



Meeting Notice and Agenda

for the

General Meeting of the Council

to be held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 20th August 2020

Commencing at 9.00am

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ORDER OF PROCEEDINGS

1. Opening

2. Council Prayer

3. Attendance Expected attendance of this meeting is as follows:

Councillors		Staff/Consultants	
Cr SC O'Toole (Mayor)	-Full Meeting	Mr Matthew Magin (Chief Executive Officer)	-Whole Meeting
Cr R Avery	-Full Meeting	Mrs Michelle Clarke (Director Finance & Corporate Services)	-Whole Meeting
Cr RG Fuhrmeister	-Full Meeting	Mr Andrew Boardman (Director Infrastructure Services)	-As required for IFS
Cr R Lomman	-Full Meeting	Dr Digby Whyte (Director Environment & Regulatory Services)	-As required for ERS
Cr SS Scriven	-Full Meeting		
Cr ID Todd	-Full Meeting		
Cr W Winks	-Full Meeting		

4. Leave of Absence

5. Confirmation of Minutes

(COM) Confirmation of Minutes of the **General Meeting held on 16 July, 2020.**

6. Declaration of Conflicts of Interest

7. Deputations Nil

8. Councillor Reports

9. Meeting Business by Corporate Function

Office of the CEO

Finance & Corporate Services

Infrastructure Services

Environment & Regulatory Services

10. Confidential Items

Office of the CEO

Finance & Corporate Services

Infrastructure Services

Environment & Regulatory Services

11. General Business

12. Information Reports

Office of the CEO

Finance & Corporate Services

Infrastructure Services

Environment & Regulatory Services

MEETING BUSINESS BY CORPORATE FUNCTION

(OCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
OCEO1	<u>CREATION OF NEW SWQ BODY SUPPORTING COUNCILS</u>	A new body (SWROC) is proposed to be created from the winding up of the 2 existing bodies (SWQLGA & SWRED)	4
OCEO2	<u>TRAFFIC MANAGEMENT SPONSORSHIP - SOUTH WEST SCHOOL SPORT</u>	South West School Sports have requested traffic management sponsorship for the South West School Sports Triathlon/Aquathlon Trials	37
OCEO3	<u>SHEEP DOG TRAILS - REQUEST FOR FEE WAIVER AND REDUCTION IN COSTS</u>		42
OCEO4	<u>MDA 76TH NATIONAL CONFERENCE AND AGM</u>	MDA 76th National Conference and AGM, 14-16 September 2020	45

OFFICER REPORT

TO: Council

SUBJECT: Creation of new SWQ body supporting Councils

DATE: 07.08.20

AGENDA REF: OCE01

AUTHOR: Matthew Magin - Chief Executive Officer

Sub-Heading

A new body (SWROC) is proposed to be created from the winding up of the 2 existing bodies (SWQLGA & SWRED)

Executive Summary

SWQLGA and SWRED have ceased to be relevant and effective in terms of delivering positive outcomes for the SW and it has been identified for some time now that a new more vibrant and well resourced organisation was required if our collective voice is to be heard and responded to in a meaningful manner

Background

At the first meeting of the new term for SWRED held in Charleville recently Mayor Samantha O'Toole and I had added to the agenda the concerns of a number of Councils around the role, function and success or otherwise of the 2 separate organisations and the need for a new approach to regional collaboration in the SW.

Other similar organisations have been established in most of the regions across Queensland which has directly resulted in the SW being well behind in terms of preparedness for upcoming events etc as well as lobbying and advocacy.

SWQLGA commissioned Grassroots Connections Australia to undertake the development of a report into both organisations and to present a set of options and recommendations to all member Councils for consideration. At a meeting of Councils in Longreach on July 28 it was unanimously agreed that, based on the report, Councils would prepare a report and submit to their August Council meetings recommending the Grassroots Connections report be received and noted and that the recommendations in the report be adopted. A copy of the report is attached.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Effective strategic planning and partnerships

Consultation (internal/external)

Mayors and CEO's from all 6 member Councils

Grassroots Connections Australia
DSD
LGAQ
DLGRMA

Legal Implications

Winding up of the 2 existing organisations and establishing constitution of the new organisation

Risk Implications

Nil.

Policy Implications

Nil

Financial and Resource Implications

Balonne Shire Council as part of the 20/21 budget agreed to increase the level of contribution based on the creation of the new entity to \$50k p.a.

Options or Alternatives

Basically there were 3 options available to us:

- Remain the same
- Disband and not create a new organisation
- Disband and create a new more powerful body with executive support

Attachments

1. SWLGA SWRED Merger - FINAL REPORT (23.07.2020).pdf [↓](#)

Recommendation/s

That Council resolves to receive and note the report from Grassroots Connections Australia

That Council resolves to:

Adopt the recommendations from the report

Matthew Magin
Chief Executive Officer



REPORT

Proposed Merger of

South West Local Government Association (SWLGA)

and

South West Regional Economic Development (SWRED)

Strategic Direction, Operating Model, Funding,
Meeting Arrangements, Legislative and Constitutional Requirements

July 2020

Greg Hoffman PSM



Executive Summary

At a meeting of the South West Regional Economic Development (SWRED) held in Charleville on 28 May 2020 it was agreed that a report be prepared on the implications of a merger between the South West Regional Economic Development (SWRED) and the South West Local Government Association (SWLGA).

Both organisations consist of the same six member councils – Balonne Shire Council, Bulloo Shire Council, Maranoa Regional Council, Murweh Shire Council, Paroo Shire Council and Quilpie Shire Council. Together they cover 319,884km² or 18.4 percent of Queensland.

Concern was expressed that the South West was not receiving a fair share of State Government funding, in particular for roads, and that its regional representational arrangements were not as effective as other regions across Queensland. It was also believed that the existence of the two bodies did not provide a single or unified image of the region's advocacy on behalf of the communities and Councils, and that misaligned meeting arrangements presented unnecessary travel and time demands.

Greg Hoffman PSM, Managing Director of Grassroots Connections Australia, who attended the meeting, was asked to prepare a report on the implications and opportunities presented by a merger of the two organisations drawing on his experience as Executive Officer of the North West Queensland Regional Organisation of Councils (NWQROC) and his related research of regional representational arrangements across Queensland.

This report provides recommendations that commence the process of merging the two organisations, should they agree to do so, and sets in train a timetable to implement the changes over the next six months. Importantly, it proposes the mechanism to develop the strategic direction of the new body and establish the operational framework and resourcing base to expand the South West's advocacy and engagement with the State and Federal governments together with relationship building amongst member councils and regional stakeholders.

Key recommendations involve:

1. Action to develop a strategic plan, identifying regional priorities, and an associated advocacy action plan for the new body.
2. Adoption of an operating model involving the appointment of an Executive Officer.
3. Adoption of a draft budget for 2020-21 increasing member subscriptions to fund increased activity levels.
4. Member subscriptions to be based on a flat fee per council.
5. Meetings of the Board to be held on a monthly basis by videoconference and quarterly face-to-face meetings at centres across the region.
6. A meeting of the Board to be held in Brisbane on an annual basis.
7. Establishing the new body under the Associations Incorporation Act 1981 and winding up the current Associations.

Initial consideration of the report will commence with informal discussions amongst the member councils in coming weeks. A timetable, commencing in August, is provided to formally consider the report and recommendations and implement the agreed changes.

In commissioning this report the member councils of SWLGA and SWRED have demonstrated their willingness to strengthen their leadership in the development of South West Queensland. They have made a commitment to chart a course for the future based on collaboration and cooperation amongst themselves and in conjunction with the other levels of government and regional stakeholders.

They are to be commended for this initiative and commitment.



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1. Introduction

At a meeting of the SWRED held in Charleville on 28 May 2020 it was agreed that a report be prepared on the implications of a merger between the SWRED and SWLGA.

Both organisations consist of the same six member councils – Balonne Shire Council, Bulloo Shire Council, Maranoa Regional Council, Murweh Shire Council, Paroo Shire Council and Quilpie Shire Council.

Concern was expressed that the South West was not receiving a fair share of State Government funding, in particular for roads, and that its regional representational arrangements were not as effective as other regions across Queensland. It was also believed that the existence of the two bodies did not provide a single or unified image of the region's advocacy on behalf of the communities and Councils, and that misaligned meeting arrangements presented unnecessary travel and time demands.

Greg Hoffman PSM, Managing Director of Grassroots Connections Australia, who attended the meeting, was asked to prepare a report on the implications and opportunities presented by a merger of the two organisations drawing on his experience as Executive Officer of the North West Queensland Regional Organisation of Councils (NWQROC) and his related research of regional representational arrangements across Queensland.

This report addresses the following matters:

1. Regional representational arrangements across Queensland;
2. Strategic opportunities of a merger of the SWLGA and SWRED;
3. Operating model and resourcing requirements;
4. Meeting arrangements;
5. Legislative and constitutional requirements, and
6. Implementation steps.

The report is prepared to facilitate further discussions amongst the councils of the South West and provides recommendations to assist as they consider the way forward.

2. Background

2.1 South West Local Government Association (SWLGA)

The SWLGA is an unincorporated Association consisting of the six member councils identified above. The Office of Fair Trading has no record of its incorporation under the Associations Incorporation Act 1981 and the date of its establishment is unknown. The Constitution has not been located at this stage; however, SWLGA has been in existence for several decades.

The SWLGA is one of only three similar bodies remaining in Queensland. The others are:

- o The Western Queensland Local Government Association (WQLGA) which includes councils in the central west and some in the north west; and
- o The Northern Alliance of Councils (NAOC) which was formerly known as the North Queensland Local Government Association. It includes councils in the Mackay/Whitsunday area, north Queensland, and some in the far north and north west.

In the case of both WQLGA and NAOC their member councils are also members of various Regional Organisations of Councils (ROCs).



A distinguishing feature of these bodies is an annual conference organised by a host council. Between annual conferences, and a half-yearly conference in the case of the SWLGA, there is limited capacity to pursue initiatives because there are no dedicated resources or staff. The work of the LGAs usually falls to the CEO and office staff of the sponsoring council (rotational Chairperson) meaning its operations are an additional duty on top of the primary role of these individuals.

Historically the LGAs provided the main opportunity for Councils, in self-selected district groups, to discuss issues relevant to their common interest and to meet with Government Ministers, local members and departmental officers.

The LGAs were a significant part of district representation of councils for many years and covered the State but over the past 20 years the majority have been superseded by Regional Organisations of Councils (ROCs). This saw the consolidation of many adjoining district LGAs into more regional groupings with varying approaches taken as to their priorities and structures – associations, companies, and unincorporated.

Currently in Queensland there are nine formally constituted ROCs. In addition, there is the SWLGA and the Darling Downs and South West Council of Mayors formed in 2015 and hosted by Toowoomba Regional Council, which parallels the Darling Downs and South West RDA group. Membership of the ROCs is again self-selected and agreed to by the members with no formal alignment with the LGAQs Districts which are primarily used for the election of representatives to the LGAQ's Policy Executive.

2.2 South West Regional Economic Development (SWRED)

The SWRED is incorporated under the Associations Incorporation Act 1981 and according to ASIC's Business Register was incorporated in 1992. Its region consists of the six local government areas listed above and its members are nominated by each council. Councils may appoint two members being elected members but with the option of nominating one elected member and a community representative. At present there are no community representatives as members of SWRED.

According to the Constitution (Clause 3), the objects of the SWRED are as follows:

SWRED is a key organisation that coordinates a clear direction for economic development in the region and brings together a wide range of stakeholders to help achieve a more vibrant and prosperous regional economy that is in line with community values.

Its key roles are to:

- 1. Coordinate community, government and private sector resources and foster cooperation between and within these sectors;*
- 2. Engage regional stakeholders in identifying a clear direction and priorities for economic development;*
- 3. Assist people and businesses in the region to develop funded economic development projects that address priorities;*
- 4. Ensure that regional priorities and activities link with local, state and federal government plans and priorities; and*
- 5. Link local effort and ideas with organisations, investment and collaborators outside the region.*

In short, SWRED coordinates the resources, motivation and effort of local government, the private sector, the community and state and federal governments to foster a vibrant economy in the region.

Across Queensland there are many and varied forms of regional economic development bodies. Each of the current ROCs incorporate economic and regional development within their constitutions or charters but with varying degrees of priority and resourcing depending on other organisational arrangements within their areas. Attachment 1 provides summaries of the Mission, Vision, Purpose and Programs of several Queensland ROCs. It includes references to their role in economic development and identification of specific resourcing arrangements where it is in place.

It should be noted that a number of ROCs are supported by the State Government with funding under the Remote Area Board (RAB) scheme which covers Western Queensland and the Cape York/Torres Strait region.

RAB funding supports regional economic development projects and employment opportunities as well as promoting economic coordination and capability across the regions.

Queensland has five RABs:

- South West Regional Economic Development (SWRED)
- Central Western Queensland Remote Area Planning and Development Board (RAPAD)
- Gulf Savannah Development (GSD)
- Mount Isa to Townsville Economic Zone Incorporated (MITEZ)
- Torres and Cape Indigenous Councils Alliance (TCICA).

Councils constitute the members of SWRED, RAPAD and TCICA, whilst GSD and MITEZ have both Council, State Government and industry members.

In addition to these funded bodies Councils directly support a wide range of other economic development bodies within their regions as members of community/industry-based organisations. Examples in coastal regions include:

- Advance Cairns
- Townsville Enterprise Limited
- Greater Whitsunday Alliance
- Capricorn Alliance
- Gladstone Area Promotion and Development Limited

In summary, local governments across Queensland are active participants and contributors to economic development within their regions. Also, there are numerous organisational structures through which this role is played – there is no single or preferred model.

3. Strategic Direction and Priorities

At the meeting in Charleville on 28 May 2020 lengthy discussion canvassed the range of issues confronting the region. Concern was expressed that the South West was not receiving a fair share of State Government funding, in particular for roads, and that its regional representational arrangements were not as effective as other regions across Queensland. It was also believed that the existence of the two bodies did not provide a single or unified image of the region's advocacy on behalf of the communities and Councils, and that misaligned meeting arrangements presented unnecessary travel and time demands.

In looking to address these concerns the meeting discussed what issues and approaches would need to be addressed in a strategic plan for a merged body. These included:

Issues:

- Waste Management and Recycling
- Disaster Management
- Telecommunications
- Registered Passenger Transport (RPT) Services
- Road Funding
- Emergency Services (Communications)
- Economic Development
- Energy/Electricity (Energy Link)
- Water and Waste
- Population & Sustainability

Approaches:

- Place Based Policy and Funding
- Tourism Website
- Drive, Leadership and Resources
- Building Relationship within Government
- Strategy, Structure and Resources
- Six Point Plan

In considering the way forward it was acknowledged that a Strategic Plan would be required to focus the new body on agreed priorities and support the development of advocacy action plans. This would require specific investigation and discussion across member councils and relevant stakeholders to scope the strategy and identify priority initiatives and timelines.

Importantly, the strategic direction needs to be fully considered and agreed to by member councils for it to be successful and provide the basis on which to build an effective regional body.

This approach was adopted by the NWQROC in 2018 when it undertook a comprehensive process to focus its advocacy efforts after resolving to restructure and resource its operations. This has been guided through the development of its Strategic Plan 2018-21 which includes its Vision, Mission and Regional Priorities and Action Plan. This document (Attachment 3) may provide a streamlined framework on which to build a new Strategic Plan for the South West.

In addition, the SWRED's Strategic Plan - Our Future from 2020, developed with input from member Councils, identifies the four economic pillars of the South West – Tourism, Agriculture, Mining and Services. These are supported with five regional priorities – Regional Advocacy, Diversification, Agriculture and Water Management, Essential Infrastructure, and Tourism. This document (Attachment 4) provides content elements for consideration in the development of the new Strategic Plan.

Recommendation #1:

1. That a merged SWLGA and SWRED undertake a comprehensive strategic planning process to develop a Strategic Plan 2020-2024 identifying regional priorities and facilitating the development of an Advocacy Action Plan.

4. Operating Model and Structures, Resourcing and Funding

4.1 History

At the meeting of the SWRED in Charleville on 28 May 2020 information was presented about the operations of the Central Western Queensland Remote Area Planning and Development Board (RAPAD) and the North West Queensland Regional Organisation of Councils (NWQROC).

The meeting was attended by Bruce Scott OAM, former Mayor, Barcoo Shire Council and long-term Director of RAPAD. Bruce was attending the meeting in his new capacity as Regional Recovery Officer – South West Queensland, National Drought and North Queensland Flood Recovery and Response Agency. Also present was Greg Hoffman PSM, Executive Officer, NWQROC who, in 2018 prior to his appointment as Executive Officer, advised their Board on a restructure to enable the ROC to more effectively represent the region acknowledging the challenges posed by remoteness and limited political “clout” because of a low population base.

Bruce detailed the factors that led to the growth of RAPAD and its ongoing success to provide a stable organisational base and continuity across the electoral cycle. Its current wide range of services have grown from modest beginnings commencing with a focus on economic development priorities. Gradually through the ability to demonstrate positive outcomes for members and confidence, under strong leadership, to embrace additional activity in partnership with State and Federal governments, RAPAD has developed a brand and recognition as the State’s leading regional organisation of councils.

Greg outlined how the NWQROC¹ had operated following its establishment in 2013 which gave rise to the call for change in 2017. Its five meetings per year had become a forum for multiple State government agencies to attend and provide updates and information on legislative change impacting member councils. Very little time was available for the Councils to discuss their priorities and establish “their” agenda for the future of the State’s North West. Arising out of the restructure a targeted strategic plan has been developed with a long-term action plan focused on raising the region’s profile and engaging Federal and State governments promoting its economic contribution to the national and state economies. This has been done through strong relationship building at political and departmental levels and building a public and social media profile.

4.2 Comparisons

To assist in identifying possible organisational models for the South West, Attachment 1 has been prepared providing information on successful regional organisations of councils in Queensland with a number of similarities to SWLGA and SWRED; and from whose experience learnings can be drawn to assist in determining a way forward.

Four ROCs were chosen – Central West Queensland Remote Area Planning and Development Board (RAPAD)², Wide Bay Burnett Regional Organisation of Councils (WBBROC)³, Far North Queensland Regional Organisation of Councils (FNQROC)⁴ and North West Queensland Regional Organisation of Councils (NWQROC). They were chosen because they had each grown from humble beginnings into high performing organisations with clear strategic direction reflected in comprehensive strategic plans, full regional membership, long term financial sustainability, core advocacy functions, funding arrangements supported by external project funding, and organisational recognition enabling access to Ministers and departments.

¹ <https://www.nwqroc.com.au>

² <http://www.rapad.com.au/>

³ <https://wbbroc.org.au/>

⁴ <http://www.fnqroc.qld.gov.au/>

A common feature of their growth and ongoing success was the appointment of an Executive Officer on either a full time or part-time basis, and other staff as required, supporting their Boards of mayors and councillors and working in close collaboration with respective council CEOs. This together with long term funding commitments enabled careful strategic planning and direction setting and the building of trust within the membership and relationships across governments and regional stakeholders.

In 2011 FNQROC commissioned a Review into its Operations and Benchmarking⁵.

This review, conducted by de Chastel & Associates, entailed extensive consultation with internal and external stakeholders, a detailed analysis of some other ROCs and an assessment of current FNQROC activities. The findings of particular relevance to SWLGA and SWRED in considering the best approach to growing into an effective organisation on behalf of members are as follows:

Current success factors:

- Continuity of staff
- Strong support of mayors and councils
- Collegiate approach by member councils, and
- Capacity to build networks.

Future success factors:

- Development of advocacy role
- Setting of strategic priorities e.g. three or four that are “region building”
- Maintaining clarity of roles and responsibilities with different regional agencies e.g. economic development and natural resource management bodies
- Incorporation into a legal entity, and
- Continuing to establish its separate identity.

At the meeting in Charleville, members present identified a number of these factors as key objectives to be sought in a restructuring of the SWLGA and SWRED.

4.3 Proposal

FNQROC (1980s) and RAPAD (1992) are long established and mature organisations demonstrating the potential and capacity of strongly lead, strategically focused and well-resourced ROCs. However, based on the analysis of the four ROCs contained in Attachment 1, the ROC which appears the most comparable is the WBBROC. Except for the NWQROC, WBBROC is the newest in terms of its transition from a member council provided administrative/secretarial support service to a dedicated Executive Officer and organisational development role. It has operated since 1999.

Relevant features of the WBBROC operational arrangements are as follows:

- Part-time Executive Officer (EO) (4 days per week) operating remotely
- Secretarial and financial services provided by a member council (1 day per week)
- The member council provides an office, if and when required, for use by EO and a Regional Water Co-ordinator (QWRAP funded project)

⁵<http://www.fnqroc.qld.gov.au/files/media/original/003/f42/a01/2cd/4.%20FNQROC%20Review%20of%20Operations%20and%20Benchmarking%20-%202011.PDF>

- The ROC makes an annual contribution for these facilities/services
- The EO is engaged via a consultant contract plus re-imbursement of out-of-pocket expenses
- ROC income: Membership subscriptions \$200K (shared on population basis), Economic Development levy \$75K (\$15K x 6 councils excl. Cherbourg ASC), project funding \$50K (\$30K QWRAP + \$20K RRTG). Total Income: \$325K = \$275K (members) + \$50K (external projects).
- Economic Development Project Officer and Regional Water Co-ordinator are funded from levy and external project funding. Some co-contribution funding is required from the ROC.

In addition to the WBBROC Board there are several advisory committees that support its activity including:

- Regional Economic Development
- Waste and Recycling
- Sport and Recreation
- Regional Roads and Transport Group
- QWRAP/ Water and Wastewater
- CEOs' Group
- Waste and Recycling Education officers
- Media officers

These groups support the ROC in achieving its regional priorities established under its strategic plan.

The Executive Officer is the sole officer of the ROC and his roles and responsibilities are summarised as follows:

- Attend ROC meetings, prepare agenda, minutes and action resolutions,
- Attend most Advisory Committees
- Write reports, submissions, briefing notes, correspondence and media statements
- Arrange meetings with ministers, departments and organisations interacting with the ROC and region
- Liaise with member councils, LGAQ, government departments, regional stakeholder organisations etc.
- Appointment and oversight of consultants and others engaged by the ROC
- Attend to WBBROC emails, phone calls, information distribution and website updates
- Payment of invoices and oversight of financial records and accounts in conjunction with host council finance staff.

(The administration officer assists with the performance of these tasks particularly in relation to the last two points.)

Depending on how a merged SWLGA and SWRED approached the development of a strategic plan and regional priorities, it could reasonably be assumed that an operating model and structural arrangements similar to those in place for the WBBROC could be applicable to a new regional organisation for the South West. This model provides maximum flexibility in recruitment and the lowest cost structure for the new organisation not requiring the direct employment of an Executive Officer or the provision of permanent standalone office facilities and equipment. It is now in place not only for the WBBROC but also NWQROC, Outback Queensland Tourism Authority (OQTA) and Southern Gulf NRM.

4.4 Funding

It is important that sufficient funds be available to provide the required capacity to undertake strategic planning and priority setting, relationship building and organisation development tasks and that member councils agree to commit to such funding for an agreed period to provide the Executive Officer with clearly articulated performance targets, timelines and certainty. As an example, RAPAD councils agreed to a three-year development phase and funding program in 1992.

Having regard to the existing activities of the SWRED, which are presumed to continue at the current level, and the desire to build the overall capacity of the combined body into a more effective representative body, a budget in the order of \$280K - \$300K is proposed. This is based on the structure in place for the WBBROC and is similar to the NWQROC. It would provide the core organisational structure to establish an effective advocacy and representational capacity and support the continuation of the current economic development activity. It would also provide the basis on which to leverage project funding from government to support initiatives identified through the strategic planning process.

A notional operational budget has been prepared requiring annual income of \$300K to establish and support a new organisation. The budget and supporting notes can be found at Attachment 2. More accurate budget forecasting will be possible once the strategic planning process is finalised and regional priorities determined.

4.5 Membership Subscriptions

Currently there are six member councils of the SWLGA and SWRED.

Members contributions to the SWLGA are \$2,500 per annum per council totalling \$15,000. SWRED membership contributions for 2019-20 are as follows:

Balonne SC	\$20,000
Bulloo SC	\$10,000
Maranoa RC	\$20,000
Murweh SC	\$20,000
Paroo SC	\$10,000
Quilpie SC	<u>\$20,000</u>
Total	\$100,000

This gives a combined total of \$115,000. To achieve the funding level of \$300,000 identified in the notional budget in Attachment 2, an additional \$185,000 is required.

There are four (4) possible funding models:

- Flat fee per council (NWQROC and RAPAD)
- Flat fee per council [\$10K] plus an amount per head of population (FNQROC)
- Council population (WBBROC), and
- Operating Income

The following table provides the subscription amounts per councils based on these models to raise the amount of \$300,000.



Table 1 – Subscription Models

Council	Population Estimate 2019 (QGSO)	Operating Income – 2018/19 (\$'000)	Subscription Models			
			Flat Fee (equal shares)	Flat Fee \$10K per council plus \$10.00 per head of population	Population	Operating Income
Balonne SC	4,360	23,370	50,000	53,627	54,534	40,831
Bulloo SC	325	14,861	50,000	13,252	4,065	25,965
Maranoa RC	12,665	81,562	50,000	136,729	158,412	142,507
Murweh SC	4,295	19,949	50,000	52,977	53,721	34,854
Paroo SC	1,562	15,266	50,000	22,630	19,537	26,672
Quilpie SC	778	16,696	50,000	17,785	9,731	29,171
	23,985	171,704	\$300,000	\$300,000	\$300,000	\$300,000

Note: \$10,000 is currently the lowest subscription amount payable as a member of SWRED.

All subscription models have advantages and disadvantages depending on individual Councils' perspectives about increased payments, anticipated value for money and perceived equity. Based on the premise of equal sharing of benefits achieved through the equal sharing on costs the flat fee per council is recommended. This model is in place at RAPAD and NWQROC.

Recommendations #2:

1. That a merged SWLGA and SWRED adopt an operating model based on the following structure:
 - A part-time Executive Officer be engaged, four days per week, to operate remotely.
 - The Executive Officer be engaged via a fixed priced contract (reviewed annually) plus re-imbursement of out-of-pocket expenses.
 - Secretarial and financial services to the new body be provided by a member (host) council, one day per week, to be reimbursed by the new body.
 - The host council provide office space for occasional use by the Executive Officer and other officers or contractors.
2. That the draft budget for 2020-21 (Attachment 2) be approved in principle involving a minimum outlay of \$300K and that the draft budget be reviewed following completion of the strategic planning process and setting of regional priorities for final approval in January 2021.
3. That annual membership subscriptions be based on a flat fee of equal shares of \$50K per member council to achieve the required level of membership subscriptions.

5. Meetings Schedule

At the meeting in Charleville concern was expressed about the misalignment of meetings i.e. SWLGA, SWRED and SWRRTG creating unnecessary travel and time demands. The merging of the SWLGA and SWRED combined with a ramping up of advocacy and representational activity creates the need to establish a comprehensive but functional meetings regime.

Meetings need to be scheduled to conduct the normal business of the new body that ensures it can develop a momentum to pursue its strategic objectives and at the same time assist in building relations

amongst the members and maximising opportunities to meet with Ministers, local members, Director Generals and senior departmental officers. In addition, the initial meeting schedule needs to provide time for considering and adopting the changes required in merging the two organisations.

To achieve these multiple objectives and in recognition of the long distances and travel times involved in meetings across the region it is proposed to introduce a combination of face to face and video-conference meetings.

The following is submitted for consideration:

Face to Face meetings:

- Four quarterly meetings per year.
- One of the four meetings to be held in Brisbane in May, ahead of the State Budget, when Parliament is sitting.
(The annual parliamentary sittings schedule is usually set in December/January for the following nine to 12 months.)
- The other three meetings to be held around the region on a rotational basis.

Video-conference meetings:

- Monthly meetings by videoconference except in the month of Face-to-Face meetings.
- The videoconference to take 1-2 hours maximum.

The meetings schedule should be set by the Board in February each year for the following 12 months.

This combination of face-to-face meetings and videoconferences is successfully utilised by RAPAD and NWQROC recognising their comprehensive agendas and the time and distance implications of face-to-face meetings.

Draft Meetings Schedule 2020-21

(including suggested consideration of this and any further reports on the proposed merger).

Date	Meeting & Purpose
August 2020	<p><i>Face-to-Face</i> Venue – ? Presentation and Consideration of Review Report(s)</p> <p>Note: SWLGA and SWRED General Meetings could be scheduled at this time as per Recommendations 5.1 and 5.2. These could be held in conjunction with the SWLGA Annual Conference.</p>
Mid – Late September	<p><i>Videoconference</i> Further consideration of Review Report Key Decisions about Merger, Constitution, Creating Executive Officer position, Initiate Recruitment of EO, Operating Model, Budget,</p>
Early November	<p><i>Face-to-Face</i> Venue – ? Strategic Planning Workshop Consideration of policy implication ex outcome of 2020 State Election Develop strategy to engage Ministers post-election, Appointment of EO,</p>

Date	Meeting & Purpose
Early December	<i>Videoconference</i> Update on development of Strategic Plan
Late January 2021	<i>Videoconference</i> Finalise Strategic Plan Adoption of Meeting Schedule for 2021 Commence preparation of agenda for meetings with Ministers etc. in May in Brisbane
Late February	<i>Face-to-Face</i> Venue - ? Meeting with Local Members & New Ministers Develop Advocacy/Work Plan for 2021-22
Late March	<i>Videoconference</i> Finalisation of agenda for meetings with Ministers etc. Finalise Advocacy/Work Plan for 2021-22
Late April	<i>Videoconference</i>
Mid May	<i>Face-to-Face</i> Venue – Brisbane (State Parliament) Meetings with Ministers/Advisors/Director Generals/etc. Consideration of Draft Budget 2021-22
Mid June	<i>Videoconference</i> De-brief on Ministerial meetings Approval of Advocacy Action Plan 2018-19 Approval of SWROC Budget 2018-19 for adoption at AGM
Mid July	<i>Videoconference</i>
Late August	<i>Face-to-Face</i> Venue – ? Annual General Meeting
Mid September	<i>Videoconference</i>
Mid October	<i>Videoconference</i>
Mid November	<i>Videoconference</i>
Late November	<i>Face-to-Face</i>
	Venue – ?
Mid December	<i>Videoconference</i>

Notes: It is proposed the South West Regional Roads and Transport Group meetings be held at the same place and time as the Face-to-Face meetings of the new body. This is aimed at making effective use of travel and meeting time as well as facilitating the collective effort on actions across roads and transport, economic development, and advocacy.

Recommendations #3:

1. That a merged SWLGA and SWRED adopt a Schedule of Meetings based on four (4) quarterly Face-to-Face meetings, and monthly video-conference meetings , and
2. That the SWRTG meetings be held in conjunction with the Face-to-Face meetings of the merged organisation plus videoconferences as and when required.

6. Actions required under the Associations Incorporation Act 1981 and Constitutions

In considering the best approach to the merger of the two organisations, a preliminary review has been undertaken of the provisions of the Associations Incorporation Act 1981 (the Act) and their Constitutions.

SWLGA is an unincorporated Association with no records held in the Office of Fair Trading about the organisation. Its Constitution cannot be located within currently held Council records.

The Constitution of the SWRED is based on the model constitution available under the Act and contains the standard clause in relation to the transfer of assets in the event of winding up.

The Act provides several options to achieve the outcome of a combined/single organisation involving:

- Part 9: Division 2 – Amalgamation of Incorporated Associations
- Part 5: Division 2 – Amending the Rules
- Part 4: Division 3 – Change of Name
- Part 10: Winding Up, and
- Part 2: Division 2 – Incorporation

Table 2 – Legislative Provisions

Legislative Provision	Option		
	1	2	3
Part 9: Division 2 – Amalgamation of Incorporated Associations	✓		
Part 5: Division 2 – Amending the Rules	✓	✓	
Part 4: Division 3 – Change of Name	✓	✓	
Part 10: Winding Up		✓	✓
Part 2: Division 2 – Incorporation			✓

Option 1:

Would involve the two associations amalgamating and proceeding to amend the rules and change the name to that of the new organisation.

Option 2:

Would involve one of associations amending its rules to accommodate the other, changing its name to that of the agreed new organisation, and the other association winding-up and transferring its assets to the new organisation.

Option 3:

Would involve incorporating a new organisation, the existing bodies being wound up and their assets being transferred to the new organisation.

Option 1 is not possible as the SWLGA is unincorporated and without a Constitution.

Option 2 would require SWRED to amend its rules and change its name with SWLGA winding up by resolution and transferring its assets to the amended organisation.

Option 3, on face value, would appear to be the preferred option. It enables the creation of the new organisation with a constitution specifically drawn for the purpose and the existing organisations voluntarily winding up and transferring their assets to the new body. The Act requires organisations that are winding up to transfer their assets to a body with similar objectives. The assets cannot be distributed amongst members of that association. This requirement would be met with the new organisation being established to meet the objectives of the two existing bodies.

The SWRED Constitution (Clause 49) reflects this requirement of the Act. In the absence of the SWLGA Constitution, it can reasonably be assumed that it would contain a similar provision. In any event, winding up the SWLGA in accordance with the provisions of the Act would meet all reasonable expectations of winding up the Association.

Recommendations #4:

1. That a new organisation be created under the provisions of the Associations Incorporation Act 1981 and the SWLGA and SWRED be wound up with their assets transferred to the new organisation.
2. That the new organisation be named the South West Regional Organisation of Councils (SWROC).

7. Implementation

To give effect to Recommendations 4.1 and 4.2 the SWLGA and SWRED each need to pass resolutions in accordance with the provisions of the Associations Incorporation Act 1981 and their Constitutions, as and where appropriate.

Recommendations #5:

1. That the SWRED call a general meeting in accordance with Section 89 of the Associations Incorporation Act 1981 to pass a special resolution to wind up the Association and transfer its assets to the newly created SWROC under Clause 49 of its Constitution.
2. That the SWLGA call a general meeting as prescribed for incorporated Associations under Section 89 of the Associations Incorporation Act 1981 to pass a special resolution to wind up the Association and transfer its assets to the newly created SWROC.

8. Conclusion

At the SWRED meeting in Charleville on 28 May 2020 the process of considering the merger of the SWRED and SWLGA commenced with a request that a report be prepared on the implications and opportunities presented by a merger of the two organisations.

This report provides recommendations that commence the process of merging the two organisations, should they agree to do so, and sets in train a timetable to implement the changes over the next six months. Importantly, it proposes the mechanism to develop the strategic direction of the new body and establish the operational framework and resourcing base to expand the South West's advocacy and engagement with the State and Federal governments together with relationship building amongst member councils and regional stakeholders.

This review has identified the changes necessary to create a new organisation to be the lead change agent in the State's South West through the following recommendations:

Summary of Recommendations:

1. That a merged SWLGA and SWRED undertake a comprehensive strategic planning process to develop the Strategic Plan 2020-2024 identifying regional priorities and facilitating the development of an Advocacy Action Plan.
2. That a merged SWLGA and SWRED adopt an operating model based on the following structure:
 - A part-time Executive Officer be engaged, four days per week, to operate remotely.
 - The Executive Officer be engaged via a fixed priced contract (reviewed annually) plus re-imbursement of out-of-pocket expenses.
 - Secretarial and financial services to the new body be provided by a member (host) council, one day per week, to be reimbursed by the new body.
 - The host council provide office space for occasional use by the Executive Officer and other officers or contractors.
3. That the draft budget for 2020-21 (Attachment 2) be approved in principle involving a minimum outlay of \$300K and that the draft budget be reviewed following completion of the strategic planning process and setting of regional priorities for final approval in January 2021.
4. That annual membership subscriptions be based on a flat fee of equal shares of \$50K per member council to achieve the required level of membership subscriptions.
5. That a merged SWLGA and SWRED adopt a Schedule of Meetings based on four (4) quarterly Face to-Face meetings, and monthly video-conference meetings.
6. That the SWRRTG meetings be held in conjunction with the Face-to-Face meetings of the merged organisation plus videoconferences as and when required.
7. That a new organisation be created under the provisions of the Associations Incorporation Act 1981 and the SWLGA and SWRED be wound up with their assets transferred to the new organisation.
8. That the new organisation be named the South West Regional Organisation of Councils (SWROC).
9. That the SWRED call a general meeting in accordance with Section 89 of the Associations Incorporation Act 1981 to pass a special resolution to wind up the Association and transfer its assets to the newly created SWROC under Clause 49 of its Constitution.
10. That the SWLGA call a general meeting as prescribed for incorporated Associations under Section 89 of the Associations Incorporation Act 1981 to pass a special resolution to wind up the Association and transfer its assets to the newly created SWROC.

The Draft Meetings Schedule contains an implementation plan subject to a decision by the SWLGAQ and SWRED to proceed with the recommended changes. It provides a change program through until January 2021.

The report is presented to the SWLGA and SWRED for your consideration. Grassroots Connections Australia Pty Ltd expresses its sincere thanks for the opportunity to support your initiative in seeking to create a new regional body with the capacity to play an effective role in the growth and development of Queensland's South West Region.

Greg Hoffman PSM
Managing Director
23 July 2020



Attachment 1

ROC COMPARISONS – DEFINING FEATURES

ROC	Structure	Councils	Mission/Vision/ Purpose	Programs/Priorities	Budget	Staff
RAPAD (1992)	Ltd	7	<p>A united regional organisation proactively shaping & creating a prosperous future for the RAPAD region of Outback Queensland.</p> <p>Through collaboration and innovation, support and empower the RAPAD region, its communities and people to realise their potential.</p> <p>Regional Priority Focus Areas</p> <ul style="list-style-type: none"> • Technology & Digital Economy • Infrastructure & Services • Economic Development • Health & Well-being • Regional Narrative 	<ul style="list-style-type: none"> - Outback Regional Roads& Transport Group - Outback Regional Water Alliance - Central West Regional Pest Management Group - RAPAD Skilling – RTO - Rural Finance Counselling Service – Small Business Counselling - RAPAD Employment Services - CDP - Regional Certifying Body - Qld Feral Pest Initiative - Digital Strategy - Far West Tourism Action Plan - Pathways to the Future 	<p>Subs: \$350K</p> <p>(shared equally)</p> <p>Projects: \$5.8M</p> <p>Other Rev: \$520K</p>	<p>11</p> <p>(5 x RTO)</p>
FNQROC (1980s)	Un-in corporated Charter	13	<p>To foster cooperation & resource sharing between Councils & effectively advocate regional positions & priorities.</p> <p>Regional Priority Focus Areas</p>	<ul style="list-style-type: none"> - Regional Development Manual - Asset management - Cross Region Events - Economic Development - Natural Asset Management - Planning - Procurement - FNQROC Water Alliance 	<p>Subs: \$448K</p> <p>(\$17K flat fee per member plus \$1.80 per head of population to max. of \$90K)</p>	<p>5</p>

ROC	Structure	Councils	Mission/Vision/ Purpose	Programs/Priorities	Budget	Staff
			<ul style="list-style-type: none"> Develop resilient transport infrastructure and connectivity Provide reliable and affordable water and energy Respect and manage our natural assets and environment Develop equitable social infrastructure Provide equitable communication network 	<ul style="list-style-type: none"> Regional Roads & Transport Group Regional Waste Management Regional Mountain Bike Strategy 	Projects: \$572K Other Rev: \$25K	
WBBROC (1999)	Inc.	6	Make the Wide Bay Burnett an attractive, affordable and progressive region to live, work and invest. <ul style="list-style-type: none"> Deliver improved economic outcomes for the region Drive infrastructure development and investment in the region Facilitate planning at a regional level Provide collaborative leadership for the region. 	<ul style="list-style-type: none"> Economic Development - REDAC Transport (roads, rail, air, ports, bridges) – Roads & Transport Alliance Waste Management – Waste Recycling Advisory Committee Water & Waste-Water – QWRAP Sport & Recreation Advisory Committee Invasive Species Committee 	Subs: \$200K (shared on population basis) Econ Dev levy - \$75K (\$15K per council excl. Cherbourg ASC) Projects: \$50K	4
NWQROC (2013)	Un-incorporated Charter	8	To foster cooperation & promote resource sharing among member councils to effectively develop & promote regional priorities, including through developing future visions & strategies to advocate to other levels of government.	Strategic Priorities: <ul style="list-style-type: none"> Effective Political & Stakeholder Engagement Supporting Regional & Economic Development of the State's NW Development Regional Infrastructure, Transport Networks & Workforce Capability 	Subs: \$200K (Subs shared equally – 8x\$25K) Projects: Resilience \$50K	3

ROC	Structure	Councils	Mission/Vision/ Purpose	Programs/Priorities	Budget	Staff
			Regional prosperity through interactive and collaborative planning and advocacy.	<ul style="list-style-type: none"> - Protecting the Region's, Environment, Natural Assets & Adapting to Climate Change - Provision of Equitable Health, Medical & Educational Services - Affordable Access to telecommunications & Broadband Services <p>Current Priorities:</p> <ul style="list-style-type: none"> - Resilience Initiatives: Flood Monitoring Infrastructure - Regional "Get Ready" - Six Point Action Plan - State Election Platform - Regional Recovery Plan 	Flood Monitoring Systems \$2.0M	

Attachment 2

SWLGA & SWRED – NOTIONAL BUDGET

Background:

The SWLGA and SWRED have the same six member councils. Currently SWRED membership generate \$100,000 per annum to support its day to day operations and project funding under the RAB scheme and other State and Commonwealth funding.

