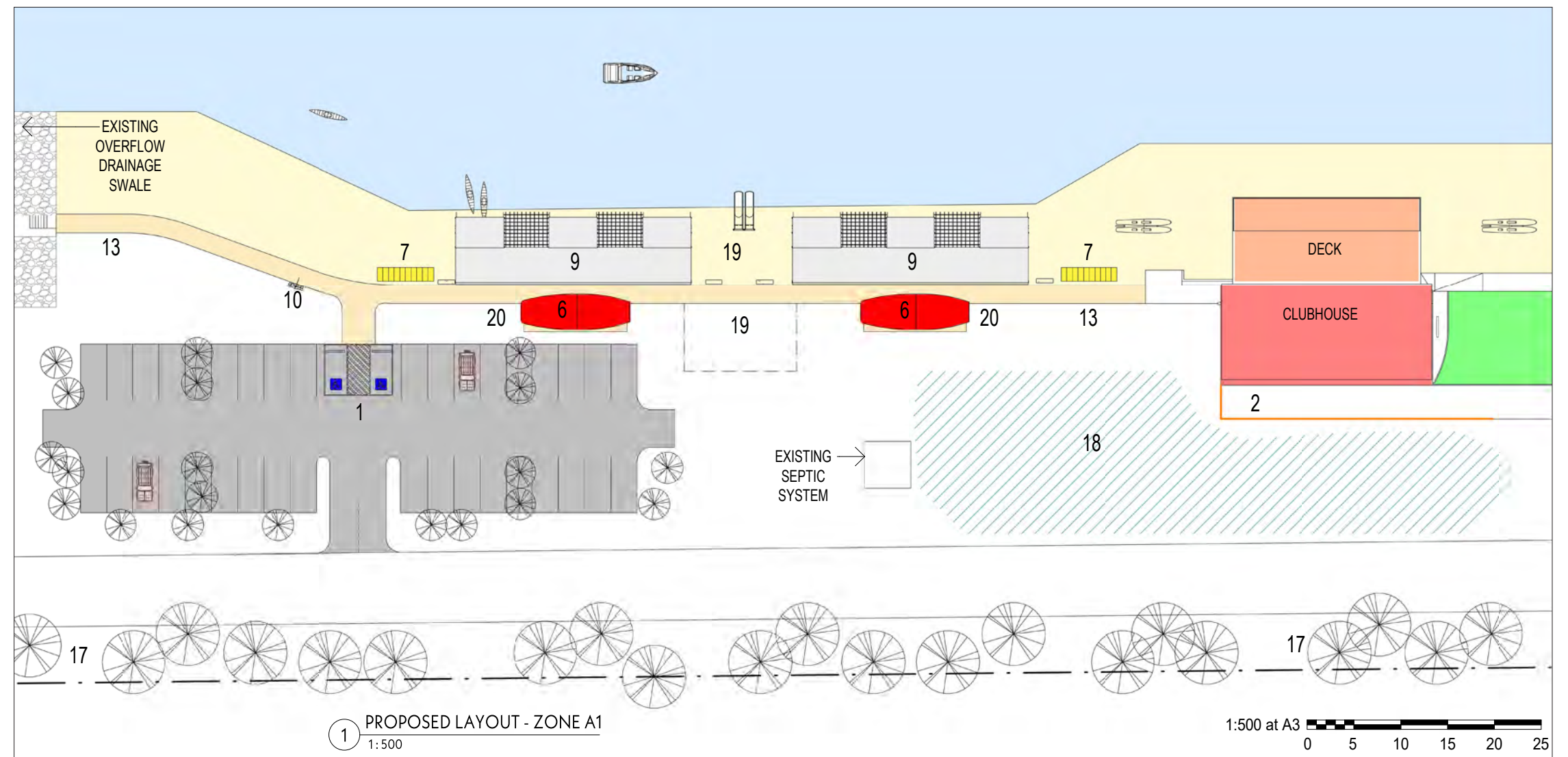


Figure 16: Zone A1 master plan

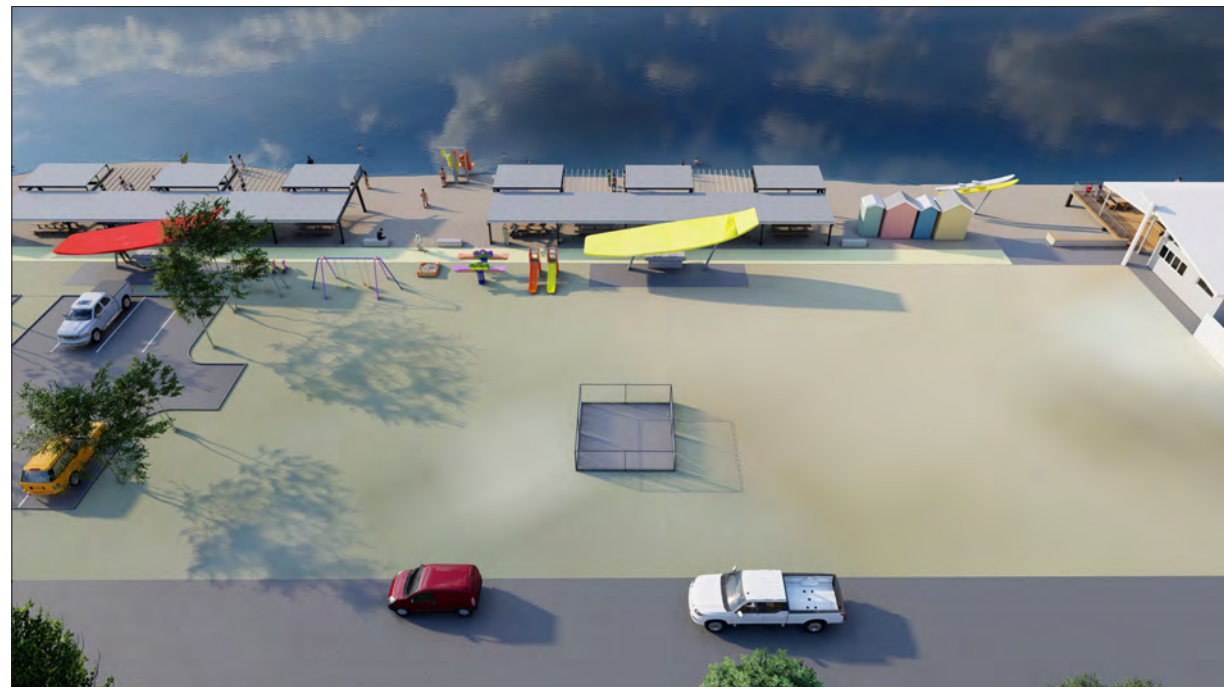
Figure 17: The beach to the north of the clubhouse is the preferred location for swimming and non-powered recreation boats. Powered boats are to be discouraged. An attraction such as a water slide or splash pad encourages people with children away from the beach to the south of the clubhouse.



Figure 18: Dedicated car parking is provided at the zone. Families with young children need to park close by to off-load their beach, swimming and picnic supplies. Trees are planted for shade.



Figure 19: A range of shade options have been introduced. There are large picnic pavilions running along the water with picnic tables. A path runs along the rear connecting to the clubhouse. To the west of the picnic pavilions are barbecues under brightly coloured wakeboard shade shelters. A small playground to the rear of beach is provided given the focus on children in this zone.



Part 3: Master Plan

Zone A2

This zone is to the south of the clubhouse. It is currently the main area serving most patrons. It contains the car park, boat ramp and jetty. The master plan envisages that this area will continue to be the focus for boating activities.

The master plan for Zone A2 is shown at Figure 20, and, using the key on the plan, is discussed below.

- 3—retaining wall to the west side of the car park to stabilise the bank and allow for car parks to be marked out on the lower (western) level.
- 6—Shade structures in the shape of a wakeboard with electric barbecues beneath them.
- 7—small bathing boxes/storage units in multi-colours.
- 9—two picnic pavilions which are quite large accommodating most people using the beach. Picnic facilities and barbecues are associated with them.
- 10—pole mounted lights every 100 metres around the top bank track. Signage on the pole will indicate the distance from the clubhouse. A solid banner will be attached to each pole. A solid banner is more cost efficient than a cloth banner.
- 17—extensive planting along the west side of the site near the mound. Planting could be on the mound with the Barcaldine Rifle Club's permission.
- 20—rubbish bin enclosures.
- 22—a concrete path extending from the clubhouse to the jetty.
- 23—Concrete barriers/seats being 400mm x 400mm mass concrete to stop vehicles driving onto the beach.

Two perspectives at Figure 21 and 22 show some of the improvements in this zone.

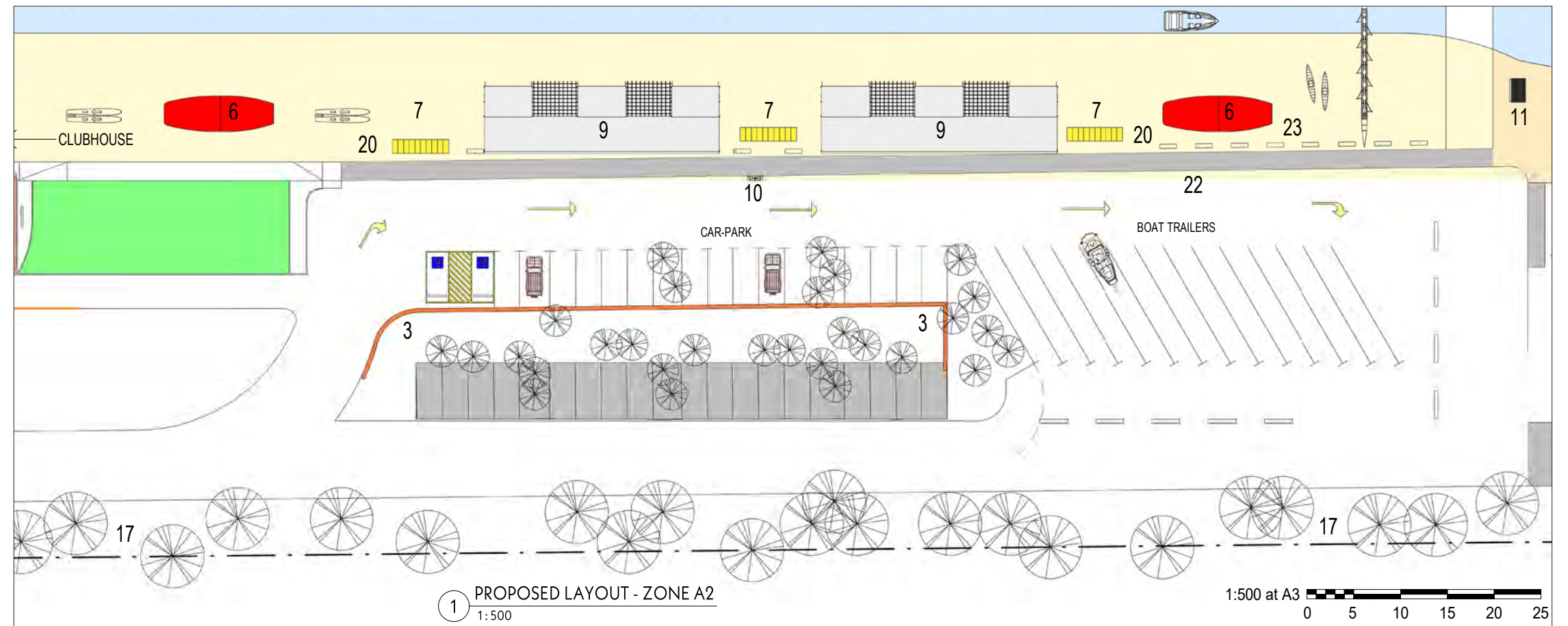


Figure 20: Zone A2 master plan

Figure 21: The beach area gains considerable shade through picnic pavilions and brightly coloured barbecue shelters. Bathing boxes are available for storage. These are painted in bright, primary and secondary colours (generally) to add colour to the landscape. Powered craft are to use this beach.



Figure 22: A range of shade options have been introduced. There are large picnic pavilions running along the water with picnic tables and barbecues. Trees are planted in the car park that is now formalised and allows parking on the western, lower level. A path runs along the rear connecting to the clubhouse.



Part 3: Master Plan

Zone A3

This zone is to the south of zone A2 and currently has little in the way of embellishments. The master plan envisages the area as an extension of Zone A2 for busy days and as general activity at the lake increases through the planned improvements. This zone will also be an important support area when events are being held.

The master plan for Zone A3 is shown at Figure 23, and, using the key on the plan, is discussed below.

- 4—Boat trailer parking area.
- 5—an area for RV parking for daytime use (not camping). Hardened surface of a suitable material but allowing grass to grow.
- 8—A storage shed for rowing boats, canoes and small craft. a washdown area is incorporated.
- 10—pole mounted lights every 100 metres around the top bank track. Signage on the pole will indicate the distance from the clubhouse. A solid banner will be attached to each pole. A solid banner is more cost efficient than a cloth banner.
- 11—A seat with shade approximately every 200 metres along the path with several at key points such as the boat ramp and jetty.
- 12—A hardened track around the top of the lake embankment. Track to be a hardened material such as crusher dust. This will allow for access in all weather. It will connect to concrete paths near the clubhouse and be 2.5 kilometres long.
- 17—extensive planting along the west side of the site near the mound. Planting could be on the mound with the Barcaldine Rifle Club's permission.
- 21—a second boat ramp to ease congestion and a second jetty for boat tie-ups.
- 24—New, additional floating pontoon.

Four perspectives at Figure 24 to 27 show some of the improvements in this zone.

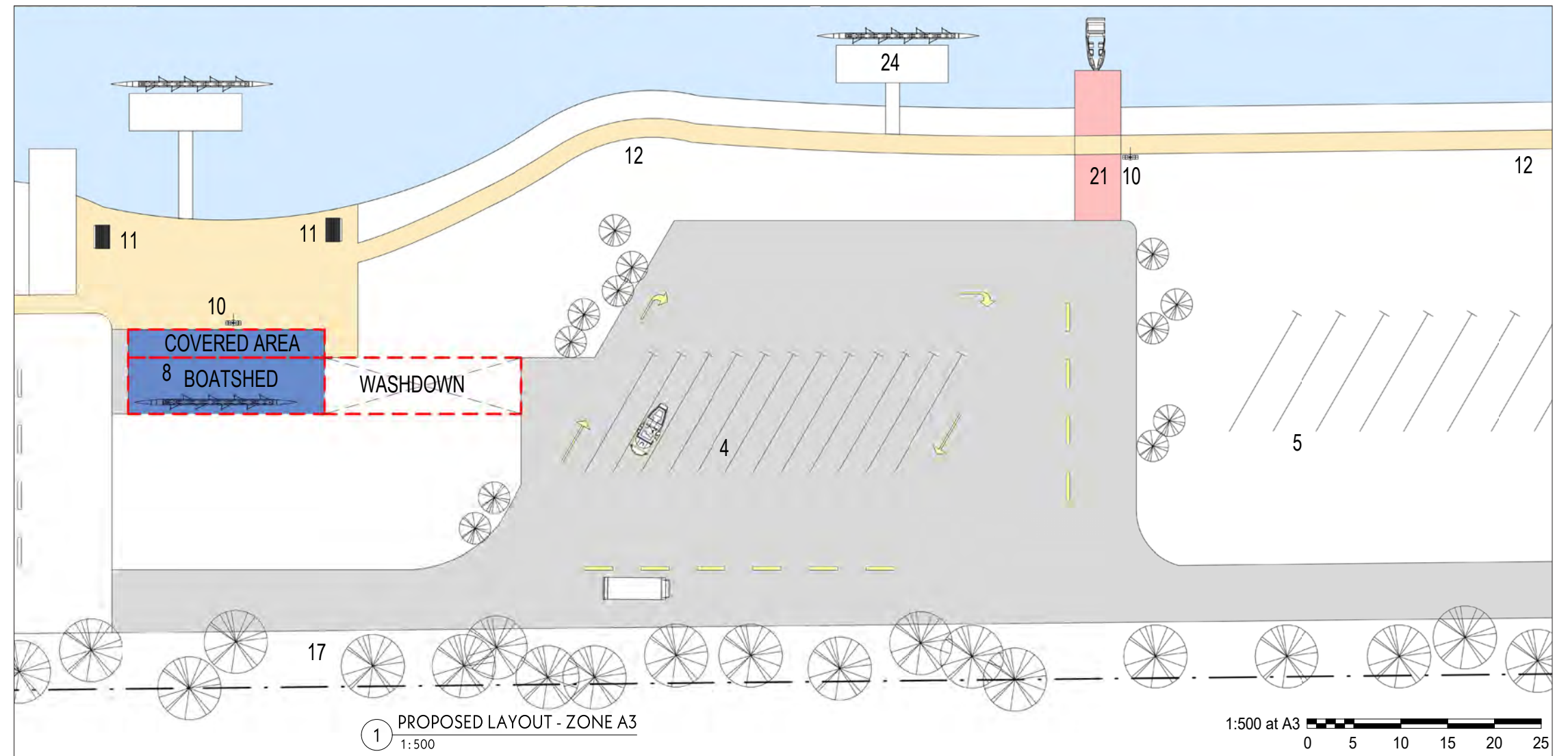


Figure 23: Zone A1 master plan

Figure 24: Storage for non-motorised boats is provided near to the beach, jetty and boat ramp giving several launch and retrieval options.



Figure 25: An aerial perspective. Note the new boat ramp and pontoon in the foreground (potential expansions should the park grow substantially is use). A car park for boat trailers is established away from the main vehicle car park.



Figure 26: A view from the west showing the new boat ramp and jetty, and boat trailer car park.



Figure 27: RV parking (day time only) can take place on the grassed area to the south of the boat trailer parking. In this location Grey Nomads can set themselves up for the day and enjoy the lake's attractions.



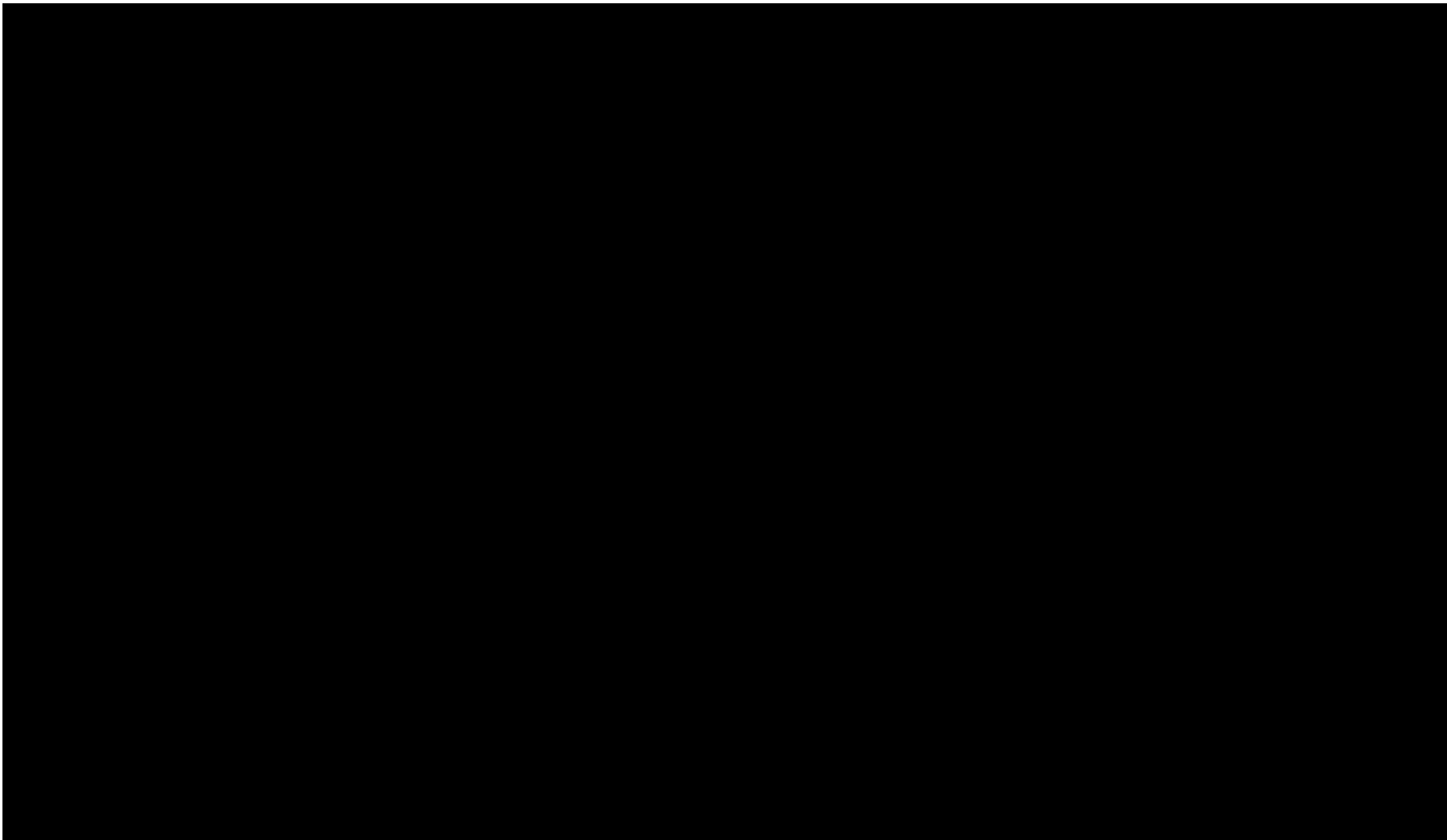
Part 3: Master Plan

Staging

Most of the items within these master plan will be Council's responsibility to fund. The user groups may be able to raise some funds but as none are incorporated, obtaining grant funding will be very difficult. Not withstanding that Council will need to finance most if not all the major improvements. The master plan needs to be delivered by Council and the stakeholders in partnership. The stakeholders will be the end users and can add value through the process.

