

AGENDA

15 AUGUST 2023 – 9:00 AM
COUNCIL CHAMBERS



1. OPENING BUSINESS	2
1.1 PRESENT	2
1.2 APOLOGIES	2
1.3 LEAVE OF ABSENCE	2
1.4 CONFIRMATION OF MINUTES	2
1.5 OBLIGATIONS OF COUNCILLORS	3
1.6 PETITIONS	5
1.7 CONDOLENCES	5
1.8 RECOGNITIONS	5
1.9 ACKNOWLEDGEMENT OF COUNTRY	5
2. REPORTS	6
2.01 CHIEF EXECUTIVE OFFICER	6
2.01.01 LGAQ	6
2.01.02 NORTH WEST QUEENSLAND REGIONAL ORGANISATION OF COUNCILS INC (NWQROC)	6
2.01.03 FLINDERS SHIRE COUNCIL – DEVELOPMENT APPLICATION FSC98	6
2.02 CORPORATE AND FINANCE SERVICES	12
2.02.01 FINANCIAL REPORT	12
2.02.02 QUARTERLY PROGRESS REPORT - OPERATIONAL PLAN IMPLEMENTATION	13
2.03 ENGINEERING	13
2.03.01 WORK HEALTH AND SAFETY POLICY	13
2.03.02 REMOTE AND ISOLATED WORK POLICY	13
2.04 COMMUNITY SERVICES AND WELLBEING	14
2.04.01 REGIONAL ARTS DEVELOPMENT FUND (RADF) QUICK RESPONSE APPLICATION	14
2.04.02 COMMUNITY GRANTS PROGRAM – QUICK RESPONSE COMMUNITY DONATION – HUGHENDEN NETBALL ASSOCIATION INC., FLINDERS JUNIOR CHALLENGE	15
2.04.03 NQ SPORTSTAR AWARD NOMINATIONS	15
3. CLOSED BUSINESS	16
4. PROPOSED MEETING CALENDAR	17

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Acting Director of Community
Services & Wellbeing
Erin Kinchela
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AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



1. OPENING BUSINESS

Cr Jane McNamara (Mayor) opened the meeting with the Council Prayer

Lord,
Please guide and direct us,
In that the decisions to be made,
Will be for the benefit,
Of our whole community
Amen

1.1 PRESENT

Councillors

Mayor Jane McNamara
Kim Middleton
Kelly Carter
Clarence Haydon
Nicole Flute
Arthur Bode
Trevor Mitchell

Staff

Hari Boppudi - Chief Executive Officer
Andrew Nunn - Director of Engineering
Melanie Wicks – Director of Corporate & Financial Services
Erin Kinchela – Acting Director of Community Services & Wellbeing
Jackie Coleman – Executive Support Officer

School Students

1.2 APOLOGIES

Nil

1.3 LEAVE OF ABSENCE

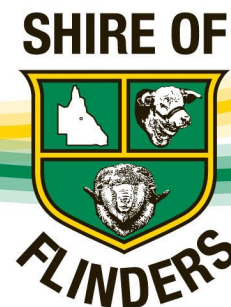
1.4 CONFIRMATION OF MINUTES

That the Minutes of the Ordinary Meeting of Council held 18 July 2023 be taken as read and signed as correct.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



1.5 OBLIGATIONS OF COUNCILLORS

1.5.1 Prescribed Conflict of Interest - Sections 150EG, 150EH & 150EI Local Government Act 2009

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a council or committee meeting (other than ordinary business matters).

When dealing with a Prescribed Conflict of Interest, Councillors must abide by the following procedures:

- A Councillor who has notified the Chief Executive Officer of a Prescribed Conflict of Interest in a matter to be discussed in a council meeting must also give notice during the meeting.
- A Councillor who first becomes aware of a Prescribed Conflict of Interest in a matter during a council meeting must immediately inform the meeting of the conflict of the interest.
- When notifying the meeting of a Prescribed Conflict of Interest, the following details must be provided:
 - if it relates to a gift or loan given by an entity - state the details of gift or loan
 - if it relates to a sponsored travel or accommodation benefit - state the benefit details
 - if it relates to a contract between the Councillor and Local Government or close associate of the Councillor – state details
 - if it relates to an application or submission - state the subject of the application or submission
 - if it relates to appointment/employment matters of Chief Executive Office position - state conflict details

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

Once the Councillor has left the area where the meeting is being conducted, the council can continue discussing and deciding on the matter at hand.

1.5.2 Declarable Conflict of Interest - Section 150EN Local Government Act 2009

Councillors are ultimately responsible for informing of any Declarable Conflict of Interest on matters to be discussed at council or committee meetings that might lead to a decision that is contrary to the public interest (other than ordinary business matters).

A Councillor may raise their personal interests in a matter at the meeting to canvas the view of the other Councillors prior to deciding to declare a conflict of interest. If the other Councillors suspect the personal interest might be a conflict of interest, the Councillor may disclose their suspicion and the processes under section 150EW of the LGA.

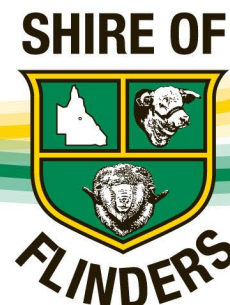
When dealing with a Declarable Conflict of Interest, Councillors must abide by the following procedures:

- A Councillor who has notified the Chief Executive Officer of a Declarable Conflict of Interest in a matter to be discussed at a council meeting must also give notice during the meeting.
- A Councillor who first becomes aware of a Declarable Conflict of Interest in a matter during a council meeting must inform the meeting of the conflict of interest
- When notifying the meeting of a Declarable Conflict of Interest or it could be reasonably presumed that a conflict exists, Councillors should provide sufficient detail to allow the other Councillors to make an informed decision about how best to manage the Declarable Conflict of Interest in the public interest. The following details must be provided:
 - the nature of the Declarable Conflict of Interest
 - if it arises because of the Councillors relationship with a related party:
 - i. the name of the related party to the Councillor
 - ii. the nature of the relationship of the related party to the Councillor
 - iii. the nature of the related party's interest in the matter
 - if it arises because of a gift or loan from another person to the Councillor or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the Councillor or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



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

1.5.3 Procedure if no Quorum for Deciding Matter because of Prescribed Conflicts of Interest of Declarable Conflicts of Interest – Section 150EU Local Government Act 2009

(1) This section applies in relation to a meeting if:

- (a) a matter in which 1 or more councillors have a prescribed conflict of interest or Declarable Conflict of Interest is to be decided at the meeting; and
- (b) there is less than a quorum remaining at the meeting after any of the councillors mentioned in paragraph (a) leave, and stay away from, the place where the meeting is being held.

(2) The local government must do 1 of the following:

- (a) delegate deciding the matter under section 257, unless the matter cannot be delegated under that section;
- (b) decide, by resolution, to defer the matter to a later meeting;
- (c) decide, by resolution, not to decide the matter and take no further action in relation to the matter.

(3) The local government must not delegate deciding the matter to an entity if the entity, or a majority of its members, have personal interests that are, or are equivalent in nature to, a prescribed conflict of interest or Declarable Conflict of Interest in the matter.

(4) A councillor does not contravene section 150EK(1), 150EM(2), 150EQ(2)(a) or (3)(a) or 150ES(5) by participating in a decision, or being present while the matter is discussed and voted on, for the purpose of delegating the matter or making a decision under subsection (2)(b) or (c).

1.5.4 Closed Meeting Discussion Items – Section 254J Local Government Regulation 2012

Council and standing committee meetings may resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss any of the following matters:

- appointment, dismissal or discipline of the CEO
- industrial matters affecting employees
- the council's budget
- rating concessions
- legal advice obtained by the council, including legal proceedings that may be taken by or against the council
- matters that may directly affect the health and safety of an individual or a group of individuals
- negotiations relating to a commercial matter involving the council for which a public discussion could prejudice the interests of the council
- negotiations relating to the taking of land by the council under the *Acquisition of Land Act 1967*
- a matter that the council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or state.

A Council or committee meeting cannot resolve that a meeting be closed where the meeting is informed of a Councillors personal interest in the matter by another person and the eligible Councillors at the meeting must decide whether the Councillor has a Declarable Conflict of Interest or Prescribed Conflict of Interest in the matter.

Further, the meeting must not be closed if a quorum is lost due to the number of conflicted Councillors who leave the meeting and the council must;

- delegate the matter
- decide by resolution to defer to a later meeting
- decide by resolution to take no further action on the matter.

Note: None of the above will be considered, discussed, voted on or made during a closed session.

If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



To take a matter into a closed session the council must abide by the following:

- pass a resolution to close the meeting
- the resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered
- if the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session, and an explanation of why it is deemed necessary to take the issue into closed session must be stated
- not make a resolution while in a closed meeting (other than a procedural resolution).

1.6 PETITIONS

Nil

1.7 CONDOLENCES

The Family of David Collyer

The Family of Maureen Borello

1.8 RECOGNITIONS

1.9 ACKNOWLEDGEMENT OF COUNTRY

The Flinders Shire Council would like to acknowledge our Local First Nations People as well as the Yirendali people as the Traditional Owners and the oldest living culture of the Land on which our Council operates, and pay respect to Elders past, present and emerging.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



2. REPORTS

2.01 CHIEF EXECUTIVE OFFICER

2.01.01 LGAQ Appendix 2.01.01

Background – Letter received from LGAQ in relation to the Local Government Association of Queensland 2023-2024 Membership Renewal. Attached to the letter is the membership renewal invoice for \$76,167.00 Inc GST.

This year the Association is taking its first steps towards merging its membership and services subscription from 01 July 2025. This means that the five largest councils will pay comparatively a little more and all other council comparatively a little less. This year's invoice reflects the first year of the transition.

Officer's Recommendation – That Council receive the letter from LGAQ and authorise the payment of invoice No. LG0079042 for \$76,167.00 Inc GST.

2.01.02 NORTH WEST QUEENSLAND REGIONAL ORGANISATION OF COUNCILS INC (NWQROC) Appendix 2.01.02

Background – The North West Queensland Regional Organisation of Councils Inc. (NWQROC) was established in 2013 as the representative organisation for the councils of the North West Queensland region. Through collaboration and innovation, NWQROC works with the councils, communities and people of the North West creating and shaping the future of the region.

Invoice received for the 2023/2024 Membership, total payable \$27,500.00 Inc GST.

Officer's Recommendation – That Council remain a member of NWQROC and authorise the payment of invoice No. 202310 for \$27,500.00 Inc GST.

2.01.03 FLINDERS SHIRE COUNCIL – DEVELOPMENT APPLICATION FSC98 Appendix 2.01.03

FILE:	FSC98
RP DESCRIPTION:	Lot 164 on SP338403
PROPERTY LOCATION:	Hughenden Riverside Road, HUGHENDEN
PROPOSAL:	material change of use Utility Installation (7000 ml off stream water storage)
APPLICANT:	Flinders Shire Council C/- GHD Pty Ltd
OWNERS:	Flinders Shire Council
SUBMISSIONS:	Nil

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



EXECUTIVE SUMMARY

Council is in receipt of an application for a Development Permit for Material Change of Use – Utility Installation (7000 ml off stream water storage) at Hughenden Riverside Road, Hughenden legally described as lot 164 on SP338403.

The proposed Utility Installation triggers Impact Assessment in the Rural Zone.

The proposed development has demonstrated compliance with the relevant sections and codes of the planning scheme through the submitted material with the application. As such, it will be recommended that Council approve the proposed development for – Utility Installation (7000 ml off stream water storage) at Hughenden Riverside Road, Hughenden legally described as lot 164 on SP338403, subject to reasonable and relevant conditions.

DEVELOPMENT PROPOSAL

The purpose of this application is to obtain a development approval for Utility Installation on the Subject site.

The project is a large off stream water storage facility, in the form of 7000 ML single cell earth embankment water reservoir (Refer figure 1).

The form of the reservoir is a zoned earthen embankment dam with a perimeter approximately 4,250 m in length.

The embankment will be constructed from fill excavated within the storage footprint and will generally comprise three main zones of fill including an upstream clay liner, select fill and general fill located downstream of chimney sand filter. The embankment will feature a granular wearing course access road and filters will comprise a vertical chimney filter and horizontal blanket filter with gravel toe drain. Filter sand is proposed to be sourced and screened from the adjacent Flinders River.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS

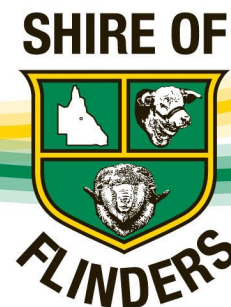
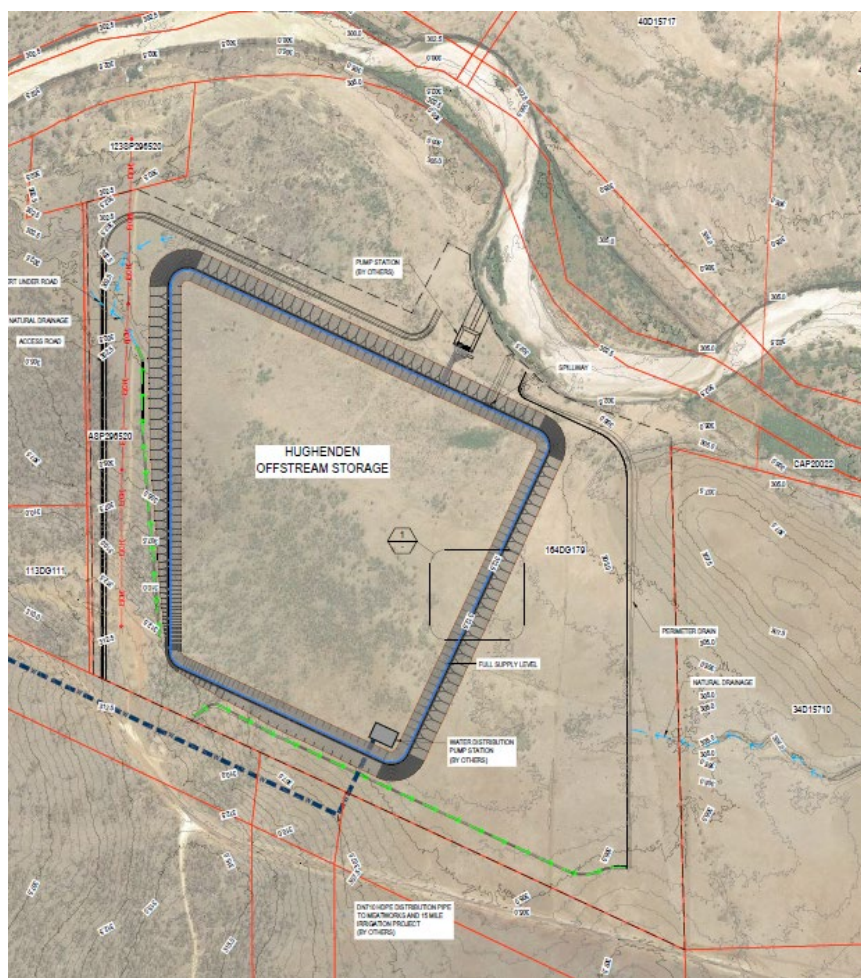


Figure 1: Site Plan



The completed project will also involve a pump station and intake structure. These components of the project are not included in this application. The design of both the pump station and intake structure were not sufficiently advanced to include in this application. A separate application will be required in this regard, and it is anticipated that the pump station and intake structure application will be lodged mid-to-end 2023.

