

# RICHMOND SHIRE COUNCIL AGENDA

### **FOR**

ORDINARY MEETING
TUESDAY 17 JANUARY 2023
COMMENCING AT 8:00AM

#### **CONTENTS**

Commencement of Meeting Signing of Attendance Book Reading of Official Prayer Leave of Absence

Confirmation of Minutes

Declarations of Interest

Business arising from previous Meetings

Item 1	Reports for Consideration – Works
Item 2	Reports for Consideration – Office of the Chief Executive Officer
Item 3	Reports for Consideration – Corporate Services
Item 4	Reports for Consideration – Community Services
Item 5	Reports for Consideration – Tourism and Marketing
	Late Reports
	Confidential Reports
Item 6	General Business
Item 7	Close of Meeting

### Richmond Shire Council Ordinary Meeting of Council 17 January 2023

#### AGENDA AND TIMETABLE FOR ORDINARY MEETING

Commencement of Meeting Signing of Attendance Book Reading of Official Prayer

Leave of Absence

Confirmation of Minutes Declarations of Interest

Business arising from previous Meetings

Item 1	Reports for Consideration – Works
Item 2	Reports for Consideration – Office of the Chief Executive Officer
Item 3	Reports for Consideration – Corporate Services
Item 4	Reports for Consideration – Community Services
Item 5	Reports for Consideration – Tourism and Marketing
Item 6	General Business
Item 7	Close of Meeting

Attachment "A" Unconfirmed Minutes from the General Meeting held Tuesday 13 December 2022.

#### Richmond Shire Council Ordinary Meeting of Council 17 January 2023

COMMENCEMENT OF MEETING
SIGNING OF ATTENDANCE BOOK
READING OF OFFICIAL PRAYER
LEAVE OF ABSENCE
LEAVE OF ABSENCE
CONFIRMATION OF MINUTES
Unconfirmed 13 December 2022 Minutes
DECLARATIONS OF INTEREST
MATTERS ARISING FROM PREVIOUS MEETINGS

#### **CONTENTS**

Commencement of Meeting Signing of Attendance Book Reading of Official Prayer Leave of Absence

Confirmation of Minutes

**Declarations of Interest** 

Business arising from previous Meetings

Item 1	Reports for Consideration – Works
Item 2	Reports for Consideration – Office of the Chief Executive Officer
Item 3	Reports for Consideration – Corporate Services
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#### **PRESENT**

Present when the Deputy Mayor Cr Kuhl declared the meeting open at 11:08 am were:

#### COUNCILLORS:

Cr Buick, Cr Kennedy, and Cr Fox

Zoom – Cr Johnston

#### STAFF:

Chief Executive Officer – Peter Bennett, Director of Community Services and Development – Angela Henry, Director of Corporate Services – Peta Mitchell and Minutes Secretary – Cherkera Messer

#### **PRAYER**

Cr Fox read the prayer

#### **APOLOGIES**

Mayor Cr Wharton

#### **CONFIRMATION OF MINUTES**

#### **RESOLUTION 20221213.1**

It was moved Cr Fox seconded Cr Buick and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Staff Room, Richmond on Tuesday 15 November 2022 be adopted with changes.

#### **DECLARATIONS OF INTEREST**

NIL

#### **BUSINESS ARISING**

Deputy Mayor Cr Kuhl called for Declarations of Interest in matters listed on the Agenda:

NIL

#### 2. REPORTS FOR CONSIDERATION - OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### 2.1 Inwards Correspondence – DIT AgTech

#### **EXECUTIVE SUMMARY**

uSEE Remote Monitoring Platform run by DIT AgTech have made the decision to shut down their systems by the end of 2022. All flood monitoring cameras in the Richmond Shire will be affected.

#### OFFICER'S RECOMMENDATION

That Council: Discuss and agree on a new company to replace the systems.

Council discussed the shutdown decision from DIT AgTech and will look at options for a new supplier moving forward.

#### REFERENCE DOCUMENT

Letter

#### 2. REPORTS FOR CONSIDERATION - OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### Item 2.2 Inwards Correspondence – Hazel Kleinau

#### **EXECUTIVE SUMMARY**

A concerned Australian Citizen is requesting support from Regional Councils regarding the economic problems in regional Australia.

#### OFFICER'S RECOMMENDATION

That Council: Acknowledge the inwards correspondence.

#### **RESOLUTION 20221213.2**

It was moved Cr Fox seconded Cr Johnston and carried that Richmond Shire Council does not support a post office bank.

#### REFERENCE DOCUMENT

Letter

#### 3. REPORTS FOR CONSIDERATION - CORPORATE SERVICES

#### Item 3.1 Monthly Financial Report

#### **EXECUTIVE SUMMARY**

Council's monthly financial report in relation to the 2022/23 adopted budgeted is presented for consideration, together with Statement of Comprehensive Income, Statement of Financial Position and Statement of Cash Flow as at 30 November 2022.

#### OFFICER'S RECOMMENDATION

That Council: Receive the monthly financial report presenting the progress made as at 30<sup>th</sup> November 2022 in relation to the 2022/23 budget and including the:

- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Cash Flows

Council received the monthly financial reports.

#### REFERENCE DOCUMENT

- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Cash Flows

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.1 RADF Application – Rachel Wright Art

#### **EXECUTIVE SUMMARY**

Application received for RADF funding in 2023.

#### OFFICER'S RECOMMENDATION

That Council: Support the request for \$2,600.00.

#### **RESOLUTION 20221213.3**

It was moved Cr Fox and seconded Cr Buick and carried that Council support the request for contribution of \$2,600 towards the RADF Application for Rachel Wright Art.

#### REFERENCE DOCUMENT

- RADF Application
- Letters of Support

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.2 Celebration Policy

#### **EXECUTIVE SUMMARY**

That Council review the Celebration Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Celebration Policy with changes.

