



ORDINARY MEETING AGENDA

Friday 9 August 2019
commencing at 9:30am
Quilpie Shire Council Boardroom
50 Brolga Street Quilpie

Ordinary Meeting of Council

2 August 2019

The Mayor and Council Members
Quilpie Shire Council
QUILPIE QLD 4480

Dear Members

Notice is hereby given that a Pre Meeting Briefing will be held at the Council Boardroom, on Friday, 9 August 2019, commencing at **8:30am**.

Notice is also hereby given that an Ordinary Meeting of the Quilpie Shire Council will be held at the Council Chambers, on Friday, 9 August 2019, commencing at **9:30am**.

The agenda for the ordinary meeting is attached for your information

Yours faithfully

Dave Burges
Chief Executive Officer





ORDINARY MEETING OF COUNCIL

AGENDA

Friday 9 August 2019
Quilpie Shire Council Boardroom

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Order of Proceedings

1 OPENING OF MEETING

2 ATTENDANCE

3 APOLOGIES

4 CONDOLENCES

5 DECLARATIONS OF INTEREST

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 (08/19) – Ordinary Meeting of Quilpie Shire Council held Tuesday 9 July 2019

IX: 181962

Author: Chief Executive Officer, Dave Burges

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Tuesday, 9 July 2019.

RECOMMENDATION:

That the minutes of the Ordinary Meeting on Quilpie Shire Council held on Tuesday, 9 July 2019 are taken as read and confirmed as an accurate record of proceedings.

ATTACHMENT:

Minutes of the Ordinary Meeting of Quilpie Shire Council held on Tuesday, 9 July 2019



Ordinary Meeting of Council

MINUTES

Tuesday 9 July 2019

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie Qld 4480



ORDINARY MEETING OF COUNCIL

Tuesday 9 July 2019

Quilpie Shire Council Boardroom

MINUTES

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:11am.

2 PRESENT

Cr Stuart Mackenzie (Mayor)

Cr Jenny Hewson (Deputy Mayor)

Cr Bob Hall

Cr Roger Volz

Cr Bruce Paulsen

Mr Dave Burges (Chief Executive Officer)

In attendance: Ms Dominique Wells (Minutes Secretary)

3 APOLOGIES

Nil.

4 CONDOLENCES

Council noted the recent passing of Jack Jones and expressed their condolences to his family.

5 DECLARATIONS OF INTEREST

Division 5A of the Local Government Act 2009 (the Act) requires Councillors to declare a Material Personal Interest or a Conflict of Interest should either apply regarding a matter that is before a Council meeting (refer Sections 175C and 175E of the Act). The Declaration should be made at the commencement of the meeting and prior to the matter being considered and voted upon by Council.

MATERIAL PERSONAL INTEREST DECLARED

Cr Mackenzie declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in General Business item (Eromanga Natural History Museum Stage 2A) as follows:

Cr Mackenzie is Chair of the Outback Gondwana Foundation which operates the Eromanga Natural History Museum and Cr Mackenzie's wife is the Collections Manager of the Eromanga Natural History Museum. The Eromanga Natural History Museum stands to gain a financial benefit depending on the outcome of Council's consideration of these matters.

Cr Mackenzie advised that in accordance with legislative requirements he will leave the meeting while the matters are discussed and voted on.

CONFLICT OF INTEREST DECLARED

Cr Paulsen declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in item 14.7 (Request for assistance from Golf Australia – Outback Queensland Masters) as follows:

Cr Paulsen is President of the Quilpie Golf Club.

Cr Paulsen advised that he will be leaving the meeting while the matter is discussed and voted on.

CONFLICT OF INTEREST DECLARED

Cr Volz declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in item 14.7 (Request for assistance from Golf Australia – Outback Queensland Masters) as follows:

Cr Volz is Secretary of the Quilpie Golf Club.

Cr Volz advised that he will be leaving the meeting while the matter is discussed and voted on.

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 (07/19) – Ordinary Meeting of Quilpie Shire Council held Friday 14 June 2019

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Friday, 14 June 2019.

Resolution No: (01-07-19)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Friday, 14 June 2019 are taken as read and confirmed as an accurate record of proceedings.

5/0

6.2 (07/19) – Special Meeting of Quilpie Shire Council held Friday 14 June 2019

Minutes of the Special Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Friday, 14 June 2019.

Resolution No: (02-07-19)

Moved by: Cr Roger Volz

Seconded by: Cr Bob Hall

That the minutes of the Special Meeting of Quilpie Shire Council held on Friday, 14 June 2019 are taken as read and confirmed as an accurate record of proceedings.

5/0

7 ITEMS FROM PREVIOUS MEETINGS

Nil.

8 MAYORAL REPORT

Mayor Mackenzie provided a verbal update on activities he has undertaken since the June 2019 Ordinary meeting of Council. Cr Mackenzie attended and participated in a range of meetings during the month including:

- Travelling to Stradbroke Island to attend an QTIC (Queensland Tourism Industry Council) Strategic Planning Meeting;
- Attending a South West Regional Economic Development (SWRED) and South West Regional Roads Transport Group (SWRRTG) meeting in Thargomindah;
- Attended and spoke at the TEQ dinner in Charleville;
- Participating in a teleconference with South West Health to discuss a solution for the Quilpie Hospitals CTG machine;
- Participating in a teleconference to discuss the Eromanga Natural History Museum;

9 COUNCILLOR PORTFOLIO REPORTS

Councillors provided a brief overview of activities they have undertaken since the June Ordinary Meeting of Council.

All councillors participated in the teleconference to discuss the Eromanga Natural History Museum.

Cr Volz had an on-site discussion with artist Pamela Denise, in addition to attending a meeting with Mulga Mates President Jessica Gilby-Thomson.

Cr Hall advised that he has a meeting request from Sam Speedy, in addition to various discussions with local business holders regarding the current local business situation.

Cr Paulsen also had a meeting with Mulga Mates President Jessica Gilby – Thomson. Cr Paulsen also had discussions with Tourism Manager Karen Grimm and some members of the newly formed Quilpie Sporting Clay Target Club.

In addition to the noted activities above Councillors Hall, Volz and Hewson attended the Toompine Community Lunch.

10 STATUS REPORTS

10.1 (07/19) – Engineering Services Status Reports

Noted.

10.2 (07/19) – Corporate and Community Services Status Reports

Noted.

10.3 (07/19) – Financial Services Status Report

Noted.

10.4 (07/19) – Governance Status Reports

Noted.

11 ENGINEERING SERVICES

Nil Reports.

12 CORPORATE AND COMMUNITY SERVICES

Nil Reports

ATTENDANCE

Finance Manager, Ms Arminda David attended the meeting at 9:51am.

ATTENDANCE

Council's Acting Director of Engineering, Mr Sean Rice attended the meeting at 9:53am to provide an update on Engineering activities.

13 FINANCE

13.1 (07/19) – Finance Report for Month Ending 30 June 2019

The Finance report for the period ending 30 June 2019 was presented to Council for consideration.

Resolution No: (03-07-19)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council receives the Finance Report for the period ending 30 June 2019.

5/0

ATTENDANCE

Ms Arminda David left the meeting at 10.12am.

ATTENDANCE

Mr Sean Rice left the meeting at 10:44am.

ADJOURNMENT

The meeting adjourned at 10:45am for morning tea and resumed at 10:55am.

14 GOVERNANCE

14.1 (07/19) – Annual Land Valuations

The Land Valuation Act 2010 (the Act) requires the Valuer-General to undertake an annual statutory valuation of all rateable land in Queensland except in unusual circumstances or after consideration of:

- A market survey report of the Local Government Area which reviews sales of land since the last valuation and the probable impact of the sales on the value of land since the last annual valuation; and
- The results of consultation with the local government for the area, and appropriate local and industry groups.

Under the Act, annual valuations are required to be issued prior to 31 March in the year the valuation is to take effect.

By letter dated 21 June 2019, The Department of Natural Resources and Mines is seeking Council's opinion on whether a valuation of the local government should be undertaken to be effective on 30 June 2020.

Resolution No: (04-07-19)

Moved by: Cr Bob Hall

Seconded by: Cr Roger Volz

That Council requests that a valuation be undertaken by the Valuer-General of all rateable land in Quilpie effective 30 June 2020.

5/0

14.2 (07/19) – Road Asset Renewal Report

Council were successful in obtaining a grant of \$66,000 (60% subsidy) to undertake a body of work to progress our asset management capability. The scope of work included a detailed pickup, by way of cameras, of all road assets as well as mapping these assets. A product called the Road Asset Condition Assessment System (RACAS) was used.

Shepherd Services were engaged to prepare a report providing a forward works program of road asset renewal projects.

Resolution No: (05-07-19)

Moved by: Cr Bob Hall

Seconded by: Cr Bruce Paulsen

That Council receive the Works Renewal Program report from Shepherd Services.

5/0

14.3 (07/19) – Policy Reviews - Various

The following policies were emailed to Councillors for review on 22 June 2019 with the intent of formalising any amendments at the July Ordinary Meeting of Council.

Resolution No: (06-07-19)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council review the following policies:

- F.01 Audit Committee Policy
- F.02 Internal Audit Policy
- F.07 Fraud and Corruption Control Policy
- F.09 Private Works Policy
- F.10 Recovery of Rates & Charges and General Debt Policy
- F.11 Rates & Utility Charges - Pensioner Rebate & Concession Policy
- F.12 Related Parties Disclosure Policy

5/0

14.4 (07/19) – 2018/2019 Operational Plan 4th Quarter Review

S174 of the *Local Government Regulation 2012* requires the chief executive officer to present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.

Resolution No: (07-07-19)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council delegate Councillor Bob Hall to attend the Corowa Downs Auction and act on Council's behalf.

5/0

ATTENDANCE

Corporate and Community Services Manager, Mrs Lisa Hamlyn attended the meeting at 11:47am to provide an update on Pest Animal and Weed control.

ATTENDANCE

Chief Executive Officer, Mr Dave Burges left the meeting at 11:55am.

ATTENDANCE

Councillor, Jenny Hewson left the meeting at 12:00pm.

ATTENDANCE

Mr Burges returned to the meeting at 12:19pm.

ATTENDANCE

Mrs Hamlyn left the meeting at 12:22pm.

Resolution No: (08-07-19)

Moved by: Cr Bob Hall

Seconded by: Cr Roger Volz

That the 2018-19 Operational Plan be reviewed for the fourth quarter and noted.

4/0

ATTENDANCE

Cr Hewson returned to the meeting at 12:37pm.

14.5 (07/19) – SWRED Strategic Plan Priorities

SWRED adopted a Strategic Plan in 2018. The Strategic Plan contains many initiatives and in an effort to progress the highest priorities, SWRED is requesting advice from all members Councils in this regard.

Noted.

14.6 (07/19) – Attendance at the Australian Regional Development Conference

The Australian Regional Development Conference is being held on the Sunshine Coast from 16 to 17 September, 2019.

Resolution No: (09-07-19)

Moved by: Cr Jenny Hewson

Seconded by: Cr Roger Volz

That Council approve Cr Bob Hall to attend the 2019 Australian Regional Development Conference.

5/0

CONFLICT OF INTEREST DECLARED

Cr Paulsen declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in the following item.

Cr Paulsen is President of the Quilpie Golf Club.

Cr Paulsen advised that he will be leaving the meeting while the matter is discussed and voted on.

CONFLICT OF INTEREST DECLARED

Cr Volz declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in the following item.

Cr Volz is Secretary of the Quilpie Golf Club.

Cr Volz advised that he will be leaving the meeting while the matter is discussed and voted on.

ATTENDANCE

Cr Paulsen and Cr Volz left the meeting at 1:05pm.

14.7 (07/19) – Outback Queensland Masters 2020

Golf Australia has approached Quilpie to identify interest in hosting an event as part of the 2020 Outback Queensland Masters. The event is anticipated being held in June and July in 2020.

Resolution No: (10-07-19)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bob Hall

That Council approve to host an Outback Queensland Masters event in Quilpie in 2020 at a cost of \$20,000.

3/0

ATTENDANCE

Cr Paulsen and Cr Volz returned to the meeting at 1:07pm.

14.8 (07/19) – LGAQ Call for Motions – Annual Conference

A meeting of the SWRRTG was held in Thargomindah on 28 June 2019. At that meeting there was discussion on the implications of Quarry Pit Management Plans and the Safety and Health Management System requirements on the costs to, and resources of, local government. As Chair of the SWRRTG, Quilpie Shire Council has been asked to submit a motion reflecting these concerns.

Resolution No: (11-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Roger Volz

That Quilpie Shire Council, on behalf of the SWRRTG, submit a motion to the 2019 LGAQ Annual Conference on the costs and implications of the requirement for Quarry Pit Management Plans, Safety and Health Management Systems and other requirements of various legislation associated with the extraction of gravel for road construction.

5/0

14.9 (07/19) – Quilpie Airport Refueling Facility

Council has a *Quilpie Airport – Airport Refuelling* Procedure. This procedure prescribes that Council will sell Avgas and Jet A1 fuel at 120% of the purchase price and that the system will be updated after each bulk purchase of fuel.

This was implemented as a starting point whilst costs were determined over time and to ensure that the facility was price attractive when commencing operations to try and establish a base market.

Resolution No: (12-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Bob Hall

That Council charge a retail price for Jet A1 and Avgas fuel at the Quilpie Airport at 145% of the purchase price. With a review to be undertaken in six months.

5/0

ADJOURNMENT

The meeting adjourned at 1:30pm and resumed at 2:03pm.

15 CONFIDENTIAL

Resolution No: (13-07-19)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council enters into closed session under s275 of the Local Government Regulation 2012 at 2:03pm to discuss the following matters:

- *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.*

5/0

Resolution No: (14-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council moves out of closed session and resumes the Ordinary Meeting at 2:28pm.

5/0

15.1 (07/19) – Conversion over TL 213845 being Lot 20 on SP118806

By email of 2 July 2019, SLAM are requesting Council's views or requirements, including any local non-indigenous cultural heritage values, that the department should consider when assessing an application of the conversion over TL 213845 being Lot 20 on SP118806 to Industrial.

Resolution No: (15-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Bob Hall

That Council has no requirements in relation to the proposed conversion over TL 213845 being Lot 20 on SP118806 to Industrial and that Council is not aware of any non-indigenous cultural heritage issues associated with the land.

5/0

16 LATE CONFIDENTIAL ITEMS

16.1 (07/19) – Conversion over TL 219004 being Lot 79 on SP153661 and TL 214332 being Lot 18 on SP118806

By email of 4 July 2019, SLAM are requesting Council's views or requirements, including any local non-indigenous cultural heritage values, that the department should consider when assessing an application of the conversion over TL 219004 being Lot 79 on SP153661 (title reference 40037182) and TL 214332 being Lot 18 on SP118806 (title reference 40025663).

Resolution No: (16-07-19)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council has no requirements in relation to the proposed conversion over TL 219004 being Lot 79 on SP153661 (title reference 40037182) and TL 214332 being Lot 18 on SP118806 (title reference 40025663) to freehold and that Council is not aware of any non-indigenous cultural heritage issues associated with the land.

5/0

17 LATE ITEMS

17.1 (07/19) – Tender T20 1819 Prime Mover

Tenders for the supply of one prime mover were called via Local Buy on 9th May 2019. At the close of tenders Friday 14 June, three tenders had been received.

Resolution No: (17-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Roger Volz

That Council accepts the offer from PACCAR Kenworth for a Kenworth T659 prime mover for a price of \$305,231.34 excluding GST and trade unit 87 for the amount of \$27,272.73 excluding GST for Tender T20 1819 Purchase of one prime mover.

5/0

17.2 (07/19) Request to Allow Discount

An administrative error caused the notice to be sent to an old contact address therefore the owner did not receive their rates notice to allow them to pay on time. The property owner of the assessment has consistently paid their rates in full by the due date. Unfortunately, the rates notices were not returned to sender and Council was unaware of the matter until contacted by the property owner.

Resolution No: (18-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council allow the discount of \$80.99 for Assessment 00183-20000-000 and \$39.27 for assessment 00183-00000-000.

5/0

18 GENERAL BUSINESS

18.1 (07/19) – Registers of Interest and Related Parties Disclosures

Elected members have recently been forwarded copies of their current Registers of Interest and Related Parties Disclosures form. Any amendments to the documents should be completed and returned to the Chief Executive Officer at the earliest opportunity.

Noted.

18.2 (07/19) – Disabled Access Ramp – Toompine Hall

At the Ordinary Meeting of Council held in March 2019, it was noted that the disabled access ramp to the Toompine Hall is yet to be completed. At the same meeting, Council resolved to approve a request for financial assistance for the construction of an undercover area at the hall to a value of \$20,000. Council staff have advised that the works to complete the disabled ramp are estimated to cost in the vicinity of \$20,000.

Resolution No: (19-07-19)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council construct a disability access ramp, steps and landing on the southeastern side of the Toompine Hall with connecting pathway to the ablution block. To be funded from Council's capital works program.

3/2

Cr Hall requested that his vote against the motion be recorded due to his belief the funding should be sourced from the Toompine Community Development Fund.

18.3 (07/19) – Criminal Code (Trespass Offences) Amendment Bill 2019

By email sent 02 July 2019, Dale Last MP, Member for Burdekin, has written to Councillors advising that on May 2019, the LNP introduced a Private Member's Bill, the 'Criminal Code (Trespass Offences) Amendment Bill 2019'. The Bill has been referred to the Legal Affairs and Community Safety Committee and is currently accepting submissions until Monday 15 July 2019.

Resolution No: (20-07-19)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council make a submission to the Legal Affairs and Community Safety Committee in support of the 'Criminal Code (Trespass Offences) Amendment Bill 2019'.

5/0

18.4 (07/19) – Support for Queensland Opal Miners Association

Cultural Heritage issues are impacting on the ability of opal miners to operate in a viable manner. President of the Queensland Opal Miners Association, Mr Kev Phillips, has approached the Mayor to enquire whether Council is able to provide any assistance to alleviate the issues being experienced.

Resolution No: (21-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council provide in-kind support to the Queensland Opal Miners Association in the form of assisted plant operator training opportunities as part of any negotiated indigenous land use agreement that they may enter into with the relevant native title party.

5/0

18.5 (07/19) - Regional Group on Reducing Waste

Councillor Geoff McMullen from Maranoa Regional Council has written enquiring Council's view on the possible development of a regional group to work collaboratively to try to reduce the amount of waste going into landfill. The group would be similar to the Murray Darling model and Councillor McMullen recommends that once up and running each Council should have one elected member to sit on the panel.

Resolution No: (22-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council support the development of a regional group to work collaboratively to try to reduce the amount of waste going into landfill and Councillor Volz be appointed to be the nominated representative on the proposed committee.

5/0

18.6 (07/19) - Solar Powered LED Radar Traffic Sign

Councillor Paulsen raised concern in relation to the speed of traffic entering town both on the eastern and western entrances.

Resolution No: (23-07-19)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council purchase two solar powered LED radar traffic signs to be located at eastern and western entrance to Quilpie and write to the local police service requesting assistance of vehicle traffic speeds control through town.

5/0

18.7 (07/19) - John Waugh Park Fencing Proposal

Councillors were presented with a number of options for the John Waugh Park fencing project.

Resolution No: (24-07-19)

Moved by: Cr Bob Hall

Seconded by: Cr Roger Volz

That Council proceed with option two from the proposal without the electric gates.

5/0

MATERIAL PERSONAL INTEREST DECLARED

Cr Mackenzie declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in the following item:

Cr Mackenzie is Chair of the Outback Gondwana Foundation which operates the Eromanga Natural History Museum and Cr Mackenzie's wife is the Collections Manager of the Eromanga Natural History Museum. The Eromanga Natural History Museum stands to gain a financial benefit depending on the outcome of Council's consideration of these matters.

Cr Mackenzie advised that in accordance with legislative requirements he will leave the meeting while the matters are discussed and voted on.

ATTENDANCE

Cr Mackenzie retired from the meeting at 4:11pm and Cr Hewson assumed the role of Chair.

18.8 (07/19) - Eromanga Natural History Museum Stage 2A

Architectus have worked closely with other consultants, Quantity Surveyor and the ENHM to reduce the current cost of the building. There have been many changes to the design of the Eromanga Natural History Museum Stage 2 A. As such, Steven Long and Stephanie Donigi from Architectus have requested meeting with Councillors, Robyn Mackenzie and the ENHM team on Friday July 12, to explain the cost plan and design intent and also to discuss the program expectations throughout the design process.

Noted.

19 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Friday 09 August 2019 in the Quilpie Shire Council Boardroom commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 4:32pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Tuesday, 9 July 2019.

Submitted to the Ordinary Meeting of Council held on the Friday, 9 August 2019.

Cr Stuart Mackenzie

Date

Mayor of Quilpie Shire Council

Unconfirmed

Order of Proceedings

7 ITEMS ARISING FROM PREVIOUS MEETINGS

8 MAYORAL REPORT

9 COUNCILLOR PORTFOLIO REPORTS

10 STATUS REPORTS

10.1 (08/19) – Engineering Services Status Reports

10.2 (08/19) – Corporate and Community Services Status Reports

10.3 (08/19) – Financial Services Status Reports

10.4 (08/19) – Governance Status Reports

11 ENGINEERING SERVICES

Nil reports.

Strategic Decision Report

Corporate and Community Services

12 CORPORATE AND COMMUNITY SERVICES

12.1 (08/19) – Request for Assistance, Quilpie Club Inc.

IX: 182434

Author: Manager of Corporate and Community Services, Lisa Hamlyn

PURPOSE:

The purpose of this report is for Council to consider a request received from Quilpie Club Inc. to donate 40 Cubic meters of 20mm gravel to assist them in improving the garden at the main entrance to the Quilpie Club.

POLICY:

Local Government Act 2009

Local Government Regulation 2012

C.01 – Community Assistance Policy

CORPORATE PLAN:

NA

RECOMMENDATION:

That Council approves / does not approve the request received from Quilpie Club Inc. to donate 40 cubic metres of 20mm gravel to enhance the garden at the main entrance to the Quilpie Club Inc.

BACKGROUND:

Correspondence has been received from Quilpie Club Inc. requesting Council's consideration of donating 40 cubic metres of 20mm gravel to enhance the gardens at the main entrance to the Quilpie Club Inc. If Council approves this application for assistance, APV Contracting has agreed to collect and deliver the gravel.

DISCUSSION:

NA

FINANCIAL:

Quote obtained from Stores/Finance:

Supply of 40m³ of 20mm Aggregate – approx. \$ 5,900 (inc. Oncost & GST)

CONSULTATION:

Stores

ATTACHMENTS:

Attachment A: Inwards Correspondence

The Quilpie Club
Brolga Street
Po Box 28
Quilpie 4480
T (07) 46 561 388
F (07) 46 562 095
E office@quilpieclub. com

Quilpie Shire Council
 Brolga Street

09/07/2019

QUILPIE SHIRE COUNCIL		
12 JUL 2019		
	ACTION	INFO
MAYOR	<input type="checkbox"/>	<input type="checkbox"/>
CRS	<input type="checkbox"/>	<input type="checkbox"/>
CEO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Managers -		
Corporate	<input type="checkbox"/>	<input type="checkbox"/>
Community	<input type="checkbox"/>	<input type="checkbox"/>
Engineering	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>



To whom it may concern,

The Quilpie Club Inc is in the process of improving the external look of our venue, we are proposing to tidy up the Main Entrance garden with the use of gravel and native plants to create a low maintenance garden

We are writing to see if Council would be able to assist us by donating 40 cubic meters of 20mm gravel, If Council agrees, APV Contracting has agreed to collect the gravel on our behalf

Thankyou for considering our request

Kind Regards

David Kent
 President

Kerri Thompson
 Treasurer

Strategic Decision Report

Financial Services

13 FINANCE

13.1 (08/19) – Finance Report ending 31 July 2019

IX: 182694

Author: Manager of Financial Services, Arminda David

PURPOSE:

The purpose of this report is to present Council with the monthly financial report.

POLICY/LEGISLATION:

Local Government Regulation 2012

CORPORATE PLAN:

2.2.1 Ensure Council's financial sustainability through responsible management and planning of finances and assets.

RECOMMENDATION:

That Council receive the finance report as at 31 July 2019.