SITE EVALUATION

The Project area is described as Lot 164 on SP338403 (Formerly Lot 164 on DG179) and is locally known as Dip Flats. The Project area is located approximately 3 km west of Hughenden (Refer figure 2). Situated within a grazing catchment, the Project area is bordered by the Flinders River to the north, Hughenden Riverside Road to the south and cattle and grazing parcels to the east and west. The Project area is approximately 230 ha of open grassland with sparse tree and shrub cover.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



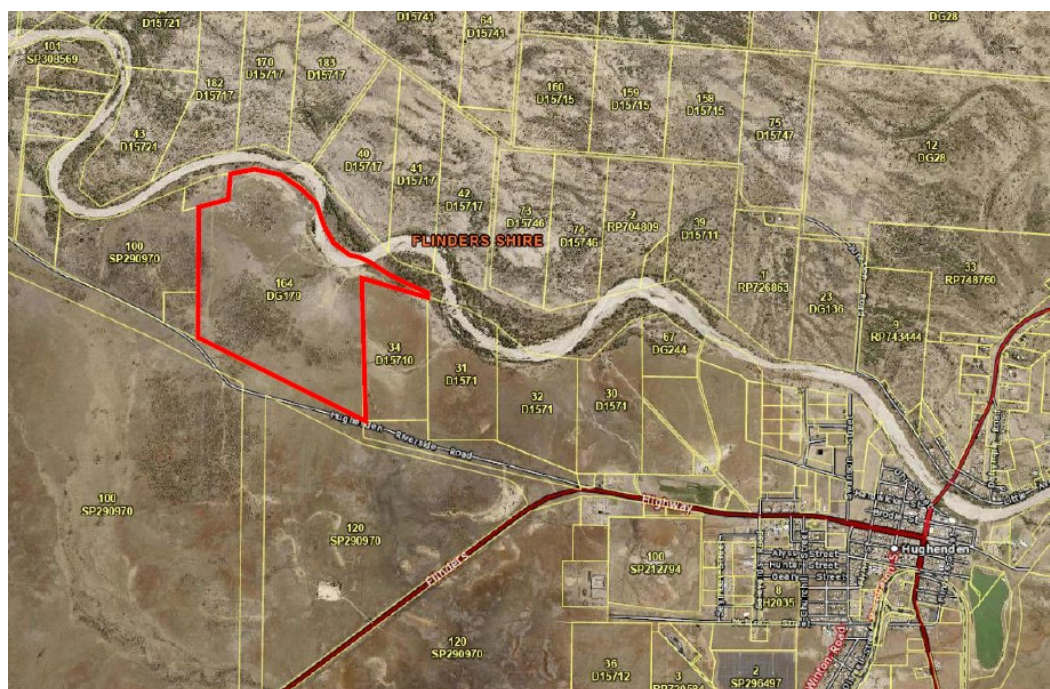
Much of the Project area consists of alluvial soils and an area subject to inundation when the Flinders Rivers overflows in flood events.

The site is entirely located within the Rural Zone and is also subject to the following overlays:

- Bushfire Hazard Overlay
- Major Infrastructure Overlay
- Wetland and Waterway Corridor Overlay
- Biodiversity Overlay Code

The site is generally surrounded by Rural properties in the Rural zone apart from land to the west and south of the Project area (Lot 100 on SP290970) which zoned Medium impact industry and is the proposed location for the Abattoir.

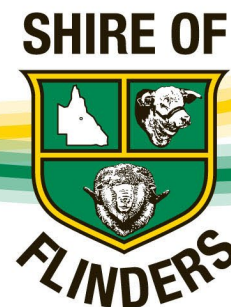
Figure 2: Location



AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



FAILURE IMPACT ASSESSMENT

The Water Supply (Safety and Reliability) Act 2008 (WS Act) requires owners of proposed dam/water reservoir structures to undertake a Failure Impact Assessment (FIA) of their dam. The FIA is designed to identify any potential threats to people living downstream from unexpected flooding caused by dam failure.

The FIA identified one house within the failure impact zone. This property is owned and leased by Council and will be made vacant if the Project proceeds.

PLANNING CONSIDERATIONS

The subject land is located in the Rural Zone.

Material Change of Use for Utility Installation is Impact Assessable.

As the application is Impact Assessable, the whole Planning Scheme is potentially applicable to the assessment of an application. The following components of the Planning Scheme are considered as relevant to the assessment of this application:

- Strategic Framework
- Rural Zone Code
- Industry and Infrastructure Activities Code
- Bushfire Hazard Overlay Code
- Major Infrastructure Overlay Code
- Wetland and Waterway Corridor Overlay Code
- Biodiversity Overlay Code

The application is proposing a major utility installation within the rural zone.

Despite this, following assessment against the above sections of the *Shire of Flinders Planning Scheme 2018*, the proposed development is considered generally consistent based on the following grounds:

- The site is located in a relatively remote area away from sensitive receivers.
- The proposal is located in an area which is well accessed by road.
- There will be no sensitive land uses within the failure impact zone.
- The ecological impact will be limited and can be managed.
- No submissions were received.

REFERRAL TO THE STATE ASSESSMENT AND REFERRAL AGENCY (SARA)

The application did not trigger referral to the State Assessment and Referral Agency (SARA).

However, SARA approved (as assessment manager) an application for operational works (Clearing Native Vegetation) and Operational works (removing quarry material) on 29 May 2023.

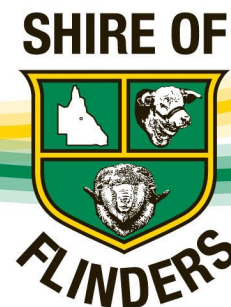
PUBLIC NOTIFICATION

The application was impact assessable and was publicly notified from 03 April 2023 to 26 April 2023.

- No submissions were received.

AGENDA

15 AUGUST 2023 – 9:00 AM
COUNCIL CHAMBERS



STATEMENT OF REASONS

The subject application for Utility Installation has triggered Impact Assessment in the Rural Zone in accordance with Table 5.5.8.

The subject application for Utility Installation is considered to comply with the relevant provisions of the *Shire of Flinders Planning Scheme 2018* and the *Planning Act 2016*.

Furthermore, suitable conditions have been imposed to ensure compliance or mitigate any non-compliance matters.

RECOMMENDATION:

The development application for a Development Permit for a Material Change of Use – Utility Installation (7000 ml off stream water storage) at Hughenden Riverside Road, Hughenden legally described as lot 164 on SP338403 be approved subject to the following plans:

1. Plan No. 12552726-SK001 Rev A dated 26 September 2022
2. Plan No. 12552726-SK002 Rev A dated 26 September 2022.

and the attached conditions of approval.

Frank Andrews
Andrews Town Planning

Attachment 1 - Approved Plans
Attachment 2 - Development conditions
Attachment 3 - Summary of Appeal Rights

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



2.02 CORPORATE AND FINANCE SERVICES

2.02.01 FINANCIAL REPORT

Appendix 2.02.01

Background – In accordance with section 204 of the *Local Government Regulation 2012*, the Chief Executive Officer must present a financial report to the Council at its monthly ordinary meetings. Monthly financial reports consist of:

- Statement of financial performance;
- Statement of financial position;
- Statement of cash flows;
- Statement of Changes in Equity;

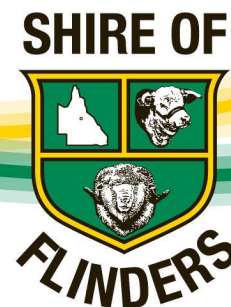
The following is a summary of the Unaudited financial results as at 31 July 2023:

1. Statement of Comprehensive Income			
	\$,000		
Total Recurrent Revenue	1,073	3%	
Total Recurrent Expenditure	951	3%	
Net Operating Result - Surplus/(Deficit)	122	(15%)	
Total Capital Income	188	2%	
Total Capital Expense	-	-	
Net Result - Surplus/(Deficit)	310	3%	
2. Statement of Financial Position			
	\$,000		
Total Current Assets	48,519	98%	
Total Non-Current Assets	254,264	95%	
Total Assets	302,783	96%	
Total Current Liabilities	5,206	134%	
Total Non-Current Liabilities	9,997	103%	
Total Liabilities	15,203	111%	
Net Community Assets	287,581	95%	
Asset Revaluation Surplus	96,357	100%	
Retained Surplus/(Deficiency)	191,224	93%	
Total Community Equity	287,581	95%	
3. Cash Flow Statement			
	\$,000		
Cash at the beginning of the period	45,233	109%	
Total Payments Received	8,725	13%	
Total Payments Made	(8,483)	13%	
Cash as the end of the period	45,475	101%	

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



Officer's Recommendation – That in accordance with Section 204 of the *Local Government Regulation 2012*, Council receives and approves the financial report, which includes the following statements, for the period ending 31 July 2023.

- i. Statement of financial performance;
- ii. Statement of financial position;
- iii. Statement of cash flows;
- iv. Statement of Changes in Equity.

2.02.02 QUARTERLY PROGRESS REPORT - OPERATIONAL PLAN IMPLEMENTATION

Appendix 2.02.02

Background – In accordance with s174 of the *Local Government Regulations 2012*, the Chief Executive Officer must present a written report of the local government's progress towards implementing its annual operational plan. A progress report for the 4th Quarter, 2022-2023 financial year is tabled for Council's review and adoption.

Officer's Recommendation – That Council adopt the 4th Quarterly Progress Report on implementing the Operational Plan 2022-2023, as presented.

2.03 ENGINEERING

2.03.01 WORK HEALTH AND SAFETY POLICY

Appendix 2.03.01

Background – The Work Health and Safety Policy was due for review on 21 June 2023. The policy has been reviewed and is presented for adoption.

Officer's Recommendation – That Council adopt the Work Health and Safety Policy, as presented.

2.03.02 REMOTE AND ISOLATED WORK POLICY

Appendix 2.03.02

Background – The Remote and Isolated Work Policy was due for review on 20 July 2023. The policy has been reviewed and is presented for adoption.

Officer's Recommendation – That Council adopt the Remote and Isolated Work Policy, as presented.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



2.04 COMMUNITY SERVICES AND WELLBEING

2.04.01 REGIONAL ARTS DEVELOPMENT FUND (RADF) QUICK RESPONSE APPLICATION

Background – The Regional Arts Development Fund (RADF) is a partnership between state and local governments which invests in quality arts and cultural experiences across Queensland based on locally determined priorities.

Council offer Community Rounds which are open to individuals and community groups undertaking arts and cultural activities, as well as Quick Response throughout the year.

One application was received in July and has been endorsed by members of the Flinders Shire Arts Advisory Group for a total funding of \$1,500.00 and they are requesting this decision to be ratified by Council.

The application was received as follows:

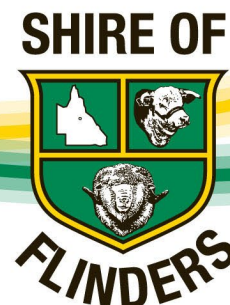
Applicant	Project	Amount Requested	Recommendation
Jodie Coward	<p>Historical Photos</p> <p>Project Background: Shop owner would like to utilise two of the large glass windows on Gray Street side of the store to display historical photos of the Central Hotel, utilising perforated window decals. This was the original building for this sight. Originally built in 1900, it burnt down in 1952. " Northwest Qld's largest fire to date with over 100,000 pounds worth of damage to the pub and surrounding businesses". The aim is to contribute to the future FSC project of installing photos onto the Aluminium Gates in the main street. Applicant believes it would add greatly to the visual enjoyment of the main street by adding points of interest.</p>	\$1,500.00	Recommended

Officer's Recommendation – That Council approve the application from Jodie Coward for \$1,500.00 to purchase and install perforated window decals featuring historical photos of the Central Hotel.

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



2.04.02 COMMUNITY GRANTS PROGRAM – QUICK RESPONSE COMMUNITY DONATION – HUGHENDEN NETBALL ASSOCIATION INC., FLINDERS JUNIOR CHALLENGE

Background - The objectives of the Flinders Shire Council's Community Quick Response Donations Program, is designed to build relationships with community organisations to provide benefits to the Flinders Shire residents and visitors by ensuring Flinders Shire is a vibrant active community.

Council has received an application from the Hughenden Netball Association Inc. requesting a donation of \$500.00 towards their annual Flinders Junior Challenge for venue hire, food and trophies.

Organisation	Project	Amount Requested	Recommendation
Hughenden Netball Association Inc.	Flinders Junior Challenge	\$500.00	Recommended

Officer's recommendation – That Council approve the application from Hughenden Netball Association Inc. for \$500.00 to contribute towards the Flinders Junior Netball Challenge.

2.04.03 NQ SPORTSTAR AWARD NOMINATIONS

Background – The North Queensland Sportstar Awards is held to recognise the achievements of outstanding North Queensland Athletes across all sports. The North Queensland Sportstar Awards is not only the ultimate recognition for all North Queensland Athletes, but a true celebration of sport across North Queensland. This year's Gala Event will be hosted by Mackay Regional Council on the 04 November 2023.

Council has received 3 nominations from local Flinders Shire residents:

Name	Category	Sport/s	Recommendation
Travis Mullaly	NQ Junior Rural & Remote Sportstar of the Year	Rugby League, Touch Football & Athletics	For Discussion
Nikita Boalar	Service to NQ Sport	Rugby, Touch, Netball and Multiple Horse Sports	For Discussion
Phil Warburton	Volunteer of the Year	Tennis	For Discussion

Officer's Recommendation – That Council endorse and submit the applications to the 2023 NQ Sportstar Awards:

- Travis Mullaly, NQ Junior Rural and Remote Sportstar of the Year
- Nikita Boalar, Service to NQ Sport
- Phil Warburton, Volunteer of the Year

AGENDA
15 AUGUST 2023 – 9:00 AM
COUNCIL CHAMBERS



3. CLOSED BUSINESS

That Council close the meeting to the public at under section 254J Local Government Regulations 2012.

- Nil to Report

AGENDA

15 AUGUST 2023 – 9:00 AM

COUNCIL CHAMBERS



4. PROPOSED MEETING CALENDAR

DATE	TIME	MEETING VENUE	TOPIC
Monday 14 August 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 15 August 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 18 September 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 19 September 2023	9:00am – 12:30pm	Council chambers	Council Meeting
Monday 23 October 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 24 October 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 20 November 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 21 November 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 11 December 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 12 December 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 15 January 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 16 January 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 19 February 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 20 February 2024	9:00am – 12:20pm	Council Chambers	Council Meeting
Monday 18 March 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 19 March 2024	9:00am – 12:20pm	Council Chambers	Council Meeting
Monday 15 April 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 16 April 2024	9:00am – 12:30pm	Council Chambers	Council Meeting

AGENDA
15 AUGUST 2023 – 9:00 AM
COUNCIL CHAMBERS



The meeting closed at

Jane McNamara
Mayor
Flinders Shire Council



Every Queensland
community deserves
to be a liveable one

10 July 2023

Mr Hari Boppudi
Chief Executive Officer
Flinders Shire Council
PO Box 274
HUGHENDEN QLD 4821

Dear Mr Boppudi,

RE: LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND 2023-2024 MEMBERSHIP RENEWAL

I am writing regarding your council's membership renewal with the Local Government Association of Queensland for 2023-2024.

Liveable Communities

Every Queensland community deserves to be a liveable one.

This mantra has underpinned our advocacy and engagement with both the state and federal governments. It's been heartening to see both levels of government start to use this same language. Every day we advocate strongly for the collective interests of our members; we never stop.

The recent Commonwealth announcement of \$236 million for the Flood Warning Network (FWN) here in Queensland is a perfect example of our continuing efforts to deliver value to members across the state, as too our strong advocacy recently around dangerous dogs the focus of several historical annual conference resolutions.

Our recent Cost Shifting survey, 20 years after its first incarnation, highlights that councils now shoulder nearly half a billion dollars annually in additional responsibilities, often as providers of last resort. This is why we continue to advocate for the critical funding needed to deliver essential infrastructure and services.

Your conference motions drive our activities, and your local stories and case studies help inform and shape our advocacy. For this I thank you.

Future Focus

With the 2024 local government elections only nine short months away we are focused on supporting your council in the lead up to, during and post the 16th of March.

We are working closely with the Electoral Commission of Queensland (ECQ), the Department and other stakeholders to ensure these elections meet the highest standards of expectations.

We will soon be releasing further details of the support and assistance that will be made available along with a four-year plan for the next term. This will be the first time your Association will have taken a whole-of-term approach to its support for members.