#### **RESOLUTION 20221213.4**

It was moved Cr Buick and seconded Cr Johnston and carried that Council adopt the Celebration Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.3 Child Safe Environment Policy

#### **EXECUTIVE SUMMARY**

That Council review the Child Safe Environment Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Child Safe Environment Policy with changes.

#### **RESOLUTION 20221213.5**

It was moved Cr Fox and seconded Cr Kennedy and carried that Council adopt the Child Safe Environment Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

#### Item 4.4 Probation and Induction Orientation Policy

#### **EXECUTIVE SUMMARY**

That Council review the Probation and Induction Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Probation and Induction Orientation Policy with changes.

#### **RESOLUTION 20221213.6**

It was moved Cr Johnston and seconded Cr Buick and carried that Council adopt the Probation and Induction Orientation Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.5 Open Door Policy

#### **EXECUTIVE SUMMARY**

That Council review the Open Door Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Open Door Policy with changes.

#### **RESOLUTION 20221213.7**

It was moved Cr Kennedy and seconded Cr Buick and carried that Council adopt the Open Door Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.6 Orientation of Families Policy

#### **EXECUTIVE SUMMARY**

That Council review the Orientation of Families Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Orientation of Families Policy with changes.

#### **RESOLUTION 20221213.8**

It was moved Cr Buick and seconded Cr Johnston and carried that Council adopt the Orientation of Families Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.7 Termination of Enrolment Policy

#### **EXECUTIVE SUMMARY**

That Council review the Termination of Enrolment Policy with changes.

#### **OFFICER'S RECOMMENDATION**

That Council: Adopt the Termination of Enrolment Policy with changes.

#### **RESOLUTION 20221213.9**

It was moved Cr Kennedy and seconded Cr Johnston and carried that Council adopt the Termination of Enrolment Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION - COMMUNITY SERVICES

#### Item 4.8 Governance Policy

#### **EXECUTIVE SUMMARY**

That Council review the Governance Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Governance Policy with changes.

#### **RESOLUTION 20221213.10**

It was moved Cr Buick and seconded Cr Fox and carried that Council adopt the Governance Policy with changes.

#### REFERENCE DOCUMENT

Policy

#### 4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

#### Item 4.9 Withdrawal of Child Policy

#### **EXECUTIVE SUMMARY**

That Council review the Withdrawal of Child Policy with changes.

#### OFFICER'S RECOMMENDATION

That Council: Adopt the Withdrawal of Child Policy with changes.

#### **RESOLUTION 20221213.11**

It was moved Cr Buick and seconded Cr Kennedy and carried that Council adopt the Withdrawal of Child Policy with changes.

#### REFERENCE DOCUMENT

Policy

Change of order of business to consider late items

#### 2. REPORTS FOR CONSIDERATION - OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### Item 2.3 2023 Council Meeting Dates

#### **EXECUTIVE SUMMARY**

Council is to discuss and make any necessary changes for the 2023 Council Meeting dates to be advertised.

#### **OFFICER'S RECOMMENDATION**

That Council: Approve the 2023 Council Meeting Dates as presented.

#### **RESOLUTION 20221213.12**

It was moved Cr Fox seconded Cr Johnston and carried that the 2023 Council Meeting Dates will be as follows:

- 17 January
- 21 February
- 21 March
- 18 April
- 16 May
- 23 May (Pre-Budget)
- 20 June
- 11 July (Budget)
- 18 July
- 15 August
- 12 September
- 10 October
- 14 November
- 05 December

#### 2. REPORTS FOR CONSIDERATION - OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### Item 2.4 Inwards Correspondence – Installation of Grid

#### **EXECUTIVE SUMMARY**

A property owner has illegally installed a grid on the Rainscourt Road without the consultation of Council. Council has received a complaint about the grid from another landowner and has asked Council to investigate. New grid at approx. chainage 7.37km on Rainscourt Road.

#### OFFICER'S RECOMMENDATION

That Council: Discuss the new grid and make a recommended course of action.

#### **RESOLUTION 20221213.13**

It was moved Cr Buick seconded Cr Kennedy and carried that Council will write to the landowner to advise that the grid was installed illegally. The grid is not compliant with Richmond Shire Council specifications and will be required to be removed.

#### REFERENCE DOCUMENT

Photos

#### 4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

#### Item 4.10 RADF Application – Branches Performing Arts

#### **EXECUTIVE SUMMARY**

RADF Application for the Branches Performing Arts

#### OFFICER'S RECOMMENDATION

That Council: Support the request for \$11,749.44.

#### **RESOLUTION 20221213.14**

It was moved Cr Buick seconded Cr Kennedy and carried that Council support the request for contribution of \$11,749.44 towards the RADF Application for Branches Performing Arts

#### REFERENCE DOCUMENT

RADF Application for the Branches Performing Arts

#### **CLOSED SESSION**

#### 2. REPORTS FOR CONSIDERATION - OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### 2.5 Works Manager Position

#### **RESOLUTION 20221213.15**

It was moved Cr Fox, seconded Cr Buick and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275, (1) (c) the local government's budget

#### **Attendance**

11:59am DCS – Peta Mitchell, DCSD – Angela Henry and Minutes Secretary – Cherkera Messer exited the meeting

12:08pm DCS – Peta Mitchell, DCSD – Angela Henry and Minutes Secretary – Cherkera Messer re-entered the meeting

#### **RESOLUTION 20221213.16**

It was moved Cr Buick, seconded Cr Kennedy, and carried that Council exit closed session according to Local Government Regulation 2012 Section 275, (1) (c) the local government's budget

#### **EXECUTIVE SUMMARY**

The works manager position will focus primarily on all roads within the Shire and any special projects Council needs doing. It is focused on working with other managers to coordinate the use of machinery for works.

#### OFFICER'S RECOMMENDATION

That Council: Considers the new position and if agreeable the new organisational chart.

#### **RESOLUTION 20221213.17**

It was moved Cr Fox seconded Cr Buick and carried that Council agree to the new position as well as the new organisational chart.