From Council's perspective items that have a health and safety aspect should be the highest priority for funding such as PWD access and car parking, lighting, tree planting and shade.

Realistically, some staging decisions will hinge on the timing and availability of grants that Council is successful in securing. If a grant is available for any element of this master plan it should be pursued.

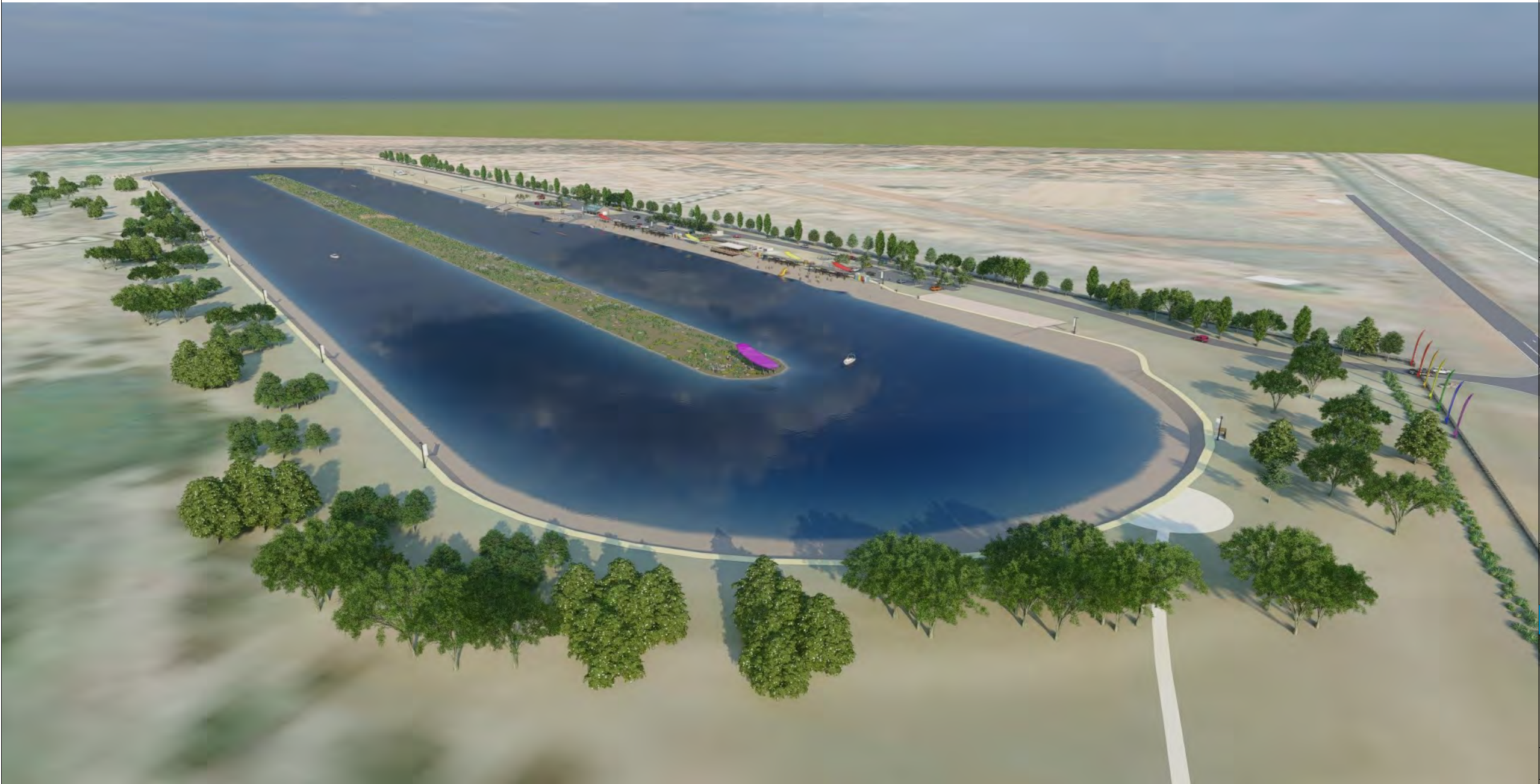


Appendix 1: Architectural Drawings



DRAWING SHEET ISSUE LIST		
SHEET NO.	SHEET NAME	REV.
A2000	COVER SHEET & DRAWING ISSUE SHEET	B
A2005	EXISTING SITE PLAN - OVERALL	B
A2006	EXISTING SITE PLAN LAYOUT - (ZONE A)	B
A2007	EXISTING SITE PLAN - ZONE B	B
A2010	PROPOSED SITE PLAN - GENERAL ARRANGEMENT	B
A2011	RECREATION PARK - PROPOSED LAYOUT - ZONE A	B
A2012	PROPOSED LAYOUT - ZONE A1	B
A2013	PROPOSED LAYOUT - ZONE A2	B
A2014	PROPOSED LAYOUT - ZONE A3	B

Grand total: 9



BARCALDINE MASTERPLANS - SHOWGROUNDS & RECREATION PARK
BARCALDINE SHIRE COUNCIL

BARCODE		
NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect. IF IN DOUBT, ASK.		
AMENDMENTS		
Issue	Date	Subject
B	231205	ISSUED for MASTERPLAN REPORT
BY		
CCP		
ISSUED for MASTERPLAN REPORT		
CLIENT		
BARCALDINE REGIONAL COUNCIL		
SITE		
SHOWGROUNDS & RECREATION PARK BARCALDINE, QLD 4725		
PROJECT		
BARCALDINE MASTERPLANS		
TITLE		
COVER SHEET & DRAWING ISSUE SHEET		
CP - ARCHITECTS		
14 HICKEY COURT, COTSWOLD HILLS, TOOWOOMBA, QUEENSLAND 4350		
T: 0401 472 020		
E: chris@cp-architect.com.au		
ABN: 53 353 160 484		
DRAWN	APPROVED	
JJA	CCP	
SCALE @ A3	DATE	SIZE:
	231205	A3
CONTRACT No. 213324	SHEET	1 of 9
PROJECT No. CP2322_B	DRAWING No. SK A2000	ISSUE: B



BARCODE

NORTH

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AMENDMENTS

Issue Date	Subject	By
B 231205	ISSUED for MASTERPLAN REPORT	CCP

ISSUED for MASTERPLAN REPORT

CLIENT

BARCADDINE REGIONAL COUNCIL

SITE

SHOWGROUNDS & RECREATION PARK
BARCADDINE, QLD 4725

PROJECT

BARCADDINE MASTERPLANS

TITLE

EXISTING SITE PLAN - OVERALL

CP - ARCHITECTS

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ABN: 53 353 160 484

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SCALE @ A3 1 : 5000	DATE 231205

CONTRACT No. 213324	SHEET 2 of 9	SIZE: A3
PROJECT No. CP2322_B	DRAWING No. SK A2005	ISSUE: B

1 SITE PLAN - OVERALL
1:5000

1:5000 at A3

ZONE A

TRACK

MAIN ENTRY

OVERFLOW DRAINAGE SWALE

SEALED ROAD

CLUBHOUSE

CAR-PARK

RAMP & JETTY

UNSEALED ROAD

MOUNDING

SHOOTING RANGE

HIGHWAY

RAILWAY

1 EXISTING SITE PLAN
1:2000

1:2000 at A3
0 10 20 30 40 50 100m

BARCODE

NORTH



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CLIENT



SITE

SHOWGROUNDS & RECREATION PARK
BARCOLDINE, QLD 4725

PROJECT

BARCOLDINE MASTERPLANS

TITLE

EXISTING SITE PLAN LAYOUT -
(ZONE A)

CP - ARCHITECTS

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1 : 2000

DATE

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SIZE:

A3

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PROJECT No.

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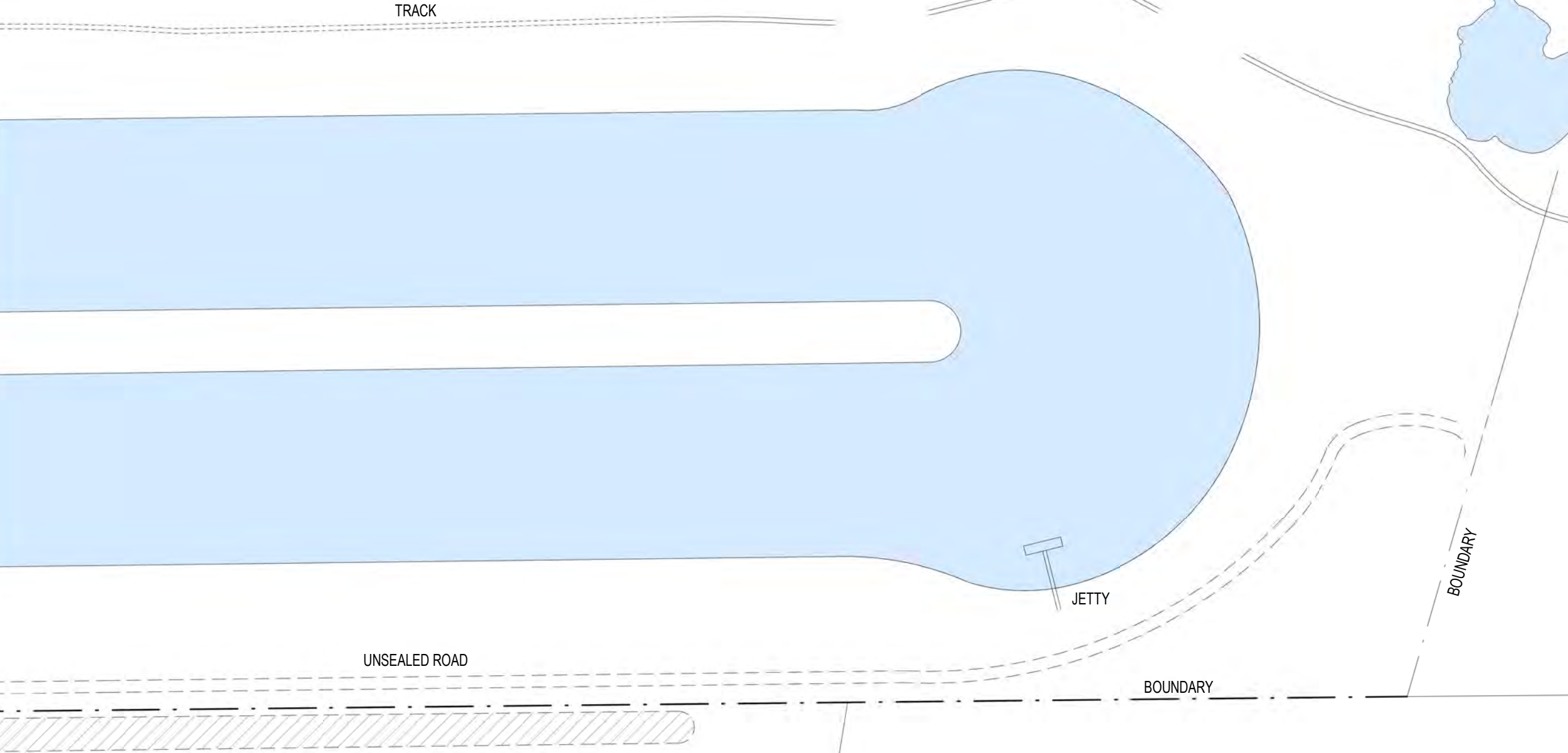
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SK A2006

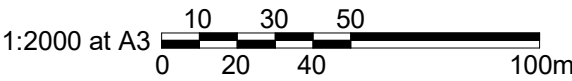
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B

ZONE B



1 EXISTING SITE PLAN - ZONE B
1:2000



BARCODE

NORTH

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BARCALTINE REGIONAL COUNCIL

SITE

SHOWGROUNDS & RECREATION PARK
BARCALTINE, QLD 4725

PROJECT

BARCALTINE MASTERPLANS

TITLE

EXISTING SITE PLAN - ZONE B

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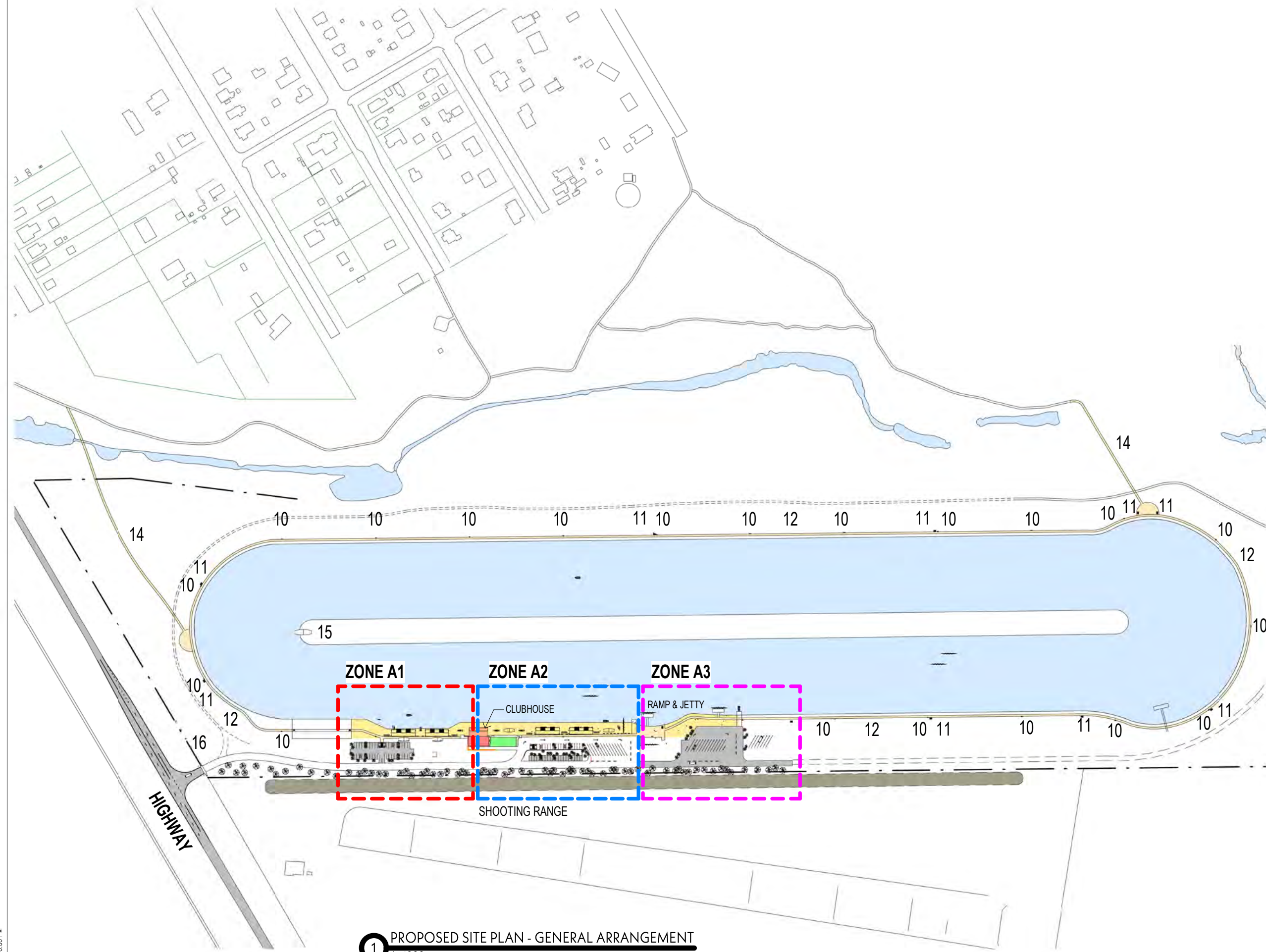
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PROJECT No.
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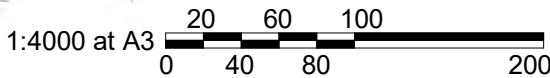
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SK A2007

ISSUE:
B

FOR NOTES - REFER TO DRAWING A2011



1 PROPOSED SITE PLAN - GENERAL ARRANGEMENT
1:4000



BARCODE



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AMENDMENTS

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CLIENT



SITE

SHOWGROUNDS
& RECREATION PARK
BARCALDINE, QLD 4725

PROJECT

BARCALDINE MASTERPLANS

TITLE

PROPOSED SITE PLAN -
GENERAL ARRANGEMENT

CP - ARCHITECTS

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SHEET 5 of 9

PROJECT No.
CP2322_B

DRAWING No.
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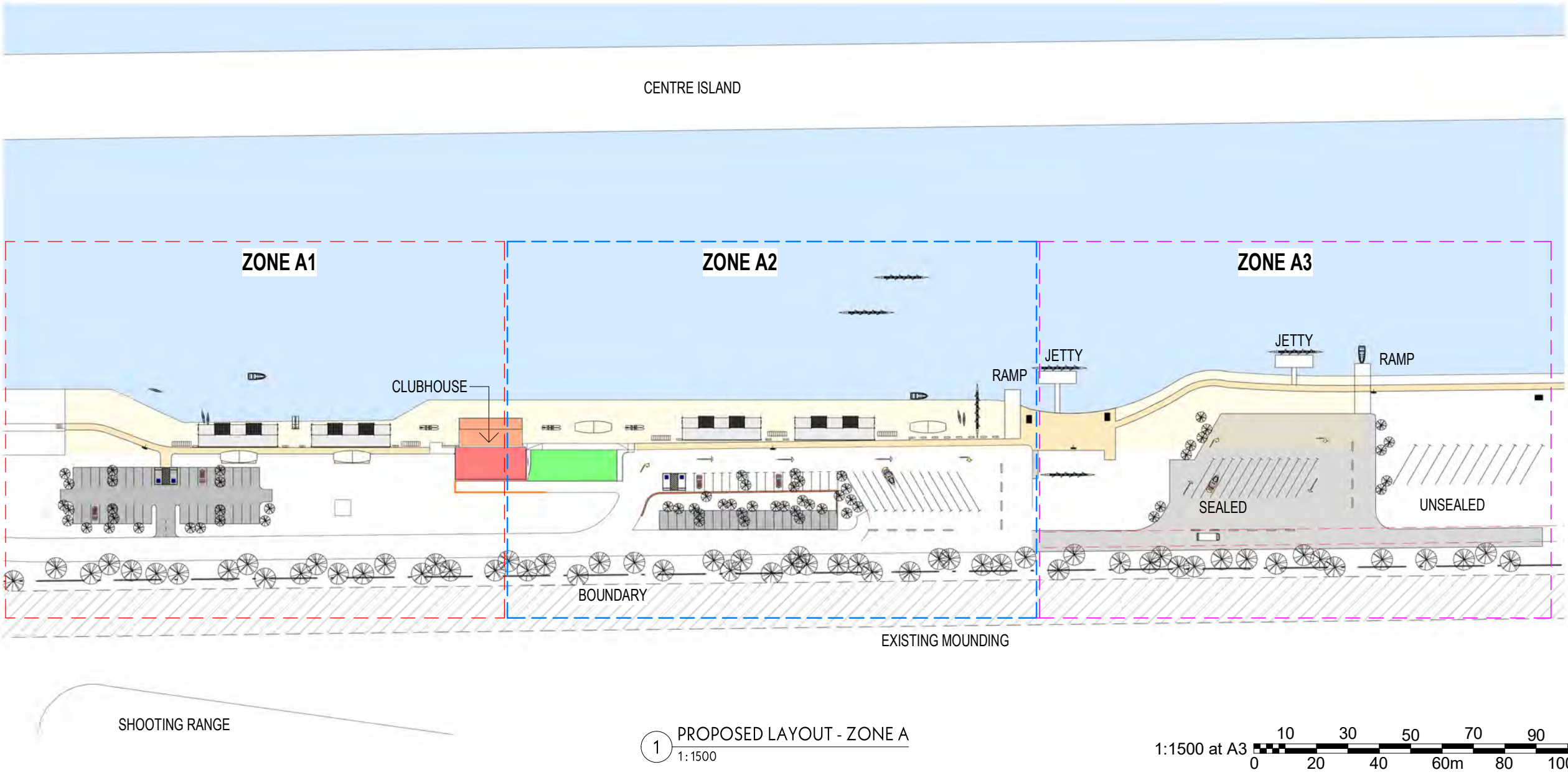
ISSUE:
B

ZONE A

NOTES:

- 1. CAR-PARK TO BEACH AREA, INCLUDING PWD SPACES.
- 2. PROVIDE SCREENING TO REAR OF CLUBHOUSE KITCHEN TO HIDE SERVICE AREAS.
- 3. RETAINING WALL TO WEST OF CAR-PARK TO STABILISE BANK & CREATE ADDITIONAL CAR-PARKING. MARK OUT FOR CAR-PARKING AND TRAILER PARKING.
- 4. OVERFLOW TRAILER PARKING.
- 5. RV PARKING AREA - DAYTIME ONLY.
- 6. SHADE STRUCTURES - WAVEBOARD SHAPE WITH ELECTRIC BBQ UNITS BELOW.
- 7. BEACH HUTS (BATHING BOXES) - (COLOURFUL).
- 8. BOAT STORAGE SHEDS.
- 9. LARGE SHADE STRUCTURES.
- 10. POLE MOUNTED LIGHTS WITH SOLID BANNER PLACED EVERY 100m AROUND TRACK (SIGNAGE INDICATES DISTANCE).