Our free Elected Member Update (EMU) workshop program will of course further inform. We look forward to visiting your council over the coming months.



We are also committed to advancing a new Industrial Relations and Workforce strategy to tackle the significant workforce challenges facing every council.

You will see significant uplift in this work over the coming months.

Why LGAQ?

It is likely that the near term will be more challenging for Queensland councils.

Already the state and federal governments have started to taper key funding programs. As COVID stimulus measures are wound back and budget repair measures initiated this will mean less funding for councils, further deteriorating the financial sustainability of councils and negatively impacting the liveability of local communities.

Having a strong, innovative, and influential peak body will be vital.

The LGAQ offers members value in many ways. The full scope of what we offer, and the value inherent in what we offer can be difficult to fathom which is why we have created a new resource to help communicate this story. I have included a copy for you enclosed with this letter.

Valuing your councils' membership

This year the Association will be taking its first steps towards merging its membership and services subscription from 1 July 2025. This means our five largest councils will pay comparatively a little more, all other councils comparatively a little less. This year's invoice reflects the first year of this transition.

In overall terms membership and member service fees increases have been set to four (4%) percent for this coming financial year. Any variances will be because of changing relativities between councils as determined by the application of the LGAQ membership formula.

Your council is also a member of the Local Government Mutual (LGM) scheme, which continues to retain a larger than required surplus of funds. LGM's surpluses are such that the LGAQ Board resolved to increase its surplus distribution in June 2023. In net terms an additional \$2 million will be returned to LGM scheme members, almost doubling the distribution provided last financial year.

Your council has received \$90,614 over the last five consecutive years, of distributions through its participation in the mutual schemes, which is only possible because you are a member of the LGAQ. Over that five-year period, this re-distribution has helped to significantly offset the cost of your membership.

Membership value remains at the forefront of our thinking. A strong local government sector needs a strong peak body, and your councils continuing support directly contributes to this goal.

Please find attached a copy of the invoice for your council's membership renewal for 2023-2024.

As your Association we look forward to representing and supporting you in the lead up to the local government elections and continuing that support into the new term.

Yours sincerely

Alison Smith
CHIEF EXECUTIVE OFFICER



TAX INVOICE

FLINDERS SHIRE COUNCIL
creditors@flinders.qld.gov.au
PO BOX 274
HUGHENDEN QLD 4821

Invoice No: LG0079042
Date: 07/07/2023
Debtor Id: FLIN01

Attention:

Page : 1 of 1

Description	Exclusive GST	GST	Amount
LGAQ Annual Membership Subscription (1 July 2023 to 30 June 2024)	31,004.55	3,100.45	34,105.00
2023 Annual Conference Levy- 2 Delegates	3,200.00	320.00	3,520.00
LGAQ Services (inc Member Online Portal) (1 July 2023 to 30 June 2024)	22,241.81	2,224.19	24,466.00
LGAQ Services (Council Website) (1 July 2023 to 30 June 2024)	12,796.36	1,279.64	14,076.00

Total Amount Due: \$69,242.72 \$6,924.28 \$76,167.00

PLEASE REMIT ALL EFT PAYMENTS TO

BSB: 084 004
ACC NO: 516 661 205
BANK NAME: NATIONAL AUSTRALIA BANK
ACC NAME: LOCAL GOVT ASSOC OF QLD IMPREST ACCOUNT
PLEASE EMAIL REMITTANCE ADVICE TO: accounts_receivable@lgaq.asn.au

This invoice is due and payable within 30 days of the Invoice Date
Please pay on this Invoice as no statement will be issued

Your Account Balance (excluding this invoice)

Aging	Current	30 to 60 days	60 to 90 days	90 + days
Amount	0.00	0.00	0.00	0.00



Invoice No : 202310

Date : 12/07/2023

Customer ID : FSC

Name : Hari Boppudi
Council : Flinders Shire Council
Mailing Address : PO Box 274
 HUGHENDEN QLD 4821
Email : ceo@flinders.qld.gov.au
Phone : 07 4741 2900

TAX INVOICE

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	2023/2024 NWQROC Membership	25,000.00	\$25,000.00
THANK YOU FOR YOUR SUPPORT!			
SUBTOTAL			\$25,000.00
GST			\$2,500.00
TOTAL			\$27,500.00

DIRECT ALL INQUIRIES TO:

Greg Hoffman PSM
 0418 756 005
 email: nwqroc@carpentaria.qld.gov.au
 ABN: 24 725 075 477

FOR DIRECT DEPOSIT

a/c name: NWQROC
 bsb: 034-205
 a/c no: 17 2098



www.nwqroc.com.au



0418 756 005



nwqroc@carpentaria.qld.gov.au



PO Box 31, Normanton Qld 4890

FILE: FSC98
RP DESCRIPTION: LOT 164 ON SP338403
PROPERTY LOCATION: HUGHENDEN RIVERSIDE ROAD, HUGHENDEN
PROPOSAL: MATERIAL CHANGE OF USE UTILITY
INSTALLATION (7000 ML OFF STREAM WATER
STORAGE)

APPLICANT: FLINDERS SHIRE COUNCIL C/- GHD PTY LTD
OWNERS: DEPARTMENT OF RESOURCES
SUBMISSIONS: NIL

EXECUTIVE SUMMARY

Council is in receipt of an application for a Development Permit for Material Change of Use – Utility Installation (7000 ml off stream water storage) at Hughenden Riverside Road, Hughenden legally described as lot 164 on SP338403.

The proposed Utility Installation triggers Impact Assessment in the Rural Zone.

The proposed development has demonstrated compliance with the relevant sections and codes of the planning scheme through the submitted material with the application. As such, it will be recommended that Council approve the proposed development for – Utility Installation (7000 ml off stream water storage) at Hughenden Riverside Road, Hughenden legally described as lot 164 on SP338403, subject to reasonable and relevant conditions.

DEVELOPMENT PROPOSAL

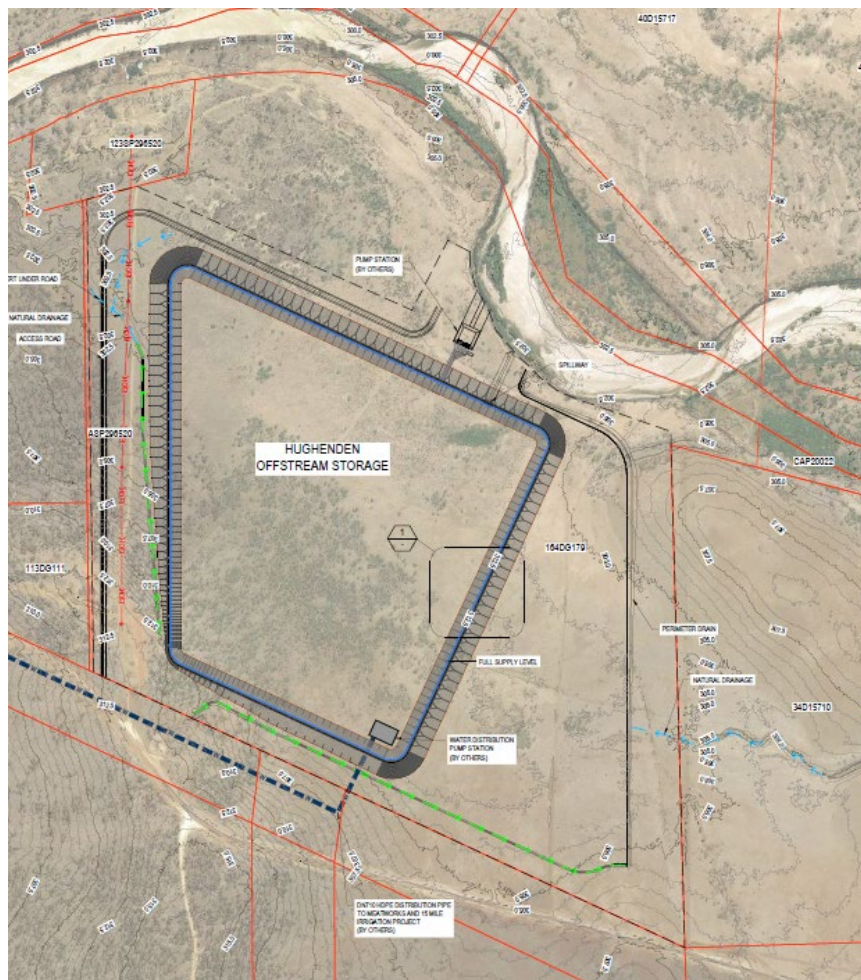
The purpose of this application is to obtain a development approval for Utility Installation on the Subject site.

The project is a large off stream water storage facility, in the form of 7000 ML single cell earth embankment water reservoir (Refer figure 1).

The form of the reservoir is a zoned earthen embankment dam with a perimeter approximately 4,250 m in length.

The embankment will be constructed from fill excavated within the storage footprint and will generally comprise three main zones of fill including an upstream clay liner, select fill and general fill located downstream of chimney sand filter. The embankment will feature a granular wearing course access road and filters will comprise a vertical chimney filter and horizontal blanket filter with gravel toe drain. Filter sand is proposed to be sourced and screened from the adjacent Flinders River.

Figure 1: Site Plan



The completed project will also involve a pump station and intake structure. These components of the project are not included in this application. The design of both the pump station and intake structure were not sufficiently advanced to include in this application. A separate application will be required in this regard, and it is anticipated that the pump station and intake structure application will be lodged mid-to-end 2023.

SITE EVALUATION

The Project area is described as Lot 164 on SP338403 (Formerly Lot 164 on DG179) and is locally known as Dip Flats. The Project area is located approximately 3 km west of Hughenden (Refer figure 2). Situated within a grazing catchment, the Project area is bordered by the Flinders River to the north, Hughenden Riverside Road to the south and cattle and grazing parcels to the east and west. The Project area is approximately 230 ha of open grassland with sparse tree and shrub cover.

Much of the Project area consists of alluvial soils and an area subject to inundation when the Flinders Rivers overflows in flood events.

The site is entirely located within the Rural Zone and is also subject to the following overlays:

- Bushfire Hazard Overlay
- Major Infrastructure Overlay
- Wetland and Waterway Corridor Overlay
- Biodiversity Overlay Code

The site is generally surrounded by Rural properties in the Rural zone apart from land to the west and south of the Project area (Lot 100 on SP290970) which zoned Medium impact industry and is the proposed location for the Abbatoir.

The map displays the Flinders Shire area, including the town of Hughenden. A red outline highlights a specific area of interest, likely the subject of the planning application. The map shows various land parcels, roads, and the town of Hughenden. The red outline is located in the central-left portion of the map, encompassing several land parcels. The town of Hughenden is visible in the bottom right corner, with its streets and buildings clearly marked. The map also shows the Flinders Highway and other major roads. The red outline is a key feature, indicating the area of focus for the planning application.

FAILURE IMPACT ASSESSMENT

The Water Supply (Safety and Reliability) Act 2008 (WS Act) requires owners of proposed dam/water reservoir structures to undertake a Failure Impact Assessment (FIA) of their dam. The FIA is designed to identify any potential threats to people living downstream from unexpected flooding caused by dam failure.

The FIA identified one house within the failure impact zone. This property is owned and leased by Council and will be made vacant if the Project proceeds.

PLANNING CONSIDERATIONS

The subject land is located in the Rural Zone.

Material Change of Use for Utility Instillation is Impact Assessable.

As the application is Impact Assessable, the whole Planning Scheme is potentially applicable to the assessment of an application. The following components of the Planning Scheme are considered as relevant to the assessment of this application:

- Strategic Framework
- Rural Zone Code
- Industry and Infrastructure Activities Code
- Bushfire Hazard Overlay Code
- Major Infrastructure Overlay Code
- Wetland and Waterway Corridor Overlay Code
- Biodiversity Overlay Code

The application is proposing a major utility instillation within the rural zone.

Despite this, following assessment against the above sections of the *Shire of Flinders Planning Scheme 2018*, the proposed development is considered generally consistent based on the following grounds:

- The site is located in a relatively remote area away from sensitive receivers.
- The proposal is located in an area which is well accessed by road.
- There will be no sensitive land uses within the failure impact zone.
- The ecological impact will be limited and can be managed.
- No submissions were received.

REFERRAL TO THE STATE ASSESSMENT AND REFERENCE AGENCY (SARA)

The application did not trigger referral to the State Assessment and Referral Agency (SARA).

However, SARA approved (as assessment manager) an application for operational works (Clearing Native Vegetation) and Operational works (removing quarry material) on 29 May 2023.

PUBLIC NOTIFICATION

The application was impact assessable and was publicly notified from 03 April 2023 to 26 April 2023.

No submissions were received.

STATEMENT OF REASONS

The subject application for Utility Installation has triggered Impact Assessment in the Rural Zone in accordance with Table 5.5.8.

The subject application for Utility Installation is considered to comply with the relevant provisions of the *Shire of Flinders Planning Scheme 2018* and the *Planning Act 2016*.

Furthermore, suitable conditions have been imposed to ensure compliance or mitigate any non-compliance matters.

RECOMMENDATION:

The development application for a Development Permit for a Material Change of Use – Utility Installation (7000 ml off stream water storage) at Hughenden Riverside Road, Hughenden legally described as lot 164 on SP338403 be **approved** subject to the following plans:

1. Plan No. 12552726-SK001 Rev A dated 26 September 2022
2. Plan No. 12552726-SK002 Rev A dated 26 September 2022.

and the attached conditions of approval.

Frank Andrews
Andrews Town Planning
August 2023

Attachment 1 - Approved Plans
Attachment 2 - Development conditions
Attachment 3 - Summary of Appeal Rights

SURVEY CONTROL

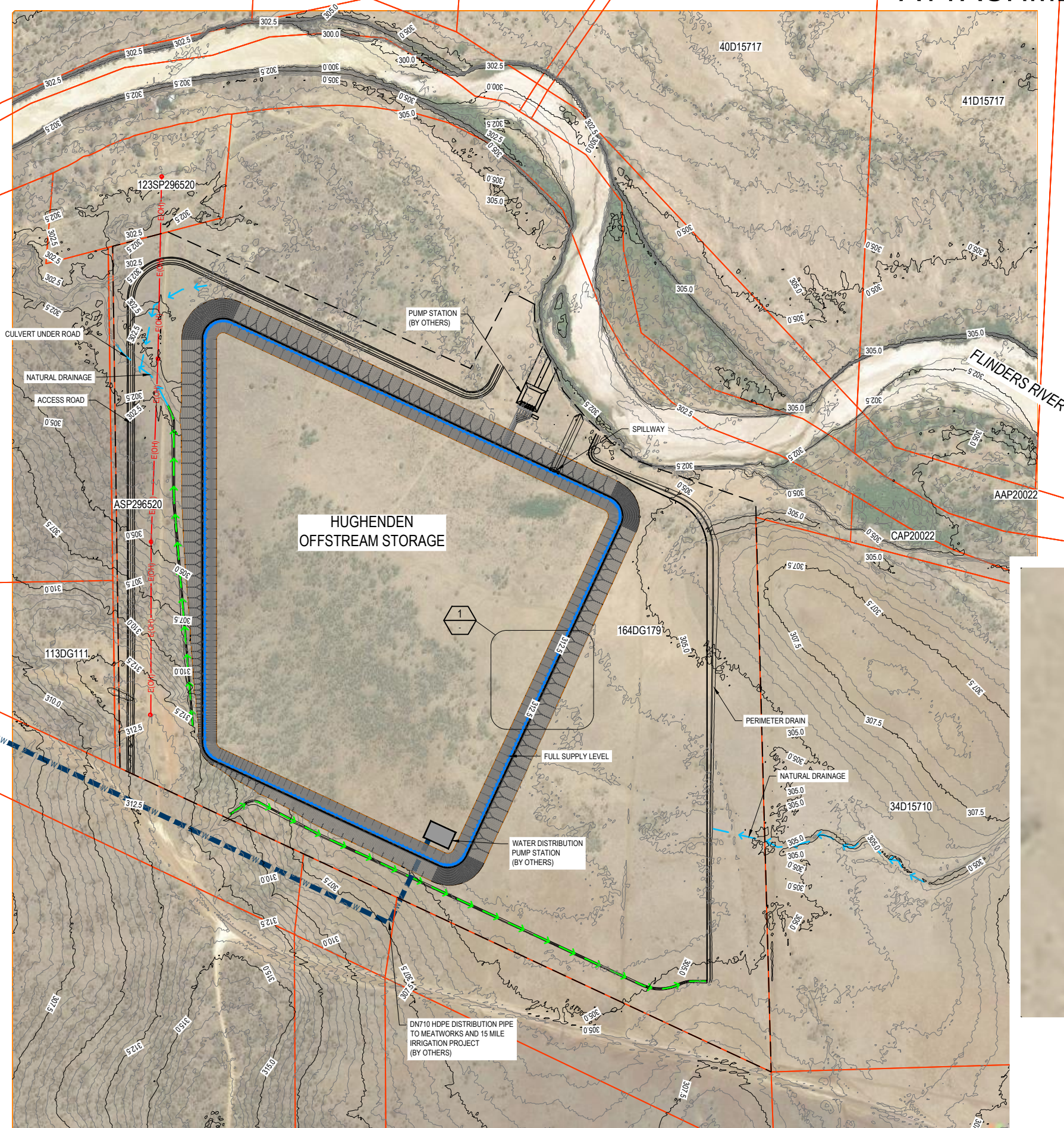
AAM - AIRBORNE LIDAR SURVEY
LOCALITY - HUGHENDEN
LOCAL AUTHORITY - FLINDERS SHIRE COUNCIL
DISK VOLUME - 18586A03V03
SURVEY DATE - 23 MARCH 2011
SURVEY DATUM - CO-ORDS: MGA94-ZONE 55
LEVELS: AHD