#### REFERENCE DOCUMENT

- Works Manager Position Description
- Richmond Shire Council Organisational Chart

#### 2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### 2.6 Inwards Correspondence – HIPCo Consultation

#### **RESOLUTION 20221213.18**

It was moved Cr Fox, seconded Cr Johnston and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275, (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

#### **RESOLUTION 20221213.19**

It was moved Cr Johnston, seconded Cr Buick, and carried that Council exit closed session according to Local Government Regulation 2012 Section 275, (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

#### **EXECUTIVE SUMMARY**

Overview of the HIPCo's initial consultation process.

#### OFFICER'S RECOMMENDATION

That Council: Discuss the Draft Letter of Intent from Licence Holder to HIPCo.

#### **RESOLUTION 20221213.20**

It was moved Cr Fox seconded Cr Buick and carried that Council have discussed and no decisions will be made until next year.

#### REFERENCE DOCUMENT

- Flyer for HIPCo Downstream Water Licence Holders
- RSC Draft Letter of Intent from Licence Holder to HIPCo

#### 2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

#### 2.7 Inwards Correspondence – Land Watch Australia

#### **RESOLUTION 20221213.21**

It was moved Cr Buick, seconded Cr Kennedy and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275, (1) (c) the local government's budget.

#### **RESOLUTION 20221213.22**

It was moved Cr Fox, seconded Cr Kennedy, and carried that Council exit closed session according to the Local Government Regulation 2012 Section 275, (1) (c) the local government's budget.

#### **EXECUTIVE SUMMARY**

Council to discuss the flood cameras that need to be replaced since the decommissioning of the uSEE ones. Council is still waiting on another quote.

#### **OFFICER'S RECOMMENDATION**

That Council: Look at options to replace cameras.

CEO and Cr Kennedy will work together to find a company to have a trial of one camera as soon as possible with the priority for Cambridge Crossing or Ambush Gully.

#### REFERENCE DOCUMENT

Land Watch Australia Welcome Guide

#### **Meeting Adjournment**

#### **RESOLUTION 20221213.23**

It was moved Cr Fox and seconded Cr Kennedy and carried that Council adjourn the meeting for lunch and scheduled LDMG Meeting at 12:45pm

#### **RESOLUTION 20221213.24**

It was moved Cr Fox and seconded Cr Buick and carried that Council resume the meeting at 1:33pm.

#### 3. REPORTS FOR CONSIDERATION - CORPORATE SERVICES

#### 3.3 EBA (Enterprise Bargaining Agreement) Update

#### **RESOLUTION 20221213.25**

It was moved Cr Buick, seconded Cr Kennedy and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275, (1) (b) industrial matters affecting employees.

#### **RESOLUTION 20221213.26**

It was moved Cr Fox, seconded Cr Johnston and carried that Council exit closed session according to the Local Government Regulation 2012 Section 275, (1) (b) industrial matters affecting employees.

#### **EXECUTIVE SUMMARY**

Council discussed EBA (Enterprise Bargaining Agreement) negotiations.

#### OFFICER'S RECOMMENDATION

That Council: Review and discuss.

Council reviewed and discussed.

#### REFERENCE DOCUMENT

- Richmond Shire Council Statement of Claims
- AWU Log of Claims

#### **GENERAL BUSINESS**

Cr Fox advised that a community member of the Swim Club had sent a mud map of existing future plans for the Swimming Pool infrastructure. Also, a discussion what infrastructure may be eligible for the Sport and Recreation Minor Infrastructure Grants 2023.

Cr Kuhl informed that meeting that she had received compliments from the family of the Late Thelma Hughes regarding assistance with her funeral.

Cr Kuhl mentioned that there is a need for a turnaround point for road trains etc. north of the Cambridge Crossing.

#### **RESOLUTION 20221213.27**

It was moved Cr Fox, seconded Cr Buick and carried that Council review the Tertiary Bursary Policy in the January 2023 meeting.

#### **RESOLUTION 20221213.28**

It was moved Cr Fox, seconded Cr Johnston and carried that Council discuss employment opportunities with promotion in the January 2023 meeting.

#### **RESOLUTION 20221213.29**

It was moved Cr Buick, seconded Cr Fox and carried that Council adopt the Increase of Fees for the Lakeview Caravan Park.

Accommodation Type	Current 2022	2023	Additional Charges
Bunkhouses	\$50.00 1 pax	\$55.00 1 pax	
Ensuite Budget (VAN)	\$60.00 1 pax	\$65.00 1 pax	
Ensuite Deluxe room (containers)	\$70.00 1 pax	\$75.00 1 pax	
Powered Sites	\$32.00 2 pax	\$35.00	\$5.00 child \$10.00 adult
			Child aged 5-17
			Under 5 free
Unpowered	\$20.00	\$25.00	\$5.00 child \$10.00 adult
			Child aged 5-17
			Under 5 free
Weekly Rate	\$160.00	\$175.00	Paying for 5 staying for 7

Cr Kuhl advised that land valuations coming next year and will be issued 31/03/23.

#### **CLOSE OF MEETING**

#### **RESOLUTION 20221213.30**

It was moved Cr Fox, seconded Cr Buick, and carried that the information reports be received and noted.

#### **Meeting closure**

#### **RESOLUTION 20221213.31**

It was moved Cr Kennedy, seconded Cr Johnston and carried that the meeting close at 2:30 pm.

#### **Next Ordinary Meeting**

17 January 2023

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 13 December 2022.

Deputy Mayor	

### Richmond Shire Council Ordinary Meeting of Council 17 January 2023

#### Item 2. Reports for Consideration – Office of the Chief Executive Officer

#### Item 2.1 Tertiary Bursary Policy

#### **EXECUTIVE SUMMARY**

Council requested to review the Tertiary Bursary Policy at the January Council Meeting.

#### OFFICER'S RECOMMENDATION

That Council: discuss the Tertiary Bursary Policy.

#### **Budget & Resource Implications**

Nil

#### Background

Under Resolution 20221213.27 Council requested to discuss the Tertiary Bursary Policy at the January Council Meeting.