- 11. SHADED SEATING ELEMENTS.
- 12. COMPACTED CRUSHER DUST TRACK (OR SIMILAR ALL WEATHER SURFACE) AROUND TOP OF LAKE EMBANKMENT - 2.5Km LONG (PARK RUNS).
- 13. CONCRETE PATH FROM CLUBHOUSE TO BEACH AREA AND OVER TO DRAINAGE SWALE.
- 14. NEW PATH CONNECTING TO PATHWAY NETWORK NEAR TOWN.
- 15. FEATURE ON NORTHERN END OF CENTRE ISLAND USING WAKEBOARD.
- 16. ENTRANCE STATEMENT USING SKI-SHAPED SIGNS WITH SUPER-GRAPHICS.
- 17. EXTENSIVE PLANTING ALONG WEST SIDE OF SITE (NEXT TO SHOOTING RANGE).
- 18. BANK STABILISATION TO AREA WEST OF CLUBHOUSE. RESOLVE STORMWATER ISSUES & RE-TURF THIS AREA.
- 19. PLAYGROUND - FENCED. SPLASHPAD AND/OR WATER SLIDES.
- 20. BIN ENCLOSURES.
- 21. BOAT RAMP DUPLICATION POSITION.
- 22. CONCRETE PATH FROM CLUBHOUSE TO EXISTING JETTY.
- 23. 400x400 MASS CONCRETE SEATS TO PREVENT VEHICLE ACCESS TO BEACH.
- 24. NEW FLOATING JETTY.



BARCODE

NORTH

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SITE

SHOWGROUNDS & RECREATION PARK
BARCADDINE, QLD 4725

PROJECT

BARCADDINE MASTERPLANS

TITLE

RECREATION PARK - PROPOSED LAYOUT - ZONE A

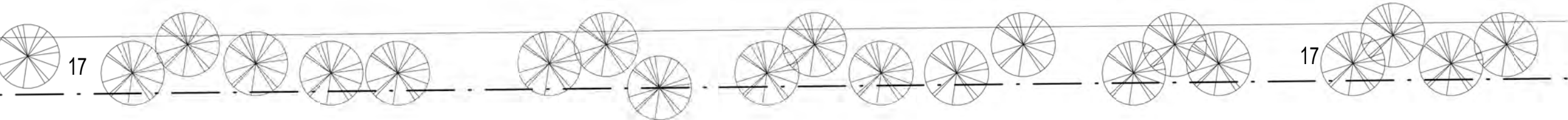
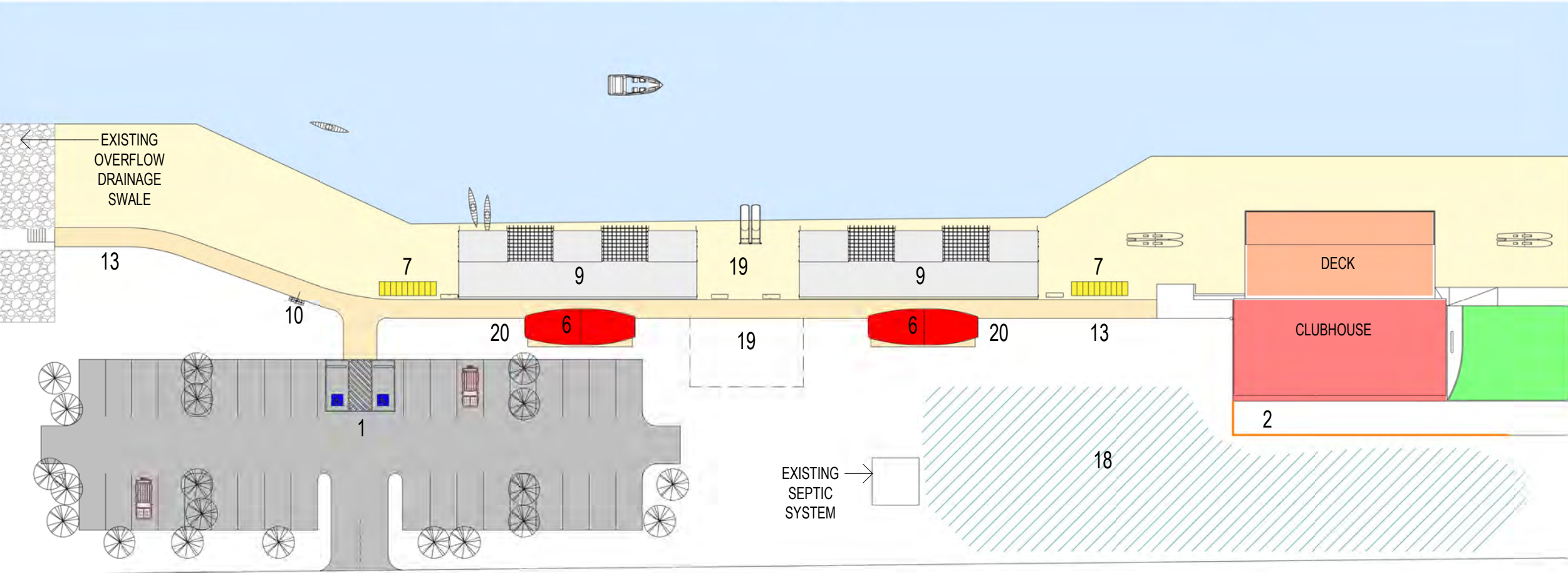
CP - ARCHITECTS

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E: chris@cp-architect.com.au
ABN: 53 353 160 484

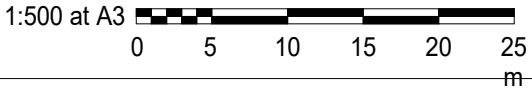
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PROJECT No. CP2322_B	DRAWING No. SK A2011
	ISSUE: B

ZONE A1

FOR NOTES - REFER TO DRAWING A2011



1 PROPOSED LAYOUT - ZONE A1
1:500



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SHOWGROUNDS & RECREATION PARK
BARCALTINE, QLD 4725

PROJECT

BARCALTINE MASTERPLANS

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PROPOSED LAYOUT - ZONE A1

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JJA

SCALE @ A3
1:500

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SHEET 7 of 9

DRAWING No.
SK A2012

SIZE: A3

ISSUE: B

ZONE A2

FOR NOTES - REFER TO DRAWING A2011



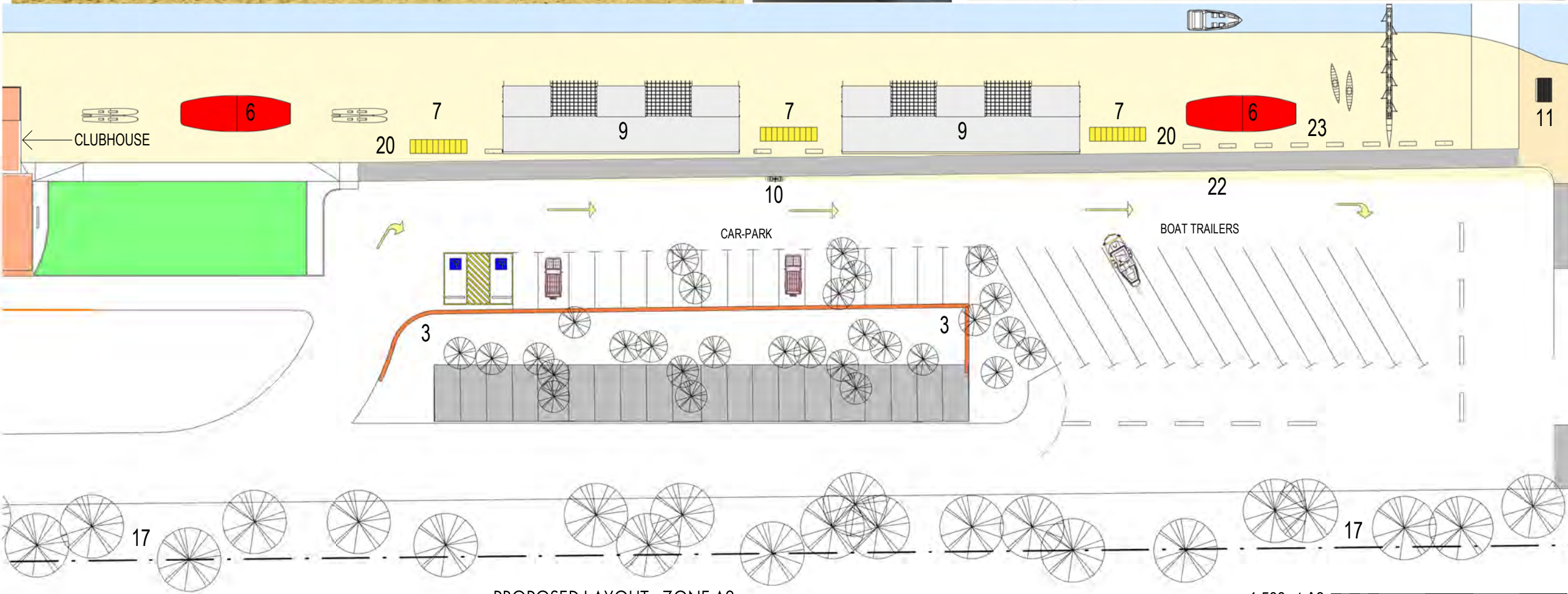
7. TYPICAL BATHING BOXES



BINS



23. CONCRETE SEATS (STOPS VEHICLE ACCESS TO BEACH)



1 PROPOSED LAYOUT - ZONE A2
1:500

1:500 at A3
0 5 10 15 20 25 m

BARCODE



NORTH
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SITE

**SHOWGROUNDS
& RECREATION PARK
BARCALTINE, QLD 4725**

PROJECT

BARCALTINE MASTERPLANS

TITLE

PROPOSED LAYOUT - ZONE A2

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8 of 9

PROJECT No.

CP2322_B

DRAWING No.

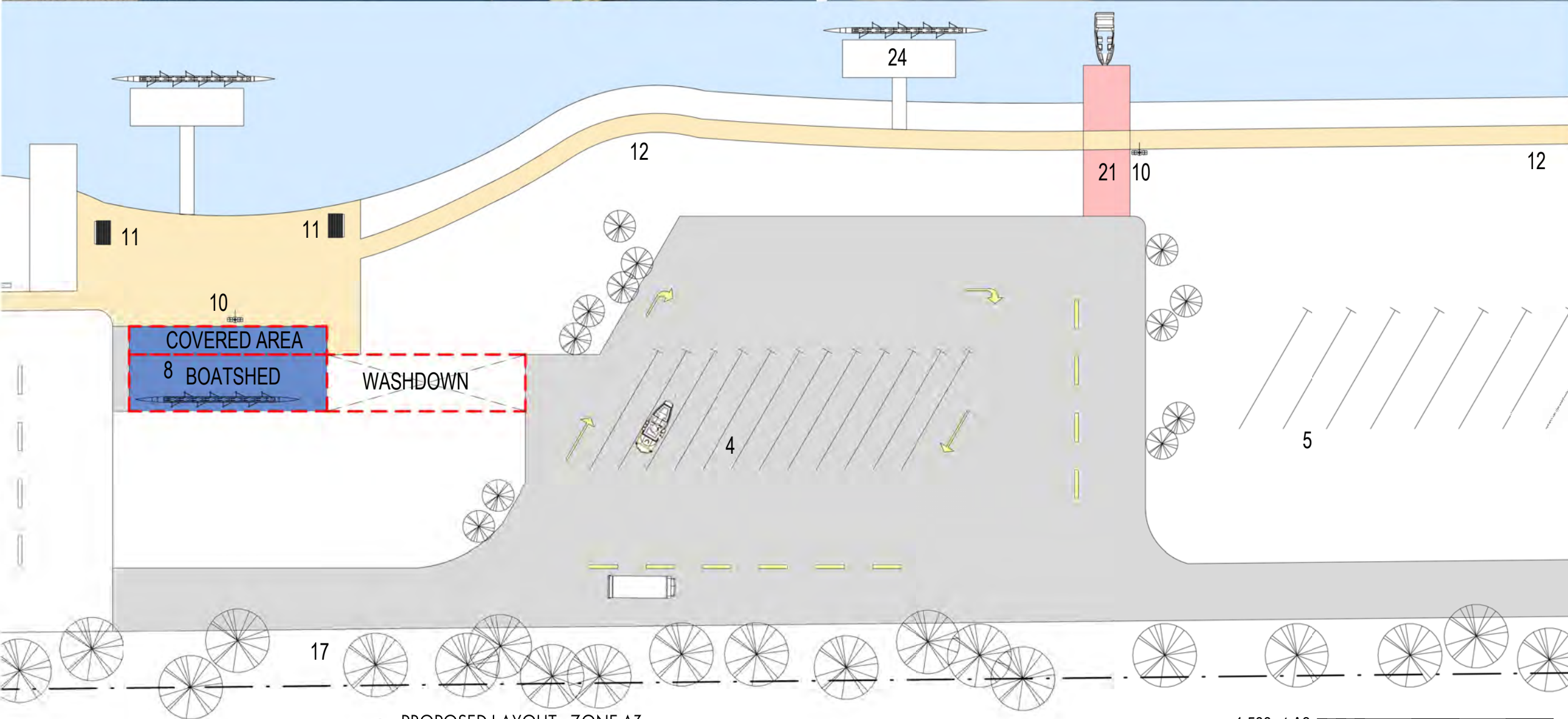
SK A2013

ISSUE:

B

ZONE A3

FOR NOTES - REFER TO DRAWING A2011



1 PROPOSED LAYOUT - ZONE A3
1:500

1:500 at A3
0 5 10 15 20 25 m

BARCODE



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CLIENT



SITE

**SHOWGROUNDS
& RECREATION PARK
BARCADDINE, QLD 4725**

PROJECT

BARCADDINE MASTERPLANS

TITLE

PROPOSED LAYOUT - ZONE A3

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CP2322_B

DRAWING No.
SK A2014

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B



BARCALDINE SHOWGROUND AND RACECOURSE

M A S T E R P L A N

December 2023



BARCaldine SHOWGROUND AND RACECOURSE Master Plan

December 2023

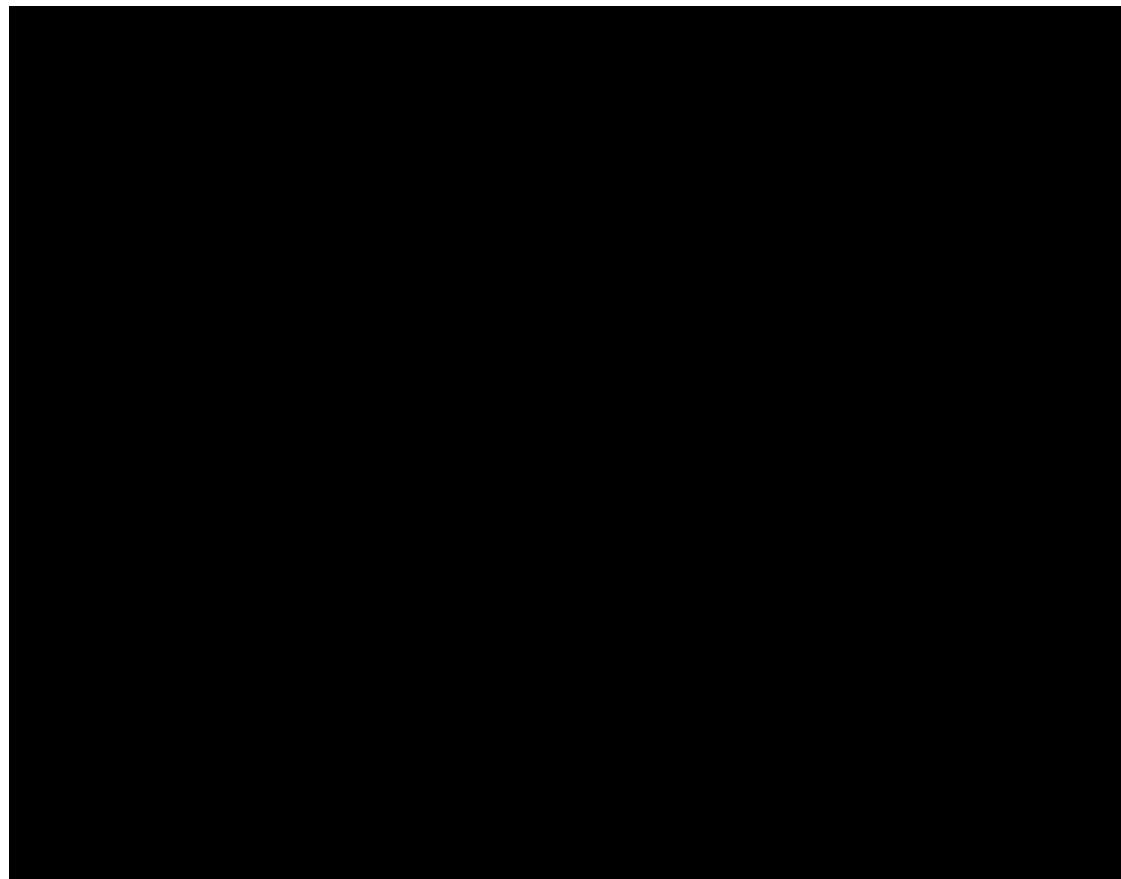


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Part 1: Background



Ted Seaby Grandstand

Background to Master Plan

Barcaldine Regional Council requested the development of a master plan for the precinct known as the Barcaldine Showground and Racecourse. While there are issues that need to be addressed through the master plan, as a broad comment, the precinct is generally in very good condition and meeting the needs of the user groups. That is not to say that improvements by the users are not desired and this master plan has set out where these improvements should, ideally, be located to serve their intended function with the best possible outcomes.

Significant items that are addressed in the master plan are:

- Improved facilities for the rodeo competitions (that also benefit the campdraft users).
- Various improvements at the Racecourse for user comfort and viability, and making use of the centre of the racetrack.
- Camping opportunities addressed for all users.
- Needs of persons with a disability are recognised.

Process

In preparing this master plan, the following processes have been undertaken to date:

- Inception meeting with council staff.
- Meeting with identified stakeholders, and the general community.
- Review of existing information relevant to the project.
- Draft master plans forwarded to Council officers for comment.
- Preparation of a draft report and master plan for Councillor comment.

Observations and Recommendations

The following observations are made in relation to the Barcaldine Showground and Racecourse Master Plan:

- This document is to inform the development of the precinct over time. It may be used by Council and/or the user groups to seek funding through government or other organisations' grant schemes. Detailed design will be needed in most instances before development occurs.

The following recommendations are made for the Barcaldine Showground and Racecourse Master Plan:

- Adopt the master plan as set out in this report to provide a broad direction for the Barcaldine Showground and Racecourse.
- Undertake detailed facility design where required to allow a more accurate costing, particularly where grant funding is being envisaged.
- Engage a suitable professional to complete a disability audit for the site.
- Update the Trust Land Management Plan: Barcaldine

Showground and Recreation Reserve (2010) with the information from this master plan.

- Apply for government grants to supplement the council's resources so that the master plan can be implemented in full, and as quickly as possible. Work with user groups to obtain smaller grants to achieve outcomes of the master plan.

The Site

Barcaldine Town and Region

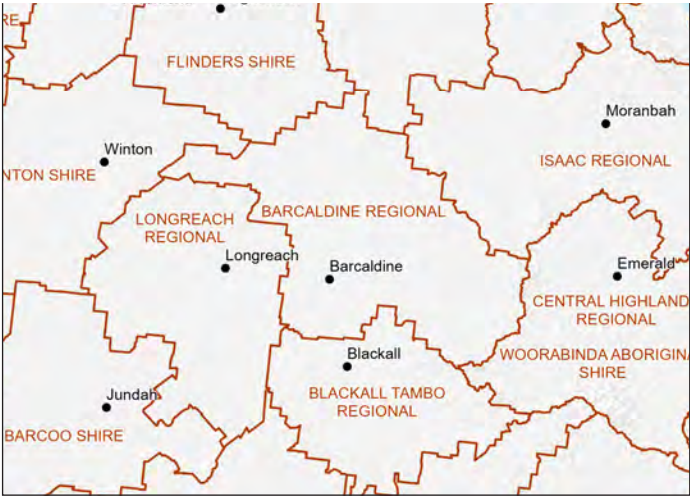
Barcaldine is a rural town and locality in Central West Queensland, located approximately 440 kms west of Rockhampton.

It is governed locally by the Barcaldine Regional Council (see Figure 1). The Council area is approximately 53,677km².

The population of the local government area in 2021 was approximately 2,900 people with about 1,540 people living in the town of Barcaldine.

Barcaldine has a strong connection to Australia's labour movement. It is the major town, and administrative centre, for the local government area.

Figure 1: Barcaldine Regional Council



Master Plan Features

Master Plan Site

The area for this master plan is shown in Figure 2 and is approximately 36.0 hectares (see Table 1). The existing infrastructure is shown in Figure 3.

The land is Crown land in Trust to Barcaldine Regional Council with a Reserve Purpose of "Recreation and Racecourse".

The reserve purpose is aligned to the current and master planned activity for the site so no changes are required to the designation.

Site Constraints

From a master planning perspective the site is relatively unconstrained. This site is not subject to flood¹, is relatively flat and of regular proportions.

There are no easements over the site; it is remote from residential developments so that light spill and noise are not problems.