LEGEND:

30D1571	EXISTING LOT NUMBER
---	TOE OF EMBANKMENT
---	CENTRELINE OF EMBANKMENT
---	DESIGN MAJOR CONTOUR
---	DESIGN MINOR CONTOUR
---	EXISTING MAJOR CONTOUR
---	EXISTING MINOR CONTOUR
---	PROPERTY BOUNDARY
E(OH)	EXISTING OVERHEAD POWER LINE
•	POWER POLE
→	SWALE DRAIN
→	PERIMETER DRAIN
→	NATURAL DRAIN
W	DN710 HDPE DISTRIBUTION PIPE (BY OTHERS)
W	DN560 HDPE DISTRIBUTION PIPE (BY OTHERS)
---	WORKS AREA
---	FULL SUPPLY LEVEL

NOTES:

1. ALL MEASUREMENTS IN mm AND ALL LEVELS IN m AHD UNLESS NOTED OTHERWISE.



FULL SUPPLY LEVEL RL312.20

CENTRELINE OF EMBANKMENT

TOE OF EMBANKMENT

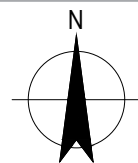
1 DETAIL
SCALE 1 : 1000

NOT FOR CONSTRUCTION



A	PRELIMINARY ISSUE	NTK	MB	26.09.22
Rev	Description	Checked	Approved	Date
Author	E. MORALES	Drafting Check		
Designer	S. GUNATHILAKE	Design Check		

Plot Date: 26 September 2022 - 12:30 PM Plotted by: James Edwards



71 Stanley Street, Townsville QLD 4810 Australia
PO Box 930 Townsville QLD 4810
T 61 7 4720 0400 F 61 7 4772 6514
E tsvmail@ghd.com W www.ghd.com



Project No.
12552726

Client	FLINDERS SHIRE COUNCIL
Project	HUGHENDEN OFFSTREAM STORAGE
Status	PRELIMINARY

Drawing Title
GENERAL ARRANGEMENT

Status
S3

Drawing No.
12552726-SK001

Size
A1
Rev
A

File Name: C:\12d\SW\data\I\00-12D-00142-12552726 - Hughenden Offstream Storage BC_1632\CADD\Drawings\12552726-SK001.dwg

SCHEDULE OF CONDITIONS OF APPROVAL

APPLICANT: Flinders Shire Council C/- GHD Pty Ltd

LAND OWNED BY: Department of Resources

LAND DESCRIBED AS: Lot 164 on SP338403, Hughenden Riverside Road,
Hughenden

PROPOSED DEVELOPMENT: Material Change of Use – Utility Installation (7000 ml
off stream water storage)

GENERAL

1.1 The proposed development must generally be in accordance with -

(a) the approved Plans:

Plan No. 12552726-SK001 Rev A dated 26 September 2022
Plan No. 12552726-SK002 Rev A dated 26 September 2022.
which forms part of this approval, unless otherwise specified
(Attachment 1).

(b) The proposed development must comply with all Planning Scheme
requirements applying at the date of this application, except as otherwise
specified by any condition of this approval.

ATTACHMENT - 2

Public Utilities

If any existing public utility service including telephone, electricity, water, sewerage needs to be altered or relocated to complete the subdivision the developer must bear the cost of alteration or relocation.

Stormwater Drainage

The approved development and use must not interfere with the natural flow of stormwater the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

ADVICE

Building Work

A subsequent Development Permit for Building Works must be obtained before any Building Works are carried out as part of the approved use.

DEFINITIONS

In these conditions -

- a reference to an Act includes all statutory instruments and subordinate legislation made under that Act; and
- terms used have the meaning contained in the Shire of Flinders Planning Scheme (amended 2018), the *Planning Act 2016* or the legislation referred to in those conditions, as the case may be.

- (2) The person is taken to have engaged in the representative's conduct, unless the person proves the person could not have prevented the conduct by exercising reasonable diligence.

- (3) In this section—

conduct means an act or omission.

representative means—

- (a) of a corporation—an executive officer, employee or agent of the corporation; or
- (b) of an individual—an employee or agent of the individual.

state of mind, of a person, includes the person's—

- (a) knowledge, intention, opinion, belief or purpose; and
- (b) reasons for the intention, opinion, belief or purpose.

Chapter 6 Dispute resolution

Part 1 Appeal rights

229 Appeals to tribunal or P&E Court

- (1) Schedule 1 states—

- (a) matters that may be appealed to—
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
- (b) the person—
 - (i) who may appeal a matter (the **appellant**); and
 - (ii) who is a respondent in an appeal of the matter; and

ATTACHMENT - 3

- (iii) who is a co-respondent in an appeal of the matter; and

- (iv) who may elect to be a co-respondent in an appeal of the matter.

- (2) An appellant may start an appeal within the appeal period.

- (3) The **appeal period** is—

- (a) for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency; or
- (b) for an appeal against a deemed refusal—at any time after the deemed refusal happens; or
- (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or
- (d) for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or
- (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the deemed approval notice to the assessment manager; or
- (f) for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note—

See the P&E Court Act for the court's power to extend the appeal period.

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.
- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.

- (6) To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about—
- (a) the adopted charge itself; or
 - (b) for a decision about an offset or refund—
 - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

230 Notice of appeal

- (1) An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that—
 - (a) is in the approved form; and
 - (b) succinctly states the grounds of the appeal.
- (2) The notice of appeal must be accompanied by the required fee.
- (3) The appellant or, for an appeal to a tribunal, the registrar, must, within the service period, give a copy of the notice of appeal to—
 - (a) the respondent for the appeal; and
 - (b) each co-respondent for the appeal; and
 - (c) for an appeal about a development application under schedule 1, table 1, item 1—each principal submitter for the development application; and
 - (d) for an appeal about a change application under schedule 1, table 1, item 2—each principal submitter for the change application; and
 - (e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and

- (f) for an appeal to the P&E Court—the chief executive; and
 - (g) for an appeal to a tribunal under another Act—any other person who the registrar considers appropriate.
- (4) The *service period* is—
 - (a) if a submitter or advice agency started the appeal in the P&E Court—2 business days after the appeal is started; or
 - (b) otherwise—10 business days after the appeal is started.
- (5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection (6).
- (6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.
- (7) Despite any other Act or rules of court to the contrary, a copy of a notice of appeal may be given to the chief executive by emailing the copy to the chief executive at the email address stated on the department's website for this purpose.

231 Other appeals

- (1) Subject to this chapter, schedule 1 and the P&E Court Act, unless the Supreme Court decides a decision or other matter under this Act is affected by jurisdictional error, the decision or matter is non-appealable.
- (2) The *Judicial Review Act 1991*, part 5 applies to the decision or matter to the extent it is affected by jurisdictional error.
- (3) A person who, but for subsection (1) could have made an application under the *Judicial Review Act 1991* in relation to the decision or matter, may apply under part 4 of that Act for a statement of reasons in relation to the decision or matter.
- (4) In this section—
decision includes—

- (a) conduct engaged in for the purpose of making a decision; and
- (b) other conduct that relates to the making of a decision; and
- (c) the making of a decision or the failure to make a decision; and
- (d) a purported decision; and
- (e) a deemed refusal.

non-appealable, for a decision or matter, means the decision or matter—

- (a) is final and conclusive; and
- (b) may not be challenged, appealed against, reviewed, quashed, set aside or called into question in any other way under the *Judicial Review Act 1991* or otherwise, whether by the Supreme Court, another court, any tribunal or another entity; and
- (c) is not subject to any declaratory, injunctive or other order of the Supreme Court, another court, any tribunal or another entity on any ground.

232 Rules of the P&E Court

- (1) A person who is appealing to the P&E Court must comply with the rules of the court that apply to the appeal.
- (2) However, the P&E Court may hear and decide an appeal even if the person has not complied with rules of the P&E Court.

Schedule 1 Appeals

section 229

1 Appeal rights and parties to appeals

- (1) Table 1 states the matters that may be appealed to—
 - (a) the P&E court; or
 - (b) a tribunal.
- (2) However, table 1 applies to a tribunal only if the matter involves—
 - (a) the refusal, or deemed refusal of a development application, for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (b) a provision of a development approval for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (c) if a development permit was applied for—the decision to give a preliminary approval for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (d) a development condition if—
 - (i) the development approval is only for a material change of use that involves the use of a building classified under the Building Code as a class 2 building; and

- (ii) the building is, or is proposed to be, not more than 3 storeys; and
 - (iii) the proposed development is for not more than 60 sole-occupancy units; or
 - (e) a decision for, or a deemed refusal of, an extension application for a development approval that is only for a material change of use of a classified building; or
 - (f) a decision for, or a deemed refusal of, a change application for a development approval that is only for a material change of use of a classified building; or
 - (g) a matter under this Act, to the extent the matter relates to the Building Act, other than a matter under that Act that may or must be decided by the Queensland Building and Construction Commission; or
 - (h) a decision to give an enforcement notice—
 - (i) in relation to a matter under paragraphs (a) to (g); or
 - (ii) under the Plumbing and Drainage Act; or
 - (i) an infrastructure charges notice; or
 - (j) the refusal, or deemed refusal, of a conversion application; or
 - (l) a matter prescribed by regulation.
- (3) Also, table 1 does not apply to a tribunal if the matter involves—
- (a) for a matter in subsection (2)(a) to (d)—
 - (i) a development approval for which the development application required impact assessment; and
 - (ii) a development approval in relation to which the assessment manager received a properly made submission for the development application; or
 - (b) a provision of a development approval about the identification or inclusion, under a variation approval, of a matter for the development.

- (4) Table 2 states the matters that may be appealed only to the P&E Court.
- (5) Table 3 states the matters that may be appealed only to the tribunal.
- (6) In each table—
 - (a) column 1 states the appellant in the appeal; and
 - (b) column 2 states the respondent in the appeal; and
 - (c) column 3 states the co-respondent (if any) in the appeal; and
 - (d) column 4 states the co-respondents by election (if any) in the appeal.
- (7) If the chief executive receives a notice of appeal under section 230(3)(f), the chief executive may elect to be a co-respondent in the appeal.
- (8) In this section—

storey see the Building Code, part A1.1.

Table 1
Appeals to the P&E Court and, for certain matters, to a tribunal
<p>1. Development applications</p> <p>For a development application other than a development application called in by the Minister, an appeal may be made against—</p> <ul style="list-style-type: none"> (a) the refusal of all or part of the development application; or (b) the deemed refusal of the development application; or (c) a provision of the development approval; or (d) if a development permit was applied for—the decision to give a preliminary approval.

Table 1 Appeals to the P&E Court and, for certain matters, to a tribunal			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The applicant	The assessment manager	If the appeal is about a concurrence agency's referral response—the concurrence agency	1 A concurrence agency that is not a co-respondent 2 If a chosen assessment manager is the respondent—the prescribed assessment manager 3 Any eligible advice agency for the application 4 Any eligible submitter for the application
2. Change applications For a change application other than a change application made to the P&E Court or called in by the Minister, an appeal may be made against— (a) the responsible entity's decision on the change application; or (b) a deemed refusal of the change application.			

Table 1 Appeals to the P&E Court and, for certain matters, to a tribunal			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 The applicant 2 If the responsible entity is the assessment manager—an affected entity that gave a pre-request notice or response notice	The responsible entity	If an affected entity starts the appeal—the applicant	1 A concurrence agency for the development application 2 If a chosen assessment manager is the respondent—the prescribed assessment manager 3 A private certifier for the development application 4 Any eligible advice agency for the change application 5 Any eligible submitter for the change application
3. Extension applications For an extension application other than an extension application called in by the Minister, an appeal may be made against— (a) the assessment manager's decision on the extension application; or (b) a deemed refusal of the extension application.			

Table 1 Appeals to the P&E Court and, for certain matters, to a tribunal			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 The applicant 2 For a matter other than a deemed refusal of an extension application—a concurrence agency, other than the chief executive, for the application	The assessment manager	If a concurrence agency starts the appeal—the applicant	If a chosen assessment manager is the respondent—the prescribed assessment manager
<p>4. Infrastructure charges notices</p> <p>An appeal may be made against an infrastructure charges notice on 1 or more of the following grounds—</p> <p>(a) the notice involved an error relating to—</p> <p>(i) the application of the relevant adopted charge; or</p> <p><i>Examples of errors in applying an adopted charge—</i></p> <ul style="list-style-type: none"> the incorrect application of gross floor area for a non-residential development applying an incorrect ‘use category’, under a regulation, to the development <p>(ii) the working out of extra demand, for section 120; or</p> <p>(iii) an offset or refund; or</p> <p>(b) there was no decision about an offset or refund; or</p> <p>(c) if the infrastructure charges notice states a refund will be given—the timing for giving the refund; or</p> <p>(d) for an appeal to the P&E Court—the amount of the charge is so unreasonable that no reasonable relevant local government could have imposed the amount.</p>			

Table 1 Appeals to the P&E Court and, for certain matters, to a tribunal			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The person given the infrastructure charges notice	The local government that gave the infrastructure charges notice	—	—
<p>5. Conversion applications</p> <p>An appeal may be made against—</p> <p>(a) the refusal of a conversion application; or</p> <p>(b) a deemed refusal of a conversion application.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The applicant	The local government to which the conversion application was made	—	—
<p>6. Enforcement notices</p> <p>An appeal may be made against the decision to give an enforcement notice.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The person given the enforcement notice	The enforcement authority	—	If the enforcement authority is not the local government for the premises in relation to which the offence is alleged to have happened—the local government

Table 2 Appeals to the P&E Court only			
<p>1. Appeals from tribunal</p> <p>An appeal may be made against a decision of a tribunal, other than a decision under section 252, on the ground of—</p> <p>(a) an error or mistake in law on the part of the tribunal; or</p> <p>(b) jurisdictional error.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A party to the proceedings for the decision	The other party to the proceedings for the decision	—	—
<p>2. Eligible submitter appeals</p> <p>For a development application or change application other than an application decided by the P&E Court or called in by the Minister, an appeal may be made against the decision to approve the application, to the extent the decision relates to—</p> <p>(a) any part of the development application or change application that required impact assessment; or</p> <p>(b) a variation request.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
<p>1 For a development application—an eligible submitter for the development application</p> <p>2 For a change application—an eligible submitter for the change application</p>	<p>1 For a development application—the assessment manager</p> <p>2 For a change application—the responsible entity</p>	<p>1 The applicant</p> <p>2 If the appeal is about a concurrence agency's referral response—the concurrence agency</p>	Another eligible submitter for the application

Table 2 Appeals to the P&E Court only			
<p>3. Eligible submitter and eligible advice agency appeals</p> <p>For a development application or change application other than an application decided by the P&E Court or called in by the Minister, an appeal may be made against a provision of the development approval, or a failure to include a provision in the development approval, to the extent the matter relates to—</p> <p>(a) any part of the development application or change application that required impact assessment; or</p> <p>(b) a variation request.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
<p>1 For a development application—an eligible submitter for the development application</p> <p>2 For a change application—an eligible submitter for the change application</p> <p>3 An eligible advice agency for the development application or change application</p>	<p>1 For a development application—the assessment manager</p> <p>2 For a change application—the responsible entity</p>	<p>1 The applicant</p> <p>2 If the appeal is about a concurrence agency's referral response—the concurrence agency</p>	Another eligible submitter for the application
<p>4. Compensation claims</p> <p>An appeal may be made against—</p> <p>(a) a decision under section 32 about a compensation claim; or</p> <p>(b) a decision under section 265 about a claim for compensation; or</p> <p>(c) a deemed refusal of a claim under paragraph (a) or (b).</p>			

Table 2 Appeals to the P&E Court only			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person dissatisfied with the decision	The local government to which the claim was made	—	—
5. Registered premises An appeal may be made against a decision of the Minister under chapter 7, part 4.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 A person given a decision notice about the decision 2 If the decision is to register premises or renew the registration of premises—an owner or occupier of premises in the affected area for the registered premises who is dissatisfied with the decision	The Minister	—	If an owner or occupier starts the appeal—the owner of the registered premises
6. Local laws An appeal may be made against a decision of a local government, or conditions applied, under a local law about— (a) the use of premises, other than a use that is the natural and ordinary consequence of prohibited development; or (b) the erection of a building or other structure.			