The SWLGA membership generates \$15,000 per year which supports basic operational costs and arrangements for the annual and half yearly conferences.

The unaudited financial statements of SWLGA at 31 March 2020 show a carried forward cash balance at that time of \$126,720. However, Balonne Shire Council advise that a grant commitment of \$93,245 has been paid leaving a carried forward cash balance at 1 July 2020 of \$33,475. The unaudited financial statements of the SWRED at 30 June 2020 show a carried forward cash balance at 1 July 2020 of \$35,119. These amounts are reflected in the Notional Budget below along with an assumed continuation of Remote Area Board (RAB) funding of \$150,000.

Operating Environment:

This draft budget has been prepared based on an assessment of the operating models of other regional organisations of councils in Queensland with similar objectives and comparable history in relation to their genesis and member council aspirations for effective representation, advocacy and organisational capacity. Specifically, the Wide Bay Burnett Regional Organisation of Councils (WBBROC) has been chosen as the ROC most closely aligned with SWRED/SWLGA in transition from member council provided secretarial and administrative support to a standalone operation with some backup from a member council.

SWLGA/SWRED – Notional Budget – 2020-21 (Basic Operational Budget)			
	Income		
	Funds in bank at 1 July 2020	\$68,594	Note 1
	Membership Subscriptions	\$300,000	
	Interest Received	\$1,000	
	Project funding (RAB)	\$150,000	Note 2
	Total Income	\$519,594	
	Expenses		
	Administration		
	Accounting & Legal Fees	\$4,000	
	Bank Charges	\$200	
	Outsourcing – Administrative/Financial services	\$10,000	Note 3
	Insurance	\$1,400	
	Meeting/Hosted Event Expenses	\$6,000	
	Office Supplies	\$400	
	Printing & Copying	\$1,000	
	Postage & Freight	\$100	
	Advertising & Marketing	\$2,000	
	Telephone/Data	\$1,200	

	IT Expenses	\$1,400	
	Travel & Accommodation	\$15,000	Note 4
	All general expenses	\$42,700	
	Employment Expenses		
	Executive Officer	\$137,500	Note 5
	Economic Development Project Officer	\$80,000	Note 6
	Media/Comms Officer	\$19,800	Note 7
	All employment expenses	\$237,300	
	Project & Consultancy Expenses		
	RAB funded projects	\$150,000	Note 2
	Consultancies/Projects (based on available carried forward balances)	\$54,594	Note 8
	All Project & Consultancy Expenses	\$204,594	
	Total Expenses	\$484,594	
	Net Profit (Loss)	\$35,000	Note 9

Notes:

1. The current combined bank balances of SWLGA & SWRED as at 30.6.20 as identified above. It is assumed no committed project funds are contained in those balances.
2. This assumes continuation of RAB funding at current level. In addition to SWRED related project funding, additional funding may be pursued in time depending on the strategic plan and regional priorities. Project funding should be budget neutral in that the organisation should only undertake projects on a cost recovery basis and not rely on this funding source to sustain its operations.
3. This represents the payment to the "host council" providing administrative and financial services support to the ROC and the Executive Officer and Economic Development Project Officer. Any member council can provide these services although ease of access and logistical considerations are relevant to the choice.
4. This represents travel to and from the region for the Executive Officer and Economic Development Project officer as well interstate travel when required – i.e. Canberra.
5. This represents an all-inclusive contractual payment including GST to the Executive Officer based on a nominal four days per week i.e. 29 hours per week or 192 days per year. This equates to a consulting fee of \$650 per day which includes all salary, insurance, superannuation and leave related costs. On an annualised basis this payment is similar to that paid at the Senior Officer (SO level) within the Queensland Public Service.
6. This represents the current payments to the Economic Development Project Officer.
7. This represents a retainer including GST paid to a media/comms officer to prepare and update content to a website and social media channels.
8. This represent an amount available for consultancies and projects to support operations, project bid applications, and promotional and election campaigns, etc.
9. This represents the amount to carry forward at 1 July 2021 proving basic operational funding until subscription funds are received for 2021-22.

This notional budget has been prepared to provide indicative costs for the purpose of discussion in considering the possible implications of creating the new organisation to achieve the objectives expressed at the Charleville meeting on 28 May 2020.

Attachment 3



North West Queensland Regional Organisation of Councils (NWQROC)

Strategic Plan 2018-2021

Vision, Mission, Regional Priorities and Action Plan

Vision

Making North West Queensland a region attractive for people and businesses to live, work and invest.

Mission

Through collaboration and innovation, the NWQROC will work with the councils, communities and people of the North West creating and shaping the future of the region.

Regional Priorities & Action Plan

1. *Effective Political and Stakeholder Engagement*
 - 1.1 Build effective apolitical working relationships with key State and Federal Ministers, Shadow Ministers and crossbench members based on the identified regional priorities.
 - 1.2 Work in close collaboration with regional departmental officers serving the NWQROC area to support implementation of the regional priorities.
 - 1.3 Build effective working relationships with native title and traditional owners, and regional industry representative bodies to create opportunities for collaboration in the development and promotion of the North West.
 - 1.4 Develop a North West Queensland Regional Narrative profiling the region's strengths and opportunities to support advocacy initiatives and promotion of the region.
2. *Supporting Regional and Economic Development of the State's North West*
 - 2.1 Build relationships with the Mount Isa -Townsville Enterprise Zone (MITEZ) and Gulf Savannah Development (GSD) bodies seeking alignment with member council and NWQROC priorities and collaboration opportunities.



- 2.2 Work with industry representative bodies to support the region's agricultural and beef industries focussing on road and transport infrastructure and bio-security responsibilities relating to weed and pest animal management.
 - 2.3 Work with the LGAQ, Trade and Investment Queensland (TIQ) and Austrade on trade and investment promotion and marketing opportunities for the North West.
 - 2.4 Engage the State Government and resources sector on the ongoing development of strategy and policy for the North West Minerals Province to achieve sector diversity and resilience and engagement on the infrastructure needs of member councils within the province.
 - 2.5 Work with the State Government, Regional Tourism Organisations and the LGAQ on the development of programs and funding support for regional tourism promotion, product development and capacity building.
 - 2.6 Work with traditional owners to secure a better undertaking of native title and cultural heritage issues and resolving differences to promote regional development and the creation of indigenous business opportunities.
3. *Developing Regional Infrastructure, Transport Networks and Workforce Capability*
- 3.1 Engage the Federal and State Governments on the development of new financial assistance, grants and subsidy schemes to support the sustainable operation of member councils recognising their expanding infrastructure and service provision responsibilities and limitations on their own source revenue raising capacity.
 - 3.2 Work with the Department of Transport and Main Roads, the North West Queensland Regional Roads and Transport Group, Ports North and Regional Development Australia – Townsville and North West Queensland on the development of an agreed transport network for the region's road, rail, air and maritime services networks.
 - 3.2 Seek the development of collaborative arrangements amongst the State Government, member councils, the LGAQ and qldwater for regional water security including river catchments and the Great Artesian Basin, and the management and operation of water, sewerage and waste infrastructure.
 - 3.3 Work with member councils on the assessment of future workforce requirements acknowledging an aging workforce, recruitment and retention challenges and the impacts and opportunities of automation and innovation.
4. *Protecting the Region's Environment, Natural Assets and Adapting to Climate Change*
- 4.1 Work with the Federal and State Governments and industry groups on strategies to minimising the impact of climate conditions, climate events and seasonal fluctuations including drought, cyclones and floods on land, wetland and marine environments as well as rural producers, businesses and communities.
 - 4.2 Engage regional Natural Resource Management groups, State and Federal Governments, land- owners including traditional owners, and the LGAQ on the review of roles, responsibilities and funding arrangements for natural asset management a regional approach and funding to support local governments meet their obligations under the Bio-security Act 2014.
 - 4.3 Work with the LGAQ on:

- 4.3.1 Implementation of the Queensland Climate Resilient Councils (Q-CRC) program and the development of climate change strategies for the region, and
- 4.3.2 Implementation of the Coastal Hazards Adaptation Program – QCoast₂₁₀₀ assisting coastal councils plan for and develop adaptation strategies to the impacts of climate change and rising sea levels.

5. *Provision of Equitable Health, Medical and Educational Services*

- 5.1 Work with State and Federal Governments to ensure their continued delivery of health, education, medical and housing services to the region essential for community liveability, health and well-being and stopping any further withdrawal from the provision of these services.
- 5.2 Work with member councils to secure better funding and support for their provision of non-traditional local government services arising from Federal and State Government services withdrawal, for example, aged care, medical, hospital, early childhood and housing services.

6. *Affordable Access to Telecommunication and Broadband Services*

- 6.1 Work with member councils, community organisations and industry bodies to identify telecommunication and broadband services, capacity and challenges applying across the region as well as digital economy opportunities through better access to and more affordable pricing of under-utilised network capacities.

Adopted 7 August 2018

Attachment 4



STRATEGIC PLAN

Our future from 2020

The South West Regional Economic Development (SWRED) comprises the six Local Government Areas of Maranoa Regional Council, Balonne Shire Council, Murweh Shire Council, Paroo Shire Council, Quilpie Shire Council and Bulloo Shire Council. It has a total area of 319,884.2 km², or 18.4 per cent of the total area of the state.

The combined SWRED regional economy has grown from having a strong reliance mostly on primary industries to incorporating more diversified economies centered in the major centers of Roma, St George, Charleville, Quilpie, Cunnamulla and Thargomindah. Industries such as Agriculture, CSG, Mining, Transport, Logistics and Warehousing, Food Processing, Tourism and Health Care have all contributed to creating an economically diverse and stable region.



Vision: Regional Growth and Community Prosperity for South West Queensland

Our Purpose: To foster collaboration between local government, industry and community stakeholders to achieve economic development outcomes for our region which would otherwise not be achieved by working in isolation. Our purpose will be actioned through 5 regional priority areas, including governance of administration and finance.



Our purpose will be actioned through 5 Regional Priority Areas:

Regional Advocacy



- In partnership with Industry and community, coordinate a single voice in economic advocacy about key issues in the region.
- Effective political and stakeholder engagement to foster collaboration between local government, industry and community stakeholders to achieve economic development outcomes for our region which would otherwise not be achieved by working in isolation.
- Influence Commonwealth and State policy frameworks.
- Advocate for infrastructure to support the SWRED region economy.
- Represent the interest of local business enterprise, both established and emerging.
- Articulate to our regional stakeholders and community, awareness of economic development strategies and opportunities for the region.
- Lead informed involvement and engagement of regional stakeholders and community in economic development through a coordinated approach.
- Improve awareness of the SWRED role and priorities for economic development.
- Promote the assets and opportunities of the SWRED region.

Diversification, business development and investment attraction with a focus on population attraction and retention



- Encourage the development of a more vibrant business culture.
- Identify barriers to the cost structure of business.
- Attract investment to support existing and new business.
- Population attraction and retention across all spheres of society.
- Attract and retain a skilled employment base.



Agriculture with focus on water management

- Support the re-establishment and development of agricultural industries.
- Improve the value added production chain and access to processing.
- Support agricultural research and innovation.
- Support Government programs and initiatives for agriculture development.
- Advocate water requirements and improved management of both surface and artesian basin sources.
- Advocate for improved regional cluster fencing and wild dog investment.



Essential infrastructure of power, water, roads, rail, traditional and renewable energy including mining and exploration

- Maintaining and improving the quality of the road and rail network.
- Improving reliable high speed internet access, digital connectivity and mobile phone coverage for the region.
- Lobby as a collective for additional funding for local government infrastructure programs.
- Advocate the Warri gate road project.
- Lobby as a collective for strategic projects that enhance energy investment for geothermal, gas, solar and waste.



Tourism

- Develop tourism sectors and products to diversify the tourism industry.
- Promotion of SWRED regional tourism assets.
- Capacity building of the SWRED tourism sector.
- Orient communities towards tourism.
- Collaborate and support SWRED tourism committee.

END OF REPORT

OFFICER REPORT

TO: Council

SUBJECT: Traffic management sponsorship - South West School Sport

DATE: 07.08.20

AGENDA REF: OCE02

AUTHOR: Dani Kinnear - Community Development Officer

Sub-Heading

South West School Sports have requested traffic management sponsorship for the South West School Sports Triathlon/Aquathlon Trials

Executive Summary

This month Council has received one (1) request from the Community Grants and Assistance Program. This being a traffic management sponsorship request from South West School Sports for their South West Triathlon/Aquathlon Trials

Background

South West School Sport aims to provide quality sport education programs to primary students, secondary students, and students with disabilities. The Regional Sports Office is responsible for organising and monitoring a program that promotes the development of sporting skills and abilities to a standard that will enable students to be selected in regional sporting teams capable of competing at a state level.

The students who participate in South West School Sport activities at a district, regional or state level come from all sectors including primary, secondary, special schools and schools of distance education. The students range in ages from 10 to 19. An extensive array of sports is on offer to students within the region. The 13–19-year-old school students are offered a choice of 22 sports (41 teams) and 10–12-year-old students 14 sports (18 teams). Each sport is held annually in a different location around the south west.

The South West School Sports Triathlon/Aquathlon Trials will be held in St George this year on the 1st November 2020. From this event students could potentially be selected to represent the South West at the State titles in Hervey bay.

In order for the event to run safely and free from traffic, a road closure is required. South West School Sports have requested \$1,370.60 to support the development and implementation of a traffic management plan to allow students to participate safely.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Healthy and active lifestyles

Consultation (internal/external)

Luke Todd – South West Triathlon/Aquathlon Convenor

Legal Implications

Not Applicable

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Community Grants and Assistance Policy

Financial and Resource Implications

The Community Grants and Assistance program has an approved annual budget of \$60,000 for Community grants and assistance which includes traffic management sponsorship. Council has approved/allocated no funds from this budget for 2020/21

South West School Sport have requested \$1,370.60 for sponsorship to develop and implement a traffic management plan for the South West School Sport Triathlon/Aquathlon Trials

Council has sufficient funds in the 2020/21 Community Grants and Assistance budget to sponsor South West School Sport.

Annual Budget – Community Grants and Assistance including Traffic Management Sponsorship		\$60,000
Less approved/allocated requests	\$0	
Less pending requests		
South West School Sport	\$1,370.60	
Total remaining		\$58,629.40

Options or Alternatives

Not Applicable

Attachments

1. Traffic management Sponsorship request - South West School Sport [↓](#)

Recommendation/s

That Council resolves to Sponsor South West School Sports with \$1,370.60 for their South West School Sport Triathlon/Aquathlon Trials from the 2020/21 Community Grants and Assistance budget.

Matthew Magin

Chief Executive Officer



Community Grants and Assistance Application Form

Section 2: Project/Event/Activity Details	
Event/Project Name:	South West School Sport Triathlon/Aquathlon Trials
Event/Project Location:	St George Amphitheatre
Event/Project Date:	Sunday 1st of November
Assistance type:	<input type="checkbox"/> In Kind Support <input type="checkbox"/> Donations (up to \$3,000) <input checked="" type="checkbox"/> Sponsorships (up to \$3,000) <input type="checkbox"/> Fee waiver (over \$1,000) Note: Requests up to \$500 - CEO approval and over \$501 - Councillors Approval
Estimated Value Sought:	\$1370.60 Note: please complete Section 4: Budget, if requesting over \$1000
Brief Description of Event/Project - including what the funds will be used for (Max 250 Words):	The South West School Sport Triathlon/Aquathlon Trials are held annually to select a South West Team to attend State Titles in Hervey Bay for these 2 sports. The funds will be used to provide road closures for the Trials so that students are able to trial in a safe environment free from traffic.
Is this a New or Existing Event/Project:	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> New
Is this a one-off or Annual Event/Project:	<input type="checkbox"/> One-Off <input checked="" type="checkbox"/> Annual
Have you applied for funding through the Community Assistance and Grants program in the last 12 months:	<input type="checkbox"/> Yes, Which event and amount: _____ <input checked="" type="checkbox"/> No



Community Grants and Assistance Application Form

Section 5: DECLARATION

I certify that the information provided in this application is true and correct and that I am authorised to make this application on behalf of the organisation.

(Note: This application form must be signed by two executive officers of the incorporated body accepting legal and financial responsibility for Council's assistance)

Name:	Luke Todd	Name:	Tim Leadbetter
Signature:	LTodd	Signature:	
Position:	SW Tri/Aqua Convenor	Position:	RSSO - SW School Sport
Date:	6/8/2020	Date:	6/8/2020

Checklist (Please Tick)

<input checked="" type="checkbox"/>	I have read and understood the Community Grants and Assistance Policy
<input checked="" type="checkbox"/>	All required sections of the application form completed and signed by 2 approved officers
<input type="checkbox"/>	Section 3 – Budget is completed (if request amount is over \$1,000)
<input type="checkbox"/>	Copy of Public Liability Certificate of Insurance attached
<input type="checkbox"/>	Copy of Certificate of Incorporation attached
<input type="checkbox"/>	Copy of required quotes, permits/approvals attached (if applicable)
<input type="checkbox"/>	Completed creditor information form (if applicable)

Office Use Only

Approval up to \$500
Approval is hereby provided for the purpose of the above mentioned in accordance with the Community Grants and Assistance Policy

Approval amount: _____

Chief Executive Officer or delegate

Date: _____



South West Traffic Management Pty Ltd

A.B.N. 29162125813

**P. O. Box 474
ST GEORGE QLD 4487**

**Tel: 0746253617
Fax: 07 46253696 Mob: 0418158820
Email: schurmannw@bigpond.com.au**

Quote No: 0101

Please find attached quote to supply Traffic Control Labour and Plant for St George State School trial for Triathlon – Road Closure of St Georges Terrace from Balonne Highway at the Bridge to Roe Street St George on Sunday 25th October 2020.

7 hours for two traffic control to set up for 6am start	\$1201.200 GST inc
Vehicle Hire and signs	\$ 169.400 GST inc
TOTAL	\$1370.600 GST inc

Please phone Bill if you have any questions. 0418158820. Travelling hours will be considered working hours.

OFFICER REPORT

TO: Council

SUBJECT: Sheep Dog Trails - Request for Fee Waiver and Reduction in Costs

DATE: 07.08.20

AGENDA REF: OCE03

AUTHOR: Kim Wildman - Tourism Manager

St George Sheep Dog Trial - Request for Fee Waiver and Reduction in Costs

Executive Summary

Stock and Estate Agent Allan Leech met with Mayor Samantha O'Toole, the Manager Tourism and Economic Development Officer to seek Council support to host a Sheep Dog Trail at the St George Showground on the weekend of 24 and 25 October 2020.

Background

A stock and station agent in St George in the 1980s, Allan Leech along with local residents Barry Doonan, Rod Gardiner and Bruce Scriven established a Working Sheep Dog Trial Club in Shire which grew to approximately 40 members. During this time, the club ran a popular Sheep Dog Trial every year which attracted participants from all around the country. Now ready to retire, Mr Leech is keen to re-establish a Sheep Dog Trial event in St George.

Working under the umbrella of the Queensland Working Dog Association Inc (QWSDAI) he plans to insert an event in St George on 24 and 25 October in between the an event in Surat on 17 and 18 October and the Queensland Championships in Karara on 29 October-1 November creating a trial circuit. These events attract around 100-160 people including participants and their family and friends.

QWSDAI conducts 23 trials across southern Queensland from January to November. Queensland boasts an average of 200 runs per trial which makes it an extremely gruelling competition attracting many top handlers and their very clever and well-trained dogs.

It is Mr Leech's hope that once the event is established on the circuit, after two or three years the organisers would apply to host the Australian Championship in St George which is held over ten days and attracts upwards of 600 people.

Mr Leech has already begun working his connections to source local support by way of stock and sponsorship. He is also keen to involve as many local community groups as possible, such as one of the school's parents and friends, to organise catered meals, run a bar and sell coffee and tea for attendees. All money raised by these groups for these services would be retained by the group.

Mr Leech isn't seeking sponsorship from Council, rather is asking Council to consider fee waivers for associated costs for hiring the St George Showgrounds including electricity costs along with a reduction in camping fees to help encourage participation and grow the event.

Benefits of the event

- Re-establish a much-loved popular event and reignite the sheep industry
- Stimulate the local economy through the attraction of visitors and community partnerships
- Add to a vibrant and diverse calendar of events for the Shire

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Economy</u>	Tourism growth and development

Consultation (internal/external)

Mr Allan Leech, Stock/Real Estate Agent, Eidsvold Livestock and Property
Mayor Samantha O'Toole, Balonne Shire Council
Kim Wildman, Manager Tourism Balonne Shire Council
Garnet Radford, Economic Development Officer Balonne Shire Council

Legal Implications

NA

Risk Implications

Nil.

Policy Implications

Community Grants and Assistance Policy

Financial and Resource Implications

Mr Leech has requested fee waivers for associated costs with hiring the St George Showgrounds including electricity costs along with a reduction in camping fees.

Item	Cost
Showground Hire - 5 days (inc set-up & pack down)	\$875.00
Kitchen Hire - 2 days	\$580.00
Special Event Recycle Bin Service & Collection	\$78.50
Electricity 5 days approx.	\$1,000
TOTAL	\$2,533.50

Currently the fee for camping at the Showground per night per person (including stock/dogs) is **\$18 per person per night**. Our current camping charge for the Yellowbelly Country Music Festival is **\$12 per vehicle per night for a non-powered site** and **\$15 per vehicle per night for a powered site**.

For consistency, it is my recommendation that camping is charged the at the same rate as Yellowbelly.

Options or Alternatives

NA

Attachments

Nil

Recommendation/s

That Council resolves to:

1. Waive the hire fess of the St George Showground including electricity costs to the value of \$2,533.50 for the proposed St George Sheep Dog Trials in October 2020.
2. Set the camping fee for the event at \$12 per vehicle per night for a non-powered site and \$15 per vehicle per night for a powered site.

Matthew Magin

Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: MDA 76th National Conference and AGM

DATE: 12.08.20

AGENDA REF: OCE04

AUTHOR: Kathy Claxton - Admin Officer

Sub-Heading

MDA 76th National Conference and AGM, 14-16 September 2020

Executive Summary

The Murray Darling Association has invited Council to register for the 76th National Conference that will be a fully virtual 2 day program. Presented in partnership with the City of Greater Shepparton on the 14-16 September 2020, the program will explore the relationship between Basin Councils and our national plans and priorities.

Background

Cr Samantha O'Toole is Chair of Region 12 for the Murray Darling Association (MDA). The Association has been and will continue to be totally supportive of all our efforts in relation to Murray Darling issues and they have played a very positive role in assisting the communities of the Murray Darling Basin to lead the way in water management, agriculture, energy efficiency and innovation.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Environment</u>	Strong partnerships with stakeholder groups and government

Consultation (internal/external)

Both State and Federal Governments

Legal Implications

Nil

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Nil

Financial and Resource Implications

Members – Full Conference Pass - \$175.00

Members – Single Day Pass - \$95.00

Members – Full Conference Pass Group Fee (5 or more) - \$150.00 each

No-Members – Full conference Pass - \$195.00

Non-Members – Single Day Pass - \$105.00

Non-Members – Full Conference Pass Group Fee (5 or more) - \$175.00 each

Options or Alternatives

Nil

Attachments

1. T1870_MDA Conference Brochure 2020_v9.pdf [↓](#)

Recommendation/s

That Council resolves to:

1. nominate a delegate/s to attend the 76th National Conference and AGM of the Murray Darling Association to be held on 14th -16th September 2020.
2. That in accordance with section 162(1)(e) of the Local Government Act 2009 leave of absence be granted to the attending Councillor/s for the period 14th -16th September 2020.

Matthew Magin

Chief Executive Officer



76th National Conference and Annual General Meeting

14-16 September 2020

LOCAL LEADERSHIP: A NATIONAL PRIORITY

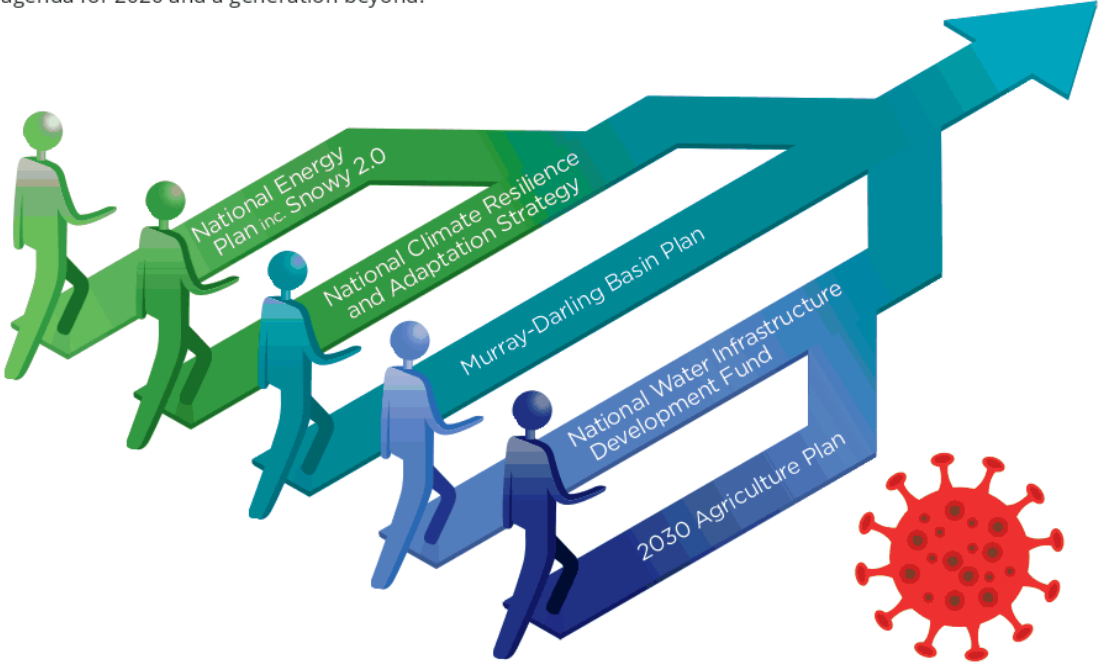


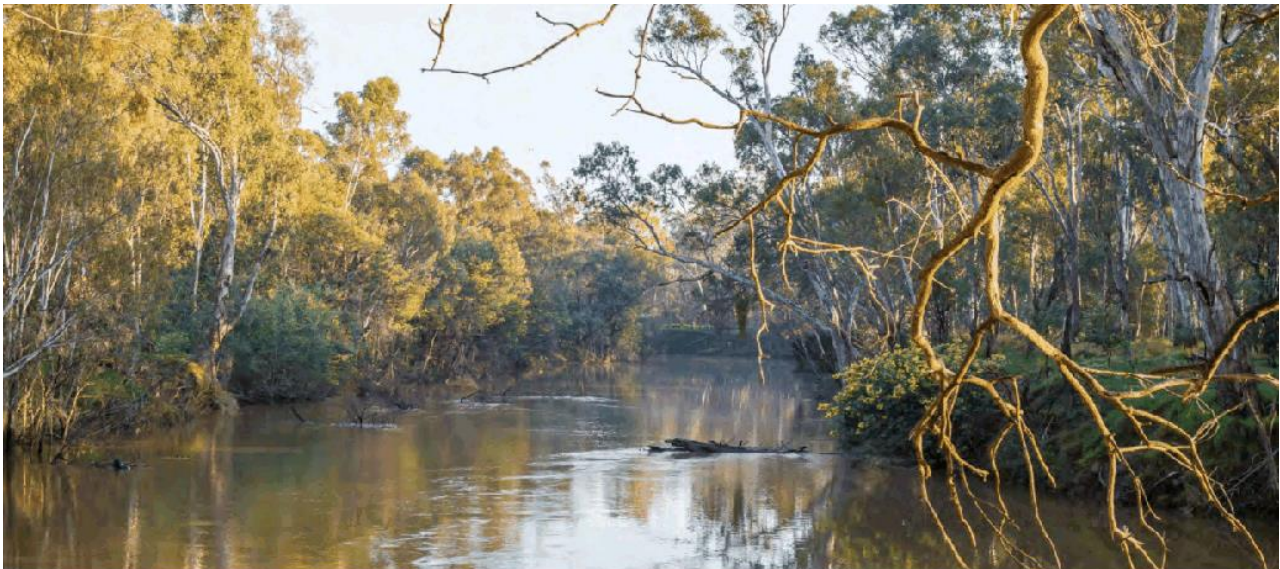
A fully virtual event proudly
presented in partnership with



TRANSFORMING THE GREAT CHALLENGES OF OUR TIME!

Some of the extraordinary plans on the national agenda for 2020 and a generation beyond.





LOCAL LEADERSHIP: A NATIONAL PRIORITY

The MDA's 76th National Conference will be delivered as a fully virtual program. The conference is themed Local Leadership: A National Priority and will explore the relationship between Basin councils and our national plans and priorities.

Presented in partnership with the City of Greater Shepparton 14-16 September 2020, the program will also provide a virtual tour of the Barmah Choke and consider the impacts on the environment, irrigators and regional communities of reduced capacity and increased demand on the delivery system

Now more than ever, Australia is looking to the communities of the Murray-Darling Basin to lead the way in water management, agriculture, energy efficiency and innovation.

As you know, the MDA is tireless in seeking the right balance between valuing, sharing and protecting our incredible natural assets, our infrastructure and our local economies.

Severe drought and bushfires, evolving water markets, climate change, innovations in energy, agriculture, water infrastructure and now COVID-19 all form the backdrop to these extraordinary times.

Local government has a critical role to play in the management of Basin resources if we are to ensure the sustainability, vibrancy and prosperity of our local communities for future generations.

With bold thinking and ambitious planning, we can transform the great challenges of our time into the opportunities of tomorrow. Basin governments already have some extraordinary plans on the national agenda for 2020 and for a generation beyond.

The **Murray-Darling Basin Plan** seeks to utilise, honour and protect one of the biggest and most diverse river systems in the world.

The **National Water Infrastructure Development Fund** will identify and build the water infrastructure of the 21st century.

The **2030 Agriculture Plan** will grow farm gate output to more than \$100 billion in the next decade.

The **National Energy Plan**, including **Snowy 2.0** will deliver a 40 percent boost in the production of cleaner, more reliable energy to power Australia.

And our **National Climate Resilience and Adaptation Strategy** will enable our people, environment, and economy to survive and thrive through climate extremes.

The success of these initiatives, and the nation that relies on them depends on these plans working together, operating in harmony and without conflict, with each other and with our Basin communities.

And that will require that we, too, work hard and work together. It's about local councils and communities working together, working with first nations, with governments and agencies across the Basin, showing leadership and localism which will benefit the entire Basin.

The first step is a **national conversation**, a conversation that will start at the Murray Darling Association's 76th National Conference.

There is only one way to secure the Murray-Darling Basin's place as a world leader in sustainability and prosperity – and that is to make **local leadership a national priority**.

PROGRAM OF EVENTS

DAY ONE – MONDAY 14 SEPTEMBER

TIME	PERSPECTIVE	PRESENTER
MORNING SESSION		
9.30	Log in and mingle in the Green Room	
10.00	Introduction Welcome to country	David Thurley OAM <i>National President, Murray Darling Association Councillor, Albury City Council</i> Local Elder <i>Yorta Yorta Nations</i>
10.30	Virtual study tour of the Goulburn River and Barmah Choke	
10.40	Interests of the environment and regional communities	Ian Davidson <i>Director, Regeneration Solutions</i> Cr Denis Patterson <i>MDA Region 2, Goulburn Murray</i>
11.00	Opening address	The Hon Michael McCormack <i>Deputy Prime Minister & Minister for Infrastructure, Transport & Regional Development</i>
11.30	Water policy, water markets and changing demand patterns	Chris Olszak <i>Founding Director, AITHER</i>
12.00	Water and sustainability: Australia, the big picture	Professor Tim Flannery <i>Wentworth Group of Concerned Scientists</i>

BREAK

AFTERNOON SESSION		
1.30	The future of our regions	Liz Richie <i>Chief Executive Officer, Regional Australia Institute</i>
2.00	2030 Roadmap: Australian agriculture's plan for a \$100 billion industry	Fiona Simson <i>National President, National Farmers Federation</i>
2.30	Shaping Australia's water infrastructure future	Brendan McRandle <i>Chief Executive Officer, National Water Grid Authority</i>
3.00	The Murray-Darling Basin Plan in context	Phillip Glyde <i>Chief Executive Officer, Murray Darling Basin Authority</i>
3.30	Water and our National priorities	The Hon Keith Pitt MP <i>Commonwealth Government Minister for Resources, Water and Northern Australia</i>
4.30	CLOSE	



DAY TWO – TUESDAY 15TH SEPTEMBER

TIME	PERSPECTIVE	PRESENTER
MORNING SESSION		
10.00	Water security in Australia	Ms Terri Butler MP <i>Member for Griffith Shadow Minister for the Environment and Water</i>
10.30	Climate change risk to Australia's built environment: considerations for local government	Rohan Hamden <i>Chief Executive Officer and Co-Author, Cross Dependency Initiative XDI</i>
11.00	Back on country to build an industry for native foods, grains and grasses	Bruce Pascoe <i>Black Duck Foods, Author Dark Emu: Black Seeds: Agriculture or accident?</i>
11.30	Students showcase our natural environment and projects to improve river and wetland health	Student Presentation <i>RiverConnect</i>
12.00	The Business of Water: Every Drop is Precious (2020) Australian Institute of Company Directors	Adam Courtenay <i>Journalist/Author</i>

BREAK

AFTERNOON SESSION		
1.30	Murray-Darling Basin water markets inquiry Interim Report (2020)	Mick Keogh <i>Deputy Chair, Australian Competition and Consumer Commission</i>
2.00	RAMJO Water security sub-committee: Regional Water Position Paper (2020)	Bridgett Leopold <i>Executive Officer, Riverina and Murray Joint Organisation RAMJO</i>
2.30	Snowy 2.0 a nation-building renewable energy project	Andrew Nolan <i>General Manager, Water and Environment, Snow Hydro</i>
3.00	Healthy rivers, healthy communities	Jody Swirepik <i>Commonwealth Environmental Water Holder, Commonwealth Environmental Water Office</i>
3.30	Water literacy, collaboration and a single source	Mick Keelty <i>Interim Inspector-General Murray-Darling Basin Water Resources</i>

DAY THREE – WEDNESDAY 16TH SEPTEMBER

10.00	Harnessing the opportunities – our global expertise in water, agriculture and food science	Dr Carmel Pollino <i>CSIRO</i>
10.30	Murray Darling Association 76th Annual General Meeting	



PRESENTERS




CR DAVID THURLEY OAM

National president Murray Darling Association

David has been national president MDA since 2014 and is a councillor with Albury City Council.

He is also an accomplished scientist, astronomer, and futurist.


David's expertise in the treatment of waste water has taken him to Malaysia, Brazil, England, France, Sweden and Greece.

Your notes: 



LOCAL ELDER

Yorta Yorta Nations

Your notes: 




IAN DAVIDSON

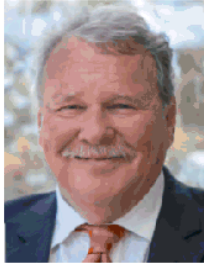
Chair Murray Darling Wetlands Working Group

Ian is a professional wildlife biologist from Wangaratta who has worked extensively in and around the Murray Valley with land and water managers for over 35 years.

Ian has a thorough working knowledge of Barmah-Millewa forest including monitoring of the endangered Australasian Bittern and a major River Red Gum ecological thinning trial centred in the NSW Murray Valley National Parks.

He has a deep understanding of natural processes associated with riparian, wetland and floodplain ecology in the southern basin.

Your notes: 




CR DENNIS PATTERSON

Region 2 Chair

Dennis will be hosting the virtual study tour to the Barmah Choke at the national conference.

He is now in his seventh year as a councillor for the City of Greater Shepparton and still passionate about the place he calls home. Dennis sees developments like Museum of Vehicle Evolution MOVE, SAM and the new fish hatchery as putting Shepparton front and centre on the tourist map.

Dennis is particularly interested in the Murray Darling Basin Plan and represents Shepparton council on the Murray Darling Association, chairing region 2 which takes in most of northern Victoria and southern NSW.

Your notes: 




THE HON MICHAEL MCCORMACK MP

Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development

Michael was elected the Nationals' member for Riverina in 2010. He secured a better deal for irrigators, farming families and communities in the Murray Darling Basin Plan.

Michael became leader of the Nationals and Deputy Prime Minister in February 2018. He delivered federal funding for dams, and record funding for infrastructure and regional development in the first budget under his leadership.

Michael is focused on building a strong and vibrant future for rural and regional Australia and the 8.8 million Australians who call it home.

Your notes: 



PRESENTERS CONTINUED



CHRIS OLSZAK

Founder and director Aither

Aither is an advisory firm established to help governments and businesses make better decisions about water, infrastructure and the environment.

Chris has led major water management inquiries and reviews for government, and regularly presents to irrigator groups on market trends and drivers.

He oversees Aither's water markets advisory services including production of their publicly available annual water markets report.

Your notes: 



TIM FLANNERY

Distinguished visiting fellow in climate change Australian Museum, Sydney

2007 Australian of the Year, in 2013 Tim founded and is chief councillor Australian Climate Council.

Flannery has taught at Harvard University, and has advised governments both in Australia and Canada. In 2011 was appointed Australia's first climate commissioner.

Tim has published over 140 peer-reviewed scientific papers. His 32 books include The Future Eaters and The Weather Makers, which has been translated into over 20 languages. He has made numerous documentaries and regularly writes for the New York Review of Books.

Your notes: 



LIZ RITCHIE


CEO Regional Australia Institute

Liz joined RAI in 2018 as General Manager Strategy and Partnerships.

For over 20 years, Liz has worked across the corporate, government and the not for profit sector, specialising in leading organisational transformation to build a sustainable future.

Liz is an extremely passionate advocate for regional Australia, heralding from Deniliquin NSW.

In October 2018, Liz was appointed by The Hon David Littleproud MP, Minister for Agriculture and Water Resources to be a non-government independent member of the Indonesian – Australia partnership on Food Security in the Red Meat and Cattle Sector.

Your notes: 



FIONA SIMSON

President National Farmers' Federation

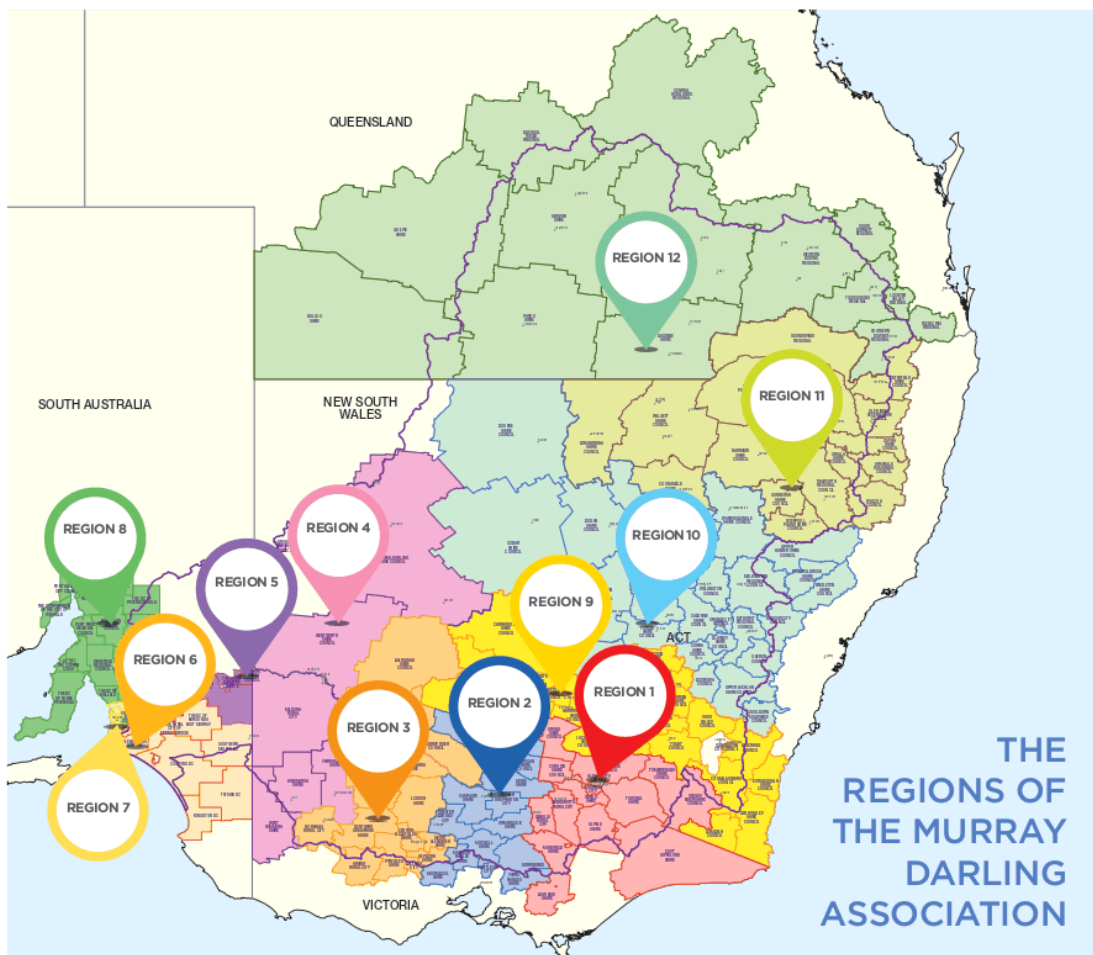
Fiona farms with her family in a mixed farming enterprise including broadacre farming and a commercial cattle enterprise.