Council also wished to discuss employment opportunities with promotion under Resolution 20221213.28.

#### **Consultation (Internal/External)**

Nil

#### **Attachments**

Attachment B – Policy

Report prepared by **Tiana Grant (Executive Officer)** 



**COUNCIL POLICY** 

POLICY TITLE: TERTIARY BURSARY

POLICY NUMBER: 017

INFOXPERT REF: 69211

DATE OF ADOPTION: 16 November 2010

TIME PERIOD OF REVIEW: 2 Year

DATE OF NEXT REVIEW: September 2024

#### **OBJECTIVES:**

To provide a source of financial assistance to Richmond Shire families, whose young adults are completing Year 12 and who have demonstrated sufficient talent to be successful at tertiary studies. Council will only accept submissions for commencement of studies within twelve months after graduation.

#### **RELEVANT LEGISLATION:**

#### CONDITIONS

- 1. Open to students of the Richmond Shire who are completing Year 12 or commence studies within twelve months from completing Year 12 and will be continuing to a tertiary institution to obtain a degree.
- 2. The bursary is tenable for attendance only at a Tertiary Institution whilst the recipient remains a student in that university.
- 3. An amount of \$5,000.00 will be offered in instalments upon satisfactory completion of each year and production of results.
- 4. The bursary will be paid to assist with students HECS fees.
- 5. The bursary will be forfeited if
  - a. the recipient fails any unit in the course and/or
  - b. If the recipient changes to another tertiary institution in another state or lesser tertiary institution other than a university or lesser course than a degree course and/or
  - c. If the recipient cancels enrolment of the course.
- 6. Applicants must apply on the approved Application Form and provide the following:
  - a. two (2) referees, including one from a senior staff member of the school in which grade 12 was undertaken
  - b. a copy of the latest school report for grade 12
  - c. details of:
    - i. extra curricula activities within and outside school
    - ii. prizes awarded
    - iii. any other information considered relevant

- d. a short statement by the student outlining his/her reasons for wanting to pursue tertiary studies.
- 7. The decision of the selection panel will be final and no correspondence will be entered into.
- 8. Council reserves the right to cap the number of Tertiary Bursaries allocated in any year due to budget restrictions.

#### **SELECTION**

Applicants for the bursary will be restricted to those who satisfy all of the following criteria.

- 1. Students must be from the Shire of Richmond
- 2. Students must be intending to pursue tertiary studies and must enrol in a full-time degree.
- 3. Students must be likely to have their enrolment at a tertiary institution confirmed.
- 4. The applicant will be assessed on the presentation of his/her application in addition to their academic, cultural and community achievements. If necessary, interviews will be held.

#### **INTRODUCTION**

If you have been thinking about pursuing tertiary studies to obtain a degree, but need some financial assistance to realise your goal, you should consider applying for Richmond Shire Council's Tertiary Bursary.

#### **HOW TO APPLY**

If you can satisfy the criteria, all you need to do is apply for the bursary on the Application Form attached to this brochure and provide a short statement as to why you want to pursue tertiary studies and what you hope to achieve in the long term.

### **Richmond Shire Council**



PO Box 18, Richmond QLD 4822 65 Goldring Street, Richmond QLD 4822

Telephone: (07) 4719 3377 Facsimile: (07) 4719 3372

Email: <a href="mailto:enquiries@richmond.qld.gov.au">enquiries@richmond.qld.gov.au</a>
Website: <a href="https://www.richmond.qld.gov.au/">https://www.richmond.qld.gov.au/</a>

Office Use Only		
	<u> </u>	
Received by:		
Scheduled for Council Meeting		

#### **Tertiary Bursary Application**

Applicant Details			
Name:			
Postal Address:			
Residential Address:			
Preferred Contact Number:			
Email:			
Date of Birth		_	
QTAC Preference			
Course	1.		
Course	2.		
Tertiary Institution			
*Extra Curricula Activities			
*Prizes Awarded			
*Other Information			
Attachments (Place x in appropriat	(Please use separate e box)	pages if necessary)	
References   Final School Results   ATAR Ranking   Short Statement			Short Statement □
*Final school results and ATAR Ra If I am successful in being awarded			
Signature: Date:			
Office Only   Possived by		Confirmation that application is	received
Office Only Received by :  Council Meeting Resolution Number:		Confirmation that application is  Approval correspondence sent	
Council wieeting Resolution Number:		Approval correspondence sent	

TERTIARY BURSARY APPLICATION

Page 3 of 3

### Richmond Shire Council Ordinary Meeting of Council 17 January 2023

#### Item 3 Reports for Consideration – Corporate Services

#### **Item 3.1 Monthly Financial Report**

#### **EXECUTIVE SUMMARY**

Council's monthly financial report in relation to the 2022/23 adopted budgted is presented for consideration, together with Statement of Comprehensive Income, Statement of Financial Position and Statement of Cash Flow as at 31<sup>st</sup> December 2022.

#### OFFICER'S RECOMMENDATION

**That Council:** Receive the monthly financial report presenting the progress made as at 31<sup>st</sup> December 2022 in relation to the 2022/23 budget and including the:

- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Cash Flows

#### **Budget & Resource Implications**

Nil

#### **Background**

Council's monthly financial report in relation to the 2022/23 adopted budgted is presented for consideration, together with Statement of Comprehensive Income, Statement of Financial Position and Statement of Cash Flow as at 31<sup>st</sup> December 2022.