BACKGROUND:

Section 204 of the Local Government Regulation 2012 requires a financial report to be presented at a meeting of Council each month. The report must state the progress that has been made in relation to Council's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

DISCUSSION:

Not applicable

FINANCIAL:

As per attached documentation

CONSULTATION:

Not applicable

ATTACHMENTS:

Financial Report

Statement of Comprehensive Income

For the month ending 31 July 2019

9% of year elapsed

	2019 Actual	Amend 19/20	
REVENUE			
Recurrent revenue			
Rates, levies and charges	-330	4,994,954	0%
Fees and charges	1,863	50,900	4%
Rental income	22,498	300,000	7%
Interest received	457	364,520	0%
Sales revenue	13,642	3,161,000	0%
Other income	2,075	33,191	6%
Grants, subsidies, contributions and donations	12,162	10,112,186	0%
Total recurrent revenue	52,368	19,016,751	0%
Capital revenue			
Grants, subsidies, contributions and donations	224,730	4,204,100	5%
Gain or loss on disposal	0	0	
Total capital revenue	224,730	4,204,100	5%
TOTAL REVENUE	277,098	23,220,851	1%

	2019 Actual	Amend 18/19	
EXPENSES			
Recurrent Expenses			
Employee benefits	-251,333	-8,318,155	3%
Materials and services	-442,967	-7,861,232	6%
Finance costs	-202	-19,500	1%
Depreciation and amortisation	0	-7,204,752	0%
TOTAL RECURRENT EXPENSES	-694,502	-23,403,639	3%

OTHER COMPREHENSIVE INCOME	0	
Gain on revaluation	0	25,000

NET OPERATING SURPLUS	-417,404	-157,788	265%
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Net operating loss was due to the following :

Advance payment for Grants & Subsidies received in FY 2018/19	\$	3,748,086.00
Grant received classified as Contract Liability. The revenue will be recognised when performance obligation are satisfied (AASB15)		
0300-5105 - Drought Community Program JWPARK	\$	60,000.00

Statement of Financial Position

For the month ending 31 July 2019

9% of year elapsed

	2019 Actual	Amend 19/20
ASSETS		
Current Assets		
Cash and cash equivalents	24,669,752	16,052,328
Trade and other receivables	244,459	3,498,220
Inventories	476,506	365,838
Other financial assets	0	74,852
Total current assets	25,390,717	19,991,238
Non-current Assets		
Receivables	54,174	52,424
Property, plant and equipment	199,889,636	185,331,971
Capital works in progress	5,259,015	3,005,967
Total non-current assets	205,202,825	188,390,362
TOTAL ASSETS	30,593,542	208,381,600
LIABILITIES		
Current Liabilities		
Trade and other payables	428,576	1,211,985
Provisions	408,415	507,716
Other	-233	-21,528
Total current liabilities	836,758	1,698,173
Non-current Liabilities		
Provisions	175,883	44,908
Total non-current liabilities	175,883	44,908
TOTAL LIABILITIES	1,012,641	1,743,081
NET COMMUNITY ASSETS	229,580,901	206,638,519
EQUITY		
Community Equity		
Shire capital	75,540,157	85,600,811
Asset revaluation surplus	132,405,068	107,745,258
Current Surplus	-417,404	-157,788
Accumulated Surplus	19,557,618	10,954,776
Other reserves	2,495,462	2,495,462
TOTAL COMMUNITY EQUITY	229,580,901	206,638,519

Statement of Cash Flow

For the month ending 31 July 2019

9% of year elapsed

	2019 Actual	Amend 19/20
Cash flows from operating activities:		
Receipts from customers	1,352,444	13,004,731
Payments to suppliers and employees	(1,243,885)	(16,100,316)
Interest received	457	364,520
Rental income	22,498	300,000
Non-capital grants and contributions	12,162	5,247,500
	143,677	2,816,435
Cash flows from investing activities:		
Movement in loans	0	3,826
Payments for property, plant and equipment	(343,993)	(10,028,069)
Proceeds from sale of property, plant and equipment	-	25,000
Grants, subsidies, contributions and donations	224,730	4,204,100
	(119,263)	(5,795,143)
Cash flows from financing activities		
	-	-
Net increase (decrease) in cash held	24,414	(2,978,708)
	24,645,339	19,031,036
	24,669,752	16,052,328

Revenue and Expenditure Report

For the month ending 31 July 2019

9% of year elapsed

	2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
1000-0001 CORPORATE GOVERNANCE						
1000-0002 EXECUTIVE SERVICES						
1000-2000 Executive Services Salaries - CEO				9,377	230,000	4%
1000-2020 Executive CEO Expenses				856	40,000	2%
1000-2030 Executive Services - HR Expenses				3,387	160,000	2%
1000-0002 EXECUTIVE SERVICES TOTAL	0	0		13,619	430,000	3%
1100-0002 COUNCILLORS EXPENSES						
1100-2000 Councillor Wages				28,648	290,000	10%
1100-2001 Councillor Remuneration - Meetings				3,481	55,000	6%
1100-2020 Councillors Allowances & Expenditure				1,374	12,000	11%
1100-2030 Councillor Professional Dev Training				0	5,000	0%
1100-2040 Councillors Conferences & Deputation				673	20,000	3%
1100-2050 Election Expenses				0	15,000	0%
1100-2060 Meeting Expenses				208	3,500	6%
1100-0002 COUNCILLORS EXPENSES TOTAL	0	0		34,384	400,500	9%
1000-0001 CORPORATE GOVERNANCE TOTAL	-	-		48,004	830,500	6%
2000-0001 ADMINISTRATION AND FINANCE						
2100-0002 ADMINISTRATION & FINANCE						
2100-1150 Grant - Local Government Diploma	0	0				
2100-1500 Office Rental	0	0				

	2019 Actual	Amend 19/20	2019 Actual	Amend 19/20	
2100-2000 Administration Salaries			46,105	1,130,000	4%
2100-2020 Consultants			0	15,000	0%
2100-2070 Staff Training & Development			2,013	125,000	2%
2100-2110 Advertising			0	15,000	0%
2100-2120 Audit Fees			790	60,000	1%
2100-2130 Bank Charges			202	5,500	4%
2100-2180 Computer Services			11,399	200,000	6%
2100-2185 Fringe Benefits Tax			2,242	15,000	15%
2100-2220 Shire Office Operating Expenses			3,243	65,000	5%
2100-2230 Insurance			104,347	125,000	83%
2100-2270 Legal Expenses			3,430	30,000	11%
2100-2280 Postage			0	6,000	0%
2100-2290 Printing & Stationery			0	30,000	0%
2100-2330 Shire Office Repairs & Maintenance			642	20,000	3%
2100-2340 Subscriptions			47,545	65,000	73%
2100-2350 Administration Telephone & Fax			0	30,000	0%
2100-2370 Valuation Fees Rates			7,913	12,000	66%
2100-2500 Valuation of Assets			0	10,000	0%
2100-2510 Asset Management Expenses			0	30,000	0%
2100-2600 Depn General Admin			0	58,209	0%
2100-2991 Odd Cents Rounding Expense			0	0	
2101-1510 LGGSP-Asset Management Project	0	0			
2100-1510 LGGSP - Asset Management Project	0	0			
2100-2510 LGGSP - Asset Management Project Exps				45,000	
2105-1700 Barcoo SC Accounting Assistance	0	0			
2105-2000 Barcoo SC Salaries			0	0	
2100-0002 ADMINISTRATION & FINANCE TOTAL	0	0	229,871	2,091,709	11%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
2110-0002	STORES						
2110-1510	Stores Sale of Raw Materials (Quarry	0	0				
2110-1550	Auction Sales	0	0				
2110-2220	Stores Operating Expenses				8,881	180,000	5%
2110-2225	Stores Write -Offs				0	0	
2110-2240	Stores Adjustment				0	-5,000	0%
2110-2250	Auction Expenses				0	0	
2110-2540	Freight				0	5,000	0%
2110-2815	Stores Oncosts Recoveries				-1,077	-100,000	1%
2110-2880	Oncost Recoveries - Freight				0	0	
2110-0002	STORES TOTAL	0	0		7,804	80,000	10%
2200-0002	RATES & CHARGES						
2210-0003	Rates Cat 1 Quilpie						
2210-1000	Cat 1 Rates	0	118,221	0%			
2210-1005	Cat 1 Interest on Rates	0	487	0%			
2210-1080	Cat 1 Discount	-18	-9,206	0%			
2210-1085	Cat 1 Pensioner Rebate	0	-4,380	0%			
2210-1090	Cat 1 Writeoff and Refund	0	0				
2210-0003	Rates Cat 1 Quilpie TOTAL	-18	105,122	0%	0	0	
2212-0003	Rates Cat 2 - Eromanga						
2212-1000	Cat 2 Rates	0	12,327	0%			
2212-1005	Cat 2 Interest on rates	0	284	0%			
2212-1080	Cat 2 Discount	0	-712	0%			
2212-1085	Cat 2 Pensioner Rebate	0	-544	0%			
2212-1090	Cat 2 Writeoff and Refund	0	0				
2212-0003	Rates Cat 2 - Eromanga TOTAL	0	11,355	0%	0	0	

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20
2214-0003	Rates Cat 3 Other Rural Towns					
2214-1000	Cat 3 Rates	0	22,623	0%		
2214-1005	Cat 3 Interest on Rates	0	807	0%		
2214-1080	Cat 3 Discount	-34	-1,570	2%		
2214-1085	Cat 3 Pensioner Rebate	0	-1,073	0%		
2214-1090	Cat 3 Writeoff and Refund	0	0			
2214-0003	Rates Cat 3 Other Rural Towns TOTAL	-34	20,787	0%	0	0
2216-0003	Rates Cat 4 Mining Tenements					
2216-1000	Cat 4 Rates	-1.00	34,782	0%		
2216-1005	Cat 4 Interest on Rates	0	371	0%		
2216-1080	Cat 4 Discount	0	-2,534	0%		
2216-1085	Cat 4 Pensioner Rebate	-176	0			
2216-1090	Cat 4 Writeoff and Refund	0	0			
2216-0003	Rates Cat 4 Mining Tenements TOTAL	-177	32,619	-1%	0	0
2218-0003	Rates Cat 5 Other Land					
2218-0003	Rates Cat 5 Other Land TOTAL	0	0		0	0
2220-0003	Rates Cat 6 - Rural <7\$/ha					
2220-1000	Cat 6 Rates	0	557,023	0%		
2220-1005	Cat 6 Interest on Rates	0	202	0%		
2220-1080	Cat 6 Discount	0	-28,465	0%		
2220-1085	Cat 6 Pensioner Rebate	0	0			
2220-1090	Cat 6 Writeoff and Refund	0	0			
2220-0003	Rates Cat 6 - Rural <7\$/ha TOTAL	0	528,760	0%	0	0

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20
2222-0003	Rates Cat 7 - Commercial & Industrial					
2222-1000	Cat 7 Rates	0	34,359	0%		
2222-1005	Cat 7 Interest on Rates	0	5			
2222-1080	Cat 7 Discount	-18	-2,981	1%		
2222-1085	Cat 7 Pensioner Rebate	0	0			
2222-1090	Cat 7 Writeoff and Refund	0	0			
2222-0003	Rates Cat 7 - Commercial & Industrial	-18	31,383	0%	0	0
2224-0003	Rates Cat 8 - Rural 7-10\$/ha					
2224-1000	Cat 8 Rates	0	598,839	0%		
2224-1005	Cat 8 Interest on Rates	0	815	0%		
2224-1080	Cat 8 Discount	0	-38,814	0%		
2224-1085	Cat 8 Pensioner Rebate	0	-450			
2224-1090	Cat 8 Writeoff and Refund	0	0			
2224-0003	Rates Cat 8 - Rural 7-10\$/ha TOTAL	0	560,390	0%	0	0
2226-0003	Rates Cat 9 - Rural > 10\$/ha					
2226-1000	Cat 9 Rates	0	307,677	0%		
2226-1005	Cat 9 Interest on Rates	0	2,895	0%		
2226-1080	Cat 9 Discount	0	-15,471	0%		
2226-0003	Rates Cat 9 - Rural > 10\$/ha TOTAL	0	295,101	0%	0	0
2228-0003	Rates Cat 10 - Pumps, Bores & Telec					
2228-1000	Cat 10 Rates	0	10,373	0%		
2228-1005	Cat 10 Interest on Rates	0	0			
2228-1080	Cat 10 Discount	0	-595	0%		
2228-0003	Rates Cat 10 - Pumps, Bores & Telec TOTAL	0	9,778	0%	0	0

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20
2230-0003	Rates Cat 11-Mine&Oil Prod <5000ha					
2230-1000	Cat 11 Rates	0	1,037,704	0%		
2230-1080	Cat 11 Discount	0	-95,939	0%		
2230-0003	Rates Cat 11-Mine&Oil Prod <5000ha TOTAL	0	941,765	0%	0	0
2232-0003	Rates Cat 12 - Oil Prod 5000-10000ha					
2232-1000	Cat 12 Rates	0	816,424	0%		
2232-1080	Cat 12 Discount	0	-52,182	0%		
2232-0003	Rates Cat 12 - Oil Prod 5000-10000ha TOTAL	0	764,242	0%	0	0
2234-0003	Rates Cat 13 -Oil Prod 10000-25000ha					
2234-1000	Cat 13 Rates	0	696,700	0%		
2234-1080	Cat 13 Discount	0	-69,670	0%		
2234-0003	Rates Cat 13 -Oil Prod 10000-25000ha TOTAL	0	627,030	0%	0	0
2236-0003	Rates Cat 14 -Oil Prod 25000-50000ha					
2236-1000	Cat 14 Rates	0	395,509	0%		
2236-1080	Cat 14 Discount	0	-39,551	0%		
2236-0003	Rates Cat 14 -Oil Prod 25000-50000ha TOTAL	0	355,958	0%	0	0
2240-0003	Rates Cat 16 - Oil Distillation/Refi					
2240-1000	Cat 16 Rates	0	88,517	0%		
2240-1080	Cat 16 Discount	0	-8,852	0%		
2240-0003	Rates Cat 16 - Oil Distillation/Refi TO	0	79,665	0%	0	0
2200-0002	RATES & CHARGES TOTAL	-246	4,363,955	0%	0	0

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
2295-0002	GRANTS						
2295-1100	FAGS General Component	0	3,800,000	0%			
2295-1130	FAGS Identified Road Component	0	1,200,000	0%			
2295-0002	GRANTS TOTAL	0	5,000,000	0%	0	0	
2300-0002	OTHER REVENUE						
2300-1500	Administration Fees (GST Applies)	85	1,000	9%			
2300-1510	Admin Fees (GST Exempt)	300	2,000	15%			
2300-1530	W4Q3 2019-21 various projects	0	65,000				
2300-1601	Fire Levy Commission	0	3,000	0%			
2300-1800	Bank Interest Received	457	6,000	8%			
2300-1810	Investment Interest	0	350,000	0%			
2300-1990	Miscellaneous Income	0	500	0%			
2300-1995	Misc Income GST Free	164	500	33%			
2310-1300	Quilpie Club Lease - Beneficial Ent	0	0				
2300-2130	Investment Admin & Fees Charges	0			0	14,000	0%
2310-1300	Quilpie Club Rent	0	3,500	0%			
2310-2300	Quilpie Club - Beneficial Enterprise		0		0	0	
2300-0002	OTHER REVENUE TOTAL	1,006	431,500	0%	0	14,000	0%
2400-0002	EMPLOYEE ONCOSTS						
2400-2010	Expense Annual Leave				52,230	706,670	7%
2400-2011	Expense Long Service Leave				6,214	83,677	7%
2400-2012	Expense Sick Leave				3,901	151,268	3%
2400-2013	Expense Public Holiday				0	150,000	0%
2400-2015	Expense Bereavement Leave				0	4,360	0%
2400-2016	Expense Domestic Violence Leave				0	1,908	0%
2400-2020	Expense Maternity Leave				0	3,380	0%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
2400-2040	Expense Backpay and S/Leave Bonus				0	0	
2400-2060	Expense Super Contributions -9%				5,923	157,300	4%
2400-2065	Expense Super Contributions-12%				36,241	354,000	10%
2400-2230	Expense Workers Compensation				-1,387	90,000	-2%
2400-2315	Expense Employee Relocation				0	3,000	0%
2400-2410	Expense WH&S				9,398	150,000	6%
2400-2821	Recovery Annual Leave				-18,513	-435,000	4%
2400-2822	Recovery Sick Leave				-4,802	-113,000	4%
2400-2823	Recovery LSL				-4,115	-96,500	4%
2400-2824	Recovery Public Holidays				-6,303	-148,000	4%
2400-2825	Recovery Superannuation				-22,853	-490,000	5%
2400-2826	Recovery Workers Comp				-3,438	-72,700	5%
2400-2827	Recovery Training				-6,859	-161,000	4%
2400-2828	Recovery WH&S				-8,642	-203,000	4%
2400-2829	Recovery Contractors				-3,228	-168,000	2%
2400-2830	Recovery Office Equipment				-2,622	-53,400	5%
2400-2831	Recovery Administration				-5,094	-100,500	5%
2400-0002	EMPLOYEE ONCOSTS TOTAL	0	0		26,052	-185,537	-14%
2000-0001	ADMINISTRATION AND FINANCE TOTAL	760	9,795,455	0%	263,728	2,000,172	13%
3000-0001	INFRASTRUCTURE						
3000-0002	ENGINEERING ADMIN & SUPERVISION						
3000-1100	Apprentice Incentive Payments	0	0				
3000-2029	Engineering O/C Recover Supervision				-9,438	-242,529	4%
3000-2030	Engineering O/C Recover Plant				-931	-18,759	5%
3000-2040	Engineering O/C Recover FP & LT				-2,604	-53,473	5%
3000-2050	Engineering O/C Recover Wet Weather				-1,303	-35,532	4%

	2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3000-2060 Wet Weather Wages Expense				1,594	8,000	20%
3000-2080 Purchase equip-cameras, data loggers				858	0	
3000-2220 Engineering Management Expenses				7,521	35,000	21%
3000-2420 Quality Assurance Expenses				3,209	60,000	5%
3000-2985 Engineering Consultants				0	30,000	0%
3000-2990 Works Supervision				11,334	560,000	2%
3000-0002 ENGINEERING ADMIN & SUPERVISION TOTAL	0	0		10,241	342,707	3%
3100-0002 WATER						
3100-0003 WATER - QUILPIE						
3100-1000 Quilpie Water Charges	0	234,325	0%			
3100-1005 Quilpie Water Charges Interest	0	617	0%			
3100-1020 Quilpie Other Water Revenue	0	0				
3100-1080 Quilpie Water Discount	-29	-20,278	0%			
3100-1085 Quilpie Water Pensioner Rebate	0	-4,426	0%			
3100-1090 Quilpie Water Writeoff and Refund	0	0				
3100-1500 Quilpie Water Connections	0	0				
3100-1510 LGGSP-Bore replacement	224,730	749,100				
3100-2200 Drinking Water Quality Plan	0	0		0	0	
3100-2220 Quilpie Water Operations	0			1,613	130,000	1%
3100-2600 Depn Quilpie Water	0			0	123,564	0%
3101-1150 LGGSP - Quilpie Water Main Upgrade	0	0				
3100-0003 WATER - QUILPIE TOTAL	224,701	959,338	23%	1,613	253,564	1%
3110-0003 WATER - EROMANGA						
3110-1000 Eromanga Water Charges	0	18,486	0%			
3110-1005 Eromanga Water Charges Interest	0	194	0%			
3110-1020 Eromanga Other Water Revenue	0	19,691	0%			

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3110-1080	Eromanga Water Discount	0	-1,286	0%			
3110-1085	Eromanga Water Pensioner Rebate	0	-666	0%			
3110-2220	Eromanga Water Operations				541	90,000	1%
3110-2600	Depn Eromanga Water				0	114,313	0%
3110-0003	WATER - EROMANGA TOTAL	0	36,419	0%	541	204,313	0%
3120-0003	WATER - ADAVALE						
3120-1000	Adavale Water Charges	0	15,306	0%			
3120-1005	Adavale Water Charges Interest	0	214	0%			
3120-1080	Adavale Water Discount	0	-1,187	0%			
3120-1085	Adavale Water Pensioner Remissions	0	-1,274	0%			
3120-2220	Adavale Water Operations				2,767	10,000	28%
3120-2600	Depn Adavale Water				0	15,568	0%
3120-0003	WATER - ADAVALE TOTAL	0	13,059	0%	2,767	25,568	11%
3130-0003	WATER - CHEEPIE						
3130-2220	Cheepie Water Operations				0	2,000	0%
3130-2600	Depn Cheepie Water				0	987	0%
3130-0003	WATER - CHEEPIE TOTAL	0	0		0	2,987	0%
3140-0003	WATER - TOOMPINE						
3140-2220	Toompine Water Operations				0	2,000	0%
3140-2600	Water Depreciation-Toompine					1,429	
3140-0003	WATER - TOOMPINE TOTAL	0	0		0	3,429	0%
3100-0002	WATER TOTAL	224,701	1,008,816	22%	4,920	489,861	1%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3200-0002	SEWERAGE						
3200-0003	QUILPIE SEWERAGE						
3200-1000	Sewerage Charges	0	183,585	0%			
3200-1005	Sewerage Charges Interest	0	649	0%			
3200-1080	Sewerage Discount	-28	-15,901	0%			
3200-1085	Sewerage Pensioner Remission	0	-413	0%			
3200-1090	Sewerage Writeoff & Refunds	0	0				
3200-1500	Sewerage Waste Charge	0	10,000	0%			
3200-2220	Quilpie Sewerage Operations				1,096	90,000	1%
3200-2600	Depn Quilpie Sewerage				0	102,683	0%
3200-0003	QUILPIE SEWERAGE TOTAL	-28	177,920	0%	1,096	192,683	1%
3210-0003	EROMANGA SEWERAGE						
3210-1000	Eromanga Sewerage Charges	0	20,764	0%			
3210-1005	Eromanga Sewerage Charges Interest	0	212	0%			
3210-1080	Eromanga Sewerage Discount	0	-1,425	0%			
3210-1085	Eromanga Sewerage Pensioner Remissio	0	-160	0%			
3210-1510	Eromanga Septic Tank Charges	0	0				
3210-2220	Eromanga Sewerage Operations				22	8,000	0%
3210-2600	Depn Eromanga Sewer				0	20,872	0%
3210-0003	EROMANGA SEWERAGE TOTAL	0	19,391	0%	22	28,872	0%
3200-0002	SEWERAGE TOTAL	-28	197,311	0%	1,118	221,555	1%
3300-0002	INFRASTRUCTURE MAINTENANCE						
3300-0003	SHIRE ROADS MAINTENANCE						
3300-1150	R2R Grant Revenue	0	300,000	0%			
3300-1170	TIDS Funding Program	0	0				