After a career in local government and leadership of the NSW Farmers' Federation, Fiona was elected president NFF November 2016.

Passionate about the power of a unified voice for agriculture, Fiona believes in its role in a strong and vibrant future for regional Australia.

Fiona also sits on a number of federal government advisory committees.

Your notes:





MEMBERSHIP BENEFITS

LOCAL PRIORITIES - NATIONAL INFLUENCE



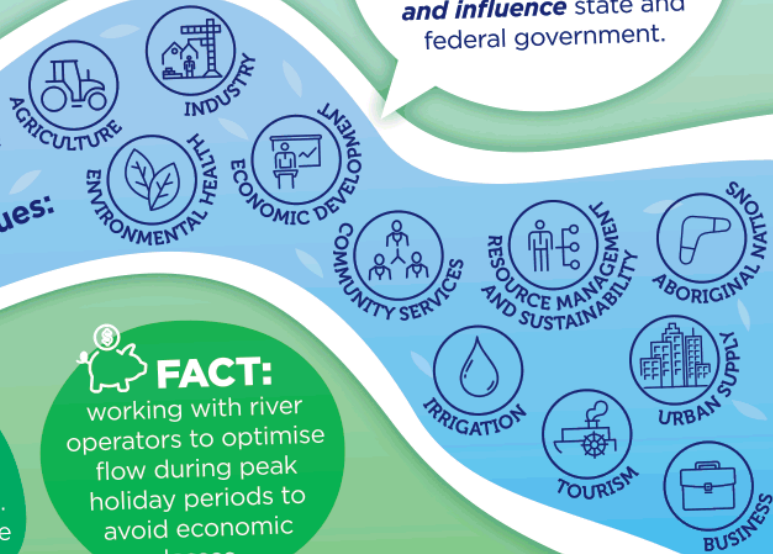
FACT:

we helped kick-start the Snowy scheme over 70 years ago!

The benefits of MDA membership are now flowing freely to all our regions.

The MDA is your peak body for local government in the management of Basin water resources, working harmoniously to **inform and influence** state and federal government.

Water plays a unique role in so many important local issues:



FACT:

today's Basin Plan is world-leading watersharing legislation. Council influence is more important than ever!



FACT:

working with river operators to optimise flow during peak holiday periods to avoid economic losses

Here's why your council has so much influence, as an MDA member:



regions meet quarterly to establish your priorities



chairs meet monthly to understand and support your priorities at a Basin scale



annual national conference



multi-level information sharing.



FACT:

partnering the National Carp Control Plan to engage councils about a better approach to feral fish management. Results so far are exciting!

Local government united - to **inform and influence**.

Ensure your council's membership!

www.mda.asn.au / admin@mda.asn.au



sponsorship presentation TBC

PRESENTERS CONTINUED



BRENDAN MCRANDLE PSM

CEO National Water Grid Authority

On 30 January 2020, Brendan was appointed as the inaugural Chief Executive Officer of National Water Grid Authority NWGA and Deputy Secretary Water Infrastructure within the Department of Infrastructure, Transport, Regional and Communications.

The National Water Grid Authority was established 1 October 2019. The NWGA provides advice to the Australian government on water infrastructure policy and investment decisions to support the growth of Australia's agriculture sector and create more resilient regional economies.

Your notes: 



PHILLIP GLYDE

CEO Murray-Darling Basin Authority

Before his appointment in January 2016, Phillip was deputy secretary Department of Agriculture and Water Resources. In that role he was responsible for agriculture, fisheries and forestry policy, international trade and market access, export certification services and the department's research division, the Australian Bureau of Agriculture and Resource Economics.

Prior to this Phillip worked on a number of natural resource management, industry and environment policies and programs.

Phillip has an honours degree in Natural Resource Management and a Bachelor of Economics.

Your notes: 



THE HON. KEITH PITT MP

Commonwealth Government Minister for Resources, Water and Northern Australia

Your notes: 

PRESENTERS CONTINUED



TERRI BUTLER

Shadow Minister for the Environment and Water.

Terri has been in parliament since the 2014 by-election, succeeding Kevin Rudd as the Member for Griffith.

During this time, she has worked on issues as diverse as innovation, supporting the AFLW, marriage equality, and employment services.

Terri holds a BA/LLB(Hons) from QUT and a Grad Dip Econ from UNE.

Prior to entering parliament she became a partner at a Queensland law firm, and then founded Maurice Blackburn's Queensland employment and industrial law practice.

Your notes: 

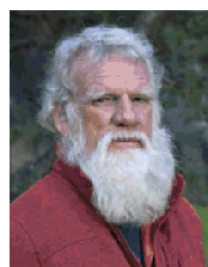


ROHAN HAMDEN *B.Sc. Biotechnology, Microbial Biotechnology and Genetic Engineering, B.Sc. Cons & Park Mgmt, MBA Advanced* CEO XDI

In 2017 Rohan co-founded The Cross Dependency Initiative which provides infrastructure risk assurance services based on climate change science, infrastructure engineering and advanced statistical methods.

After nearly 15 years in government, Rohan's last role was as Director of the Climate Adaptation Program for South Australia. This program has seen a transformation in how communities and industries work together to adapt to climate change. Rohan has advised various state and national governments on their climate adaptation programs in Australia, Canada, USA and the UK.

Your notes: 



BRUCE PASCOE

Author, farmer and agricultural researcher

Of Tasmanian, Bunurong and Yuin descent, Bruce has worked as a teacher, farmer, fisherman, barman, fencing contractor, lecturer, Aboriginal language researcher, archaeological site worker and editor.

Bruce is an award-winning author who has written over thirty books spanning fiction, non-fiction and children's titles. His recent book *Dark Emu: Black Seeds: agriculture or accident* won the NSW Premier's Book of the Year Award in 2016.

In 2018, Bruce was the recipient of the Australia Council for the Arts prestigious Lifetime Achievement Award for Literature.

Your notes: 



RIVERCONNECT

Partnership program

Celebrating 15 years in 2020, RiverConnect is a partnership program of agencies, environment groups and community members in Greater Shepparton.

Working with schools, their vision is to connect people, rivers and wetlands.

Students learn about our natural environment and participate in projects to improve river and wetland health.

Your notes:



ADAM COURTENAY

Writer and journalist

Adam has had a long career in the UK and Australia, writing for papers such as the Financial Times, the Sunday Times, the Sydney Morning Herald, The Age and The Australian Financial Review.

The son of the best-selling Australian novelist, Bryce Courtenay, author of the worldwide bestseller, *The Power of One*, Adam has written five books.

In 2018 he published *The Ship that Never Was* with Harper Collins and his latest is entitled *The Ghost & the Bounty Hunter*, the story of William Buckley, who lived for 32 years with the Wadawurrung people of Geelong, becoming the first white-man Aborigine.

Your notes:



MICK KEOGH OAM

Deputy Chair ACCC

Mick was appointed to the ACCC in February 2016, and then as Deputy Chair in 2018 with responsibility for small business and agriculture.

Mick has a long and diverse history with the small business and agriculture sector, including periods as a business consultant, in advocacy and advisory roles to policymakers and governments.

He is also currently a member of a number of government and private sector boards.

Mick holds bachelor's and master's degrees in science and a Doctor of Applied Science honoris causa.

Your notes:

PRESENTERS CONTINUED




BRIDGETT LEOPOLD

Executive officer Riverina and Murray Joint Organisation

Bridgett now works with regional leaders to drive collaboration and advocacy outcomes.

Before this, during her role as a commercial manager at global FMCG Mars, Bridgett developed a passion for achieving win/win outcomes and the practical application of organisational ethics.

She has also worked in both the ACT and South Australia state governments in policy, management and advisory roles across areas including energy, climate change and cabinet office.

Your notes: 



ANDREW NOLAN

General Manager, Water and Environment, Snowy Hydro

With more than 17 years with Snowy Hydro, Andrew heads up general management of Water and Environment function.

Andrew has led the environmental planning and approval process for Snowy 2.0.

Your notes: 



JODY SWIREPIK

Commonwealth Environmental Water Holder

Jody was appointed to this position in February 2018, following the retirement of David Papps.

Prior, Jody spent 3 years with the Clean Energy Regulator working on carbon farming and emissions reduction reverse auctions, national emissions reporting, and liability acquittal for Australia's renewable energy target.

Jody has over 25 years experience in the water sector, responsible for driving a range of initiatives at the state and federal levels, including state water reforms, The Living Murray and parts of the Basin Plan.

Your notes: 




MICK KEELTY AO APM

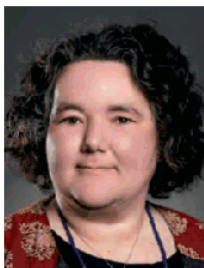
Interim Inspector-General Murray–Darling Basin Water Resources

Mick previously served as the Northern Basin Commissioner overseeing the implementation of the Northern Basin Review recommendations. He also monitored, audited and reported on a range of activities in the northern Basin.

Mick was an officer with the Australian Federal Police for 35 years, with 8 and half years as Commissioner of Police.

He is an Adjunct Professor at both the Australian National University and Charles Sturt University and is a Fellow of the Australian Institute of Management.

Your notes: 



CARMEL POLLINO

Research Director for Water Security at Land and Water CSIRO

As a principal research scientist, Dr Carmel Pollino has 20 years experience working on water issues in Australia and throughout Asia.

She has worked extensively in the Murray–Darling Basin.

Carmel has degrees in science and environmental law and works across the science and policy interface.

She has an established portfolio of research spanning environmental flows, hydrology, ecology and integrated river basin planning.

Your notes: 



Murray Darling Association
Level 1, 250 Anstruther St
Echuca Vic 3564

Ph 03 5480 3805

Email admin@mda.asn.au

www.mda.asn.au

(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
FCS1	<u>LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM - BUDGET AMENDMENT AND REVENUE RECOGNITION</u>	Local Roads and Community Infrastructure Program – Australian Government Funding	64
FCS2	<u>WORKS FOR QUEENSLAND COVID FUNDING - BUDGET AMENDMENT AND REVENUE RECOGNITION</u>	Works for Queensland COVID funding provided by the Queensland State Government	67
FCS3	<u>QUARTERLY PERFORMANCE REPORT - QUARTER 4 - 2019/20</u>	Quarterly Performance Report – Quarter 4 – 2019/2020	70
FCS4	<u>AERODROME ST GEORGE GENERAL AVIATION PROJECT</u>	Aerodrome St George General Aviation Project	72
FCS5	<u>CUC BALONNE LIMITED</u>	Country University Training Hub – Creation of Not for Profit Entity	74
FCS6	<u>MONTHLY FINANCIAL MANAGEMENT REPORT JULY 2020</u>	Monthly Financial Management Report as at 31 July 2020.	77
FCS7	<u>MEMBERSHIP OF COMMITTEES</u>	Appointment of Councillors to Standing and Advisory Committees and Advisory or Reference Groups	83

OFFICER REPORT

TO: Council

SUBJECT: Local Roads and Community Infrastructure Program - Budget Amendment and Revenue Recognition

DATE: 07.08.20

AGENDA REF: FCS1

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Local Roads and Community Infrastructure Program – Australian Government Funding

Executive Summary

The Local Roads and Community Infrastructure Grant Program (LRCIP) was finalised on 31 July 2020 with the Department of Infrastructure, Transport, Regional Development and Communications. The program runs from 1 July 2020 and ends 31 December 2021.

The funding agreement provides for \$1,141,450 and the purpose of this report is to amend the 2020/21 budget and complete the revenue recognition checklist against the accounting standards.

Background

Council workshopped the proposed projects for the LRCIP as follows:

Local Roads Community Infrastructure Fund					
LRCI-Thallon Tennis Courts		R			\$ 30,000
LRCI-Bollon Skate Park		N			\$ 160,000
LRCI-Dirranbandi Civic Centre Playground		N			\$ 100,000
LRCI-Showgrounds		U			\$ 120,000
LRCI-St George Swimming Pool Splash Park (Stage 2)		N			\$ 600,000
LRCI-CCTV and Disaster Management Building Repairs		U			\$ 130,450

All projects must be completed by 30 June 2021 and the funding arrangement will end by 31 December 2021.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Department Infrastructure, Transport, Regional Development and Communications
Infrastructure Services

Legal Implications

The Local Government Regulations 2012 S170(3) allows Council to amend its budget by resolution at any time during the financial year.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

The Accounting Standard IFRS 15 establishes the principles that an entity applies when reporting information about the nature, amount, timing and uncertainty of revenue and cash flows from a contract with a customer. To recognise revenue under IFRS 15, an entity applies five steps as outlined in the attached checklist for the funding.

Financial and Resource Implications

The adopted original budget had a deficit before capital revenue of (\$4,985,700) with an operating deficit after Capital of (\$146,400). The overall budget is Revenue of \$29,514,900 (excluding capital) and Expenditure of \$34,500,600. The Capital works program for 2020/21 is forecast at \$9,326,134.

The amendment to the Budget will increase the Capital works budget to a total of \$10,466,584. Revenue will be 50% upfront with a number of milestone payments based on the progress of works across 2020/21 and 2021/22. \$798,315 revenue is estimated in 2020/21 and the remaining 30% in 2021/22 subject to progress. Expenditure is estimated at the full \$1,140,450 within the 2020/21 financial year.

The amended Budget will result in an operating surplus after Capital of \$651,915.

Options or Alternatives

Council would be required to seek a variation of the grant deed to vary any projects that have been approved under this funding round.

Attachments

1. Revenue Recognition Checklist Local Roads Community Infrastructure Program [↓](#)

Recommendation/s

That Council resolves to:

1. amend the capital works budget in accordance with S170(3) of the Local Government Regulations 2012 as follows:

Local Roads Community Infrastructure Fund					
LRCI-Thallon Tennis Courts		R			\$ 30,000
LRCI-Bollon Skate Park		N			\$ 160,000
LRCI-Dirranbandi Civic Centre Playground		N			\$ 100,000
LRCI-Showgrounds		U			\$ 120,000
LRCI-St George Swimming Pool Splash Park (Stage 2)		N			\$ 600,000
LRCI-CCTV and Disaster Management Building Repairs		U			\$ 130,450
Total Local Roads Community Infrastructure Fund					\$ 1,140,450

And

2. Acknowledge that while the funding agreement is for capital works it is unlikely that it is specific enough to create a specific performance obligation.

Michelle Clarke

Director Finance & Corporate Services



REVENUE RECOGNITION CHECKLIST

PROJECT:	VARIOUS APPROVED PROJECTS
GRANT FUNDING:	LOCAL ROADS AND COMMUNITY INFRASTRUCTURE
START DATE:	01/07/2020
COMPLETION DATE:	31/12/2021

Question	Answer
Q: Is there a contract with customer	Yes, the funding agreement forms the basis of a contract with customer
Q: Are there identifiable performance obligations	Project Funding to a Council in accordance with a Milestone Schedule set out in the Project Funding Agreement No, while the funding agreement is for capital works it is unlikely that this is specific enough to create a specific performance obligation
Q: Determine transaction price	\$1,141,450
Q: Allocate transaction price	Milestone payments are made at 50% upfront, 2 nd payment equal to expenditure up to 31/12/2020 and projected expenditure 31/03/2021 – payments depend upon progress of projects
Q: Recognise revenue	Revenue recognised as received over two financial years.

Reference Documentation:

DOC ID 528332 LRCI Grant Agreement

Completed by:

Director Finance & Corporate Services

Date: 07/08/2020

OFFICER REPORT

TO: Council

SUBJECT: **Works for Queensland COVID funding - Budget Amendment and Revenue Recognition**

DATE: 07.08.20

AGENDA REF: FCS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Works for Queensland COVID funding provided by the Queensland State Government

Executive Summary

Works for Queensland COVID funding has been provided by the Queensland Government. The purpose of this report is to amend the 2020/21 budget and complete the revenue recognition checklist against the accounting standards.

Background

Council workshopped the proposed projects for the COVID-19 Works for Queensland Funding as follows:

COVID-19 Works for Queensland					
BaISC-W4QC20-1 Regional Tourism Projects		N			\$398,000
BaISC-W4QC20-2 Regional Community Projects		N			\$282,000
BaISC-W4QC20-3 St George Swimming Pool Splash Park (Stage 1)		N			\$500,000
Total COVID-19 Works for Queensland					\$1,180,000

All projects must be completed by 30 June 2020.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Department of Local Government Multicultural Affairs and Racing
Infrastructure Services

Legal Implications

The Local Government Regulations 2012 S170(3) allows Council to amend its budget by resolution at any time during the financial year.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

The Accounting Standard IFRS 15 establishes the principles that an entity applies when reporting information about the nature, amount, timing and uncertainty of revenue and cash flows from a contract with a customer. To recognise revenue under IFRS 15, an entity applies five steps as outlined in the attached checklist for the funding.

Financial and Resource Implications

The adopted original budget had a deficit before capital revenue of (\$4,985,700) with an operating deficit after Capital of (\$146,400). The overall budget is Revenue of \$29,514,900 (excluding capital) and Expenditure of \$34,500,600. The Capital works program for 2020/21 is forecast at \$9,326,134.

The amendment to the Budget will increase the Capital works budget to a total of \$ \$11,646,584 (including the Local Roads and Community Grant Program). Milestone payments are made at 50% upfront, 40% after 50% has been expended and final 10% upon completion (this final 10% may be received in 2021/22 depending on timing). The total \$1,180,000 is estimated to be expended and received in 2020/21 financial year.

The amended Budget will result in an operating surplus after Capital of \$1,831,915.

Options or Alternatives

Council would be required to seek a variation of the grant deed to vary any projects that have been approved under this funding round.

Attachments

1. Revenue Recognition Checklist - COVID W4Q Fund [↓](#)

Recommendation/s

That Council resolves to

1. Amend the capital works budget in accordance with S170(3) of the Local Government Regulations 2012 as follows:

COVID-19 Works for Queensland					
BaISC-W4QC20-1 Regional Tourism Projects		N			\$398,00
BaISC-W4QC20-2 Regional Community Projects		N			\$282,00
BaISC-W4QC20-3 St George Swimming Pool Splash Park (Stage 1)		N			\$500,00
Total COVID-19 Works for Queensland					\$1,180,00

And

2. Acknowledge that while the funding agreement is for capital works it is unlikely that it is specific enough to create a specific performance obligation.

Michelle Clarke

Director Finance & Corporate Services



REVENUE RECOGNITION CHECKLIST

PROJECT:	VARIOUS APPROVED PROJECTS
GRANT FUNDING:	WORKS FOR QUEENSLAND COVID
START DATE:	01/07/2020
COMPLETION DATE:	30/06/2020

Question	Answer
Q: Is there a contract with customer	Yes, the funding agreement forms the basis of a contract with customer
Q: Are there identifiable performance obligations	Project Funding to a Council in accordance with a Milestone Schedule set out in the Project Funding Agreement No, while the funding agreement is for capital works it is unlikely that this is specific enough to create a specific performance obligation
Q: Determine transaction price	\$1,180,000
Q: Allocate transaction price	Milestone payments are made at 50% upfront, 40% after 50% has been expended and final 10% upon completion (this final 10% may be received in 2021/22 depending on timing)
Q: Recognise revenue	Revenue recognised as council receives the funding. This project however is due to be commenced and completed within the 2020/21 financial year.

OFFICER REPORT

TO: Council

SUBJECT: Quarterly Performance Report - Quarter 4 - 2019/20

DATE: 12.08.20

AGENDA REF: FCS3

AUTHOR: Kimi Waterson - Administration Officer - Governance

Sub-Heading

Quarterly Performance Report – Quarter 4 – 2019/2020

Executive Summary

The Quarterly Performance Report for Quarter 4 – 2019/20 is presented to Council for adoption.

Background

The Chief Executive Officer must present a written assessment of the Local Governments progress towards implementing the annual operational plan of not more than three months.

The progress report for Quarter 4 (1 April to 30 June 2020) is attached.

Each section provides an overview of performance in a graphical layout. Traffic lights give an indication of the performance for Quarter 4.

- Green lights generally have no commentary as they are on track.
- Amber lights indicate that the action or KPI requires monitoring.
- Red traffic light indicates that the target has not been met, work has not commenced or the KPI has not been achieved

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Effective strategic planning and partnerships

Consultation (internal/external)

All directors have been given the opportunity to provide commentary on the progress the Milestones and Key Performance Indicators within the Operational Plan.

Legal Implications

The report complies with *Section 174(3) Local Government Regulation 2012*.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Not Applicable

Financial and Resource Implications

Not Applicable

Attachments

Nil

Recommendation/s

That Council resolves to adopt the Quarterly Performance Report for Quarter 4 of 2019/20, as tabled, in accordance with, *Section 174(3) of the Local Government Regulations 2012*.

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Aerodrome St George General Aviation Project

DATE: 07.08.20

AGENDA REF: FCS4

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Aerodrome St George General Aviation Project

Executive Summary

The purpose of this report is to satisfy the requirements of the Funding Agreement and confirm that council has budgeted for the financial contribution for the Project.

Background

Council must provide a copy of its resolution that it has budgeted for the St George General Aviation Project and is committed to delivering the Project and acknowledges responsibility for any funding shortfall if costs or other contributors change.

To date Council has engaged Cardno to survey the land and Osborne Engineering Services to plan and design the development. Milestone 2 is now due for reporting and this council resolution is required to satisfy the requirements of the Funding Agreement.

Council adopted its budget on 27 June 2019 to include \$65,000 in project management.

Council adopted its budget 6/1/21, June 2019 to include \$66,000 in project management.									
Capital Projects 2019/20									
			Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 03/06/2020 (incl Committed)	Total - Multi-Year Project Budget	2019/20 Original Budget			
						Budget	Funding	19/20 Expenditure	Restricted Cash
440 - AERODROMES									
	0440-0935-0000	BOR4 - St George General Aviation Project (\$1M over 3 years)	N	\$ 55,279					
					\$ 1,065,000	\$ 765,000	\$ 200,000	\$ 65,000	\$ 500,000
	0440-4933-0000	Aerodromes Capital Projects		\$ 55,279	\$ 1,065,000	\$ 765,000	\$ 200,000	\$ 65,000	\$ 500,000

Council adopted its budget on 25 June 2020 with the change in the milestone payment of \$200,000 to be received in 2020/21 as follows:

Capital Projects 2020/21										
		Asset Type (New, Upgrade, Renewal)	Total - Multi-Year Project Budget	2020/21 Budget				2021/22 Project Budget	2022/23 Project Budget	2023/24 Project Budget
				Budget (total for 20/21)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)			
440 - AERODROMES										
	St George Aerodrome Linemarking	R		\$ 15,000		\$ 15,000				
	CIO BOR4 - St George General Aviation Project (\$1M over 3 years)	N	\$ 1,065,000	\$ 765,000	\$ 200,000	\$ 89,877	\$ 475,123			
	Aerodromes Capital Projects		\$ 1,065,000	\$ 780,000	\$ 200,000	\$ 104,877	\$ 475,123	\$ -	\$ -	\$ -

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Department of State Development, Tourism and Innovation
Osborne Engineering Services
Cardno

Legal Implications

Council must comply with the terms of the funding agreement.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Not applicable

Financial and Resource Implications

There are no further financial implications when adopting the recommendation as budget has already been adopted. There is currently no forecast over expenditure that will impact on the budget.

Options or Alternatives

Council must comply with the terms of the funding agreement so there is no alternative.

Attachments

Nil

Recommendation/s

That Council resolves to confirm with the Department of State Development, Tourism and Innovation its commitment to delivering the St George General Aviation Project, as per the adopted budget for 2020/21 that includes its financial contribution to the Project in the sum of \$65,000, and acknowledges its responsibility for any funding shortfall should costs or other contributors change.

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: CUC Balonne Limited

DATE: 07.08.20

AGENDA REF: FCS5

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Country University Training Hub – Creation of Not for Profit Entity

Executive Summary

The Balonne Shire Council and Country Universities Centre have been successful in obtaining grant funding subject to creation of a not for profit entity that will be known as the CUC Balonne Limited. The CUC Balonne Ltd will be a tertiary education mini-hub pilot. The purpose of this report is to establish the CUC Balonne Limited.

Background

The Balonne Shire Council have been working with the Country Universities Centre to develop a training hub for tertiary education in St George and Dirranbandi. Council were successful in obtaining a grant through the Department of Education, Skills and Employment to the value of \$737,082, over three years. In-kind support from the Balonne Shire in the form of temporary accommodation (pending the construction of the new Library Innovation Hub) and administrative support were part of the application (see financial implications below).

To enable the project to proceed Council will establish a beneficial enterprise that will be the recipient of the funds and oversee the project. The entity and its Board will be accountable to the Council, Country Universities Centre and the Department of Education, Skills and Employment. A centre manager will be engaged by CUC Balonne Ltd to administer the project.

The proposed Board must include a minimum of 3 members to establish the entity and would look to include representatives from Council, Education Queensland, Queensland Health (or community health representative), Indigenous representative and an ex-officio being the Country Universities Centre.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Community spaces to connect, engage and learn

Consultation (internal/external)

McCullough Robertson
Country Universities Centre
Kerryn Suttor, Consultant
Department of Education, Skills and Employment

Legal Implications

S39 and 40 of the Local Government Act 2009 refers to beneficial enterprises that are conducted by a council. A beneficial enterprise is an enterprise that a local government considers is directed to benefiting and can reasonably be expected to benefit the whole or part of the Shire. To conduct a beneficial enterprise Council may participate with an association – however must not participate with an unlimited partner or corporation. The proposed new entity will be a limited not for profit entity, a company limited by guarantee (therefore limiting Council's liability to a nominal amount).

Council has obligations to report in its annual report each financial year a list of all beneficial enterprises that it conducts during the financial year.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

The CUC Balonne Limited will be an entity that will require a governance framework and financial management however will be accountable to Council, the Country Universities Centre and the Department of Education, Skills and Employment.

Financial and Resource Implications

The CUC Balonne Limited will receive the funding to administer in accordance with the Funding Agreement from the Department of Education, Skills and Employment. Council will provide in kind support as follows:

<i>BSC In-kind support - Project Development (20 mths)</i>	<i>\$ 100,000</i>		
<i>BSC In-kind support - Electricity</i>	<i>\$ 4,000</i>	<i>\$ 4,000</i>	<i>\$ 4,000</i>
<i>BSC In-kind support - Rent</i>	<i>\$ 15,600</i>	<i>\$ 15,600</i>	<i>\$ 15,600</i>
<i>BSC In-kind support - Admin & Board Support</i>	<i>\$ 40,000</i>	<i>\$ 40,000</i>	<i>\$ 40,000</i>

Options or Alternatives

The final membership of the Board can be determined once the initial entity has been established and the funding received.

Attachments

Nil

Recommendation/s

That Council resolves:

1. To conduct a beneficial enterprise, with a view to operating the Balonne Shire Training Hubs at St George and Dirranbandi by participating with an association as follows:
 - a. by forming a company limited by guarantee to be called CUC Balonne Ltd (**Company**), that will be a not for profit entity and not listed on any stock exchange
 - b. by being the sole member of the Company;
 - c. Council appointing a board to manage the Company's affairs
2. It is satisfied that the beneficial enterprise is directed to benefiting, and can reasonably be expected to benefit, the whole of its local government area because the proposed training hubs will be available

to the public at large, will provide facilities for students throughout the area and are expected assist in attracting or retaining students to the area for their tertiary studies

3. The initial board of the Company will comprise the Mayor, the CEO and one other community representative
4. To delegate to the Chief Executive Officer in accordance with S257(1)(b) of the Local Government Act 2009 to:
 - a. attend to the finalisation of the constitution of the Company, appointment of directors, registration of the Company and any other necessary or desirable governance arrangements or formalities in connection with establishing the Company;
 - b. engage and seek advice from solicitors or accountants, as necessary or desirable in connection with the establishment of the Company and negotiation of arrangements with any third parties or relevant governmental departments;
 - c. seek expressions of interest from members of the public to become directors of the Company as community representatives;
 - d. liaise with governmental authorities, universities and other relevant stakeholders in connection with the appointment of additional board members and establishment of the Company.

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Monthly Financial Management Report July 2020

DATE: 12.08.20

AGENDA REF: FCS6

AUTHOR: Tracey Lee - Manager Finance Services

Sub-Heading

Monthly Financial Management Report as at 31 July 2020.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Attachments

1. Monthly Finance Report - July 2020.pdf [↓](#)

Recommendation/s

That the monthly Financial Management Report for the period ending 31 July 2020, as attached, be received and noted.

Michelle Clarke
Director Finance & Corporate Services

Financial Management Report

Period Ending 25 May 2020

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BALONNE SHIRE COUNCIL
Statement of Income and Expenditure
For the period ended 31 July 2020
9% of Year Expired

		YTD Actuals 20/21	Original Budget 20/21	%	
Operating Revenue					
Rates and Utility Charges	\$	-	11,689,600	0%	
Less: Discount Allowed	\$	-	(1,005,300)	0%	
	\$	-	10,684,300	0%	
Fees and Charges	\$	30,934	208,600	15%	1
Interest	\$	16,233	429,300	4%	
Interest - Wild Dog Loans	\$	-	-		
Rental Income	\$	15,400	211,000	7%	
Recoverable Works	\$	6,880	2,006,500	0%	
Other Income	\$	53,142	1,206,300	4%	
Contributions	\$	-	12,500	0%	
Grants and Subsidies	\$	3,835,553	14,756,400	26%	2
Total Operating Revenues	\$	3,958,142	29,514,900		
Operating Expenditure					
Employee Costs	\$	877,570	6,900,000	13%	
Materials and Services	\$	942,227	20,178,300	5%	
Finance Costs	\$	18,458	137,000	13%	
Depreciation	\$	607,108	7,285,300	8%	
	\$	2,445,363	34,500,600	7%	
OPERATING RESULT	\$	1,512,779	(4,985,700)		
Capital Items					
Sale of Non-Current Assets	\$	-	-	0%	
Contributions	\$	-	-	0%	
Capital Grants, and Subsidies	\$	-	4,839,300	0%	
INCREASE IN OPERATING CAPABILITY	\$	1,512,779	(146,400)		

1. Annual animal registrations fee invoices issued in July with discount period ending mid August

2. Additional Grant Funding received which was not included in original budget. See separate council reports for more information

BALONNE SHIRE COUNCIL
Statement of Financial Position

For the period ended 31 July 2020

		YTD Actuals 20/21	Original Budget 20/21
Current Assets			
Cash and Equivalents	\$	41,953,742	33,749,029
Trade Receivables	\$	358,340	2,311,730
Inventories	\$	283,999	215,581
Other Current Assets	\$	-	73,227
Total Current Assets	\$	42,596,081	36,349,567
Non-Current Assets			
Receivables	\$	-	-
Property, Plant and Equipment	\$	303,649,710	311,211,594
Total Non-Current Assets	\$	303,649,710	311,211,594
TOTAL ASSETS	\$	346,245,791	347,561,161
Current Liabilities			
Trade and Other Payables	\$	9,192	655,466
Loans	\$	137,970	130,925
Loans - Wild Dog Fencing	\$	-	-
Provisions	\$	1,785,685	1,728,063
Other Liabilities	\$	- 34,790	7,176
Total Current Liabilities	\$	1,898,057	2,521,630
Non-Current Liabilities			
Loans	\$	2,382,313	2,044,376
Loans - Wild Dog Fencing	\$	3,174,000	7,356,000
Provisions	\$	573,403	154,671
Total Non-Current Liabilities	\$	6,129,716	9,555,047
TOTAL LIABILITIES	\$	8,027,773	12,076,677
NET COMMUNITY ASSETS	\$	338,218,017	335,484,484
Community Equity			
Shire Capital	\$	39,604,678	39,604,678
Accumulated Surplus	\$	47,185,492	45,561,298
Other Reserves	\$	9,272,675	8,163,336
Revaluation Reserve	\$	242,155,172	242,155,172
TOTAL COMMUNITY EQUITY	\$	338,218,017	335,484,484

BALONNE SHIRE COUNCIL

Statement of Cash Flows

For the period ended 31 July 2020

	YTD Actuals 20/21	Original Budget 20/21
Cash flows from operating activities:		
Receipts from customers	\$ 327,803	13,900,700
Payments to suppliers and employees	\$ (2,429,539)	(26,960,216)
	\$ (2,101,736)	(13,059,516)
Rental Income	\$ 15,400	211,000
Interest Received	\$ 16,233	429,300
Operating Grants and Contributions	\$ 3,835,553	14,768,900
Borrowing Costs	\$ (151,156)	(137,000)
Net cash inflow (outflow) from operating activities	\$ 1,614,294	2,212,684
Cash flows from investing activities:		
Payments for Property, Plant and Equipment	\$ 0	(9,326,134)
Proceeds from Sale of Property, Plant and Equipment	\$ 0	0
Capital Grants and Subsidies	\$ 0	4,839,300
Net cash inflow (outflow) from investing activities	\$ 0	(4,486,834)
Cash flows from financing activities:		
Proceeds from Borrowings	\$ -	4,000,000
Repayment of Borrowings	\$ (15,824)	(125,485)
Net cash inflow (outflow) from financing activities	\$ (15,824)	3,874,515
Net increase (decrease) in cash held	\$ 1,598,470	1,600,365
Cash at beginning of reporting period	\$ 40,355,272	32,148,667
Cash at end of reporting period	\$ 41,953,742	33,749,029

BALONNE SHIRE COUNCIL
Financial Sustainability Ratios

For the period ended 31 July 2020

Ratio	Description	Formula	Target	Status	YTD Actuals 20/21	Original Budget 20/21
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held - Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 month	✓	17.78	14.42
Operating Performance Ratio	This ratio provides an indication of Council's cash flow capabilities	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$	Target greater than or equal to 20%	✓	469	18.00
Operating Efficiency Ratio	This ratio provides an indication of Council's ability to fund its operations	$\frac{\text{Total Operating Income}}{\text{Total Operating Expenses}}$	Target greater than or equal to 1	✓	1.62	0.86
Operating Surplus Ratio	An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital	$\frac{\text{Net Result (excluding capital items)}}{\text{Total Operating Revenue (excluding capital items)}}$	Target between 0 - 10%	✗	38.22	-16.89
Asset Sustainability Ratio	An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their	$\frac{\text{Capital Expenditure on the Replacement of Assets (renewals)}}{\text{Depreciation Expense}}$	Target greater than or equal to 90%	✗	0.58	67.29
Net Financial Liabilities Ratio	An indicator of the extent to which the net financial liabilities can be serviced by its operating revenue	$\frac{\text{Total Liabilities - Current Assets}}{\text{Total Operating Revenue (excluding capital items)}}$	Target less than or equal to 60%	✓	-1.24	-85.78

OFFICER REPORT

TO: Council

SUBJECT: Membership of Committees

DATE: 13.08.20

AGENDA REF: FCS7

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Appointment of Councillors to Standing and Advisory Committees and Advisory or Reference Groups

Executive Summary

Following the Election in March 2020 Council has confirmed the Standing and Advisory Committee and Advisory or Reference Groups to assist in community and stakeholder engagement together with achieving Council's strategic goals. The purpose of this report is to appoint Councillor as a Chair and/or member of the Committees. Council deferred this report at its meeting on 16 July 2020.

Background

Council has undertaken a number of workshops to develop its list of Standing and Advisory Committee and Advisory or Reference Groups to assist in community and stakeholder engagement together with achieving Council's strategic goals. Council has also confirmed its Portfolios for Councillors.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Active community and stakeholder engagement

Consultation (internal/external)

Councillors

Legal Implications

Section 264a) of the Local Government Regulations 2012 allows Council to appoint from its councillors – standing committees and Section 264b) appoint advisory committees (including members that are not councillors).

All Committees are subject to Council's Code of Meeting Practice and business may only be conducted at meetings where a quorum is present.

Minutes are to be kept of all Council committee meetings and tabled at the next Council meeting.

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

A model terms of reference will be developed and each Standing and/or Advisory Committee terms of reference will be developed in consultation with the committee members.

Financial and Resource Implications

Additional administrative support may be required to ensure that agendas, minutes and follow up action items are managed appropriately.

Options or Alternatives

Nil

Attachments

Nil

Recommendation/s

That Council resolves to appoint Councillors to the Standing and Advisory Committees, Advisory and Reference Groups and Regional Groups, as tabled.

Michelle Clarke

Director Finance & Corporate Services

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IFS1	<u>LIGHT VEHICLE FLEET POLICY</u>	Light Vehicle Fleet Policy	86
IFS2	<u>2019/20 JETPATCHER BUDGET AMENDMENT</u>	2019/20 Jetpatcher Budget Amendment	93
IFS3	<u>COUNCIL PLANT & FLEET RENEWAL / ACQUISITION</u>	Council Plant & Fleet Renewal / Acquisition	95

OFFICER REPORT

TO: Council

SUBJECT: Light Vehicle Fleet Policy

DATE: 10.08.20

AGENDA REF: IFS1

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

Light Vehicle Fleet Policy

Executive Summary

Balonne Shire Council have identified several vehicle types for different roles that are not fit for purpose. The policy has been reviewed and updated to have a fleet of vehicles that are suited for the operations of Council.

Background

The Light Vehicle Fleet Policy is to provide a fleet of light vehicles to conduct Council business and to provide private use to employees as approved within this policy or where approved as part of the employment contract.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Excellence in service delivery and project management

Consultation (internal/external)

Director of Infrastructure Services
Senior Leadership Group
Plant Committee

Legal Implications

Compliance with legal Gross Vehicle Mass

Risk Implications

Reputation - Inadequate engagement and assessment of the impact of external and internal stakeholders on our community, viability and productive capacity.

Policy Implications

Light Vehicle Fleet Operational Policy

Financial and Resource Implications

Nil.

Options or Alternatives

Nil.

Attachments

1. Light Vehicle Fleet Operational Policy - Draft.pdf [↓](#)

Recommendation/s

The Council resolves to:

1. Rescind the Light Vehicle Fleet Policy adopted on the 31st of October 2019
2. Adopt the revised Light Vehicle Fleet Policy as attached.

Andrew Boardman

Director Infrastructure Services

Light Vehicle Fleet Operational Policy

1. POLICY STATEMENT

Council will provide a fleet of light vehicles to conduct its business and to provide private use to employees as approved within this policy or where approved as part of employment contract.

2. PRINCIPLES

- Promote operational capacity and efficiency with Council.
- Optimise the capital and operational cost of vehicles to Council.
- Provide fit for purpose vehicles.
- Promote the attraction and retention of staff.
- Achieve consistency in the provision of vehicles.

3. SCOPE

This policy applies to all Councillors and Council employees of Balonne Shire Council (BSC), including permanent, casual and temporary employees, contractors, volunteers, apprentices, trainees and work experience students.

The purpose of this policy is:

- To provide Councillors and employees guidance on the operation of the light vehicle fleet in connection with their duties whilst representing BSC.
- To provide guidance on the suitable replacement of fleet.
- To support BSC's commitment to open and transparent governance.
- To outline requirements to minimise any risks of breach of Council's Code of Conduct.

The provisions in this policy are not retrospective and arrangements current at the adoption of this policy will be maintained whilst those employees are under their existing employment arrangements unless otherwise agreed by both parties.

4. RESPONSIBILITY

Chief Executive Officer, Finance and Corporate Services, Infrastructure Services

5. DEFINITIONS

Commuter use - is to provide a vehicle to a responsible officer for home garaging to allow for work related activities out of normal business hours and on-call use as approved by the relevant Manager.

Fleet Committee – A committee made of Council appointed portfolio Councillors supported by selected Council officers.

Driver – Person authorised to operate the vehicle either by this policy or by direct authority of the Chief Executive Officer.