#### **Consultation (Internal/External)**

Internal: Peta Mitchell – Director of Corporate Services

#### **Attachments**

Attachment C

- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Cash Flows

Report prepared by Peta Mitchell (Director of Corporate Services)

#### Richmond Shire Council Statement of Comprehensive Income as at 31st December 2022

	2023	2023 Budget	2022
	\$	\$	\$
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	985,409	1,914,890	926,115
Less Pensioner & Write Off		(7,100)	
Fees and charges	548,054	881,000	448,714
Sales revenue	3,976,867	9,905,000	4,931,779
Grants, subsidies, contributions and donations	1,434,037	1,889,238	1,641,038
	6,944,367	14,583,028	7,947,646
Capital revenue			
Grants, subsidies, contributions and donations	4,093,027	16,714,000	2,332,494
Total capital revenue	4,093,027	16,714,000	2,332,494
Rental income	92,917	179,000	92,556
Interest received	102,574	70,000	33,724
Other income	148,083	87,000	579,137
	343,574	336,000	705,417
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	/
Total income	11,380,969	31,633,028	10,985,557
Expenses			
Recurrent expenses			
Employee benefits	(3,120,394)	(6,600,000)	(3,213,957)
Materials and services	(5,432,568)	(12,225,000)	(4,803,904)
Finance costs	(48,783)	(120,840)	(40,049)
Depreciation and amortisation	(40,700)	(120,040)	(40,043)
Property, Plant and Equipment	(2,569,365)	(4,987,000)	(2,485,411)
Property, Plant and Equipment	(2,309,303)	(4,967,000)	(2,405,411)
	(11,171,110)	(23,932,840)	(10,543,321)
Capital expenses			
Loss on disposal of non-current assets	37,018		27,273
Write off of flood damaged roads			-
	37,018	-	27,273
Total expenses	(11,134,092)	(23,932,840)	(10,516,048)
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Net result	246,877	7,700,188	469,508
Other comprehensive income Items that will not be reclassified to net result Increase in asset revaluation surplus			_
Total other comprehensive income for the year		-	-
Total comprehensive income for the year	246,877	7,700,188	469,508
Total comprehensive income for the year	240,011	7,700,100	+03,300

#### Richmond Shire Council Statement of Financial Position as at 31st December 2022

	2023	2023 Budget	2022
	\$	\$	\$
Current assets			
Cash and cash equivalents Restriced Cash	4,707,673	1,592,000	11,157,739
Trade and other receivables	410,915	1,217,000	146,459
Inventories	390,068	497,000	290,111
Land for Resale	126,000	-	146,000
Contract assets	1,192,593	-	354,708
Other assets	48,837	-	112,396
Total current assets	6,876,086	3,306,000	12,207,412
Non-current assets			
Property, plant and equipment	227,312,886	230,154,000	197,794,848
Intangible assets	-	112,000	112,619
Capital Work in Progress	12,637,860		13,964,431
Total non-current assets	239,950,747	230,266,000	211,871,898
Total assets	246,826,833	233,572,000	224,079,310
		, ,	,,-
Current liabilities			
Trade and other payables	116,654	1,714,000	327,287
Contract liabilities	1,939,232	-	2,578,805
Borrowings	285,556	581,000	413,558
Provisions	1,387,556	1,368,000	1,353,731
Total current liabilities	3,728,998	3,663,000	4,673,381
Non-current liabilities			
Provisions	237,602	201,000	201,108
Borrowings	2,253,608	1,673,000	2,813,854
Total non-current liabilities	2,491,210	1,874,000	3,014,962
Total liabilities	6,220,209	5,537,000	7,688,343
Total habilities	0,220,209	5,537,000	7,000,343
Net community assets	240,606,624	228,035,000	216,390,969
Community equity			
Asset revaluation surplus	126,221,696	103,429,000	103,428,227
Operating surplus	246,877	-	469,508
Retained surplus	114,138,052	124,606,000	112,493,232
Total community equity	240,606,624	228,035,000	216,390,968
• • •			<del></del>

#### Richmond Shire Council Statement of Cash Flows as at 31st December 2022

	2023	2023 Budget	2022
	\$	\$	\$
Cash flows from operating activities			
Receipts from customers	5,601,797	11,888,000	6,885,746
Payments to suppliers and employees	(8,601,745)	(17,658,000)	(8,199,238)
	(2,999,948)	(5,770,000)	(1,313,493)
Interest received	102,574	70,000	33,724
Rental income	92,917	179,000	92,556
Grants, subsidies, contributions and donations - non-capital	1,434,037	1,889,238	1,641,038
Finance/Borrowing costs	(48,783)	(120,840)	(40,049)
Net cash inflow (outflow) from operating activities	(1,419,204)	(3,752,602)	413,776
Cash flows from investing activities			
Payments for property, plant and equipment	(8,887,549)	(21,055,000)	(4,651,700)
Net movement in loans and advances	,	-	-
Proceeds from sale of property plant and equipment		-	-
Grants, subsidies, contributions and donations - capital	4,093,027	16,714,000	2,332,494
Net cash inflow (outflow) from investing activities	(4,794,522)	(4,341,000)	(2,319,206)
Cash flows from financing activities			
Proceeds from borrowings		_	_
Repayment of borrowings	(278,068)	(665,000)	(134,519)
Net cash (outflow) from financing activities	(278,068)	(665,000)	(134,519)
Net increase in cash and cash equivalent held	(6,491,794)	(8,758,602)	(2,039,949)
Cash and cash equivalents at the beginning of the financial year	11,199,466	10,113,602	13,197,688
Cash and cash equivalents at end of the financial year	4,707,673	1,355,000	11,157,739

## Richmond Shire Council Operating Statement by Function as at 31st December 2022

		Income \$	Expense \$	Surplus \$
	Function			
10	Administration	1,049,689	(1,148,472)	(98,783)
11	Finance	1,279,984	(2,578,493)	(1,298,509)
12	Community Services	475,606	(659,888)	(184,282)
13	Engineering	8,171,722	(6,048,858)	2,122,864
14	Sewerage	182,604	(151,596)	31,008
15	Water	208,672	(437,678)	(229,006)
16	Cleansing	49,082	(143,409)	(94,327)
	Environmental Services	-	-	-
18	Planning & Building	836	(2,925)	(2,089)
	Net result	11,418,195	(11,171,319)	246,877