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3300-2230	Shire Roads & Drainage Expenses				38,151	750,000	5%
3300-2300	Early Flood Warning System				0	0	
3300-2600	Depn Roads & Streets				0	4,978,425	0%
3300-0003	SHIRE ROADS MAINTENANCE TOTAL	0	300,000	0%	38,151	5,728,425	1%
3302-0003	SHIRE ROADS - FLOOD DAMAGE 2016 TOTAL						
3302-1150	FD 2016 Emergent Works	0	0				
3302-1200	FD 2016 Restoration Works	0	0				
3302-2200	FD 2016 Emergent Works				0	0	
3302-2210	FD 2016 Restoration Works				0	0	
3302-0003	SHIRE ROADS - FLOOD DAMAGE 2016 TOTAL	0	0		0	0	
3303-0003	SHIRE ROADS - FLOOD DAMAGE 2019						
3303-1150	FD 2019 Emergent Works	0	70,000			0	
3303-1160	FD 2019 Restoration Works	0	3,000,000			0	
3303-2200	FD 2019 Emergent Works	0			2,078	0	
3303-2210	FD 2019 Restoration Works	0				3,300,000	
3303-0003	SHIRE ROADS - FLOOD DAMAGE 2019	-	3,070,000		2,078	3,300,000	
3310-0003	TOWN STREET & DRAINAGE MAINTENANCE						
3310-2220	Town Street & Drainage Maintenance				13,346	500,000	3%
3310-2230	Street Lighting				0	32,000	0%
3310-2240	Street Cleaning Operations				0	30,000	0%
3310-0003	TOWN STREET & DRAINAGE MAINTENANCE TOTAL	0	0		13,346	562,000	2%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3320-0003	SOUTH WEST REGIONAL ROAD GROUP						
3320-1160	SWRRG Contributions	0	0				
3320-2220	South West Regional Road Group Exp				0	0	
3320-2225	Recoverable SWRRG Expenditure				0	0	
3320-0003	SOUTH WEST REGIONAL ROAD GROUP TOTAL	0	0		0	0	
3330-0003	DEPOTS & CAMPS						
3330-1500	Office Rental	0	0				
3330-1510	Camp Accommodation Rent	0	0				
3330-2220	Camps Operations				489	60,000	1%
3330-2330	Depots Operations				3,600	130,000	3%
3330-2430	Old Depot Redevelopment				0	0	
3330-2600	Depn Depot & Camp				0	216,235	0%
3330-0003	DEPOTS & CAMPS TOTAL	0	0		4,089	406,235	1%
3340-0003	WORKSHOP						
3340-2220	Workshop Operations				633	5,000	13%
3340-2230	Workshop Maintenance & Repairs				3,956	100,000	4%
3340-0003	WORKSHOP TOTAL	0	0		4,588	105,000	4%
3350-0003	PLANT & MACHINERY						
3350-1510	Gain/Loss on Sale/Disposal of Plant	0	25,000				
3350-1520	Gain/Loss on revaluation	0					
3350-1570	Diesel Rebate - ATO	7,058	70,000	10%			
3350-2145	Small Plant Repairs				566	20,000	3%
3350-2225	Small Plant Purchases				6,394	20,000	32%
3350-2227	Floating Plant & Loose Tools Expense				0	0	
3350-2229	Plant Operations				54,633	600,000	9%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3350-2330	Plant Repairs & Maintenance				16,403	500,000	3%
3350-2331	Plant Registration				0	75,000	0%
3350-2580	Plant Hire				0	0	
3350-2585	Plant Recoveries				-123,454	-3,250,000	4%
3350-2600	Depn Plant				0	453,539	0%
3350-0003	PLANT & MACHINERY TOTAL	7,058	95,000	7%	-45,457	-1,581,461	3%
3360-0003	AERODROME						
3360-1310	Quilpie Refuelling Revenue	13,233	70,000	19%			
3360-1320	Quilpie Refuelling Strip Lighting-Grant	-	-				
3360-2310	Quilpie Refuelling OP & RM				2,303	100,000	2%
3360-2325	Quilpie Aerodrome Operation				346	25,000	1%
3360-2330	Quilpie Aerodrome Repairs & Maint				1,065	75,000	1%
3360-2335	Eromanga Aerodrome Operations				0	10,000	0%
3360-2340	Eromanga Aerodrome Repairs & Maint				0	5,000	0%
3360-2350	Adavale Aerodrome Repairs & Maint				0	2,000	0%
3360-2360	Toompine Aerodrome Repairs & Maint				0	2,000	0%
3360-2370	Cheepie Aerodrome Repairs & Maint				0	1,000	0%
3360-2600	Depn Quilpie Aerodrome				0	50,943	0%
3365-2600	Depn Eromanga Aerodrome				0	3,737	0%
3360-0003	AERODROME TOTAL	13,233	70,000	19%	3,714	274,680	1%
3370-0003	BULLOO PARK						
3370-1100	DCP Bulloo Park Grant	0	0				
3370-1120	LGGSP Bulloo Park Grant	0	0				
3370-1130	BoR Bulloo Park Grant	0	0				
3370-1500	Bulloo Park Fees	182	3,000	6%			
3370-1510	Bulloo Park - Other Income	0	0				

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3370-2220	Bulloo Park Operations				2,709	120,000	2%
3370-2600	Depn Bulloo Park				0	90,152	0%
3370-0003	BULLOO PARK TOTAL	182	3,000	6%	2,709	210,152	1%
3371-0003	BULLOO RIVER WALKWAY						
3371-2220	Bulloo River Walkway Operations				0	500	0%
3371-0003	BULLOO RIVER WALKWAY TOTAL	0	0		0	500	
3375-0003	JOHN WAUGH PARK						
3375-1120	JWP S&R Grant	-	-				
3375-1125	JWP LGSSP Grant	-	-				
3375-1500	Footy Facility Grant	0	75,000				
3375-2220	John Waugh Park Operations				201	100,000	0%
3375-2600	Depn John Waugh Park				0	17,680	0%
3375-0003	JOHN WAUGH PARK TOTAL	0	75,000	0%	201	117,680	0%
3376-0003	BICENTENNIAL PARK						
3376-2220	Bicenntennial Park Operations				404	20,000	2%
3376-2600	Depn Bicentennial Park				0	39,998	0%
3376-0003	BICENTENNIAL PARK TOTAL	0	0		404	59,998	1%
3380-0003	COUNCIL LAND & BUILDINGS						
3380-1500	Bulloo Park Fees	-	0				
3380-1501	Profit/(Loss) on Sale of Assets	0	0				
3380-2330	Council Properties Operating Exp				287	32,000	1%
3380-2600	Depn Council Buildings Other				0	185,647	0%
3380-0003	COUNCIL LAND & BUILDINGS TOTAL	0	0		287	217,647	0%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3385-0003	PARKS & GARDENS						
3385-1500	Barbeque Fees	0	0				
3385-2220	Parks & Gardens Operating Expenses				4,888	120,000	4%
3385-2420	Street Tree Program				0	3,000	
3385-2600	Depn Parks Building				0	48,709	0%
3385-0003	PARKS & GARDENS TOTAL	0	0		4,888	171,709	3%
3390-0003	PUBLIC TOILETS						
3390-2220	Public Toilets Operations				1,242	22,500	6%
3390-0003	PUBLIC TOILETS TOTAL	0	0		1,242	22,500	6%
3300-0002	INFRASTRUCTURE MAINTENANCE TOTAL	20,473	3,613,000	1%	30,241	9,595,065	0%
3400-0002	BUSINESS OPPORTUNITIES						
3400-0003	DMR WORKS						
3400-1230	MRD SWTD - 1047 Red Rd	0	0				
3400-1235	MRD Red Road TCP	0	0				
3400-1240	MRD Diamantina Dev Rd	0	0				
3400-1272	Quilpie Advale Read Rd TIDS 19/20	0	1,471,181	0%			
3400-1274	Quilpie Adavale Red Rd Resheet 19/20		200,000				
3400-1550	MRD RMPC Revenue	0	0				
3400-1560	Quilpie Windorah Rd-Culvert Proj-Inc	0	0				
3400-1570	Quilpie Adavale Red Rd Resheet 18/19	0	0				
3400-2225	MRD RMPC Expenses				0	0	
3400-2301	MRD-Diamantina Dev Rd				0	0	
3400-2302	MRD - Qlp/Adv Red Rd				0	0	
3400-2303	MRD Red Rd TCP & TIDS				0	0	
3400-2304	MRD Red Rd TCP				0	0	
3400-2305	MRD Quilpie -Thargo TIDS 17/18 Wide				0	0	

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
3400-2306	Quilpie Adavale Red Rd TIDS 18/19				0	0	
3400-2308	Adavale Red Road CN11777				8,919	0	
3400-2310	Quilpie Advale Red Rd TIDS 19/20				5,035	2,738,362	
3400-2312	Quilpie Adavle Red Rd Resheet 19/20					190,000	
3401-1550	DMR WORKS - MRD RMPC Rev 18/19	0	0				
3401-1562	DMR Works-MRD RMPC Rev 19/20		2,193,505				
3401-2225	DMR WORKS - MRD RMPC Exp 18/19				158,974	0	
3401-1200	MRD Truckstop	0	0		0	0	
3401-2200	MRD Truckstop				0	0	
3401-2562	DMR Works-MRD RMPC EXPS 19/20					2,143,505	
3402-1200	MRD West Rd Stg 2	0	0		0	0	
3402-2200	MRD West Rd Stg 2				0	0	
3403-1200	MRD Red Rd Re Sheet 1718	0	0			0	
3403-2200	MRD Red Rd Resheet 1718				0	0	
3404-1200	Warrego Way Signage				0	0	
3404-2200	Warrego Way Signage				0	0	
3405-1200	MRD Blackall Road Re-Sheet				0	0	
3405-2200	MRD Blackall Road Re-Sheet				0	0	
3400-0003	DMR WORKS TOTAL	0	3,864,686	0%	172,927	5,071,867	3%
3410-0003	PRIVATE WORKS						
3410-1500	Private Works Revenue - No GST	2,298	1,000	230%			
3410-1550	Private Works Revenue	-1,889	20,000	-9%			
3410-2230	Private Works Expenditure				195	18,000	1%
3410-0003	PRIVATE WORKS TOTAL	409	21,000	2%	195	18,000	1%
3400-0002	BUSINESS OPPORTUNITIES TOTAL	409	3,885,686	0%	173,122	5,089,867	3%
3000-0001	INFRASTRUCTURE TOTAL	245,555	8,704,813	3%	219,642	15,739,055	1%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
4000-0001	ENVIRONMENT & HEALTH						
4100-0002	PLANNING & DEVELOPMENT						
4100-0003	TOWN PLANNING - LAND USE & SURVEY						
4100-1500	Town Planning Fees	0	500	0%			
4100-2220	Town Planning Expenses				0	1,000	0%
4100-2410	Review Planning Scheme				0	0	
4100-0003	TOWN PLANNING - LAND USE & SURVEY TOTAL	0	500	0%	0	1,000	0%
4150-0003	BUILDING CONTROLS						
4150-1500	Building Fees No GST	0	0				
4150-1501	Building Fees - GST Applies	0	5,000	0%			
4151-1505	Swimming Pool Inspection Fees	0	500	0%			
4150-2220	Building Expenses				0	60,000	0%
4151-2225	Swimming Pool Inspection Costs				0	500	0%
4150-0003	BUILDING CONTROLS TOTAL	0	5,500	0%	0	60,500	0%
4100-0002	PLANNING & DEVELOPMENT TOTAL	0	6,000	0%	0	61,500	0%
4200-0002	WASTE MANAGEMENT						
4200-0003	GARBAGE COLLECTION						
4200-1000	Garbage Charges	0	231,177	0%			
4200-1005	Garbage Charges - Interest	0.0	768	0%			
4200-1080	Garbage Charges Discount	-27	-19,762	0%			
420-1085	Garbage pensioner Remission	0					
4200-1090	Garbage Charges Writeoff and Refund	0	0				
4200-2220	Garbage Operations				7,183	120,000	6%
4200-0003	GARBAGE COLLECTION TOTAL	-27	212,183	0%	7,183	120,000	6%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
4250-0003	LANDFILL OPERATIONS						
4250-1500	Landfill Fees Revenue	0	0				
4250-2235	Landfill Operations				4,800	150,000	3%
4250-2400	Waste Management Plans					10,000	
4250-2600	Depn Landfill				0	4,255	0%
4250-0003	LANDFILL OPERATIONS TOTAL	0	0		4,800	164,255	3%
4200-0002	WASTE MANAGEMENT TOTAL	-27	212,183	0%	11,983	284,255	4%
4300-0002	PEST MANAGEMENT & ANIMAL CONTROL						
4300-0003	PLANT PEST CONTROL						
4300-1150	Drought Assist Feral Pest Program	0	0				
4300-1200	Land Holder Contribution	0	0				
4300-1500	Com. combating drought-pest weed	0	100,000				
4300-2210	Pest Plant Chemical Subsidy		0		0	0	
4300-2220	Biodiversity Cacti Control Expenses		0		0	0	
4300-2230	WONS Weed Expenses		0		0	0	
4300-2240	TMR Weed Spray Expenses				0	0	
4300-2250	Com. combating drought-pest weed exp					100,000	
4300-2290	Plant Pest Control Expenses				563	50,000	1%
4300-0003	PLANT PEST CONTROL TOTAL	0	100,000		563	150,000	0%
4310-0003	ANIMAL PEST CONTROL						
4310-2205	Wild Dog Destruction Expenses				0	0	
4310-2235	Wild Dog Coordinator Expenditure				6,432	140,000	5%
4310-2250	Wild Dog Bonus Payments				4,050	25,000	16%
4310-2280	DNR Precept - Barrier Fence				0	115,000	0%
4312-1140	SWNRM Baiting Participation Grant	0	0		0	0	
4312-1900	Syndicate Baiting Revenue	0	0		0	0	

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
4312-2260	Syndicate Baiting Expense				1,994	200,000	1%
4313-1150	QLD Feral Pest Initiative SWRED	0	0		0	0	
4313-1160	Communities combating drought-fence (income)	0	900,000				
4313-2250	QLD Feral Pest Initiative SWRED				0	0	
4313-2260	Communities combating drought-fence (expense)					900,000	
4315-1010	Wild Dog Levy Revenue	0	0		0	0	
4315-2010	Wild Dog Levy Expenditure				0	0	
4310-0003	ANIMAL PEST CONTROL TOTAL	0	900,000	0%	12,476	1,380,000	1%
4320-0003	STOCK ROUTES & RESERVES MANAGEMENT						
4320-1500	Common Application Fees	0	1,500	0%			
4320-1550	Donation Drought Relief	0	0				
4320-1600	Mustering / Supplement Fees	0	2,500	0%			
4320-1700	Sale of Stock	0	1,000	0%			
4320-1800	Reserve Fees	0	0				
4320-2200	Common Fence Repairs & Firebreaks				0	25,000	0%
4320-2220	Stock Routes & Reserves Expenses				6,118	70,000	9%
4320-0003	STOCK ROUTES & RESERVES MANAGEMENT TOTA	0	5,000	0%	6,118	95,000	6%
4330-0003	DOMESTIC ANIMAL CONTROL						
4330-1300	Animal Write -Off	0	0				
4330-1400	Animal Discounts	0	-1,500	0%			
4330-1500	Animal Control Fees	0	10,000	0%			
4330-1700	Animal Control Fines & Penalties	0	1,000	0%			
4330-2220	Animal Control Expenses				250	25,000	1%
4330-0003	DOMESTIC ANIMAL CONTROL TOTAL	0	9,500	0%	250	25,000	1%
4300-0002	PEST MANAGEMENT & ANIMAL CONTROL TOTAL	0	1,014,500	0%	19,407	1,650,000	1%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
4500-0002	ENVIRONMENT & HEALTH						
4510-0003	ENVIRONMENTAL PROTECTION						
4510-2220	Environmental Protection Expenses				0	30,000	0%
4510-0003	ENVIRONMENTAL PROTECTION TOTAL	0	0		0	30,000	0%
4520-0003	HEALTH AUDITING & INSPECTION						
4520-1400	Health Licenses & Permits Revenue	-	2,000	0%			
4520-2230	Health Operations				0	0	
4520-0003	HEALTH AUDITING & INSPECTION TOTAL	0	2,000	0%	0	0	
4500-0002	ENVIRONMENT & HEALTH TOTAL	0	2,000	0%	0	30,000	0%
4000-0001	ENVIRONMENT & HEALTH TOTAL	-27	1,234,683	0%	31,390	2,025,755	2%
5000-0001	COMMUNITY SERVICES						
5100-0002	COMMUNITY DEVELOPMENT						
5120-0003	COMMUNITY FACILITIES SWIMMING POOLS						
5120-1210	Grant-Swimming Pool Kiosk Extension	0	0				
5120-2220	Quilpie Swimming Pool Operations				11,042	160,000	7%
5120-2330	Quilpie Swimming Pool Repairs & Mtc				844	45,000	2%
5120-2600	Depn Swimming Pool Structures				0	66,607	0%
5125-2220	Eromanga Swimming Pool Opt & Maint				234	25,000	1%
5125-2230	Eromanga Swimming Pool Repairs & Mtc				0	15,000	0%
5125-2600	Depn Eromanga Swimming Pool				0	23,796	0%
5120-0003	COMMUNITY FACILITIES SWIMMING POOLS TOTAL	0	0		12,120	335,403	4%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5150-0003	COMMUNITY FACILITIES - SHIRE HALLS						
5150-1500	Shire Halls - Revenue	295	1,500	20%			
5150-2220	Shire Hall Operations				0	25,000	0%
5150-2330	Shire Halls Repairs & Maintenance				4,274	60,000	7%
5150-2331	Shire Halls - Special Maintenance				0	0	
5150-2600	Depn Shire Halls				0	98,532	0%
5150-0003	COMMUNITY FACILITIES - SHIRE HALLS TOTAL	295	1,500	20%	4,274	183,532	2%
5170-0003	RECREATION FACILITIES						
5170-1500	Hire Amusement Equipment Fee	0	0				
5170-2220	Recreational Facilities Operating Ex				0	5,000	0%
5170-2230	Recreational Facilities Repairs &Mtc				0	2,000	0%
5170-2250	All Sports Building				0	3,000	0%
5170-2330	Adavale Sport & Rec Grounds				0	3,000	0%
5170-2340	Eromanga Rodeo & Race Grounds				-3,893	5,000	-78%
5170-2600	Depn Recreational Facilities				0	37,426	0%
5170-0003	RECREATION FACILITIES TOTAL	0	0		-3,893	55,426	-7%
5180-0003	TOWN DEVELOPMENT TOTAL						
5180-2820	Town Development - Eromanga				6,413	40,000	16%
5180-2830	Town Development - Adavale				0	30,000	0%
5180-2840	Town Development - Toompine				0	20,000	0%
5180-0003	TOWN DEVELOPMENT TOTAL	0	0		6,413	90,000	7%
5190-0003	COMMUNITY DEVELOPMENT						
5190-1150	Community Bud Income	1,000	9,000	11%			
5190-1200	Grant-Community Celebration	-	-				
5190-2000	Community Development Wages				0	0	
5190-2100	Community Support Activities & Event				3,792	30,000	13%

	2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5190-2150 Buses Community Support				0	20,000	0%
5190-2170 Redevelopment of Old Depot Site				0	50,000	0%
5190-2320 Community Celebrations				67	40,000	0%
5190-2500 Council Community Grants				0	30,000	0%
5190-2520 Com Grant -Quilpie Kindy Operational				0	20,000	0%
5190-2530 Special Maint - Cultural Society Bld				0	60,000	
5190-2810 Community Dev - Quilpie						
5190-2820 Community Dev - Eromanga						
5190-2830 Community Dev - Adavale						
5190-2840 Quilpie Street Development				0	5,000	0%
5191-1100 Community Development Grant	0	0		0	0	
5191-1102 Game on Queensland	0	0			0	
5191-1105 Works for Queensland Grant 2016	0	0		0	0	
5191-1107 Works for Queensland Grant	0	0			0	
5191-1108 W4Q 2017-2019 Various	0	0			0	
5191-1120 Outback Fringe Festival Funding	0	0		0	0	
5191-2102 Game on Queensland Grant				0	0	
5191-2240 Community Development Grant Exp				0		
5192-1102 Grant Community Drought Support	0	0		0	0	
5192-1103 Drought Relief Donation Community	0	0				
5192-2230 Community Drought Support Exp	0			0	0	
5195-1100 Q100 Celebration	81	0			0	
5195-2100 Q100 Celebration	0			0	0	
5196-1100 Paving Project Q100	0	0		0	0	
5197-1100 Empowering Communities Grant	0					
COMMUNITY DEVELOPMENT TOTAL	1,081	9,000	12%	3,859	255,000	2%
5100-0002 COMMUNITY DEVELOPMENT TOTAL	1,377	10,500	13%	22,772	919,361	2%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5200-0002	AGED SERVICES						
5220-1200	Aged Peoples Accommodation Rent	7,740	95,000	8%			
5220-2220	Aged Peoples Accommodation O&M				698	70,000	1%
5220-2600	Depn Aged Accom Building				0	126,851	0%
5200-0002	AGED SERVICES TOTAL	7,740	95,000	8%	698	196,851	0%
5225-0002	HOUSING						
5225-1200	Rent - Housing	14,758	205,000	7%			
5225-2220	Housing-operating expense				0	1,500	0%
5225-2230	Housing - Repairs & Maintenance				1,103	135,000	1%
5225-2600	Depn Housing				0	213,961	0%
5225-0002	HOUSING TOTAL	14,758	205,000	7%	1,103	350,461	0%
5300-0002	HEALTH PROMOTION & YOUTH SERVICES						
5300-0003	COMMUNITY HEALTH PROMOTIONS						
5300-1100	Health Promotions Officer Grant Rev	0	125,000	0%			
5300-2000	Health Promotions Officer Wages				0	0	
5300-2020	National Dis. Ins. Scheme Officer				2,420	100,000	2%
5300-2200	Heart of Australia Bus Visit				0	20,000	0%
5300-2240	Health Promotions Officer Activities				2,191	125,000	2%
5300-0003	COMMUNITY HEALTH PROMOTIONS TOTAL	0	125,000	0%	4,611	245,000	2%
5320-0003	YOUTH ACTIVITY CENTRE						
5320-1500	Youth Centre Revenue	0	0				
5320-2240	Youth Centre Operations				0	0	
5320-0003	YOUTH ACTIVITY CENTRE TOTAL	0	0		0	0	
5300-0002	HEALTH PROMOTION & YOUTH SERVICES TOTAL	22,498	425,000	5%	6,412	792,312	1%

	2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5500-0002 TOURISM						
5510-0003 ECONOMIC DEVELOPMENT & PROMOTION						
5510-2000 Economic Development Staff Costs				853	50,000	
5510-2100 Economic Development				0	0	
5510-2120 Economic Dev Training & Conferences				464	5,000	9%
5510-2130 Restock Opal Fossicking Area				13,818	15,000	92%
5510-2140 Subscriptions & Memberships				0	40,000	0%
5510-2150 South West Regional Economic Develop				0	0	
5510-2160 Queenslander Weekender Show				0	0	
5510-2170 Quilpie Well Spring				0	0	
5511-1103 RADF Art & Cultural Plan Funding	0	0		7,390	200,000	
5511-2145 Art & Cultural Plan				0	0	
5510-0003 ECONOMIC DEVELOPMENT & PROMOTION TOTAL	0	0		22,525	310,000	7%
5520-0003 VISITOR INFORMATION CENTRE						
5520-1500 Visitors Info Centre Sales	1,650	5,000	33%			
5520-1510 VIC Gallery Sales (GST Free)	99	0				
5520-1515 VIC Gallery Sales (GST)	0	0				
5520-1520 Visitors Information Centre Donation	0	400	0%			
5520-1530 Bus Tour Fees	0	400	0%			
5520-2000 VIC - Wages				13,923	215,000	6%
5520-2110 VIC - Exhibitions & Events				117	1,500	8%
5520-2120 VIC - Brochures & Advertising				757	50,000	2%
5520-2130 VIC - Bus Tour				0	0	
5520-2220 VIC Operating Expenses				1,251	50,000	3%
5520-2230 VIC - Repairs & Maintenance				454	5,000	9%
5520-2510 Artist Payments - Sales (GST Excl)				0	0	
5520-2515 Artist Payments - Sales (GST Incl)				0	0	

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5520-2600	Depn VIC				0	8,048	0%
5521-1500	VIC Outback Mates Sales	0	-1,000	0%			
5521-2000	VIV Outback Mates Payments				22	0	
5522-1500	VIC - Hell Hole Gorge Pass	103	1,000	10%	0	0	
5523-1500	WIFI - Top-Up Revenue	0	0				
5520-0003	VISITOR INFORMATION CENTRE TOTAL	1,852	5,800	32%	16,524	329,548	5%
5530-0003	TOURISM EVENTS & ATTRACTIONS						
5530-2100	Major Events Promotion Expense				0	15,000	0%
5530-2300	OQTA Events Promotion				0	0	
5531-1100	Grant Tourism Events	0	0				
5531-1200	Tourism Events Fund Raising	0	0				
5531-2200	Tourism Events Exp				0	20,000	0%
5530-0003	TOURISM EVENTS & ATTRACTIONS TOTAL	0	0		0	35,000	0%
5500-0002	TOURISM TOTAL	1,852	5,800	32%	39,049	674,548	6%
5600-0002	ARTS & CULTURE						
5610-0003	MUSEUMS						
5610-1110	DCP ENHM Grant	0	0				
5610-1150	DCF OGF Wages Grant	0	0				
5610-1160	DCP - JWPARK	0	0				
5610-1170	DCP - ROADWORKS	0	0				
5610-1180	DCP Exclusion Fence	0	0				
5610-1200	Grant - Eromanga Nat History Museum	0	600000	0%			
5610-1210	Grant - Eromanga Nat History Museum-BBRF		2200000				
5610-2000	DCF OGF Wages paid		0		0	0	