Pool Vehicle – Means an unassigned vehicle available for staff use by a booking arrangement.

Private Use – Is the provision of a fully maintained vehicle as per this policy and employment arrangements.

Responsible Officer – Is the person to whom the vehicle is allocated.

Responsible Officer means a Council employee who has charge of a Council vehicle as approved by the relevant Manager.



Light Vehicle Fleet Operational Policy

6. POLICY

6.1 Fleet Committee

The Fleet Committee will be responsible for giving guidance as to vehicle types to be purchased, vehicle replacement frequency and reviewing process within the management of Council's Light Vehicle Fleet. This guidance will be used by Council officers in relation to Light Vehicle Fleet Operations. For current replacement frequency and vehicle type to be purchased see Attachment A.

The Fleet Committee will convene quarterly and will be chaired by the relevant portfolio Councillor.

6.2 Satellite GPS Monitoring

All of Council's light vehicle fleet will be fitted with a Satellite GPS monitoring unit to improve safety and for duty of care. By driving the vehicle the responsible officer/driver acknowledges that Council may monitor the location and driving manner of the vehicle at any time.

6.3 Driver

Drivers authorised by this policy are the responsible officer, spouses and immediate family of the responsible officer during private use and employees (including permanent, casual and temporary employees, contractors, volunteers, apprentices, trainees and work experience students) as required fulfilling directed duties.

6.4 Licensing, Road Rules & Infringements

Drivers must hold the appropriate licence for the particular fleet vehicle being operated. Drivers operating fleet must do so in a responsible manner and in accordance with road rules in force at time.

The driver is responsible for any infringement incurred during operation of Council fleet. The driver, not Council, will be liable for any fines resulting from infringements incurred during operation of Council fleet. If the driver is unable to be identified the responsible officer will be liable for penalties and/or cost involved, in the event that the fleet vehicle is a pool vehicle with no responsible officer the obligation for restitution will be at the discretion of the Chief Executive Officer.

Drivers must advise Council if they no longer hold the appropriate licence to operate the fleet vehicle they are responsible for or required to operate, to complete their duties. Council will review this case-by-case as it may lead to termination if the driver can no longer operate a vehicle required to fulfil their duties.

6.5 Damage & Insurance

Council fleet are insured under a comprehensive policy covering its fleet, drivers and passengers. In the event of an incident drivers must follow legislative requirements, notify supervisor and workshop supervisor, and promptly complete required forms.

Insurance may be unable to be claimed if the driver is not in possession of a valid driver's licence and/or is convicted of being under the influence of alcohol or any other prohibited substance. In such cases the driver may become liable for damages. Where the driver is involved in an accident during private use and is convicted of an offence under the Transport Operations (Road Use) Management Act 1995, Council reserves the right to recover and expenses incurred as a direct result of the accident.

Where the driver or any passenger intentionally, recklessly or negligently damages Council's fleet Council may require the employee to pay for the cost of the damage and may result in vehicle withdrawal and/or disciplinary action.

6.6 Maintenance & Housekeeping

Council will provide its fleet fully maintained. The responsible officer and/or driver must ensure that oil, water and tyres are checked regularly in accordance with the log book. The exterior and interior of the vehicle must be kept in a clean and reasonable condition. Smoking is not permitted in Council vehicles at any time. The responsible officer must ensure that scheduled servicing is maintained in accordance with the manufacturer's requirements. The Workshop Supervisor will book-in required scheduled services or maintenance on advice from responsible officer. In the event of a breakdown the Workshop Supervisor is to be notified.

Document No 132323 Version No1
Authorised by >>>Council

Initial Date of Adoption >> 31/10/2019
Latest Version Adopted: 20/08/2019
Next Review Date>>> 20/08/2022



Light Vehicle Fleet Operational Policy

6.8 Vehicle Use

The driver must operate the vehicle in a safe and responsible manner. The vehicle is not to be driven in an abusive manner that would cause undue wear and tear nor used in a way other than it was designed for. Under no circumstances will Council's fleet be used to conduct personal business operation or be used in any form of competition.

The driver must ensure that the vehicle logbook is completed for each journey and the required visual and prestart checks are completed. Use of a fuel card for refuelling must be carried out in accordance with Council procedure.

If the allocated light vehicle is not required during periods of leave and/or there is no private use, the vehicle shall be returned to Council for operational purposes for the period.

Table 1 – Light Vehicle Fleet Standard Use Schedule

Position	Usage
Councillor/s	A Pool Vehicle prioritised for Councillor/s use.
Chief Executive Officer	Unlimited business use and full private use within the County
Directors	Unlimited business use within the County and private use limited to 40,000kms /Annum within the County
Manager (with Vehicle approved in position)	Unlimited business use within the County and private use limited to 20,000kms /Annum within the County
Senior Supervisor	Unlimited business use within the County and private use limited to 10,000kms /Annum within the County
Supervisors + Mechanic WHS officer	Unlimited business use within the County and private use limited to 5,000kms/ Annum within the County
On-Call Officer	Business use within the Shire and Limited Private use within Town-limits (mobile range) whilst on-call only. Business use outside of shire on approved job with Supervisors permission.
Other Officers with allocated vehicles (i.e. grader/town officers)	Business use within the Shire and Commuter Use. Business use outside of shire on approved job with Supervisors permission.
Other Officers without allocated vehicle	Pool/available vehicle business use only as an approved by direct supervisor.

Usage outside of the above schedule shall only permitted by written approval of the Chief Executive Officer.

6.9 Withdrawal of Vehicles

The Chief Executive Officer may withdraw fleet allocated under this policy or a contract of employment where the employee breaches this policy (other disciplinary action may be initiated due to breaches in the policy.) or where the operation needs of Council change. If Council's operational needs change and fleet has been withdrawn, unless provided under an employment contract, no compensation or other entitlement will be payable.

7. ASSOCIATED DOCUMENTS

Balonne Shire Council Code of Conduct
Local Government Act 2009
Transport Operations (Road Use Management—Road Rules) Regulation 2009

Light Vehicle Fleet Operational Policy

ATTACHMENT A

A1. Replacement Frequency

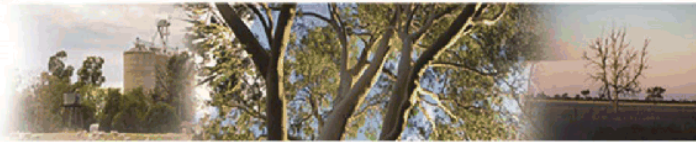
The Plant Committee has recommended that Council's light vehicle fleet be replaced at 200,000km or 6 years, whatever comes sooner.

A2. Vehicle Rotation

Council will rotate equivalent vehicles between staff within Departments and within the Senior Leadership Group with the exemption of the Chief Executive Officer on an approximate quarterly basis to ensure consistency in the utilisation of all council vehicles.

A3. Vehicle Types

The Plant Committee has supported officer recommendations that a 4x4 dual cab be selected as the main work vehicle due to its versatility and resale value. The Plant committee also has supported officer recommendations that Toyota's be preferred due to the only dealer in town being Toyota, this is to ensure ease of warranty claims, quick replacement of parts as well as stocking consistent parts and a strong resell value.



Light Vehicle Fleet Operational Policy

Table 1 – Light Vehicle Types

Position	Minimum Specifications
Councillor/s	An executive style, 4-cylinder, diesel, air-conditioned, automatic, cruise control, 4WD – 7-seater wagon with leather seats, tow bar and break controller. (Prado or similar).
Chief Executive Officer	An executive style, 8-cylinder, diesel, air-conditioned, automatic, cruise control, 4WD – 7-seater wagon with leather seats, tow bar and break controller. (Landcruiser or similar)
Directors	An executive style, 4-cylinder, diesel, air-conditioned, automatic, cruise control, 4WD – 7-seater wagon with tow bar and break controller. (Prado or similar)
Manager – FCS, CES (with Vehicle approved in position)	A 4-cylinder Petrol Hybrid, 5- seater, high clearance vehicle AWD. (Rav 4 or similar)
Manager – IS	A 4-cylinder 5- seater, Dual Cab Utility vehicle 4WD, with tub tray and liner, long range tank, hard top cover, dual cigarette plug in tray, tow bar, revolving light and brake controller (Hilux or similar). All utes shall be capable of towing 3.5 tonne towing capacity.
Senior Supervisor	
Stream A – Infrastructure Services Staff, WHS Advisor	
CES Staff as operationally required	
Supervisors	A 4-cylinder 5- seater, air-conditioned, Dual Cab Utility vehicle 4WD, with suspension upgrade, manufactured tray, cigarette plug and angel plug in tray and revolving light (Hilux or similar). All utes shall be capable of towing 3.5 tonne towing
On-Call Officer	A 4-cylinder 5- seater, air-conditioned, Dual Cab Utility vehicle 4WD, with suspension upgrade, manufactured tray, cigarette plug and angel plug in tray and revolving light (Hilux or similar). All utes shall be capable of towing 3.5 tonne towing
Grader Operator, Mechanic and Mechanic Supervisor	An 8-cylinder, diesel, 4WD – 5 -seater Dual Cab with suspension upgrade, manufactured tray, tow bar, break controller, cigarette plug and angel plug in tray and revolving light . (Landcruiser 70 Workmate or Similar)
Town Officers / Other Officers without allocated vehicle	A 4-cylinder 5- seater, air-conditioned, Dual Cab Utility vehicle 4WD, with suspension upgrade, manufactured tray, cigarette plug, and angel plug in tray and revolving light (Hilux or similar). All utes shall be capable of towing 3.5 tonne towing
All Vehicles	All Council Vehicles shall have the following fittings as standard: air-conditioner, maximum legal tinting, driving lights, dash mat, floor mat, bull bar with side rails and steps (subject to availability), mobile booster, UHF, seat covers (water proof) and snorkel (subject to availability).
Any addition / removal of accessories to the vehicle require the CEO approval.	

OFFICER REPORT

TO: Council

SUBJECT: 2019/20 Jetpatcher Budget Amendment

DATE: 10.08.20

AGENDA REF: IFS2

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

2019/20 Jetpatcher Budget Amendment

Executive Summary

Council allocated \$340,000 in the 2019/20 budget for the purchase of a Jetpatcher as part of its fleet replacement programme. Delivery has been delayed and the funds are required to be carried over to the 2020/21 financial year.

Background

In the December 2019 Council Meeting Council resolved to procure a new AusRoad Jet Patcher for the value of \$420,916 (excl. GST). The budget allocation for the replacement of the Jet Patcher \$340,000. The original delivery date of the Jet Patcher was late in the 2019/20 financial year, however due to Coronavirus the Jet Patcher manufacture is delayed and is currently expected to be delivered October 2020.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Ausroad
Director of Infrastructure Services
Director of Corporate Services

Legal Implications

The Local Government Regulations 2012 S170(3) allows Council to amend its budget by resolution at any time during the financial year

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Council Procurement Policy

Financial and Resource Implications

The adopted original budget had a deficit before capital revenue of (\$4,985,700) with an operating deficit after Capital of (\$146,400). The overall budget position is Revenue of \$29,514,900 (excluding capital) and Expenditure of \$34,500,600. The Capital works program for 2020/21 is forecast at \$9,326,134.

The amendment to the Budget will increase the Capital works program to a total of \$ \$9,666,134, increasing Council's total expenditure to \$34,840,600

Options or Alternatives

Nil

Attachments

Nil

Recommendation/s

That Council resolves to amend the capital works budget in accordance with S170(3) of the Local Government Regulations 2012, by increasing expenditure by \$340,000, to include the Jet Patcher purchase as per its plant replacement program.

Andrew Boardman

Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: Council Plant & Fleet Renewal / Acquisition

DATE: 10.08.20

AGENDA REF: IFS3

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

Council Plant & Fleet Renewal / Acquisition

Executive Summary

Council have identified the need to bring forward the replacement of two multi-tyre rollers due to identified maintenance issues rollers and to add one prime mover and water tanker to its fleet to replace the plant written off several years ago. This report recommends that Council undertake borrowings with Queensland Treasury Corporation (QTC) to bring forward and acquire these plant items.

Background

Council officers were tasked with the review of Council's current fleet and its operational requirements. Council have reviewed their operational needs and have proposed the following changes.

Council have touched base with Queensland Government's Department of Local Government, Racing and Multicultural Affairs (DLGRMA) and have been given the advice about borrowings, this advice is summarised below.

To promote the sustainable management of assets and financial resources, a Local Government should establish its needs for both short-term and long-term funding arrangements before applying for any type of financing from QTC. Please note: The Department will only approve borrowings for capital purposes.

Before considering its funding arrangements, a Local Government should review its long-term asset management plan, its long-term financial forecasts and its surplus cash to identify any funding shortfalls. The nature and timing of these funding shortfalls should inform the type of financial arrangement being sought i.e. short-term operating liquidity or long-term debt for capital purposes.

As part of its ongoing commitment to improving the financial sustainability of the Local Government sector, the Department encourages Local Governments to exercise good financial management practices when determining how best to fund their capital expenditure programs. This includes considering the use of surplus cash, i.e. cash that is significantly above what is required to be held to meet minimum liquidity requirements (including forecast operating cycle and estimated contingency buffers), to fund planned capital projects in lieu of new borrowings

If Council was to borrow from QTC for the acquisition of yellow plant the following timeframes are required to be met.

- 31 August 2020: submit long term financial forecasts to QTC and DLGRMA
- 26 February 2021: submit borrowing applications (however Council may submit earlier if required).

In accordance with the Statutory Bodies Financial Arrangements Act 1982 (SBFA Act), a Local Government is required to obtain the Treasurer's approval to undertake borrowings. However under a General Approval dated 23 May 2003 and issued by the Queensland Treasurer under the SBFA Act, the Department of Local Government, Racing and Multicultural Affairs may grant approval for Local Governments to borrow from, or establish WCFs with, Queensland Treasury Corporation (QTC). Separate approval of the Treasurer is, however, still required for borrowings and facilities not sourced from QTC.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Manager of Transport & Drainage
 Director of Infrastructure Services
 Director Finance & Corporate Services
 Plant & Fleet Committee
 Councillor Workshop

Legal Implications

In accordance with the Statutory Bodies Financial Arrangements Act 1982 (SBFA Act), or the General Approval dated 23 May 2003 (made by the Treasurer under the SBFA Act).

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Procurement Policy, Debt Policy

Financial and Resource Implications

\$370,000 for two (2) Multi-Tyre Rollers (estimated at \$185,000 each from industry prices)
 \$350,000 for a new prime mover and water tanker (estimate from industry prices)

Options or Alternatives

- 1) Using surplus cash to purchase the plant items
- 2) Borrow to purchase the plant items
- 3) Not purchase the plant items this financial year

Attachments

Nil

Recommendation/s

That Council resolves to commence the process with Queensland Government's Department of Local Government, Racing and Multicultural Affairs and the Queensland Treasury Corporation to borrow funds to purchase the following plant:

1. \$185,000 for the replacement of plant 7000 – Ammann AP240 Multi-Tyre Roller
2. \$185,000 for the replacement of plant 7001 – Ammann AP240 Multi-Tyre Roller
3. \$350,000 for a new prime mover and water tanker

Andrew Boardman

Director Infrastructure Services

(ERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ERS1	<u>RL 105 - DEVELOPMENT APPLICATION FOR RECONFIGURING A LOT - BOUNDARY REALIGNMENT (TWO LOTS INTO TWO LOTS) LOCATED AT GUNNINDADDY ROAD, MUNGINGI QLD 2406 (DESCRIBED AS LOT 28 ON BLM54 AND LOT 29 ON BLM73)</u>	RL 105 Development Application for reconfiguring a lot – boundary realignment (two lots into two lots) at Gunnindaddy Road, Mungindi Qld 2406 (described as Lot 28 on BLM54 and Lot 29 on BLM73), by Council's planner.	99
ERS2	<u>AMENDMENTS TO FEES & CHARGES SCHEDULE 2020/21</u>	Proposed amendments to Section 3 – Planning and Development in Council's Fees and Charges Schedule 2020/21.	119

OFFICER REPORT

TO: Council

SUBJECT: **RL 105 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) Located at Gunnindaddy Road, Mungindi Qld 2406 (described as Lot 28 on BLM54 and Lot 29 on BLM73)**

DATE: 12.08.20

AGENDA REF: ERS1

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

RL 105 Development Application for reconfiguring a lot – boundary realignment (two lots into two lots) at Gunnindaddy Road, Mungindi Qld 2406 (described as Lot 28 on BLM54 and Lot 29 on BLM73), by Council's planner.

Executive Summary

Council has received a properly made development application from SMK Consultants for RL 105 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) Located at Gunnindaddy Road, Mungindi Qld 2406 (described as Lot 28 on BLM54 and Lot 29 on BLM73).

The development application is subject to Code assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the *Planning Act 2016* and any matters prescribed by regulation. The *Development Assessment Rules* set out the procedural requirements that Council must follow in the development assessment process.

The application is generally consistent with the assessment benchmarks provided by the *Planning Act 2016* and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval and having regard to the relevant matters.

Background

Applicant:	SMK Consultants
Owner of Land:	Lot 28 on BLM54: Annette Joan Heagney, Rebecca Sue Longworth and Stuart Blake Longworth Lot 29 on BLM73: Annette Joan Heagney, Rebecca Sue Longworth and Stuart Blake Longworth
Land description:	Lot 28 on BLM54 and Lot 29 on BLM73
Lot area:	Lot 28: 1254.53ha Lot 29: 1406.69ha

Zone/Precinct:	Rural Zone
Overlay:	Flood Hazard Overlay
Proposal:	Reconfiguring a Lot - Boundary Realignment (Two Lots into Two Lots)
Proposal Assessment category:	Code Assessment
Referral/Concurrency Agencies:	Nil
Properly made date:	13 July 2020

PROPOSAL

The application seeks approval for a RL 105 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) Located at Gunnindaddy Road, Mungindi Qld 2406 (described as Lot 28 on BLM54 and Lot 29 on BLM73).

The proposed development involves the realignment of the common boundary between Lot 28 and 29 to provide delineation between the irrigation and dryland cropping/grazing enterprises (refer to figure 1).

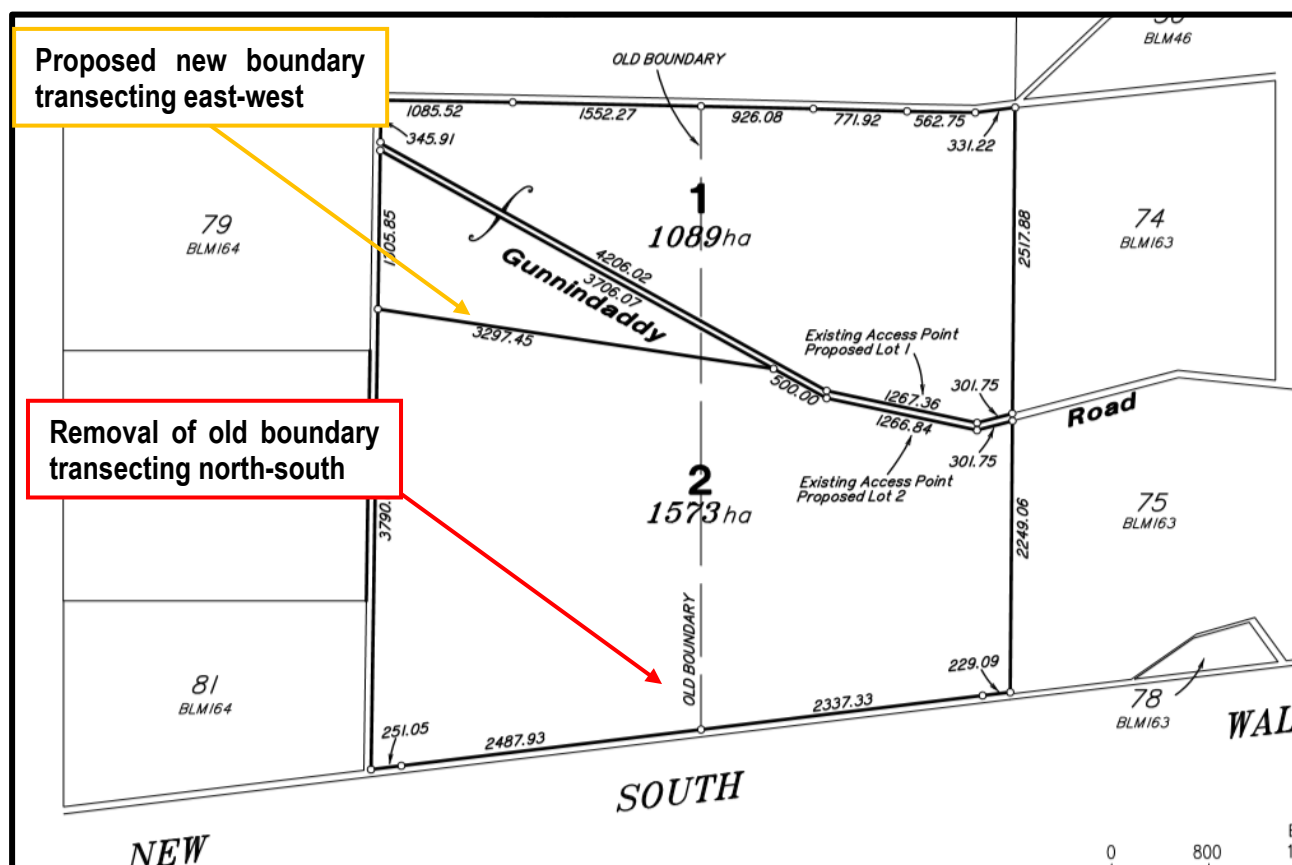


Figure 1: Plan of Proposed Boundary Realignment

Source: Application materials

The reconfiguration of the common boundary between the two lots will result in revised areas of 1089ha (Lot 1) and 1573ha (Lot 2) respectively. The proposal will not change the existing use of either lots and both lots will continue to be utilised for agricultural purposes consistent with the Rural Zoning of the land. The proposed development is done to provide for the better management and future viability of both lots. Specifically, the existing irrigation enterprise will be contained within Lot 2 and the continuance of dryland cropping and grazing to be located within Lot 1. No new buildings, structures or infrastructure (roads or access points) are required as part of the boundary realignment.

Characteristics of the site:

The development site comprises the rearrangement of the boundary of two, slightly irregular (rectangular shaped) rural land parcels that are located in the Rural Zone of the *Balonne Shire Planning Scheme 2019*. The lots subject to the application are located west of the township of Mungindi (via Gunnindaddy Road) and adjoin the Queensland – New South Wales border.

The site is relatively flat with slight fall towards the south-south west corner of the lots subject to the development. The proposed reconfiguration of the common boundary between the two lots will result in Lot 1 having a total land area of 1089ha, with a large portion of the land being on the northern side of Gunnindaddy Road (the road forming the boundary) and a small section continuing on the southern side of Gunnindaddy Road.

Lot 2 is to have a total land area of 1573ha and is to be located in its entirety on the southern side of Gunnindaddy Road.

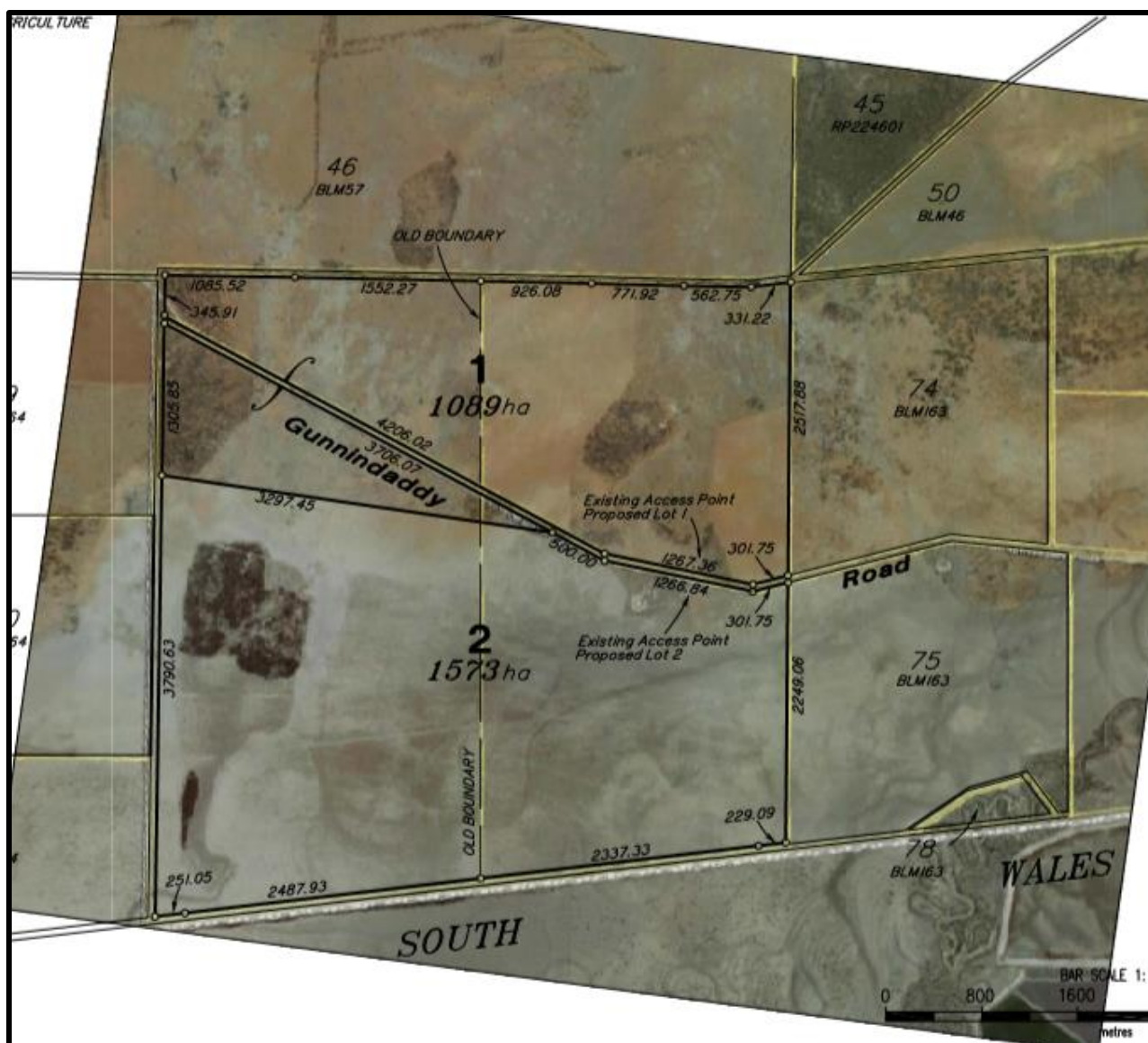


Figure 2: Aerial view – Development site

Source: Application materials

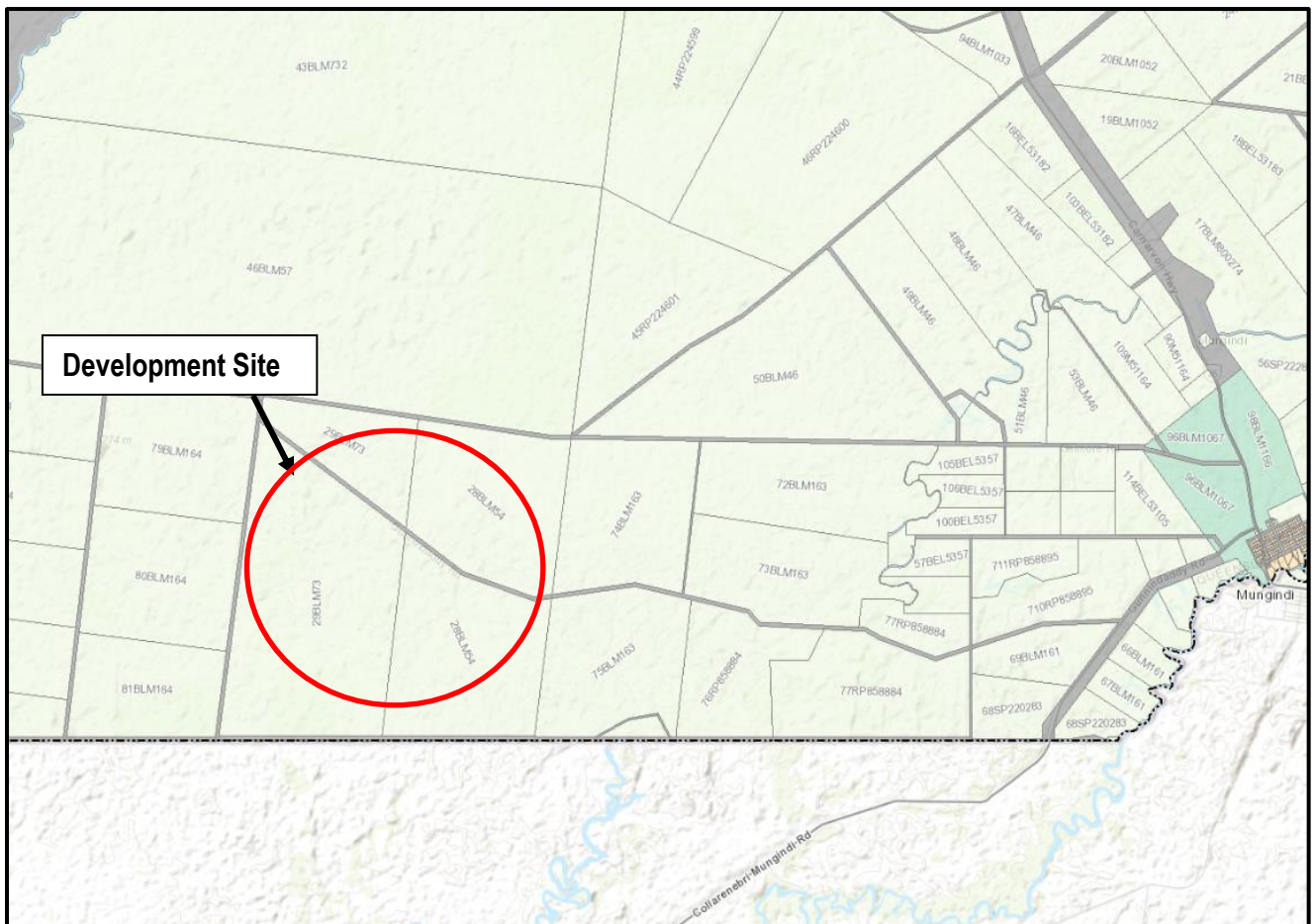
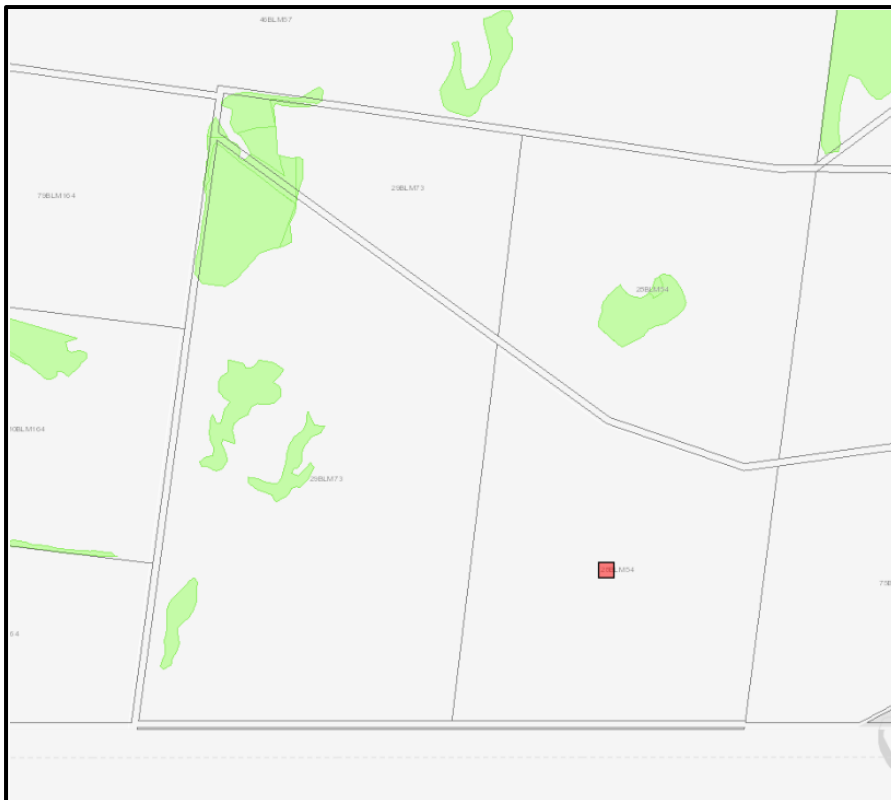


Figure 3: Site locality and zoning

Both land parcels are currently utilised for agricultural purposes. Lot 2 has been developed for irrigation purposes and Lot 1 is used for grazing land and dryland cropping. The existing activities occurring over the two land parcels are to continue. Lot 1 has existing connections to the reticulated electricity supply, Telstra, an adequate on-site water supply and on-site sewer system.

Vegetation

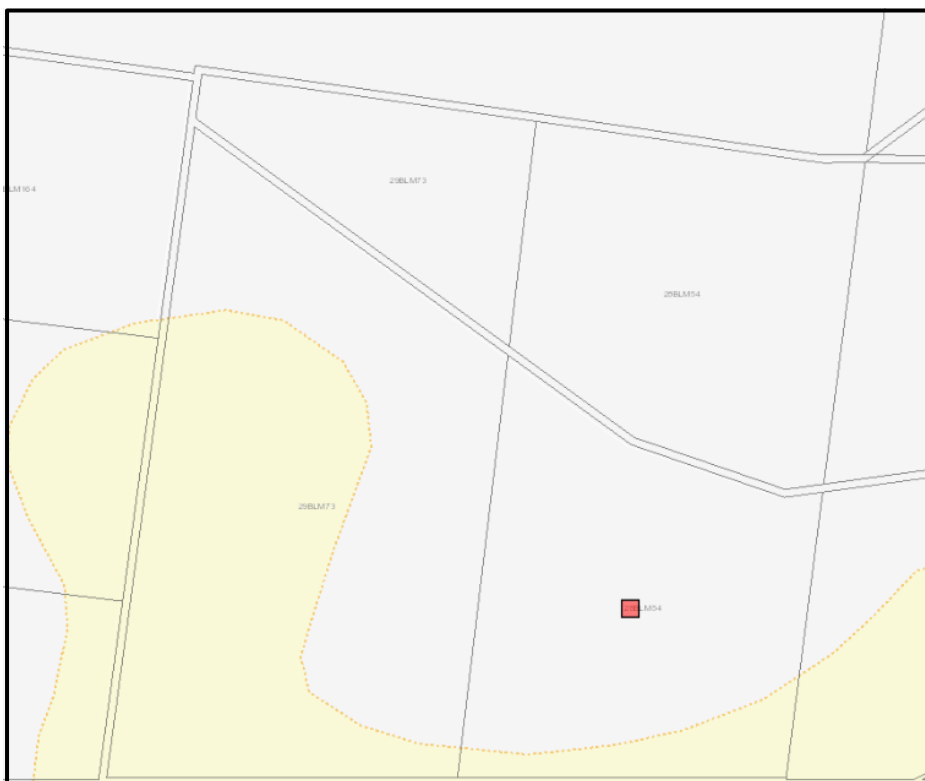
The proposed development does not involve any clearing of any vegetation.



Source: QLD SPP Interactive Mapping System

Natural Hazards

The development site is subject to areas of flooding identified on the Queensland State Planning Policy Interactive Mapping System (Flood hazard area - Level 1 - Queensland floodplain assessment overlay).



Source: QLD SPP Interactive Mapping System

In addition to flood hazard areas the site is also contains areas of bushfire hazards areas identified on the Queensland State Planning Policy Interactive Mapping System.

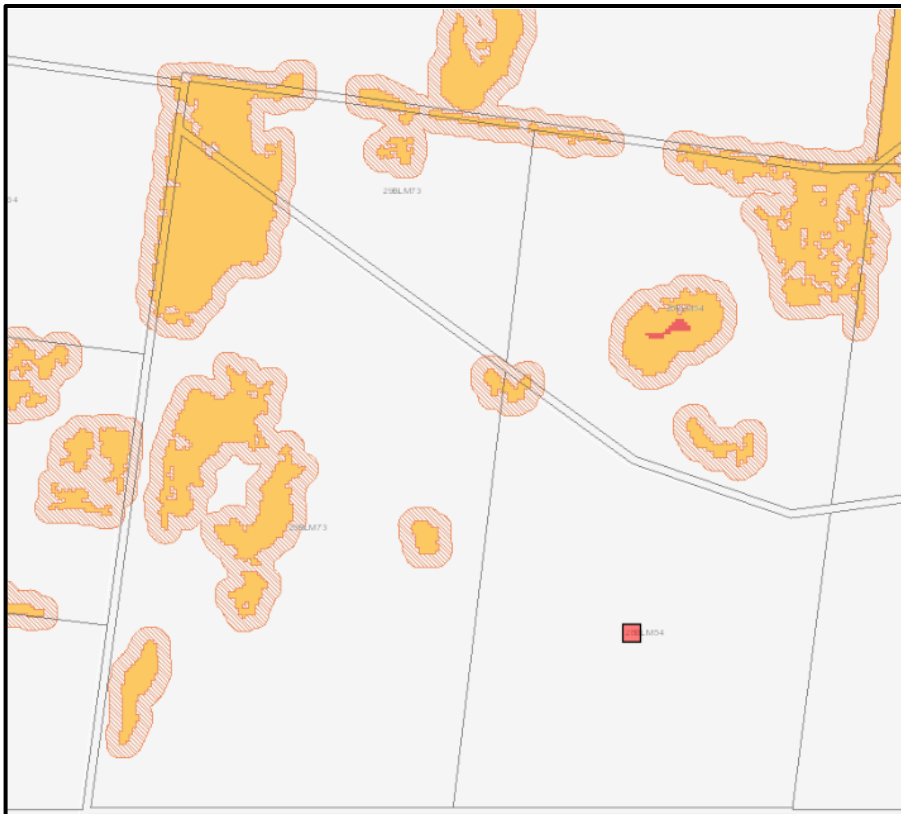


Figure 6: Bushfire fire hazard areas

Source: QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *reconfiguring a lot* as defined in the *Planning Act 2016*.

Reconfiguring a lot means:

- (a) *creating lots by subdividing another lot; or*
- (b) *amalgamating 2 or more lots; or*
- (c) *rearranging the boundaries of a lot by registering a plan of subdivision under the Land Act or Land Title Act; or*
- (d) *dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is—*
 - (i) *a lease for a term, including renewal options, not exceeding 10 years; or*
 - (ii) *an agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or*
- (e) *creating an easement giving access to a lot from a constructed road.*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) *against the assessment benchmarks in a categorising instrument for the development; and*

(b) *having regard to any matters prescribed by regulation.*

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (i.e. *Maranoa-Balonne Regional Plan* and *Darling Downs Regional Plan*);
- the *State Planning Policy*; and
- the *Balonne Shire Planning Scheme*.

After completing an assessment of the proposal against the Assessment Benchmarks, Council must make a decision about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

Assessment Benchmarks

Regional Plans

The *Maranoa Balonne Regional Plan 2009* is a statutory planning instrument intended to assist in managing change and shaping the prospects of rural communities in the Maranoa and Balonne regional council areas. The regional plan sets out desired regional outcomes, which identify aspirations for ecological sustainability for the region.

The *Darling Downs Regional Plan 2013* was adopted in October 2013, and covers the local government areas of Balonne, Goondiwindi, Maranoa, Southern Downs, Toowoomba and Western Downs.

The intent of the Darling Downs Regional Plan is to provide direction to resolve competing state interests relating to the agricultural and resources sectors, and to enable the growth potential of the region's towns. It seeks to maximise opportunities for co-existence of resources and agricultural land uses.

The *Balonne Shire Planning Scheme*, and specifically the strategic framework, appropriately advances the *Maranoa-Balonne Regional Plan 2009* and the *Darling Downs Regional Plan 2013* as they apply in the planning scheme area, and therefore an independent assessment of the proposal against these planning instruments is not required.

State Planning Policy

The development assessment must consider the State Planning Policies to the extent they have not been appropriately integrated within or are inconsistent with the Balonne Shire Planning Scheme. As the Balonne Shire Planning Scheme appropriately integrates all relevant aspects of the State Planning Policy a separate assessment of the application against this planning instrument is not required.

Balonne Shire Planning Scheme 2019

The relevant sections of the *Balonne Shire Planning Scheme 2019* are;

- Part 5 Tables of assessment
- Part 7 Development Codes
 - Part 7.4.2 Reconfiguring a lot code
 - Part 7.4.3 Flood hazard overlay code

Part 5 - Tables of assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables of Assessment identify the level of assessment for the proposed reconfiguring a lot in the proposed location as “Code Assessment.”