Perhaps the biggest constraint is the existing infrastructure. Where the infrastructure is in good asset condition the master plan has generally worked around this and because of the expense involved has not proposed its replacement, even where if the site was a greenfield it may well be located differently.

¹ Trust Land Management Plan: Barcaldine Showgrounds and Recreation Reserve (page 7).

Table 1: Land parcel details

Lot	Plan	Area (m²)	Reserve Purpose
42	SP243970	360,000	Reserve for Showgrounds and Recreation

Figure 2: Master plan site with property boundaries



Part 1: Background

Figure 3: Key existing infrastructure



Key to Figure 3

- ① Racecourse and associated buildings
- ② Stable complex (98 stables)
- ③ Recycled water tanks have now been installed in this area. A building for the starting gates has also been constructed that is not shown in the base image. The inset shows the infrastructure ((c) Google Earth)
- ④ Hugh Paterson Sheep Pavilion (also known as the Crawchie Pot and/or the Wool Pavilion)
- ⑤ User group storage units (6 units)
- ⑥ Junior and Senior Rugby League Football clubhouses (gymnasium located underneath the SRLFC)
- ⑦ Show Pavilion Complex
- ⑧ Ken Wilson Westech Pavilion
- ⑨ Barcaldine Swimming Pool Complex
- ⑩ Grandstand, bar and toilets/showers
- ⑪ Arena (sportsfield)
- ⑫ Campdraft and rodeo arena
- ⑬ Main entrance and car park
- ⑭ Secondary entrance
- ⑮ Storage buildings (including SES)
- ⑯ Rodeo/campdraft bar and storage, public toilet
- 💩 There are two dump points on the site.

Planning Context

Barcaldine Region Planning Scheme 2023

Under the current planning scheme (Figure 4) the master plan area sits across two zones. The Showground and swimming pool are zoned Community Purpose while the racecourse is zoned Recreation and Open Space.

To quote from the Planning Scheme the purpose of the Community Facilities Zone code is:

"Barcaldine Regional Council's purpose of the Community facilities zone code is to ensure that community facilities are appropriately located and utilised to service the current and future needs of the local and regional population".

For the Sport and Recreation zone code the purpose is set out as:

"The purpose of the Recreation and open space zone code is to provide for:

(a) a variety of cultural, educational, leisure, recreation and sporting uses and activities, including, for example—

(i) parks, playgrounds or playing fields for the use of residents and visitors; and

(ii) parks, or other areas, for the conservation of natural

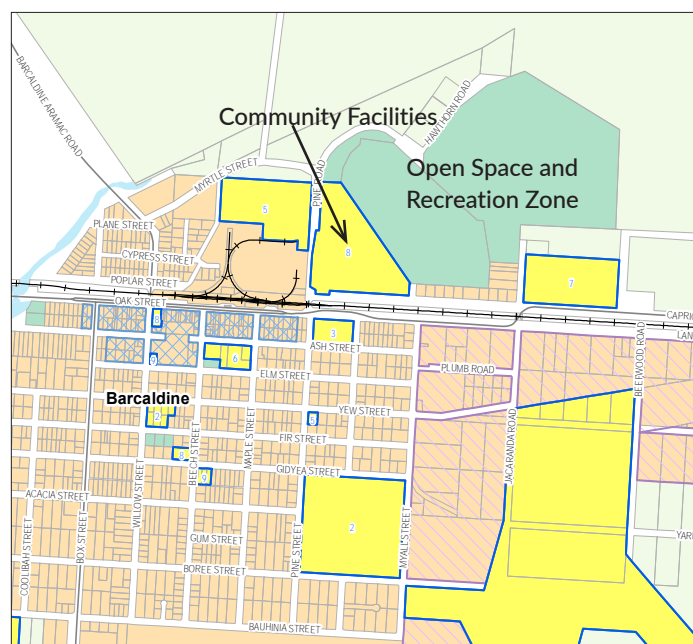


Figure 4: Site zoning

areas; and

(b) facilities and infrastructure to support the uses and activities stated in paragraph (a).

The proposed master plan appears to be in accord with the two zonings. Some elements may require code assessment but appear to be allowed under the zoning.

Background Reports and Studies

*Barcaldine Regional Council Corporate
Plan 2021-2026*

Barcaldine Regional Council notes in its Corporate Plan that:

Council is committed to delivering a plan that addresses the four principles of sustainability – social, economic, environment and good governance in a local government environment. Council recognises that innovation will be fundamental to the region's sustainability (page 5).

The Corporate Plan is structured around five key themes:

- Community
- Services
- Transport
- Economy
- Governance

The Community theme is most relevant to the Barcaldine Showground and Racecourse Complex master plan, with the description:

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 (page 9).

Under the heading “What our region will look like in 2026” there are two statements relevant to this master plan:

1. We have inviting green spaces in built up areas for rest, recreation and well-being.
2. We have access to events, shows and exhibitions.

The master plan supports these outcomes through the further development of the showground and racecourse to provide modern, fit-for-purpose facilities for local enjoyment and to support existing and new events in Barcaldine.

*Trust Land Management Plan: Barcaldine
Showground and Recreation Reserve
(2010)*

The Trust Land Management Plan: Barcaldine Showground and Recreation Reserve is a statutory document that "identifies all issues affecting public land and outlines how that land is intended to be used, improved, maintained and managed into the future" (p.2).

The Plan is now beyond its time frame and needs to be updated with the information that is agreed in this master plan. While this master plan sets out capital developments for future years, in terms of operations, the current operations, and expected future operations align with the Plan. The updated Plan will recognise future capital improvements but in terms of operations, will remain largely the same.

Part 1: Background

Key Improvements



Pavilions and Bars

There are a large number of pavilions and bars across the site. Most, except perhaps the Boy Scouts building and the ageing, Vince Mather Pavilion, are in good condition. The internal condition, in some cases, belies the external appearance. From observation and through consultation, the buildings appear to be performing as required for the events that access them. However, in a number of cases access for Persons with a Disability (PWD) is poor. The accessibility does not meet current standards or expectations. Council should be made aware that a PWD may make a complaint of discrimination under the *Disability Discrimination Act 1992* (DDA) where access to a building does not provide equitable access. This applies to existing buildings, even if constructed prior to the Act. Therefore given the ageing of the population it may be wise to review and improve PWD access where it is relatively easy and affordable.



Showground Grandstand

The Ted Seaby Grandstand (grandstand) built in 1921 incorporates seating on the upper level and bar, meeting and public amenities at ground level.

The upper seating area is quite old and features bench seating, which is typical for the age of the facility. It is generally in good repair. There is no disability access (again typical for the age of the structure) and there is no general lighting or emergency escape lighting.

The main bar is located on the ground level and patrons spill out to the open grassed area at the front.

At the rear are public toilets and shower facilities, including facilities for PWDs which are in good overall condition.



Arenas

There are two arenas. The main arena (often called the JD Bennett Memorial Sporting Complex) is used mainly for the show, sport (cricket and rugby league) and events (e.g. Westech). The second arena is used for campdraft and rodeo activities.

The main arena is turfed. It is in need of levelling and turf maintenance (aeration, top dressing etc.). The arena has sub-surface irrigation. The lights are an older style on 21 metre towers and reportedly the lighting is degraded and in need of upgrading.

The campdraft and rodeo arena has campdraft facilities on the north side and rodeo facilities on the south. The campdraft facilities are very good with quality yards, lighting, water and sprinklers. The office and announcing tower do not have disability access.

In contrast the rodeo facilities are in need of significant upgrading. The yards are old, there is no lighting and unloading of stock needs to be undertaken from the public road through a temporary loading ramp.



Public Amenities

There are various public toilet and shower amenities around the site including:

1. Under the grandstand (including showers).
2. Beside the Hugh Paterson Sheep Pavilion (Crawchie Pot)
This is a new building and it includes showers.
3. Adjacent to the campdraft and rodeo arena (older facilities).
4. Inside the Hugh Paterson Sheep Pavilion (Crawchie Pot).

There are amenities within the junior rugby league clubhouse but these are not generally available to the public.

There is a dump point beside the entrance road adjacent to the swimming pool and another at the public toilets adjacent to the campdraft and rodeo arena.

Key Improvements



Barcaldine Race Club

Barcaldine Race Club features an irrigated turf track and supporting facilities. Key facilities include bar, kitchen, elevated viewing platform, toilets (in the Sheep Pavilion), jockey rooms, stables and yards.

There are some maintenance issues affecting the facilities including to the viewing platform and the race tower that the Race Club are aware of, and will address.

There are 98 stables (78 with a concrete floor and 20 with a dirt floor). The Club is looking for an additional 20 stables.

There is a viewing mound along the straight before the finishing post. This mound is rounded with a peaked top section. The Club wants a flat top to the mound so that sponsors' tents can be erected there.

A key improvement that the Club envisages is the upgrading of the kitchen to create a catered function room in the northern end of the Sheep Pavilion.

Other improvements include:

- Fencing the stables in accordance with Queensland Racing requirements.
- Upgrading the basic children's playground.

The area in the centre of the racecourse is not used and it offers significant opportunities for expanded activities. Any vehicle crossing needs to be contained to the existing location which is approximately 140 metres past the winning post, given that the track is turf and vehicle crossing points harden the track.

Clubhouses

There are two clubhouses used by senior and junior rugby league. Both are elevated and are connected by a walkway. There are PWD access issues with this arrangement.

The Junior RLFC Clubhouse over the Vince Mather Pavilion is the older of the two and is in basic condition. The Barcaldine Sandgoannas (SRLFC) is in good condition and has recently been improved through a covered deck on the playing field side. The Club indicated that they are looking to improve the kitchen to commercial grade for functions.

The Barcaldine Sandgoannas clubhouse has the Barcy Gym beneath. The gym is a tight space and management there have indicated that they would like to expand the space by approximately 100m².

Entrances and Storage

The main entrance has a small ticket office beside wide-opening gates. There are two alternative vehicle entrances and a secondary pedestrian gate near the SES building.

There are several buildings on the grounds that are used for storage or offices (e.g. Barcaldine PA&H Society). These buildings are in varying condition but appear to be serving their intended purpose.

Part 2: Consultation

Consultation

Consultation took place through casual drop-in conversations at Westech, an organised user group meeting and a survey. The survey, however, only received two responses so is has been added in with other conversations.

The Barcaldine Race Club were unable to join the user group meetings so their comments are recorded separately, below.

General Commentary

- The lighting on the sports arena is unsatisfactory—it is very old. The football season is 12 weeks. Cricket is played in the afternoon (from 3pm) and into the evening.
- The turf wicket is maintained by volunteers.
- The surface of the sports arena is uneven and is not ever subject to any maintenance in that regard. It has underground irrigation that complicates any surface treatments.
- The Sandgoannas would like to concrete the area under the new deck for use as a viewing area.
- Recycled water is being made available to the site. There will be ample water available for foreseeable needs.
- The cricket club want practice nets.
- The scout hall is not being used by scouts but by a commercial ice making operation.
- Buildings are generally in good order across the site.
- The campdraft event is “huge” and has significant camping needs that the site struggles to accommodate.
- There are formal leases in place. The fees are low and electricity is free to use.
- There is a 3-day limit to camping at the showground which is appropriate. There are no laundry facilities but that is also appropriate. It needs to be a different experience than from commercial caravan parks.

User Groups

- Any plans for a function room in the Sheep Pavilion will reduce the amount of space available to Westech. However, it was noted that the space in question was not used by Westech in 2023. Westech is a major event (see Figure 5).
- The fence that is required to be built around the stalls/stables is unlikely to affect operations of the loading ramp.
- Extra stables being planned will affect camping. The area where they are planned is used by campers.
- Lighting of the stalls/stables area is required as the trainers, jockeys etc arrive at 4am and it can be very dark.
- The campdrafters do not use any of the stalls as they mainly have concrete floors. There are some with dirt floors but these are used daily by the trainers.
- The campdraft participants would like camping in the middle of the racecourse, close to the arena.
- The electricity supply may need to be upgraded with increased camping capacity - or a generator is used for several days to power the camping sites.
- The campdraft back yards are suitable however, the rodeo back yards need to be rebuilt in the same configuration. The rodeo backyards also need more lighting.
- The current lighting of the campdraft/rodeo arena use sodium lights. Eventually these need to be upgraded to LED lighting.
- Loading from the rodeo yards requires dragging a temporary loading ramp into place and then portable panels to allow loading on the road. This is not an easy or satisfactory solution.
- The crossing point for the race track is in the cool down zone for horses after they pass the finishing post. The longest race is 1,600 metres so there is never any racing over the track, just cooling down.
- There are two public dump points in town and both are in the showground. There are no public dump points when the showground is closed for an event such as Westech. Another dump point should be put in at the Barcaldine Recreation Park.
- The rugby league club wants to add a commercial kitchen to their facility.

- Some of the storage sheds are not used and some are occupied by defunct groups. The tree of Knowledge Festival is reportedly looking for space in one.
- The swimming pool is not part of this master plan and has had its own planning completed recently by an aquatics professional. For information only the following points were made about the new plans:
 - a new 8-lane 25m heated pool is proposed to allow year round training (currently children go to Longreach to continue their winter training)
 - the 50 metre pool is retained
 - lights are to be added as swim club is an early start/late finish
 - a new sound system and starting blocks
 - splash park.

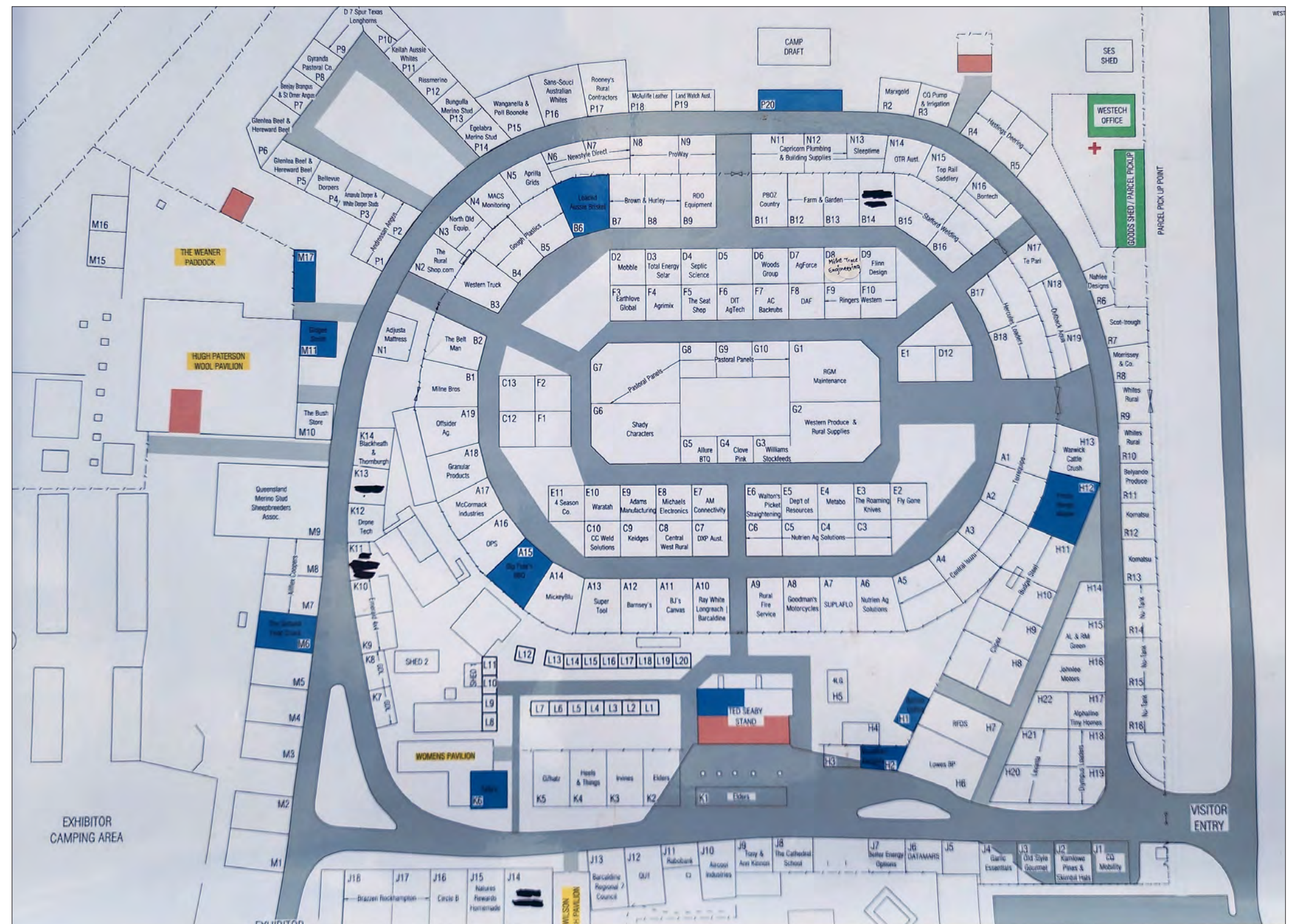
Barcaldine Race Club

- Need additional stables for compliance with Racing Queensland regulations due to number of races held (7/8 TAB races on a good day). An additional ten day stalls and ten overnight stalls are needed.
- Overnight stalls to be dirt/sand floor. Day stalls to be concrete floor.
- The Club would like a 50m pool for swimming the horses. They get trainers stopping off as an overnight stop when travelling long distances between grass tracks, so this facility will be useful for other users, from outside Barcaldine.
- A horse walker would be useful.
- New fencing going in to stop racehorses getting into the public area. Council have already approved this fence position and Racing Queensland have been advised it is being installed. The fence will have to be installed carefully so as not to affect the operations of the existing loading ramp.
- New judges' tower will be installed near grandstand. No timelines available. The old tower requires significant maintenance (or replacement).
- New caller's box needed.
- The existing mound to the SE of the finishing line needs

adjusting. The mound in its current shape is good for general public use throughout the year but poor for specific corporate events. The mound can block views for the corporate bodies and makes the positioning of corporate tents difficult. With reconfiguration corporate marquees could be installed on top of the mound. There is the potential to extend the mound further down the straight to 'compensate' the public for loss of use of the mound near the finish post.

- Race Club keen to establish a larger and more interesting playground for children near the sheep pavilion. It would need to be fully shaded.
- Race Club would like to have a commercial kitchen that could cater for 300 people (maximum). This would service an area in the sheep pavilion. There are several issues to be resolved including the location of the kitchen.
- The racetrack will soon be watered with Tier 2 recycled water.

Figure 5: Layout plan for the outdoor areas of Westech showing the significant number of exhibitors



Part 3: Master Plan

Purpose of a Master Plan

A master plan provides a long-term vision for a park, reserve or precinct, identifying what it should look like and how it should function in the future. It establishes a strong and consistent direction, providing a framework for ongoing improvement.

It considers the interrelationship between:

- the current character and functionality of the landscape
- public expectations and needs
- emerging issues and trends
- the realities of the economic, social, environmental and legislative context of the time.

The result is a plan that balances needs across a range of often conflicting interests.

The Barcaldine Showground and Racecourse Master Plan is intended to provide the Barcaldine Regional Council with a conceptual design framework for the future enhancement of the precinct.

The master plan is a high-level plan to be used in conjunction with further site investigation and detailed design work to achieve the best outcomes.

The Barcaldine Showground and Racecourse Master Plan:

- Provides a strategic framework for the future enhancement and/or development of the park that recognises the resources available to Barcaldine Regional Council, stakeholders and the community.
- Identifies issues involved with the precinct and presents solutions to resolve or mitigate these issues.
- Introduces new activities and makes best use of the land available through maximising use of the precinct.
- Enhances the visitor/tourist or user experience.
- Can be developed over a medium term horizon up to a 10-year maximum period.

Master Plan

The proposed Barcaldine Showground and Racecourse Master Plan is shown in the following pages. Given the size of the site the master plan is discussed according to the three zones shown in Figure 6 as well as a “Racetrack” zone. An aerial perspective of the master plan can be found at Figure 7.

The full set of architectural drawings are included at Appendix 1.

As much as possible the master plan has responded to the results of the consultation, site analysis, as well as the realities of the Council's and the community's resources. Additionally, it has integrated existing features with new facility requirements.

It is not expected that the master plan will be delivered fully in the short term. It is a long-term plan that realistically will take up to 10 (or more) years to deliver. Its strength is that it sets out the vision and should avoid wasting resources on facilities that do not meet long-term needs, are placed in the wrong location, or do not meet community needs.

Outcomes from the master plan include:

- A design that integrates the site through a safe and logical design.
- Broadens the appeal of the site through new facilities such that a greater range of people are likely to use the site.
- Is appealing to all age groups as well as those seeking active as well as passive recreation activities.
- Allows for extended usage with lighting for safer night time usage.
- Will allow events to grow in size and scope.

The Vision and Development Outcome for the Barcaldine Showground and Racecourse are set out on this page. The Vision seeks to strengthen the already key role that the site plays in the community's sporting and event life. While it already exhibits this role the improvements suggested through the master plan will ensure that the Barcaldine Showground and Racecourse continues in that role in the long term.

VISION

The Barcaldine Showground and Racecourse is to strengthen its role as a dynamic sporting, event and social hub for residents and visitors alike.

DEVELOPMENT OUTCOME

The Barcaldine Showground and Racecourse will be a key hub of sport, racing, agricultural and community life in Barcaldine.