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5610-2220	Eromanga Living History Museum O&M		0		1,425	7,000	20%
5610-2230	Museum Operations & Maintenance				0	1,250	0%
5610-2240	Powerhouse Museum Operations				0	2,500	0%
5610-2260	Eromanga Natural History Museum				0	20,000	0%
5610-2250	Museums Military History				0	8,000	0%
5610-2600	Depn Museum				0	47,578	0%
5610-0003	MUSEUMS TOTAL	0	2,800,000	0%	1,425	86,328	2%
5630-0003	REGIONAL ARTS DEVELOPMENT FUNDING						
5630-1100	RADF Grant Revenue	0	20,000	0%			
5630-1400	RADF Earnback and Refunds	0	0				
5630-2180	RADF Grant Expenditure				0	30,000	0%
5630-2200	RADF Meeting and Admin Costs				0	0	
5630-0003	REGIONAL ARTS DEVELOPMENT FUNDING TOTAL	0	20,000	0%	0	30,000	0%
5600-0002	ARTS & CULTURE TOTAL	0	2,820,000	0%	1,425	116,328	1%
5700-0002	LIBRARY SERVICES						
5710-1100	Libraries Operating Grant Revenue	0	1,000	0%			
5710-1120	First Five Grant -Library	0	1,000	0%			
5710-1600	Library Fees & Charges Revenue	0	500	0%			
5710-2120	First Five Grant -Library-Exps				0	1,000	0%
5710-1995	Miscellaneous Income -GST Free	0			0	0	
5710-2220	Library Operating Expenses	0			9,013	160,000	6%
5710-2330	Library Repairs & Maintenance Expens	0			0	4,000	0%
5710-2600	Depn Library	0			0	26,076	0%
5711-1130	Grant Centrelink Access Point	5,104	5,000	102%			
5711-2240	Centrelink Access Point	0			0	0	
5712-2250	Opal Technology Trendsetters	0			0	0	

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5713-1150	Grant Broadband for Seniors	0	0				
5713-2230	Broadband for Seniors Exp		0		0	0	
5714-1120	SLQ - Tech Savvy Regional Grant	0	0				
5714-2220	SLQ - Tech Savvy Regional Grant Exps				0	0	
5700-0002	LIBRARY SERVICES TOTAL	5,104	7,500	68%	9,013	191,076	5%
5750-0002	DISASTER MANAGEMENT SERVICES						
5750-1100	Grant - Get Ready Queensland	0	6,100	0%			
5750-2020	Get Ready Qld Exp				0	6,100	0%
5750-2220	Disaster Management Operations				0	2,000	0%
5750-0002	DISASTER MANAGEMENT SERVICES TOTAL	0	6,100	0%	0	8,100	0%
5800-0002	PUBLIC SERVICES						
5810-0003	STATE EMERGENCY SERVICES						
5810-1140	QLD Emergency Services Grant Revenue	0	19,000	0%			
5810-1160	NDRP Flood Warning System Grant	0	150,000				
5810-1180	DVA-A Memorial to Soldier-4AHKPJCO	0	65,000				
5810-2220	Emergency Services Operations	0	0		0	30,000	0%
5810-2600	Depn S.E.S	0			0	4,391	0%
5810-0003	STATE EMERGENCY SERVICES TOTAL	0	234,000	0%	0	34,391	0%
5820-0003	TELEVISION						
5820-2220	Satellite TV Operations				0	0	
5820-2230	TV Maintenance & Repairs				52,047	20,000	260%
5820-2600	Depn Satellite TV				0	23,157	0%
5820-0003	TELEVISION TOTAL	0	0		52,047	43,157	121%

		2019 Actual	Amend 19/20		2019 Actual	Amend 19/20	
5830-0003	CEMETERIES						
5830-1500	Burial Fees	0	2,000	0%			
5830-1510	Grave Reservation Fee	0	0				
5830-2220	Cemeteries Operations				1,041	25,000	4%
5830-2230	Cemeteries Maintenance				0	2,500	0%
5830-2600	Depn Cemeteries Building				0	1,384	0%
5830-0003	CEMETERIES TOTAL	0	2,000	0%	1,041	28,884	4%
5800-0002	PUBLIC SERVICES TOTAL	0	236,000	0%	62,101	305,608	20%
5000-0001	COMMUNITY SERVICES TOTAL	30,831	3,510,900	1%	131,760	2,808,157	5%
TOTAL REVENUE AND EXPENDITURE		277,119	23,245,851	1%	694,523	23,403,639	3%
PROFIT/(LOSS)		-417,404	-157,789	265%			

Balance Sheet

For the month ending 31 July 2019

9% of year elapsed

		Open		Change		Var%	Closing		Var%
		Actual	Budget	Actual	Budget		Actual	Budget	
0100-0002	CURRENT ASSETS								
0100-3000	Cash at Bank	2,914,575	987,928	23,956	-202,604	-12%	2,938,531	785,324	374%
0100-3010	Cash on Hand	300	300	0	0		300	300	100%
0100-3020	NAB Cash Maximiser	3,549,885	1,274,115	457	1,453,154	0%	3,550,342	2,727,269	130%
0100-3030	Investments	18,180,579	16,768,693	0	-4,229,258	0%	18,180,579	12,539,435	145%
0100-3100	Accounts Receivable - Debtors	1,031,197	3,370,632	-988,123	0		43,075	3,370,632	1%
0100-3101	Adjustment - Acc Receivable Debtors	0	0	0	0		0	0	
0100-3105	Provision for Doubtful Debts	359	-812	0	0		359	-812	-44%
0100-3110	Accrued Revenue	40,339	2,877	0	0		40,339	2,877	1402%
0100-3120	Interest Receivable	0	0	0	0		0	0	
0100-3121	GST Receivable	0	0	0	0		0	0	
0100-3150	Accounts Receivable - Rates	409,474	125,243	-250,886	0		158,588	125,243	127%
0100-3151	Adjustment - Acc Receivable Rates	0	0	0	0		0	0	
0100-3170	Government Pensioner Subsidy	127	50	70	0		197	50	
0100-3200	Pre-paid Expenses	0	74,852	0	0		0	74,852	0%
0100-3400	Stores Stock on Hand	369,267	365,838	76,194	0		445,461	365,838	122%
0100-3410	Manufactured Stores Stock on Hand	0	0	0	0		0	0	
0100-3500	Animals Receivables	1,901	230	0	0		1,901	230	827%
2310-3000	Bowls Club Loan Current	0	0	0	0		0	0	
0100-0002	CURRENT ASSETS TOTAL	26,498,004	22,969,946	-1,138,331	-2,978,708	38%	25,359,672	19,991,238	127%
0200-0002	NON-CURRENT ASSETS								
0200-4000	Airports	4,455,014	761,160	0	0		4,455,014	761,160	585%
0200-4100	Airports Accum Depn	-529,669	-349,948	0	-10,202		-529,669	-360,150	147%

		Open		Change		Var%	Closing		
		Actual	Budget	Actual	Budget		Actual	Budget	Var%
0200-4500	WIP Airports	436,464	0	0	0		436,464	0	
0210-4000	Land & Land Improvements	3,069,196	3,017,974	0	150,000		3,069,196	3,167,974	97%
0210-4020	Land & Land Improvements-Transfer	-928,667	0	0	0		-928,667		
0210-4100	Land Improvements Accum Depn	0	0	0	0		0	0	
0210-4200	Land Sales Account	0	278,857	0	0		0	0	
0210-4500	WIP Land Improvements	35,575,931	38,232,575	0	4,543,000		35,575,931	278,857	12758%
0220-4000	Buildings & Other Structures	2,290,172	1,448,968	0	0		2,290,172	42,775,575	5%
0220-4010	Building Revaluation adj	4,981,377	0	0	0		4,981,377	1,448,968	344%
0220-4020	Buildings & Other Structures-transfer	-23,058,710	-12,538,213	0	-544,098		-23,058,710		
0220-4100	Buildings & Structures Accum Depn	8,225,071	0	0	0		8,225,071	-13,082,311	-63%
0220-4110	Accum. Depc'n Reval Bldg & Structure	0	0	0	0		0		
0220-4200	WIP Building Sales Account	1,387,184	660,896	0	-577,809		1,421,326	0	
0220-4500	WIP Buildings & Structures	5,500,691	4,541,454	0	987,000		5,500,691	83,087	6620%
0230-4000	Other Assets	-3,035,397	13,179	0	0		-3,035,397	5,528,454	-55%
0230-4010	Other Revaluation Adj	-738,983	-1,132,515	0	0		-738,983	13,179	-5607%
0230-4020	Other Assets-transfer	-619,806	-2,305,439	0	-194,115		-619,806	-1,132,515	55%
0230-4100	Other Assets Accum Depn	0	0	0	0		0	-2,499,554	0%
0230-4500	WIP Other Assets	1,275,213	1,098,166	57,696	473,467		1,332,909	1,571,633	85%
0240-4000	Plant & Equipment	9,724,293	11,610,661	0	1,147,000		9,724,293	12,757,661	76%
0240-4100	Plant & Equipment Accum Depn	-4,688,354	-5,065,613	0	-476,425		-4,688,354	-5,542,038	85%
0240-4101	Plant & Equipment Accum Depn	18,088	0	0	0		18,088	0	
0240-4110	Plant Reval Adj	0	0	0	0		0	0	
0240-4500	WIP Plant & Equipment Purchases	0	0	250,700	0		250,700	0	
0250-4000	Furniture & Office Equipment	497,511	539,442	0	50,000		497,511	589,442	84%
0250-4020	Furniture & Office Equipment-transfer	150,575	0	0	0		150,575		
0250-4100	Furniture & O/Equip Accum Depn	-303,725	-308,723	0	-29,752		-303,725	-338,475	90%
0250-4500	WIP Furniture & O/Equipment	0	0	0	0		0	0	

		Open		Change		Var%	Closing		
		Actual	Budget	Actual	Budget		Actual	Budget	Var%
0260-4000	Road Infrastructure	174,041,615	174,816,439	0	1,147,000		174,041,615	175,963,439	99%
0260-4010	Roads reval adjust	21,587,248	11,912,580	0	0		21,587,248	11,912,580	181%
0260-4100	Road Infrastructure Accum Depn	-48,521,811	-56,671,642	0	-3,748,997		-48,521,811	-60,420,639	80%
0260-4110	Roads reval adjust	0	4,314,751	0	0		0	4,314,751	0%
0260-4500	WIP Road Infrastructure	752,312	350,000	0	516,255		752,312	866,255	87%
0270-4000	Water Infrastructure	6,276,256	7,649,634	0	1,448,500		6,276,256	9,098,134	69%
0270-4010	Water Revaluation Adj	5,197,093	104,884	0	0		5,197,093	104,884	4955%
0270-4100	Water Infrastruct Accum Depn	-4,004,294	-2,828,238	0	-77,369		-4,004,294	-2,905,607	138%
0270-4500	WIP Water Infrastructure	979,535	65,879	1,455	140,591		980,990	206,470	475%
0280-4000	Sewerage Infrastructure	7,300,431	4,498,817	0	20,000		7,300,431	4,518,817	162%
0280-4010	Sewer Revaluation Adj	69,425	69,425	0	0		69,425	69,425	100%
0280-4100	Sewerage Accum Depn	-2,640,935	-1,370,143	0	-41,040		-2,640,935	-1,411,183	187%
0280-4500	WIP Sewerage Infrastructure	84,317	16,600	0	-16,935		84,317	-335	-
2310-4000	Bowls Club Loan Non Current	54,174	56,250	0	-3,826		54,174	52,424	25169%
0200-0002	NON-CURRENT ASSETS TOTAL	204,858,832	183,488,117	343,993	4,902,245	7%	205,202,828	188,390,362	109%
TOTAL ASSETS		231,356,836	206,458,063	-794,339	1,923,537		230,562,500	208,381,600	111%
0300-0002	CURRENT LIABILITIES								
0300-5100	Accounts Payable - Creditors	0	163,530	55,752			55,752	163,530	34%
0300-5105	Contract Payable - Grants			60,000			60,000		
0300-5110	Accrued Expenses	304,700	429,317	-304,700	0		0	429,317	0%
0300-5130	Accrued TOIL	-3,983	6,681	276	0		-3,707	6,681	-55%
0300-5140	Banked RDO's	6,216	10,104	-506	0		5,710	10,104	57%
0300-5160	Fire Service Levy Payable	12,656	7,199	0	0		12,656	7,199	176%
0300-5200	Prepaid Revenue	0	0	0	0		0	0	

		Open		Change		Var%	Closing		
		Actual	Budget	Actual	Budget		Actual	Budget	Var%
0300-5300	GST Suspense	-17,820	153,467	-79,710	0		-97,529	153,467	-64%
0300-5310	PAYG Suspense	0	0	0	0		0	0	
0300-5400	Payroll Suspense	0	0	-180,574	0		-180,574	0	
0300-5410	Advance Pay Suspense	0	0	0	0		0	0	
0300-5420	Telstra Business Systems	-3,198	-3,198	0	0		-3,198	-3,198	100%
0300-5450	Dishonoured Cheques Suspense - Rates	-2	-2	0	0		-2	-2	
0300-5460	Debtors/Rates/Animal Refund Suspence	0	1,313	0	0		0	1,313	0%
0300-5470	Dishonoured Cheques - Animals	0	0	0	0		0	0	
0300-5475	Staff Fundraiser Exps	0		0			0		
0300-5480	Suspense - Trust Fund	0	0	460	0		460	0	
0300-5490	General Suspense	0	28,892	0	0		0	28,892	
0300-5491	Drought Vouchers	0	0	0	0		0	0	
0300-5495	SWRRG Suspense Account	-36,467	-21,528	36,234	0		-233	-21,528	
0300-5500	Provision for LSL - Current	403,837	507,716	4,578	0		408,415	507,716	80%
0300-5510	Provision for Annual Leave - Current	516,709	414,682	31,255	0		547,964	414,682	132%
0300-0002	CURRENT LIABILITIES TOTAL	1,182,647	1,698,173	-376,934	0		805,713	1,698,173	47%
0400-0002	NON-CURRENT LIABILITIES								
0400-6500	Provision for LSL - Non-current	175,883	44,908	0	0		175,883	44,908	392%
0400-0002	NON-CURRENT LIABILITIES TOTAL	175,883	44,908	0	0		175,883	44,908	392%
TOTAL LIABILITIES		1,358,530	1,743,081	-376,934	0		981,596	1,743,081	56%
NETT ASSETS/(LIABILITIES)		229,998,305	204,714,982	-417,404	1,923,537	-22%	229,580,904	206,638,519	111%
			0						

		Open		Change		Var%	Closing		
		Actual	Budget	Actual	Budget		Actual	Budget	Var%
0500-0002	EQUITY								
0500-7000	Shire Capital	75,540,157	83,677,273	0	2,832,457	0%	75,540,157	85,600,811	88%
0500-7100	Accumulated Surplus	19,557,618	12,313,687	0	0		19,557,618	12,313,687	159%
0500-7150	Operating Surplus	0	-157,788	-417,404	449,991	-93%	-417,404	-157,788	265%
0500-7200	Asset Revaluation Reserve	132,405,068	107,745,258	0	0		132,405,068	107,745,258	123%
0500-7420	Approp Revaluation			0			0		
0500-7500	RES Grants in advance	2,495,462	2,495,462	0	0		2,495,462	2,495,462	
0550-7440	Approp Capital Grants	0	-1,358,911	0	-1,358,911		0	-1,358,911	
0500-0002	EQUITY TOTAL	229,998,305	204,714,982	-417,404	1,923,537	-22%	229,580,904	206,638,519	111%

Strategic Decision Report

Governance

14 GOVERNANCE

14.1 (08/19) – Delegations Register Annual Review

IX: 182181

Author: Senior Administration Officer, Nina Burges

PURPOSE:

Section 257 of the *Local Government Act 2009 (the Act)* provides for a local government to delegate a power under *the Act* or another Act to the Chief Executive Officer. A range of other legislative instruments also make provision for delegations. The purpose of this report is for Council to undertake their annual review of delegations to the Chief Executive Officer as required under the Act.

POLICY/LEGISLATION:

Local Government Act 2009

CORPORATE PLAN:

- 1.2.2 Maintain a high standard governance framework that supports Council in compliance with legislation

RECOMMENDATION:

That pursuant to section 257 (5) of the Local Government Act 2009, Council review the current delegations to the Chief Executive Officer.

BACKGROUND:

The Local Government Act 2009 (*The Act*) requires a Chief Executive Officer (CEO) to establish a register of delegations which must record all delegations by the Council, Mayor or CEO.

DISCUSSION:

Section 257 of *The Act* stipulates that a delegation to the Chief Executive Officer must be reviewed annually by the local government. The full register of delegations was forwarded to Council via email on Tuesday 23 July 2019.

FINANCIAL:

Not applicable

CONSULTATION:

Not applicable

ATTACHMENTS:

Attachment A: Delegations Register – Council to Chief Executive Officer (forwarded under separate email)

Strategic Decision Report

Governance

14.2 (08/19) – Delegations Register

IX: 182110

Author: Senior Administration Officer, Nina Burges

PURPOSE:

Section 257 of the *Local Government Act 2009 (the Act)* provides for a local government to delegate a power under *the Act* or another Act to the Chief Executive Officer. A range of other legislative instruments also make provision for delegations. The purpose of this report is for Council to approve amended delegations as a result of changes to legislation.

POLICY/LEGISLATION:

Local Government Act 2009

Local Government Regulation 2012

Various other legislative instruments as per the report details

CORPORATE PLAN:

1.2.2 Maintain a high standard governance framework that supports Council in compliance with legislation

RECOMMENDATION:

That pursuant to section 257 of the Local Government Act 2009, the powers referred to in the document titled "Register of Delegations – Council to CEO" are adopted in accordance with the proposed amendments presented in Attachment A to this report.

BACKGROUND:

The Local Government Act 2009 requires a Chief Executive Officer (CEO) to establish a register of delegations which must record all delegations by the Council, Mayor or CEO.

DISCUSSION:

The Local Government Association of Queensland (LGAQ) provides (through the services of King and Co Solicitors) a delegations database to assist Councils in identifying potential amendments to delegated activities. While delegations must be reviewed annually, continual changes to legislation see the LGAQ database updated generally every six (6) months.

Updates to the database were made by King and Co Solicitors in May 2019. As such, Council is requested to consider amendments to Council's *Register of Delegations – Council to CEO* in order to ensure our legislative obligations are met. Full details of the proposed amendments are presented as **Attachment A**.

New registers

- Plumbing and Drainage Regulation 2019

Removal of registers

- Plumbing and Drainage Act 2002 (Replaced with Plumbing and Drainage Act 2018)

FINANCIAL:

Not applicable

CONSULTATION:

Not applicable

ATTACHMENTS:

Attachment A: Proposed Amendments to Register of Delegations – Council to CEO

ATTACHMENT A – PROPOSED AMENDMENTS TO REGISTER OF DELEGATIONS – COUNCIL TO CEO

NEW REGISTER

Plumbing and Drainage Regulation 2019

Version Information

New Register Created:	29/04/2019
Regulation Current As At:	05/04/2019
New	New Register

New Items

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS / COMMENTS
Chief Executive Officer	Power to apply to the chief executive for a treatment plant approval.	Section 16(1)	For a greywater treatment plant of a particular type or a secondary on-site sewage treatment plant of a particular type.
Chief Executive Officer	Power to apply to the chief executive to amend a treatment plant approval.	Section 16(2)	As above
Chief Executive Officer	Power to give the chief executive the information asked for under subsection (2).	Section 17(3)	For above
Chief Executive Officer	Power, as the new holder, to give the chief executive notice of the transfer in the approved form.	Section 24(2)	
Chief Executive Officer	Power to comply with a notice issued by the chief executive under subsection (1)	Section 26(2)	Request for information
Chief Executive Officer	Power, as the owner of premises, to consent to the entry of the premises to carry out the inspection of the treatment plant.	Section 27(c)	

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS / COMMENTS
Chief Executive Officer	Power, as the holder of a treatment plant approval, to make written representations about the show cause notice to the chief executive.	Section 29(1)	Re contraventions of approval conditions
Chief Executive Officer	Power, as the holder of an existing treatment plant approval, to apply to the chief executive to renew the approval.	Section 34(1)	
NO DELEGATION	<p>Power, where Council makes a fast-track work declaration or fast-track opt-out declaration, to:-</p> <ul style="list-style-type: none"> (a) publish the declaration on Council's website; (b) give a copy of the declaration to <ul style="list-style-type: none"> (i) the chief executive; and (ii) if Council is a participating local government for a distributor retailer – give a copy of the declaration to the distributor retailer; and (c) ensure a copy of the declaration may be inspected, free of charge, at Council's public office. 	Section 41	Council does not have a retail water provider
Chief Executive Officer	Power, in a circumstance listed in subsection (1), to give the applicant an information request.	Section 45(2)	Applications for or to amend permits
Chief Executive Officer	<p>Power to consider each properly made application and decide to:-</p> <ul style="list-style-type: none"> (a) approve the application with or without conditions; or (b) refuse the application. 	Section 46	
Chief Executive Officer	<p>Power, where Council decides to approve an application, to:-</p> <ul style="list-style-type: none"> (a) issue a permit, or an amended permit, to the applicant; and (b) give a copy of the permit, or amended permit, to each entity listed in subsection (b). 	Section 48	

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS / COMMENTS
Chief Executive Officer	Power, in a circumstance listed in subsection (1), to give an information notice about the decision.	Section 50(2)	
NO DELEGATION	Power to give written consent for an application relating to SEQ water work.	Section 53(e)(i)	
NO DELEGATION	Power to give written consent for an application relating to SEQ sewerage work.	Section 53(f)(i)	
Chief Executive Officer	Power, where Council has issued a permit and has not given a final inspection certificate for the work carried out under the permit at least 3 months before the permit is to end, to give notice of the day the permit is to end to the entities listed in subsection (3).	Section 59(3)	
Chief Executive Officer	Power in the circumstances listed in the subsection (1), to allow the responsible person to give a covered work declaration for the work.	Section 67(2)	In lieu of plumbing and drainage inspection
Chief Executive Officer	Power to inspect the work if the public sector entity asks Council to inspect the work under subsection (2).	Section 68(3)	
Chief Executive Officer	Power to, instead of inspecting on-site sewage work, allow an appropriate person to give Council an on-site sewage work declaration.	Section 69(2)	
Chief Executive Officer	Power, where Council has passed a resolution under subsection (1), to:- <ul style="list-style-type: none"> (a) publish each declaration on its website; (b) give the chief executive a copy of the declaration; (c) ensure the declaration may be inspected, free of charge, at the local government's public office; and (d) ensure each remote area declaration includes a map identifying the remote area. 	Section 71(2)	Remote area declaration due to distance from council office allows work to be undertaken without inspection

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS / COMMENTS
Chief Executive Officer	Power, in the circumstances identified in subsection (1), to decide to:- (a) accept the remote area compliance notice; or (b) otherwise, refuse to accept the notice.	Section 73(2)	As above
Chief Executive Officer	Power, in the circumstances identified in subsection (1) and where Council has made a decision under subsection (2), to give the responsible person a decision notice.	Section 73(3)	As above
Chief Executive Officer	Power, in the circumstances identified in subsection (1) and where Council has refused to accept the remote area compliance notice, to ensure the decision notice includes, or is accompanied by, an information notice.	Section 73(4)	As above
Chief Executive Officer	Power, where Council is taken to have decided to refuse to accept the remote area compliance notice, to give an information notice about the decision.	Section 73(6)	As above
Chief Executive Officer	Power, in the circumstances identified in subsection (1), to amend the approved plan so that it correctly represents the work carried out under the permit.	Section 75(2)	
Chief Executive Officer	Power to give an inspection certificate for the work to the responsible person for the work.	Section 83(1)	
Chief Executive Officer	Power to give a final inspection certificate for the work to the responsible person for the work.	Section 84(1)	
Chief Executive Officer	Power to give a copy of the final inspection certificate to the entities listed in subsection (1).	Section 86(1)	
Chief Executive Officer	Power, where Council receives a notice under subsection (2), to comply with the notice.	Section 86(3)	
Chief Executive Officer	Power, where Council is taken under subsection (2) to have decided to refuse to give an inspection certificate or final inspection certified, to give an information notice about the decision.	Section 87(3)	

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS / COMMENTS
Chief Executive Officer	Power, where Council considers that a responsible person has not complied with the action notice, to give a copy of the notice to the owner of the premises.	Section 98(3)	
Chief Executive Officer	Power to establish a program for:- (a) registering each testable backflow prevention device installed at premises in Council's area; (b) monitor the maintenance and testing of each device.	Section 101	
Chief Executive Officer	Power, in the circumstances listed in subsection (1), to:- (a) remove the obstruction or fix the damage; and (b) fairly apportion the reasonable cost of removing the obstruction or fixing the damage between the owners; and (c) recover as a debt from each owner, the owner's share of the cost.	Section 107(2)	Sewerage drains
Chief Executive Officer	Power, in the circumstances listed in subsection (1), to require by notice to the owner of the old building and the owner of the new building:- (a) the owner of the old building to change the affected vents; and (b) the owner of the new building to pay the owner of the old building the reasonable cost of changing the affected vents.	Section 108(2)	When new and old buildings constructed next to each other and vents are differing heights
Chief Executive Officer	Power to keep a register containing each document listed in subsection (1).	Section 112	Register of permits and inspection certificates
Chief Executive Officer	Power to keep a register containing each notice given to Council under section 102(2) or 103(3).	Section 113	Re testable backflow prevention devices
Chief Executive Officer	Power to keep a register containing each service report for a greywater use facility or on-site sewage facility given to Council under section 106.	Section 114	

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS / COMMENTS
Chief Executive Officer	Power to keep a register containing a copy of each show cause notice and enforcement notice given by Council.	Section 115(1)	
Chief Executive Officer	Power to remove a notice mentioned in subsection (1) from the register if the premises to which the notice relates are demolished or removed.	Section 115(2)	
Chief Executive Officer	Power, in relation to each register kept under part 8, division 2, to allow a person to:- (a) inspect the register, free of charge, at Council's public office; or (b) buy a copy of an entry in the register for not more than the reasonable cost of producing the copy.	Section 116	

Strategic Decision Report

Governance

14.3 (08/19) – Australian Local Government Association National Local Roads and Transport Congress

IX: 182148

Author: Chief Executive Officer, Dave Burges

PURPOSE:

The purpose of this report is to provide Councillors an opportunity to consider attending the Australian Local Government Association National Local Roads Congress.