Part 7 Development Codes

7.4.2 Reconfiguring a lot code

The purpose of the reconfiguring a lot code is to:

- (a) Facilitate the creation of lots to a size and dimension of that allows the zones to achieve the intended use.*
- (b) Reconfiguring lots ensures that future lots are resilient from the impacts of flood and bushfire.*
- (c) Reconfiguring lots does not adversely impact on the cultural heritage or biodiversity values (including MSES) of an area or water quality.*
- (d) Reconfiguring lots does not adversely impact on the Shire’s economy.*
- (e) ensure that the stock route network is maintained and protected from inappropriate development.*

The purpose of the code will be achieved through the following overall outcomes:

- (a) Reconfiguration of lots creates safe, functional and suitable lots that are consistent with the existing zone intent.*
- (b) Reconfiguration of lots ensures that development can provide adequate access and services for all new lots.*
- (c) Reconfiguration of lots does not lead to a loss of biodiversity and ecological connectivity.*
- (d) Reconfiguration ensures the environmental values and quality of Queensland waters are protected and enhanced.*
- (e) development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.*
- (f) Development does not inhibit the safe and efficient operation of pipelines.*

The proposed development for reconfiguring a lot for a boundary realignment complies with the Purpose and Outcomes of the reconfiguring a lot code because;

- The proposed boundary will create a safe and functional land configuration allowing for better management and future viability for agricultural purposes;
- Does not involve and clearing of vegetation and therefore the existing biodiversity and ecological connectivity and environmental values are protected;
- Does not involve the creation of any new lots and therefore will pose no impact or not conflict with the ongoing efficient and safe use of the stock route network;
- The development site has adequate existing road accesses and onsite services adequate for the existing uses on the subject land; and
- The proposed development will have no impact on the Shire’s economy.

The Code’s relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
PO1 The land is physically suitable for the anticipated future land use in terms flooding hazard, bushfire hazard and practical access.	✓ Proposed Lot 1 and Lot 2 has existing access points from Gunnindaddy Road. As a result of the development there will be no change to these access points. No new dwellings will be constructed on the resulting lots and there will be no new accesses created.
PO2 The proposed lots have a legal point of access from local or state-controlled road networks.	✓ Proposed Lot 1 and 2 have existing access from Gunnindaddy Road (local government road). There will be no change to the access as a result of the development.
PO3 The proposed lots are of a size and dimension to meet the outcomes for development in the zones in respect of: <ul style="list-style-type: none"> • preserving land for agriculture and animal production in the Rural zone. • achieving a safe and pleasant residential environment. • consistent with the nature and layout of existing subdivision patterns. • providing a variety of lot sizes for residential living, industry and commerce. 	The development site is located in the Rural zone and consist of two land parcels. The planning scheme permits reconfiguration of a lot in the rural zones provided a minimum lot size of 5,000 hectares is achieved. Lot 1 has a proposed land area of 1089ha which is below the permitted minimum 5,000ha. Lot 2 has a proposed land area of 1573ha which is below the minimum lot size of 5,000ha. The proposed development involves the realignment of a common boundary to delineate between the irrigation and dryland/grazing land. Both lots will continue to be used for agricultural purposes. The proposed development will not result in creating any additional lots but purely allows for the better management and future viability of the subject land. The existing irrigation enterprise will be contained within Lot 2 and the continuance of grazing land and dryland cropping located within Lot 1. Importantly noted the layout of existing subdivision patters in the area falls well below the minimum lot size stipulated for the Rural Zone. Accordingly, it is not considered that the reconfiguration will set precedent for smaller lots to be created in the area being that it aligns with existing lot sizes.
Site Layout	
PO4 Stormwater is controlled to minimise the environmental impacts of runoff from the development on the water quality of surface and ground water.	✓ As a result of the proposed reconfiguring a lot – boundary realignment there will be no change to the way stormwater is managed or stormwater runoff to water quality or ground water.
PO5 The impacts of development on matters of state environmental significance (identified in SPP	✓ As a result of the proposed reconfiguring a lot – boundary realignment there will be no disturbance to

mapping – Environment and Heritage – Biodiversity) are avoided or if avoidance is not possible, minimised.	existing matters of state environmental significance (regulated vegetation) onsite.
PO6 The proposed lots will not lead to diminished productivity of rural land.	✓ Both lots will continue to be used for agricultural purposes. The proposed development will not result in creation of any new additional lots but purely allows for better management and future viability of the subject land. The existing irrigation enterprise will be contained within Lot 2 and the continuance of grazing land and dryland cropping located within Lot 1.
PO7 A potable water supply and adequate sewerage services are available to each lot in a development that will be used for residential, commercial or industrial purposes.	✓ The development is to continue to be utilised for Rural (Agricultural) purposes. Both lots have existing water supply for agricultural activities (however not potable). No sewerage services are currently available to the lots given the nature of the existing use. Accordingly, while the proposed lots do not currently have a potable water supply or sewerage services, conditions on any approval issued will ensure that an adequate water supply for the activity is provided and additionally that associated costs with provision of further infrastructure services on both lots will be met by the applicant.
Flood	
PO8 Development located within areas containing a flood hazard responds to flooding potential and maintains personal safety at all times with regards to siting and layout.	N/A – The proposed development is for a reconfiguring a lot – boundary realignment. No new use is proposed nor any buildings or structures are to be constructed.
Bushfire	
PO9.1 Where reconfiguration is undertaken in an urban area or is for urban purposes or smaller scale purposes, a separation distance from hazardous vegetation is established provided to achieve a radiant heat flux level of 29kW/m ² at the edge of the proposed lot(s).	N/A – The development site is not located in an urban area.
PO9.2 Where reconfiguration is undertaken for other purposes, a building envelope of reasonable dimensions is provided on each lot which achieves radiant heat flux level of 29kW/m ² at any point.	N/A – The proposed development is for a reconfiguring a lot – boundary realignment. No new use is proposed nor any buildings or structures are to be constructed.
PO10 Where reconfiguration is undertaken in an urban area or is for urban purposes, a constructed perimeter road with reticulated water supply is established between the lots and the hazardous	N/A – The proposed development is for a reconfiguring a lot – boundary realignment in the rural zone.

<p>vegetation and is readily accessible at all times for urban fire fighting vehicles.</p> <p>The access is available for both firefighting and maintenance/defensive works.</p>	
<p>PO11</p> <p>The access is available for both firefighting and maintenance/hazard reduction works.</p>	<p>✓</p> <p>The proposed development is for a reconfiguring a lot – boundary realignment which proposes the alteration of a common boundary to delineate between the irrigation and dryland cropping and grazing enterprise. The development site is provided with existing accesses to Gunnindaddy Road and internal roads located within the development site that provides fire breaks and roads for emergency vehicles if required during a bushfire event.</p>
<p>PO12</p> <p>Where reconfiguration is undertaken for other purposes, a formed, all weather fire trail is provided between the hazardous vegetation and either the lot boundary or building envelope, and is readily accessible at all times for the type of fire fighting vehicles servicing the area.</p> <p>However, a fire trail will not be required where it would not serve a practical fire management purpose.</p>	<p>As per above response.</p>
<p>PO13</p> <p>The development design responds to the potential threat of bushfire and establishes clear evacuation routes which demonstrate an acceptable or tolerable risk to people.</p>	<p>✓</p> <p>The proposed development is for a reconfiguring a lot – boundary realignment which proposes the adjustment of a common boundary to divide the irrigation from dryland cropping and grazing enterprise for more effective farm management. As such, no changes to current agricultural activities are proposed. Therefore, this will not result in any increase in people living or create risk to people residing on the development site. Given current land use the lots are largely devoid of vegetation (bushfire fuel load) and have existing access to Gunnindaddy Road as an evacuation route.</p>
<p>PO14</p> <p>Critical infrastructure does not increase the potential bushfire hazard.</p>	<p>N/A - The proposed development is for reconfiguring a lot – boundary realignment in the rural zone.</p>
Local heritage places	
<p>PO15</p> <p>Development maintains an intact context and setting that is compatible with the cultural heritage significance of the place.</p>	<p>✓</p> <p>As a result of the proposed development there will be no change to context and setting of the area and any known cultural heritage significance in the immediate area.</p>
Stock Route Network	

<p>PO16</p> <p>The stock route network identified in SPP mapping – Economic Growth – Agriculture – Stock Route is protected from encroachment by incompatible land uses and allows safe passage of stock traversing the stock route. Development does not adversely impact other stock route values including recreational, environmental and heritage.</p>	<p style="text-align: right;">✓</p> <p>The proposed development is for reconfiguring a lot – boundary realignment (Two Lots into Two Lots) and therefore no new lots will be created.</p>
<p>Petroleum Pipelines</p>	
<p>PO17</p> <p>The integrity of pipelines carrying petroleum is maintained.</p>	<p>N/A – The development site does not contain a petroleum pipeline or easement.</p>

Part 7.4.3 Flood hazard overlay code

The purpose of the Flood hazard overlay code is to:

- (a) *Provide for the assessment of the suitability of development in the Flood hazard overlay area to ensure that risk to life, property, community, economic activity and the environment during flood events is minimised.*
- (b) *Ensure that development does not increase the potential for flood damage on-site or to other property. The purpose of the code will be achieved through the following overall outcomes:*
 - (a) *The development siting, layout, and access responds to the risk of the flood hazard and minimises risk to personal safety.*
 - (b) *The development is resilient to flood events by ensuring siting and design accounts for the potential risks of flood hazards to property.*
 - (c) *The development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.*
 - (d) *The development directly, indirectly and cumulatively avoids an unacceptable increase in severity of the flood hazard and does not significantly increase the potential for damage on the site or to other properties.*
 - (e) *The development avoids the release of hazardous materials as a result of a flood event.*
 - (f) *Natural processes and the protective function of landforms and/or vegetation are maintained in natural hazard areas.*

The proposed development for reconfiguring a lot for a boundary realignment complies with the Purpose and Outcomes of the flood hazard code because;

- Will not increase or create risk to life, property, community, economic activity and the environment or increase the potential for flood damage on-site or to adjoining properties during a flood event;
- Does not involve the creation of any new lots or new accesses which will not create any risk to personal safety or flood hazard to property;
- Will have no affect or unduly burden disaster management response or recovery capacity and capabilities; and
- Does not involve any clearing of vegetation nor involve any release of hazardous materials as a result of a flood event.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
Built Form	
PO1 Development is resilient to flood events by ensuring design and built form to account for the potential risks of flooding.	N/A – The proposed development is for a reconfiguring a lot for a boundary realignment. No new dwellings or structures will be construed as part of the development.
Development siting and layout	
PO2 Development siting and layout, responds to flooding potential and maintains personal safety at all times.	N/A – The development is not located within Limited Residential Precinct.
Effects on flood behaviour	
PO3 Development directly, indirectly and cumulatively avoids any increase in water flow velocity or flood level, and does not increase the potential for flood damage either on site or on other properties ⁷ .	N/A – The proposed development is for a reconfiguring a lot for a boundary realignment and therefore will not result in blocking, diverting of floodwaters in a manner that will increase flood levels or velocities onsite or on other properties. The proposed development does not involve any physical alteration to a watercourse or floodway or include any vegetation clearing.
Hazardous materials	
PO4 Development avoids the release of hazardous materials or contaminants into floodwaters.	N/A – The proposed development is for a reconfiguring a lot application.
Disaster management responses	
PO5 The development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.	N/A – The proposed development is for a reconfiguring a lot for a boundary realignment and therefore will not result in the increase of people living on the development site.
Community infrastructure	
PO6 Development involving community infrastructure (defined as Sensitive Land Uses and Community Oriented Uses under this planning scheme): <ul style="list-style-type: none"> (a) remains functional to serve community need during and immediately after a flood event. (b) is designed, sited and operated to avoid adverse impacts on the community or environment due to the impacts of flooding 	N/A – The proposed development is for a reconfiguring a lot located within the rural zone.

<p>on infrastructure, facilities or access and egress routes.</p> <p>(c) retains essential site access during a flood event.</p> <p>(d) and is able to remain functional even when infrastructure or services may be compromised in a flood event.</p>	
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Referral Agencies

There were no referral agencies applicable for this application.

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
<u>Infrastructure and Planning</u>	Sustainable planning and development

Consultation (internal/external)

Nil

Legal Implications

The *Planning Act 2016* and *Balonne Shire Planning Scheme 2019* apply.

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

Nil. Recommended conditions of approval must be completed at no cost to Council.

Attachments

- Attachment 1 - RL 105 Development Application Plans.pdf [↓](#)

Recommendation/s

That:

- Council receives this report.
- Council approves the development application RL 105 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) Located at Gunnindaddy Road, Mungindi Qld 2406 (described as Lot 28 on BLM54 and Lot 29 on BLM73), subject to the permit conditions listed below.

Preamble

- i. The relevant planning scheme for this development is *Balonne Shire Planning Scheme 2019*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- ii. The land use rating category may change upon commencement of any new approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: <https://www.balonne.qld.gov.au/council/rates>.
- iii. A development permit for a Material Change of Use will be required for any activity or development on the approved lot(s) that does not comply with the accepted development criteria in the *Balonne Shire Planning Scheme 2019*.
- iv. The registered proprietor is responsible for gaining the approvals of any other Authorities having jurisdiction over any part of the works required to facilitate the approved development.
- v. New development on any of the approved lots must be provided with an adequate supply of electricity. In the event that an adequate supply of electricity cannot be achieved through efficient design and alternative energy technologies, a connection to the reticulated electricity network must be made available. Prospective purchasers and/or developers of the newly created lot/s are encouraged to contact the relevant electricity provider to determine the availability and costs associated with connecting to the reticulated network.
- vi. This approval lapses if a plan for the reconfiguration is not given to the Council within four (4) years of the approval taking effect.
- vii. The plan for the reconfiguration must be duly signed by the registered proprietor of the land and the surveyor, and submitted to Council for approval in a form acceptable to Council within the relevant period.

Unless otherwise stated all conditions shall be completed prior to the Council endorsing the relevant plan of survey.

All persons involved in the development, operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.

- viii. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- ix. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans to the relevant authorities that are associated with the approved development, including any permits/approvals required by any State Agencies.

- x. Reticulated sewerage is unavailable to the development site. A development permit for plumbing and drainage works must be obtained from Council for any onsite sewerage system provided on the proposed lots.
- xi. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. Council should be contacted for advice in the event of any potential change in circumstances.

Approved development

1. The approved development is for a Reconfiguration of a Lot – Boundary Realignment (Two Lots into Two Lots) as shown on the approved plan.
2. The applicant shall contact Council to arrange a development compliance inspection prior to the endorsement of the survey plan.
3. Complete and maintain the approved development in accordance with:
 - (a) the development approval documents; and
 - (b) those parts of the approved development that have been specified in detail by the Council unless the Council agrees in writing that those parts will be adequately complied with by amended specifications.

General

4. The approved development is to be carried out generally in accordance with following approved plans and documents, as amended, and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Drawing/report title:	Prepared by:	Date:	Reference no:	Version/issue:
Proposal Plan to accompany RCOL Planning Application for Lot 28 on BLM54 & Lot 29 on BLM73	SMK Consultants Pty Ltd	3/07/20	220060-1	
Proposal Plan to accompany RCOL Planning Application for Lot 28 on BLM54 & Lot 29 on BLM73 – Arial View	SMK Consultants Pty Ltd	3/07/20	220060-1	

5. All works required to facilitate the development must be designed and constructed in accordance with:
 - (a) the development approval conditions;
 - (b) any relevant provisions of the applicable planning scheme;
 - (c) Council's standard designs for such work where such designs exist;
 - (d) any relevant Australian Standard that applies to that type of work; and

- (e) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
- 6. All civil and related work is to be designed and supervised by Registered Professional Engineers of Queensland (RPEQ-Civil) who are competent in the construction of the works.
- 7. Existing buildings, structures, infrastructure and services located on the development site are not to encroach on proposed allotment boundaries.

Provision of Services

- 8. Each lot is to have a water supply adequate for the intended use.
- 9. All services installation, including onsite sewerage and water connections, must comply with:
 - (a) the development approval conditions;
 - (b) the relevant service provider's requirements and specifications;
 - (c) any relevant provisions in the planning scheme for the area;
 - (d) Council's standard designs for such work where such designs exist;
 - (e) any relevant Australian Standard that applies to that type of work; and
 - (f) any alternative specifications that the Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
- 10. Any conflicts associated with proposed and existing services are to be forwarded by the developer to the appropriate controlling authority for approval of any proposed changes.
- 11. Infrastructure and services required in connection with the establishment of the approved development must be provided at no cost to Council.

Access & Roads

- 12. The landowner is responsible for the construction and maintenance of crossovers from the road carriageway to the property boundary and all internal vehicle access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.

Repair Damaged Infrastructure

- 13. Council and public utility services, infrastructure and assets must be located and protected at all times. Any damage to existing roads and infrastructure that is attributable to the development of the site must be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative/s, and at no cost to Council.

No Cost to Council

- 14. All costs associated with the approved development are to be met by the developer, including costs of survey, easement preparation and registration, document lodgement, plan sealing and land transfers, unless there is specific agreement by other parties, including the Council, to meeting those costs.

Latest versions

15. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are available at the time the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

Rates and charges

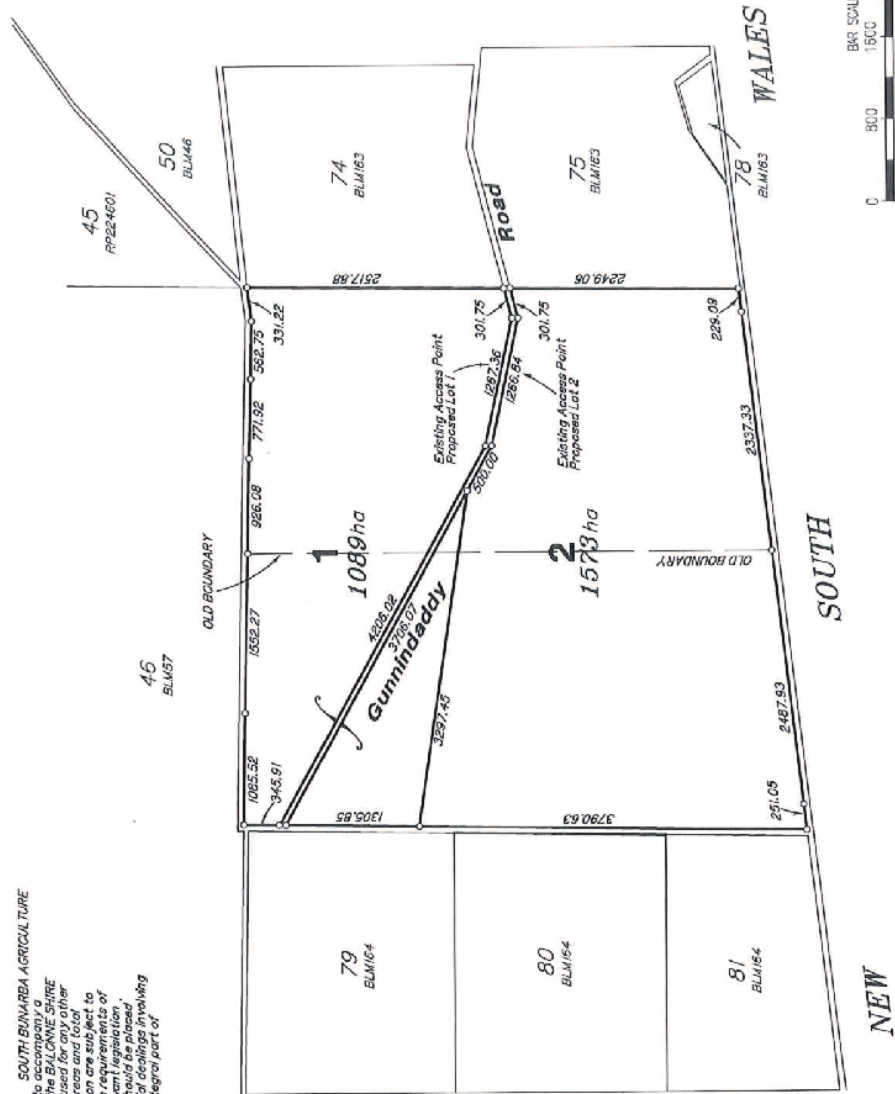
16. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid prior to the Council endorsing the plan of survey.

Digby Whyte

Director Environment & Regulatory Services

Note:

This plan was prepared for the purpose of showing the proposed subdivision of the land shown on the plan to the BALCONIE SHIRE Council and should not be used for any other purpose. The dimensions, areas and total number of lots shown hereon are subject to field survey and also to the requirements of the relevant legislation. In particular, no reliance should be placed on this plan for any financial dealings involving the land. This note is an integral part of this plan.



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**PROPOSAL PLAN TO ACCOMPANY
 RCOL PLANNING APPLICATION FOR
 LOT 28 ON BLM54 & LOT 29 ON BLM73**

220060

SCALE: 1:50000
A3

Drawn: J.W. 5/07/20 Checked:

220060-1

OFFICER REPORT

TO: Council

SUBJECT: Amendments to Fees & Charges Schedule 2020/21

DATE: 12.08.20

AGENDA REF: ERS2

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

Proposed amendments to Section 3 – Planning and Development in Council's Fees and Charges Schedule 2020/21.

Executive Summary

The purpose of this report is to amend administrative errors that have been identified in Section 3 – Planning and Development of the current Fees and Charges 2020/21. No changes to the monetary value contained in the current Fees and Charges 2020/21 are proposed.

Background

The current Fees and Charges 2020/21 were adopted on 12th July 2020 and came into effect on 1st July 2020. During reference to the document it was identified that there were some administrative errors specifically in regards to the location of fees and charges contained within Section 3 – Planning and Development subheadings.

Provided below (and highlighted in Attachment 1 to this report) is a summary of the administrative errors to which an amendment to the Fees and Charges 2020/21 Schedule is sought:

Exemption Certificates

- Current: under subheading Building Fees
- Proposed: under subheading Other Planning Fees

Outbuildings (Sheds)

- Current: under subheading Erection of Structures/Residential
- Proposed: under subheading Other Planning Fees

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Consultation (internal/external)

Director of Environment and Regulatory Services – Digby Whyte
Director of Finance & Corporate Services – Michelle Clarke

Legal Implications

Section 97 of the Local Government Act, 2009 allows council to fix Cost Recovery Fees by resolution.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Revenue Policy 2020/21
Revenue Statement 2020/21

Financial and Resource Implications

Fees are charged to offset the cost of providing services. In a number of cases, fees will not cover the full cost of service provision. Fees and Charges represent approximately 1.2% of Councils operating revenue.

Options or Alternatives

Amend the fees and charges schedule for 2020/21

Attachments

1. Fees and Charges Amendment.pdf [↓](#)

Recommendation/s

That Council resolves to:

1. Amend Section 3 – Planning and Development of Council's Fees and Charges Schedule 2020/21 to the following;
 - Exemption Certificates to be listed under 'Other Planning Fees'
 - Outbuildings (Sheds) to be listed under 'Other Planning Fees'

Digby Whyte
Director Environment & Regulatory Services

Class 4 - Dwelling in a building that is Class 5 to 9 if it is the only dwelling in the building.			
Class 5 - Office Building, used for professional or commercial purposes, excluding Class 6, 7, or 9 buildings.			
Class 6 - Shop or other building for the sale of goods by retail or the supply of services direct to the public.			
Class 7a - Car park			
Class 7b - Building for storage or display of goods or produce for sale by wholesale			
Class 8 - Laboratory, or a building in which a handcraft or process for the production, assembling, altering, repairing, packing, finishing or cleaning of goods or produce is carried on for trade, sale or gain.			
Class 9a - Health- Care building, including those parts of the building set aside as a laboratory			
Class 9b - Assembly building, including a trade workshop, laboratory or the like in a primary or secondary school, but excluding any other parts of the building that			
Class 9c - Aged Care building			
Class 10a - non-habitable building such as private garage, carport, shed or the like.			
Class 10b - Structure being a fence, mast, antenna, retaining or free-standing wall, swimming pool or the like.			
Note 1: The planning and development fees with respect to a particular function do not necessarily include all fees that may apply to that application. Due to the nature of the application, other appropriate application fees may be required (e.g. siting variations, material change of use, plumbing application). These fees can be found in the appropriate section of this schedule, or can be quoted when the application is being submitted.			
CERTIFICATES			
Certificate of Classification	Commercial	Planning Act 2016	\$147.50
Copy of previously issued Certifications of Classification	Commercial		\$40.00
Change of classification	Commercial		\$745.00
BUILDING FEES			
Building commenced without approval may incur an addition 25% of the relevant application fee			
Building - Lodgement fee for private certification	Cost Recovery	Planning Act 2016	
	Cost Recovery	Planning Act 2016	\$145.50
Exemption Certificate	Cost Recovery	Planning Act 2017	\$300.00
RESIDENTIAL			
Building Residential - New dwelling (single detached & removal dwelling)	Commercial	Planning Act 2016	\$1,065.00
Relocatable Dwelling Bond (to ensure completion of all works)	Cost Recovery		\$5,500.00
Site Bond	Cost Recovery		\$5,500.00
Road Bond (removal dwellings)	Cost Recovery		\$5,500.00
Dual multiple occupancy	Commercial		\$1,200.00
Multiple occupancy additional units	Commercial		\$515.00
Alterations, additions to residential buildings < 50m2	Commercial		\$365.00
Alterations, additions to residential buildings > 50m2	Commercial		\$720.00

Building Residential - Restumping	Commercial		\$515.00
Demolition of buildings	Commercial		\$515.00
Demolition clean up bond	Cost Recovery		\$5,500.00
ERECTION OF STRUCTURES/RESIDENTIAL			
Garages, carports and sheds <50m2	Commercial	Planning Act 2016	\$445.00
Garages, carports and sheds >50m2	Commercial		\$515.00
Outbuildings (sheds)	Commercial		\$250.00
Awning /Veranda/Patio/Pergola	Commercial		\$375.00
Silos, signs, aerials and fences > 2m high	Commercial		\$255.00
Swimming Pools/Pool Fencing	Commercial		\$775.00
BUDGET ACCOMMODATION - (Class 1b and Class 3)			
Application fee regardless of size	Cost Recovery	Planning Act 2016	\$1,130.00
COMMERCIAL/INDUSTRIAL SHOPS, OFFICES, WAREHOUSES AND PUBLIC BUILDINGS			
Building Commercial - New Buildings up to 299m2	Commercial	Planning Act 2016	\$1,600.00
Building Commercial - New Buildings 300m2 to 499m2	Commercial		\$2,050.00
Building Commercial - New Buildings 500m2 to 1999m2	Commercial		\$3,430.00
Building Commercial - New Buildings greater than 2000m2	Commercial		POA
Building Commercial - Alterations and additions up to 499m2	Commercial		\$855.00
Building Commercial -Alterations and additions greater than 500m2	Commercial		\$1,715.00
Building Commercial Minor miscellaneous alterations (no fire services and only one inspection required	Commercial		\$325.50
Building Commercial - Temporary structures (tents> 500m2)	Commercial		\$350.00
Building Commercial - Demolition of building	Cost Recovery		\$675.00
Building Commercial - Demolition clean up bond	Cost Recovery		\$5,500.00
Road Bond	Cost Recovery		\$5,500.00
Other Applications not listed above	Cost Recovery		POA
BUILDING WORKS - REGULATORY			
Copy of building plans	Cost Recovery	Planning Act 2016	\$35.50
Search - administration building records 5 business days	Cost Recovery		\$145.50
Search - onsite inspection to verify approved buildings, 5 business days	Cost Recovery		\$225.50
Additional Building Inspections (reinspections - outside the standard inspections e.g. Footing/Slab, Frame, final) will be invoiced to the builder unless paid for prior to the inspection	Cost Recovery		\$225.50
Pool Compliant Inspection	Cost Recovery		\$310.00
Pool Safety Inspection and Pool Safety Certificate including Reinspection within 2 working days	Cost Recovery		\$430.00
PLUMBING			

CONFIDENTIAL ITEMS

(CFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
CCFS1	<u>COMMUNITY RATES</u> <u>SUPPORT PROGRAM</u> <u>2020/2021</u>	This item will be discussed in closed session in accordance with section 275 of the Local Government Regulation 2012.	

INFORMATION REPORTS

(IOCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
IOCEO1	<u>MONTHLY REPORT COMMUNITY AND LIBRARY SERVICES</u>	July Monthly Report for Communities and Libraries	125
IOCEO2	<u>TOURISM SERVICES MONTHLY REPORT</u>	Balonne Shire Tourism Report for June 2020 as supplied by the Manager Tourism.	144
IOCEO3	<u>ECONOMIC DEVELOPMENT MONTHLY REPORT - JULY 2020</u>	Economic Development Monthly Report – July 2020	153
IOCEO4	<u>COMMUNICATIONS AND MEDIA MONTHLY REPORT</u>	Monthly report for Media and Communications – July-August 2020	165

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Community and Library Services

DATE: 07.08.20

AGENDA REF: IOCEO1

AUTHOR: Dani Kinnear - Community Development Officer

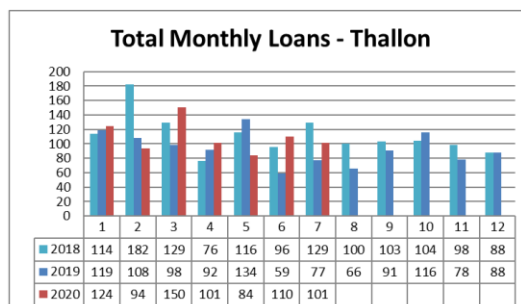
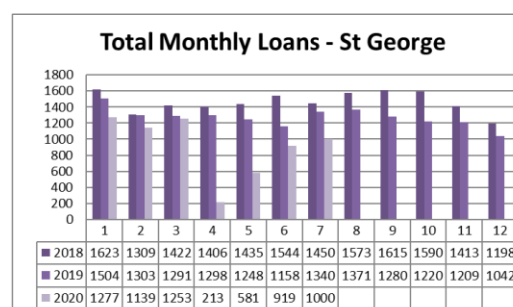
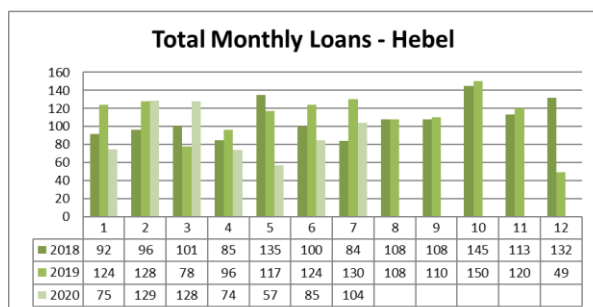
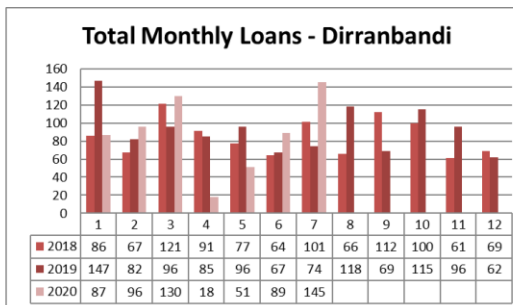
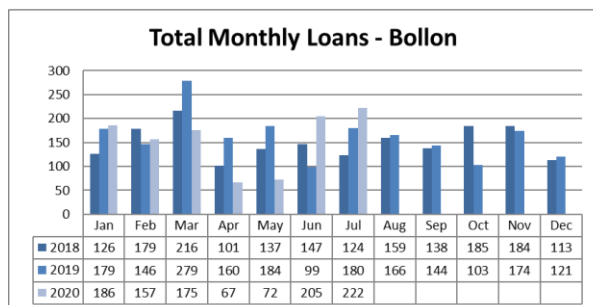
Sub-Heading

July Monthly Report for Communities and Libraries

Community and Libraries

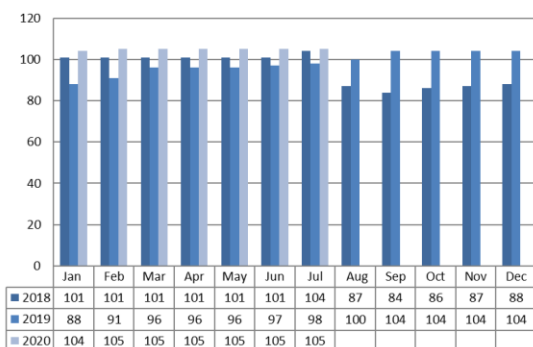
Library Services

Total Monthly loans

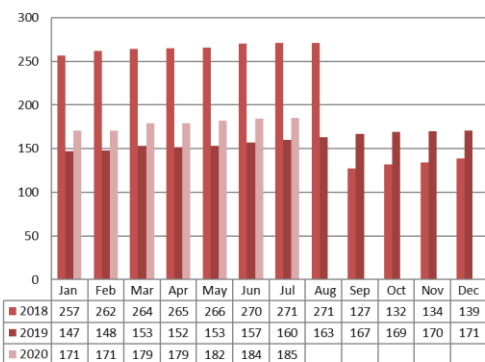


Total Monthly Membership

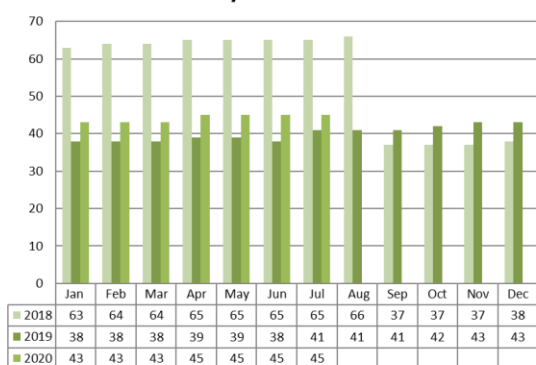
Bollon Library Member Numbers



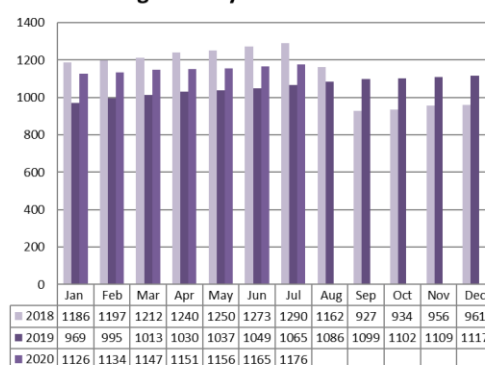
Dirranabandi Library Member Numbers



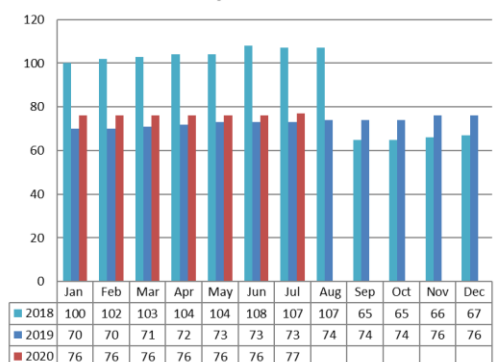
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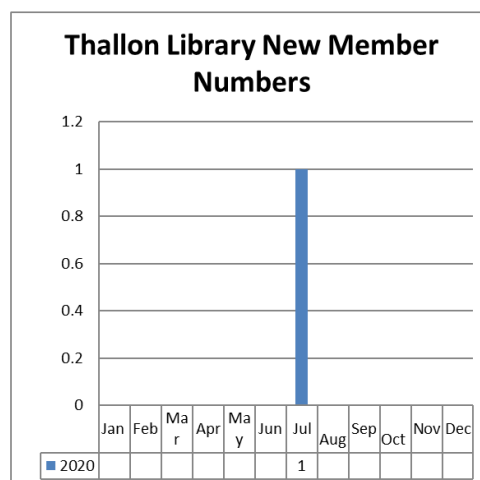
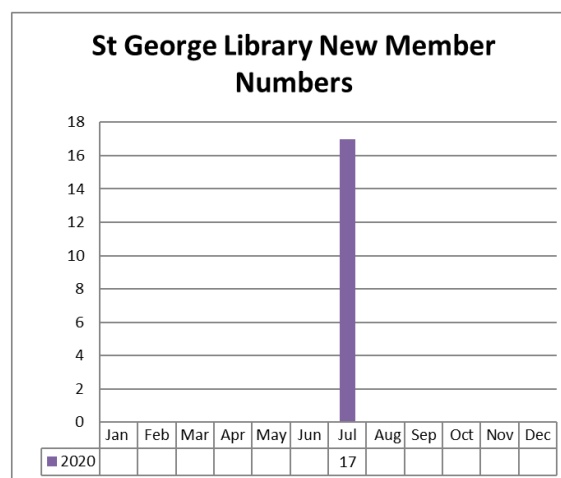
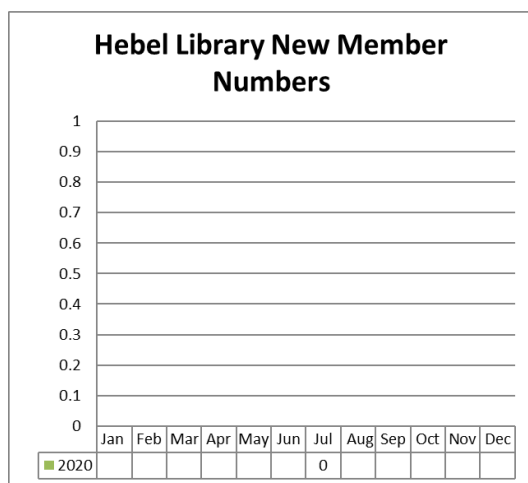
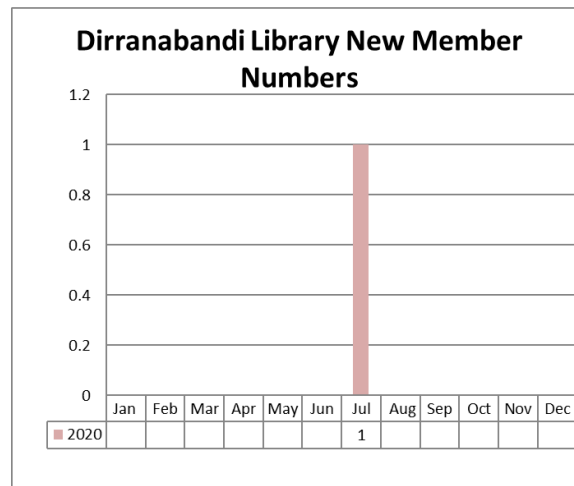
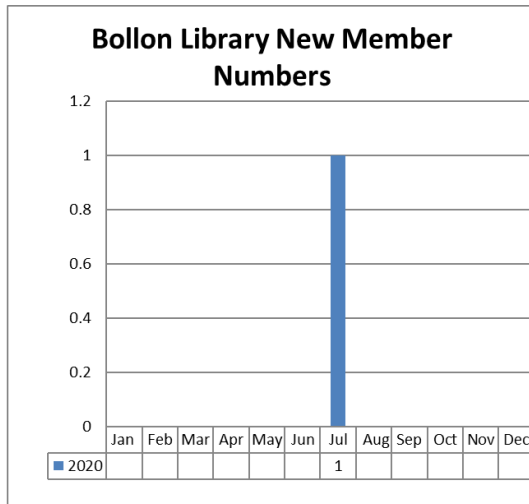
St George Library Member Numbers



Thallon Library Member Numbers



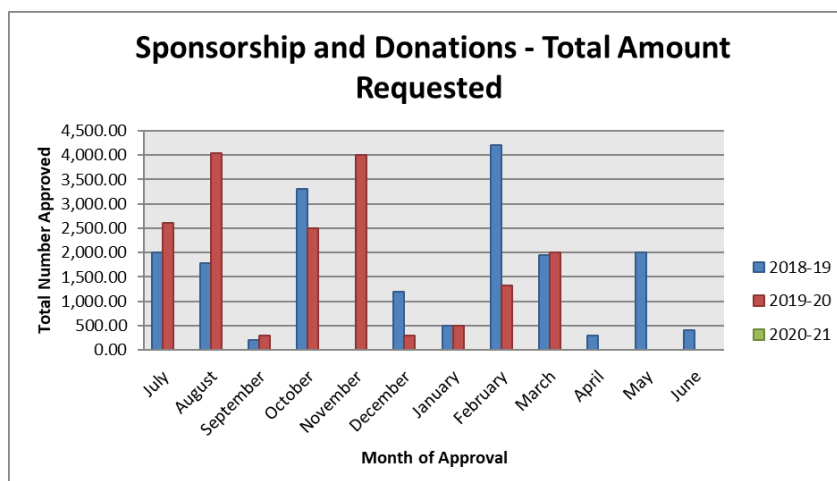
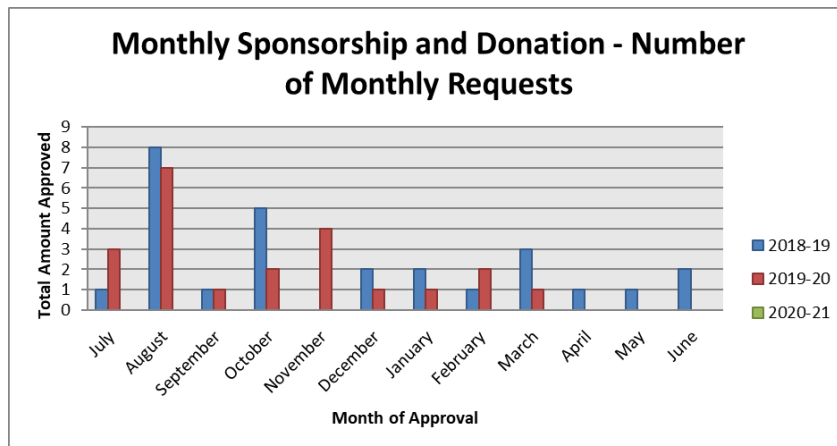
Monthly New Members



Community Grants and Assistance

Due to COVID-19 there were no community grants and assistance applications in July.