COA	Description	Actual 2023
	•	
1007	CORPORATE	
100700	CORPORATE-General Admin Expenses	(122,629)
100701	HR-General Admin Expenses	-
100702	IT-General Admin Expenses	(184,307)
100703	CORPORATE RISK-General Admin Expenses	(69,977)
100704	Corporate Training	(63,089)
100705	CORPORATE-Income	106,389
100706	LAND SALES-Income	67,000
100711	Depreciation (Corporate)	(314,395)
100712	Other Conferences and Workshops	-
100713	Cost of Land Sold	(150,225)
1007	TOTAL CORPORATE	(731,233)
1000	COLINGILLORS	
	COUNCILLORS	(222 562)
100800	COUNCILLORS Floation Figure 2	(222,562)
100801	COUNCILLORS Expenses	(222,562)
1008	TOTAL COUNCILLORS	(222,002)
1011	EXECUTIVE/GOVERNANCE	
101100	GOVERNANCE-General Admin Expenses	(211,368)
101102	ECONOMIC DEVELOPMENT-Expenses	(13,484)
101103	GOVERNANCE-Legal Expenses	(63,717)
101104	GOVERNANCE-Conferences & Deputations Expenses	(16,767)
101105	GOVERNANCE-Subscriptions	(82,278)
101106	HR-Administration Training Expenses	(3,022)
<u>1011</u>	TOTAL EXECUTIVE/GOVERNANCE	(390,636)
4040		
_	FINANCE	(000,000)
101200	FINANCE-General Admin Expenses	(230,628)
101202	FINANCE-Audit Expenses	-
101203	FINANCE-Suspense General	
101204	DEBT MGMT-Bad & Doubtful Debts Expense	- (0.120)
101205	TAXATION-FBT Expenses	(8,128)
101206	Suspense - Transfer to trust	(262,722)
101207	Council Insurances	98,828
101208 101211	FINANCE-Income  Proceeds on Asset Disposal	37,018
101211	Proceeds on Asset Disposal	(89,132)
101213	Internal Audit Expenses Finance Income - Capital Grants	(00,102)
111401	FUNDED PROGRAMS-Federal Government Grants-FAGs	961,790
112001	New Admin Building Loan Interest Charge	(40,414)
112001	New Admin Building Loan Admin Charge	-
	TOTAL FINANCE	466,613
		•
1015	BUILDING AND PLANNING	
101502	Building & Planning Income	836
<u>1015</u>	TOTAL BUILDING AND PLANNING	836
1026	RATES	
		(6.640)
102601	RATES MGMT-Valuation Expenses	(6,649) 494,874
102602	RATES MGMT-General Rates	494,074

	as at 51st December 2022	
COA	Description	Actual 2023
102603	RATES MGMT-Special Rates-Dog Baiting	54,688
102604		4,431
	RATES MGMT-Interest from rates	•
102605	RATES MGMT-Write-offs & Adjustments	(1,472)
102607	RATES MGMT-Council Pensioner Subsidies	(3,038)
102609	RATES MGMT-Regulatory Fees	1,190
<u>1026</u>	TOTAL RATES	544,024
1029	STAFF RESOURCES AND RECOVERY	
		(20.904)
101404	Christmas Bonus Wages Expense	(29,801) (3,086,763)
408001	Gross Salaries and Wages EXP	•
408002	Less Salaries Allocated to Works EXP	3,074,154
408003	Unallocated Salaries & Wages	(1,952)
102900	STAFF RES & RECOV-Annual Leave Expenses	(337,015)
102901	STAFF RES & RECOV-LSL Expenses	(22,261)
102902	STAFF RES & RECOV-Sick Leave Expenses	(121,354)
102903	STAFF RES & RECOV-Public Holidays Expenses	(84,712)
102905	STAFF RES & RECOV-Uniforms	(3,690)
102906	STAFF RES & RECOV-Recruitment	(5,929)
102907	On Costs Allocated to Works & Services	190,747
<u>1029</u>	TOTAL STAFF RESOURCES AND RECOVERY	(428,576)
1030	STORES	
103000	STORES & PURCHASING-Expenses	(50,174)
103001	STORES & PURCHASING-Write Offs	1,101
103002	STORES & PURCHASING-Oncost Allocated to Works/Services	6,092
103004	Stores Sales	(2,975)
103005	Small Asset Purchases under \$5000	(4,155)
103006	Depreciation Buildings (Stores)	(3,411)
1030	TOTAL STORES	(53,522)
	. <del> </del>	
1210	DISASTER MANAGEMENT	
121000	DISASTER MGMT-Expenses	(1,134)
121005	SES Subsidy	14,841
121007	QRA - Get Ready Queensland Subsidy	6,102
121009	Depreciation (Disaster Management)	(1,331)
1210	TOTAL DISASTER MANAGEMENT	18,478
	. <u></u>	·
1215	HEALTH AND ENVIRONMENTAL SERVICES	
121500	HEALTH & ENVIRONMENT-Expenses	-
121501	HEALTH & ENVIRONMENT-Regulatory Fee	-
<u>1215</u>	TOTAL HEALTH AND ENVIRONMENTAL SERVICES	
1317	ENGINEERING SUPPORT	
131700	ENGINEERING-General admin Expenses	(360,372)
131701	SAFETY & QUALITY-General Admin Expenses	(142,439)
131702	ENGINEERING-Training Expenses	(13,105)
131704	DEPOT Expenses	(22,648)
131705	Depreciation Buildings (Depot)	(14,668)
132735	Wet Weather	(2,494)
<u>131</u> 7	TOTAL ENGINEERING SUPPORT	(555,726)
	<del>-</del>	