Design Objectives

1. Opportunities—centre on the precinct's proximity to Barcaldine but sufficient distance that events will not affect residents.
2. Slopes—there are slight slopes across the site, sufficient for drainage but not of any magnitude to affect facility development. This topography complements walking, jogging and cycling modes of travel and is suitable for all levels of mobility.
3. Linkages—the master plan area is linked to town by paths and roads.
4. Shade—is very good across the site with many mature trees. Only limited new planting is suggested within the site. The centre of the race track is a potential location for new facilities. It is not possible to provide shade within the racecourse as sight-lines for the race track need to be maintained.
5. Built infrastructure—has been re-purposed and recycled where possible.
6. Safety—the facilities are to be safe and secure to use and be fit-for-purpose. They must be contemporary and be constructed to a high quality.
7. Maintenance—recognise that maintenance is the biggest long-term cost so all new facilities are to use low maintenance materials to support many generations of use.
8. Services—electricity and water are connected to the site. Sewerage is pumped for treatment.
9. There is ample recycled water being made available to the site to keep green all areas where it is desired.
10. Vision—the precinct vision statement shown here and discussed in more detail later has been informed by the planning scheme, council strategies, consultation and site analysis.
11. Landscape:
 - Producing a strong and well defined built and landscape framework to ensure that the site is integrated with its space.
 - Plantings are generally to reflect local species with only a minimal selection of other suitable natives species.
 - CPTED¹ has informed the design. Low levels of lighting and open sight lines allow for casual observation of users.

¹ Crime Prevention through Environmental Design

Master Plan—Zone Plan

The zone plan for discussing the master plan is shown at Figure 6. The zones are only for the purposes of discussing the master plan and are not physical or psychological barriers that restrict the sites use.

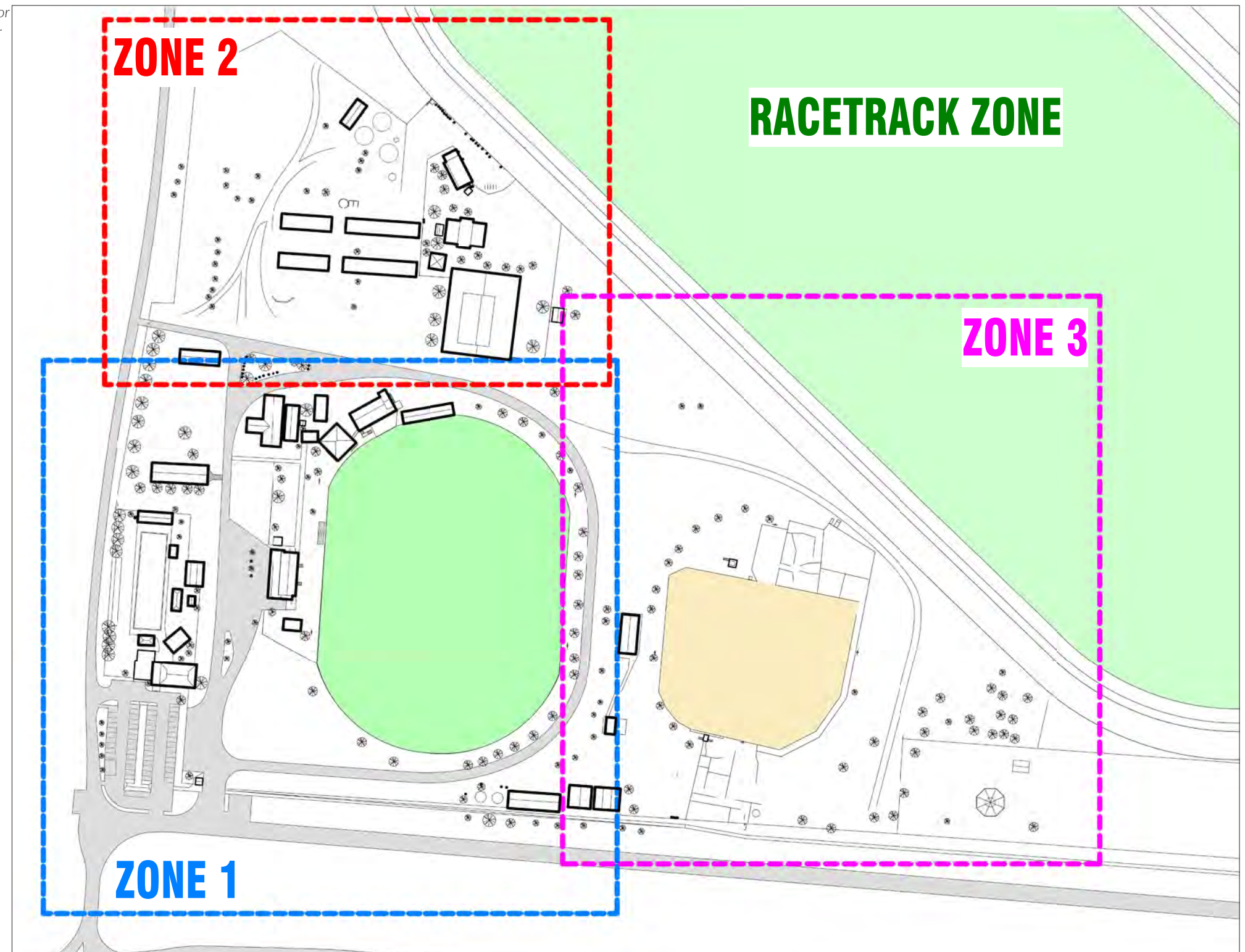
The zones are:

1. Zone 1: Sporting fields, swimming pool, pavilions and associated facilities.
2. Zone 2: Facilities that are mainly associated with the Racecourse but also including the Sheep pavilion.
3. Zone 3: Mainly the campdraft, rodeo and associated facilities.

In addition to the above the central area of the racecourse is discussed separately as, given its scale, the detail can be lost if combined with another zone.

The full set of master plans are shown in Appendix 1 and are discussed in the following pages.

Figure 6: Zone Plan for discussing the master plan



Part 3: Master Plan

Figure 7: Site master plan



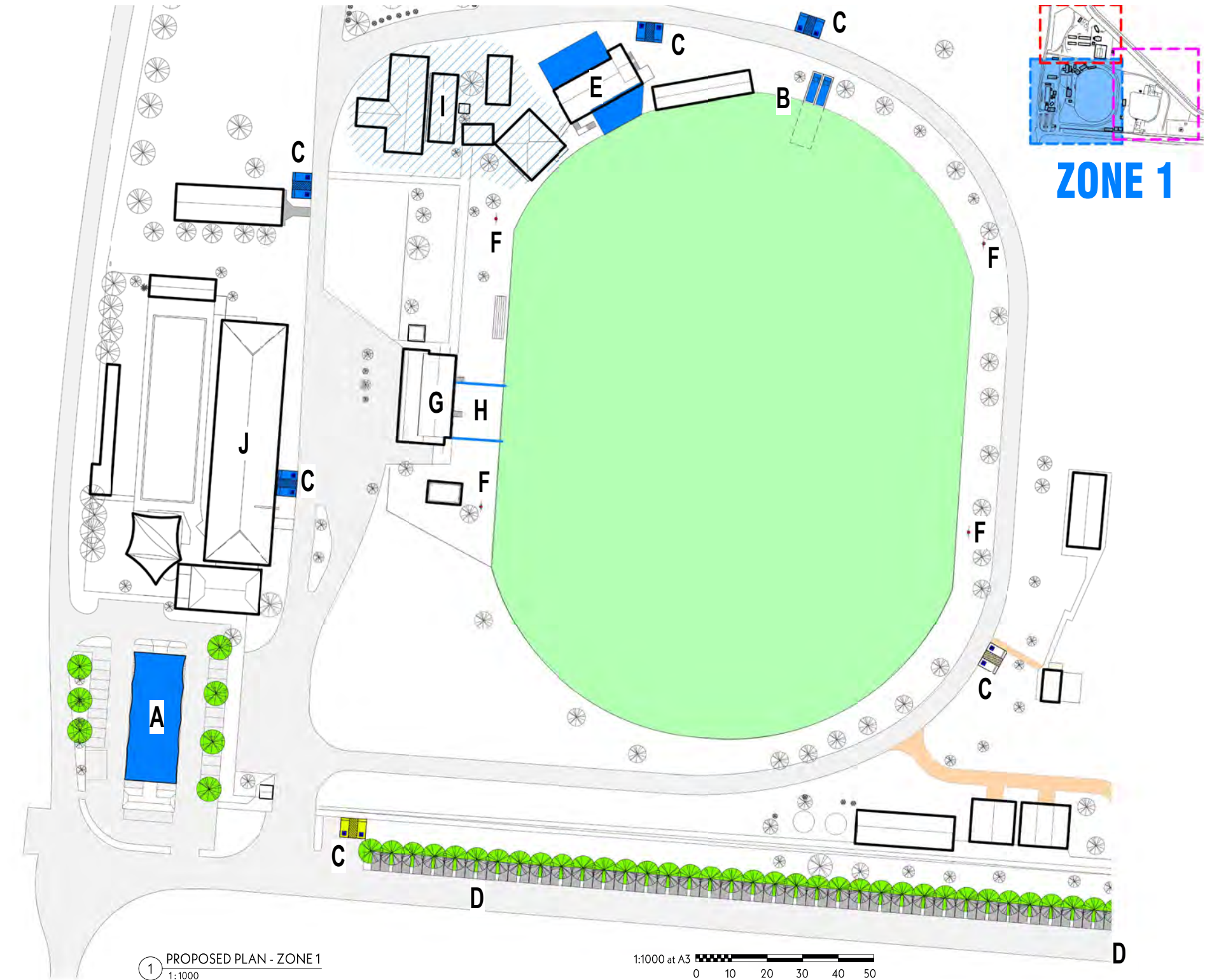
Zone 1

This zone contains the sporting fields, swimming pool, pavilions and associated facilities. It is the first zone after entering the site through the main gates. It is the “front door” to the site and it currently presents well.

The master plan for Zone 1 is shown at Figure 8, and, using the key on the plan, is discussed below.

- A—the car park at the swimming pool is exposed. Given that swimming is predominantly a summer sport it has its highest and most frequent use during summer months. A cantilevered shade sail is suggested for the central double row of car parks (see also Figure 9).
- B—Two practice cricket nets are suggested to be placed on the northern boundary allowing play back onto the field. The wickets should be turf to be the same as the competition surface, but recognising that this would be additional maintenance for already stretched volunteers, an artificial turf wicket could be a compromise. The practice wickets are not lit for night time use.
- C—to support an ageing population various PWD parking spaces are set aside across the site, generally in locations near to attraction points.
- D—external to the site but associated with it, as large event car parking takes place off site, is the suggested that tree planting takes place along the southern boundary (on the north side of Poplar Street). While car parking was raised as an issue in the consultation it was mostly to do with the distance to be walked from the car parking spot to an entrance (given that there is only one entrance open). A second entrance is suggested in Zone 3 that will shorten the walk before entering the site. External car parking is only required for big events (e.g. Westech every three years and the annual show). A large paved car park cannot be justified for such infrequent use, particularly when there are few opportunities to locate that car park such that it would reduce the walking distance to any great extent.
- E—The Barcy Gym is located under the Sandgoannas club house. The space is small for the equipment and people that use the facility. An expansion of approximately 100m² is shown to provide sufficient space for equipment and circulation.
- F—the oval is lit by luminaires on four 21m poles. Reportedly the light output is poor and patchy. The luminaires should

Figure 8: Site master plan for Zone 1



Part 3: Master Plan

be upgraded to LED. With LED luminaires the light output does not degrade unlike traditional bulbs and they use much less electricity. Another benefit is that they instantly reach maximum output and do not need to warm up.

- G—There are no lights in the grandstand, including emergency and fire regulation lighting. Lighting is required to avoid people tripping and falling when the facility is used at night time. Emergency lighting is for power failures and exit signage is required to meet fire regulations.
- H—Permanent fencing of the designated bar area in front of the grandstand to avoid temporary fencing for events.
- I—with an ageing population PWD access is increasingly important. A program of works should be established to improve disability access generally in the Pavilion precinct.
- J—future swimming pool upgrades. These upgrades have been designed by another party and are shown on the master plan for reference only.

Two perspectives at Figure 9 and 10 show some of the improvements in this zone.

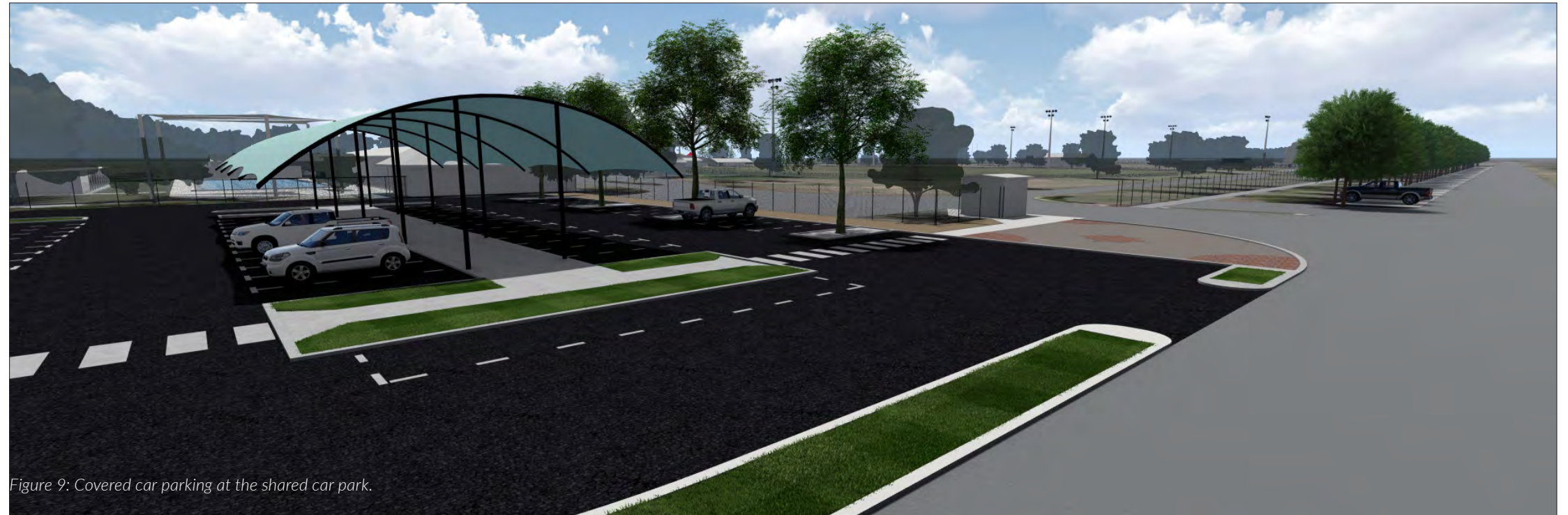


Figure 9: Covered car parking at the shared car park.



Figure 10: View of Zone 1 looking west

Zone 2

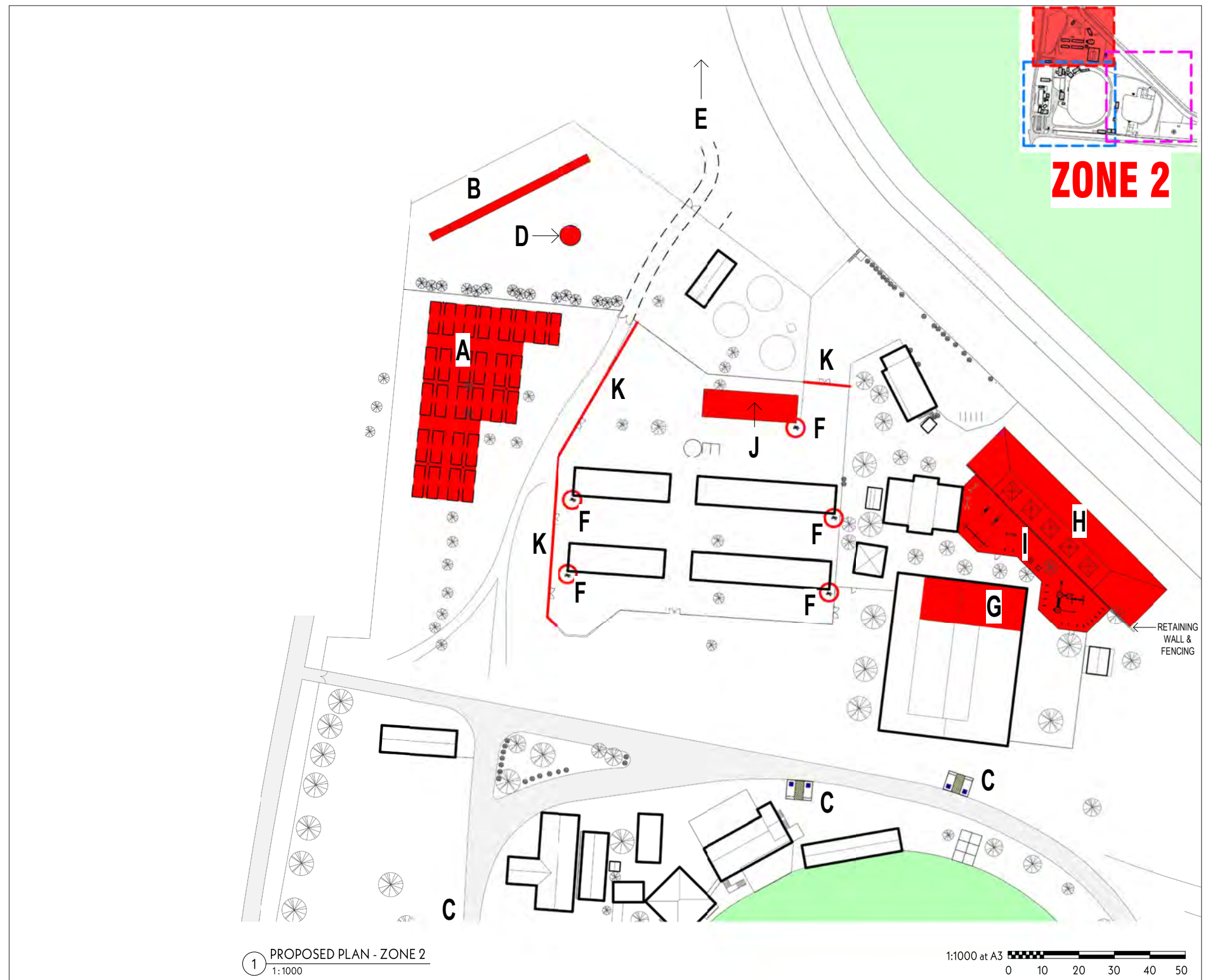
Zone 2 is mostly focussed on the Race Club facilities. As above, the master plan for Zone 2 is shown at Figure 11, and, using the key on the plan, is discussed below.

- A—to improve event camping 28 large camping spaces (suitable for vehicles and horses together) have been set out using nine power/water mushrooms. These sites will support events such as the campdraft and show.
- B—a 50m horse swimming pool for training and rehabilitation.
- C—to support an ageing population various PWD parking spaces are set aside across the site, generally in locations near to attraction points.
- D—a circular horse walker.
- E—undertake maintenance to the existing crossing point to maximise safety for horses. Specialist advice will be required to design this upgrade. See Racetrack zone for details.
- F—new LED lighting in this area. The trainers and jockeys start well before sunrise and there is no lighting in this area. The lighting will support their operations and is also provided for safety.
- G—upgrades of the rear section of the Sheep Pavilion to allow a function area with an upgraded kitchen.
- H—the mound is reshaped to provide a flat top suitable for marquees. A retaining wall gives the mound a vertical rear wall to maximise the elevated area. The retaining wall is less than one metre high for safety though it does have a fence as well.
- I—New playground equipment in a child-proof fenced enclosure.
- J—twenty new stables comprising 10 day stalls and 10 overnight stalls.
- K—Queensland Racing now require a separation fence between the stables/stalls and patrons. The fence is required to maintain compliance.

Figure 12 to 15 illustrates aspects of the above:

- Figure 12: The new mound for marquees with the playground (rear view).
- Figure 13: New stables and compliance fencing.
- Figure 14: Horse swimming pool.
- Figure 15: The new mound for marquees with the playground (front view).