As of 30 July 2020, Council had approved 0 applications for assistance through the 2020/21 Community Grants and Assistance program, totalling \$0 for 2020/21. This compares with 3 applications with a total value of \$2,600 in 2019/20.



Community Meetings

1. Thallon Progress Association minutes – August 2020
2. Work Camp Community Advisory Committee Minutes – July 2020

Attachments

1. Thallon Progress Association - August 2020 [↓](#)
2. Work Camp Community Advisory Committee Minutes July 2020 [↓](#)

Matthew Magin
Chief Executive Officer

Thallon Progress Association (TPA)		
Minutes		
<i>Meeting Details</i>		
Date	Tuesday, 4 th August	
Location	Meeting held via Zoom	
Meeting Opened	6:30pm	
Attendees	Gina Vuniulu, Liz Hill, Leanne Brosnan, Jane Corbett, Janna Spierenburg, Wayne Satour, Brian Guppy, Bill Willis, Christine Allen, Susan McDonnell, Eileen and Graham Dixon, Richard Crook, James Spierenburg JCS	
Apologies	Samantha O'Toole, Scott Scriven, Richard Lomman, Bill Winks, David Littleproud, Mel O'Flynn, David Hill.	
Chairperson	Jane Corbett	
Previous Minutes	JC moved the previous minutes of 7 th July are a true and accurate record, 2 nd Richard Crook	
Acronyms	(TCS) Thallon Community Services Ltd, (BSC) Balonne Shire Council, (CWA) QCWA Branch Thallon Daymar	
Topic	Discussion	Action
Business Arising from previous meeting	<p>1. Cemetery Remembrance Garden</p> <ul style="list-style-type: none"> 2 rocks, 2 x plaques, 2 x seating to be placed under trees with cement area. Still to be completed. Stage 2 - BSC Council approved \$15,000 towards bollards, river water access, concrete plinth bedding for head stones. (see plan) I. Concrete plinth bedding first, raw water access. 2nd. <p>2. Be Connected Project and Grants</p> <ul style="list-style-type: none"> LH update - Win Salmon keen to restart the workshop series in September - First 3 Tuesdays from August 25th. Funding available for an October event - Get online week . It was decided not to participate in Online Week as there was enough on. <p>3. ANZAC Paving Project</p> <ul style="list-style-type: none"> Saluting our Service Project completed. Thank you Emails to Johnsons and Marty Sullivan- road base and bedding sand, Corbett's - cement. TPA agreed last meeting to pay \$1000 for Accom and Meals at Thallon Hotel and Ben's Offsider- Carlos time for workers time. Total grant -\$1835.00 Paver Invoice \$1203.26 & Site Preparation invoice \$672.50 Moved RC and 2nd CA that the TPA pay the difference. BW said RS and JS did a top job. Jane presented Ben Thallon with a "Thallon" number plate as a thank you. LB submitted article to Mungindi Matters and South West Newspaper. Future stages of commemorative pavers and Fire Pit to be considered once current project is completed. 	<p>1. LH to realign Stage 2 priorities/plan and LB email to AB.</p> <p>2. LH to advertise</p> <p>3. LB to acquit Grant. LB to thank MS and JJ. LB to forward story to CA BW said DH requested 15 pavers - 7 m² to go to the McGreever sign. Agreed.</p>

	<p>4. Park Fence/Solar Lights –Completed. Hall fences fixed.</p> <p>TPA agreed at last meeting - there was no need for a playground fence. People are very appreciative of the fenced park. It is getting used by local families for birthday parties.</p> <p>5.Tourism</p> <ul style="list-style-type: none">• Council’s lease for Camp Grounds and Cattle yards is progressing. BSC heads of agreement has been sent to Grain Corp for them to prepare the lease documentation.• Can bridge pylons be placed in Campground for Fire Pit yet?• RS has given safety parameters for fire pit for campground. Discuss further once pylons are in situ.• Old Bullamon bridge – Janna produced an excellent event flyer. LB completed TMR paper work. LH to Covid 19 day. Successful day. Pom Petrie took photos. Kym Murphy Poem of the day.• Any update on request to preserve current bitumen approaches to bridge.• Request to have a road (caravan) counter put in Thallon has been sent through to AB in Infrastructure Services.• Notice Board to be erected at Rec Grounds this week. 2 sets of keys (Lindsay & Guppy) to enable info to be updated. Insert the Camp Ground Emergency Poster.• William’s shade structure – Posts cemented, Shade to be erected by 11 August. Total cost \$16,500 to be pd on completion - \$16,000 FRRR, TTT \$500• 480 Power stickers for \$100 plus \$9.99 postage purchased and have arrived. LB asks TPA to reimburse SB. TPA to create invoice to BSC for reimbursement• “Sculptures in the Scrub” LB & LH presented reworked/staged proposal to Council reps at Zoom meeting on 28th July. <p>Sculptures/Placement and proposed funding sources</p> <table><tr><th>Stage</th><th>Sculpture</th><th>Proposed location</th><th>Proposed funding source.</th></tr><tr><td>1.</td><td>Rail Fettleers</td><td>Crn William/Railway Streets</td><td>*RADF *FRRR Strengthening Rural Communities. Fostering Cultural vibrancy;</td></tr><tr><td>2.</td><td>School Teacher and Children</td><td>William Street (location of Bullamon Provisional tent School) Hill Street</td><td>Arts Showcase</td></tr></table>	Stage	Sculpture	Proposed location	Proposed funding source.	1.	Rail Fettleers	Crn William/Railway Streets	*RADF *FRRR Strengthening Rural Communities. Fostering Cultural vibrancy;	2.	School Teacher and Children	William Street (location of Bullamon Provisional tent School) Hill Street	Arts Showcase	<p>Bridge Demolition 21 August. BW recommended a letter be written to KM to thank her for coming to Town.LB to do so. Display photos and poem at Hotel. AB confirmed TMR is yet to advise re approaches.</p> <p>Notice board to be erected this week.</p>
Stage	Sculpture	Proposed location	Proposed funding source.											
1.	Rail Fettleers	Crn William/Railway Streets	*RADF *FRRR Strengthening Rural Communities. Fostering Cultural vibrancy;											
2.	School Teacher and Children	William Street (location of Bullamon Provisional tent School) Hill Street	Arts Showcase											

		Blacksmith, Baker	(compliment Old Town Walking Trail)		
	3.	Drover/Packhorse	Moonie River (compliment Roads to Yesterday Trail)	To be advised	
		Indigenous Sculpture			
	<ul style="list-style-type: none"> BSC advised Place Making funding still exists. We could reapply under that banner. 2 x Rail Fettlers and Railway line base proposed location on corner of William and Railway Streets. Approximate cost for project \$25000. FRRR has confirmed we could apply for co funding under their Strengthening Rural Communities Grant. KW advised the ownership of Proposed location for sculptures in stage 2 Intention is that statues be placed on Council controlled land (see map) Once location finalised, we need to organise LOS and submit application for 2 Fettlers including request for MOU that Council owns and is responsible for these sculptures once completed. Similar to the Public Art in Dirranbandi and StGeorge. After consideration of land ownership and public liability ramifications LB and LH also presented a reworked proposal to BSC reps re "Watering Hole Trail" (see 2 stage maps). We could submit a proposal to Council for a walking/cycling path to connect Pine Street to the River for the benefits of both locals and tourists (as per paths in Bollon, Nindigully, Dirranbandi and StGeorge). Path to include seating, bins and directional signage. Huge benefit to community well-being and will help to funnel movement of tourists and promote pedestrian access to river rather than caravans and camping. Tourism Ap. – LB has been working with Pam Crothers around the concept of an Ap. for small towns in the Shire. Interest from Thallon, Mungindi, Dirranbandi, Bollon and Nindigully. Ap. would focus on points of interest in each town. It includes text and photos. Small ongoing costs shared between communities, Dirran RTC might administer. BSC Grey Nomad Volunteers orientation information has been passed on by the Senior Visitor Services Officer as an example for Thallon to use to develop their own package. LB will also contact Brenton Judge at BSC re location of posts and plaques for "Old Town" Walking trail. 				<p>Sculptures in the Scrub BSC say we need to obtain exact location of the proposed sculptures to enable title searches to determine type of lease required.</p> <p>Watering Hole Trail LB and LH propose TPA submits this concept to BSC. Approval given from the meeting.</p>
	<p>6. Merchandise</p> <ul style="list-style-type: none"> Thallon has been included in 2021 Silo Art Trail Calendar - Special offer, Community can be benefit with \$5 cash and 5% discount on wholesale orders using code THAL5. 50% of all profits go back to local community. Over 2000 calendars sold already @ \$24.95 Scenario – Purchase 48 calendars at discounted price of \$853.28 and sell @RRP = \$1197.60 Profit \$344.32 plus receive 48 x \$5 cashback \$240. ASAT will buy back any unsold calendars. VIC merchandise agreement – after due consideration it was decided not to enter in to this new agreement. LH suggested VIC be approached to set up static display on Thallon. BG confirmed 25% mark-up was acceptable. 250 Stubby Coolers ordered from Sunprints \$957.44 inc. GST/Freight. Delivered. Thallon themed number plates in storage room of Hub (2 have been given as gifts so far). Keep as gifts. 				<p>6. P&C and Hotel yet to make decision re this discuss at Sept meeting. VIC - unsold merchandise needs to be picked up and returned to Thallon Stock.</p> <p>WS to take coolers to Library.</p>

	<p>7. Recreation Ground Club House Facilities</p> <ul style="list-style-type: none"> • \$920 remaining for carpentry and plumbing from Rural Aide funding of \$4581. • Grease trap, with pump to Toilet block, BSC will complete this work.. • RACQ Funding for Commercial Lino – R10 grade (\$10,840). Grant deed arrived. LB to progress <p>8. Telco/Internet</p> <ul style="list-style-type: none"> • 3 wireless internet towers in Thallon area by end of year. • BSC - As soon as all tower locations are finalized – communication and consultation will commence. Note: it will be necessary for those falling under the tower footprint to undertake consultation and analysis with the ISP provider. More information will be provided in the form of the updates (as it comes to hand). • The Stage 1, 3 and 4 Digital Connectivity Project is a business grade fixed wireless offering (also available for residential customers; but the focus is fast symmetrical internet). The project does not offer mobile phone coverage (i.e. tourist and passers-by) at this point in time*. <ul style="list-style-type: none"> ○ *The backbone infrastructure could be used for mobile phone coverage if Telco(s) negotiate co-location of fixed wireless technology and mobile technology. There is no information to report on this as yet. Co-location and changes to future funding offering accordingly is a key focus area of both 2018 Telecommunications Review, and, proposed changes to Round 5A Mobile Blackspot Program. ○ In the current project, mobile phone coverage <i>on farm</i> could be set-up by the property owner for example (but tourists passers-by can't access this mobile coverage). ○ Free internet hotspots / free wi-fi calling can be accessed from a fixed wireless tower and is something that could be reviewed in the future (rest stops; for safety and key tourism areas). Note: some early investigations have been undertaken however a challenge is the operational plan cost(s). <p>9. Grazing at the Watering Hole</p> <ul style="list-style-type: none"> • Postponed event until March 13th 2021, Received grant deed extension. • Premier's Outback Tourism & Events program funding for \$23,000 GST ex. (provision for resources – crockery and cutlery). First payment received \$17, 250. (Legacy items Tables and Chairs \$13 480, Crockery and Cutlery \$3 583.45 and Grazing Table \$6000) • Requesting \$2000 through BSC Tourism and Events Sponsorship – Sept 1st – Oct 1st Round. • Sponsorship requests have gone out. AGnVET/QLD Cotton pledged \$500 and B&W \$500, • Need to identify best place to store legacy items in Thallon. 	<p>7. LB to obtain 3 quotes as per grant agreement. Di Francisco will inspect once lino is laid.</p> <p>9. JS advised discussions commenced with Council re using Shed behind Hall for a Community Art Hub.</p>
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	<p>10. Town Water</p> <ul style="list-style-type: none"> Professor Millar to discuss his proposal with representatives from Council and TPA via Zoom. He is flexible on date but needs to be after 5pm to accommodate his University lecture schedule. State Gov has funding grant which may suit. <p>11. Launch Thallon's McGreever Recreation Ground</p> <ul style="list-style-type: none"> Interpretative Sign erected on frame – Thanks DH & JCS. DH to speak on the Naming, and a McGreever family member speak at Anzac service. MO'F is preparing a new series of photo's for display at the Hotel "From Pack Horse to Present" Thallon's Postal History (on hold). <p>12. ANZAC and History Trail Booklets</p> <ul style="list-style-type: none"> Good numbers of WW1 and 2 booklets still at Hotel TPA consider future sales to be handled like other merchandise in that Hotel Purchases for \$1 price from TPA and sells. RRP - ANZAC Booklets \$5 each. History Trail booklet \$2. LB successful with Australia Post Community Grants for \$500 to cover cost of printing History Trail booklets. To be pd to TPA within 30 days of 14th July. Quote from Office works 50 x 3 = \$196. 75 LB <p>13. Committee Records</p> <ul style="list-style-type: none"> JC was to ask WS for box of records and old minute books. <p>14. Community Garden Project</p> <ul style="list-style-type: none"> JC to provide update - Jo Tanner happy to help drive project, need extra Garden bed space -EH suggested utilising the round garden shell under the Hub building. JCS suggested that we source corrugated iron to make larger beds. GV suggested that we use old tyres - stacked and painted bright colours. <p>15. Dr Service and Mungindi Ambulance Primary Health Care Project.</p> <ul style="list-style-type: none"> Mungindi Ambulance were considering cross border accreditation as suggested by AL. Emergency Services posters available for display at public places. Any progress on signage for Community Hub? <p>16. Thallon Community Services update.</p> <p>RC delivered an update on the Forging Tourism BBR funding. Consultant Krista coming to Thallon 21-22 August to come to Thallon along with RC and GC. Community Consultation available on these days. Ann Houston delivered a 5 hour tourism session on 18th July Capitalising on Tourism.</p>	<p>10. LB to email BSC& TPA members possible dates for Zoom meeting. RC to send LB info on funding.</p> <p>11. New date - Anzac Day 2021</p> <p>12. LB will get copies printed once \$500 is pd into TPA Bank account.</p> <p>LB & JC to speak with BG about a new booklet sale process to recoup costs.</p> <p>13. JC proposes subcommittee to organize. Endorsed by the meeting.</p> <p>16. TCS BBR Forging Tourism session 22 Aug. BSC 21 August meeting with MM CEO re QR House</p>
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	<p>QRail housing - rental available. Requesting a meeting with BSC to secure the 2 houses and block for the Community. QRail are wanting to sell these houses for relocation. TCS want to secure the housing for the Town</p> <p>17. Community Dialogue/BSC TRAIC FUNDING \$15,000 for Thallon.</p> <ul style="list-style-type: none"> Plan on a Page - Zoom meeting held 15/07 with TPA Exec to finalise, completed for discussion and ratification by meeting, needs to be shared with Community. Other projects include - First Aid Course, one on one Community Group Analysis (these have been postponed due to Covid 19) LH has contacted Dani in BSC re this. \$2 - \$5,000 available for a community event (by end of September) ideas include GATWH, Music event or guest speaker (possibility to combine with Bollon to make more cost effective) Other projects include, community garden engagement, car boot sale. Dani is waiting on the Announcement of Stage 3 to then start re organizing the activities. <p>18. Immigration</p> <ul style="list-style-type: none"> Dani has organized to meet with representatives from Thallon Community on August 18th at 5pm. Contact Migration Director – Shyla Vohra, shyla.vohra@regionalaustralia.org.au 0416013057 www.regionalaustralia.org.au <p>19.. Inland Rail/Freight Hub</p> <ul style="list-style-type: none"> Ag interest endorsed at Community Dialogue. Also see Di Feldman's recommendations. Inland Rail Interface improvement program – 3 EY project plans approved for Gate 3 involving Thallon. BSC - All 3 submissions progressing – now at Gate 2 Feasibility, workshops (Ernst and Young) Procurement event by ARTC in Goondiwindi on 6 August (see flyer attached) <p>21. Fuel</p> <ul style="list-style-type: none"> Patrick Lawson (Yuleba Fuels) continues to express interest in relation to setting up fully self- contained and automated ULP and Diesel facility in Thallon. He is investigating 3 possible locations in Thallon. We are very appreciative of Council's assistance regarding this. <p>22. Budget Requests.</p> <ul style="list-style-type: none"> Tiffany Kajewski confirmed \$30 000 funding for basketball hoops. Scott Scriven confirmed \$15,000 for Thallon Cemetery Stage 2 1st priority - Weir Repair, Raw Water Line upgrade are our first priorities for Council to fund. SO said some projects will be funded at a later date due to timing of grant funding agreements but won't appear in current budget docs. General rates were not increased. 	<p>17. Plan on the Page and Community Grants info to be shared at September meeting.</p> <p>Need to decide on Community Event for TRAIC funding. Boot Sale - JC LB EH coordinate a group re P&C. T Pilcher JS JCS. Friday meeting via Zoom. Date pre harvest. Contact JC Also supporting GATWH and Gardening beds.</p> <p>18. LH to Email Flyer BG to post Flyer CA to place in school newsletter.</p> <p>19. Sue McDonnell to update TPA at September meeting.</p>
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	<p>23.Maintenance around Thallon/Community Shed Clean up and Boot Sale.</p> <ul style="list-style-type: none"> Concern has been expressed by members of the community in relation to the need for routine maintenance in Thallon (Recreation Grounds, tennis courts, removal of burrs etc.) Areas for attention raised – Rec Grounds, Tennis courts. JC submitted WORC Camp form as directed by Dani Kinnear. Lindsay and his Trainee (Mathew) have been working hard to improve maintenance. Need to organise various community groups to clean out sheds and hold garage sale before end of September <p>25. Naming/Launch of new bridge.</p> <ul style="list-style-type: none"> SO said TMR has indicated naming of new bridge was a lengthy process of up to a year. <p>26.Tennis Courts.</p> <ul style="list-style-type: none"> Email from Tiffany Kajewski 10/7 The project is being funded by the Local Roads and Community Infrastructure Program, which we were successful in securing \$30,000 for, refurbishment and upgrade to the tennis courts, widening access gates and the construction of a basketball hoop system/court. This will include 2 x swivel basketball hoops, that also include netball hoops on the alternating sides, safety pads for each of the poles, 2 x Large access gates & appropriate line marking of courts. BSC have approval from the funding body to begin these works, project must be completed by Dec 2021. Libba Brosnan and Shirley Southern are organising a meeting for August 11th at Tennis Courts to gauge community interest in further refurb and once feedback is collected ideas will presented to Council. (New seats and spruce up clubhouse and toilets). <p>27. Council Community Catch up</p> <ul style="list-style-type: none"> Thallon reps to attend Nindigully August 12th, 12 – 1:30pm and put request re Weir, Upgrade of Raw Water line and “Watering Hole” trail proposals across. Feedback from Council was that they didn’t need to come to Thallon as they attend Progress Meetings regularly, however this doesn’t consider requests/questions from community members who are not at TPA meetings. 	<p>23.WORC after 14th August. Council Community Clean Up - AB said they would take it on notice.</p> <p>26. Libba B& SS organising a meeting on Tuesday 11th August re Tennis courts 5pm. Flyer in the Mail this week.</p> <p>RSVP was July 31st.</p>
Treasurer’s Report	LB organized permanent Hall Deposit of \$300 WS pd.	WS moved, 2nd ED the payments be ratified and financial report be accepted. All in Favour.

Thallon Progress Association Treasurers Report – July 2020

Description	Debit/ Withdrawals	Credit / Deposits	Balance
Bank Balance as at 1/07/2020			\$47,696.46
<u>Income</u>			
R Crook Membership		\$10.00	
B Guppy Membership		\$10.00	
C Allen Membership		\$10.00	
M O'Flynn Membership		\$10.00	
W Satour Membership		\$10.00	
Meenah Takayawa Membership		\$15.00	
Francis Hotel – Inv 10070		\$406.00	
Cash from Hotel Cow (booklet sales)		\$100.00	
<u>Expenses</u>			
Betta Electrical Inv 17710019042	\$79.90		
Surprints Inv 62881A	\$957.44		
Balonne Shire Council Inv 257	\$300.00		
Spierenburg Pty Ltd Inv 20-4	\$672.50		
Bank Balance as at 31/07/2020			\$46,257.62
Balance of Term Deposits			
Tennis Clubs # 9800			\$9,133.64
TPA # 7506			\$6,933.38

Payments requested – Hotel Francis \$330, Ben Thallon \$630, Stuart Brosnan \$100

	Memberships are due - \$10 for individuals and \$15 for family. Received - Jane Corbett (family), Liz and David Hill, Leanne & Stuart Brosnan, Eileen and Graham Dixon, Melanie O'Flynn, Meenah Takayawa, Christine Allen, Wayne Satour, Bryan Guppy, Melanie O'Flynn. (cheque to bank) Susan & Michael McDonnell, Bill Willis,	
Inward Correspondence:	<ul style="list-style-type: none"> Email from Festival of Small Halls asking if Thallon wished to be included in their circuit for Spring 2020. Email from Councillor Scott Scriven re River Pump Email from Councillor Scott Scriven and Richard Lomman re reason for no Council C C in Thallon. Emails in relation to Community Day Old Bullamon Bridge. Emails Premier's Dept re Grant Deed Variation and terms GATWH. Emails BSC and Patrick Lawson re site for self bunded fuel in Thallon Email Australia Post re \$500 successful grant for History Trail booklets. Email Office Works Quote for printing History Trail Booklets Email re successful renewal of StGeorge Chamber of Commerce Membership. Emails re Sculptures in the Scrub and The Watering Hole Trails. Email re standing Hall Deposit. Email from Tiffany Kajewski re \$30 000 funding for Basketball Hoops and Tennis courts. Emails re Tourism App. Emails re merchandise levels and stock take Shirley Southern. Sunprints Stubby Coolers order and invoice. Emails re paving project including Invoice from Pub for Accomodation and Earthworks Invoice from James S. Emails re William's Shade Structure Emails re FRRR Initiatives Emails re RACQ successful funding for commercial lino and Grant Agreement. Emails re Welcoming Cities – Dani Kinnear. Invoice from Vista print for Power stickers. Plan on the Page, Tourism Plan and Associated docs from Di Feldman Funding update from Ann Leahy and RDA Email Councillor Samantha O'Toole indicating Council hopes to provide written response for meeting as they are unable to attend. Inland Rail Procurement Workshop advice from Garnet Radford. 	
Outward Correspondence-	<ul style="list-style-type: none"> As above Email to Fiona McLeod re suggested amendments to Balonne Shire Council Planning Scheme. Emails to KW re GATWH BSC Tourism and Events Sponsorship Application. Emails to VIC declining merchandise agreement, arranging pick up of unsold merchandise and request for a static display of Thallon Merchandise as per Riversands winery. 	LB moved that correspondence be received and outward be endorsed, 2nd GV

	<ul style="list-style-type: none"> • Merchandise Invoices to Thallon Pub. • Emails to South West News and Mungindi Matters re Paving Project story. • Request to KW BSC re Car Counter for Vans. 	
General Business	<ol style="list-style-type: none"> 1. FRRR invitation. <ul style="list-style-type: none"> • TPA has been invited to participate in 2 FRRR promotional projects because of all the projects we have received funding for in the past. • Places and Faces (20 years of FRRR) – TPA to provide photos and text around projects. “What these projects have meant to the Community” LB is hoping to be in Thallon mid-September. • Strengthening Rural Communities – professional film crew Thallon. Proposed for mid-September. Need to involve other members of the community who have helped complete projects. Bill Willis, Ray, Colly, Pom, Liz, Jane. 2. New River Pump and Rec Grounds. <ul style="list-style-type: none"> • Surface of Rec Grounds are in urgent need of attention for start of Cricket season. • TPA emailed BSC with request to top dress and control weeds in March. Followed up recently and was informed work could not be carried out until New Pump was installed in river. • New Pump needs to be installed urgently to enable Park, School and Recreation grounds to be watered. Peter Willey actioning. Been a few months now. Upgrade needed on the water line. • Also, still require 2-way gate valve for drain through levee bank. 3. Amendments needed to BSC Planning Scheme – LB emailed request to FMc re flood map and inclusion of Rail Line as infrastructure in maps. Possible review of planning scheme next year and all amendments will be considered then. An important tool for investment attraction. 4. Australian of Year Nomination: Combined nomination by TPA & TCS of Stuart and Leanne Brosnan. <ul style="list-style-type: none"> • LB relayed their surprise and gratitude for nomination. 	<ol style="list-style-type: none"> 1. Discuss further at the TPA September meeting. 2. New pump has been delayed, Council has an interim measure, will get the current setup operational again whilst finalizing the new solution. <p>RC moved 2nd ED that a letter goes to CEO regarding the lack of follow through on the water pump and water line upgrade. CARRIED</p>

	<p>5. Business Mentoring</p> <ul style="list-style-type: none"> • Thallon Community Services – COVID-19 Business Mentoring - Capitalizing on Tourism • Tourism opportunities event on 18 July with Integra Management (Ann Houston) <ul style="list-style-type: none"> ○ One enquiry post event (mentoring) • Still the opportunity to access 5 hours of mentoring (COVID round) • Round 1 – 3 mentees progressing • Ag and SME/Tourism webinar workshops to commence in August – open to all businesses • Round 2 Expressions of Interest to open in September <p>Other</p> <ul style="list-style-type: none"> • Wellcamp Regional Freight Opportunities - attached • Seasonal worker working group with key stakeholders (Horticulture) • Exclusion fencing rolling out • Jobs in Balonne Shire (http://stgeorgeqld.com/Employment-JobSeeker) • Edits and upgrades to marketing collateral <ul style="list-style-type: none"> ○ Recovery Action Plans – Economy ○ Buy Balonne Gift Card <ul style="list-style-type: none"> ▪ Cards Purchased ▪ Shire wide YTD <ul style="list-style-type: none"> • Transactions – 598, Funds \$41,288 • Thallon - Transactions – 13, Funds - \$580 ▪ Cards Redeemed ▪ Shire wide YTD <ul style="list-style-type: none"> • Transactions – 567, Funds \$25,764 • Thallon - Transactions – 8, Funds - \$243 <p>6. Travel writer coming to Thallon - Tuesday 25th August - BW is hosting the writer. BG will provide lunch. Gina is organizing the Fijian Choir to sing. Others are welcome to join in. Susan McDonnell mentioned she has received a magazine from America with photographs of the Thallon Silos.</p> <p>7. September Meeting – JC proposed to change to Tuesday September 8th 7pm to allow Face to face meeting at the Community Hub. Change endorsed by meeting.</p>	
	<p>Meeting Closed: 8.50pm Next Meeting - 8th September.</p>	

**BALONNE SHIRE WORK PROGRAM
COMMUNITY ADVISORY COMMITTEE**

St George
11.00am Monday 30 July 2020
Meeting

The meeting commenced at 11.25am

Attendance

Cr Bill Winks(Chair), Dani Kinnear (BSC), Don Avery, Kayleen Ritcher (Qld Corrective services), David Gordon (Qld Corrective Services), Peter Henderson (Qld Corrective Services), Tony Musgrave (Qld Corrective Services)

Apologies

Cr Samantha O'Toole (BSC), Matthew Magin (BSC), Cr Robyn Fuhrmeister (BSC),

1. Welcome

- Bill Winks welcomed the attendees.

2. Terms of Reference

- David Gordon moved to adopt the Terms of Reference in principal that "Department of Corrections" was changed to "Queensland Corrective Services". Don Avery Seconded and it was carried unanimously

3. Department of Community Safety - Corrective Services Update

- Qld Correct services expressed how great it was to be back after 4 months, however due to an increase in COVID cases, they have gone back to Stage 2 restrictions as of Wednesday 29th July. This means no visitations to prisons.
- Work Camp will continue to operate in St George and Dirranbandi, however, may be called back to Palen Creek at short notice
- For Work Camp to continue operating in St George and Dirranbandi, more safety measures have been put into place to keep the community and work camp men safe. These include:
 - All Projects that have community interaction or public gatherings will be put on hold unless an isolation plan can be put into place. This includes Nindigully and some parts of the St George Riverbank and event set up.
 - If Council were to cordon off an area of the St George riverbank, while works were going on, or the work is done when there is no public gatherings, that would satisfy the COVID safe plans and work camp could continue to operate at the St George riverbank. The Supervisor will contact Council if sections need to be cordoned off to allow for work to continue.
 - No sponsorship Jobs - All projects will need to be relayed to the Work camp supervisor, who will then task it to the prisoners. The job will then be done under the supervision of the Work camp supervisor and not the caretakers (Sponsor). This affects the St George Golf club and Warrawee.
 - There is a lot of projects without community interaction to keep work camp operating under these new measures.
- A suggestion was put forward that all Council Town supervisors become a sponsor, which then allows them to have a prisoner under their supervision to support with Council Jobs. This would also help with getting the Hebel, Bollon, Thallon and Nindigully projects done in a more timely manner.
- To become a supervisor a background check, needs to be done and Qld Corrective services are willing to run an information session to any community group and council Staff that wish to become sponsors.
- Due to changes of caretakers, St George Golf Club and Warrawee will need to

Work Camp Community Advisory Committee Minutes 30th July 2020

re do their sponsorship checks.

4. Community Services projects

- Council would like to thank the Dirranbandi team on the great work achieved in the 2 weeks they were here and have had some great feedback from the Community.

Next Meeting - Next meeting tentatively scheduled for Tuesday 22nd September in Dirranbandi

Meeting Closed at 12.20

OFFICER REPORT

TO: Council

SUBJECT: Tourism Services Monthly Report

DATE: 07.08.20

AGENDA REF: IOCEO2

AUTHOR: Kim Wildman - Tourism Manager

Balonne Shire Tourism Report – June 2020

Balonne Shire Tourism Report for June 2020 as supplied by the Manager Tourism.

Tourism Projects & Activities

- VIC staff finished the part-time Environmental and Regulatory Services work that on the 7 July.
- Work has continued on the development of a Balonne Shire Pub Trail and a Tree Trail.
- The Business Mentoring Project focusing on social media has continued with mentoring sessions held every fortnight.
- All local tours have been operating including the Cotton Farm & Vineyard Tour, St George Heritage tour and the Birdwatching tour. This month across the 3 tours, there has been a total of 196 people participate in the tours. One week saw 3 Cotton Farm & Vineyard tours held due to the increased interest and demand. The St George Heritage Tour finished at the end of June until further notice due to the Anchorage Homestead being unavailable to host visitors.
- At the end of July the Balonne Shire hosted renowned photographer Sean Scott, who has previously shot images for Tourism Australia and Tourism & Events Queensland. He travelled around the region for five days taking in our seven river towns capturing hero images as part of our new Tourism Branding Strategy. These images will be used in all future promotions for the Shire, in particular for the St George & Surrounds Travellers' Guide. See examples of his images as below:



Sean also had a videographer travelling with him who captured footage of their journey. See as below:



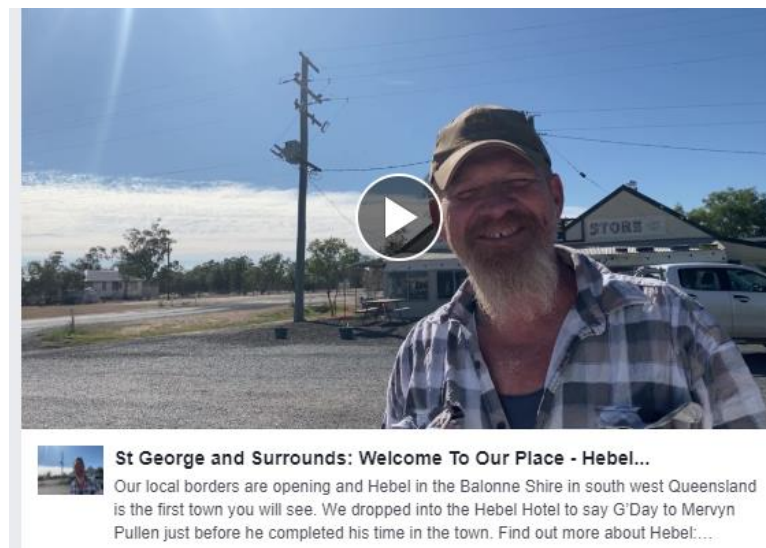
- The consultant working on the Branding Strategy, Krista Hauritz, released the Balonne Shire Branding Strategy Survey which went out via direct marketing and social media. The purpose of the survey is to understand how travellers perceive the Balonne Shire. This will then help determine the Tourism Brand name for the Shire that will ultimately increase awareness for the region.



Marketing & Promotions

St George & Surrounds Facebook page

- Currently a total of 2552 followers (an increase of 663 followers) with 2347 likes (increase of 689 likes)
Most popular posts for July -
- Welcome To Our Place video with Hebel Hotel Publican Mervyn Pullen, 54.9k reach, 4.7k post clicks, 1.6k reactions.



- Welcome To Our Place video with Hebel Farmer Frank Deshon, 25.3k reach, 3.9k post clicks, 4.1k reactions.



Welcome TO Our Place Campaign

The Welcome To Our Place tourism campaign has been very successful with several other regional Queensland areas including Goondiwindi, Sunshine Coast and Gold Coast inspired to create similar campaigns. What has drawn the most attention has been our push to have locals act as Tourism Ambassadors and personally send postcard invitations to their family and friends inviting them to come to the Balonne Shire for the holiday of a lifetime.

As noted above, the video stories too, which have been released each Friday over the last seven weeks on the St George and Surrounds Facebook page, have proved hugely popular with both locals and travellers alike. The seven videos have had a total Reach of 145.9k and resulted in the Likes on the page growing by more than 540 people since the series started.

In addition to the Digital Invitation and hard copy postcards, special "Welcome To Our Place" coffee cup stickers were made available to businesses around the Shire. Again, these have proved very popular with both visitors and locals.



Press Coverage

- The online publication Travel Weekly has highlighted the Welcome To Our Place campaign with features on 6, 20 and 27 July.

Balonne Shire targets road trippers with 'Welcome to Our Place'



The Balonne Shire in south west Queensland is showing off what the region has to offer road trippers, with a new showcase of third-generation family farmer Frank Deshon.

Deshon and his faithful sidekick Ted, take viewers for a ride around his place, 'Nee Nee', a cropping and grazing property between Dirranbandi and Hebel.

- Highlife Down's Online also ran "Balonne Welcomes Visitors" on July 9.



BALONNE WELCOMES VISITORS

Published on July 9, 2020 | In Community/Events

As the borders open, the **Balonne Shire** in south west Queensland is inviting everyone to escape the crowds and breathe in the fresh country air and wide open spaces of the picture perfect river town region.

Balonne Shire Mayor Samantha O'Toole said the reopening of the region's border towns of Hebel and Mungindi will see the Balonne Shire becoming the safest route to the Outback.

"Our community has worked with quiet good-humoured resolve to implement all necessary procedures to ensure we can safely welcome visitors to our place," she said. "At our place, you can live like a local, and life in our seven river towns of St George, Dirranbandi, Hebel, Bollon, Nindigully, Thallon and Mungindi is as relaxed or as busy as you make it."

Reviews

Tripadvisor



Michael B wrote a review Jul. 2020

2 contributions



Cotton Farm and Vineyard Tour

We booked our tour with the Information Centre the day before. Picked up from our accommodation by Harry the very knowledgeable driver. We were then joined by Kent the extremely informative local cotton and grain farmer and were driven to and around his property where he explained all the details in relation to his various undertakings on the property. From there Harry took us to Riversand Vineyards where we were met and ably entertained and informed by David the owner about the workings of the property. All in all a great half day tour with a light lunch and wine tasting as well. Everyone left well and truly satisfied. Highly recommend it.

[Read less](#) ▲

Date of experience: July 2020



Dennis C wrote a review Jul. 2020
Brisbane, Australia • 10 contributions • 5 helpful votes



Excellent Tour

Heritage Tour, great tour with Harry as our guide and driver. Very knowledgeable and full of information about the area.

[Read more](#) ▼

Date of experience: July 2020



anniemaree57 wrote a review Jul. 2020
Brisbane, Australia • 5 contributions



An excellent Visitor Centre

The visitor centre had all the information a traveller to this region needs. We were given information about the places we wanted to visit and also told about other tour options. The staff were excellent and returned phone calls to let us know that the tours we were interested in were going ahead.

[Read less](#) ▲

Date of experience: July 2020



bruva3 wrote a review Jul. 2020
Newcastle, Australia • 18 contributions • 5 helpful votes



St George Cotton Farm and vineyard Tour

Excellent information
Very knowledgeable and friendly staff
Thankyou for recommending the Cotton Farm
Vineyard Tour
Harry Tour guide very informative
Craig Saunders the Cotton farmer brilliant
Lucky to get David the vineyard owner to give of his time- interesting wines
Wonderful lunch - didnt expect anything the quantity and quality
Nothing like local knowledge
Now i have been on the tour it worth more
So out the price up

[Read less](#) ▲

Date of experience: July 2020



Voyage761942 wrote a review Jul. 2020
4 contributions




Perfect


Craig Saunders and bus driver what can we say, you were amazing. So passionate you almost made us want to sell up and move to St George. Thank you both for such an informative, relaxed and knowledgeable tour.

[Read more](#) ▼


Date of experience: July 2020

Google My Business

**Carl Bake**
★★★★★ 1 week ago
The user didn't write a review, and has left just a rating.

**Balonne Shire Visitors Information Centre (owner)**
1 week ago
Thank you Carl for your 5 star review. We are very pleased you enjoyed your time in St George and the Visitor Information Centre. Hope you can visit us again soon.
Senior Visitor Services Officer

[Edit](#) [Delete](#)

**David Whitney**
★★★★★ 2 weeks ago
What a beautiful spot for a picnic or lunch, I wish I had more time so I could stay in St George for a while, I'll definitely be coming back to spend some time Here

[Reply](#)

Tourism Organisation Representation

Southern Queensland Country Tourism (SQCT)

- The information and newsletters have been forwarded out to our Operators for their information.

Adventure Way Promotions Group

- The Adventure Way meeting was held on 14 July. The next meeting is scheduled for 8 September 2020.

The Great Inland Way

- The latest meeting for The Great Inland Way was held on 20 May 2020.

Meetings & Training

- Monthly Tourism Catch-Up meeting was held on 1 July.
- OCEO meeting on 1 July
- Tourism Team Catch-Up meeting held on 8 July
- Farm Tour meeting 15 July
- VIC Network Zoom meeting 16 July
- The next Balonne Shire Tourism Network meeting is scheduled for September 2020.

Volunteer Projects & Activities

- Due to the COVID-19 restrictions, no volunteers have worked during July.

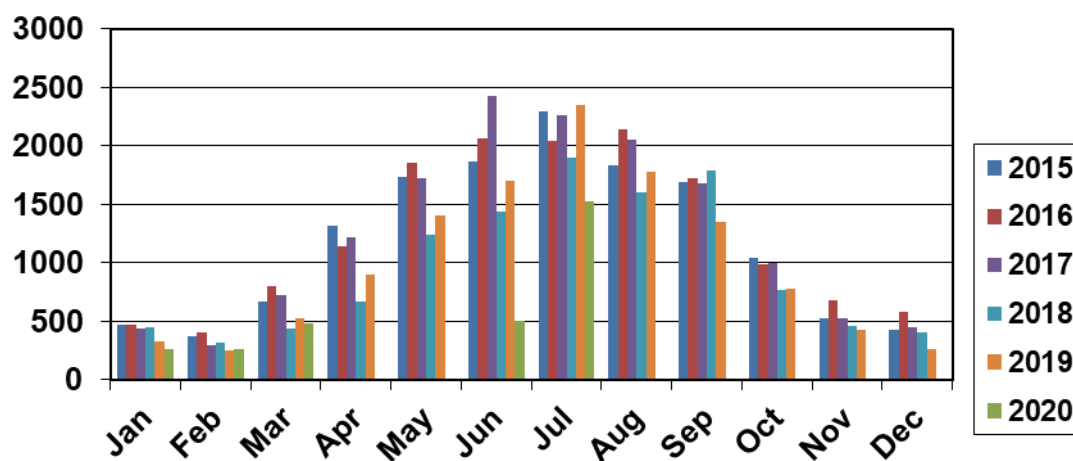
Shire Tourism Statistics – May 2020

St George Visitor Information Centre

There were 1525 visitors through centre in July. This is a decrease of 819 visitors compared to July 2019 where the total was 2344 visitors.