Table 2 Appeals to the P&E Court only			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person who— (a) applied for the decision; and (b) is dissatisfied with the decision or conditions.	The local government	—	—

Table 3 Appeals to a tribunal only			
1. Building advisory agency appeals An appeal may be made against giving a development approval for building work to the extent the building work required code assessment against the building assessment provisions.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A building advisory agency for the development application related to the approval	The assessment manager	The applicant	1 A concurrence agency for the development application related to the approval 2 A private certifier for the development application related to the approval

Table 3 Appeals to a tribunal only			
2. Inspection of building work An appeal may be made against a decision of a building certifier or referral agency about the inspection of building work that is the subject of a building development approval under the Building Act.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The applicant for the development approval	The person who made the decision	—	—
3. Certain decisions under the Building Act and the Plumbing and Drainage Act An appeal may be made against— <ul style="list-style-type: none"> (a) a decision under the Building Act, other than a decision made by the Queensland Building and Construction Commission, if an information notice about the decision was given or required to be given under that Act; or (b) a decision under the Plumbing and Drainage Act, part 4 or 5, if an information notice about the decision was given or required to be given under that Act. 			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person who received, or was entitled to receive, an information notice about the decision	The person who made the decision	—	—
4. Local government failure to decide application under the Building Act An appeal may be made against a local government's failure to decide an application under the Building Act within the period required under that Act.			

Table 3 Appeals to a tribunal only			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person who was entitled to receive notice of the decision	The local government to which the application was made	—	—



SHIRE OF FLINDERS

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Financial Report

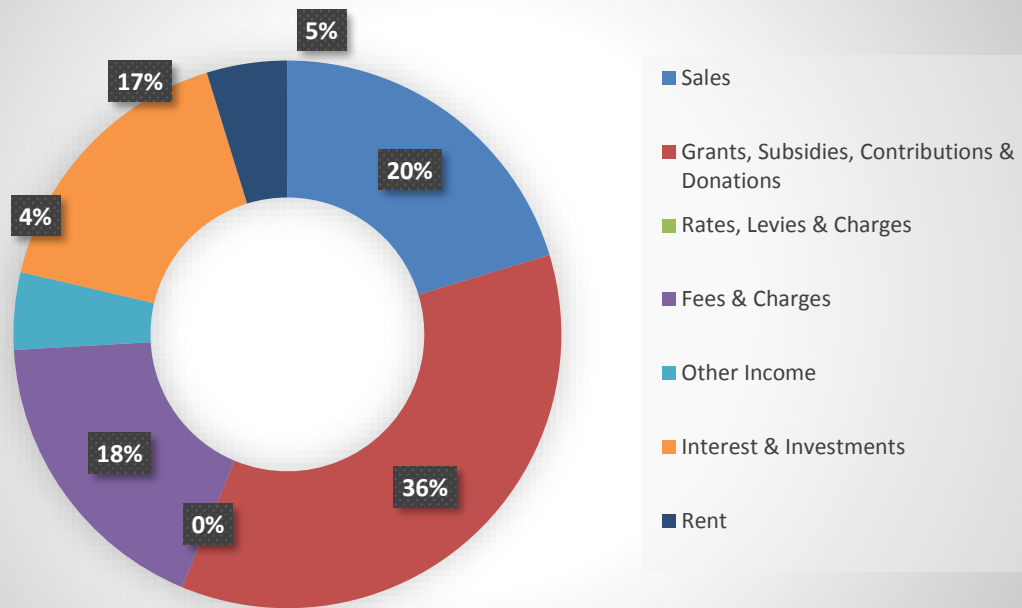
For the period ended

31 July 2023

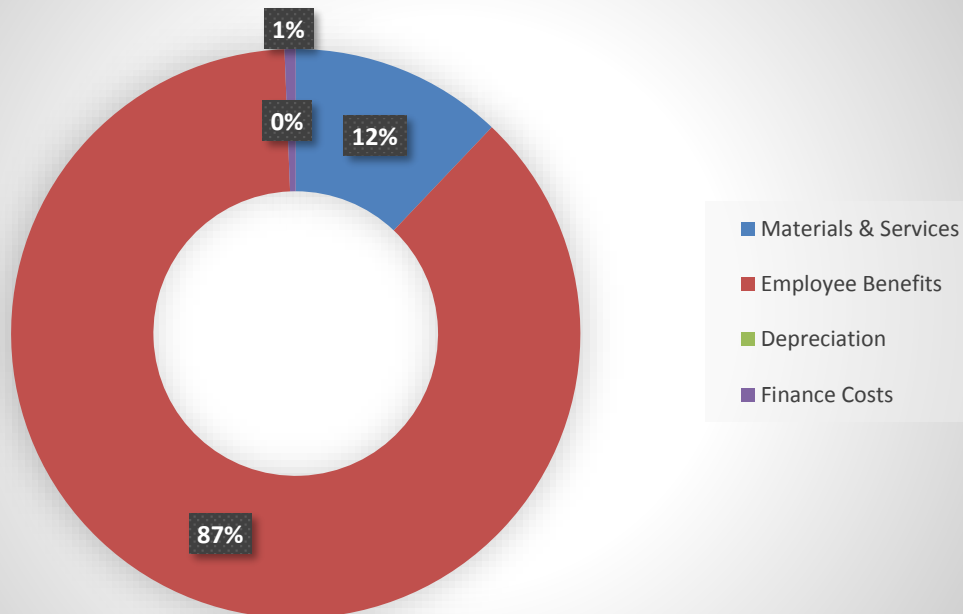
Flinders Shire Council
Statement of Comprehensive Income
for the financial year to date 31 July 2023

	Actual YTD 23/24	Budget 23/24	Variance Target 8%	Actual 22/23 Unaudited
\$'000				
<u>Income from Continuing Operations</u>				
<u>Recurrent Revenue</u>				
Rates, Levies and Charges	-	4,949	0%	4,679
Fees and Charges	191	1,394	14%	1,796
Rental Income	51	530	10%	507
Interest and Investment Revenue	178	974	18%	1,255
Sales Revenue	218	10,968	2%	16,725
Other Income	49	513	10%	1,341
Grants, Subsidies, Contributions and Donations	386	14,950	3%	15,805
Total Recurrent Revenue	1,073	34,278	3%	42,108
<u>Expenses from Continuing Operations</u>				
<u>Recurrent Expenses</u>				
Employee Benefits	830	17,697	5%	24,368
Materials and Services	115	11,392	1%	10,080
Finance Costs	6	323	2%	221
Depreciation	-	5,673	0%	5,682
Total Recurrent Expenses	951	35,085	3%	40,351
Net Operating Result	122	(807)	(15%)	1,757
<u>Capital Revenue</u>				
Grants, Subsidies, Contributions and Donations	188	11,165	2%	3,471
Capital Income	-	-	-	-
Total Capital Revenue	188	11,165	2%	3,471
Capital Expenses	-	-	-	-
Total Capital Expenses	-	-	-	-
Net Result	310	10,358	3%	5,228
<u>Other Comprehensive Income</u>				
Items that will not be reclassified subsequent Net Result				
Gain/(Loss) on Revaluation of Property, Plant and Equipment	-	-	-	-
Total Comprehensive Income	310	10,358	3%	5,228

Recurrent Revenue



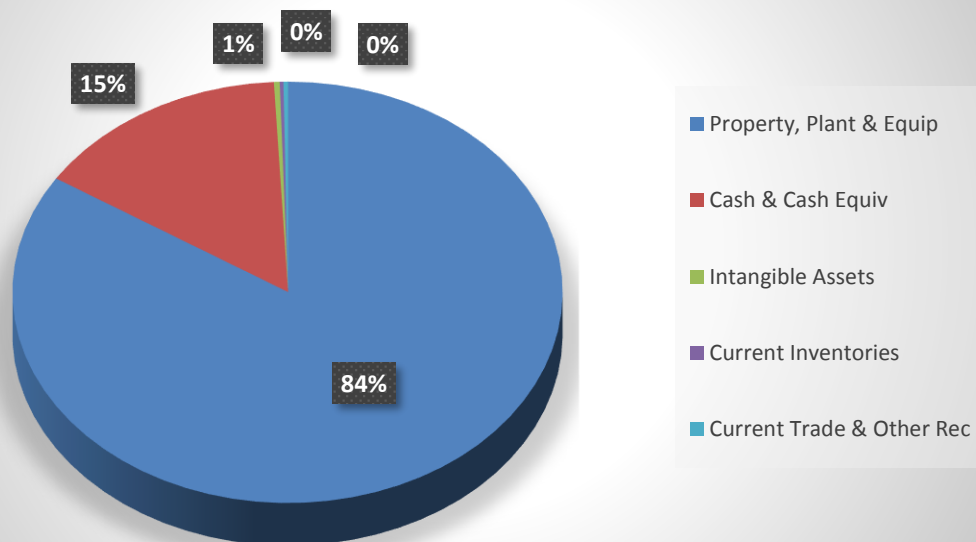
Recurrent Expenses



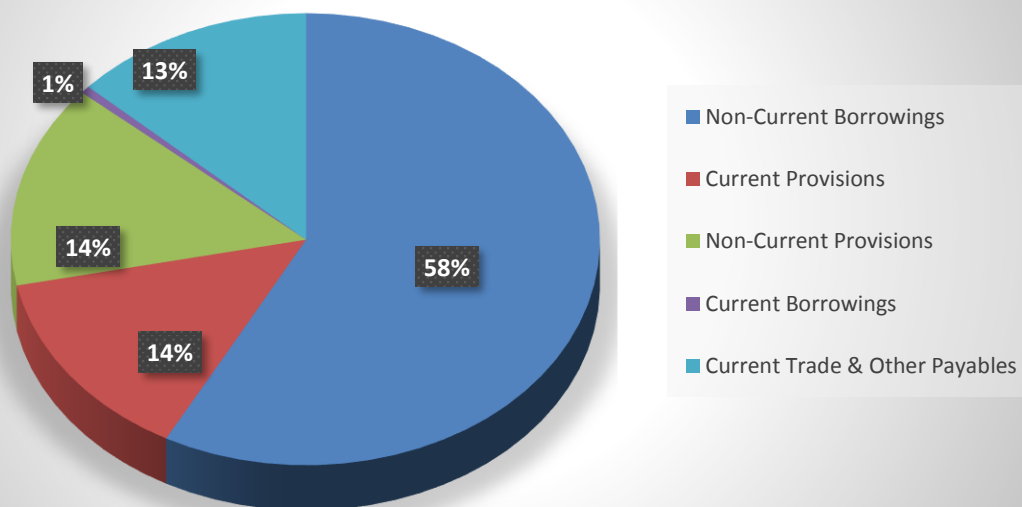
Flinders Shire Council
Statement of Financial Position
for the financial year to date 31 July 2023

	Actual YTD 23/24	Budget 23/24	Variance Target 8%	Actual 22/23 Unaudited
\$'000				
ASSETS				
Current Assets				
Cash and Cash Equivalents	45,475	44,989	101%	45,233
Trade and Other Receivables	825	3,970	21%	3,657
Inventories	643	672	96%	661
Contract Assets	782	-	-	782
Other Assets	794	74	1073%	231
Total Current Assets	48,519	49,704	98%	50,564
Non-Current Assets				
Trade and Other Receivables	1	2	50%	1
Property, Plant and Equipment	253,241	265,666	95%	253,115
Intangible assets	1,022	1,022	0%	1,022
Total Non-Current Assets	254,264	266,690	95%	254,138
TOTAL ASSETS	302,783	316,394	96%	304,702
LIABILITIES				
Current Liabilities				
Trade and Other Payables	1,825	2,472	74%	4,054
Contract Liabilities	1,386	-	-	1,386
Borrowings	74	792	9%	74
Provisions	1,921	632	304%	1,921
Total Current Liabilities	5,206	3,896	134%	7,435
Non-Current Liabilities				
Trade and Other Payables	-	-	-	-
Borrowings	7,993	6,400	125%	7,993
Provisions	2,004	3,340	60%	2,004
Total Non-Current Liabilities	9,997	9,740	103%	9,997
TOTAL LIABILITIES	15,203	13,636	111%	17,432
Net Community Assets	287,581	302,759	95%	287,271
COMMUNITY EQUITY				
Asset Revaluation Surplus	96,357	96,358	100%	96,358
Retained Surplus/(Deficiency)	191,224	206,401	93%	190,913
TOTAL COMMUNITY EQUITY	287,581	302,759	95%	287,271