Figure 11: Site master plan for Zone 2



Part 3: Master Plan



Figure 12: New playground at rear of upgraded mound



Figure 13: New stables and fencing



Figure 14: Horse swimming pool



Figure 15: Upgraded mound from the track side

Zone 3

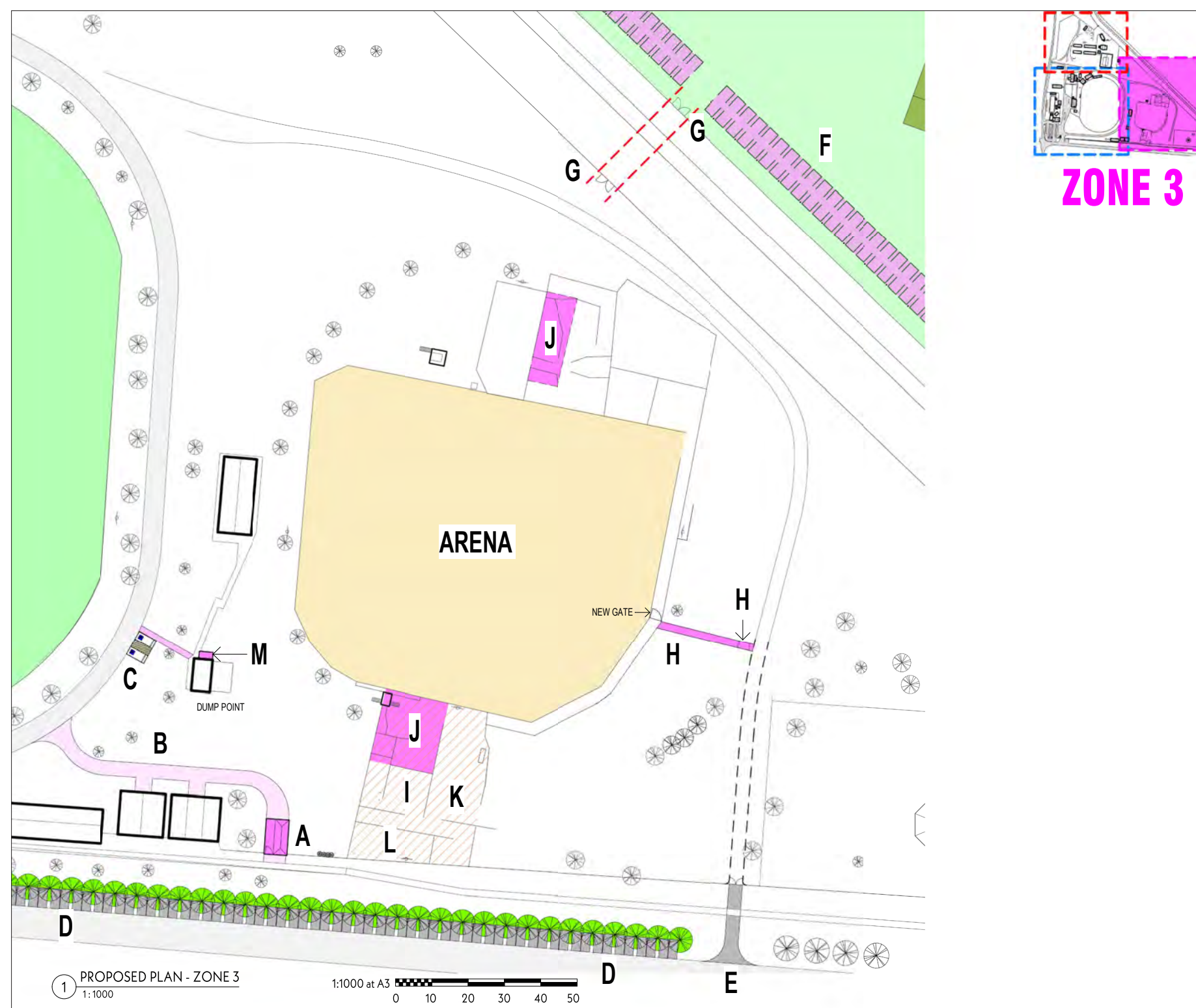
Zone 3 is mostly focussed on the Campdraft and Rodeo Arena and the support facilities. As before, the master plan for Zone 3 is shown at Figure 16, and, using the key on the plan, is discussed below.

- A—a second, alternate entry point for people parking outside the venue (e.g. for Westech) is formalised. An entry at this location will shorten the walk for people parking along Poplar Street.
- B—A new path connecting the new entry point to the internal road.
- C—to support an ageing population various PWD parking spaces are set aside across the site, generally in locations near to attraction points.
- D—Shade tree planting between Poplar Street and the site fence to allow parking in the shade. The trees also help formalise the car parking.
- E—formalising the connection to Poplar Street.
- F—Camping for 60 large vehicles with power and water.
- G—track crossing point—humans and animals only. No vehicles.
- H—a new race and loading ramp to allow side loading stock transports within the site (on the existing hardened track). The loading ramp can serve both sets of yards but it is primarily to replace the temporary loading ramp used at the rodeo ground yards that requires trucks to be loaded on the edge of Poplar Street.
- I—recondition rodeo yard. New steel yards to replace dilapidated wooden yards.
- J—shade cloth for WH&S at the campdraft and rodeo yards for workers.
- K—water and stock water troughs.
- L—new lighting in rodeo yards.
- M—a PWD toilet adjacent to the existing toilet block with compliant access path.

Figure 17 and 18 illustrate aspects of the above:

- Figure 17: The new rodeo yards and loading ramp.
- Figure 18: New entry point near the rodeo yards.

Figure 16: Site master plan for Zone 3



Part 3: Master Plan

Figure 17: New rodeo yards with lighting, water, shade and a loading ramp that allows loading within the site.



Figure 18: New entry point on the eastern edge of the site for people using the car parking external to the site on Poplar Street.



Racetrack

The central area of the racetrack is essentially unused. It is an area of approximately 15.75 hectares. There is significant potential for sporting fields in this space. The downside to the use of the space is that fact that crossing the track by vehicle can only take place in one location (and this may need some special treatment). The crossing point at Barcaldine is 140 metres after the finishing post.

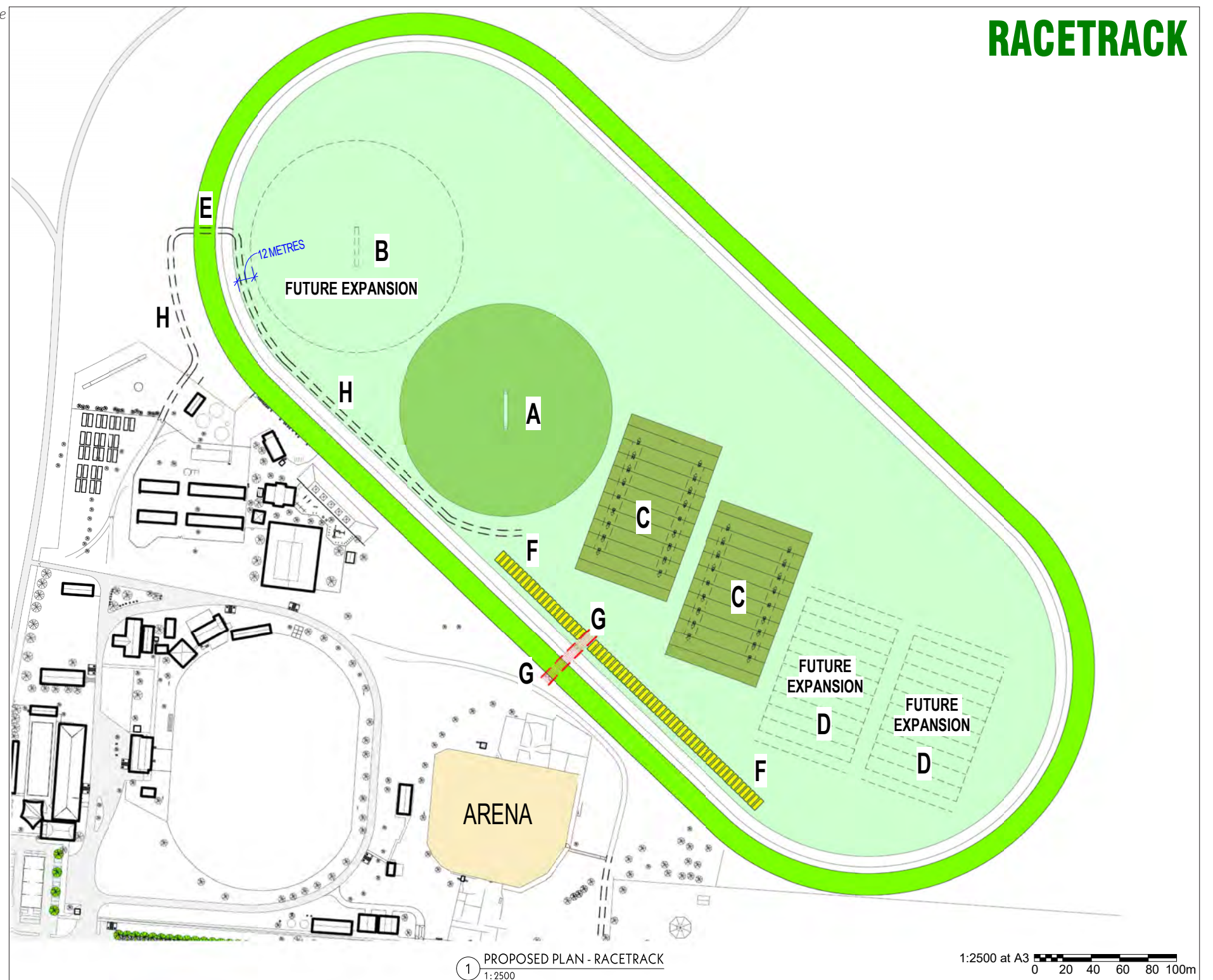
There is a similar situation in Emerald where field sports (including seven touch football fields with lights) have been located inside the track for many years. In Emerald's case there is 120 metres between the finishing post and the track crossing point. Emerald also have two club buildings inside the course. While there may be some doubt as to the feasibility of using the centre of the racecourse Emerald has shown that it can be achieved on a grass track.

As before, the master plan for the central racetrack area is shown at Figure 19, and, using the key on the plan, is discussed below.

- A—a full-size cricket oval with a synthetic cricket wicket. No lights at this time.
- B—the location for a further cricket oval should it be needed in the future.
- C—playing fields shown with rugby league dimensions but could be football or other field sports. No lights at this time.
- D—the location for further field sports fields should they be needed in the future.
- E—track crossing point for vehicles.
- F—camping spots for vehicles most likely associated with events at the campdraft/rodeo arena but could also support other events such as Westech. There will be 60 sites connected to 15 power and water mushrooms.
- G—the track barrier can be removed to allow walking across the track, including horses, but no vehicles.
- H—existing access track.

Figure 20 shows an aerial view of how the fields/oval will appear.

Figure 19: Site master plan for the Central Racetrack area



Part 3: Master Plan



Figure 20: Aerial perspective of the Racetrack fields



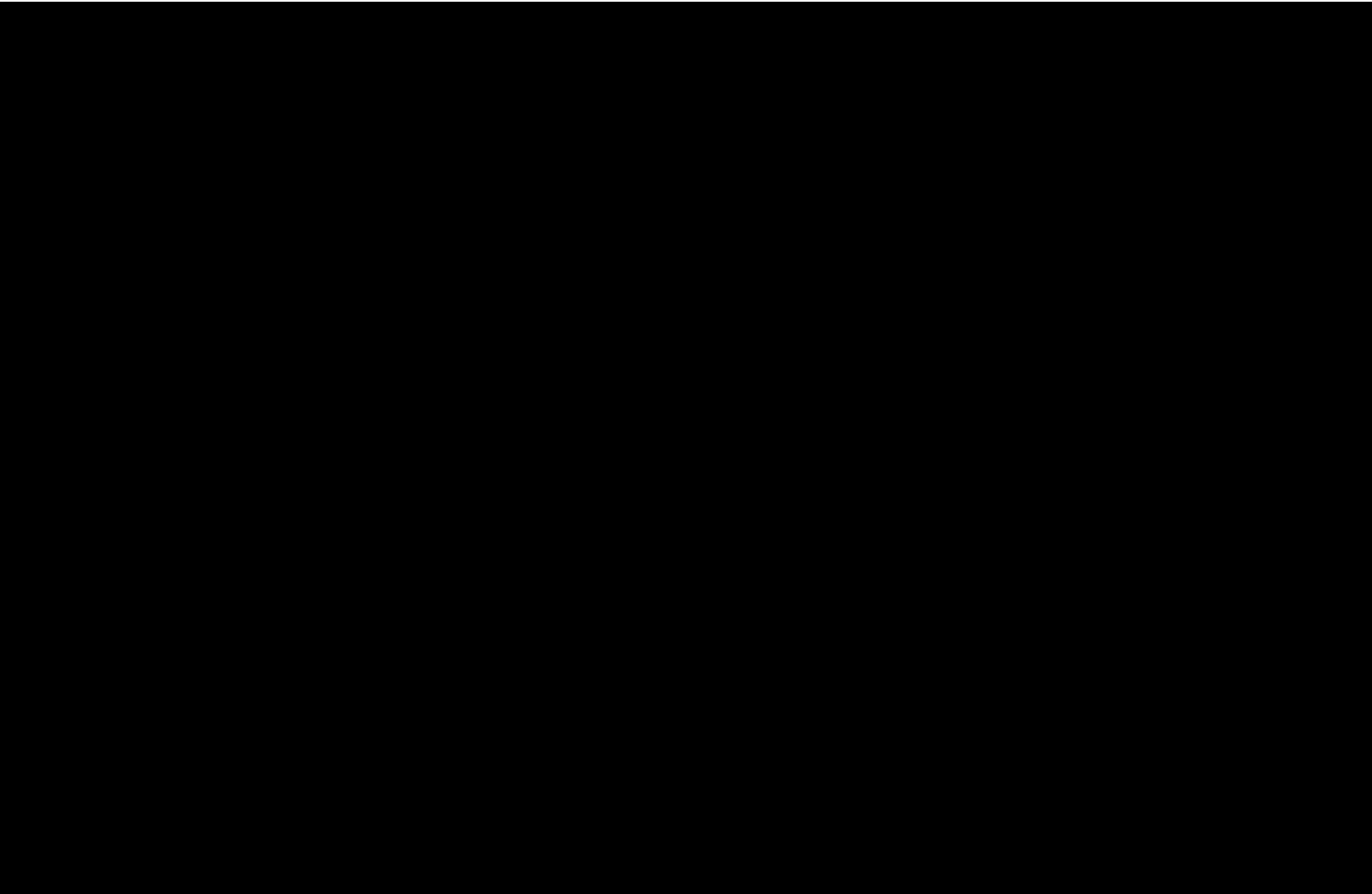
Staging

Some of the items within these plans will be picked up by the tenant clubs and user groups. The master plan needs to be delivered by Council and the stakeholders in partnership.

From Council's perspective items that have a health and safety aspect should be the highest priority for funding such as PWD access and car parking, lighting and field maintenance. Other items such as general car parking and ticket booths will most likely fall to Council as well as they are shared facilities.

Beyond the above the next priorities are those that have the greatest economic or social return for Council's investment e.g. better camping facilities that support greater event participation.

Realistically, some staging decisions will hinge on the timing and availability of grants that Council is successful in securing. If a grant is available for any element of this master plan it should be pursued.



Appendix 1: Architectural Drawings

DRAWING SHEET ISSUE LIST		
SHEET NO.	SHEET NAME	REV.
A1000	COVER SHEET & DRAWING ISSUE SHEET	B
A1005	EXISTING SITE PLAN - OVERALL	B
A1006	EXISTING SITE PLAN - GA	B
A1010	PROPOSED PLAN - ZONE 1	B
A1020	PROPOSED PLAN - ZONE 2	B
A1030	PROPOSED PLAN - ZONE 3	B
A1040	PROPOSED PLAN - RACETRACK	B

Grand total: 7



BARCALTINE MASTERPLANS - SHOWGROUNDS & RECREATION PARK
BARCALTINE SHIRE COUNCIL
BARCALTINE, QLD 4725

BARCODE

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS		
Issue	Date	Subject
B	231206	ISSUED for MASTERPLAN REPORT

CLIENT

SITE

SHOWGROUNDS
& RECREATION PARK
BARCALTINE, QLD 4725

PROJECT

BARCALTINE MASTERPLANS

TITLE

COVER SHEET & DRAWING ISSUE SHEET

CP - ARCHITECTS

14 HICKEY COURT, COTSWOLD HILLS,
TOOWOOMBA, QUEENSLAND 4350
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN	JJA	APPROVED	CCP
SCALE @ A3	DATE	231206	SIZE: A3
CONTRACT No.	213324	SHEET	1 of 7
PROJECT No.	CP2322_B	DRAWING No.	SK A1000
		ISSUE:	B



BARCODE

NORTH

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS

Issue	Date	Subject	By
B	231206	ISSUED for MASTERPLAN REPORT	CCP

ISSUED for MASTERPLAN REPORT

CLIENT

BARCALTINE REGIONAL COUNCIL

SITE

SHOWGROUNDS & RECREATION PARK

BARCALTINE, QLD 4725

PROJECT

BARCALTINE MASTERPLANS

TITLE

EXISTING SITE PLAN - OVERALL

CP - ARCHITECTS

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DRAWN
JJA

APPROVED
CCP

SCALE @ A3
1:3000

DATE
231206

SIZE:
A3

CONTRACT No.
213324

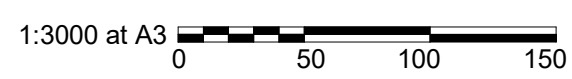
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PROJECT No.
CP2322_B

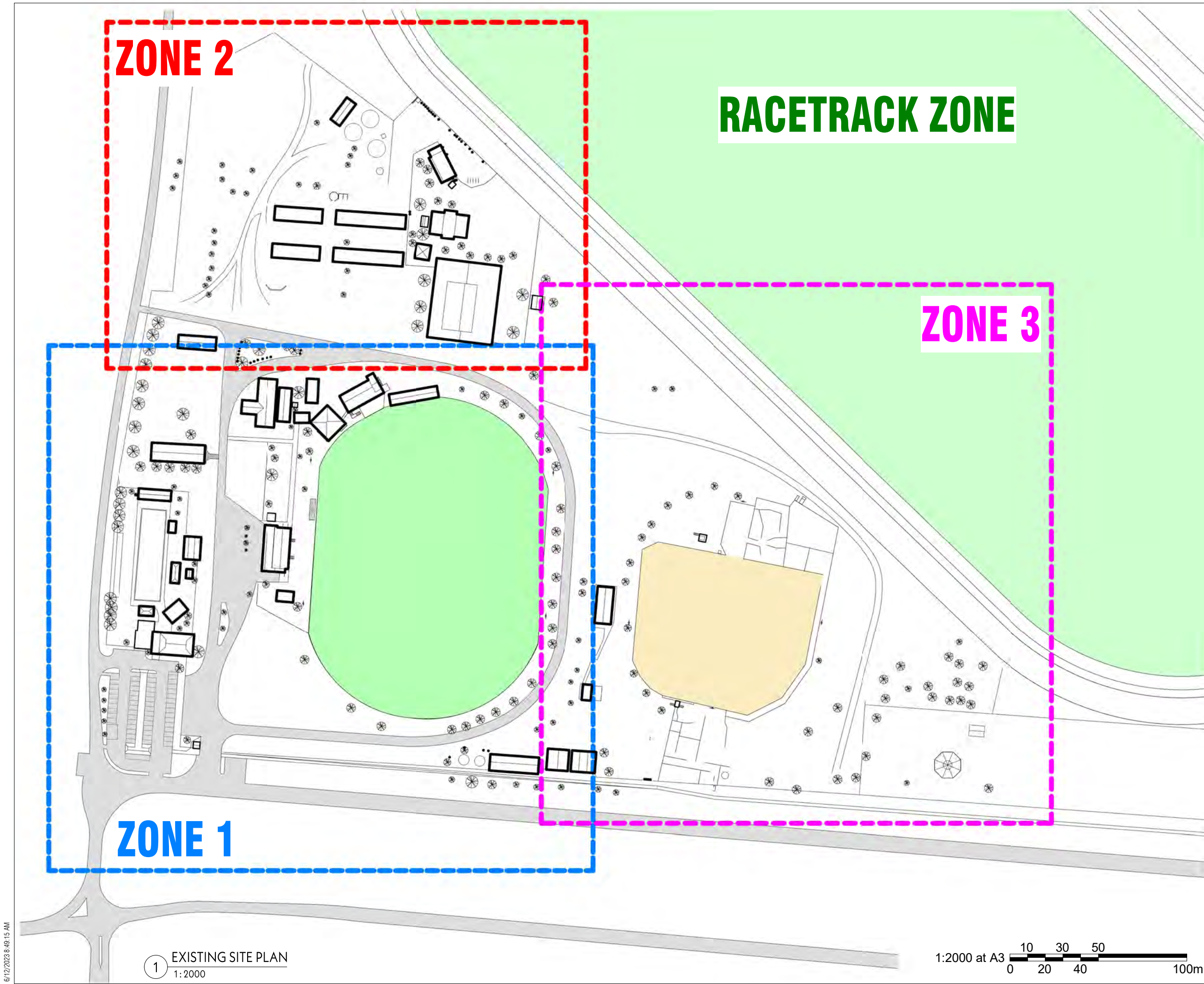
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SK A1005

ISSUE:
B

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BARCODE

NORTH

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS

Issue	Date	Subject	By
B	231206	ISSUED for MASTERPLAN REPORT	CCP

ISSUED for MASTERPLAN REPORT

CLIENT

BARCALTINE

REGIONAL COUNCIL

SITE

SHOWGROUNDS
& RECREATION PARK
BARCALTINE, QLD 4725

PROJECT

BARCALTINE MASTERPLANS

TITLE

EXISTING SITE PLAN - GA

CP - ARCHITECTS

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T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN

JJA

APPROVED

CCP

SCALE @ A3

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A3

CONTRACT No.

213324

SHEET

3 of 7

PROJECT No.

CP2322_B

DRAWING No.