POLICY/LEGISLATION:

Not applicable.

CORPORATE PLAN:

1.2.7 Identify opportunities for elected members' ongoing professional development

1.2.9 Actively pursue effective regional collaboration initiatives

RECOMMENDATION:

That Council approve Councillor to attend the Australian Local Government Association National Local Roads Congress.

BACKGROUND:

Not applicable

DISCUSSION:

The Australian Local Government Association has invited Council colleagues to attend this year's National Local Roads Congress in Hahndorf, South Australia from 18 – 20 November.

A copy of the correspondence is included as **Attachment A**.

FINANCIAL:

Council has made provision for attendance at various conferences throughout the financial year.

CONSULTATION:

Not applicable

ATTACHMENTS:

Attachment A Inwards correspondence

16 July 2019

Quilpie Shire Council
PO Box 57
QUILPIE QLD 4480

QUILPIE SHIRE COUNCIL		
22 JUL 2019		
	ACTION	INFO
MAYOR	<input type="checkbox"/>	<input type="checkbox"/>
CRS	<input type="checkbox"/>	<input type="checkbox"/>
CEO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Managers - Corporate	<input type="checkbox"/>	<input type="checkbox"/>
Community	<input type="checkbox"/>	<input type="checkbox"/>
Engineering	<input type="checkbox"/>	<input type="checkbox"/>
Finance	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

Dear Mayor, Councillors and CEO

We write to invite you to join our annual National Local Roads and Transport Congress this November and be among up to 300 of Australia's local government Mayors, Councillors and senior council staff who are helping shape the future of the roads and transport sector.

This year's Congress, themed *Breaking Through for Modern Transport*, explores the future of transport mobility in Australia and the importance of all levels of government and the private sector working together to plan and deliver integrated infrastructure.

We'll hear from Romilly Madew AO, CEO of Infrastructure Australia, who'll update us on the state of Australia's infrastructure, while other speakers will examine freight, road transport reform and road safety and where we need to be on these important issues. We will also be inviting the Federal Minister and Shadow Minister to share their views on the priorities for transport.

Speakers and exhibitors will also share exciting new innovations in the road and transport sector including future technology, and the role transport plays in creating a circular economy.

The Congress is not just an opportunity to learn from the very best in the business, it is the platform for Local Government to stand up and be heard by the Federal Government. We did just that in 2000, which led to the creation of the very successful Roads to Recovery program which has completed more than 55,000 projects to date. Your attendance and participation will help develop the strongest case for vital Local Government roads and transport funding for the new parliament and the 2022 Federal Election.

The 2019 National Local Roads and Transport Congress will be in the beautiful and historic Hahndorf, South Australia from 18 – 20 November.

The Australian Local Government Association (ALGA) convenes the annual gathering, which is hosted this year by Mount Barker Council. Mayor Ferguson and I invite you to extend your stay and enjoy the many attractions in the Adelaide Hills before heading home.

For more information or to register your attendance, please visit alga.asn.au.

Looking forward to seeing you there.



Mayor David O'Loughlin
President, ALGA



Mayor Ann Ferguson
Mount Barker District Council

Strategic Decision Report

Governance

14.4 (08/19) – Request for Assistance – Dan and Louise Hoch

IX: 182103

Author: Chief Executive Officer, Dave Burges

PURPOSE:

The purpose of this report is for Council to consider a request for assistance from Dan and Louise Hoch for their operations at *The Lake*.

POLICY/LEGISLATION:

Local Government Act 2009

Local Government Regulation 2012

C.01 – Community Assistance Policy

E.01 – Grid Policy

CORPORATE PLAN:

Not applicable

RECOMMENDATION:

That Council approve / not approve the following requests for assistance from Dan and Louise Hoch:

- *The provision and installation of a grid and gate on the western entrance to the lake; and*
- *Additional signage directing tourists to the lake at two locations.*

BACKGROUND:

By emails of 19 July 2019, Dan and Louise Hoch are requesting assistance from Council in relation to two matters connected to their business at *The Lake*.

DISCUSSION:

The requested assistance is:

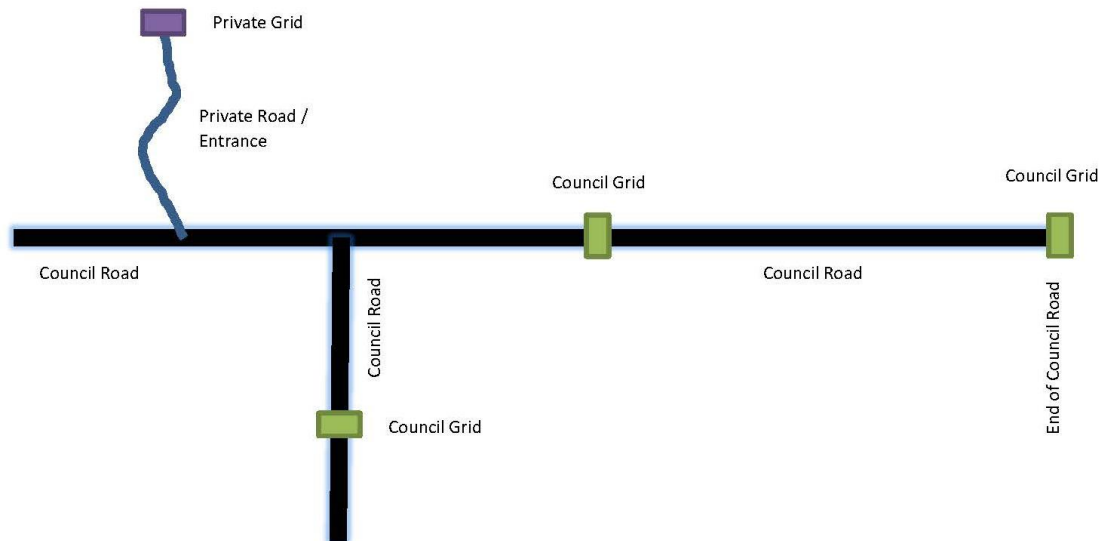
- The provision and installation of a grid and gate on the western entrance to the lake; and
- Additional signage directing tourists to the lake similar to the large brown tourism signs on the entrance to Toompine.

In relation to the first request, Dan and Louise Hoch are intending to fence out the allotment and have requested the grid on the basis that the local residents use this access to the property. They have also requested a gate to be installed at the grid.

Council's Grid Policy states:

"Any new grids and associated signage to be installed on Council controlled roads shall be purchased by Council at the property owner's expense, be installed at Council's expense and be maintained and replaced as required at Council's expense."

The grid is not on a Council controlled road and Council's Grid Policy provides as follows:



Department of Transport and Main Roads approval would be required for the two signs as they would be located on a state controlled road reserve.

Council's Community Assistance Policy cannot be used to consider these requests for assistance as that policy is limited to community organisations.

Community organisations are defined as follows under the policy:

"A not for profit organisation consisting of people having common interests. Includes sporting clubs, social clubs, school P&F / P&C associations, arts and cultural groups and service organisations. Community organisations exclude schools, businesses and government agencies."

FINANCIAL:

The estimated cost of a new grid, gate and signage is approximately \$20,000.

There is a used grid at the depot that would be suitable for use in this location. This would reduce the cost by approximately \$10,000.

CONSULTATION:

Not applicable.

ATTACHMENTS:

Not applicable

Strategic Decision Report

Governance

14.5 (08/19) – Quotation Q06 1920 Gyrica Gardens Multi-function Centre

IX: 181932

Author: Chief Executive Officer, Dave Burges

PURPOSE:

Quotations have been called for the high level conceptual design of a multi-function centre at the Gyrica Gardens complex. The purpose of this report is to allow Council to review the quotation results.

POLICY/LEGISLATION:

Local Government Act 2009

Local Government Regulation 2012

Council's Procurement Policy

CORPORATE PLAN:

6.2.2 Identify programs and initiatives to ensure the needs of our older residents are met

RECOMMENDATION:

That Council accepts the offer from Elia Architecture for the high level conceptual design of a multi-function centre at Gyrica Gardens for a price of \$7,325 exclusive of GST.

BACKGROUND:

Not applicable

DISCUSSION:

Tenders for the high level conceptual design of a multi-function centre at Gyrica Gardens were called on 29 June 2019.

Relevant details are:

Reference	VP152285
Opened	29 June 2019
Closed	12 July 2019
Supplier lists selected	Planning, Surveying, Design & Architecture BUS265
Categories selected	1. Commercial Architecture Design
Suppliers selected	1 : Architectus 2 : DM2 Architecture Pty Ltd 3 : Elia Architecture 4 : GHD Pty Ltd 5 : Michael Bailey Architect 6 : Sims White Architects Pty Ltd 7 : WSP Australia Pty Limited

Two responses were received on Vendor Panel by the closing time.

A summary of the responses received is provided in **Table 1**. Costs are exclusive of GST.

Name	Offer (Excluding GST)	Details
Elia Architecture	\$7,325	This includes an amount of \$2,100 for a Quantity Surveyor
DM2 Architecture	\$25,315	This includes a provisional sum amount of \$4,500 for a Quantity Surveyor

TABLE 1: SUMMARY OF TENDERS RECEIVED

A copy of the Project Brief is included as Attachment A.

A copy of the submission from Elia Architecture is included as Attachment B.

A copy of the submission from DM2 Architecture is included as Attachment C.

FINANCIAL:

Council has made a provision for this activity in the 2019/20 budget to the value of \$295,000.

CONSULTATION:

Consultation has been undertaken with staff and Councillors in relation to the project brief.

ATTACHMENTS:

Attachment A: Project Brief

Attachment B: Response from Elia Architecture

Attachment C: Response from DM2 Architecture

Gyrica Gardens Multi-function Centre

Project Brief

July 2019

Project Overview

Background

Gyrica Gardens is an accommodation facility for elderly persons in Quilpie. Council wishes to undertake a conceptual design for a recreation building to be located on the site for use by the residents.

The recreation building facilities and inclusions need to be determined as part of this project.

Scope

The Consultant will be required to:

- Undertake an on-site visit to Quilpie;
- Review the existing facilities;
- Identify and consult with key stakeholders;
- Identify the key uses and inclusions of the facility¹;
- Identify the preferred location of the building on the site;
- Prepare a concept design including plans and elevations; and
- Prepare a high level cost estimate.

Deliverables

- A report to Council providing details of the meetings and consultation undertaken;
- A concept design including plans and elevations; and
- A high level cost estimate.

All deliverables will be provided in hard copy and electronic format.

About Gyrica Gardens

Gyrica Gardens is located in the town of Quilpie and comprises the following parcels of land:

- Lots 1 and 2 on plan RP188086;
- Lot 25 on plan Q6803;
- Lots 6 and 11 on plan Q68011; and
- Lots 7 and 13 on plan Q68030.

¹ These may include, but not be limited to:

- Mens Group meetings
- Tenant meetings / gatherings
- Specialist consultations
- Family gatherings
- Workshops
- HPO Program activities
- Movies
- Toilets
- Kitchenette
- Storage
- Multifunction room

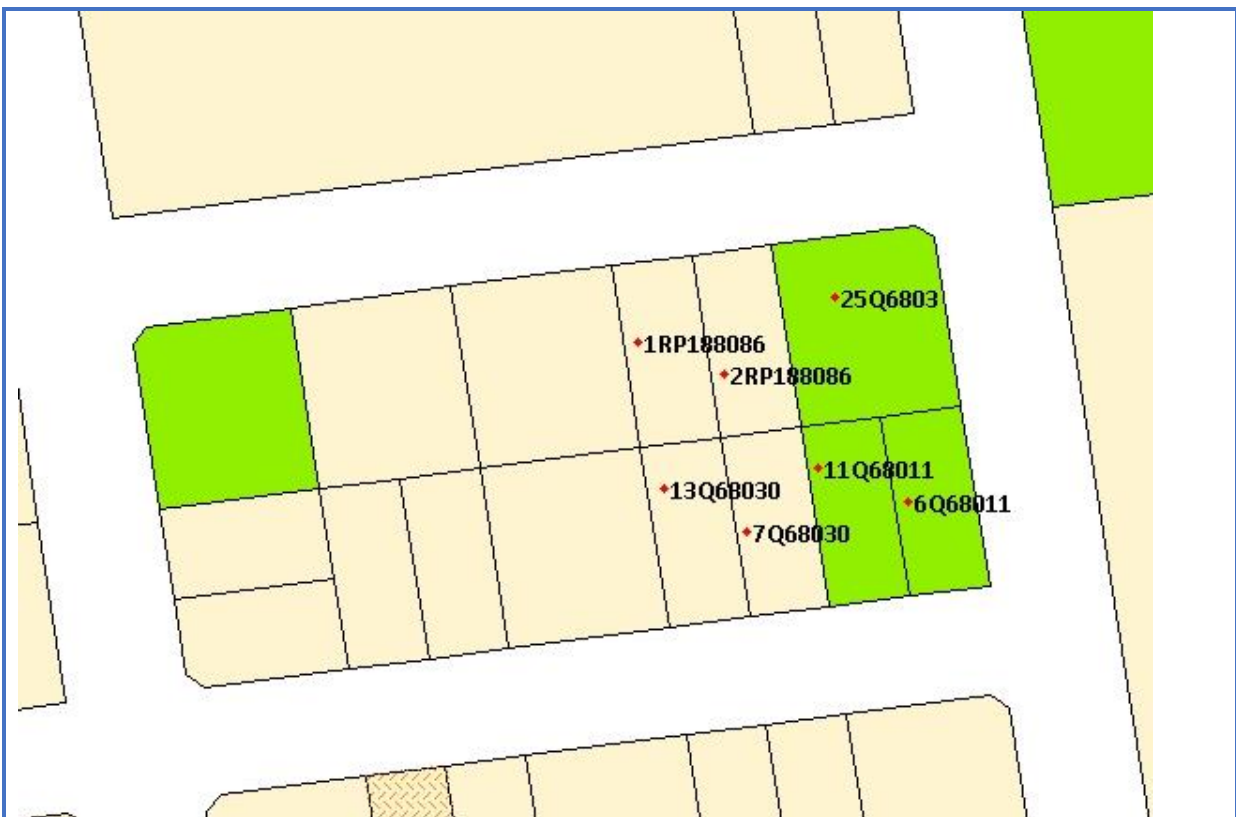


FIGURE 1: LAND PARCELS

The site has frontage to Gyrica Street (east) Quarrion Street (north) and Jabiru Street (south) and has a total site area of approximately 8,080m².

The site comprises seventeen x two bedroom self-contained units in a variety of building formats. All buildings are slab on ground brick veneer.

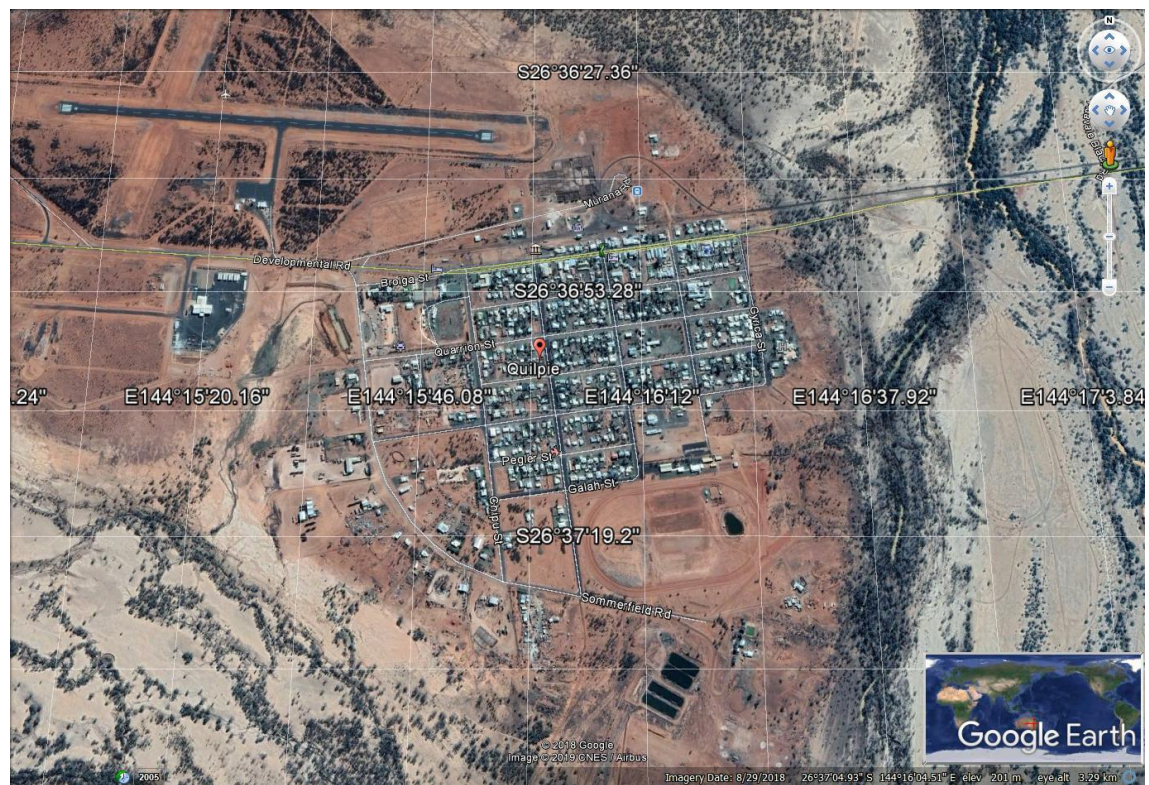


FIGURE 2: LOCALITY PLAN



FIGURE 3: AERIAL IMAGE 1



FIGURE 4: AERIAL IMAGE 2

Project Governance and Management

Governance

Project Manager: Dave Burges, CEO Quilpie Shire Council.

Key Milestone Deliverables (subject to negotiation)

Quotations close	Friday 12 July 2019
Engagement of Consultant	Friday 26 July 2019
Project deliverables	Friday 20 September 2019

Offers and Selection Process

Offers

Offers will provide details of:

- Key staff to be engaged for the project;
- Details of previous relevant experience;
- Draft details of proposed consultation;
- A Lump Sum fee inclusive of all costs and expenses but not including travel and accommodation costs.

Travel and accommodation costs will be paid at actual cost plus 10%.

Selection Process

The successful consultant will be selected according to their experience, reputation, personnel and value for money.

The weighted criteria used in this Consultant selection process are likely to be:

- Relevant company experience 25%;
- Relevant staff experience 25%; and
- Price 50%.

1. BACKGROUND and OBJECTIVES

We understand that Gyrica Gardens in Quilpie is located in close proximity to the Quilpie Hospital and currently consists of 17 aged pensioner units. The Quilpie Shire Council is desirous of having a multi-function centre designed for the community, after due consultation with all the key stakeholders.

Whilst not definitive at this stage, and subject to the outcome of the consultation process, the functions / rooms that may form part of this project, include:

- A Multi-function Room – for
 - Men's Group meetings
 - Tenant meetings and gatherings
 - Specialist consultations
 - Family gatherings
 - Workshops
 - Health Promotion programme activities
 - Movies
- Kitchenette
- Toilets, and
- Storage.



2. CONSULTANT SCOPE, METHODOLOGY AND KEY DELIVERABLES

As part of a limited services scope, it is our understanding that the project will be progressed in the following stages:

➤ During **Project Definition and Briefing Stage** (resulting in the formulation of a detailed Functional Design Brief), we would:

- Undertake a site familiarisation visit to Quilpie;
- Review the existing facilities;
- Identify and consult with key stakeholders in order to establish the key uses and inclusions for the proposed new facility;
- Explore and evaluate the best location on site for the new centre;

The above will lead to the finalisation of the brief for the new facility which will set out in detail the physical requirements for the centre.

During the above brief development process, we also anticipate that our many years of experience in aged-care facility design will mean that we are able to explore the following:

- An understanding and appreciation of the relationship between the Gyrica Gardens community and the local town community, and how the new facility might further this engagement;
- Parallel with developing the accommodation brief, we would also explore and help identify the more non-tangible aspects of the centre that will assist in it becoming a dynamic part of the Gyrica Gardens community. This occurs when a centre of this nature supports and encourages a continued sense of relevance, engagement and contribution by the its users;
- The importance of the correct choice of building materials, finishes and services, as these can greatly enhance the senior user experiences of the centre;

It is our intention to ensure that the process of brief development is meaningful and detailed enough to allow all parties concerned to move on to the next phase of the project, secure in the knowledge that all possible avenues of discussion have been considered. In this way, costly and time consuming changes further down the track, can be avoided.

This process will culminate in us submitting all the Functional Design Brief and all its associated supporting documents to the QSC for approval prior to the team commencing with the Concept Design Stage of the project.

➤ Armed with the approved Functional Design Brief and full site data, we would then during the **Concept Design (SD) Stage**:

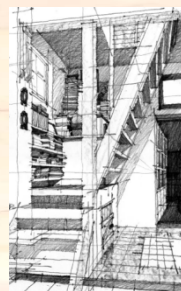
- Prepare a set of concept design drawings for the new centre that fully describes the nature and form of the building and its associated environs;
- Ensure that the design meets all relevant design and planning considerations and constraints through seeking the early input and comment of other professional consultants (planners and services engineers);
- Submit preliminary drawings to Quilpie Shire Council and the Gyrica Gardens community for their review and comment.
- Make any adjustments to the design and drawings to reflect input received from the client and relevant stakeholders;
- Engage a quantity surveyor to prepare a high level cost estimate for the centre, based on the approved design;

➤ The consultant will then submit to the Quilpie Shire Council, the **following deliverables**:

- A fit for purpose centre + environs design which reflects the brief and expectations of all stakeholders;
- A report which sets out the details of the consultation process as well as all the outcomes arrived at (brief, accommodation schedule, expectations, significant design influences etc)
- A set of Sketch Design drawings that fully describe the chosen centre design
- A high level cost estimate for the works

ELIA are hands-on architects - which means that directors and staff are involved in the design and production of all functional architectural drawings.