Total Assets



Total Liabilities



Flinders Shire Council

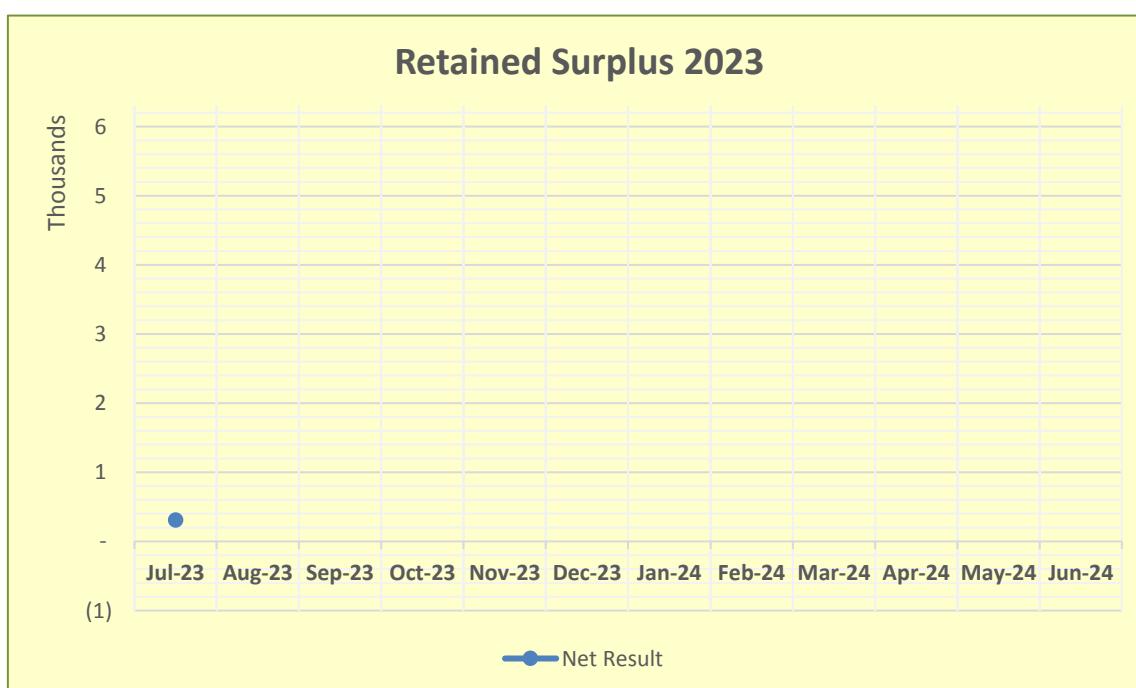
Statement of Changes in Equity

for the financial year to date 31 July 2023

\$'000	Asset Revaluation Surplus	Retained Surplus	Total Equity
Actual 23/24			
Opening Balance as at 1 July 2023	96,357	190,915	287,271
Net Result		310	310
Other Comprehensive Income			
Increase / Decrease in Asset Revaluation Surplus		-	-
Equity Balance as at 31 July 2023	96,357	191,225	287,581

Actual 22/23

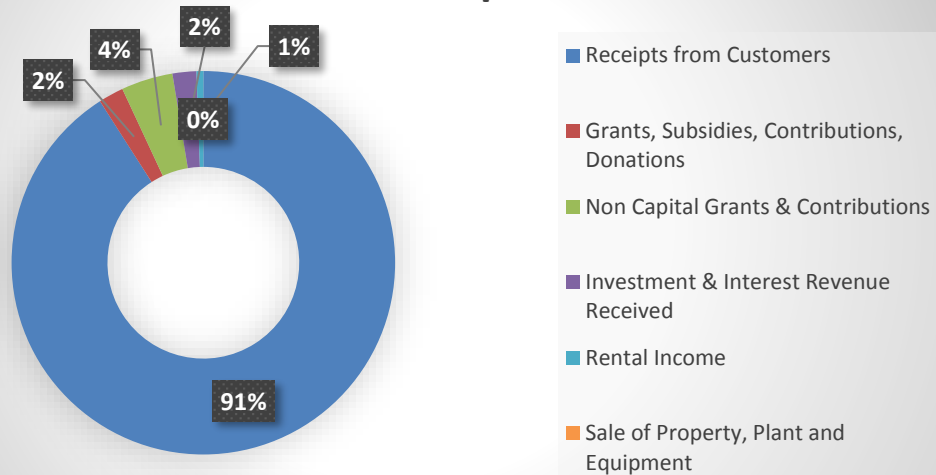
Opening Balance as at 1 July 2022	96,357	185,686	282,043
Net Result		5,228	5,228
Other Comprehensive Income			
Increase / Decrease in Asset Revaluation Surplus	-	-	-
Equity Balance as at 30 June 2023	96,357	190,915	287,271



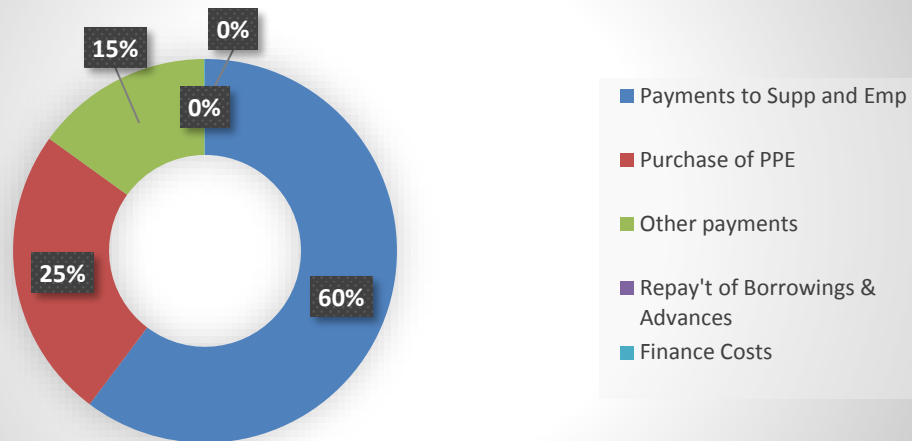
Flinders Shire Council
Statement of Cash Flows
for the financial year to date 31 July 2023

\$'000	Actual YTD 23/24	Budget 23/24	Variance	Actual 22/23 Unaudited
<u>Cash Flows from Operating Activities</u>				
Receipts from Customers	8,058	39,106	21%	30,820
Payments to Suppliers and Employees	(5,113)	(34,505)	15%	(36,849)
	2,945	4,601	64%	(6,029)
<u>Receipts :</u>				
Investment and Interest Revenue Received	178	974	18%	1,255
Rental Income	51	530	10%	507
Non Capital Grants and Contributions	386	14,950	3%	15,805
Other	(136)	-	-	(1,647)
<u>Payments:</u>				
Finance Costs	(6)	(323)	2%	(221)
Other	(1,271)	-	-	(264)
Net Cash Flows from Operating Activities	2,147	20,732	10%	9,406
<u>Cash Flows from Investing Activities</u>				
<u>Receipts :</u>				
Sale of Property, Plant and Equipment	-	500	-	-
(Capital)	188	11,165	2%	3,471
<u>Payments:</u>				
Payments for real estate assets	-	-	-	-
Purchase of Property, Plant & Equipment	(2,093)	(28,062)	7%	(8,290)
Payments for intangible assets	-	-	-	-
Net Cash Flows from Investing Activities	(1,905)	(16,397)	12%	(4,819)
<u>Cash Flows from Financing Activities</u>				
Proceeds from Borrowings	-	-	-	-
Repayment of Borrowings	-	(895)	0%	(903)
Net Cash Flows from Investing Activities	-	(895)	0%	(903)
NET INCREASE/(DECREASE) FOR THE YEAR	242	3,440	7%	3,684
plus: Cash and Cash Equivalents - opening	45,233	41,549	109%	41,549
CASH AT END OF FINANCIAL YEAR	45,475	44,989	101%	45,233

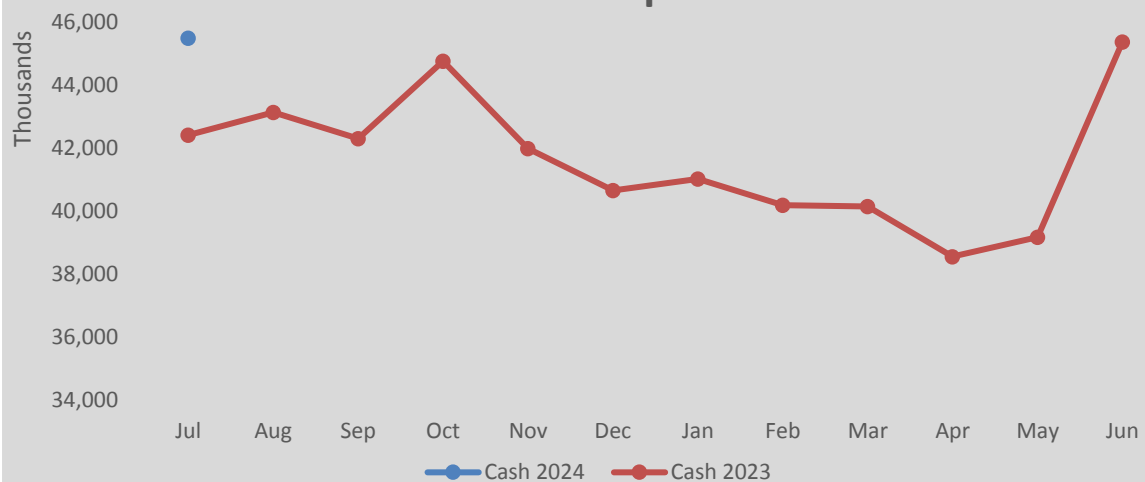
Cash Receipts



Cash Payments



Cash & Cash Equivalents



FLINDERS SHIRE COUNCIL UNRESTRICTED CASH RECONCILIATION

As at 31 July 2023

	\$000	\$000
Cash Balance at		45,475
Less: Current Liabilities		3,820
Non-Current Provisions		2,004
Unspent Grants		1,300
Reserves		12,000
- Roads	4,000	
- Water	1,500	
- Sewer	1,500	
- Buildings and Other Structures	2,500	
- Plant Replacement	2,000	
- Cemeteries	500	
Total Unrestricted Cash at 31 July 2023		26,351
Non-Current Loans Payable		7,993



FLINDERS SHIRE COUNCIL

Operational Plan 2022 – 2023

Date	Resolution Number	Reference Number
2022 – 2023	3538	R22/8723
2022 – 2023 Quarter 1 Reporting	3651	R22/10423
2022 – 2023 Quarter 2 Reporting	3664	R23/120
2022 – 2023 Quarter 3 Reporting	3726	R23/1208
2022 – 2023 Quarter 4 Reporting		R23/16/17

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LEGISLATION

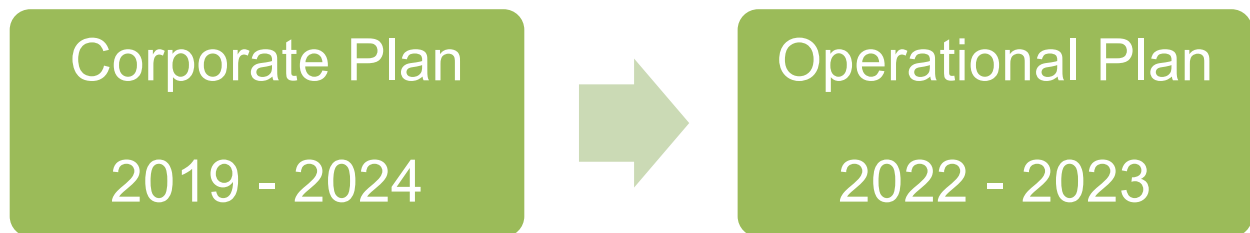
Under section 104(5) of the *Local Government Act 2009*, Council must adopt an Operational Plan each financial year. This plan sets out the work Council plans to do to contribute to the Corporate Plan 2019-2024. Council may amend the Operational Plan at any time by resolution. Council must discharge responsibilities in a way consistent with its Annual Operational Plan. Council must monitor progress against its Operational Plan and present updates to Council at least quarterly.

The *Local Government Regulation 2012* (section 175) states that the Operational Plan must:

- Be consistent with its Annual Budget
- State how the local government progress the implementation of the Corporate Plan
- Manage Operational Risks

OPERATIONAL PLANNING

Council's Corporate Plan 2019-2024 is a five year plan which outlines how Council will progress.



The Operational Plan 2022-2023 is an important part of Council's strategic planning. The activities and projects in the Operational Plan 2022-2023 are funded from the annual budget. This plan is based around the outcomes and strategies in the Flinders Shire Council Corporate Plan and has been developed alongside the development of the 2022-2023 budget. This plan includes capital projects which are also monitored through the capital expenditure program.

This plan highlights what Council plan to deliver in the 2022-2023 financial year, towards achievement of the long term objectives and outcomes stated in the Corporate Plan. The Operational Plan is not intended to include every activity Council undertakes, in that many of the standard operations or initiatives of Council support the delivery of the Corporate Plan. The intention of the Operational Plan is to highlight the key projects planned for 2022-2023 which will specifically progress the implementation of the Corporate Plan 2019-2024.

MANAGING RISK

Council has a comprehensive Enterprise Risk Management Framework which sets out how Council manages its risks. Council maintains risk registers for strategic, operational and activity level risks and these are reviewed and updated quarterly before being approved by Council. In developing the Operational Plan, managers were asked to consider operational risks and what actions were needed to address these risks. Accordingly, the projects in the 2022-2023 Operational Plan address a broad number of Council's Operational Risks.

COUNCIL'S COMMERCIAL BUSINESS UNITS

The *Local Government Regulation 2012* requires Council to include an annual performance plan for each commercial business unit. Council does not operate any commercial business units.

MONITORING IMPLEMENTATION OF THIS PLAN

Under section 104(7) Council must carry out a review of the implementation of the Operational Plan annually. The Operational Plan will be monitored and quarterly reports on the progress against this plan will be presented to Council. These reports will provide an update on progress with the implementation of the projects within the plan.

The Flinders Shire Operational Plan for 2022-2023 is an important element in the overall strategic planning framework. This plan links relevant operational activities scheduled for the 2022-2023 period straight to the actions outlined in the 5 year Corporate Plan. These are all aimed at helping Council achieve the vision for the future of the Flinders Shire.

The Operational Plan 2022-2023 shows a range of strategies, outcomes, activities and targets grouped within five guiding principles. These guiding principles from the Corporate Plan, as listed below are reflected across into the structure of the Operational Plan.

PROJECTS AND PERFORMANCE INDICATORS

This section outlines the key projects and key performance indicators that Council has identified for the 2022-2023 financial year. These are in response to the following priority focus areas as outlined in the 2019-2024 Corporate Plan:

- **Our Environment** – We will provide stewardship to maintain, protect and enhance our natural environment whilst supporting new and existing industries.
- **Our Resources** – We will encourage sustainable resource utilisation by providing support to businesses and their associated industries.
- **Our Community** – We will work with our community to provide an appealing lifestyle with the available resources to build a healthy, happy and caring community.
- **Our Economy** – We will approach all business aspects of the Shire in a manner that promotes growth and sustainability to achieve the best possible outcome.
- **Our Infrastructure** – We will aim to continuously improve products, services and processes through sustainable management of Council's core assets.
- **Our Governance** – We will work as a team and act with pride, accountability, transparency and integrity to deliver services to our residents.

DELIVERING THE PRIORITIES

The Flinders Shire Council's Operational Plan is a key plan for the Shire. It translates our priorities and services, set out in our five year Corporate Plan, into measurable actions for the financial year. Progress is reported to the council and the community quarterly and is available on our website.

Reporting over the four quarters of the financial year provides us with the opportunity to respond more effectively to significant changes in our operating environment: Social, Economic, Environmental, Workplace Health and Safety, Public Safety or internal changes that affect our organisation's capacity to deliver on these actions.