The VIC also received 68 tourism related phone enquiries, 6 Information Packs were sent out and 13 email/internet tourism related enquiries were made during July.

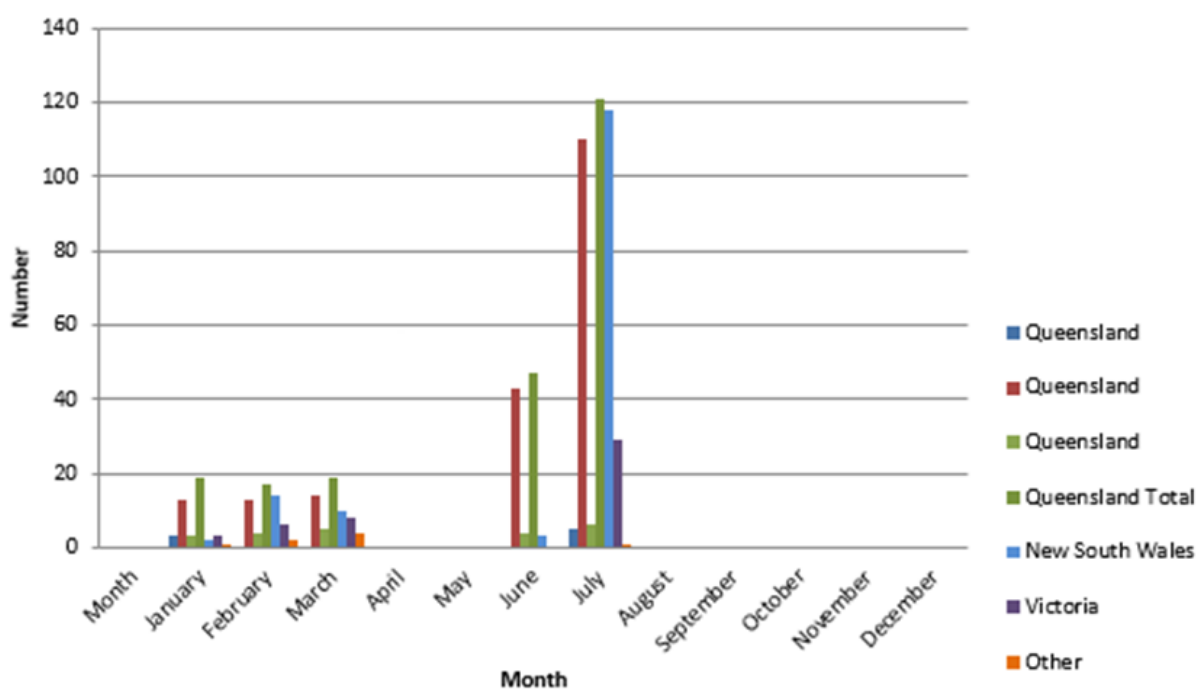
Visitor Numbers through Balonne Shire Visitor Information Centre

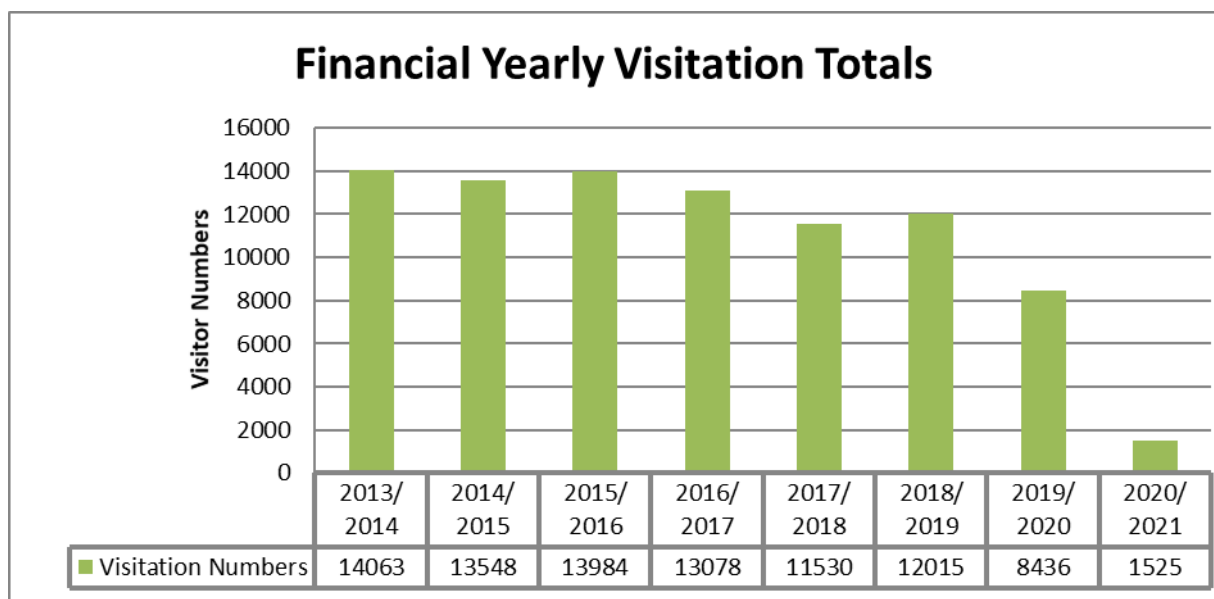
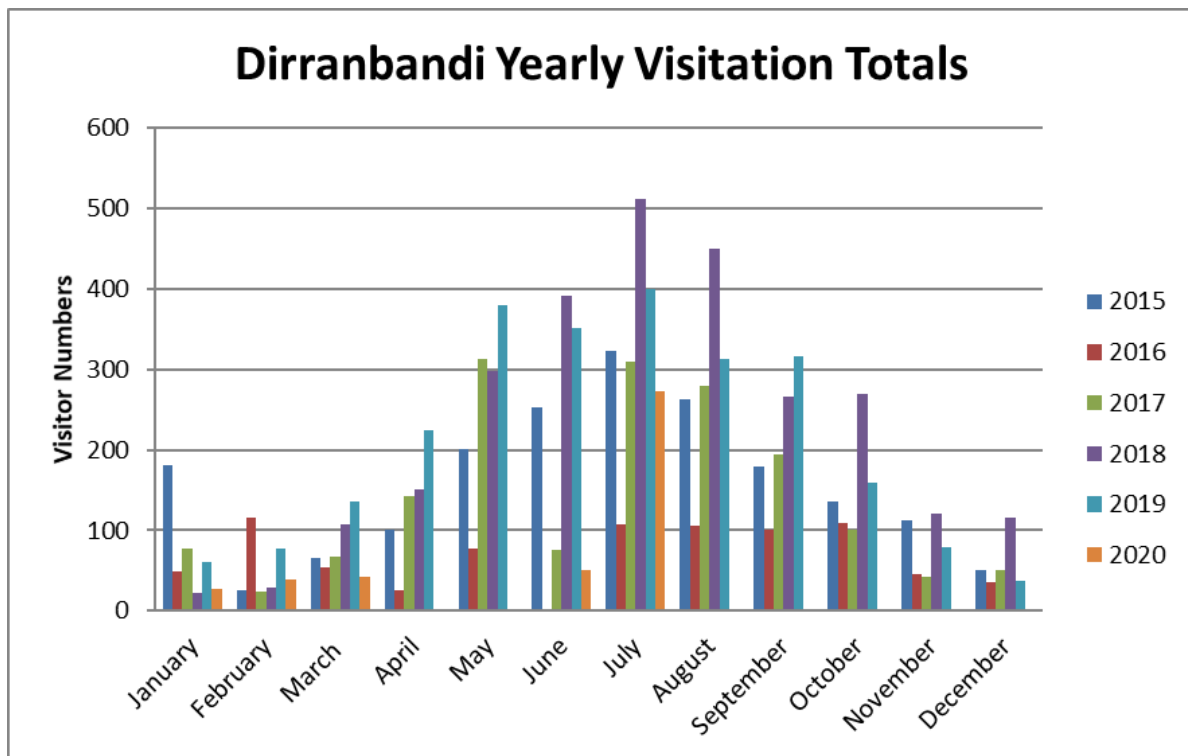


Dirranbandi RTC

There were 272 visitors recorded for July 2020 through the Dirranbandi Rural Transaction Centre (RTC). This is a decrease of 128 visitors compared to July 2019.

Dirranbandi Visitors 2020





Attachments

Nil

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: Economic Development Monthly Report - July 2020

DATE: 07.08.20

AGENDA REF: IOCEO3

AUTHOR: Garnet Radford - Economic Development Officer

Sub-Heading

Economic Development Monthly Report – July 2020

Executive Summary

The purpose of the report is to update Council on Economic Development activity in the Balonne Shire during the month of July 2020. The main priorities for the month were the on-going delivery of major projects – Business Mentoring and Dirranbandi Thermal Springs, COVID-19 business support and assistance, business support and investment.

Funding applications for Business Mentoring (26) were received and assessed by an independent panel and webinars/workshop submissions were received by consultants for eight webinars to commence in August. Submissions were assessed and two consultants were appointed to deliver four agriculture/horticulture webinars and three consultants appointed to deliver four webinars to small-medium enterprises (SME) and Tourism businesses. The consultant for the Dirranbandi Thermal Springs project was appointed and stakeholder engagement commenced. Further progress on Inland Rail (all projects at Gate 2 – feasibility) and further progress in exclusion fencing, freight, and procurement opportunities. COVID-19 assistance in business support, mentoring and grant assistance.

The report also includes the quarterly update to Council from the St George Chamber of Commerce with regards to the Buy Balonne Gift Card – quarterly and year-to-date summary of activity. Full report attached.

Summary of activity during the month of July and Year to Date

Metric	Activity	Notes
New Business enquiries	2	Monthly business enquiries
YTD new business enquires	2	Year to date enquiries
Business engagement meetings	63	Meetings, calls in the month with key stakeholders and businesses
YTD Business meetings	63	Year to date client and stakeholder meetings
Follow up and value-add services (Referrals)	31	Introductions, referral of support services, key events & information to producers and businesses
YTD Referral services	31	Year to date referrals
Events and strategic meetings	13	Includes conference, chamber/progress associations, ED relevant events and strategic meetings/sessions
YTD Business events	13	
Investments – Pipeline*	71	Pipeline of “Active Projects” (includes some Priority)
Investments announced	0	Investments in month (Library Hub and CUC)

Investments YTD	0	Year to date investments announced in FY
Value of investments	\$0m	\$ value of investments in month
Investments \$ YTD	\$0m	Total value of investments Year to date in FY
Jobs created	0	Jobs created (estimated) in period

1.0 Monthly work program – activity and highlights

- Appointment of Consultant for Dirranbandi Thermal Springs Project
- Commencement of Community Stakeholder Engagement – Dirranbandi Thermal Springs
- Receipt of 26 funding applications for Business Mentoring Funding and Assessment by independent panel (3)
- Assessment and Appointment of webinar/workshop presenters – Agriculture and Horticulture
- Assessment and Appointment of webinar/workshop presenters – SME and Tourism
- Analysis and review of saleyards proposals
- Request for Quotes for alternative energy – feasibility studies
- Webinar with Wellcamp Re: Regional Freight Opportunities
- Progress with BROOC Inland Rail and Inland rail projects (Gate 2)
- Videoconference re: Meatworks and key government stakeholders

1.1 Project Highlights

- Business Mentoring Program
 - Project funding applications closed 14 July and independently assessed (3 panellists)
 - Funding applications outcomes from 5 August steering committee meeting
 - Submissions for webinars (Ag & Hort) and (SME & Tourism) received and assessed
 - Consultants appointed to deliver workshops commencing in August
 - Request for Proposals for Ag and Hort workshop series (closes 6 July)
 - Follow up on status of mentors and mentees
 - No COVID-19 mentee applications in the month (interest from three businesses)
- Dirranbandi Thermal Springs
 - Project Management
 - Submissions received and assessed by independent panel (5)
 - Appointment of consultant - Spa Guru Consulting
 - Commenced Stakeholder Engagement process
 - Liaising with planning re: proposed site
- COVID-19 Business Support and Recovery
 - Recovery committee – economic input
 - Economic impact and analysis (economy id report)
 - Business support – new funding programs and assistance
 - Grant identification and assistance (Energy Efficiency) – two businesses
 - On-going support to local businesses
 - Monitoring of Queensland Government directives and communication to local businesses and producers
- Exclusion Fencing
 - CCWI scheme – 7 properties completed across Shire
 - Special Rate Scheme – 3 completed properties shire-wide
 - Murray-Darling Economic Development Program – shire-wide, majority signed up that were approved and one property with materials delivered.
 - Monitoring economic benefits

- Inland Rail
 - Border Regions Organisation of Councils (BROC) inland rail workshops and input with EY and regional Councils – Gate 2
 - Progressing Goondiwindi Regional Council and Balonne Shire Council (EY) – Gate 2
 - Progressing Darling Downs and Southwest Queensland Council of Mayors (EY) – Gate 2
- Investment Attraction
 - Follow up meeting with regards to Saleyard project – investment group
 - Videoconference Meatworks – DAF, State Development and TIQ
 - Follow up on existing enquiries and priority projects
 - 2 new enquiries – meat processing and export
 - Follow up TIQ – translation peer review on investment fact sheets
- Other
 - SWRED teleconference with Minister Littleproud and SWRED Councils – carbon farming concerns in the region (regional project)
 - Overview to Communications Officers regarding media and marketing requirements
 - Referrals and introductions of contacts and services – 31
 - Analysis and summary of Buy Balonne Gift Card
 - Procurement and freight opportunities

1.2 Events & Strategic Meetings

- Premier's Teleconference – COVID-19 restrictions
- EDO Regional Teams meeting – COVID-19 impacts
- St George Chamber of Commerce – Monthly Meeting
- BROC Inland Rail
- ED&P Portfolio
- BROC Workshop
- Council officers and Spa Guru – Dirranbandi Thermal Springs
- St George Chamber of Commerce – Business After Hours
- FDI Investment Attraction Training
- Recovery Meeting
- SWRED Carbon Farming
- FDI Investment Attraction Training
- Regional Freight Options Webinar – Wellcamp
- Saleyard videoconference
- Meatworks videoconference

1.3 Business Activity and Lead Generation

- Opening of IProtect Insurance Brokers in St George
- Two investment enquiries – meat processing and foreign investment – beef, lamb, mutton, and co-investment
- Follow up on investment lead pipeline and priority projects
- Projects emerging from Murray-Darling Basin Economic Development Program Business Mentoring and beautification scheme program.

1.4 Reporting

- CAMMS Quarterly reporting
- Project Management – Business Mentoring and Dirranbandi Thermal Springs
- Thallon Progress Association Update
- Dirranbandi Progress Association Update
- Weekly wrap updates
- Buy Balonne Gift Card – Quarter 4 analysis and summary report
- Progress Association Updates (2) – Thallon and Dirranbandi
- June 2020 Economic Development update
- Economic Development Activity report; and
- Investment Summary Report

1.5 St George Chamber of Commerce – Buy Balonne Gift Card Quarterly Update

Summary of Quarter 4 and Year To date

With COVID-19 impacting the local economy, the gift card program is now more important than ever as to be an enabler to encourage residents to buy locally. The outcome of the program in Quarter 4 (Q4) was encouraging as the average load value increased to \$81 per transaction up from \$55 in Quarter 3 (Q3). The total funds loaded in Q4 was \$10,740 on 132 transactions. This was slightly down from the previous quarter (\$11,198 on 203 transactions). Year-To-date (YTD) is \$41,288 on 598 transactions. In Quarter 2 (Q2) the loading transactions was 263 and \$19,350. This was directly attributed to the Christmas period. Approximately 83% of the total loading YTD is amongst four businesses (all in St George) and Cards 4 All.

Redemption of the gift cards in Q4 (\$7,675 on 145 transactions) was slightly down from Q3 (\$12,739 and 331 transactions) as the Christmas gift card purchases were redeemed in Q3. However, the average redemption value in Q4 (\$53) increased over Q3 (\$38). Seven business accounted for 65% of all redemptions (Values) in the shire. Thirteen businesses have realised at least 10 or more transactions.

More not for profits have become aware of the program and are loading their funding assistance (drought) onto the cards ensuring funds are spent locally. Redemption of Buy Balonne Gift Cards are occurring predominantly in St George – 93.4% of all funds expended.

Additional comments from the period are:

- Impacts on COVID-19 on Chamber members and the Buy Balonne program (priorities)
- Encouraged not for profit organisations and charities to utilise the gift card for distributing funds in the community
- Further programs and ongoing support to participating businesses
- Media and social media including Chamber's website and social media pages
- Re-distributed cards between loading businesses

COVID-19 impacted the operations of the Chamber during the quarter, but Chamber are proposing the following activities in the new financial year:

- As a shortage of cards, the release of the balance of Council funds (\$2100) has occurred
- Alter the backing for the cards
- Encourage the participating businesses to actively promote the program (social media, point of sale)

- Planning progress information sessions with the businesses and communities (Q&A)
- Continue to encourage more not for profits to utilise the cards (external funds into the community)
- Gift-card draw through exhausted or near exhausted cards
- Improve the point of sale collateral for participating businesses
- More traditional media to help promote the program
- More social media and awareness/incentives as to encourage locals to spend the cards with funds loaded. At the end of the financial year, there is \$15,524 of funds still loaded on cards
- Reduce the number of card-loading businesses notably in St George

Quarterly and Year to Date Results

Loading

Transactions		Values loaded onto cards \$		Average Load \$	
Apr - Jun 2020	YTD	Apr - Jun 2020	YTD	Avg in Qtr	Avg YTD
132	598	\$10,740	\$41,288	\$81	\$69

Redemption

Transactions		Value spent \$		Average Spend \$	
Apr-Jun 2020	YTD	Apr-Jun 2020	YTD	Avg in Qtr	Avg YTD
145	567	\$7,675	\$25,764	\$53	\$45

2.0 Investments/Projects

2.1 Existing Priority Projects Updates

Project	Status/Update
Thallon Grain Upgrade	All inland rail projects at Gate 2 – progressing to feasibility. Mentoring continuing with one of the proponents.
Thallon Freight Hub	Business cases for CLIP and PEP funding submitted for Stage 3 consideration – Inland Rail for Thallon Line. BROCC update received
Carrot Production	No further announcements at this stage
Mooramanna Feedlot	Exclusion Fencing roll out
Fucheng (Westmar)	Followed up with Goondiwindi and State Development but no further announcements from the proponents
Horticulture expansion	Seasonal worker assistance and support. Mentoring continuing with projects being identified. Developing value-add and diversification projects.
Truck Fuel Stop	No further activity on this project
Cluster Exclusion Fencing	CCWI scheme – 7 properties completed; Special Rate Scheme – 3 completed properties; Murray-Darling Economic Development Program – majority signed up that were approved, and one property material delivered
St George Aerodrome	No further update
St George Meat Processing	State Development, DAF and TIQ organised a videoconference with Staughton Group on 30 July. EDO and State Development following up on grant opportunities for the Staughton Group.
Solar Farm St George	Infrastructure Services has gone out to a request for quotes on alternative energy including solar for the shire and the Council – pre-feasibility assessment. Interest from one group but pre-feasibility required

2.2 Investments Realised and Job Creation/Retention

For June, the Library Innovation Hub and Community University Centre were announced.

Investments	YTD	Project Value \$	YTD	Jobs	YTD
0	0	\$0m	\$0m	0	0

2.3 Project Pipeline Status – “Active” Projects (Includes Priority Projects)

Sector	Totals	Estimated timeframe*/stage	Totals
Agriculture	16	Late 2020	19
Aquaculture	3	Early 2021	8
Education/Training	3	Mid 2021	3
Energy	3	Feasibility	24
Food & Feed Processing	6	Concept	12
Health and Medical	1	Monitoring	5
Horticulture	9		
ICT	0		
Manufacturing	3		
Professional Services	2		
Property and Construction	2		
Retail/Wholesale	5		
Tourism	9		
Transport and Logistics	3		
Water	2		
Other	4		
Totals	71	Totals	71

3.0 Economic Development Activity

3.1 New Business Enquiries

In the month of June there was one new business enquiries. In addition to the priority projects, the EDO will continue to follow up and report on existing business enquiries.

Enquiries	Totals	YTD	Sector	Totals	YTD
New	2	2	Agriculture	2	2
Expansion	0	0	Education/Training	0	0
Total	2	2	Energy	0	0
External	1	1	Health and Medical	0	0
Local	1	1	Horticulture	0	0
Total	2	2	ICT	0	0
			Indigenous	0	0
			Infrastructure	0	0
			Manufacturing	0	0
			Property	0	0
			Retail	0	0

			Tourism	0	0
			Transport and Logistics	0	0
			Other	0	0
			Total	2	2

3.2 Client Meetings

During the month, there were 63 Economic Development (online, teleconference and since easing of COVID restrictions, some face to face) meetings of which 43 were external and 20 were local. The purpose of these meetings is to engage and meet with key stakeholders, business champions, investment enablers and investors and business owners directly to promote the shire and identify business opportunities. Professional Services (22), Agriculture (11), Government (10) and Tourism (7) were the most represented sectors. Dirranbandi (12), Roma (9), Brisbane (8) and St George (7) were most represented.

Sector	Meetings	YTD		Location	Meetings	YTD
Agriculture	11	11		St George	7	7
Creative	0	0		Dirranbandi	12	12
Education/Training	1	1		Thallon	1	1
Energy	1	1		Mungindi	0	0
Government	10	10		Hebel	0	0
Health/Medical	1	1		Nindigully	0	0
Horticulture	5	5		Bollon	0	0
ICT	0	0		Brisbane	8	8
Indigenous	0	0		Gold Coast	1	1
Infrastructure	0	0		Goondiwindi	3	3
Manufact/Construct	1	1		Toowoomba	4	4
Not for Profit	1	1		Roma	9	9
Professional Services	22	22		Southern Downs	0	0
Retail	2	2		Western Downs	0	0
Tourism & Sport	7	7		Logan	3	3
Transport	1	1		Queensland Other	1	1
Other	0	0		Western Queensland	2	2
				Melbourne	1	1
				Sydney	2	2
				NSW Regional	5	5
				VIC Regional	3	3
				Canberra ACT	0	0
				South Australia	1	1
				Tasmania	0	0
				Western Australia	0	0
				International	0	0
Total	63	63		Total	63	63

3.3 Referrals

Referrals are regarding introductions to government programs, advisors, mentors and other persons or government programs to assist local business growth and expansion. A total of 31 business referrals and support services were recorded in the month of July. Business referrals and assistance included mentoring, grant assistance, introductions, freight, procurement, and agribusiness support.

Sector	July 2020	YTD	Notes
Agriculture	3	3	Mentoring, freight, COVID-19 support programs, feasibility
Chamber & Progress Associations	2	2	Gift Card, TCS workshop
Education & Training	0	0	
Environmental	1	1	Energy RFQ
Government	4	4	Assessments, RFQ, Skills & employment data
Health & Medical	2	2	Mentoring and professional services
Horticulture	4	4	Mentoring, innovation
Indigenous	0	0	
Industrial	0	0	
Manufacturing/construction	1	1	Mentoring
Not-For-Profit	4	4	Buy Balonne Gift Card, Mentoring, Professional Services, and funding
Retail	4	4	Mentoring, grants, professional services, energy (data)
Professional Services	1	1	Mentoring and grants
Tourism	2	2	Mentoring and grants
Other	3	3	Stakeholder engagement, Freight info, procurement – resources sector
Total	31	31	

4.0 Events and Strategic Meetings

4.1 Relevant events attended/presented

In June, nine business events were held via videoconference/teleconference and with easing of restrictions, some face to face. Three events focused on COVID-19 support and recovery and three were program updates to key stakeholders.

Event	Date	Purpose
Premier's Teleconference	1-Jul	COVID Update Regional
EDO Regional Videoconference	2-Jul	COVID impacts – EDO and region
St George Chamber of Commerce	8-Jul	Monthly meeting
BROC Inland Rail	9-Jul	BROC project gate 2
ED&P Portfolio	10-Jul	Monthly portfolio meeting
Saleyard videoconference	16-Jul	Project follow-up
BROC Workshops	20-Jul	EY Workshop for Reps
Council officers and Spa Guru	22-Jul	Dirranbandi Thermal Springs
St George Chamber of Commerce	22-Jul	Business After Hours
FDI Investment Attraction Training	22-Jul	LGAQ Training
Recovery Meeting	23-Jul	Economic Development for recovery
SWRED Carbon Farming	25-Jul	Carbon farming concerns
FDI Investment Attraction Training	29-Jul	LGAQ Training
Regional Freight Options Webinar	30-Jul	Wellcamp Freight Opportunities
Meatworks videoconference	30-Jul	DAF, TIQ and State Development

4.2 Upcoming and proposed events/meetings

Event	Date	Purpose and Location	Cost
Meet Council Dirranbandi	4-Aug	Informal discussions with community	nil
Dirranbandi RTC	4-Aug	Council representation and project update	nil

RAPAD – Regional Flights	5-Aug	Airline services	nil
Investment Attraction Training	5-Aug	Attracting investment LGAQ workshops (EDO and Councillors ED&P)	nil
Meet Council St George	6-Aug	Informal discussions with community	nil
DSTDI and Council	11-Aug	State Development Catch up	
Chamber of Commerce	12-Aug	Chamber regular meeting	nil
Investment Attraction Training	12-Aug	Attracting investment LGAQ workshops (EDO and Councillors ED&P)	nil
AAM Visit	July TBC	AAM Investment meeting	nil
Mentoring Workshops	Aug-Sep	Business Mentoring webinars – August	MDBEDP
ED&P Portfolio	14-Aug	Monthly ED&P meeting	nil
Business After Hours	20-Aug	Business After Hours event at Farmhouse	nil
Space Testing	August	Rocket program testing	nil
Chamber of Commerce	9-Sep	Chamber regular meeting	nil
Proposed Digital Connectivity Workshops	Oct	Update on digital connectivity – Agtech opportunities for producers	TBC
Queensland Export Month	Oct	TIQ	nil
Queensland AgTech Month	Nov	Queensland AgTech group	nil

Attachments

1. St George Chamber of Commerce Quarter 4 19-20 Update to Council.pdf [↓](#)

Matthew Magin
Chief Executive Officer



Council Quarterly Update Balonne Shire Gift Card

4 August 2020

On behalf of the St George Chamber of Commerce, I would like to once again, thank the Balonne Shire Council for its initial and ongoing supporting of the Buy Balonne Gift Card program. Quarter 4 of the program was very challenging notably from the impacts of COVID-19 on businesses but also the impacts it has had on the operations of the Chamber. There was less available time from the committee due to the extra workloads and requirements for committee members' own businesses brought on by COVID-19 and all of the support packages (applications) and compliance requirements. The other challenge is that the program was somewhat lost in the priority lists of the businesses and community as a result of COVID-19 impacts and media.

Areas focussed on in the quarter were to:

- Encourage not for profits and charities to utilise the gift card for distributing funds in the communities
- Supporting members through the COVID-19 period
- Social media and Chamber website information on the program
- Promotion of the program and support to participating businesses

As of 30 June 2020, the following Year to Date (YTD) activity has occurred in the shire:

- All seven communities have registered transactions
- There are 95 businesses participating in the program (redeeming businesses)
- 44 of the 95 participating redeeming businesses have transactions in the program (46.3%)
- \$41,288 in funds have been loaded on 598 cards
- 68.7% of funds have been loaded in the shire with 31.3% by the card provider
- Four businesses have accounted for 48% of the funds loaded or 70% of all business loads
- \$25,764 in funds have been redeemed on 567 transactions
- 93.4% of redeemed funds have been redeemed in St George
- Seven businesses have accounted for 64% of redemptions (\$ value)
- Social media promotion and engagement with local businesses promoting the program



Quarterly and Year To Date Results

Loading

Transactions		Funds loaded onto cards		Average Load	
Apr - Jun 2020	YTD	Apr - Jun 2020	YTD	Avg in Qtr	Avg YTD
132	598	\$10,740	\$41,288	\$81	\$69

Redemption

Transactions		Value spent \$		Average spend \$	
Apr-Jun 2020	YTD	Apr-Jun 2020	YTD	Avg in Qtr	Avg YTD
145	567	\$7,675	\$25,764	\$53	\$45

Summary of Quarter 4 and Year To date

With COVID-19 impacting the local economy, the gift card program is now more important than ever as to be an enabler to encourage residents to buy locally. The outcome of the program in Quarter 4 (Q4) was encouraging as the average load value increased to \$81 per transaction up from \$55 in Quarter 3 (Q3). The total funds loaded in Q4 was \$10,740 on 132 transactions. This was slightly down from the previous quarter (\$11,198 on 203 transactions). Year-To-date (YTD) is \$41,288 on 598 transactions. In Quarter 2 (Q2) the loading transactions was 263 and \$19,350. This was directly attributed to the Christmas period. Approximately 83% of the total loading YTD is amongst four businesses (all in St George) and Cards 4 All.

Redemption of the gift cards in Q4 (\$7,675 on 145 transactions) was slightly down from Q3 (\$12,739 and 331 transactions) as the Christmas gift card purchases were redeemed in Q3. However, the average redemption value in Q4 (\$53) increased over Q3 (\$38). Seven business accounted for 65% of all redemptions (Values) in the shire. Thirteen businesses have realised at least 10 or more transactions.

More not for profits have become aware of the program and are loading their funding assistance (drought) onto the cards ensuring funds are spent locally. Redemption of Buy Balonne Gift Cards are occurring predominantly in St George – 93.4% of all funds expended.

Additional comments from the from the period are:

- Impacts on COVID-19 on Chamber members and the Buy Balonne program (priorities)
- Encouraged not for profit organisations and charities to utilise the gift card for distributing funds in the community
- Further programs and ongoing support to participating businesses
- Media and social media including Chamber's website and social media pages
- Re-distributed cards between loading businesses

COVID-19 impacted the operations of the Chamber during the quarter, but Chamber are proposing the following activities in the new financial year:

- As a shortage of cards, the release of the balance of Council funds (\$2100) has occurred
- Alter the backing for the cards
- Encourage the participating businesses to actively promote the program (social media, point of sale)
- Planning progress information sessions with the businesses and communities (Q&A)
- Continue to encourage more not for profits to utilise the cards (external funds into the community)
- Gift-card draw through exhausted or near exhausted cards
- Improve the point of sale collateral for participating businesses
- More traditional media to help promote the program
- More social media and awareness/incentives as to encourage locals to spend the cards with funds loaded. At the end of the financial year, there is \$15,524 of funds still loaded on cards
- Reduce the number of card-loading businesses notably in St George

Loading	Q2 Trans	Q3	Q4	Total Tran	\$ Q2	\$ Q3	\$ Q4	\$ Total	Avg Q2	Avg Q3	Avg Q4	Avg YTD	Q2 %	Q3 %	Q4 %	Total %
St George	186	125	40	351	16290	7590	3620	27500	88	61	91	78	84.2%	67.9%	33.7%	66.6%
Cards 4 All	75	74	80	229	3030	3400	6500	12930	40	46	81	56	15.7%	30.4%	60.5%	31.3%
Dirranbendi	0	4	1	5	0	200	70	270	0	50	70	54	0.0%	1.8%	0.7%	0.7%
Thallon	2	0	11	13	30	0	550	580	15	0	50	45	0.2%	0.0%	5.1%	1.4%
Bolon	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Hesol	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Nindigully	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Mungindi	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Totals	263	203	132	598	19350	11198	10740	41288	74	55	81	69	100.0%	100.0%	100.0%	100.0%

Redemption	Q2 Trans	Q3 Trans	Q4 Trans	YTD Tran	\$Q2	\$Q3	\$Q4	Total YTD	Avg Q2	Avg Q3	Avg Q4	Avg \$	%
St George	89	312	122	523	5260.89	12216.61	6576.17	24053.67	59	39	54	46	93.4%
Dirranbendi	1	4	12	17	49.6	140	608.16	797.76	60	35	51	47	3.1%
Thallon	1	5	2	8	39.8	126.3	76.6	242.7	40	25	38	30	0.9%
Bolon	0	4	9	13	0	149.5	413.76	563.26	0	37	46	43	2.2%
Hesol	0	3	0	3	0	47	0	47	0	16	0	16	0.7%
Nindigully	0	1	0	1	0	20	0	20	0	20	0	20	0.1%
Mungindi	0	2	0	2	0	40	0	40	0	20	0	20	0.2%
Totals	91	331	145	567	5360	12739	7676	25764	69	38	53	45	100.0%

OFFICER REPORT

TO: Council

SUBJECT: Communications and Media Monthly Report

DATE: 11.08.20

AGENDA REF: IOCEO4

AUTHOR: Jorja McDonnell - Media and Communications Officer
Nigel Tapp - Corporate Communications Coordinator

Sub-Heading

Monthly report for Media and Communications – July-August 2020

Communications Activities: 13 July to 07 August 2020

Media Releases	<ul style="list-style-type: none"> - Shire to push ahead with Road Repair Program, 15 July - Council Approves New Dental Clinic Development in St George, 17 July - Councillors To Meet With Communities Next Month, 20 July - Playground re-opening a milestone in disaster recovery, 23 July - Disaster recovery begins with contractors appointed, 24 July - Dirranbandi Water Treatment Plant Upgrade To Be Commissioned, 24 July - Time Running Out For 142 Army Cadet Unit - St George, 24 July - Jobs Bonanza in Balonne, 29 July - Mayor O'Toole leads merger of South West Councils groups, 30 July - Local Farmer Believes Exclusion Fencing Program Will Benefit His Property and the Broader Community, 30 July - Mayor urges community to stay safe and stay apart, 31 July - Council invites communities to have their say on migration, 3 August - Council invites the community to have its say on the Balonne Splash Park, 5 August - Meet and greets prove valuable for new Council, 6 August
Media Monitoring	<p>During the reporting period Council had the following media stories published in newspapers/trade publications/special interest publication in online/print or both</p> <p>South West Newspaper: 10 The Western Star: 6 Western Times: 5 Queensland Country Life: 4 (inc. print and online) Mirage News: 2 Longreach Leader: 2 Prime Mover Mag: 1 Goondiwindi Argus: 1 Toowoomba Chronicle: 1 Chinchilla News: 1 Dalby Herald: 1 LG News (national): 1</p>

Web uploads	Majority of uploads still being undertaken by Mariella Perez. Jorja McDonnell is in training process, published select news articles, one homepage announcement, and one carousel banner.
Social Media <ul style="list-style-type: none"> Facebook Twitter Instagram 	Figures from 13 July-7August Likes: 4,303. Up from 4,288 as of 12 July, total increase of 0.3% Total reach: 51,229 people Average daily reach: 2,227 people Followers: 340. Up 18 in 28 days. Tweet impressions: 8,194. Up 139.7% in 28 days. Profile visits: 161. Up 519.2% in 28 days. Followers: 691
Corporate publications	<ul style="list-style-type: none"> - Drafted for discussion suggested Council Update with agreement to begin distribution from August Council Meeting - Assisted with the final development of Planning document - Proofed Community Newsletter - Developed flyers for Meet the Councillors and migration workshop as well as social media templates - Developed flyer, social media template and survey for St George dog park
Government Liaison	<ul style="list-style-type: none"> - Liaised with Murray Darling Basin Authority re: media release relating to exclusion fencing Liaised with David Littleproud's office re: July visit - Liased with Department of Multicultural Affairs (via Dani Kinnear) re: migration workshop release and flyer
Media Liaison	<ul style="list-style-type: none"> - Met with James Clark, SW Newspaper to discuss potential advertising arrangement and coverage opportunities - Met with ABC Toowoomba journalists in Toowoomba - Met with Qld Country journalist in Toowoomba - Met 4SG re: advertising relationship - Met via telephone with Goondiwindi Argus to discuss coverage
Murray Darling Association Inc.	- Nil
Disaster Management Officer	- Nil.
Advertising	<ul style="list-style-type: none"> - Placed job advertisement for South West Newspaper - Created on-air advertisements for 4SG

Attachments

Nil

Matthew Magin
Chief Executive Officer

(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ICFS1	<u>MONTHLY REPORT</u> <u>DIRECTOR FINANCE &</u> <u>CORPORATE SERVICES</u>	Monthly report for July - Finance and Corporate Services	168

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Director Finance & Corporate Services

DATE: 07.08.20

AGENDA REF: ICFS1

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Monthly report for July - Finance and Corporate Services

St George Levee

- There is only 1 earth levee that remains outstanding and 1 block wall pending signature – these are awaiting the landholder's return of documentation
- 4 block wall levees to be followed up
- 2 earth levee registration on title finalised with 1 property resold

Land matters

Waiting date for site inspection Grain Corp Thallon – returned heads of agreement documentation

IT Vision project

- Dog registrations successfully generated from new system and distributed throughout community and now being receipted
- Water meters all read by Infrastructure Services and provided to IT Vision for input
- End of year roll over successfully completed for rates
- Rates Levy and Water Billing data cleaning continuing with a view to levy by end of August
- Training completed in creditors, bank reconciliation, timesheets, excel integration, rates and procurement
- A number of outstanding issues still unresolved and escalated with IT Vision for payroll and finance module
- Weekly meetings held with Project team
- Phase 2 of the project planning will commence with ICT Committee in September as all remaining outstanding items have been resolved.

Governance

- Minutes and Agendas 16 July finalised
 - Certificates of Currency for all insurances received
 - Model Terms of Reference developed
 - Review of new legislation that will commence in October including relevant policies underway
-

- Code of Meeting Practice amended for August meeting
- Committee membership still pending workshop with Councillors

Grants

- Grants internal audit recommendations under review for Audit in September
- Peak Services and administration officers assisting to maintain grant programs, apply for new programs and meet reporting requirements
- Revenue recognition assessments completed for COVID Works for Queensland funding and Local Community Infrastructure & Roads program (reports to August meeting for council to amend budget)
- Tourism grants unsuccessful – looking to apply via Outback tourism grants
- CCTV Round 5 Safer Community fund grant unsuccessful – did not meet all criteria
- Refer to Monthly report on grants August

Complaints

- 1 administrative complaint continuing investigation (gravel supply)
- 1 administrative complaint received, investigated and resolved (gravel pit)
- 1 administrative complaint still pending final response (stock route)

Staffing

- A majority of staff have now moved to electronic timesheets
- Interviews of casuals for the administration pool underway
- 1 disciplinary matter finalised
- 1 workers compensation investigation underway
- Induction of new starters – Media and Communications
- Re-advertised positions vacant with still very few responses

Finance

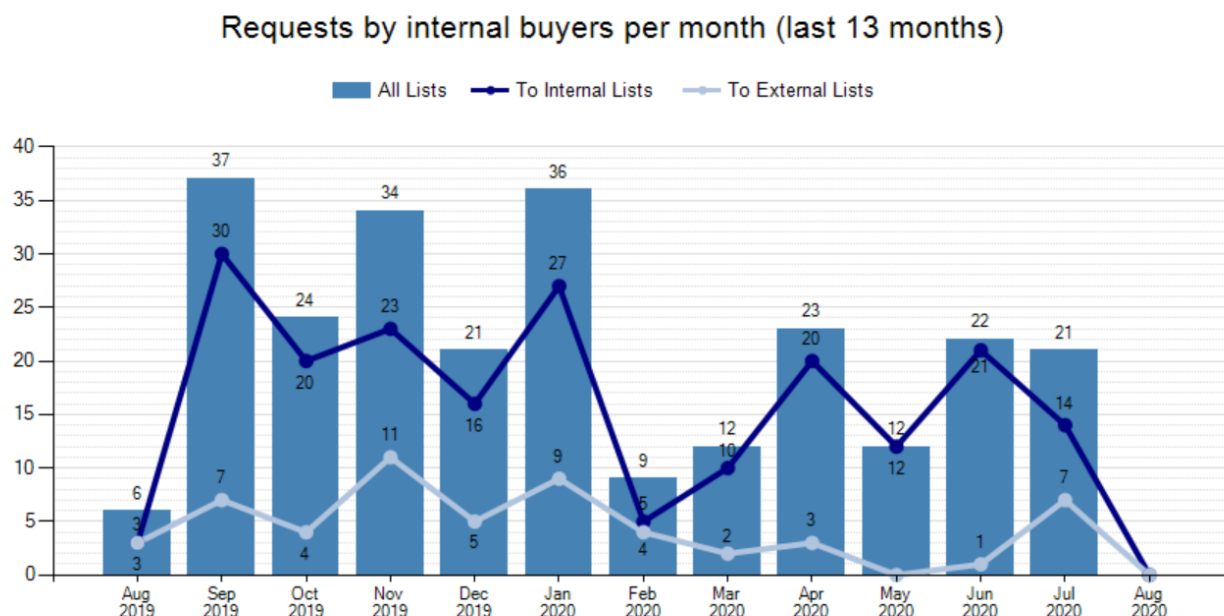
- Preparations for audit underway for mid-September including reports for Audit & Risk Committee – note that the interim audit report has now been received with 4 deficiencies relating to information technology policies – the audit in September will be completed virtually again due to COVID-19 restrictions
- Finalised creation of new capital and operational project budgets and work order numbers in synergy soft
- Accrual payment run for 19/20 completed 31/07/2020
- Finalising creation of new work order numbers for fees and charges schedule
- Reviewing all outstanding debtor invoices and creating new debtor invoices in synergy soft for the 2020/21 financial year to go out

Procurement

- Wild Dog cluster fence special rate scheme Round 2 information packs to all landholders – pending receipt to arrange quotations based on material lists
- WDEF 6 monthly report completed
- Continuing to provide support to ERS for Murray Darling Basin Grant program for procurement for WDEF
- Continuing to support procurement for the Dirranbandi Beautification scheme (near the point of going to quote)
- Reminder to all suppliers to ensure their quotations are accurate
- McCullough Robertson have provided legal advice on Intellectual property relating to design for library hub legal and Project Manager specifications document near complete and ready for advertising (Via Vendor Panel)
- Project Managers (general) preferred supplier arrangement near ready for advertising via Vendor Panel

- Project Manager Library Hub advertised
- Crime & Corruption Commission Procurement Audit completed

The following graph indicates a steady number of requests for quote in the month of July compared with June – 20 being the average number of quotes per month over a 12 month period. (Graph as at 1/8/2020)



Service requests

A total of 154 documents were created in Magiq for service requests for July with 111 completed on time giving a 72% average completion rate. This is a decrease from previous results. 9 compliments were recorded for July, an increase from June (3 received)

	July
Total Documents	154
Completed on Time	111
Completed Late	7
Pending & Overdue	36
% completed on time	72%
% Completed overall	77%
Target	85%

Information Technology

- Number of outages for phones and computer network in July – working with FSG and other providers to mitigate
- Third party review proposed for active directory issue with Microsoft Office

Other key projects/meetings

Disaster Management

- Arranged training for new Corporate Communications Co-ordinator, Scheduled LDMG and assessment for 7 August
- Liaised with QPS re: border control
- Reviewed Pandemic Plan
- Reintroduced travel risk assessment for all staff to complete prior to leaving the shire for work related purposes to reduce risks of COVID-19

Risk module

A report has been prepared for Audit & Risk Committee including recommendations from Risk Project successfully completed with Post Graduate in Risk Management and Corporate Governance course.