Actual 2023

COA Description

1327	ROADS AND STREETS	
132700	RURAL ROAD MAINTENANCE-Expenses	(236,203)
132702	TOWN STREETS MAINTENANCE-Expenses	(103,801)
132703	STORMWATER MAINTENANCE-Expenses	(635)
132706	TIDS-Expenses	(48,980)
132707	QRA-Expenses	-
132709	QRA - Operating Income	-
132710	Roads to Recovery - Income	506,553
132711	TIDS-Income	45,690
132714	Flood Damage Emergent Expenses	(162,717)
132716	DFRA Events	(43,878)
132728	Street Lighting	(10,154)
132731	Flood Gauges	
132733	TIDS Capital Income	655,160
132737	Town Streets - Capital Income - W4Q	-
132739	QRA - DRFA Capital Income	2,931,314
132740	Roads Depreciation	(1,444,084)
132742	Shire Roads - Capital Grants	-
<u>1327</u>	TOTAL ROADS AND STREETS	2,088,266
1401	AIRPORTS	
140100	AIRPORTS-Expenses	(54,371)
140101	AIRPORTS-Income	33,563
140102	Airport Upgrade - Refuelling Station - Capital Grant - QRA	-
140104	Depreciation Buildings (Airport)	(6,093)
<u>1401</u>	TOTAL AIRPORTS	(26,900)
2101	PRIVATE WORKS	
140205	Private Works 2022/2023 Expenses/Income	(175,747)
	TOTAL PRIVATE WORKS	(175,747)
<u> 2101</u>	TOTAL PRIVATE WORKS	(110,141)
1413	FLEET MANAGEMENT	
141300	FLEET MANAGEMENT-General Workshop Expenses (Overheads)	(35,979)
141301	FLEET MANAGEMENT-Fuels & Oils Expenses	(228,586)
141302	FLEET MANAGEMENT-Internal Wages & Fleet Expenses	(138,519)
141303	FLEET MANAGEMENT-Parts & Repairs Expenses	(153,611)
141304	FLEET MANAGEMENT-Tyres, Tubes, Batteries Expenses	(14,584)
141305	FLEET MANAGEMENT-Rego, Insurance, etc Expenses	(106,111)
141306	FLEET MANAGEMENT-External Plant Hire Expenses	-
	FLEET MANAGEMENT-Depreciation	(323,722)
141308	FLEET MANAGEMENT-Diesel Fuel Rebate	35,833
141309	RECOVERIES ALLOCATED TO WORKS & SERVICES - Recoveries - Plant	1,017,886
<u>1413</u>	TOTAL FLEET MANAGEMENT	52,608
4 4 2 4	DECOVED A DIE IMODIKS	
	RECOVERABLE WORKS	(476 540)
142402	RMPC-Expenditure	(476,540)
142403	Main Roads - TMR Emergent Works	(328,198)
142404	Main Roads Contracts	_
1/12/00		610 013
142406 142408	RMPC-Income Main Roads Contracts -Income	619,013 22,197

COA	Description	Actual 2023
142410	TMR Funding Agreement with Landowners for Fencing - Income	_
142411	Main Road Contracts 2021_2022	-
1424	TOTAL RECOVERABLE WORKS	(163,528)
1425	MAIN ROADS CONTRACTS	
142501	2021/22 Main Roads Contracts - Winton Road	(2,284,440)
142502	2021/22 Main Roads Contracts - Flinders Highway	(1,595)
142510	2021/22 Main Road Contracts Income Account	3,268,657
<u>1425</u>	TOTAL MAIN ROAD CONTRACT	982,622
1504	COMMUNITY SERVICES	
150400	EARLY EDUCATION- Expenses/Income	(2,746)
150401	CONSUMER DIRECTED CARE (CDC)- Operating Expenses/Income	72,755
150402	COMMONWEALTH HOME SUPPORT (CHSP)-Expenses	(68,602)
150403	After School and Vacation Care (OSHC)-expenses/income	(61,958)
150405	Community Care / Aged Care Fees/Expense	-
150407	Depreciation Buildings (Community Care)	(18,422)
150409	COMMONWEALTH HOME SUPPORT (CHSP) - Income	113,752
<u>1504</u>	TOTAL COMMUNITY CARE SERVICES	34,780
1505	COMMUNITY DEVELOPMENT	
150501	COMMUNITY SPONSORSHIP & DONATIONS-Expenses	(2,978)
150501	COMMUNITY EVENTS & CELEBRATIONS-Expenses	(37,938)
150502	RADF-EXPENSES/Income	3,890
150506	DoH- Dept of Health Funding Income/Expense	33,000
150507	COMMUNITY DROUGHT SUPPORT EXPENSES	(27,776)
150509	North QLD Sports Foundation - Expenses/Income	-
150510	COMMUNITY DROUGHT SUPPORT PROGRAMME - Income	42,400
150511	Flexible Financial Hardship (Givit.org) - Expenses	-
150513	COMMUNITY SPONSORSHIP & DONATIONS - INCOME	-
1505	TOTAL COMMUNITY DEVELOPMENT	10,598
1506	COMMUNITY SERVICES SUPPORT	
150600	COMMUNITY SERVICES-General Admin Expenses	(40,187)
150601	COMMUNITY SERVICES-Training Expenses	(946)
<u>1506</u>	TOTAL COMMUNITY SERVICES SUPPORT	(41,133)
1510	LIBRARIES	
		(24.224)
151900	LIBRARIES-Expenses	(21,234) 10,150
151901 151904	LIBRARIES-Income	(11,384)
	Depreciation (Libraries)  TOTAL LIBRARIES	(22,467)
4534	NALICELINAS Français	
	. MUSEUMS-Expenses	(450,000)
152100	MUSEUMS	(150,000)
<u>1521</u>	<u>TOTAL MUSEUMS</u>	(150,000)
1525	PUBLIC HALLS AND FACILITIES	
152500	COMMUNITY CENTRES & HALLS-Expenses	(33,614)
152501	COMMUNITY CENTRES & HALLS-Income	1,608