Status Legend: Colour coded indicates the progress of each action

Performance Report Progress Legend

	Complete	The Activity, key performance or milestone has been achieved
	On Target	The Activity, key performance indicator or milestone is either achieving target or within the defined target range. Generally there will be no significant issues to report at this level
	Monitor	The Activity, key performance indicator or milestone is progressing however needs to be monitored as it is currently not achieving the target
	Requires Action	The activity, key performance indicator or milestone is not reaching its target and requires action or active management
	On Hold	The Activity, key performance indicator or milestone or the management comment may explain that the activity, key performance indicator or milestone has not been achieved due to extenuating circumstances, for example unseasonable weather disrupting works or funding not received from an external source

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 5 of 20

OUR ENVIRONMENT

BUDGET LINK	PROJECT DESCRIPTION	SERVICE MANAGER	QUARTER 1 (JUL, AUG, SEPT)	QUARTER 2 (OCT, NOV, DEC)	QUARTER 3 (JAN, FEB, MAR)	QUARTER 4 (APR, MAY, JUNE)
A Shire with Strong Environmental Values						
Ongoing	Compliance with Environmental Management legislation and our environmental licence	CEO / All Directors	Ongoing	Ongoing	Ongoing	Ongoing
Protection of Landscapes while Supporting Production						
Ongoing	Strategic management of wild dogs & their impact	CEO / Rural Lands	Ongoing	1080 Baiting Program took place in October – 39 Properties participated in the program	Ongoing	1080 Baiting Program took place in October – 56 Properties participated in the program
Ongoing	Extension of Good Neighbour Program (GNP)	CEO / Rural Lands	Currently all funding has exhausted for GNP, Council is currently looking at other Funding Programs	Currently all funding has exhausted for GNP, Council is currently looking at other Funding Programs	Currently all funding has exhausted for GNP, Council is currently looking at other Funding Programs	Currently all funding has exhausted for GNP, Council is currently looking at other Funding Programs
W4857 21-22	Riverbank protection works - Bond Lane	DOE	Tenders have been advertised	Appointed Contactor	Works are in the planning stage	Council to complete works

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 6 of 20

OUR RESOURCES

BUDGET LINK	PROJECT DESCRIPTION	SERVICE MANAGER	QUARTER 1 (JUL, AUG, SEPT)	QUARTER 2 (OCT, NOV, DEC)	QUARTER 3 (JAN, FEB, MAR)	QUARTER 4 (APR, MAY, JUNE)
Best Practice Resource Management						
W4584 21-22	Hughenden water Bank - Freeholding and Purchase of Property	CEO	100% Completed	100% Completed	100% Completed	100% Completed
W4848 21-22	Hughenden Water Bank - Survey, detailed design and detailed business case	CEO	Survey – 100% Completed. Design - 50% Completed. Business Case – 100% Completed. Procurement Process Started.	Design – 60% Complete. EOI Process – 60% Complete.	Design – 90% Complete EOI Process – 100% Complete	Still in Progress
New	Construction of Hughenden Off stream Storage	CEO	Waiting for Commonwealth Funding, schedule for June 2023 commencement.	Received Funding commitment from State & have lodged formal application to Commonwealth.	Received Funding commitment from State & have lodged formal application to Commonwealth.	Commonwealth Funding unsuccessful, continue lobbying for further funding
New	Land Purchase, expansion of Caravan Park	CEO	Still in Progress	Still in Progress	Still in Progress	Still in Progress
Natural Resources						
	<i>Please refer to Our Resources: Best Practice Resource Management</i>					

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 7 of 20

OUR COMMUNITY

BUDGET LINK	PROJECT DESCRIPTION	SERVICE MANAGER	QUARTER 1 (JUL, AUG, SEPT)	QUARTER 2 (OCT, NOV, DEC)	QUARTER 3 (JAN, FEB, MAR)	QUARTER 4 (APR, MAY, JUNE)
Creative Life						
W4542 (RADF Grant) 21-22	Review and update the Flinders Shire Council Arts Development Plan	DCSW	Request for quotation closed on 23 September 2022; 23 responses received. Contract awarded to C7EVEN. Engagement to occur in Qtr 2 and Qtr 3.	Planning underway for engagements planned in Qtr 3; January and March 2023s	On target - Final report on track for completion in April 2023	Final plan complete; awaiting graphic design before publishing
W4605 / W4644 21-22	Grand Hotel site activation project	DCSW / DOE	Contractor appointed to freight new artworks in Qtr 2. Site preparation works completed. Signage complete and ordered.	Artworks installed; landscaping underway; signage ready for installation	Signage installed; awaiting completion of landscaping	Successful in funding through State Government to support finalising landscaping at the site. Project ongoing into 2023/24
Ongoing	Coordinate and facilitate access to arts and culture through touring arts program	DCSW	Ongoing	Ongoing	One performance completed in Qtr 3 – 80 tickets sold	Ongoing – three performances secured for Qtr 1 & 2 / 2024

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 8 of 20

Community Spirit

Ongoing	Encourage and support local organisations to grow and improve their community events, sports & recreation and cultural activities.	DCSW	Community grants portal updated with corporate branding. Grant rounds to open in Qtr 2.	Community grants opened; funding to be released in Qtr 3.	<p>\$28000 provided in Community Event Sponsorship</p> <p>\$14500 provided in infrastructure grants</p> <p>\$2000 in donations towards sporting excellence and events</p> <p>\$1000 towards RADF arts projects</p>	Ongoing; next grant round to be released in Qtr 1/2024.
Ongoing	Provide quality library service offering a suite of resources, programs and activities for the whole of community	DCSW	Ongoing; planning underway for school holidays program and activities. Some library operations will be interrupted over Qtr 1 & 2 due to renovations underway.	<p>Renovations near completed; awaiting some landscaping to backyard & new carpet; ongoing planning of activities at the library.</p> <p>Welcoming Babies, Welcoming New Residents and International Women's Day planned for Qtr 3</p>	<p>Three events run in Qtr 3 -</p> <p>New Residents Welcome Morning Tea held on 25 February 2023</p> <p>International Women's Day Event held on 8th March 2023</p> <p>Welcoming Babies Event held on 22 March – 60 people attended; 17 babies registered</p>	<p>Ongoing facilitation of playgroup, attracting average of 17 families each session.</p> <p>June/July School holidays program attracted average of 10 children per session</p>

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 9 of 20



**SHIRE OF
FLINDERS**

Discovery • Opportunity • Lifestyle

Ongoing	Plan and facilitate major event/festival which stimulates economic development and features iconic community assets	CEO / DCSW	Event management plan and budget have been finalised. Marketing preparations underway to launch festival in Qtr 2.	Ongoing planning underway for festival; ticket sales and community engagement planned for Qtr 3	Planning underway – event to be held 28-30 2023. Planning within budget, and ticket sales going well. Marketing campaign underway from early March – end April.	Festival of Outback Skies hailed a success with 2000 people attending across the festival weekend; Event ran within budget and scope. Planning underway for 2024 event to be held 3-5 May 2024
New	Safety Upgrades - State School	DOE	Application for funding under STIP submitted 26/10/22	Application for funding under STIP submitted 26/10/22	Works pending outcome of Funding Application	Funding has been approved. Works to be schedule for FY23-24
New	Safety Upgrades - Catholic School	DOE	Application for funding under STIP submitted 26/10/22	Application for funding under STIP submitted 26/10/22	Works pending outcome of Funding Application	Funding has been approved. Works to be schedule for FY23-24

Valued History & Heritage

Ongoing	Review and update Flinders Discovery Centre Museum displays and interpretative signage	DCSW	<p>Stage 1 of the interior fit out (retail, kiosk and exterior signage) is currently being fabricated. Installation planned for Qtr 2.</p> <p>Council successful with receiving remaining funding required for stage 2 of interior through LGGSP. Tender for stage 2 of interior released in Qtr 1, with contractor to be awarded and project commencement in Qtr 2.</p>	Tender completed and project delivery underway. Review of content completed, and joinery in development. Project completion expected in Qtr 4	On track	Installation of new content and displays in June 2023;
Ongoing	Identify, protect and promote historic sites and artefacts in the Shire	DCSW	Ongoing	Ongoing	Ongoing	Ongoing
W4602 21-22	Flinders Discovery Centre (FDC) - Relocate & Install Windmill	DOE	Planning in Progress	Scoping in Progress	Scoping in Progress	Scoping in Progress, carried over to 23/24
W4873 21-22	Bones Memorial Drive and Flinders Heritage Trail	DOE	Ongoing	Scoping in Progress	Scoping in Progress	Scoping in Progress, carried over to 23/24

Promote Health and Wellbeing

Ongoing	Collaborate with public health and community organisations to promote health & wellbeing.	DCSW	<p>Council representation on the Hughenden and District CAN.</p> <p>Council awarded funding provided through Qld Health to support mental health and wellbeing initiatives in the Shire. Funding provided to Outback Futures to facilitate the HeadYakka program. Forum planned for Qtr 2.</p> <p>Council received grant funding through TRACC program, which will be utilised to facilitate social and recreational activities at the Hughenden Centre for the Aged. Planning underway in Qtr 1, project commencement in Qtr 2.</p>	<p>Ongoing – HeadYakka program completed in Qtr 2.</p> <p>Healthy Active Ageing program has commenced – delivered by Community Care</p>	<p>Ongoing Council representation on the Hughenden and District CAN.</p> <p>HeadYakka Program completed</p> <p>Ongoing implementation of Healthy Active Ageing program at the HCA</p> <p>Planning underway for staff wellbeing initiatives (e.g. gym memberships, mental health and wellbeing programs)</p>	Ongoing
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Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 12 of 20

Ongoing	Provide community, cultural and sport & recreation facilities and services that meet the needs of the Shire	DCSW	Launch of the Hughenden Community gym held in Qtr 1. Approximately 10 health and community service providers and 50 community members attended the event.	Ongoing	Community Gym memberships – 84 active members. Gym now operational 24/7 at of end March 2023.	Community Gym memberships – 74 active members.
Ongoing	Provide eligible residents quality community care services.	DCSW	Ongoing provision of support services.	Ongoing provision of support services.	Ongoing provision of support services. Tender submitted to delivery of Care Finder Program. Outcome of Tender due in early Qtr 4, for service commencement from 1 May 2023.	Ongoing, currently 124 clients accessing services under Community Care. Care Finder program has commenced is accepting referrals Increase in number and attendance at activities with funding received through Qld Health TRACC program.
Ongoing	Provide eligible residents and visitors quality access to social services, information and resources, through being an agent for Services Australia	DCSW	Ongoing	Ongoing	Ongoing	Ongoing

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 13 of 20

OUR ECONOMY

BUDGET LINK	PROJECT DESCRIPTION	SERVICE MANAGER	QUARTER 1 (JUL, AUG, SEPT)	QUARTER 2 (OCT, NOV, DEC)	QUARTER 3 (JAN, FEB, MAR)	QUARTER 4 (APR, MAY, JUNE)
Productive Partnerships						
Ongoing	Maintain productive partnership with Commonwealth & State Governments, Regional and Industry bodies and other valued stakeholders and advocate on behalf of the Shire for development, roads and water strategy.	Mayor, Councillors & EMT	Ongoing	Ongoing	Ongoing	Ongoing
Ongoing	Support Development of a Meat Processing Facility and Feedlot	CEO	In Progress	In Progress	In Progress	In Progress
Diverse Economy						
Ongoing	Actively promote the Shire & Region to attract and encourage of new industry & investment to the Shire	CEO / DCSW	<p>Economic Development Strategy completed – to be released in Qtr 2.</p> <p>Ongoing promotion of business opportunities through media.</p>	<p>Economic Development strategy adopted and published online.</p> <p>Planning underway for land release to encourage increase in housing/accommodation in Hughenden, Prairie and Torrens Creek. Auction to be held in Qtr 3</p> <p>Ongoing promotion of Shire and investment opportunities through media.</p>	Result of Land release sold 34 blocks in Prairie, Torrens Creek and Hughenden for residential,	Ongoing

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 14 of 20

Ongoing	Provide quality Visitor Information Centre (Flinders Discovery Centre - FDC) to promote visitor experience and businesses in the region	DCSW	13,941 visitors through the FDC in Qtr 1	2,274 visitors through the FDC in Qtr 2	1121 visitors through the FDC in Qtr 3 – increase of 170 people from same time in 2022.	Slow start to the 2023 tourist season, with increasing numbers seen in Qtr, however numbers still down approximately 10% on 2022 figures for the same period.
Work with Traditional Owners						
Ongoing	Consult with TOs to develop a Reconciliation Action Plan (RAP)	CEO / DCSW	Planning for RAP project underway, due for commencement in Qtr 2. FSC to review ILUA with Yirendali	Ongoing	Draft action plan has been developed; meeting to be held with internal reference group and Yirendali TOs to finalise plan in Qtr 3.	Ongoing drafting and community engagement for RAP development. Plan to be finalised in Qtr 1/2024
Business Capability						
Ongoing	Collaborate with tourism operators and businesses to develop, promote and grow tourism product and experience.	CEO / DCSW	Ongoing	Ongoing	Ongoing	Ongoing
Ongoing	Engage with the Shire's businesses to identify and exploit growth opportunities.	CEO / DCSW	Monthly meetings with Chamber of Commerce executive; Council ongoing actions to meet deliverables of the Small Business Friendly Council program	Ongoing	Ongoing	Ongoing
Agriculture						
	<i>Please refer to Our Resources: Best Practice Resource Management</i>					

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 15 of 20

OUR INFRASTRUCTURE

BUDGET LINK	PROJECT DESCRIPTION	SERVICE MANAGER	QUARTER 1 (JUL, AUG, SEPT)	QUARTER 2 (OCT, NOV, DEC)	QUARTER 3 (JAN, FEB, MAR)	QUARTER 4 (APR, MAY, JUNE)
Attractive Places and Spaces						
Ongoing	Deliver well maintained facilities that meet the needs and expectations of users	DOE	Ongoing	Ongoing	Ongoing	Ongoing
W4861 21-22	Brodie St Footpath and Structures	DOE	Planning underway. Furniture being selected. Planned to commence early 2023.	Works commenced 16/01/2023. Telstra due to commence 06/02/2023	Telstra works complete. 50% complete, due to unplanned delays. Works will pause after Easter and recommence at the end of the tourist season	Works to recommence after Tourist season
W4760 21-22	Upgrade of Flinders Discovery Centre (FDC) - Stage 3 - Internal fittings and Coffee Shop	DOE / DCSW	Stage 1 of the interior fit out (retail, kiosk and exterior signage) is currently being fabricated.	100% Complete	100% Complete	100% Complete
W4925 21-22	Flinders Discovery Centre - Agri Display (FRRR - \$150k)	DOE / DCSW	Tender for stage 2 of interior released in Qtr 1, with contractor to be awarded. Project commencement in Qtr 2. Agri display is priority exhibit to be completed by April 2023.	Ongoing Manufacturing commenced. On schedule.	Ongoing Manufacturing commenced. On schedule.	Complete & grant acquitted.
W4897 21-22	Flinders Shire Public Library - AC Upgrade (GCBF Grant – \$20k)	DOE / DCSW	Project complete in Qtr 1.	100% Complete	100% Complete	100% Complete

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 16 of 20

W4962 / W4915 21-22	Flinders Shire Public Library – Refurbishments (FRRR – \$150k, Givit Funding – \$4k, NWMP - \$50k)	DOE / DCSW	Preparation works underway in the interior of the Library; installation of new signage, furniture and joinery in Qtr 2. Planning underway for refurbishment of outdoor area.	100% Complete	100% Complete	100% Complete
Access						
W4576 21-22	Sewerage - Clear Scada Upgrade	DOE	Install & commissioning	100% Complete	100% Complete	100% Complete
W4568 21-22	Bore No.2 - Switchboard	DOE	Currently awaiting GHD to design and cost. Council looking into alternatives.	Appointed Consultant, Design Works in Progress	Draft design received. Under review	Awaiting final design
W4573 21-22	Water - Purchase of new Bore	DOE	Project not yet commenced.	Project not yet commenced.	Project not yet commenced.	Project carried over to 23/24
W4574 21-22	Water - Purchase of Mag Flowmeters for all Bore's incl. Lake Pump	DOE	Operational. To be included in SCADA at install/ commissioning	100% Complete	100% Complete	100% Complete
W4878 21-22	Upgrade – Prairie Water Main	DOE	Focus on piping and kerbing (change from Dia 80 AC to 110mm poly). Council obtaining quotes.	Works commenced 09/01/2023	100% Complete	100% Complete
W4578 21-22	Small Towns - Prairie - Smart Water Meters	DOE	30% installed	100% Complete	100% Complete	100% Complete
W4565 20-21	Storm water management issues – Disraeli St, North Hughenden	DOE	Planned to commence in 2023	Planned to commence in 2023	80% Complete	100% Complete
W4595 20-21	Prairie – new Kerb and Channel, sealing of parking areas	DOE	Scheduled for completion prior to June 2023	Procurement in Progress.	Procurement in Progress	Works carried over to 23/24