Operational Plan – Implementing actions and KPIs into CAMMs in preparation for Q1 reporting after 30 September.

Quarter 4 Performance Report to be presented to the August council meeting.

Attachments

Nil

Michelle Clarke

Director Finance & Corporate Services

(IIFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IIFS1	<u>DEPARTMENT OF INFRASTRUCTURE SERVICE'S MONTHLY REPORT</u>	From the Department of Infrastructure Services - reporting for the month of July 2020.	173
IIFS2	<u>MONTHLY REPORT</u>	Monthly information report	183

OFFICER REPORT

TO: Council

SUBJECT: Department of Infrastructure Service's Monthly Report

DATE: 11.08.20

AGENDA REF: IIFS1

AUTHOR: Jenny Hatch - Casual Administration Officer

Executive Summary

From the Department of Infrastructure Services - reporting for the month of July 2020.

0701-Main Roads Works

- Maintenance work carried out during the month on behalf of Transport and Main Roads (TMR) is detailed in the attached RMPC Supervisor's report.

0702-Private Works

- Nil

0400-Council Roads / Streets / Bridge Work

- Maintenance work is detailed in the attached Works Supervisor's report.
- Local road maintenance has recommenced with three grader crews and the DRFA work is to commence on 24th August 2020.

0440-Aerodromes

- Slashing completed.

0450-Plant and Equipment

- Details are included in the attached Workshop Supervisor's report.

0510-Housing

- Routine maintenance is ongoing.

0520-Recreation and Sport

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Dirranbandi Multi Sports irrigation in progress.

0521-Swimming Pools

- Nil

0530-Parks and Gardens

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

0535-Halls/Civic/Cultural Centres

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

0555-Showgrounds

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

0615-Cemeteries

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance and mowing is ongoing.

0620-Street Cleaning

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

625-Public Conveniences

- Maintenance work is detailed in the attached Town Works Supervisor's report.

4000-Urban Wastewater

- Maintenance work is detailed in the attached Town Works Supervisor's report.

5000-Urban Water

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Monthly consumption figures are given in the attached reports.

Capital/Special Maintenance Works Progress

- Nil

Meetings / Training

- Weekly IS Meetings

Current Tenders

- Nil

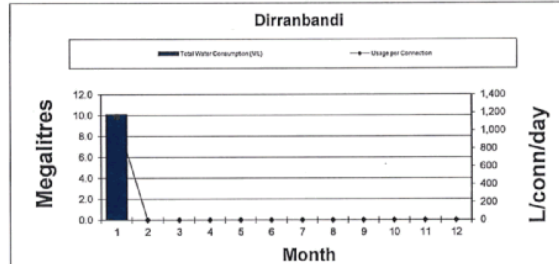
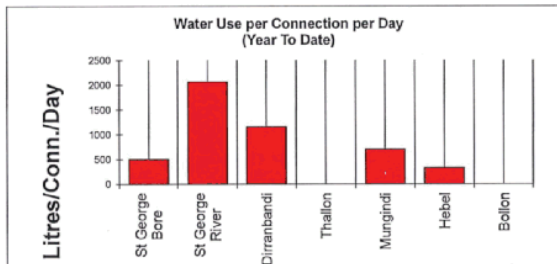
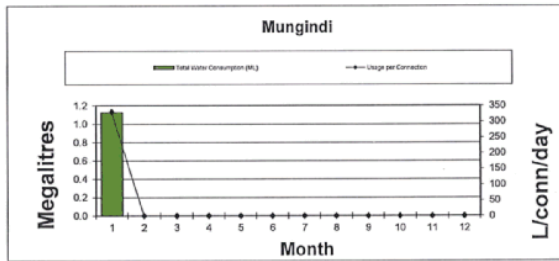
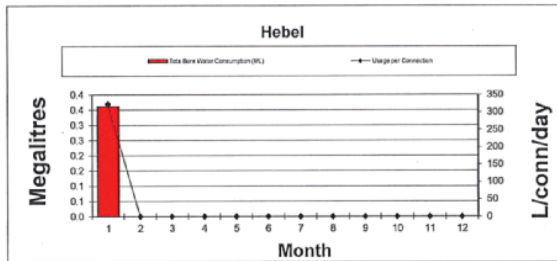
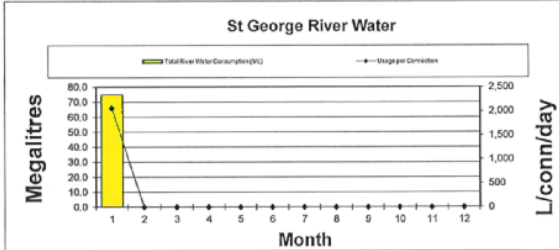
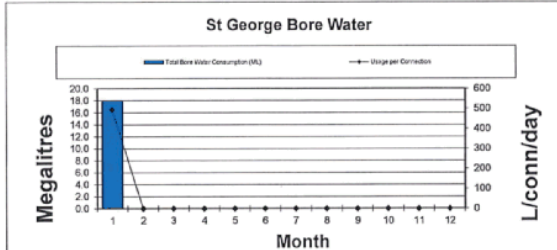
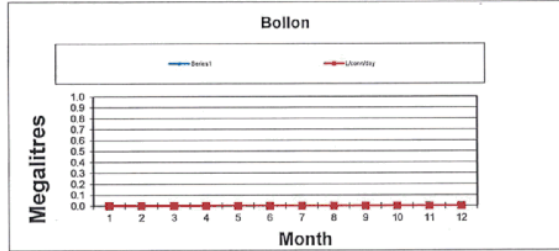
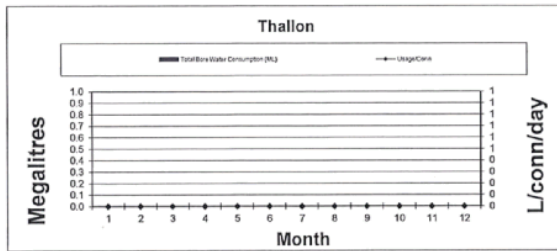
Attachments

1. Balonne Shire Council Water Usage 2020-2021 - Period Ending 31 July 2020.pdf [↓](#)
2. Plant Maintenance Report - Period Ending 31 July 2020.pdf [↓](#)
3. Road Construction Report - Period Ending 31 July 2020.pdf [↓](#)
4. Road Maintenance Report - Period Ending 31 July 2020.pdf [↓](#)
5. Town Maintenance Report - Period Ending 31 July 2020.pdf [↓](#)

Andrew Boardman

Director Infrastructure Services

BALONNE SHIRE WATER USAGE 2020/21



Report of Workshop Supervisor - P. Gluzde

Period Ending 31/07/2020

216	CAT 428C 4WD BACKHOE 573-EEI	
2,146.0 Hrs	Carried out a 2,000 hour service as per the manual. Analysis (SOS) of the engine oil, repaired hydraulic oil leaks, cleaned the radiators, tightened the fan belts and replaced the UHF radio.	
340	ASPINALL SWEEPER TRAILER - 867 QIE - STG TOW	
	Trailer taken to Maranoa Mechanical for repairs to the lights and brakes electrical wiring.	
392	MISCELLANEOUS PLANT	
	Carried out repairs to small plants. Replaced belts on the air compressor, replaced the leaking hose on the pressure cleaner, freed up the float valve on the inlet of the water supply tank on the pressure cleaner.	
1507	Prado VX 793SOE DIS	
210,006 Kms	Carried out a 210,000 km service as per the coupon. Balanced and rotated the tyres and repaired the spotlights.	
1509	Toyota Prado VX DIS - 540WYK	
153,462 Kms	Carried out a 150,000 km service as per the coupon. Replaced the tie rod ends and had a wheel alignment check.	
3018	Colorado 4x4 Tipper Ute 175-RQQ Spackman	
	Check the clutch for issues. Sent to Halpin Motors for repairs to the clutch assembly.	
3022	Holden Single Cab 4X4 Ute 797WQX	
57,513 Kms	Investigated the noise in the exhaust, removed stones from the exhaust shield and replaced the head light globe.	
3516	TOYOTA HILUX XCAB 4x4 176TZJ	
193,434 Kms	Carried out a 190,000 km service as per the coupon. Strip, clean and adjust the rear brakes.	
4017	Hilux 4x4 D/Cab 927TCU - Ben Gardiner	
149,740 Kms	Replaced the timing belt, tensioner and pulleys.	
4019	Toyota Hilux Dual Cab 4x4 - R Steadman	
172,321 Kms	Carried out a 170,000 km service as per the coupon. Balanced and rotated the tyres. Carried out a diagnostic check on the traction control, repaired fault, strip, clean and adjusted the rear brakes.	
4020	Toyota Hilux 4X4 D/Cab - Grader	
	Replaced the fuel pod hose and meter.	
4023	Colorado 4X4 D/Cab 796WQX	
112,312 Kms	Carried out a 110,000 km service as per the coupon. Carried out a diagnostic check for the fault codes, repaired and cleared the codes.	
5005	ISUZU FVZ1400 JETPATCHER 377MXU SHAYNE BUNYAN	
260,354 Kms	Carried out repairs to front boom emulsion hoses and air lines.	
5009	ISUZU FRR600 TRUCK 840-MEM MTCE	
	Take the truck to Goondiwindi for gear box repairs, some parts will be covered by warranty.	
5505	CAT 140M GRADER C82158 TAYLOR	
10,295.0 Hrs	Carried out a 250 hour service as per the manual. Analysis (SOS) of the engine oil, adjust the moldboard wear strips, repair the grease lines and clean the radiators.	
10,286.0 Hrs	Repaired grease lines and replaced the AM/FM radio aerial.	

Report of Workshop Supervisor - P. Gluzde

Period Ending 31/07/2020

5507	JD 670G Grader 26707C	
7,763.0 Hrs	Carried out a 250 hour service as per the manual. Analysis (SOS) of the engine oil, replaced front windscreen washer fitting, repaired grease lines and cleaned the radiators.	
5508	Cat 12M Grader 34862C Kingston	
5,969.0 Hrs	Carried out a 6,000 hour service as per the manual. Analysis (SOS) of all oils, replaced the moldboard wear strips, adjusted the circle wear strips, cleaned the radiators and calibrated the transmission.	
5509	CAT 12M GRADER 34863C STAINES	
5,189.0 Hrs	Changed the engine oil and filter and analysis (SOS) of the engine oil.	
5510	CAT 12M GRADER 37658C	
4,573.0 Hrs	Replace oil drain hose from the huey pump to the engine block.	
6003	JD 4720 TRACTOR/SLASHER DIRRAN C82590	
	Replace beacon light and fan belt.	
6006	JD5085M Tractor 20898C	
2,216.0 Hrs	Clean out the air conditioner drain hoses. Inspected the damage to the three-point hitch sway car mount. Sent the machine to Vanderfield Machinery for repairs to be completed to the hitching mounting, hitch ram replacement and 250 hour service.	
6501	VOLVO BL71 BACKHOE C94648 STG	
4,886.0 Hrs	Backhoe taken to SEB Mechanical for repairs to the leaking lift and dipper ram seals.	
6504	JCB 426HT Wheeled Loader	
	Repair grease lines.	
7000	AMMANN AP240T3 ROLLER C83933	
2,700.0 Hrs	Removed the exhaust system muffler and piping to the turbo, drilled out broken studs in the turbo and reassembled and tested for leaks.	
7001	AMMANN AP240T3 ROLLER GEORGE KEMP	
6,766.0 Hrs	Carried out a 250 hour service as per the manual. Analysis (SOS) of the engine oil, tightened the fan belts and cleaned the rear differential breathers.	
7005	Dynapac Smooth Drum Roller - 51254C	
1,576.0 Hrs	Carried out a 500 hour service as per the manual. Analysis (SOS) of the engine oil and cleaned the radiators.	
7519	Cox Lawn Boss ZTR 35"	
	Check why the engine fails to start, replaced the engine air cleaner and retested.	
7521	Ferris 1S51002 Zero turn 72" Mower	
	Replaced the deck drive belt.	
8505	Howard EHD21052 201M Slasher	
	Repair side skids, replace cutter bar assembly and mounting bolts.	

Report of Shire Supervisors Road Construction for Period Ending 31/07/2020

0 PRIVATE WORKS

Procurement underway for Warrie Pit overburden removal.
Installation of signage for the Environmental Team.
Thallon Bridge private works.
Grader crew assisted with installation of firebreaks.

6 BOLLON TOWN

Grading of town streets.
Town street drainage and levee maintenance works.

11 24A - Carnarvon Highway (Mungindi-St George)	MRD Road
Heavy shoulder grading. Pavement stabilisation and repairs.	
12 24B - Carnarvon Highway (St George - Surat)	MRD Road
Slashing on the Surat Road.	
13 31B - Barwon Highway (Talwood - Nindigully)	MRD Road
Shoulder grading. Guidepost renewal. Drainage works.	
14 35A - Moonie Highway (Dalby to St George)	MRD Road
Heavy shoulder grading. Guidepost renewal.	
15 36A - Balonne Highway (St George - Bollon)	MRD Road
Culvert repairs. Shoulder grading.	
19 355 - Mitchell - St George	MRD Road
Guidepost renewal. Shoulder grading. Local road maintenance and night inspections. Jet Patching surface correction and edge repairs.	
1013 Noondoo - Mungindi	Shire Road
Maintenance grading ongoing.	
1027 Commissioner's Point	Shire Road
Maintenance grading completed.	
1034 Thungaby	Shire Road
Formation grading completed.	
1039 Wanganui Lane	Shire Road
Pothole repairs.	
1046 Thuraggie	Shire Road
Maintenance grading ongoing.	
4002 Bollon - Dirranbandi	Shire Road
Pothole patching repairs.	

**Report of Shire Supervisors
Road Construction for Period Ending 31/07/2020**

4003 Jakelwar - Goodooga

Shire Road

Maintenance grading ongoing.

Report of Shire Supervisors Road Maintenance for Period Ending 31/07/2020

0 PRIVATE WORKS

Data capture on Lower Plains Road for upcoming RTR (Road to Recovery) work programme.
All other roads crews assisted with the delivery of our RMPC contracted works.

1013 Noondoo - Mungindi Grading - Chainage 0-60 ongoing	Shire Road
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1025 Johnston Grading - Chainage 4-5 completed.	Shire Road
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1027 Commissioner's Point Grading - Chainage 5-13 completed.	Shire Road
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1046 Thuraggie Grading - Chainage 0-4 completed.	Shire Road
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4003 Jakelwar - Goodooga Grading - Chainage 70-95 ongoing	Shire Road
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Report of Balonne Shire Town Works

31/07/2020

St George

Footpath	Maintenance and repairs were ongoing.
Town Streets	Street sweeping and rubbish removal was ongoing. Tree maintenance program is ongoing. Footpath repairs was ongoing.
Aerodrome	Inspections and maintenance were ongoing as required.
Rowden Park - St G	Cleaning of facilities, mowing and weed eating of grounds was ongoing as required.
Riverbank Park - St.	The rock wall below the Riverview on the River Foreshore is ongoing. Mowing and whipper snipping was ongoing. Rotary Park playground synthetic grass has been completed.
Parks & Gardens	General maintenance of all parks was ongoing.
Showgrounds	Maintenance work was ongoing.
Cemetery	Mowing and weed eating of grounds were ongoing.
Public Toilets	Cleaning and maintenance were ongoing.
Sewerage	Gravity & pumping system operating OK. Routine maintenance & operations continuing. We had 2 x gravity sewer blockages and 1 x broken gravity sewer. A jump up repaired by Scott's Plumbing & Gas. Vaughan's Electrical repaired an electrical fault at the ski ramp toilets.
River Water	Reticulation system operating ok. Routine maintenance and operations continuing. We had 1 x mains repair, 4 x service repairs, replaced 4 x smart meters and 1 x new service connection.
Bore Water	Reticulation system operating ok. Routine maintenance and operations continuing. We had 1 x mains repair and 7 x service repairs.
Other	Levee Banks: Maintenance was ongoing.

Thallon

Town Streets	Mowing and whipper snipping in Thallon and Nindigully. Completed slashing council blocks in Thallon.
Works Depot	All plant and equipment serviced and cleaned. The depot yard and shed was cleaned.
Parks & Gardens	Mowing and whipper snipping completed. New fence erected around the park completed. Completed painting the tables and chairs in the park. Paving around the war memorial completed. Erection of the shade structure over the wombat still in progress.
Cemetery	Mowing and whipper snipping completed. Plague maintenance and watering in progress.
Public Toilets	All toilets in Thallon cleaned. Nindigully toilets cleaned by a contractor.
Rubbish Dump	Completed pushing the green waste and scrap metal.
Thallon Sports Grou	Mowing and whipper snipping completed. Installing a notice board in the campground still in progress.
Meter Reading - Th	Completed reading residential meters in Thallon.
Camping Grounds	Put gravel at the entrance to the campground to stop caravans from cutting the corner.

Mungindi

Town Streets	Mowing and whipper snipping in Mungindi. Completed slashing council blocks in Mungindi.
Public Toilets	All toilets in Mungindi cleaned.
Meter Reading - Mu	Completed reading residential meters in Mungindi and Moree Plains Shire.

Dirranbandi

Footpath	Mowing and weed eating continues.
Town Streets	Sweeping of the main street and emptying of the bins completed. Picked up rubbish around the streets. Trimmed trees on the footpaths around the town.
Works Depot	Mowed and weeded the council yard. Cleaned the toilets and showers. Council yard has been kept clean and tidy. Wormald tested all the fire equipment in the buildings and machinery.

Report of Balonne Shire Town Works

31/07/2020

Aerodrome	Inspections and maintenance continued. Mowing and poisoning around the lights continues.
Parks & Gardens	Mowing and watering continued. Mowing, weedeating and trimming of parks continues. Setting up new dripper lines in the Rural Transaction Centre Park for planting trees and shrubs for the Progress & Arts Council's Project.
Showgrounds	Maintenance continues. Mowing and weed eating continues. Wormald provided additional fire equipment to the polo shed, kitchen and supper room kitchen.
Cemetery	Slashing and mowing continues. Work Camp have been cleaning up in the yard and around the graves. Spread gravel along the walkway entrance into the cemetery.
Public Toilets	Inspections, cleaning and maintenance of toilets.
Sewerage	Sewerage pump stations all working well. Inspections and cleaning of wet wells continue. Mowed and poisoned the pump sewerage station's yard.
Rubbish Dump	Pushed up rubbish dump, green waste and scrap steel areas weekly. Picked up rubbish around the dump.
Treated Water	Daily maintenance and inspections continue. Mowing of water pump station continues. Water testing continues. Poisoned around the fences and ponds. Dirranbandi Water Treatment Plant upgraded and running. Needs a few minor jobs to be completed. Wormald tested the fire equipment. Power cable work completed for the upgrade of the water treatment plant.
Other	Civic Centre: Mopped and cleaned the Civic Centre. Work nearly completed on the outside toilet of the Civic Centre. Wormald tested the fire equipment. Pool: Pool closed to the public. Daily checking and testing. Wormald tested the fire equipment. Tennis Club Sports Complex: Cleaned the building, mowed and weed trimmed around the fences in preparation for bookings. Wormald provided additional fire equipment to the kitchen. Wormald tested the fire equipment.
Hebel	
Town Streets	Travelled to Hebel to empty the rubbish bins weekly and complete any tasks that need to be completed. Cut out dead trees along the side of the main road entrance to the town. Border closure still in place.
Parks & Gardens	Mowing and weed eating continues.
Cemetery	Cleaned up the fallen branches around the graves.
Public Toilets	Travelled to Hebel to clean the toilets weekly. Replaced the shower unit in the amenities at the Hall.
Bollon	
Town Streets	Removed tree limbs that were cut down from the power lines by Ergon in Main Street. Ergon repaired the service lines in Main Street, Wallam Street and the showgrounds. Town street were swept by the sweeper.
Aerodrome	Graded and rolled the airstrip. Need to replace 2 x solar batteries for the lights. Need to replace 8 x white fibreglass cones.
Parks & Gardens	Walter Austin Park barbeque connected, electrical supply, new frame and shade. Landscaping completed around the slabs to remove the trip hazards.
Showgrounds	Trench dug for the electrical supply to go to the new ablution block.
Public Toilets	Leaking rubbers replaced in the toilet cisterns.
Bore Water	1 x service repair. Bore water flow meter waiting for replacement.

OFFICER REPORT

TO: Council

SUBJECT: **Monthly Report**

DATE: 11.08.20

AGENDA REF: IIFS2

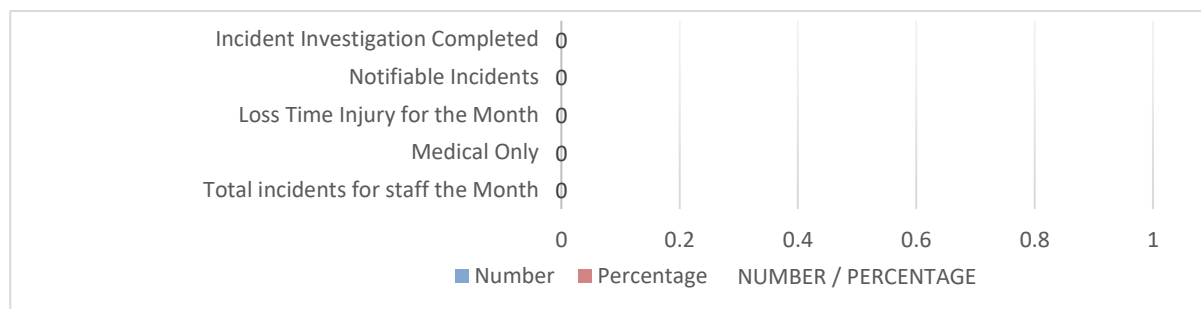
AUTHOR: Ben Gardiner - Safety Advisor

Sub-Heading

Monthly information report

Injury Summary

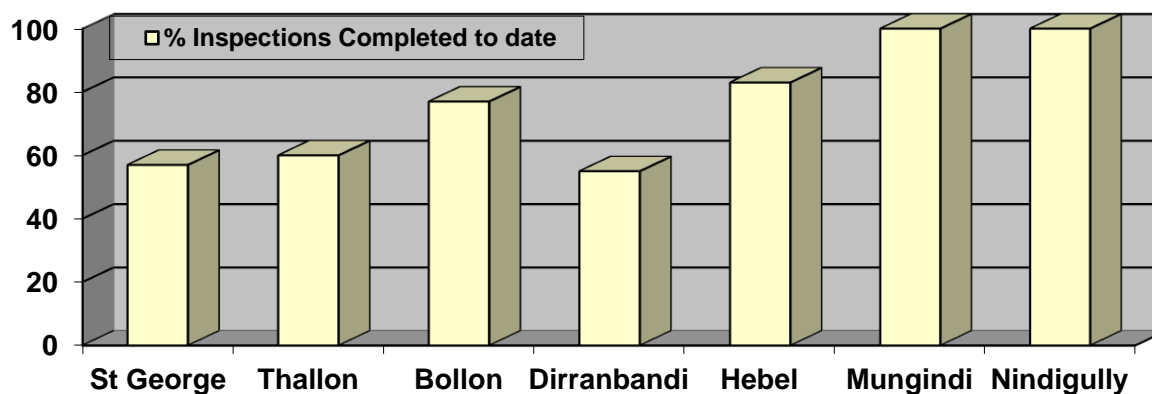
There were no work injuries reported for the month of July however, one near miss has been reported. Information is represented in the graph below.



Worksite Hazard Inspections

Hazard Inspections are into a new inspection period July - September 2020. To date, no completed inspections have been received.

The totals for the last inspection period and shown on the following graph per town.

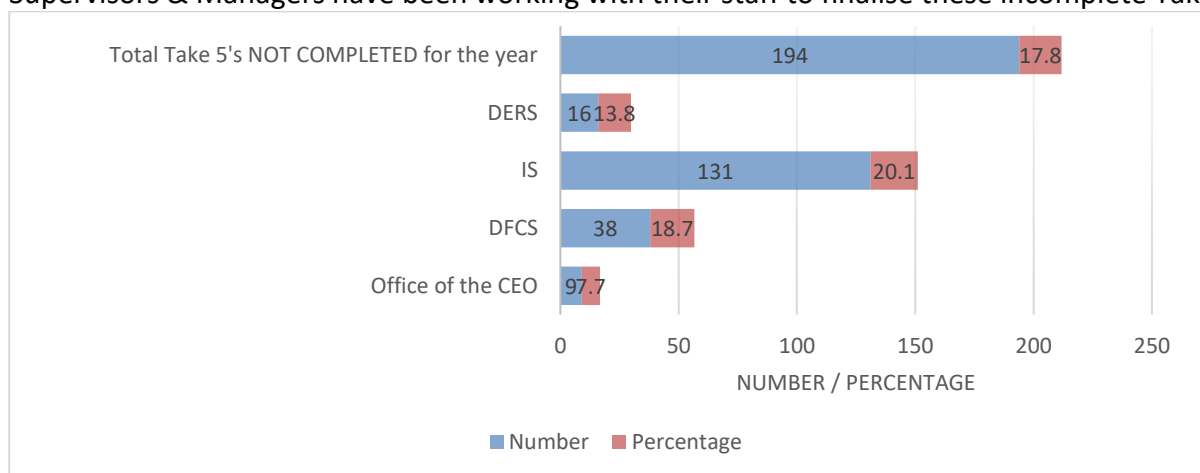


Safety Inductions, Training & Information Sessions

Recent training includes Traffic Management Implementation and Stop/Slow tickets along with Fire Safety Advisor and Fire Warden training. Plant tickets are scheduled in August.

Take 5 and Toolbox Talks

The graph below shows the number of Take 5's that have NOT been completed in total and per each Directorate. A spreadsheet has been sent out to Directors, Managers and Supervisors indicating which staff members have completed their Take 5's and who needs to catch up. Supervisors & Managers have been working with their staff to finalise these incomplete Take 5's.



COVID 19

With other states recording an increase in active numbers we must remain vigilant with requirements and keep up to date with any restrictions and regulations that are put in implemented. SLG have reintroduced Travel Risk Assessments for all staff travelling outside the Shire for work related travel and would also recommend it be completed for personal travel to help mitigate the risk of COVID-19.

Calibrations, Inspections and Testing

Fire Extinguishers were inspected last week, and our Height Safety Gear has been inspected this week as well. We are currently looking for quotes on Safety Representative Training.

SAFETY AUDIT

Auditors from JLT were to complete their Audit of our Safety Management System. Based on the evidence provided and site verification, Council has been scored 52.96%. This was our first audit against the National Self Insurer's Audit Tool version 3 (NAT).

As such, the purpose of this latest audit was to determine the capability of Council's work health and safety management system against self-insurer requirements and identify areas for improvement. Essentially there is no difference in the evidence required to assess compliance between the two tools; however, the NAT requires a more in-depth evaluation of implementation.

An Action List has been tabled with the SLG that identified a timeframe for the outstanding actions to complete by. More evidence is also being gathered and will be forwarded to JLT for our re-evaluation score in October – November 2020.

Safety Committee Meeting

The next meeting will be held on Wednesday the 26th August 2020.

Documents that have been reviewed

The following documents were sent out last week for review.

- Obligations & Responsibilities Procedure sent to SLG to filter through to all staff.

Emergency Procedures has been sent out to Director of I.S. and Fire Safety Advisors. I.S. Supervisors & Managers will also review the Verification of Competency Procedure.

Attachments

Nil

Andrew Boardman

Director Infrastructure Services

(IERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IERS1	<u>MONTHLY REPORT</u> <u>ENVIRONMENT AND</u> <u>REGULATORY SERVICES</u>	The Environment and Regulatory Services Report for the month of July 2020 is presented for Council's information by Council's planner.	187

OFFICER REPORT

TO: Council

SUBJECT: **Monthly Report Environment and Regulatory Services**

DATE: 07.08.20

AGENDA REF: IERS1

AUTHOR: Michelle Walters - Administration Officer

Sub-Heading

The Environment and Regulatory Services Report for the month of July 2020 is presented for Council's information by Council's planner.

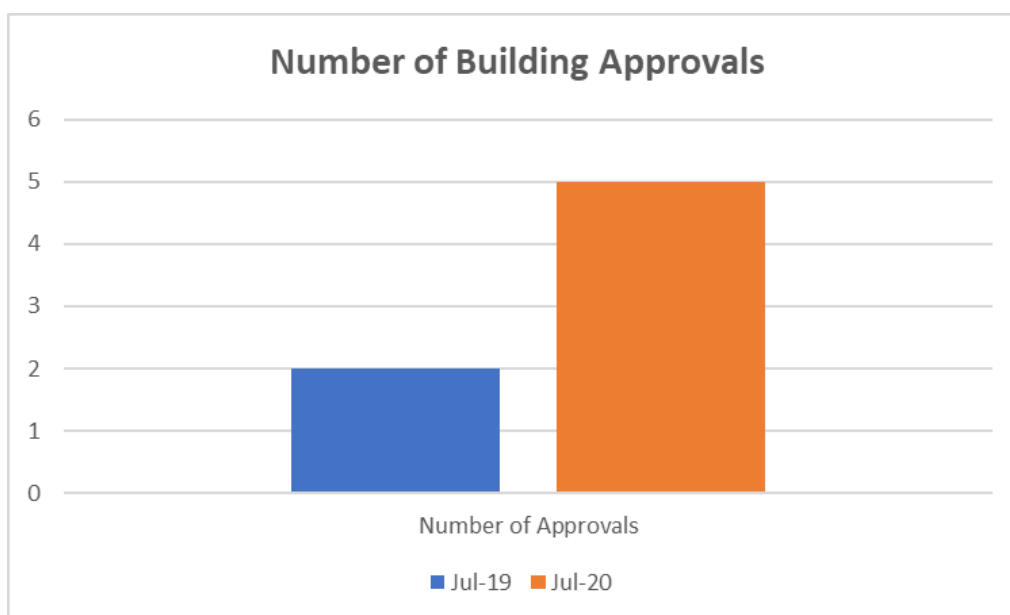
PLANNING AND DEVELOPMENT APPROVALS

Value of Building Works

- Value of building applications approved by Council certification
- \$582,249** Value of building applications approved by private certification
- \$582,249** Total value of building certifications

There were no building applications for the month of the July for the Council's building certifier to approve.

BA No	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
5223	Private Cert - South West Building Certification	Rob Hemming	7785 Castlereagh Hwy, DIRRANBANDI	1RP98171	Kardinia Holdings Pty Ltd	10a	New Shed	\$ 214,600.00	28.04.2020
5224	Private Cert - South West Building Certification	Scott McKechnie	835 Littleton Rd, THALLON	6BLM44	Jack Jones	1a	New Dwelling	\$ 280,000.00	01.06.2020
5225	Private Cert - Fluid Building Approvals Cairns	Julie Cross	51-53 William St, HEBEL	210H3101	Johns Lyng Gold Coast	1a	Replacement Roof	\$ 67,649.00	15.06.2020
5226	Private Cert - Integrated Building	Ronald Hohn	12002 Carnarvon Hwy ST GEORGE	1RP118324	David Collins	1a	New Shed	\$ 20,000.00	16.06.2020



Development Applications

Number	Development	Address	Application Stage
MCU 176	"Caravan Park"	77 Whytes Rd, St George	On Hold
MCU 179	"Telecommunications facility"	185 Chelmer Rd, Thallon	Referral
MCU 180	"Telecommunications facility"	29050 Moonie Hwy, St George	Referral
MCU 181	"Telecommunications facility"	Castlereagh Hwy, Hebel	Referral
MCU 182	"Telecommunications facility"	Dirranbandi-Hebel Rd, Dirranbandi	Referral
MCU 183	"Telecommunications facility"	1880 Castlereagh Hwy, St George	Referral
MCU 184	"Telecommunications facility"	Castlereagh Hwy, Dirranbandi	Referral
RL 105	Boundary realignment (two lots into two lots)	Gunnindaddy Rd, Mungindi	Decision

- Economic Development and Planning Portfolio meetings held.

ENVIRONMENTAL SERVICES

- Rural Services and Environmental Management Portfolio meetings held.

Natural Environment:

- General health inspections were carried out.
- There were no notifiable diseases reported during July 2020.
- There were no food recalls actioned in July 2020.

Local Laws:

- Local Law signage for Council vehicles with key messages has arrived. Currently this signage is in use in the Tourism, Waste and Environmental areas.

Public Health:

- Council's business taskforce team continues to work with businesses in relation to COVID 19 Pandemic plans and expectations.
- Council has helped promote community awareness on safe practices during COVID-19 when running events.

Wastewater Services:

- Wastewater analysis continues each month.

Urban Water Supplies:

- Weekly microbiological samples of St George's bore water supply were taken and tested.
- Samples were taken and tested from all other towns during the period.

Waste Management:

- Regional Waste Group met in Roma with LGAQ and DERS to resolve disposal of green waste.
- All waste practices continue at a high standard at the St George Landfill.
- The illegal dumping of tyres project funded by the Department of Environment is currently underway.
- Identified sites are being cleared of the illegally dumped tyres.
- Hotspots are currently being investigated.
- The tyre wall on the stock reserve on the Whyenbah Road is currently under review.
- Council's EHO & EFO attended the demonstration on the tyre shredding at Roma landfill. This machine will shred all tyres which are collected under the project

**St George landfill**

- The landfill site is presently operating in a reasonable condition.
- The new carboard burning area is operating well



Dirranbandi landfill

- The landfill site is presently operating in a reasonable condition.
- Bi-monthly maintenance has been carried out at the site.

Thallon landfill

- The landfill site is currently operating in a good condition.

Bollon landfill

- The landfill site at Bollon is currently operating in a good condition.

Hebel landfill

- The landfill site at Hebel is currently operating in a good condition.

Nindigully landfill

- The new bin transfer station is working well with the community of Nindigully



RURAL LANDS AND COMPLIANCE

Biosecurity and Environment

- Agenda prepared for Council's Wild Dog Advisory Committee
- 19 Wild Dog Scalps destroyed this month
- 7 properties had a total of 440kg of meat baits delivered this month
- Surveying farmers in the Moonie catchment about plant and animal pests
- Communities Combating Pests and Weed Impacts During Drought (CCWI) weeds grant.
 - Surveying landholders re plant and animal pests
 - Administration and mapping.
- Council awaits the outcome of a Murray Darling-Mungindi application for WDEF and QFPI applications for wild dog baiting and trapping, and cactus control of Harrisia Cactus and Willows Cactus partnering with GRC, WDRC, and TRC.
- Staff trained in forklift, drum muster and Chemcert

The following table is for the 2019/20 year and saw an emphasis on baiting. Most properties participated in both October 2019 and April-May 2020 baiting campaigns.

Total properties receiving bait	182
Total Kg meat bait	8,820 (dog)
Total number of manufactured baits	15,360 (dog) 1,300 (fox) 256 (pig)
Number of dog scalps submitted	280

Wild Dog Exclusion Fencing (WDEF)

- Portfolio councillors Scriven and Avery and the director ERS met with NSW, Parks and Wildlife, and at Culgoa NP. General agreement to fence the top of the park, rather than through the middle on the border.
- June e-Beyond the Wire sent to all fencing landholders and August posted Beyond the Wire compiled

Special Rate Scheme Round 2 (\$4.8m, 14+4 properties)

- Owners of the 14 approved properties have been sent an information pack seeking details for permits, material lists, detailed maps, wings, etc.
- Grace Peskett from the WDEF team will call in August to brief those landholders.
- 4 properties remain approved, subject to funding, dependent on prices when materials and construction quotes are sought in a couple of months.

Murray Darling Basin St George-Dirranbandi Grant (\$5m, 40 properties)

- Mayor Sam O'Toole visited Rob and Sally Hemming at 'Beverleigh' to celebrate fencing materials delivery signalling the on-ground start of MDEDP fencing **(photo)**.
- All but 3 properties have signed their agreements and about half a dozen have materials on site.
- Fencing materials prices have been increasing and most landholders had to top up the \$6,000/km grant contribution



Special Rate Scheme Round 1 (\$3.2m, 23 properties)

- 3 properties have completed their fences to date with landholders underway as commencement was required within 6 months of signing agreements.
- There has been about a 6 week wait on most materials delivery.
- The WDEF team has been visiting completion milestones at 25, 50, 75 and 100% completion.

CCWI Grant (\$0.8m, 10 properties)

- 7 properties have been completed with the other 3 properties well underway.
- Inspections are ongoing as required.

REDP Grant for Clusters (0.7m, 17 properties)

- Thomby Cluster is 95% complete
- Homestead / Wingijimmi Cluster has commenced their construction after a project extension by the department.
- Woolerina-Yendon Cluster (managed by MRC) is progressing with some compliance aspects to tidy.

At its July 2020 meeting Council approved a policy in its BSC Biosecurity Plan for 5m boundary clearance on roads/stock routes for WDEF only. The approval process is being finalised and legal advice is the landholder will need to be signed up as a Council contractor.

Stock Routes

- Rolling inspections of stock route facilities.
- Repairs to four water facilities
- Fire break grading completed
- Town Common inspections
- Compliance removing temporary fencing

Compliance/Local Laws

- Dog registration commenced in July with advertising on Facebook
- Registration flyers were distributed by Local Laws Officer and the seconded QMDC ranger to residence mailboxes combined with door knocking and observation of properties as the pro-active alternative to post-registration inspections (**photo**)
- 5 Dogs and 2 pups surrendered; one dog gave birth to 12 pups. All re-homed.
- 1 dog found wandering and reunited with owner
- Council Workshop on potential off-leash Dog Park behind the VIC. In response to discussion a survey was created on Survey Monkey to gauge resident views on the need, use, components, and location
- The Pound has its first volunteer. It is intended a volunteer group cares for the dogs in the pound. This is a rewarding service that will extend limited local laws resources.
- 24 domestic animal service requests received for the month and followed up.
- Patrolling of towns in conjunction with other duties.



Financial and Resource Implications

Capital construction on stock routes (funded by DNRME) complete, with operations progressing within approved budgets.

Attachments

Nil

Digby Whyte

Director Environment & Regulatory Services