We use a range of production methods from freehand sketches through to CAD drawings, which all assist stakeholders in understanding the design of their building.



3. OUR TEAM and KEY PERSONNEL:

Practice and Team Organisation

ELIA Architecture (ELIA) is an established Toowoomba-based architectural practice. Formed in 1998, we also have offices in Brisbane and Kuala Lumpur, Malaysia (LGM sdn.bhd). We work right the way across Queensland focussing on Toowoomba and the rural and remote regions.

Our extensive Expertise, Experience and Locality mean that we have been invited to work on some of the region's most iconic buildings.

ELIA Architecture has a core staff of 11 in our Brisbane and Toowoomba offices, four of whom are registered architects and two are architecture graduates. LGM's office has 7 staff members, all of whom are available to support our Australian offices, as needed.

Our three directors – Lester Ehrlich, Steve Layton and Chris Gay - have been in private practice for over 30 years each.

Lester's extensive experience has mainly focussed on projects and commissions in South East Queensland, originally as the regional manager of one of Queensland's largest architectural practices where he was responsible for projects in Western Queensland and then later as the Brisbane-based director of ELIA Architecture.

Steve has been based in Kuala Lumpur for many years, building up a highly successful practice there, yet still providing his, and his practice's expertise and support as needed to the Australian branches of ELIA Architecture.

Chris joined ELIA Architecture in 2006. He manages the Toowoomba office of the practice. He brings to ELIA his many years of international and local experience, firstly as an architect and director of one of Namibia's biggest practices and then later, diverse design and management experience in Christchurch NZ, SE Queensland and Brisbane.

Key Personnel and Capacity

ELIA Architecture nominates **Chris Gay and Lester Ehrlich** as our Key Personnel for this service, with Chris being the Project Leader.

Chris Gay is an architect and Director of ELIA Toowoomba. As a senior, registered architect (RAIA # 27153 and Board of Architects of Queensland # 3419), Chris has gained extensive project design, documentation and management experience in a wide range of building types in his 38 years of practice. He has worked on aged care facilities in Toowoomba and Christchurch, NZ

As Project Leader and Supervisor, Chris will be responsible for project inception, brief development and the production of sketch design drawings; co-ordination with sub-consultants, and all client / user client liaison.

Lester Ehrlich, architect and ELIA Director in our Brisbane office, is available to support Chris in any of the above functions. He is a senior, registered architect (RAIA # 14729 and Board of Architects of Queensland # 2232) and has extensive aged-care experience in Toowoomba, including work on 6 of the 16 Old Age Homes located here. He has also designed aged-care projects in Kingaroy and Millmerran.

All of ELIA's architectural and admin support staff are available as and where necessary:

• Lester Ehrlich	Director / Architect (Brisbane)	In practice since 1978
• Chris Gay	Director / Architect (Toowoomba)	In practice since 1981
• David Laws	Architect (Brisbane)	In practice since 1984
• Diyana Hioe	Architect (Brisbane)	In practice since 1999
• Sue Gay	Architectural Graduate (Toowoomba)	In practice since 1981
• Zhong Sheng Lee	Architectural Graduate (Toowoomba)	In practice since 2015
• Don Marrier	Architectural Technologist (Toowoomba)	In practice since 1999
• Kayne Harris	Architectural Student (Brisbane)	Experience since 2018
• Brendan Vlok	Architectural Technician (Toowoomba)	Experience since 2019

Chris Gay and Lester Ehrlich have many years of client-specific project experience, having been the primary architects at ELIA involved in the delivery of many varied projects.

Like all projects procured through ELIA we pride ourselves on exceeding client's expectations; satisfying the client's brief and ensuring budgets are met.

We also understand that clients have a budget bottom line that should be respected and this is part of why we have an envied record of projects built; not designed and then occupying client's filing cabinets as either unbuilt or unbuildable.

We are proud of our range of satisfied customers because we listen to, and respect their needs and wants.



Chris Gay, Lester Ehrlich, David Laws and Diyana Hioe – our registered architects – will form the core of our design and documentation team for this project.

Between them they have an enviable portfolio of design, documentation and practical experience on projects for government and corporate clients.

This will stand our team in very good stead in supporting the delivery of a successful project for the Quilpie Shire Council

We also typically structure a high performance and streamlined consulting team with regional and state expertise for our projects. We have a successful track record of working together to deliver projects of a similar nature, size and complexity.

Our team draws on the depth of resources from ELIA Architecture to provide team leadership, consultation, architecture and design services.

4. LOCATION AND CONTEXT EXPERIENCE

ELIA Architecture has been practicing out of Toowoomba since 1998. Prior to forming this company, Lester Ehrlich was the regional manager of one of Queensland's largest architectural practices where he was responsible for projects and commissions in Western and South East Queensland.

ELIA Architecture has accumulated extensive local and regional engagement and experience through providing quality architectural services to the Local Authority Sector.

We have worked on many projects located in the more remote parts of Queensland such as Cunnamulla, Charleville, St George, Roma, Wandoan, Mt Isa and Longreach.

This has allowed us to develop a deep feeling for working in these unique environments that define Rural Australia, and together with our deep commitment to service professionalism (as reflected in the quality of our skills, expertise and experience) is what we believe is necessary to produce an outstanding result for Quilpie Shire Council

Examples of Toowoomba building projects and commissions for the Toowoomba Regional Council include:

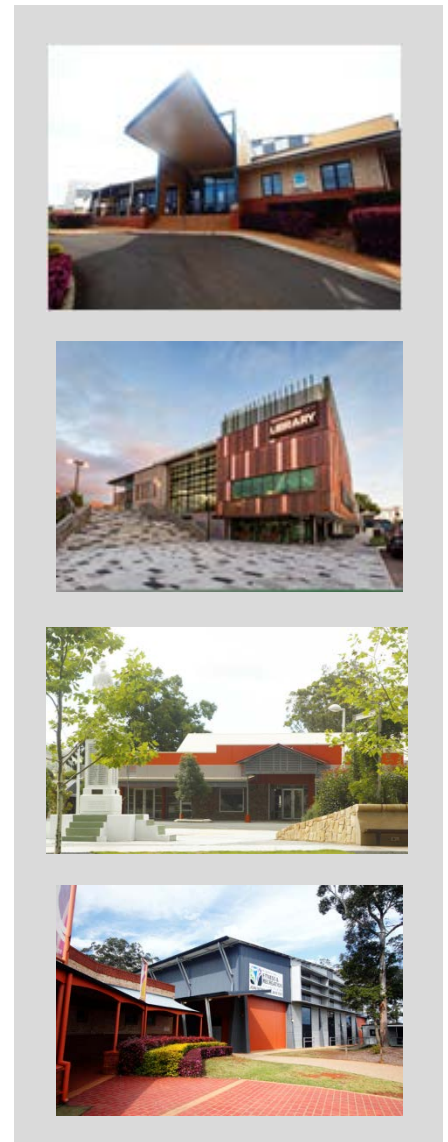
- The City Library and Civic Square development;
- The City Hall Theatre Redevelopment Concept Investigation;
- The Toowoomba Waste Management Facility;
- The Toowoomba Visitor Information Centre;
- Ruthven Street Crossing Structures;
- The upgrade of the Milne Bay Indoor Swimming Pool facilities, and
- Document review for the Toowoomba Railway Goods Shed.

Council projects located outside of the city of Toowoomba include:

- The Crow's Nest Cultural Centre and Hub;
- The Highfields Cultural Centre
- The Highfields Indoor Sports Centre and Aquatic Centre;
- Preliminary designs for Stage 1 of the Highfields Sports Park, and
- The Highfields Sports Park (Stage 2) – new Clubhouse.

Council projects located further afield include:

- The Goombungee Library and Cultural Centre, and
- The Kingsthorpe Childcare & Medical Centre – for the Rosalie Shire Council;
- Extensions to the Pittsworth Shire Council Administration offices;
- The Texas Community Centre and Gallery;
- The new Cunnamulla Civic and Community Enterprise Centre and
- The John Kerr Park Redevelopment – both for the Paroo Shire Council, and
- A Community Service Centre for the Cherbourg Aboriginal Shire Council;



5. PREVIOUS PROJECT SPECIFIC EXPERIENCE

ELIA Architecture and individual staff members have in the past, been involved with a number of successful aged care projects. Built for a diverse group of clients, these projects range from new retirement villages and high care nursing homes to alterations of existing aged care facilities, and include:

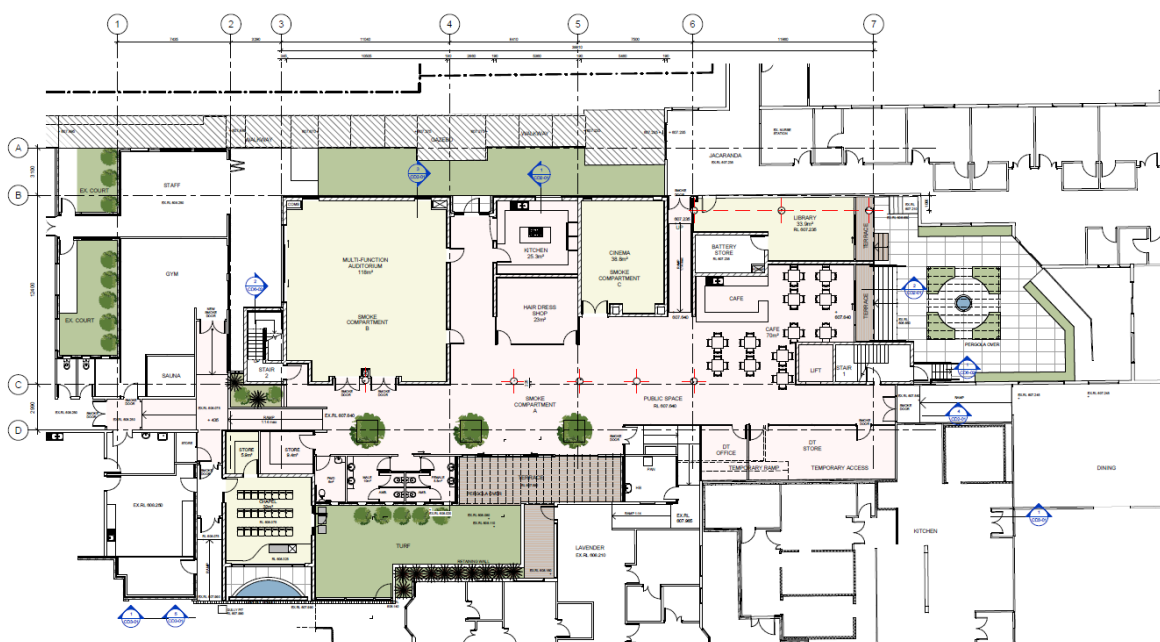


■ Brodribb Home, Toowoomba

The Brodribb Home, Toowoomba

Brodribb Home Inc, is a community based aged care facility in Toowoomba.

- Design of a 30-bed High Care Unit (2 storey), with 10 bed-sit suites for couples and 20 en-suited bedrooms + Laundry + multi-purpose activity space
- A 14-bed Dementia (Memory Support) Unit
- A 10-bed Assisted Live-in Unit,
- A new cook/chill kitchen, and
- A new multi-function centre currently in documentation stages - the 'Maple Wing' - which has been designed as infill architecture and an extension to the existing public areas of The Brodribb Home. The extension includes a multi-function auditorium, cinema, library, hair dresser, chapel and café.



■ Brodribb Home – Maple Wing - Toowoomba

Shalom Aged Care, Toowoomba

Design of a 120-bed facility that caters for Low, High and Special (Dementia) Care along with Extra Support Services. The facility has 100 en-suited bedrooms and 20 bedrooms with shared bathroom facilities and is stage 1 of a new Aged Village on the western side of Toowoomba. This facility was constructed at \$105,000 average price per bed and included cook/chill kitchen, laundry, allied health rooms, library and administration facility. It was completed in 2009 at \$1,000,000 under budget. ELIA Architecture worked closely with the client and the builder to ensure value for money was achieved.

Kooroongarra Dementia Unit, Millmerran

- Design of an 8-bed Dementia Unit for the Millmerran Centenary Retirement Village Inc, incorporating a kitchen and a meals & living area central to the unit.

Salem 32-bed High Care Facility, Toowoomba

- Re-development of existing site, new Kitchen (cook / chill)
- New onsite carpark, laundry and Administration

Orana Lutheran Complex, Kingaroy

- Masterplan of the site,
- Design of a 40-bed High Care Unit and new Kitchen, Laundry & Administration Centre
- A 12-bed Dementia Unit Upgrade, and
- Upgrade of Low Care Facilities and Independent Housing Units

Graceville Centre - Lutheran Community Care, Nambour

- Alterations of the day respite hostel
- Renovations to the Independent Living Accommodation

Salem North Ridge Lutheran Complex, Toowoomba (with Thomson Adsett Architects)

- A 42-bed facility which includes a 12-bed Dementia Wing, Kitchen, Laundry, Administration and chapel

Yukana Retirement Village, Toowoomba (with Thomson Adsett Architects)

- Design involvement with a 40-bed High Care Facility, new Kitchen, Laundry and Administration, on site next to the Church and Independent Living Unit Village

Mount Lofty Heights Nursing Home, Toowoomba (with Thomson Adsett Architects)

- New double storey, High and Low Care Complex in Stuart Street

Holly Lea, Christchurch New Zealand (Chris Gay with Trengrove & Blunt)

- The winning scheme in a limited competition for a new aged care development, Holly Lea is run by the Mclean Institute. The project catered for a general increase in accommodation, as well as new apartment accommodation for couples.



■ Shalom Aged Care, Toowoomba

■ Holly Lea, Christchurch

6. PRICE

Our fee for this commission is as below:

ELIA Architecture – Site Inspection, Brief Development and Concept Design Drawings	\$	5,225 (+GST)
Swart & Associates Quantity Surveyors – High Level Cost Estimate	\$	2,100 (+GST)
TOTAL	\$	7,325 (+GST)

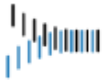
ELIA Architecture – hourly rates for any design changes and / or any additional work (if required).

Director/Principal Architect	\$ 250/hr (+GST)
Senior Architect	\$ 230/hr (+GST)
Architect / Architectural Graduate >10 yrs.	\$ 170/hr (+GST)
Architectural Graduate / Senior Architectural Technician	\$ 120/hr (+GST)
Architectural Student	\$ 100/hr (+GST)

Swart & Associates – hourly rates for any additional work, if required:

Director	\$ 170/hr (+GST)
Senior Quantity Surveyor	\$ 150/hr (+GST)

7. SWART AND ASSOCIATES - FEE PROPOSAL



Swart & Associates
Quantity Surveyors

PO Box 5108 Kenmore East QLD 4069
E eric@swartassociates.com.au
M 0434 356 399
W swartassociates.com.au

5 July 2019

Our Ref: F231-19

ELIA Architecture
PO Box 547
Toowoomba, QLD 4350

Attention: Chris Gay

Dear Chris,

**Quilpie Shire Council: Gyrica Gardens Multi-function Centre
Fee Proposal for Quantity Surveying Services**

Thank you for the invitation to submit a fee proposal as outlined in your e-mail dated 1st July 2019.

We have reviewed the scope of project works and enclose for your consideration a quotation to provide quantity surveying services (concept design cost estimate report) on the Gyrica Gardens Multi-function Centre for the Quilpie Shire Council.

We trust this submission meets your requirements and look forward to a continued working relationship with your office. Should you wish to discuss any aspect of our submission please do not hesitate to contact me.

Yours sincerely,



Eric Swart | Director | BSc(QS) MRICS AAIQS
Swart & Associates

End



Quilpie Shire Council: Gyrica Gardens Multi-function Centre – QS Fee Proposal

1 Quantity Surveying Services

1.1 Introduction

Swart & Associates are pleased to submit a fee proposal for the provision of quantity surveying services on the proposed new Gyrica Gardens Multi-function Centre for the Quilpie Shire Council.

The scope of our service will broadly incorporate the following key elements:

- Preparation of a concept design estimate and cost plan report considering all relevant cost centres of the project
- Provision of the project cost information in a format that clearly indicates cost breakdowns of construction and non-construction costs

2 Methodology

2.1 Concept Design Stage

Allowance is made in the fee for an initial start-up meeting/discussion with the Architect to gain an understanding of the location of the proposed new Gyrica Gardens Multi-function Centre in relation to existing adjacent buildings/structures, in-ground services and established trees. Consideration will be given site access and site constraints to determine the potential impact of these factors on the cost of the works.

An elemental estimate and cost plan will be prepared based on the concept design stage drawings and preliminary specifications in accordance with the AIQS standard elements.

Adequate allowances will be made in the estimate and cost plan for a locality factor, design contingencies and anticipated escalation in future building costs.

3 Fee Proposal

3.1 Fee

The fee for completing the above quantity surveying service is set out in Table 1 below.

Table 1

Stage	Fee (excl GST)	GST (10%)	Total (incl GST)
<i>Design Meetings</i> Start-up meeting (x1 No. - Telephonic)	Incl	Incl	Incl
<i>Concept Design Estimate</i> Estimate Report	\$2,100	\$210	\$2,310
TOTAL FEE	\$2,100	\$210	\$2,310

Quilpie Shire Council: Gyrica Gardens Multi-function Centre – QS Fee Proposal

3.2 Exclusions

The following exclusions apply to this proposal:

- Additional estimates for various design options
- Site visit
- Attendance at design meetings

4 Hourly Rates

Should additional services be required not listed under Table 1, we will gladly provide these at the following hourly rates:

Table 2

Position	Rate/hr (excl GST)	GST (10%)	Total Rate/hr (incl GST)
Director	\$170	\$17	\$187
Senior Quantity Surveyor	\$150	\$15	\$165

5 Insurances

Swart & Associates have the following insurances in place:

Professional Indemnity Insurance

- Insurer: Allianz Australia Insurance Limited
- Policy No: 141R001811PLP
- Limit of protection: \$5,000,000
- Expiry Date: 30/08/2019

Public Liability Insurance

- Insurer: Berkley Insurance Australia
- Policy No: OPK-7959
- Limit of protection: \$20,000,000
- Expiry Date: 30/08/2019

Workers' Compensation Insurance

- Insurer: WorkCover Queensland
- Policy No: WAD170624522
- Expiry Date: 30/09/2020

Quilpie Shire Council: Gyrica Gardens Multi-function Centre – QS Fee Proposal

6 Prequalification (PQC)

Swart & Associates are registered as a PQC Level 3 supplier of Quantity Surveying services with the Queensland Government – Department of Housing and Public Works:

- Registration Number: 3866A

7 Resourcing

The following key personnel will be committed to the project and be responsible for delivering quantity surveying services on the project:

- Eric Swart (Director)
- Hema ten Cate (Senior Quantity Surveyor)

Key Personnel

Eric Swart (Founder & Director – Swart & Associates Quantity Surveyors)

Eric is the founder and director of Swart & Associates Quantity Surveyors which is a Queensland owned and operated quantity surveying practice located in Brisbane.

Eric will be fully committed to this project and act as project leader. With over 30 years as a professional in the construction industry in Queensland (14 years) and internationally in South Africa and Namibia (20 years) his extensive experience includes estimating, cost planning, procurement documentation, tender evaluation, contract administration, contract negotiation, alternative dispute resolution, insurance valuations and building condition audits. His experience extends across a wide range of sectors such as commercial, industrial, residential, aged care, education, correctional, health, defence, transport, leisure, sport and recreation. Project types include new buildings, heritage buildings, refurbishments and fit-outs.

Education

BSc (QS) – University of the Witwatersrand, Johannesburg

Certificate of the Commercial and Industrial Specialist – Real Estate and Property School, Johannesburg

Certificate in Adjudication – RICS Dispute Resolution Services, Brisbane

Professional Affiliations

Member – Royal Institution of Chartered Surveyors (MRICS No.1239114)

Associate Member – Australian Institute of Quantity Surveyors (AAIQS No.5034)

Herna ten Cate (Senior Quantity Surveyor)

Herna is a chartered quantity surveyor with over 25 years' experience as a professional in the construction industry in Queensland (10 years) and internationally in South Africa (18 years). Her extensive experience includes estimating, cost planning, procurement documentation, tender evaluation, contract administration, contract negotiation, insurance valuations, building condition audits and life cycle costing. Herna's experience extends across a wide range of sectors such as commercial, industrial, residential, aged care, education, correctional, health, defence, transport, leisure, mining & resources, civil and infrastructure. Project types include new buildings, refurbishments, fit-outs, landscaping and water/sewer treatment facilities.

Education

BSc (QS) – University of the Orange Free State, Bloemfontein

Professional Affiliations

Member – Royal Institution of Chartered Surveyors (MRICS No.1282072)

Affiliate Member – Australian Institute of Quantity Surveyors (AIQS No.10392)

Current/Recent Council Projects by Swart & Associates

Toowoomba Regional Council: New Highfields Library - (Cost Planning & Contract Administration)

Toowoomba Regional Council: Highfields Sports Park Stage 2 - (Pre-Tender Cost Estimate)

Paroo Shire Council: New Council Administrative Centre at Cunnamulla – (Concept Design Cost Estimate to support funding application)

Toowoomba Regional Council: Queens Park Toowoomba – Public Facilities, Playgrounds and Landscaping Upgrade - (Cost Planning – all design stages)



Gyrica Gardens Multi-function centre

Architectural Consultancy Fee Proposal

Purpose Driven Creativity

Index

DM2 Architecture – an introduction

Methodology

- Task Appreciation
- Project vision & Objectives
- Considerations
- Communications & Stakeholder Management
- Successful project Delivery
- Programme

Experience and Capability

Personnel and Capacity

Referees

Fee Submission & Deliverables



DM2 Architecture – an introduction

DM2 Architecture has been delivering award winning services to clients throughout Queensland and interstate since its establishment as Dimitriou Architects in 1981. The DM2 Architecture brand was launched in 2007 upon the retirement of its founding director. The business has built a rich heritage and our portfolio of clients includes many who have worked with the team for over a decade. We operate across a diverse range of sectors including: education, retail, hospitality, commercial, residential and leisure.

Purpose Driven Creativity - Our vision

Our design approach offers a blend of functionality, connection and inventiveness in the detail. Our values are deeply entrenched in simplicity and elegance. We embrace functional planning, whilst respecting existing character and context. We integrate this approach into each and every design brief so that a space is elevated beyond the norm and resolves complexity into cohesion.

Whether the project is green field, adaptive reuse, alterations and additions or interior design; DM2 explores the opportunity to create a pragmatic yet distinctive solution.

A relationships business - Our approach

Our approach is to work with you as a trusted advisor in the creation of beautifully practical spaces. We seek to understand your perspective and hold this vision throughout a project.

We love what we do and our relationships are a huge part of this passion. DM2 Architecture is proud of our clients, many of whom we have worked with for many years, and with whom we partner seamlessly in the delivery of our projects.

Tailored solutions

We invest time in project briefing and stakeholder engagement to ensure the context for a project is understood and reflected into execution and outcomes. Our delivery is flexible and empathetic, not only to the needs of the design brief, but also the project management complexities that evolve from day to day. We are experienced at designing contemporary spaces which are adaptive and progressive; our team creates opportunities within each project and provides detailed guidance as to what it will take to realise objectives.

Our services

From the smallest tenancy fitout to multimillion dollar projects, every DM2 Architecture brief is examined, discussed and debated to ensure that choices are intentional and meaningful. Our team creates a thorough understanding of functionality, lifecycle, environment and the final occupants of a project. This understanding forms the basis of creative architectural solutions that are specific to place and purpose and deliver tangible benefits.

Special skills/creativity

DM2 offers a breadth of specialist design and project management skills and experience for this project. Project Director, Brad Muller, has a blended career encompassing architectural and project management experience; the advisory lens he offers clients is holistic, pragmatic and commercially orientated.

Our practice operates to the vision for Purpose Driven Creativity, which means that we invest in our initial briefing process to ensure that not only the detailed scoping is understood, but that the operational and practical context for a project is fully integrated into subsequent briefing and design process.

Buildability and Value for Money

Buildability is closely linked to programme and cost planning. We will look to implement established common building systems to maximise opportunities for the widest market and as such greatest efficiency and adoptability which in turn should assist in building procurement.