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 17 of 20

W3621	Shire Town Streets - Reseals - Unallocated Budget 2022/2023	DOE	Planning in Progress	Scoping Works in Progress	Scoping Works in Progress	100% Complete
W4871 21-22	RTR - Flynn St from Stansfield St to Uhr St (Design Only)	DOE	Design 95% complete, review in progress	Awaiting final drawings	Design received	Works carried over to 23/24
W4869 21-22	RTR - Sharkey St (Saleyards Road to Morell St, 500m)	DOE	Planning in Progress	Planning in Progress	Works have commenced	Works carried over to 23/24
W4870 21-22	Town Streets - Stansfield St (Sort out ponding issues from Flynn St to Bore No.5)	DOE	Works scheduled for 2023	Works scheduled for 2023	Works scheduled for 2023	Works carried over to 23/24
W4765 21-22	Town Streets - Byers St (Sort out ponding issues)	DOE	Works scheduled for 2023	Works scheduled for 2023	Works scheduled for 2023	Works carried over to 23/24
W3622	Shire Rural Roads - Reseal - Unallocated Budget 2022/2023	DOE	Planning in Progress	Quotation to be requested from suppliers for works	Quotation to be requested from suppliers for works	100% complete
W4872 21-22	Dutton Downs Road, Betterment works – Sawpit Creek and Ch 42.340	DOE	Planning in Progress	Floodway design complete. Materials ordered. Planned for March 2023.	Ongoing	Works carried over to 23/24
W4331 20-21	Airport - Reseal and Line marking	DOE	Works Scheduled for March 2023	Need to review airport apron expansion / upgrade as part of this activity.	Reseal works to commence in April 2023	100% complete
W4929 21-22	Council Houses - Fencing of 4 Railway Houses in Railway Court	DOE	Procurement in Progress	Repair works commenced	Back fences completed, installation of the remaining fences has commenced	Works partially complete. Works carried over to 23/24

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 18 of 20

W4900 21-22	Community Halls - Upgrade to DEC sound and lighting	DOE / DCSW	Contractor appointed to supply new speakers for the DEC; Lighting upgrades completed in Qtr 1; Scope of works developed for remaining improvements to the DEC – additional budget required for completion of works	100% Complete	100% Complete	100% Complete
W4918 21-22	Town Streets - Recreational Lake - Lake Memorial Drive Project (\$150K)	DOE	Works scheduled for 2023	Works scheduled for 2023	Works scheduled for 2023	Works carried over to 23/24
W4859 21-22	Water Mains Upgrade - As per Replacement Program 2022/2023	DOE	Works scheduled for 2023	Works scheduled for 2023	Works scheduled for 2023	Works carried over to 23/24
W4934 21-22	Small Towns - Torrens Creek - Smart Water Meters	DOE	100% installed	100% Complete	100% Complete	100% Complete
19157	Plant Purchases - Per Program (Net) 2021/22	DOE	On schedule	Works on schedule	Works on schedule	As per schedule
New	Remove and Reinstate the 24 Room Accommodation at Caravan Park expansion	DOE	Torrens Creek to Aramac Road works will complete Dec 22 and Accommodation project schedule for 2023.	Scheduled for 2023. Need to complete land purchase process.	Scheduled for 2023. Need to complete land purchase process	Works carried over to 23/24
New	Prairie Road - Concrete works, Dinner Gully	DOE	Works scheduled for 2023	Works on schedule	Works on schedule	Works carried over to 23/24
New	Torver Valley Road - Concrete floodway and pipes, Ormonde	DOE	Works scheduled for 2023	Works on schedule	Works on schedule	100% Complete
New	Old Muttaborra Road - Landsborough Creek	DOE	Works scheduled for 2023	Works on schedule	Works on schedule	100% Complete
New	Old Muttaborra Road - Lubra Creek 1	DOE	Works scheduled for 2023	Works on schedule	Works on schedule	100% Complete

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 19 of 20

New	Old Muttaborra Road - Lubra Creek 2	DOE	Works scheduled for 2023	Works on schedule	Works on schedule	100% Complete
New	TIDS/RTR - Old Richmond Rd - Progressive sealing 2022/2023	DOE	Works scheduled for 2023	Works commenced	100% Completed	100% Completed
New	Swanson St Upgrade, McLaren Street to Queen Street	DOE	Design Works in Progress	Awaiting final design	Procurement process to commence	Design 50% Completed
New	Water Mains 2022-2023 Upgrade - Torrens Creek	DOE	Works scheduled for 2023	Scoping in Progress	Scoping in Progress	Works carried over to 23/24
New	Plant Purchases - Per Program (Net) 2022/2023	DOE	On schedule & overall budget	On schedule & overall budget	On schedule & overall budget	Works carried over to 23/24
Reliable Communications						
New	Upgrade of flood cameras around the shire	DOE	Due to be delivered and installed w/c 8th November	Complete. Seeking variation to get additional 2 camera, from project savings.	Awaiting quotation for two additional cameras to be installed	100% Complete

Operational Plan 2022-2023

TRIM Ref: SF22/188 R23/1617

Page 20 of 20

OUR GOVERNANCE

BUDGET LINK	PROJECT DESCRIPTION	SERVICE MANAGER	QUARTER 1 (JUL, AUG, SEPT)	QUARTER 2 (OCT, NOV, DEC)	QUARTER 3 (JAN, FEB, MAR)	QUARTER 4 (APR, MAY, JUNE)
Transparent, Accountable and Engaged Governance						
Ongoing	Open, Two-Way & Ongoing Community Engagement in Decision-Making	Council / EMT	Ongoing	Ongoing	Ongoing	Ongoing
Ongoing	Ensure compliance with the Local Government Act, Regulations and relevant laws & Codes.	CEO / All Directors	Ongoing	Ongoing	Ongoing	Ongoing
Competent, Productive and Contributing Workforce						
Ongoing	Provide meaningful learning & development opportunities for Councillors & staff oriented toward a performance culture	CEO / HR	Ongoing	Ongoing	Ongoing	Ongoing
Ongoing	Continue to strengthen a safety conscious culture	CEO	Ongoing	Ongoing	Ongoing	Ongoing
Ongoing	Financial and operational monthly management reporting on projects and service delivery to Council	CEO / All Directors	Ongoing	Ongoing	Ongoing	Ongoing
W4858 21-22	Online Timesheet System	DCFS / HR	Ongoing	Ongoing	Ongoing	Project On Hold

COUNCIL POLICY

Work Health and Safety Policy

POLICY TITLE:	Work Health and Safety Policy
POLICY NUMBER:	1
REVISION NUMBER:	2
TRIM REFERENCE:	
RESOLUTION NUMBER:	
POLICY TYPE:	Statutory
APPROVING OFFICER:	Council Adoption
DATE OF ADOPTION:	
TIME PERIOD OF REVIEW:	1 Years
DATE OF NEXT REVIEW:	
RESPONSIBLE DEPARTMENT:	Workplace Health and Safety
LINK TO CORPORATE PLAN:	Governance – Best Practice Governance

1. OBJECTIVE

This policy is to provide guidelines and information to effectively develop and communicate a Work Health and Safety Policy Statement within Flinders Shire Council.

2. SCOPE

This Policy applies to all workers of Flinders Shire Council, visitors, members of the public and does not form part of any workers contract of employment, nor does it form any other workers contract for service.

3. DEFINITIONS

FSCSMS - Flinders Shire Council Safety Management System

HSR - Health and Safety Representative

PCBU - Person Conducting Business or Undertaking

Supervisor - a person involved with the management or control of a workplace (e.g., Manager, Supervisor, person in charge, or leading hand).

Worker - A worker is a person who carries out work in any capacity for a PCBU in its workplace, including – an employee of the PCBU, a contractor or sub-contractor, an employee of a contractor or sub-contractor, an employee of a labour hire company who has been assigned to work for the PCBU, an out-worker, an apprentice or trainee, a student gaining work experience or a volunteer.

4. ROLES AND RESPONSIBILITIES

4.1 Management is responsible for ensuring:

All provisions of the Work Health and Safety Legislation and the Flinders Shire Council Safety Management System policies and procedures are complied with.

- Management is committed to establishing measurable objectives and targets to ensure that the aims of the FSCSMS are complied with by providing overall actions for reducing workplace injury and disease and to ensure that Flinders Shire Council workers, contractors, sub-contractors, trainees, apprentices, work experience students, volunteers and visitors are free from hazards and risks to their wellbeing.
- Approved Work Procedures, Work Instructions and Safe Work Method Statements are constantly reviewed and that they comply with the intended requirements.
- All machinery and equipment are properly maintained and in good working condition.
- The provision of all necessary protective clothing and equipment for workers to minimise risk and exposure to hazards.
- The provision of all the necessary information, instructions, and documentation to ensure ongoing workplace health and safety.

4.2 Workers, Customers and Clients are responsible for:

- Conducting themselves in a manner that ensures not only their own health and safety but also that of everyone around them.
- Adopting and maintaining safe working practices in accordance with procedures, policy, and workplace instructions.
- Using appropriate personal protective clothing and equipment as required and/or directed.
- Reporting all hazards, injuries, incidents, and damage to personnel / plant / equipment to supervisors/management as soon as possible

5. POLICY

Flinders Shire Council has an obligation to ensure that we have a safe and healthy working environment by:

- Promoting and improving standards of Work Health and Safety to ensure a safe and healthy working environment for all our workers, customers/clients, and the public in general.
- Meeting our responsibilities and duty of care under the current legislation and regulations (Queensland Work Health and Safety Act 2011 and Work Health and Safety Regulation 2011). The development, implementation and application of the Flinders Shire Council Safety Management System focuses on ensuring a high level of workplace health and safety.

- Eliminating or reducing risk by developing proactive strategies and adopting a risk-based approach to work health and safety. Demonstrating an understanding that creating and maintaining a safe and healthy working environment is critical to providing an injury and illness free workplace.
- Having an ongoing commitment to due diligence, involving management and workers where everybody is taking responsibility to achieve organisational goals.
- At all times comply with relevant Workplace Health and Safety Legislation and any other requirements imposed upon the organisation to meet their obligations. Including consultation and communication of these expectations with all workers.
- Provide adequate resources and training to manage and maintain work health and safety throughout the organisation. Mandatory participation in work health and safety training for all staff generally and specific to each position.
- Review the Work Health and Safety Policy Statement on an annual basis or when there is a change in CEO. Ensuring that the Work Health and Safety requirements and objectives of the Flinders Shire Council are agreed upon at the highest level.
- Flinders Shire Council considers work health and safety to be an integral part of management's philosophy and expects that all staff actively participate to achieve the ultimate goal of a safer incident and injury free workplace and ensures the reporting of Work Health & Safety related risks, incidents or near misses, occurs without reprisal from the organisation.

6. IMPLEMENTATION

This Policy will be made available to all staff through the consultation process, training and will be communicated through Council's internal communications process.

7. RELATED LEGISLATION

Queensland Work Health and Safety Act 2011 and Work Health and Safety Regulation 2011.

8. REVIEW TRIGGER

Council reserves the right to vary, replace or terminate this policy from time to time. The policy is to be reviewed every 12 months if not sooner if and when there are changes to current legislation.

9. APPROVAL

Adopted at the **xxx 2023** Council Meeting - Resolution Number **xxxxxx**



COUNCIL POLICY

Remote and Isolated Work Policy

Page 1 of 3

POLICY TITLE:	Remote and Isolated Work Policy
POLICY NUMBER:	122
REVISION NUMBER:	3
TRIM REFERENCE:	
RESOLUTION NUMBER:	
POLICY TYPE:	Statutory
APPROVING OFFICER:	Council Adoption
DATE OF ADOPTION:	15 August 2023
TIME PERIOD OF REVIEW:	3 Years
DATE OF NEXT REVIEW:	15 August 2026
RESPONSIBLE DEPARTMENT:	Safety
LINK TO CORPORATE PLAN:	Governance - Best Practice Governance

1. OBJECTIVES

The objectives of this policy are to:

- Ensure the health, safety and welfare of all workers by providing a safe working environment should the need arise to work remotely or in isolation;
- Ensure that all workers are correctly trained should the need arise to work remotely or in isolation at any time in their employment with Council; and
- Achieve compliancy with legislative requirements.

2. SCOPE

This policy applies to all workers of Flinders Shire Council including contractors, sub-contractors, trainees, apprentices, work experience students, volunteers and clients.

3. DEFINITIONS

PCBU – Person Conducting Business or Undertaking.

Supervisor – a person involved with the management or control of a workplace (e.g. foreman, supervisor, person in charge or leading hand).

Worker - A person is a worker if the person carries out work for a PCBU, including work as - an employee, a contractor or sub-contractor, an employee of a contractor or sub-contractor, an employee of a labour hire company who has been assigned to work in the persons' business or undertaking, an outworker, an apprentice or trainee, a student gaining work experience, a volunteer or a person of a prescribed class.

Working Alone – is on their own, cannot be seen or heard by another person or cannot expect a visit from another person.



COUNCIL POLICY

Remote and Isolated Work Policy

Page 2 of 3

4. ROLES AND RESPONSIBILITIES

Flinders Shire Council will ensure that:

- All Managers and Supervisors are sufficiently trained in effectively managing workers who may have to work alone;
- The Remote and Isolated Work Policy is to be displayed in a prominent location at all sites, and has been effectively communicated to, and understood by all workers;

All Managers and Supervisors are responsible for:

- Ensuring that risk assessments have been conducted prior to any worker having to work remotely or alone;
- Regularly reviewing the working environment to ensure that it is free from risks and hazards;
- Ensuring that all workers comply with the Remote and Isolated Work Policy and Procedure;
- Effectively addressing and eliminating risks associated with remote and isolated work at all occupational levels within Council;
- Informing all workers of their responsibilities in relation towards remote and isolated work; and
- Supporting procedures and guidelines to enable the immediate resolution of complaints relating to remote and isolated work;

All workers are responsible for:

- Understanding, respecting and applying the Remote and Isolated Work Policy and Procedure;
- Ensuring that they comply with the Remote and Isolated Work Policy and Procedure;
- Be aware of any potential hazards and risk management procedures required for the particular locations, where they are required to work remotely or in isolation;
- Carrying out all activities in a safe manner in accordance with the Remote and Isolated Work Policy and Procedure and training they have undertaken.

5. LEGISLATION

5.1 Work Health & Safety Act 2011

The main objective of the *Work Health and Safety Act 2011* is to ensure the health and safety of workers and workplaces by protecting workers and other persons against harm to their health, safety and welfare through the elimination or minimisation of risks arising from work. "Health" under the WH&S Act refers to both "physical and psychological health".

The WH&S Act imposes health and safety duties on a person conducting a business or undertaking (a PCBU) and other duty holders at the workplaces to protect workers and other persons from harm to their health, safety and welfare arising from work. This section defines and outlines the duties of PCBU's in control of workplaces, workers and other persons.

5.2 Primary Duty of Care (Work Health & Safety Act 2011)

A person conducting a business or undertaking must ensure, as far as reasonably practicable, the health and safety of:

- Workers engaged or caused to be engaged by the PCBU: and
- Workers whose activities in carrying out the work are influenced or directed by the PCBU.



COUNCIL POLICY

Remote and Isolated Work Policy

6. RISK MANAGEMENT

Remote and Isolated Work may occur at various times in the workplace, given certain circumstances. It is important that PCBU apply the risk management process to prevent or control exposure to the risks in this situation.

The risk management process involves:

1. **Identifying** hazards.
2. **Assessing** risks that may result, directly or indirectly, from the hazard/s.
3. **Deciding** on control measures to prevent or control the level of the risks.
4. **Implementing** control measures.
5. **Monitoring** and **reviewing** the effectiveness of control measures.

7. RELATED DOCUMENTS (LOCAL LAWS, POLICIES, DELEGATIONS ETC)

- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011
- How to Manage Work Health and Safety Risks Code of Practice 2011
- Managing the Work Environment and Facilities Code of Practice 2011
- First Aid in the Workplace Code of Practice 2014
- Managing the Risks of Hazardous Chemicals in the Workplace Code of Practice 2013
- Risk Management AUS/NZS ISO 31000
- FSCSMS-WP-2.3.1 – Risk Management
- FSCSMS-Form-2.3.5 Risk Assessment Form
- FSCSMS-WP-4.17.1 – Remote and Isolated Work Management Procedure

8. APPROVAL

Adopted at the August 2023 Council Meeting - Resolution Number ???