COA	Description	Actual 2023
152504	Depreciation Buildings (Public Halls)	(31,931)
	TOTAL PUBLIC HALLS AND FACILITIES	(63,937)
1323	TOTAL PUBLIC HALLS AND FACILITIES	(00,001)
1532	TOURISM	
153200	TOURISM-Expenses	(6,360)
<u>1532</u>	TOTAL TOURISM	(6,360)
1533	TV AND RADIO FACILITIES	
153300	COMMUNICATION SERVICES-Expenses	(7,116)
153304	Depreciation (TV & Radio Facilities)	(3,529)
<u>1533</u>	TOTAL TV AND RADIO FACILITIES	(10,646)
1603	COMMERICAL OPERATIONS	
160300	COMMERCIAL BUSINESSES-Caravan Park Expenses	(198,491)
160302	OTHER LEASED OUT ASSETS- Operating Expenses/Income	(74,083)
160303	PADDOCKS / TOWN COMMONS	(15,399)
160304	Depreciation Buildings (Commercial Operations)	(70,911)
160305	COMMERCIAL BUSINESSES-Caravan Park Income	233,831
160307	PADDOCKS / TOWN COMMONS - Income	102,140
160308	OTHER LEASED ASSETS -Income	5,906
160309	Caravan Park Upgrade - Capital Grant - W4Q	
160312	Leased Other Asset - Saleyards Income	25,201
160314	Leased Other Asset - Washdown Bay Income	6,494
160320	Maxi Common Farming Project	(7,095)
160501	Maxwelton Saleyard Expenses	(4,000) <b>3,591</b>
<u>1603</u>	TOTAL COMMERCIAL OPERATIONS	3,331
1609	DEVELOPMENT SERVICES	
160900	DEVELOPMENT SERVICES-Expenses	(2,925)
160902	Agriculture Project Expenditure	-
<u>1609</u>	TOTAL DEVELOPMENT SERVICES	(2,925)
4720	CENTED A CE MANNA CENTENIT	
	SEWERAGE MANAGEMENT	(100,006)
172800	SEWERAGE-General Expenses	(109,096)
172801 172803	Depreciation Sewerage SEWERAGE-Rates	(42,499) 182,604
		31,008
1/20	TOTAL SEWERAGE MANAGEMENT	
1734	WASTE MANAGEMENT	
173401	WASTE MANAGEMENT-Collection Expenses	(45,793)
173402	WASTE MANAGEMENT-Landfill Expenses	(96,955)
173403	WASTE MANAGEMENT-Rates & Charges	49,082
173407	WASTE MANAGEMENT- Landfill Other Income	- (GG1)
173410	Depreciation Buildings (Waste Management)	(661) <b>(94,327)</b>
1/34	TOTAL WASTE MANAGEMENT	(34,321)
1735	WATER MANAGEMENT	
173501	WATER -Expenses	(292,734)
173502	Depreciation Water	(144,944)

COA	Description	Actual 2023
173503	WATER-Base/Access	208,672
173511	WATER NETWORK-Capital-Works Income	-
<u>1735</u>	TOTAL WATER MANAGEMENT	(229,006)
4000	ANUMAN CONTROL	
	ANIMAL CONTROL	(44.770)
180200	ANIMAL CONTROL Face and Charges	(41,776)
180202	ANIMAL CONTROL-Fees and Charges Hire Fees for Stables	10,271 1,832
180203	TOTAL ANIMAL CONTROL	(29,673)
1802	TOTAL ANIMAL CONTROL	(20,010)
1818	LAND MANAGEMENT	
181801	STOCK ROUTE MANAGEMENT-Expenses	(13,229)
181802	Pest Management - Special Charge	627
181806	Aerial Pig Baiting Income	-
181808	DRFA Dingo Trapping - Expense/Income	-
181809	PEST & WEEDS MANAGEMENT-Expenses	(39,971)
181810	Depreciation Buildings (Land Management)	(329)
<u>1818</u>	TOTAL LAND MANAGEMENT	(52,902)
1016	HOUSING MANAGEMENT	
191600		(35,948)
191600	COUNCIL HOUSING-Expenses COMMUNITY HOUSING-Expenses	(6,932)
191602	AGED PERSONS HOUSING-Expenses	(13,527)
191603	COUNCIL HOUSING-Income	49,753
191604	COUNCIL HOUSING-Commerical Rental Income	9,574
191605	COMMUNITY HOUSING-Income	23,323
191606	AGED PERSONS HOUSING-Income	9,079
191613	VACANT LAND EXPENSES	(3,768)
191614	Depreciation Buildings (Housing)	(68,171)
<u>1916</u>	TOTAL HOUSING MANAGEMENT	(36,617)
2022	SPORTS AND RECREATION	
202200	SPORT & RECREATION FACILITES-Expenses	(18,679)
202201	SPORT & RECREATION FACILITES Expenses	9,316
202206	Depreciation (Sport & Recreation)	(41,710)
202212	Rodeo Arena Lighting Upgrade - Capital Grant - QRA	-
<u>2022</u>	TOTAL SPORT AND RECREATION	(51,073)
2023	PARKS AND GARDENS	
202300	PUBLIC CONVENIENCE-Expenses	(59,884)
202301	CEMETERIES-Expenses	(22,199)
202302	PARKS & GARDENS-Expenses	(218,764)
202304	CEMETERIES-Income	-
202305	PARKS & GARDENS-Income  Depreciation Buildings (Parks & Gardens)	(20,404)
202312	Depreciation Buildings (Parks & Gardens)  TOTAL DARKS AND GARDENS	(321,250)
<u> 2025</u>	TOTAL PARKS AND GARDENS	(021,200)
2031	SWIMMING POOLS	
203101	Swimming Pool Operating Expenses	(118,988)
203102	Swimming Pool Income	-

COA	Description	Actual 2023
203103	Depreciation Buildings (Swimming Pool)	(6,768)
203105	SWIMMING POOLS-Capital-Income	-
<u>203</u>	1 TOTAL SWIMMING POOLS	(125,756)
	GRAND TOTAL	246,921

**GRAND TOTAL** 

### Richmond Shire Council Ordinary Meeting of Council 17 January 2023

#### Item 6. General Business

DATE OF NEXT MEETING

21 February 2023

**CONCLUSION** 

Peter Bennett
Chief Executive Officer