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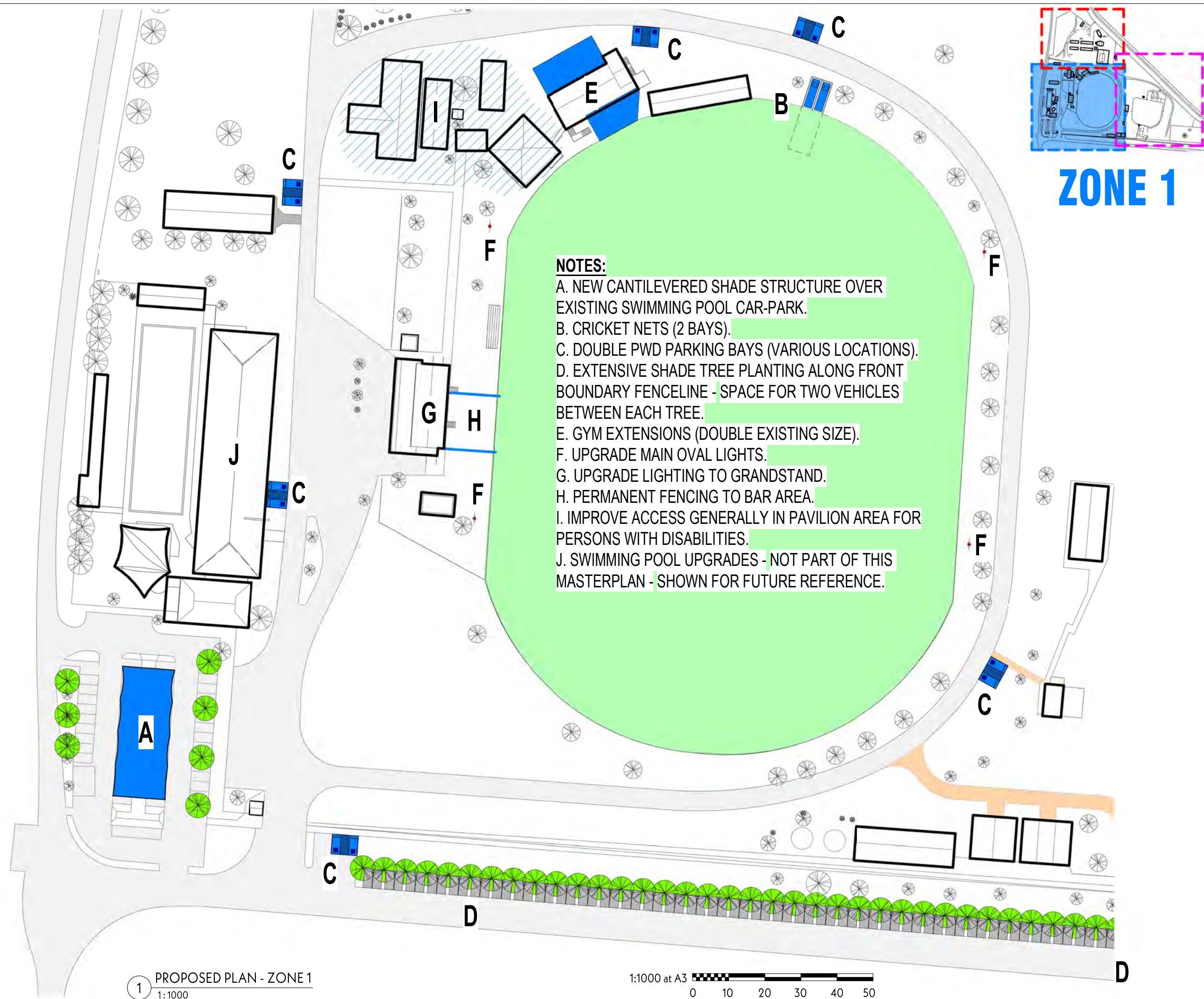
ISSUE:

B

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Barcode

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IF IN DOUBT, ASK.

AMENDMENTS

**ISSUED for MASTERPLAN
REPORT**

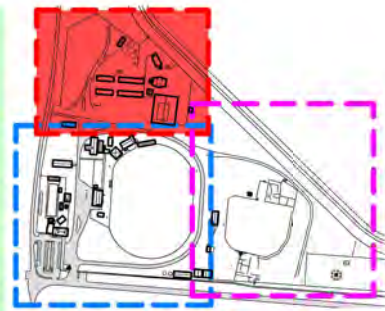
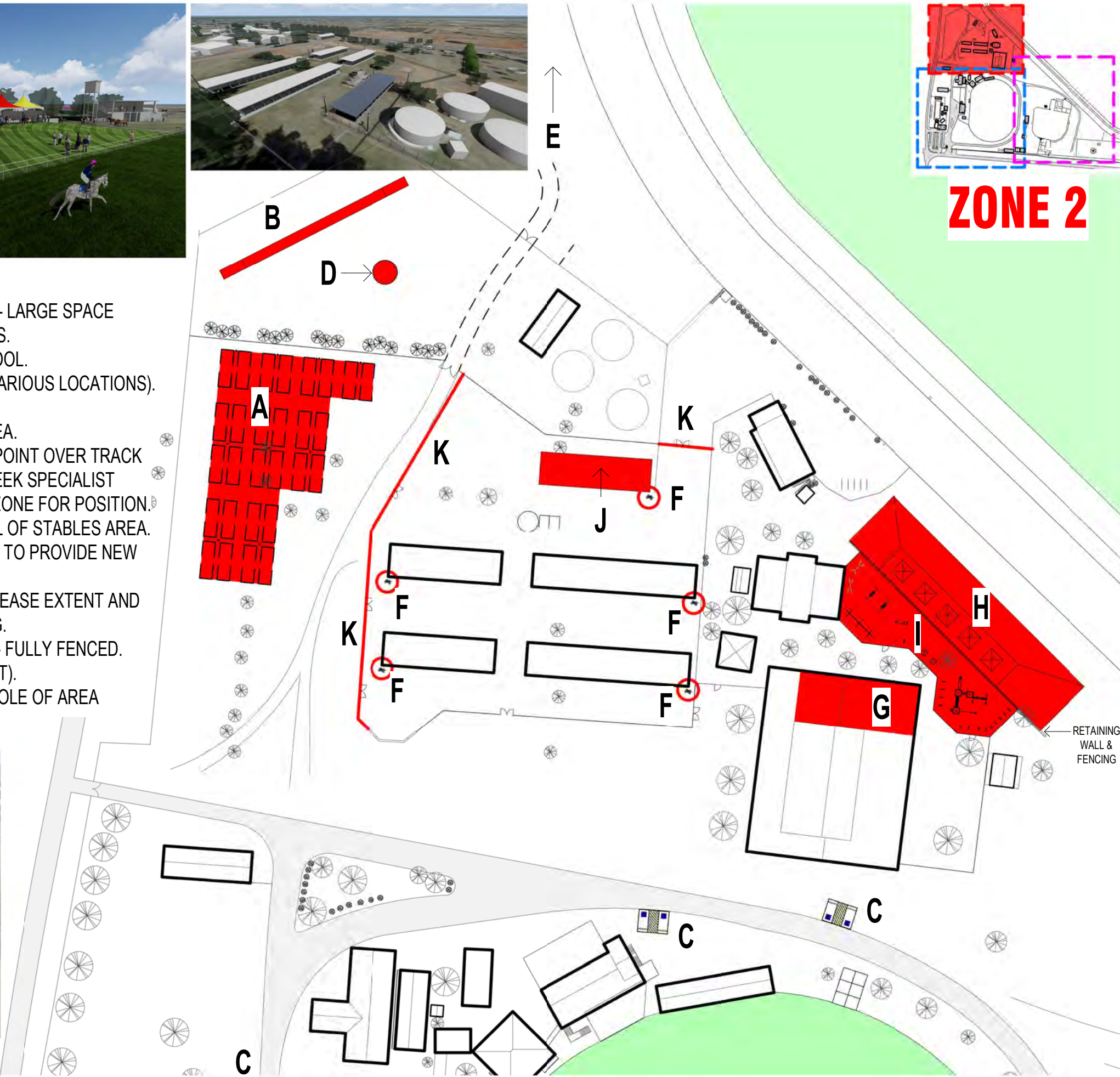
SITE

**SHOWGROUNDS
& RECREATION PARK
BARCADDINE, QLD. 4725**

PROPOSED PLAN - ZONE 1
1:1000



- NOTES:**
- A. 28 POWERED / WATERED SITES - LARGE SPACE ALLOWANCES FOR RVs & TRAILERS.
 - B. 50m LONG HORSE SWIMMING POOL.
 - C. DOUBLE PWD PARKING BAYS (VARIOUS LOCATIONS). ALSO SHOWS ON ZONE 1.
 - D. CIRCULAR HORSE WALKING AREA.
 - E. STABILISE VEHICLE CROSSING POINT OVER TRACK TO MAKE IT SAFE FOR HORSES. SEEK SPECIALIST TRACK ADVICE. SEE RACETRACK ZONE FOR POSITION.
 - F. NEW LED POLE LIGHTING TO ALL OF STABLES AREA.
 - G. UPGRADES TO SHEEP PAVILION TO PROVIDE NEW KITCHEN & DINING AREA.
 - H. MODIFY EXISTING MOUND, INCREASE EXTENT AND BUILD RETAINING WALL & FENCING.
 - I. NEW PLAYGROUND EQUIPMENT - FULLY FENCED.
 - J. NEW STABLES (10 DAY / 10 NIGHT).
 - K. PROVIDE FENCING AROUND WHOLE OF AREA CONTAINING STABLES.



ZONE 2

BARCODE

NORTH

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS		
Issue	Date	Subject
B	231206	ISSUED for MASTERPLAN REPORT

ISSUED for MASTERPLAN REPORT

CLIENT

BARCALTINE REGIONAL COUNCIL

SITE

**SHOWGROUNDS & RECREATION PARK
BARCALTINE, QLD 4725**

PROJECT

BARCALTINE MASTERPLANS

TITLE

PROPOSED PLAN - ZONE 2

CP - ARCHITECTS
14 HICKEY COURT, COTSWOLD HILLS,
TOOWOOMBA, QUEENSLAND 4350
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN JJA	APPROVED CCP	SCALE @ A3 As indicated	DATE 231206	SIZE: A3
CONTRACT No. 213324	SHEET 5 of 7			ISSUE: B
PROJECT No. CP2322_B	DRAWING No. SK A1020			

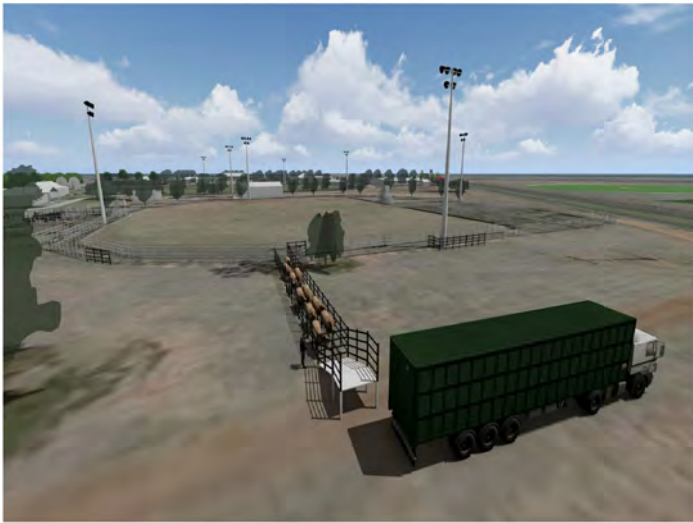
1 PROPOSED PLAN - ZONE 2
1:1000

1:1000 at A3



ZONE 3

- NOTES:**
- A. NEW ENTRY / SECURITY HUT.
 - B. NEW PEDESTRIAN ENTRY PATH TO JOIN INTERNAL ROAD WITH NEW ENTRY POINT.
 - C. DOUBLE PWD PARKING BAYS.
 - D. EXTENSIVE SHADE TREE PLANTING ALONG FRONT BOUNDARY FENCELINE - SPACE FOR TWO VEHICLES BETWEEN EACH TREE. ALSO PART SHOWN ON ZONE 1.
 - E. NEW ENTRY / EXIT ROAD TO STREET FOR HEAVY VEHICLES (CATTLE TRUCKS).
 - F. OVERNIGHT PARKING AREA FOR RVs (60) WITH ELECTRICAL & WATER POINTS.
 - G. ACCESS ACROSS THE TRACK FOR PEDESTRIANS & HORSES ONLY (LIGHT USE).
 - H. NEW RACE & LOADING RAMP.
 - I. RE-CONDITION RODEO HOLDING YARDS. RE-BUILD FENCES & GATES.
 - J. REBUILD YARDS - PROVIDE SHADE CLOTH OVER PART OF YARDS.
 - K. PROVIDE WATER & DRINKING TROUGHS. INSTALL SPRINKLER SYSTEM TO COOL ANIMALS.
 - L. NEW RODEO YARD LIGHTING.
 - M. NEW PWD TOILET NEXT TO EXISTING PUBLIC TOILET WITH NEW ACCESS PATH.



BARCODE

NORTH

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS

Issue	Date	Subject	By
B	231206	ISSUED for MASTERPLAN REPORT	CCP

ISSUED for MASTERPLAN REPORT

CLIENT

BARCaldine REGIONAL COUNCIL

SITE

SHOWGROUNDS & RECREATION PARK
BARCaldine, QLD 4725

PROJECT

BARCaldine MASTERPLANS

TITLE

PROPOSED PLAN - ZONE 3

CP - ARCHITECTS

14 HICKEY COURT, COTSWOLD HILLS,
TOOWOOMBA, QUEENSLAND 4350
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN

JJA

APPROVED

CCP

SCALE @ A3

As indicated

DATE

231206

SIZE:

A3

CONTRACT No.

213324

SHEET

6 of 7

PROJECT No.

CP2322_B

DRAWING No.

SK A1030

ISSUE:

B

6/12/2023 8:52:01 AM



RACETRACK

- NOTES:**
- A. SYNTHETIC CRICKET PITCH - 150m DIAM. (OPEN AGE PREMIER / REGIONAL GRADES)
 - B. FUTURE EXPANSION CRICKET PITCH
 - C. RUGBY LEAGUE PLAYING FIELDS
 - D. RUGBY LEAGUE PLAYING FIELDS - FUTURE EXPANSION
 - E. EXISTING TRACK CROSSING POINT FOR VEHICLES
 - F. OVERNIGHT PARKING AREA FOR RVs (60) WITH ELECTRICAL & WATER POINTS
 - G. ACCESS ACROSS THE TRACK FOR PEDESTRIANS & HORSES ONLY (LIGHT USE)
 - H. ACCESS TRACK FOR VEHICULAR ACCESS TO CENTRE OF RACETRACK

BARCODE

NORTH

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS		
Issue	Date	Subject
B	231206	ISSUED for MASTERPLAN REPORT

ISSUED for MASTERPLAN REPORT

CLIENT

BARCALDINE REGIONAL COUNCIL

SITE

SHOWGROUNDS & RECREATION PARK
BARCALDINE, QLD 4725

PROJECT

BARCALDINE MASTERPLANS

TITLE

PROPOSED PLAN - RACETRACK

CP - ARCHITECTS

14 HICKEY COURT, COTSWOLD HILLS,
TOOWOOMBA, QUEENSLAND 4350
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN JJA	APPROVED CCP	SIZE: A3
SCALE @ A3 1:2500	DATE 231206	
CONTRACT No. 213324	SHEET 7 of 7	
PROJECT No. CP2322_B	DRAWING No. SK A1040	ISSUE: B

1 PROPOSED PLAN - RACETRACK
1:2500

1:2500 at A3 0 20 40 60 80 100m



BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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 November 2023.

Officer's Recommendation: That Council receive the report.

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.

Funds from the sale of the Caterpillar Loader and Zero Turn Mower were received in November, completing a few more carry forward plant items.

LRCIP4 project allocations have been approved which will provide funding of approximately \$815,000 to come in before the end of the year, plus the \$200,000 from final payments for LRCI phases 1 and 2.

Queensland Reconstruction Authority 2023 Flood Submission for Aramac Region has now been approved. The 30% advanced payment of this funding (\$6M) should be received before the end of the year.

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 some programs, the capital projects list will expand out with these as they are confirmed.

Link to Corporate Plan

Theme 5: Governance

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Consultation (internal/external)

Executive Management Team, District Managers and 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 risks identified.

Asset Management Implications

Capital Works projects result in the asset constructed or purchased 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		Variance
Communities	8	2	25%	\$	1,383,000	\$	669,094	\$	539,931
Services	27	12	44%	\$	5,960,160	\$	6,131,636	\$	1,939,179
Transport	7	1	14%	\$	2,650,000	\$	2,222,140	\$	180,213
Economy	4	2	50%	\$	1,220,000	\$	109,271	\$	1,087,180
Governance	2	0	0%	\$	510,000	\$	-	\$	491,111
Total	48	17	35%	\$	11,723,160	\$	9,132,142	\$	1,170

Barcaldine Regional Council - Progress Report - 2024												
Goal 1 : Communities				Completed within the Budget								
				Overspent within reasonable budget limits								
				Overspent by more than 10% of budget								
	Project	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
Community Halls												
	Chambers	Sound and Video Equipment	Barcaldine	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	Planning	1/09/2023	30/06/2023	Council
Swimming Pools												
	Swimming Pool	Upgrade Pool	Barcaldine	\$ 500,000	\$ 231,991	\$ 169,096	\$ 98,914	46%	In Progress		30/06/2024	W4Q
Showground												
	Barcaldine Showground Upgrades	Toilets and Grandstand	Barcaldine	\$ 250,000	\$ 237,733	\$ 4,880	\$ 7,387	95%	Complete		31/12/2023	LRCIP 3
	Alpha Showgrounds Upgrades	Lights , Electricity and Sound	Alpha	\$ 160,000	\$ 3,391		\$ 156,609	2%	Procurement	1/05/2023	31/01/2024	LRCIP 3
	Jericho Showground Upgrades	Mens Shed	Jericho	\$ 50,000	\$ 61,681		-\$ 11,680.85	123%	In Progress		31/01/2024	LRCIP 3
	Aramac Showground Upgrades	Parking	Aramac	\$ 50,000	\$ 18,289	\$ -	\$ 31,711	37%	To commence January 2024	1/12/2023	31/01/2024	LRCIP 3
	Muttaburra Rec ground Upgrades	Toilets	Muttaburra	\$ 73,000	\$ 116,010		-\$ 43,010	159%	Complete		30/09/2023	LRCIP 3
Emergency Services												
	Priority Flood Cameras		Regional	\$ 200,000	\$ -	\$ -	\$ 200,000	0%	Planning	30/06/2023	31/12/2023	QRA/TMR/Council
GOAL 1: COMMUNITIES TOTAL				\$ 1,383,000	\$ 669,094	\$ 173,976	\$ 539,931	48%				

GOAL 2: SERVICES			Completed within the Budget								
			Overspent within reasonable budget limits								
			Overspent by more than 10% of budget								
	Project	Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023											
Water											
	Water Mains	Regional	\$ 250,000	\$ -	\$ -	\$ 250,000	0%	As required			Council
	Acacia Street Bore	Barcaldine	\$ 900,000	\$ 1,155,003	\$ 313,089	-\$ 568,093	128%	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	\$ 956,890	\$ 1,514	-\$ 158,404	120%	In progress			Loan
Sewerage											
	Sewerage Treatment Plant - Stage 1 - Waste Water Treatment (update name	Barcaldine	\$ 910,000	\$ 1,211,396	\$ 180,913	-\$ 482,309	133%	In progress			W4Q-Covid \$600,000
	Sewerage Treatment Plant - Trickling	Barcaldine	\$ 785,000	\$ 1,235,325	\$ 145,535	-\$ 595,860	157%	In progress			LGGSP \$622,000
Waste Management											
	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	116%	In progress		30/06/2023	Loan
Plant and Workshops											
	Plant Replacement 2022/2023 Program	Regional	\$ 1,790,160	\$ 1,008,057	\$ 1,126,651	-\$ 344,548	0%	Planning Phase	1/07/2022	31/12/2023	
GOAL 2: SERVICES			\$ 5,960,160	\$ 6,131,636	\$ 1,767,702	-\$ 1,939,179	103%				

Barcaldine Regional Council -- Capital Works Projects - Plant 2023									
	Completed within the Budget								
	Overspent within reasonable budget								
	Overspent by more than 10% of budget								
Project - Carried Forward	Descriptio	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	\$ 59,873	\$ -	\$ -	\$ 59,873	\$ 12,287	Complete
Wacka Dingo	New	Muttaborra	\$ 60,000	\$ 78,325	\$ -	\$ -	\$ 78,325	-\$ 18,325	Complete
Cat Loader 938K	2209	Barcaldine	\$ 245,000	\$ 516,613	\$ -	\$ 152,717	\$ 363,896	-\$ 118,896	Complete
Kubota Zero Turn Mower	4107	Aramac	\$ 60,000		\$ 59,753	\$ -	\$ -	\$ 60,000	Complete
Kubota Zero Turn Mower	4108	Alpha	\$ 100,000		\$ 154,867	\$ 4,763	-\$ 4,763	\$ 104,763	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	\$ 45,381		\$ -	\$ 45,381	-\$ 15,381	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
Totals			\$ 1,790,160	\$ 1,184,401	\$ 1,126,651	\$ 176,344	\$ 1,008,057	\$ 782,103	

GOAL 3: TRANSPORT				Completed within the Budget								
				Overspent within reasonable budget limits								
				Overspent by more than 10% of budget								
	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
	Aramac-Jericho Road	2.6km Seal	Aramac	\$ 900,000	\$ 914,927	\$ 149,661	-\$ 164,588	102%	Final Seal November		30/11/2023	LRCIP 3
	Beech Street (Acacia to Boree)	Kerb and channel	Barcaldine	\$ 400,000	\$ 463,692	\$ 26,177	-\$ 89,869	116%	Complete		31/08/2023	TIDS/R2R
	Stagmount Road	Floodway upgrade	Aramac	\$ 100,000			\$ 100,000	0%	Will be part of Floodways	1/02/2024	30/06/2024	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		31/01/2024	LRCIP 3
	Craven Road	Pave and Seal	Alpha	\$ 650,000	\$ 524,149	\$ 191,382	-\$ 65,531	81%	Awaiting Final Seal		30/11/2023	R2R
	Box street (Ash to Elm)	Kerb and channel	Barcaldine	\$ 100,000	\$ -	\$ 9,416	\$ 90,584	0%	Planning	1/02/2024	30/06/2024	R2R
GOAL 3: TRANSPORT - TOTAL				\$ 2,650,000	\$ 2,222,140	\$ 608,073	-\$ 180,213	84%				