Lifecycle considerations

A major consideration for any property owner is the impact of operational and maintenance costs for the lifecycle of the building. This is often a balancing act between high initial capital outlay verses minimised ongoing costs and low establishment costs with a greater future costs through operation. At DM2 we review this consideration with our clients to establish the comfortable balance.

Programme

We are confident in our ability to resource projects adequately to meet your desired programme . As such we will work with you to identify individual milestones and check points as well as the overall project programme timeframes.

Please refer our forecast programme included as an appendix which highlights key milestones as follows:

- | | |
|-----------------------------|----------------------------------|
| • Consultant engagement | 26 th July, 2019 |
| • Preliminary Workshop | 1 st August, 2019 |
| • Return brief submission | 15 th August, 2019 |
| • Concept planning | 30 th August, 2019 |
| • Final Submission & Report | 20 th September, 2019 |

Quality Assurance

DM2 Architecture holds ISA 0991: 2017 Quality Management System accreditation for architectural and interior design.

Our Quality System is third party certified by TQCSI and our current certificate number is AU1134-QC.

DM2 Architecture places great emphasis on understanding client requirements to meet and exceed their expectations.

Our Quality Management System has been developed to both reinforce and continually improve our standards in exceeding client expectations.



Methodology

Task Appreciation

The Council are seeking to establish a conceptual design for a “recreation Building” located on site for the residents of Gyrica Gardens accommodation for elderly within the community.

Project Vision & Objectives

A sense of community and socialisation is a paramount element of the all living environments.

The challenge is finding a meaningful way to generate a sense of belonging and social responsibility, ie. learning the art of ‘neighbouring’, by designing communal spaces that bring people together.

A sense of community is largely dependent on our physical space.

The project should create a welcoming and inclusive environment for residents to form social connections in a modern, facility that accommodated a variety of functions and allows for flexibility of use.

Urban design principals suggest that communal space that provides for ‘long-duration activities’ foster meaningful interaction as activities provide the best opportunities for social networking and building a sense of community and inclusion.

The RFQ identifies the project objectives to include the following functions:

- Meeting/Gathering space
- Functions area
- Movie
- Lounge
- HPO Programme Activities
- Kitchenette
- Amenities

Considerations

Following are a number of items we believe require pragmatic consideration, quite separate to the aesthetic design and undertaking of this project, which have the potential to greatly impact the outcomes:

- Site Planning
 - Connection/engagement with the residences
 - DDA compliant access
 - Access for visitors, service providers and deliveries
 - Impact landscape design can have on amenity
 - Connection/engagement with the greater community
- The Facility:
 - Wayfinding and accessibility
 - Acoustic Attenuation between areas
 - Lighting levels
 - Materials and finishes
- The built form:
 - Building configuration
 - Materiality (durability, life cycle & maintenance)
 - Constructability
 - Landscape integration
 - Internal/external connectedness
 - Acoustic attenuation
- Social
 - Counter loneliness and isolation and disconnect.
 - Engineering opportunities for patron interaction



Communications & stakeholder management

An important part of this project is the establishment of the project brief and establishing the parameter around what it to be accommodated with the facility.

DM2 Architecture possesses significant experience on complex, multi-stakeholder education projects and understands the crucial role of targeted and effective consultation and engagement. Our approach to managing this issue is premised on significant immersion, research and collaboration with all stakeholders, internally and externally. Our office culture is underpinned by a collaborative communication across the whole team. This means that knowledge is transparently shared across all team members

- Establish at project commencement the lines of communication across the PCG.
- Utilisation of formal and informal methods of stakeholder relationship management tools including: one-to-one meetings, facilitated workshops, group forums, observation / attendance at key events and presentations to user groups.
- Adopt a broad range of communication and engagement tools in order to both collate and assess information from stakeholder groups, and ensure that project management deliverables are met.
- Establish all parameters prior to developing documents. This is imperative to avoid reworking during final documentation and potential delays.
- At project commencement establish sign off target dates with PCG. This will enable efficient delivery as significant milestones are scheduled.
- At project commencement table a schedule of deliverables for the PCG. This will ensure information is received from the PCG in a timely manner. This will aid the design process.
- Ensure all parameters and constraints are tabled with the PCG and design team. This will ensure the design decisions track consistently with the project programme and budget.
- Constantly maintain a programme on the project which identifies all timing constraints. This aids in identifying any contract and programme goals for the contractor.
- Track progress of design and documentation against milestones.
- Ensure all documents are submitted by design team for approvals in a timeframe which allows review completion prior to submission.
- Provide timely responses to all queries during construction and maintain good levels of communication with the construction and design teams.

Ultimately, all communication from the consultant team will be channelled through one point of contact, the Architect, and will be directed to the project manager to ensure clear concise communication paths and directions.

Successful project delivery

DM2 Architecture targets a number of key areas to ensure successful delivery when considering time, cost and quality.

The following strategies would be implemented if DM2 are awarded the project:

- Undertake broad site analysis with the project team to determine constraints and opportunities.
- Identify with the project team relevant precedents for the building/s and, where possible, review comparable facilities to determine what works and what doesn't.
- Undertake research into all relevant models and precedents with specific reference to the specific use of this support accommodation. This will enable us to understand future trends and needs.
- Establish at project commencement the lines of communication across the project team.
- Adopt a broad range of communication and engagement tools in order to both collate and assess information from stakeholder groups, and ensure that project management deliverables are met.

- Utilization of formal and informal methods of stakeholder relationship management tools including: one-to-one meetings, facilitated workshops, group forums, observation / attendance at key events and presentations to user groups.
- Our team would operate flexibly throughout the program to ensure a complete understanding of all key issues, opportunities and challenges, maintaining responsiveness to program changes and timeframes.
- DM2 would work closely with local and statutory authorities to manage compliance on key planning and building issues, prioritizing timeframe requirements to progress development and ensure that this is integrated with all consultant team communications.
- At project commencement table sign off target dates with the consultant team.
- At project commencement table a schedule of deliverables for the consultant team. This will ensure information is received from the team in a timely manner and will aid the design process.
- Ensure all parameters and constraints are tabled with the project management and design team. This will ensure the design decisions track consistently with the project programme and budget.
- Ensure all documents are submitted by the design in a timeframe which allows review completion prior to submission.
- Maintain a programme on the project which identifies all timing constraints. This aids in identifying any contract and programme goals for the contractor.
- Track progress of design and documentation against milestones.
- Follow DM2 office quality control ISO 9001 processes to ensure completeness and accuracy of documentation.
- Undertake internal design and documentation reviews at completion of key stages
- Provide timely responses to all queries during construction and maintain good levels of communication with the construction and design teams.

Programme

We are confident in our ability to resource projects adequately to meet your desired programme . As such we will work with you to identify individual milestones and check points as well as the overall project programme timeframes.

Please refer our forecast programme included as an appendix which highlights key milestones as follows:

- | | |
|-----------------------------|----------------------------------|
| • Consultant engagement | 26 th July, 2019 |
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Experience and Capability

At DM2 architecture we have an extensive portfolio of works that share common requirements to your project so as to provide comfort that our team can not only deliver on the pragmatic requirements for the project, but draw on our team's years of knowledge and experience to create a facility that addresses the social and amenity agendas to be referenced as a stand-out model for the future.

Following, we have identified a variety of skill sets and experience beneficial for the successful delivery of your project that is shared with our project portfolio:

- Experience with multiple stakeholders
- Briefing and scoping project works
- Common Facilities & Community living
- Master planning
- Delivery of Regional Projects
- Local Maranoa Projects

Experience with multiple stakeholders:

Having worked with Tertiary Education providers and State Government we are accustomed to defining the works requirements from multiple stakeholders. One of our skills is to identify the key principles required for the successful project delivery.

Common Facilities & Community Living:

These areas are common in many of our projects, be it common lounges and breakout spaces aimed at student welfare, function spaces and dining areas for Hotels, Sporting Club Clubhouses or dining areas and lounges for Remote work communities, the "Commons" or Recreational areas are extremely important influencers to foster meaningful interaction and provide opportunities for social networking and building a sense of community and inclusion.

Masterplanning:

Masterplanning occurs on many different levels across a project. The understanding and planning of connections between spaces, the planning for servicing and the co-ordination of infrastructure has impacts on the immediate functionality of a project, the costs and the future ability to development.

At DM2 we have been involved in master planning of new greenfield developments, the revisiting and strategic planning for tertiary & commercial complexes and the refinement of retail spaces to facilitate greater customer interaction.

Regional Works:

Many of DM2 architecture's work is undertaken outside of SE Qld. We have works across the Country and as such, we understand the importance of understanding building tectonics and appropriateness for the area.

Key regional Projects include:

- The Royal Flying Doctor's base at Charleville
- The Royal Hotel, Roma
- The Heron Island Research Facility
- Hospitality facilities in Kingaroy, Toowoomba, Ayr, Manora, Cairns, Atherton, Inisfail, Darwin & Alice Springs



Completed Relevant Projects

Following, we have identified key projects from our portfolio that showcasing our experience in delivering projects with qualities identified above and in your project RFP.



UQ Rockhampton Student Accommodation

BUDGET: \$3,500,000 (construction cost)

DM2 were commissioned to masterplan a multiple staged development for the University of Queensland on land adjacent the Rockhampton base hospital.

The first phase was to include new accommodation for 28 students and combines residential units with administration, seminar and tutorial facilities in a “terrace/Town House” development which embraces passive solar design principals, careful materials selection and robust detailing for “lifecycle” considerations.

Central to the accommodation was the “common” an area which allowed the students to congregate and socialise outside of their individual accommodation.

The common was configured with a lounge, small meeting rooms, resource area, kitchenette, amenities, administration office and large outdoor areas served as breakout and function facilities for the cohort.

The “Common” was located at the arrival of the facility so that it was readily accessible and became the “drop in” for occupants throughout their daily activities and hence promoted social connections for persons during their stay.



Griffith University: Clinical Education Accommodation

(Undertaken in partnership with Queensland Health)

BUDGET: \$8,300,000 (combined construction cost)

Dm2 Architecture was engaged by Griffith University to deliver facilities at the in Warwick, Stanthorpe and Kingaroy Hospitals as part of their regional medical programme. The facilities needed to provide residential accommodation, community facilities and tutorial/seminar spaces for the students whilst on their regional rotation for periods of three to six months.

The University were concerned about student isolation and separation and as such the need for common facilities and opportunity of casual interaction/ engagement with their peers outside of the working environment became paramount as the project's design progressed through the design phase.

In parallel with concerns over student isolation and interaction the University also harboured reservations around student welfare and safety and it was this overriding aspect which eventually influenced the selected design outcome for the client.

Kingaroy & Warwick:

At both locations the facilities were greenfield constructions to the rear of the Hospital and selected to provide direct links into the hospital but also the street.

The facilities on each site took the form of two buildings. One containing the teaching and education facilities while the second contained the common/community facilities flanked either side by accommodation units. The space between was developed a courtyard common areas.

In total 20x students were accommodated in the onsite accommodation. Community facilities included full share kitchens, dining spaces, BBQ's, decks, Lounge/common and laundry facilities.

Stanthorpe:

The Stanthorpe project differed slightly to those in Warwick and Kingaroy. This project included the adaptive reuse of existing nursing accommodation which was augmented to make up the required student numbers. Common facilities and teaching facilities were established in new building structures arranged to create secure courtyard spaces as breakout areas.

Each project was constructed using careful materials selection and robust detailing for "lifecycle" budget and constructability considerations.



Heron Island Research Station

BUDGET: \$10,000,000 (construction cost)

Following its destruction by fire DM2 architecture were engaged to assist in the redevelopment of the Universities prestigious Research Station located on Heron Island in the Great Barrier Reef.

The Research Facility combines both education and research functions and as such accommodates a small group of permanent staff while catering for a large number of Academics, Researchers, through tertiary students as well as secondary student groups.

The redevelopment involved master planning the new facility including replacement of all existing infrastructure services and allowing for future expansion as required.

The facility contains PC2 Labs, external research facilities, aquaria, offices, teaching labs, interactive spaces, support facilities and a variety of accommodation modules ranging from single unit dwellings, duplexes, dual units and dormitory accommodation. Flexibility was the key to the design solution, allowing the adaptability of the spaces from single unit to 8x students.

Located on an island accessed only by Helicopter, sea plane or 3x hour boat transfer, the area is isolated. As such the design on the facilities needed to counter the sense of isolation and create "community" for the inhabitants no matter how short or long the duration of their stay.

In addition to the social considerations, the remoteness of the island and the fact everything needs to be barged to and from the island on a weekly service barge, meant that consideration needed to be given to building materiality and tectonics to simplify construction and minimise waste throughout the build.

Likewise, all power for the facility is generated on site and all water is provided courtesy of a desalination plant. As such passive solar and ESD principals were critical components of the design to minimise the load on the power infrastructure.



Royal on 99

The project sought to replace the former Royal hotel destroyed by Fire and in doing so provide a hub for the community within the town whilst also reinvigorating the streetscape. The royal contains a variety of spaces including café, public/sports bar, a bistro and function spaces.



Carina Leagues Club

The project included the development of a junior club clubhouse. Included in the facility were Change rooms, Meeting rooms, Offices and Store rooms, as well as Canteen functions and public welfare areas.



Seahaven Resort Refurbishment Noosa

BUDGET: \$18,000,000 (construction cost)
Located on Hastings St, Noosa Heads, Seahaven Resort consists of 3 no. x 3 level accommodation buildings, containing 48 self-contained units, basement carpark and retail and restaurant facility facing Hastings St. The buildings are sited along 120ms of Noosa Main Beach frontage. The brief was to fully refurbish the existing development to breathe new life into the well, patronized resort. As such, turn a disjointed and worn out set of buildings into a unified and environmentally responsive facility, but still maintain the 'Seahaven Feel'



Sky Lodges Binna-Burra

BUDGET: \$6,000,000 (construction cost)
Majestically perched 750 metres above sea level in the World Heritage Lamington National Park, the Sky Lodges at Binna Burra Lodge have served to reinvigorate the local area through increased tourism and engagement from the community. Four buildings are situated on the north face edge of a steep ridge. Our design solution maximises the opportunities provided by the location and its stunning vistas, while providing absolute privacy.



Royal Flying Doctors Base, Charleville

Budget: \$3,500,000 (Construction cost)
For the first time this new base brings together hanger, pilot, patient transfer facilities with the central administration and office together in one building at the local airport. The offices and administration facilities are configured in an open plan configuration to encourage interaction between the various departments. Small and large meeting spaces provide flexibility for



UQ Psychology Clinical Precinct (2017)

BUDGET: \$4,600,000 (construction cost)
The Upland Road project comprises 10 residential houses converted into commercial premises to house a number of teams from the School of Psychology. The project is unique in location and scope; impacting a broad demographic from the general population who will use the services of the precinct, to the collection of UQ staff and the local St. Lucia community.
Key deliverables were to both increase capacity for a growing team and to create a clinical precinct supportive and empathetic to clinic patients, many of whom are families in difficult circumstances.

Personnel and Capacity

We believe the most important factor in the success of a project is the assembly of the right team. DM2 Architecture's dedicated team possesses considerable professional expertise in this sector and understands the complexities of stakeholder engagement and commerciality involved in all projects.

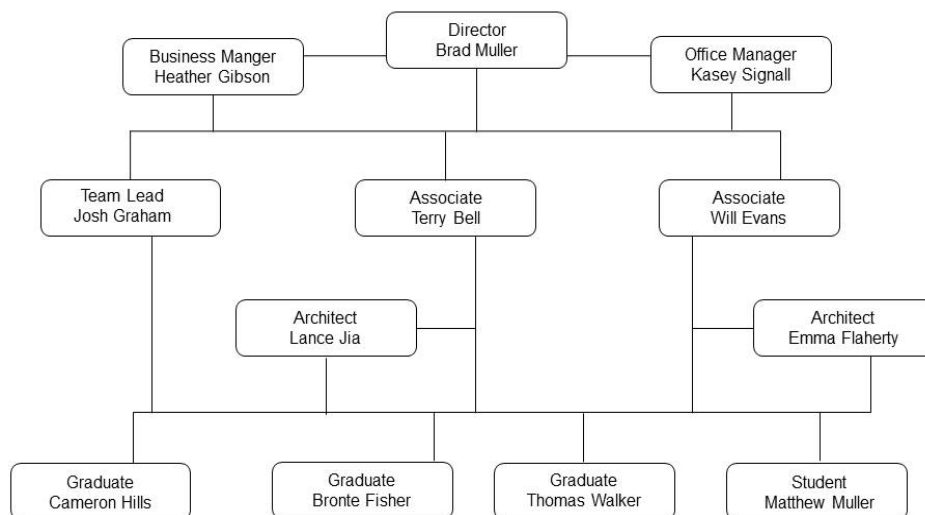
Senior leaders, Brad Muller, Terry Bell and Will Evans, have significant knowledge of contract and project procurement, and operate as trusted advisors to a number of repeat clients to ensure that all aspects of the brief are understood and remain the foundation for the delivery of every project. Our design expertise encompasses a range of settings including: Educational, Multi-Residential, Visitor Attractions, Commercial, Hospitality and Retail. This includes complex and unique building design and project procurement as part of new build and adaptive reuse programs.

DM2 Architecture's internal team is selected due to their experience on like projects and their current workload availability. We maintain the approach that a director is involved in every project within the practice.

Brads experience runs across client representation, user engagement and project management through to highly technical and complex design responses for projects in the research, commercial and hospitality fields in regional Queensland. A highlight of Brad's management and design capabilities was the rebuild of the University of Queensland Research facility on Heron Island after being completely destroyed by fire. The project called for a clean-up re planning, inclusive of infrastructure and cos effective construction techniques on a remote island in record time so to minimise impacts on ongoing research. Brad will bring this clarity of task and efficiency to the project to facilitate the projects schedule

Supporting Terry in the daily running of the project is Cameron Hills with additional support from Bronte Fisher and Josh Graham all of whom have many years' experience delivering detailed facilities.

Organisational Structure



Capacity to deliver the project

The following table illustrates the team member's anticipated commitment for this project:

Team Member	Role	Capacity for this project	
Brad Muller	Project Director	SD: 50%	N/A
Cameron Hills	Design Support	SD: 50%	N/A
Terry Bell	Design/Project Back-up	As Required	
Bronte Fisher	Design/Project Back-up	As Required	

**Key Personnel capacity is expressed as a percentage rather than hours linked to the overall program for this project.*

Brad and Cameron all have capacity to deliver this project on time with their current workloads. The following schedule outlines their current commitments whereas the second table illustrates their time commitment to this project.

Current Commitment Schedule		
Brad Muller	<i>Key projects:</i> Apart from overseeing the resourcing of the various projects in the office Brad is working on a hospitality project at the University of Qld and liaising with the PM on Southport SS GLA.	Brad will be the Project Director and key project liaison for design and creative advice; in addition to supporting client engagement.
Cameron Hills	<i>Key projects:</i> Cameron is working on construction stages of the Eagle Junction State School GLA project and has finalised the documentation of a major remodel of a hospitality project.	Cameron has the capacity and the project experience to manage the team and the delivery of documentation
Terry Bell	<i>Key projects:</i> Terry is working on the final stages of the Ipswich SHS Performing Arts Centre .He has one other tertiary education project in the construction stage of procurement.	Terry's workload has been freed up to allow this project to occupy 60% of his full-time workload.

Back up strategy

In addition to the strategy identified above, if there is a need to delegate project duties, **Emma Flaherty** can provide management and documentation support, supported by **Josh Graham** in design support roles. Emma is a skilled operator accustomed to balancing multiple streams of work.

Following you will find mini-CV's for the key members proposed for the DM2 Architecture team.



Brad Muller
Design Director / DM2 Director

Key involvement:

- Creative strategy and design direction
- Concept design
- Client review and quality control
- Executive leadership
- Strategic planning

About Brad

Brad provides strategic oversight of all elements of DM2 Architecture's service delivery, including project procurement. Brad is Director and Design Director of DM2 Architecture and provides an executive leadership role across the program of work.

Key benefits:

Brad's blended experience in project management, client representation, architectural design & documentation provide him with both the strategic and practical insight to lead complex projects from inception to execution.

Relevant experience:

- UQ Rockhampton Medical School Student Accommodation
- UQ Heron Island Research Station Accommodation.
- Griffith University Regional Medical School Student Accommodation (Kingaroy, Warwick & Stanthorpe)
- RFDS Base & Accom. Charleville
- DET Ipswich PAC
- UQ Upland Road—Clinical Precinct
- QUT Executive Learning Centre
- Freshwater Species Conservation Centre
- UQ Plant Industries Stage 1 & 2
- Royal on 99, Roma

REFEREES:

Zak Williams, The University of Queensland
P: 07 3365 7409
E: z.williams@uq.edu.au

Bob Johnson, Department of Education
P: 07 3034 4859
E: bob.johnston@que.ald.gov.au



Terry Bell
Project Director (Associate Director)

Key involvement:

- Client liaison
- Concept design
- Presentation
- Design Documentation
- Contract Administration

About Terry

Terry provides creative input and design direction to numerous DM2 projects; he works alongside Brad Muller in the creation of innovative concepts that complement major programs of work. Terry has developed design, contract administration, presentation and documentation skills across a wide range of projects including: retail, entertainment facilities, commercial accommodation, mixed-use developments and residential design. Prior to joining DM2, Terry worked for a small practice on the Gold Coast specialising in masterplanning developments.

Key benefits:

Operating seamlessly between a broad range of DM2 clients; his insight and creativity is highly regarded.

Project Highlights:

- Royal on 99, Roma
- Mt Coot-tha Zipline
- UQ Upland Road – Clinical Research Precinct
- GU Retail Nathan Campus
- Retail First Sunnybank Hills
With Alan Griffiths Architects
- Warner Bros Movie World, Gold Coast
- Sea World, Gold Coast
- Wet N Wild Water World, Gold Coast
- Hainan Island Ocean Park

REFEREES:

Alison Pashley, Retail First
P: 07 3273 5611
E: apashley@retailfirst.com.au

Bruce Garvie, The Royal on 99
P: 0418 987 186
E: bgarvie@bigpond.com



Cameron Hills
Architectural Graduate

Key involvement:

- Education experience
- Continuity of program
- Schematic design
- Design documentation

About Cameron

Cameron is an experienced Architectural Graduate who is dedicated to projects in the education sector.

Cameron provides project support in the design and documentation of key projects he provides support on project procurement as required.

Cameron has undertaken BIM management of large projects for institution clients at a previous employer.

Key benefits:

Cameron possesses experience in a number of education projects and provides continuity to this project in the event he is required as a back-up resource.

Relevant experience:

DET Southport Special School
Regis Chelmer Aged Care
Morayfield Indoor Sport Complex
Ballina Indoor Sports Complex

Qualifications

Bachelor of Design (Honours)
(Architectural Studies) (QUT)
Master of Architecture (QUT)



Bronte Fisher
Architectural Graduate

Key involvement:

- Design documentation
- Project support
- Day-to-day queries
- Service delivery

About Bronte

Bronte joins DM2 in August 2017 having previously worked with a practice dedicated to the delivery of educational projects of all sizes in the Christian college community.

Key benefits:

Bronte is particularly skilled in contract administration and client engagement.

Relevant projects:

DET Southport SS
DET Ipswich PAC
CQU Chiropractic Unit
UQ Connell building Administration
UQ TV Krok collaborative learning space
QUT P Block Lift duplication

Bronte has completed a range of projects at Alpha Architects in the Christian College community including Groves Christian College and Dalby Christian College.

Qualifications

Bachelor of Design (Honours, 2A) QUT
Master of Architecture, QUT



Referees

Following we schedule a variety of Referees from recent projects that we welcome you to contact. These selected list range across multiple project types and vary from Client, end user and facilities managers:

Karen Perkins,
Faculty Executive Manager, Engineering, Architecture & IT.
The University of Queensland
P: 07 3365 1695
E: karen@eait.uq.edu.au

Brad Mortimer,
Project Manager, Property & Facilities, The University of Queensland
P: 07 33646 1280
M: 0407 832 554
E: brad.mortimer@uq.edu.au

Bob Johnson,
Senior Project Co-ordinator, Department of Education
P: 07 3034 4859
E: bob.johnston@que.ald.gov.au

Alison Pashley,
Retail First, Centre Manager, Sunnybank Hills Shopping Centre
P: 07 3273 5611
E: apashley@retailfirst.com.au

Bruce Garvie,
The Royal on 99
P: 0418 987 186
E: bgarviebne@bigpond.com

Tim Banks,
McDonald's Licensee (Caloundra, Currimundi, Glasshouse)
P: 0418 745 655
E: timsbanks@tpg.com.au

Fee Submission & Deliverables

Project Services

Scheduled below are the staged services proposed for the procurement of your project and a brief description of what is involved in each stage:

- **A1.00** **Pre-design services**
(Establishing a detailed project brief, prepare base model of existing, review Town Planning requirements)
Deliverables:
 - Return Brief for approval
- **A2.00** **Schematic Design**
Preliminary planning studies and modelling options to confirm brief and investigate spatial requirements, connections. Investigations into building form and massing and materiality.
Deliverables:
 - Proposed Site Plan
 - Proposed Floor Plan
 - Diagrammatic cross section
 - Elevations
 - 3D imagery
 - Proposed Material palette
 - Concept Design Report

Fee Proposal

We are pleased to submit the following lump sum fee proposal for Architectural services for the briefing and concept design of the project. We have included a provisional sum allowance for a Quantity Surveyor to prepare a desktop budget for the facilities.

Should this be required we can firm up a quote from a preferred consultant.

We confirm the following fees are exclusive of GST.

Discipline	Stage	Cost
Architecture	A1.00 Pre-design Services	\$7,350.00
Architecture	A2.00 Schematic-design Services	\$13,465.00
Sub Total		\$20,815.00
GST		2,081.50
TOTAL		22,893.75
Quantity Surveyor	Concept design budget (Provisional sum)	\$4,500.00

Project Assumptions

In preparing our submission we have made the following project assumptions:

- Base drawings of the existing facilities being available for reference.
- Our fees allow for one amendment following collated comments received from interested parties following concept design. Additional and or subsequent redesign will be charged at hourly rates.
- The project proceeding in a continuous manner in general accordance with the following program. Should you find it necessary to pause or slow the project we would need to charge an additional fee to cover costs associated with the re-scheduling of our services. This fee would be calculated at the time of re-commencement and agreed with you at that time.
- Invoices will be issued monthly
- We have allowed for 1x site meetings/inspections as part of our fees
- We understand travel expenses will be charged as a disbursement at cost.

* Please reference our attached conditions of engagement



DATE: 12/07/19
THE CLIENT: Quilpie Shire Council
OF:
THE ARCHITECT: DM2 Architecture Pty Ltd
OF: 5A 8 Petrie Terrace, Petrie Terrace QLD 4000
THE PROJECT: Gyrica Gardens Multi-Function Centre
AT:

A. PROFESSIONAL SERVICES

It is proposed that the Architect will provide to the Client the following services in conformity with the standards of the practice of architecture as set down by the Royal Australian Institute of Architects.

A.1.00 Pre-Design Services

The provision of various services prior to the commencement of design. Pre-Design Services may include the following:

- Site selection
- Site use
- Service studies
- Zoning analysis
- Building survey
- Preparation of brief

A.2.00 Schematic Design

Preparation of Schematic Design, illustration by preliminary sketch drawings and/or reports, and provision of indicative estimates of cost.

Please note any subsequent submissions to Local Government Court or other authorities in the event of failure to gain Town Planning Consent approval will be chargeable at our normal hourly rate.

A.3.00 Design Development

Preparation of developed design, including as appropriate developed sketch drawings, reports, advice on preliminary designs of engineering and other specialist services and provision of time programme.

A.4.00 Contract Documentation Stage

Preparation of documents sufficient for the calling of tenders, including as appropriate coordination and integration of consultant's work.

A.5.00 Contract Administration Stage

(a) Calling and Reporting on Tenders

Calling of tenders in conjunction with or on behalf of the client and answering tenderer's queries. Analysis and advice in respect of tenders received. Negotiation, preparation of documents and arrangements for execution of contract.

(b) Administering the Contract

Administration of the contract and inspection of the works including, as appropriate, supplying information, checking claims and issuing certificates, negotiating variations and cost adjustments, dealing with claims for extension of time and other matters relating to the building contract including, as appropriate, coordination and integration of consultants work.

A.6.00 Other Services

Further to the above services the following services can be provided by dm2architecture pty ltd or by associated companies or specialist consultants:

1. Interior Design
2. Perspective Renderings
3. Models
4. Measured Drawings
5. Site Investigation and Analysis
6. Town Planning Assessments

We will be pleased to discuss with you the opportunities affected by these further services and provide fee proposals for them. Measured drawings and site investigations are carried out on our normal hourly rate.

A.7.00 Consultants

In connection with the services referred to above it is recommended that consultants are to be commissioned to undertake the services as set out below:

1. Structural and Civil Engineers
2. Soils Engineer
3. Surveyor

4. Services Engineer (Electrical, Mechanical, Hydraulic, Lifts)
5. Interior Design

6. Landscape Design
7. Quantity Surveyor-Estimate

It is recommended that the foregoing consultants are directly engaged by the Client.

The Architect will be responsible for directing and coordinating the consultants services. Payment of consultants fees will be the Client's responsibility. Fee accounts will be submitted via the architect for comment prior to payment by the client.

B. FEE SCALE

B.1.00 Fees will be charged on one or a combination of the following:

- (a) percentage of final building sum.
- (b) lump sum fee.
- (c) hourly rate.

(a) Percentage of Final Building Sum

The total fee is based upon a percentage of x% of the final building contract sum if the commission includes all of the stages described in Item A.2.00 to A.5.00 inclusive.

The total fee is based upon an estimated final building contract sum of \$x and will be reassessed to suit the actual final building contract sum

The architects proposed fee scale is as follows:

A.2.00 Schematic Design	20% of x
A.3.00 Design Development	15% of x
A.4.00 Contract Documentation	35% of x
A.5.00 Contract Administration	30% of x

Total 100% of x

The percentage fee relates to in the provision of all the above stages of the commission as a continuous service. Partial or discontinuous service will attract a further charge to reimburse the Architect for additional work.

The fee scale is subject to re-negotiation if the final building contract sum exceeds the estimated sum by a percentage of plus or minus 15%.

(b) Lump Sum Fee

Provided upon request and is based on your budget or scope of work. The fee is subject to re-negotiation if your budget or scope of works exceeds your original budget and/or scope of work by plus or minus 15%.

(c) Hourly Rate

We are prepared to offer you an hourly rate to apply to all classes of work on your development. Hourly rates are reviewed quarterly and accounts will be sent monthly covering the work carried out during the month

Directors	\$245.00 per hour
Architects	\$175.00 per hour
Graduate Architect	\$155.00 per hour
CAD Technician	\$125.00 per hour
Interior Designer	\$135.00 per hour
Student CAD Technician	\$ 95.00 per hour

Plus all disbursements and travelling expenses.

Our fee does not include Goods and Services Tax (GST). GST will apply to services from 1 July 2000 and will be imposed in addition to the fee quoted or in variations to the fee quoted or any other additional services provided not originally included in the fee.

B.2.00 Payment

Fee progress claims for stages A.2.00 and A.4.00 will be made by the architect at the termination of each stage and will be paid for by the Client within 14 days. If any stage is requested, or

required to be partially completed the fee will be charged on a pro rata basis.

Fee progress claims for stages A.1.00, A.5.00 and A.6.00 will be made by the architect at the end of each calendar month during the progress of the building contract and will be paid for by the Client within 14 days.

If the client fails to pay the architect within the prescribed time then the architect shall be entitled to an interest rate on overdue payments equivalent to the current maximum overdraft rate.

B.3.00 Overtime

Any special circumstances requiring the architect to work overtime shall, at the request of the architect by approved by the client, and such approval shall not be unreasonably withheld. Any reasonable extra costs incurred by the architect shall be reimbursed by the client.

B.4.00 Travelling Expenses

The client shall reimburse the architect for expenses incurred by the architect or by consultants employed by the architect in respect of:

- (a) Travel between the architect's or secondary consultant's office and the site of the project or places where work for the project is being carried out.
- (b) Other travel in connection with the project where authorised by the client.

The basis for reimbursement shall be:

Fares - Fares by the means of transport selected by the architect.

Car Expenses - Distance allowance at the rate of \$0.70/km.

Living Allowance - Actual cost of accommodation and meals where it is necessary to obtain overnight accommodation.

B.5.00 Disbursements

The client shall reimburse the architect for expenses reasonably and properly incurred in connection with services provided under this agreement. Such expenses shall include but shall not be limited to the following:

Fees paid by the architect to statutory authorities having jurisdiction over the project.

- The provision of copies of drawings other than six copies of contract documents
- The provision of all forms of building or other contracts.
- Photographic records of the existing site and works.
- Special services as requested by the client, which may include perspective drawings, models, maintenance manuals, and work-as-executed drawings.
- Any particulars or counselling which the architect may be required to obtain under the provision of this agreement.
- Telephone calls (other than local calls) telex messages, telegrams, cables, air freight courier and facsimile services.
- Rental of specialised equipment where required and agreed by the client.
- Where a clerk of works is employed by the client and paid through the architect, the architect shall be reimbursed for actual salary plus holiday provision, payroll tax, workers' compensation, statutory provisions and overhead expenses.

Disbursements shall be paid for by the client immediately upon the request of the architect or within the time prescribed by the architect.

C. WHAT SPECIAL PROBLEMS MIGHT OCCUR?

C.1.00 The Staggered Building Procurement

The stages referred to in Part A above seldom ensue neatly one after the other. They commonly overlap as the development proceeds. We therefore always reserve the right to divide the



development into sections, those sections being established at our discretion. Thus at one time we could have a building progressing at different speeds in two sections (say section 1 and 2). We may bill, for example, to Design Development Stage on Section 1 whilst still completing Schematic Design Stage of Section 2.

C.2.00 Variations (Upwards in cost)

In this case our fee will be set on the work at hand, with credit being given where necessary. For example assume Schematic Design Stage is reached on a building to cost \$135,000.00. You change your mind and the building is redesigned at Schematic Design Stage costing \$25,000.00 more. The original Schematic Design stage will then be re-billed (using the appropriate percentage to the new total cost and the previously billed value of all exactly duplicated work will be deducted from the resulting fee.

It is important to realise that our fee is set upon the ultimate real cost of the building, and that additionally other charges will be attracted for work that does not proceed to completion because you have changed your mind.

C.3.00 Variations (Downwards in cost)

We will charge on the higher figure for the work done until the variation downwards occurs. Then we will charge on the lower costs again giving credit for the value for the previously billed value of all exactly duplicated work.

C.4.00 Prolongation Costs

Should the builder default in maintaining Contract completion times or be significantly delayed, the architect shall be paid prolongation costs on a pro rata basis commensurate with the monthly contract administration fee.

D. ARCHITECT'S RESPONSIBILITY OR AUTHORITY

D.1.00 Service

The Architect shall perform the services referred to in this agreement. In the performance of those services the architect shall exercise reasonable skill and care in conformity with the normal standards of the practice of architecture.

D.2.00 Authority

The Client authorises the Architect to act as the Client's agent in such matters as set out or implied in this agreement and as are set out or implied in the particular contract or contracts adopted for the project.

Where the Architect's services include the administration of a contract all instructions to the contractor shall be given by the Architect unless the contract specifically provides otherwise.

D.3.00 Variations to Design

The Architect shall not make any material alteration to, addition to, or omission from the approved design without the consent of the Client, except in case of urgency during construction, in which case he shall subsequently notify the Client promptly. D.4.00 Variations to Cost or Time

The Architect shall inform the Client within a reasonable time if the Architect has reason to believe that the authorised expenditure or the approved time programme (if any) for the project is likely to be varied significantly.

D.5.00 Consultants

Where consultants are appointed, the Architect shall direct them and integrate their services.

Consultants employed by the Client whether appointed and paid directly by the Client or by the Architect as agent for the Client shall be responsible to the Client, and the Architect's responsibility to the Client in respect of such consultants shall be limited to directing them and integrating their services.

Selection and employment of consultants by the Architect shall be at his discretion, and he shall be responsible to the Client for their services.

D.6.00 Specialist Contractors and Suppliers

Where the Client directs that specialist contractors and/or suppliers design part of the project the Architect shall be responsible only for the integration of such design into the design of the project as a whole.

D.7.00 Inspection

Where the services to be provided by the Architect include contract administration the Architect shall make such inspections as may reasonably be necessary in order to be satisfied that the buildings or other works executed are in general accordance with the contracts which the Architect is administering. Supervision of work performed under the building contract or other contract or contracts is not part of the services to be performed and provided by the Architect pursuant to this agreement.

A clerk of works may be employed by the Client, subject to acceptance by the Architect, and shall be under the Architect's direction. He may be paid directly by the Client or through the Architect as agent of the Client.

E. CLIENT'S RESPONSIBILITY

E.1.00 Client's Instructions

The Client shall give to the Architect instructions adequate to define the Client's requirements including programme and budget.

E.2.00 Site Particulars and Specialised Counselling

Unless provided otherwise in this agreement the Client is responsible for the provision of all legal, survey and other particulars concerning the site, including particulars of existing structures, services and features, sub-surface conditions and adjoining sites and structures and for the provision of specialised counselling not normally provided by Architects.

Should the Architect undertake to obtain such particulars or counselling on the instruction of the Client, he shall do so as agent of the Client and at the Client's expense.

The Client is responsible for the accuracy and completeness of all such particulars or counselling provided by him or obtained on his behalf.

E.3.00 Submissions

The Client shall consider the Architect's submissions and give decisions and provide required information within a reasonable time so as not to delay the Architect's work.

E.4.00 Client's Representative

The Client if one natural person may, and if other than one natural person shall, nominate in writing one natural person with authority to give instructions to the Architect with respect to the project.

E.5.00 Consultants Appointed by Client

Where consultants are employed by the Client under the provisions of Clause D.5.00 the Client shall ensure that they are acceptable to the Architect and that their terms of appointment include a condition giving the Architect authority to direct them and integrate their services.

F. OTHER CONDITIONS

F.1.00 Ownership of Documents, Copyright

The drawings, specifications and other documents provided by the Architect, are the property of the Architect whether the work for which they are made is executed or not. The Client is licensed to use the drawings, specifications and other documents for the works for which they are made. They shall not be used for other work except by agreement with the Architect. The Architect may terminate the licence if the Client breaches his obligation to pay the Architect. Copyright in all drawings, specifications and other documents and in the work executed from them remains the property of the Architect.

F.2.00 Termination

This agreement may be terminated by either party on the expiration of reasonable notice given in writing. Upon termination the Architect shall be entitled to reasonable payment for service provided in accordance with this agreement. Where this agreement is terminated by the Client, other than because of default by the Architect, or is terminated by the Architect because of default by the Client, the Architect shall be entitled to reimbursement for any expenses reasonably incurred by the Architect in contemplation of his providing the balance of the services as set out in this agreement.

F.3.00 Assignment

Neither the Client nor the Architect shall assign or transfer this agreement without the written consent of the other. Consent to assignment shall not be unreasonably withheld.

F.4.00 Disputes

In the event that any dispute or difference whatsoever shall arise from the performance or as to the meaning of this agreement such dispute or difference shall be submitted to arbitration in accordance with and subject to the Institute of Arbitrators Australia Rules for the Conduct of Commercial Arbitrations. The arbitrator when making an award shall state his reasons for such award in writing.

Ooooooooooooooooooooo

Strategic Decision Report

Governance

14.6 (08/19) – Attendance at LGAQ Annual Conference

IX: 181912

Author: Chief Executive Officer, Dave Burges

PURPOSE:

The purpose of this report is for Council to approve attendance of members at the upcoming LGAQ Annual Conference.

POLICY/LEGISLATION:

Local Government Act 2009

Local Government Regulation 2012

CORPORATE PLAN:

- 1.2.7 Identify opportunities for elected members' ongoing professional development
- 1.2.9 Actively pursue effective regional collaboration initiatives

RECOMMENDATION:

That Council approve Cr to attend the 2019 LGAQ Annual Conference.

BACKGROUND:

Held annually in October, the Local Government Association of Queensland Annual Conference provides an important opportunity for councils to not only network and learn but also to debate and vote on new policy. The event doubles as the Association's AGM.

DISCUSSION:

The LGAQ Annual Conference is being held from Monday 14 to Wednesday 16 October 2019 at the Cairns Convention Centre.

The Annual Conference consists of three days of full plenary, split plenary and workshop sessions.

The full program was emailed to Councillors on 18 July 2019.

Councillors should also advise if they meet the Certificate of Service requirements so LGAQ can be notified.

The period of service necessary to entitle an Elected Member to a Certificate must be 15 years or more.

The minimum **additional** period of service necessary to entitle an Elected Member to a Certificate of Extensive Service shall be:

- 5 years - where the Elected Member retires, resigns, or for some other reason ceases to be a member of the Local Government; or
- 10 years - for a service Member

In ascertaining the period of an Elected Member's service:

- It is not necessary for the service to be continuous, and
- It is not necessary that such service be with the Council making requests



FINANCIAL:

Council makes provision for elected member attendance at conferences throughout the financial year.

CONSULTATION:

Not applicable

ATTACHMENTS:

Not applicable

Strategic Decision Report

Governance

14.7 (08/19) – Building Our Regions Funding Program

IX: 182153

Author: Chief Executive Officer, Dave Burges

PURPOSE:

The purpose of this report is to provide Council an opportunity to consider if an application is to be made under the next round of the State Government's "*Building Our Regions*" program.

POLICY:

Not applicable

CORPORATE PLAN:

Not applicable

RECOMMENDATION:

That Council submit an Expression of Interest for under the next round of the State Government's "Building our Regions" program.

BACKGROUND:

The State Budget has announced an additional \$70 million over four years to implement Round 5 of the *Building our Regions* program. This program enables regional areas to deliver infrastructure projects to meet specific community needs, with a focus on driving economic outcomes and job creation.

DISCUSSION:

The online portal will open for Round 5 Expressions of Interest (EOIs) from Monday 5 August 2019 until 5:00pm on Friday 30 August 2019.

Funding under Building our Regions is awarded through a competitive application assessment process.

There are two classes of eligible projects under Round 5:

- construction projects
- infrastructure planning projects.

Construction projects can be from \$250,000 up to a maximum of \$7 million per project. Eligible local governments may also submit one application for a planning project that is seeking funding to a maximum of \$300,000

Funding for construction projects will be given priority over planning projects.

Construction projects

Local governments should submit construction projects for infrastructure that will create and sustain long-term jobs and support improvement in the liveability and economic conditions of regional communities.

These projects include construction of new infrastructure as well as the upgrade, extension or replacement of existing infrastructure.

Examples include:

- infrastructure to establish or expand a commercial/industrial precinct, support tourism development or events attraction, including sporting and recreational facilities
- water, sewage/wastewater, and waste infrastructure projects that provides direct economic benefit to an industrial, commercial or tourism development
- alternative/renewable energy infrastructure
- airport infrastructure
- logistics/transportation hubs
- marine infrastructure.

Projects must be capable of commencing construction by 30 April 2020.

An email containing links to further information and the funding guidelines was forwarded to Councillors on 27 July.

FINANCIAL:

Voluntary contributions to construction and planning projects are encouraged from applicant local governments and other contributors, which may include collaborating local governments, industry, the State Government, the Australian Government and others (e.g. community groups).

No provision has been made for a specific project in the 2019/20 budget however it is likely that any project would not commence construction until the second half of calendar year 2020, allowing provision to be made in the next budget.

CONSULTATION:

Not applicable

ATTACHMENTS:

Not applicable

Strategic Decision Report

Governance

14.8 (08/19) – 2019 DRFA Project Management

IX: 182396

Author: Chief Executive Officer, Dave Burges

PURPOSE:

The Disaster Recovery Funding Arrangements (DRFA) have been approved for the 2019 flooding event. The purpose of this report is to allow Council to appoint a project manager for the works.

POLICY/LEGISLATION:

Local Government Act 2009

Local Government Regulation 2012

Council's Procurement Policy

Section 234 of the Local Government Regulation 2012 allows a local government to enter into a contract for services without first inviting written quotes or tenders if the contract is entered into under an LGA Arrangement.

Local Buy, a company whose only shareholder is the Local Government Association of Queensland, has established an LGA Arrangement for Project Management Consultancy Services – Contract Number BUS220-0811.

CORPORATE PLAN:

Priority Focus Area: Increased emphasis and funding for maintenance and renewal of infrastructure

RECOMMENDATION:

That Council appoint Proterra Group as project manager for the 2019 Disaster Recovery Funding Arrangements Restoration of Essential Public Assets works program.

BACKGROUND:

Not applicable

DISCUSSION:

The Minister for Fire and Emergency Services has approved an extension of the jointly funded Commonwealth/State Disaster Recovery Funding Arrangements (DRFA) for Severe Tropical Cyclone Trevor and associated low pressure system, 19-27 March 2019. The following relief measures have been approved for Quilpie Shire Council:

- Counter Disaster Operations; and
- Reconstruction of Essential Public Assets (REPA).

The 2019 DRFA program is reasonably modest (approximately \$4M) and it is envisaged that the project management will consist of part-time on-site and off-site work by one project manager and supervisor for the duration of the works.

Proterra Group have successfully delivered the 2012, 2014 and 2016 NDRRA (now DRFA) programs for Council and have gained a lot of knowledge of local contractors, property owners, gravel pits and water sources. They were previously appointed under Local Buy Contract BUS220-0811.

Proterra group have provided the rates detailed in Table 1 to undertake the project management and supervision of the 2019 works.

PROTERRA Employee ²	Proposed Rates Exclusive of GST
Project Director 9Sean Rice / Jim O'Dea)	\$195 per hour
Project Manager (Eben Gledenhuis)	\$145 per hour
Site Supervisor/Inspector (Lowell Tillack)	\$165 per hour
Project Administration (Stacey Barker)	\$125 per hour
Vehicle	\$1.00 per km
Accommodation and meals when applicable	\$200 per person per day

TABLE 1 RATES

CONSULTATION:

Not applicable

ATTACHMENTS:

Not applicable

² Nominated employees may change depending on availability

Strategic Decision Report

Governance

14.9 (08/19) – 2019 Christmas Shutdown

IX: 182262

Author: Chief Executive Officer, Dave Burges

PURPOSE:

The purpose of this report is for Council to consider the close down period for the Council workforce over the Christmas / New Year period.

POLICY/LEGISLATION:

Queensland Local Government Industry Award (Stream A, Stream B and Stream C) – State 2017

CORPORATE PLAN:

Not applicable

RECOMMENDATION:

That Council's Executive, Corporate and Community Services close for the Christmas period on Friday 20 December 2019 and resume on Monday 06 January 2020 and Engineering Services close for the Christmas period from Friday 20 December 2019 and resume on Monday 06 / 13 January 2020.

BACKGROUND:

The relevant awards stipulate that Council must provide at least 90 days' notice of a shutdown period.

Executive / Corporate / Community Services

Traditionally, the Council Administration Office (including Library and VIC) closes down for a period between Christmas and New Year and the staff utilise banked RDO's or annual leave during this period.

For the last three years the offices have closed for the week prior to Christmas as well. Most businesses work closer to Christmas and remain closed into January as it is typically very quiet.

Engineering Services Department

The Engineering Services Department generally close down for a period from a week prior to Christmas to the second week in January. Some staff continue to work over this period to ensure essential services are maintained.

DISCUSSION:

Christmas Day falls on a Wednesday in 2019 and New Year's Day falls on a Wednesday in 2020.

The following shutdown periods are suggested:

Executive / Corporate / Community Services

Close at COB Friday 20 December and recommence on Monday 06 January.

Engineering Services Department

Close at COB Friday 20 December and recommence on Monday 06 January – Workshop, technical staff and stores.

Close at COB Friday 20 December and recommence on Monday 13 January – Road crews and concrete crew.

Other staff will work varying times.

It is also proposed that the Council Christmas Party be held on Friday 13 December at Bulloo Park.

FINANCIAL:

Not applicable

CONSULTATION:

Staff have been consulted on this matter.

ATTACHMENTS:

Not applicable

Order of Proceedings

15 CONFIDENTIAL ITEMS

15.1 (08/19) – Appointment of Director of Engineering Services

16 LATE CONFIDENTIAL ITEMS

17 LATE ITEMS

18 GENERAL BUSINESS

19 MEETING DATES