GOAL 4: ECONOMY				Completed within the Budget								
				Overspent within reasonable budget limits								
				Overspent by more than 10% of budget								
	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
Agriculture												
	Dip Yards	Upgrades	Alpha	\$ 50,000	\$ 37,215	\$ -	\$ 12,785	0%	Complete	1/04/2023	27/10/2023	Council
Economic												
	Barcaldine Renewable E Zone	Contribution	Regional	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	0%	Contract negotiations in progress			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%	Procurement	1/12/2023	30/06/2024	LRCIP 3
GOAL 4: ECONOMY - TOTAL				\$ 1,220,000	\$ 109,271	\$ 23,549	\$ 1,087,180	9%				

GOAL 5: GOVERNANCE				Completed within the Budget								
				Overspent within reasonable budget limits								
				Overspent by more than 10% of budget								
	Project	Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Carry Forward Projects 2023												
	Admin Office Upgrades	Renovation	Barcaldine	\$ 350,000	\$ -	\$ 18,889	\$ 331,111	0%	On Hold			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													
	No. Of	No.	%										
Corporate Goal	Projects	Completed	Completed	Budget		Spent	Commitments	Total	Variance				
Communities	17	3	18%	\$	929,500	\$	74,857	\$	113,690	\$	188,547	\$	740,953
Services	26	3	12%	\$	3,263,800	\$	105,389	\$	-	\$	105,389	\$	3,158,411
Transport	13	1	8%	\$	3,363,000	\$	108,704	\$	74,785	\$	183,489	\$	3,179,511
Economy	0	0	0%	\$	-	\$	-	\$	-	\$	-	\$	-
Governance	2	0	0%	\$	328,000	\$	41,686	\$	-	\$	41,686	\$	286,314
Total	58	7	12%	\$	7,884,300	\$	330,637	\$	188,474	\$	519,111	\$	7,365,189

Capital Projects	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Community Buildings Program											
	Barcaldine Recreation Park Stage 3	Barcaldine	\$ 749,500	\$ 54,302	\$ 55,112	\$ 690,086	7%				
	Alpha Showgrounds Lights Renewal	Alpha	\$ 75,000			\$ 75,000	0%	Not yet commenced	1/10/2023	30/06/2024	Sport & Rec Grant
	Aramac Town Hall Bathroom	Aramac	\$ 50,000			\$ 50,000	0%	Planning	1/09/2023	31/12/2023	
							0%	Commenced planning	30/04/2024	30/06/2024	
	Barcaldine Goods Shed Refurb/Upgrade	Barcaldine	\$ 39,500	\$ 47,492	\$ 4,545	-\$ 12,538	120%	Complete	1/07/2023	31/08/2023	Contribution of \$15k, Received \$10k Community Support Grant
	Barcaldine Pool BBQ & Tables	Barcaldine	\$ 10,000	\$ 6,810	\$ 5,301	-\$ 2,111	68%	Procurement			
	Barcaldine Pool Canteen Renewal	Barcaldine	\$ 10,000	\$ -	\$ 4,985	\$ 5,015	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	31/12/2023	
	Anzac Memorial Enhancement Program	Regional	\$ 50,000.00			\$ 50,000	0%	Program Allocation	1/07/2023	30/06/2024	
Cemetery Fencing Program											
			\$ 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	
Community Equipment Replacement Program											
			\$ 130,000	\$ 20,555	\$ 58,578	\$ 50,867	16%				
	Alpha Showgrounds Pump Replacement	Alpha	\$ 14,000			\$ 14,000	0%	Procurement	1/07/2023	31/12/2023	
	Aramac Pool Cleaner Replacement	Aramac	\$ 8,000	\$ 7,326		\$ 674	92%	Complete	1/07/2023	31/08/2023	
	Barcaldine Pool Cleaner Replacement	Barcaldine	\$ 16,000	\$ 13,229		\$ 2,771	83%	Complete	1/07/2023	8/09/2023	
	Cemetery Shoring Equipment	Barcaldine	\$ 22,000		\$ 15,678	\$ 6,322	0%	Ordered	1/08/2023	31/12/2023	
	TV Equipment Replacement	Regional	\$ 70,000		\$ 42,900	\$ 27,100	0%	Complete - final payment to be made	1/09/2023	31/12/2023	
	Aramac Camping Grounds Caravan Sites	Aramac	\$ 50,000			\$ 50,000	0%	To commence January 2024	29/02/2024	30/03/2024	
GOAL 1: COMMUNITIES TOTAL			\$ 929,500	\$ 74,857	\$ 113,690	\$ 790,953	8%				

Capital Projects		Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Comp	Funding Source
Water											
	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	
Sewerage											
	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	
Plant and Workshops											
	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	86%	Complete	1/07/2023	30/09/2023	
	Workshop 6 Post Vehicle Hoist	Aramac	\$ 82,000	\$ 82,000	\$ -	\$ -	100%	Complete	1/07/2023	30/09/2023	
	Workshop Tyre Safety Cage	Aramac	\$ 8,000	\$ 8,095		-\$ 95	101%	Complete	1/07/2023	30/09/2023	
Waste Management											
GOAL 2: SERVICES			\$ 3,263,800	\$ 105,389	\$ -	\$ 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%	Funding Approved	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	10%	Planning	1/12/2023	31/01/2024	State Gov (TIDS)
Regional Floodway Upgrade Program												
	Tumbar Road - Sunday Creek		Jericho	\$ 60,000			\$ 60,000	0%	Funding Approved	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%	Funding Approved	1/02/2024	30/06/2024	LRCIP 4
Sealing Rural Roads Program			Regional									
	Star Downs Road Sealing		Alpha	\$ 800,000			\$ 800,000	0%	Funding Approved	1/01/2024	30/06/2024	LRCIP 4
	Town Streets Reseal Program		Regional	\$ 1,200,000	\$ 54,154	\$ 74,785	\$ 1,071,061	5%	Procurement			R2R
Town Streets Upgrade and Renewals												
	Box Street K & C		Barcaldine	\$ 100,000			\$ 100,000	0%	Planning	1/02/2024	30/06/2024	TIDS
	Willow Street K & C		Barcaldine	\$ 350,000			\$ 350,000	0%	Planning	1/02/2024	30/06/2024	R2R
	Gordon Street Rehabilitation		Aramac	\$ 200,000			\$ 200,000	0%	Planning	1/03/2024	30/06/2024	R2R
Pathways												
	Booker Street		Aramac	\$ 100,000			\$ 100,000	0%	Procurement	1/01/2024	30/04/2024	LRCIP 4
	Porter Street	Concrete Footpath	Aramac	\$ 48,000	\$ 48,000		\$ -	100%	Complete	1/09/2023	1/01/2024	
GOAL 3: TRANSPORT - TOTAL				\$ 3,363,000	\$ 108,704	\$ 74,785	\$ 3,179,511	3%				

Capital Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Complete	Funding Source
Council Housing												
	Housing Renewal Program		Regional	\$ 250,000			\$ 250,000		Planning	1/07/2023	30/06/2024	
	IT Equipment Replacement Program		Corporate	\$ 78,000	\$ 41,686	\$ 6,262	\$ 30,052		Procurement	1/07/2023	31/12/2023	
GOAL 5: GOVERNANCE - TOTAL				\$ 328,000	\$ 41,686		\$ 280,052	13%				

Operational Projects 2023/2024									
Corporate Goal	No. Of Projects	No. Completed	% Completed	Budget	Spent	Commitments	Total	Variance	
Communities	6	0		\$ 555,500	\$ 38,243	\$ -	\$ 38,243	\$ 517,257	
Services	6	0		\$ 665,000	\$ -	\$ -	\$ -	\$ 665,000	
Transport	7	0		\$ 23,474,490	\$ 1,974,144	\$ 2,364,393	\$ 4,338,537	\$ 19,135,953	
Economy	1	0		\$ 22,000	\$ -	\$ -	\$ -	\$ 22,000	
Governance	8	0		\$ 828,750	\$ 78,231	\$ -	\$ 78,231	\$ 750,519	
Total	28	0		\$ 25,545,740	\$ 2,090,618	\$ 2,364,393	\$ 4,455,011	\$ 21,090,729	

Special Operating Projects	Description	Location	Budget Cost	Actual Cost	Committed Cost	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Community Support											
	School Awards Night	Regional	\$ 1,500	\$ 1,264		\$ 236	84%	In Progress	1/10/2023	31/12/2023	
Parks Gardens and Open Spaces											
	Jericho Sprinkler System Repairs	Jericho	\$ 10,000			\$ 10,000	0%	Procurement	1/08/2023	31/10/2023	
Sports and Recreation											
	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	
Showgrounds											
	Alpha Showgrounds Maintenance	Alpha	\$ 30,000			\$ 30,000	0%	Procurment	1/07/2023	31/12/2023	
Distaster Management											
	Flood Study and Action Plan	Aramac, Alpha and Jericho	\$ 414,000			\$ 414,000	0%	Procurement	1/09/2023	30/06/2023	
GOAL 1: COMMUNITIES TOTAL			\$ 555,500	\$ 38,243	\$ -	\$ 517,257	7%				

Special Operating Projects		Location	Budget Cost	Actuals	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Water											
	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%	In Progress	1/08/2023	31/12/2023	
	Water Reservoir Cleanout	Regional	\$ 60,000			\$ 60,000	0%	Contract Awarded	1/08/2023	31/12/2023	
Sewerage											
	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	
Plant and Workshops											
	Fuel Monitoring System	Regional	\$ 120,000			\$ 120,000	0%	Procurement	1/01/2024	30/06/2024	
GOAL 2: SERVICES			\$ 665,000	\$ -	\$ -	\$ 665,000	0%				

Special Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
Flood Damage												
	Flood Damage - Alpha, Jericho Area		Alpha	\$ 6,781,408	\$ 72,397	\$ 239,134	\$ 6,469,876	1%	Procurement	1/07/2023	30/06/2025	QRA
	Flood Damage - Aramac Muttaborra Area		Aramac	\$ 7,270,839	\$ 119,653	\$ 127,273	\$ 7,023,913	2%	Awaiting Funding Approval			QRA
	Flood Damage - Barcaldine Area		Barcaldine	\$ 3,299,614		\$ 36,364	\$ 3,263,250	0%	Procurement	1/07/2023	30/06/2025	QRA
	Flood Damage - Aramac-Jericho Road		Jericho	\$ 1,287,094	\$ 1,654,121	\$ 700,762	\$ 1,067,789	129%	Commenced	1/07/2023	30/06/2025	QRA
	Flood Damage - Texas Road		Jericho	\$ 1,496,746	\$ 127,972	\$ 1,260,861	\$ 107,913	9%	Commenced	1/07/2023	30/06/2025	QRA
	Flood Damage - Beech Street		Barcaldine	\$ -			\$ -		Funding Approved	1/02/2024		QRA
	Flood Damage - Aramac Region Part 2			\$ 3,338,790			\$ 3,338,790					
RMPC Works												
GOAL 3: TRANSPORT - TOTAL				\$ 23,474,490	\$ 1,974,144	\$ 2,364,393	\$ 19,135,953	8%				

Operating Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Start	Expected Completion	Funding Source
	ATM - Jericho Post Office		Jericho	\$ 22,000			\$ 22,000		On Hold	1/06/2023	30/11/2023	
GOAL 4: ECONOMY - TOTAL				\$ 22,000	\$ -	\$ -	\$ 22,000	0%				

Special Operating Projects		Description	Location	Budget Cost	Actual Cost	Committed	Variance	Action	Project Status	Expected Completion	Expected Completion	Funding Source
Administration												
	New Enterprise System	Corp/Financial Services	Corporate	\$ 400,000			\$ 400,000		Procurement	1/07/2023	30/06/2024	
	Apprentice and Trainees	HR	Corporate	\$ 50,000			\$ 50,000		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	\$ 69,650		\$ 60,350		Awarded	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	\$ 8,581	\$ 1,112	-\$ 943		Planning	1/09/2023	31/12/2023	
GOAL 5: GOVERNANCE - TOTAL				\$ 828,750	\$ 78,231		\$ 749,407	9%				

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 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 the Information Report for December 2023.

Officer's Recommendation: That Council receive the report.

Events	
Christmas Lights, Santa Photos	Several November weekends have been spent assisting others in putting up the streetlights and decorations. We had originally hoped to create a Santa's workshop and photo opportunity in the newsagent but contract was delayed so then obtained donated use of the vacant Woodfired Pizza Shop from owner Phillip Cowley. Discovering no electricity available; so with no light or air conditioning, it was deemed unsuitable for children, so instead became a visual place to be the Shop Local shop and store the 12 Days of Christmas prizes, Santa's sleigh and add character to the street amongst vacant shops. A place for Santa's photos also was required so the Visitor Information Centre was transformed thanks to Kylie Owens and her friend Kim Dows who painted the backdrop. Barcaldine Branch of the Qld Country Women's Association donated a red Santa chair. A team of volunteers to achieve all this happen include: Councillor Plumb, Sharon Broughton, Jean Williams, Monica Ferreira, Keana Ferreira, Jenny Lawrence, Kate Williams, Charmain Acton, Bekka Milton and Chloe Joseph; for whom we all feel incredibly grateful and appreciative.
Pallet Trees	Co-ordinated and encouraged businesses to be more visual with their Christmas, increasing the number of pallet trees on display, generously supplied by the Barcaldine Men's Shed. Competition to be run on Facebook for the top three decorated trees. Next year, idea is to make this regional so other towns have trees as well.

BARCALDINE REGIONAL COUNCIL

AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Women for Election	A full day training workshop to inspire and equip women on their political journey was very successful. Held on Monday 13 November 2023; 13 people registered, six attended.
Santa's Workshop	Attended both St Joseph's and Barcaldine Prep to Year 12 State School on Wednesday 29 November 2023 with the Master of Ceremonies for the Christmas event – Noel Sheridan – to prep the children and encourage their participation at the Tree Lighting by bringing their painted baubles. Master of Ceremonies also visited the Barcaldine Library on Friday 1 st December to encourage parents of smaller children to attend and met all business owners regarding 12 days of Christmas.
Barcaldine Christmas	It was estimated that over 300 people attended the Barcaldine lighting of the windmill tree at The Australian Workers Heritage Centre (AWHC). A lot of work was done behind the scenes with great commitment by Council outside staff in bringing windmill to the AWHC and assisting with the decorating of lights, delivery of stage and all the parts for the night. The night had a beautiful family atmosphere, good weather and café was full. Program included children participating on stage, hanging their Christmas baubles, Combined Church Choir, then Santa and Mrs Claus arriving by Police and Fire Brigade escort to hand out presents for all the kids.
Community Consultative Meetings	Accompanied Chief Executive Officer and Councillors on the meetings in all towns in the region over the week of Monday 4 to Monday 11 December 2023. Good to hear community concerns and that they enjoy the opportunity to talk to Councillors.
12 Days of Christmas	Twenty-two businesses in Barcaldine supported the Shop Local 12 Days of Christmas from Lynn Davies to the Ski Park Diner. Competition is underway with over 998 entries to date . Competition was via scanning a QR code but due to some requests to include manual; four competition boxes were set up at Barcaldine Administration Office, 60 + Better, Information Centre and Cornetts IGA to encourage more entries – collected daily and information uploaded. Daily prizes are now being drawn with results on Facebook and prizes being collected from Council. Mega prize worth \$2,000 to be drawn on Friday 15 December 2023 with one overall winner.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Work in Progress	
Christmas Lights Across the Region	Each town is co-ordinating their judging across the week starting Monday 11 December 2023 with prizes given across five categories, co-ordinated by Amber Coulton at Aramac.
Australia Day 2024	Expressions of Interest were received from Barcaldine Bowls Club and the Cricket Club. District Manager has advised official Australia Day ceremony to be at the Bowls Club with the Cricket Club encouraged to hold their event, possibly seeking some contribution from Council.
Australia Day Awards 2024	Entry forms are available at Council offices and on the web page. There have been eight entries received across all categories except Cultural Person of the Year, Young Cultural Person of the Year and Young Citizen of the Year. Entries received from all towns except Aramac.
Signage on Street Sweeper	Following a request from Col Crawford regarding a wrap on the new street sweeper, quotes have been requested from three businesses in Townsville being Unique Wraps, Master Wraps and Predator Signs. Design direction required from Council – would you like it to be simply branded or something more visual and ‘out there’ representing all towns.
Tourism	
2024 Brochures	Regional Tourism Meeting to be held on Thursday 23 November 2023 to discuss 2024 artwork was postponed until February due to a great number of attendees being either sick or otherwise committed. Some artwork has been received for publications.
Facebook	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.
Matilda Country Magazine	Discussed inserts of Sculpture Trail to be put inside magazine at time of printing – cost \$6,000. Have asked for a sample to see how that might look.
Media	
Christmas in Barcaldine and 12 Days of Christmas	Radio advertisement made to play on both 4LG stations.

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Longreach Leader	Spoke to Di Stanley regarding the Christmas and what's happening around the region.
Christmas Message	Currently filming all Councillors for a personal Christmas message to go on social media. These will run daily, starting from Monday 18 December 2023 in the week leading up to Christmas.
Webpage	
Next steps	Final stages of the website re-design and styling is being undertaken, anticipating going live on 12 December 2023. It is currently in a dummy environment where it is being worked on and we move material and photos into position. There is a lot of work required over the coming weeks to ensure forms are current etc.
Social Media	
Facebook	In the past six months, Facebook followers have grown to 4,209; comprised of 65% women and 34.3% men. Road reports, Christmas competition and activity maintaining growth.
Instagram	Currently there are 90 followers on Instagram, this is expected to grow over December and January with a photographic competition around holidays.
Regional Arts Development Fund (RADF) program	
	There have been no applications for RADF in November. There have been enquiries regarding potential shows to come to Barcaldine in 2024. Propose to hold a RADF committee meeting in mid January.
Council Relations	
Meetings	<p>Since the previous Council meeting, there have been multiple meetings with retailers for the execution of the 12 days of Christmas and Jeff Bowman from AWHC in the planning of the Christmas Event. Additional meetings include:</p> <ol style="list-style-type: none"> 1. St Joseph's Catholic School – Santa's Workshop. 2. Barcaldine Prep to Year 12 – Santa's Workshop. 3. Mrs Claus – rehearsal for Christmas. 4. Donna Muston and Chori – sound check and rehearsals. 5. Santa – 'Whitty' – discussions with the entertainer. 6. Dale and crew – moving of the windmill into place, stage and chairs.

BARCALDINE REGIONAL COUNCIL
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	<p>7. Central West Aboriginal Corporation – 12 days of Christmas, organising Acknowledgement to Country and also introduced visiting Master of Ceremonies to team for possible indigenous activity next year.</p> <p>8. 60 + Better – visit by Master of Ceremonies and explaining 12 days of Christmas.</p>			
Phone meetings	Debbie Gleeson regarding the Christmas lights event – going over protocols etc.			
Why Leave Town Cards	<p>Order for digital trial card has been activated and expecting card in early December. Approvals have been received regarding the design etc and Why Leave Town team are undertaking final stages to the platform. Expected to be operational by the start of next week with the digital cards available for purchase online. Team will be assisting with activating the square terminals around town however, it will mainly be a matter of getting these businesses to register for the program. Community Engagement will be required to visit all businesses in readiness for this. Facebook post to go out regarding the opportunity for businesses.</p>			
Why Leave Town Gift Cards updated	In November, 32 cards were loaded at a value of \$2160. Forty-two cards were redeemed valued at \$2,013.			
	Total cards loaded	Total load value	Total redemptions	Total unredeemed funds
	432	\$41,350	431	\$23,137

Link to Corporate Plan – Theme 1: Community

Consultation (internal/external) – As above

Policy Implications – Nil

Budget and Resource Implications – Nil

Risk Management Implications – Nil

Asset Management Implications – Nil

Legal Implications – Nil

BARCALDINE REGIONAL COUNCIL
AGENDA FOR GENERAL MEETING 12 DECEMBER 2023

Council Meeting Date: 12 December 2023

Item Number: 4.1

Subject Heading: Questions on notice – Responses from November Meeting

Author and Title: Shane Gray, Chief Executive Officer

Classification: (if confidential)

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

Officer's Recommendation: That Council receive the report.

Background

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

Link to Corporate Plan

Theme 1: Community

Consultation (internal/external)

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Implications

Nil identified

Asset Management Implications

Nil

Legal Implications

Nil

Questions on Notice

Council meeting – November 2023

Councillor	Topic	Response
Gleeson	Jericho Cemetery clean up/removal of trees.	Senior Works Supervisor has it in hand and is scheduling the work to be completed.
Arthur	Advertising/encouraging running for Council other than current snapshot/training/truth in campaigning.	<ul style="list-style-type: none">• Induction package for new Councillors• Year to date snapshot to be provided.
Rogers	Funding for 'active women' – application to be considered/feedback from community sought.	Director of Corporate and Financial Services following up.
Rogers	Information and link to the website regarding the Small Business Roadshow to go on social media and Gazette.	Will contact the people who ran the roadshow to get the link to put on social media and Gazette.