



ORDINARY MEETING AGENDA

Friday 16 September 2022
commencing at 9.30am

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Ordinary Meeting of Council

13 September 2022

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 in the Council Boardroom, on **Friday 16 September 2022**, commencing at **8.30 am**.

Notice is also hereby given that an Ordinary Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Friday 16 September 2022**, commencing at **9.30am**.

The agenda for the ordinary meeting is attached for your information

Yours faithfully

Justin Hancock
Chief Executive Officer





ORDINARY MEETING OF COUNCIL AGENDA

Friday 16 September 2022
Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

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- 1 OPENING OF MEETING**
- 2 ATTENDANCE**
- 3 APOLOGIES**
- 4 CONDOLENCES**
- 5 DECLARATIONS OF INTEREST**

6 RECEIVING AND CONFIRMATION OF MINUTES**6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 16 AUGUST 2022****IX: 229115****Author: Lorraine Mathieson, Executive Assistant / Grants Officer****Attachments: 1. Minutes of the Council Meeting held on 16 August 2022**

RECOMMENDATION

That the Minutes of the Council Meeting held on 16 August 2022 be received and the recommendations therein be adopted.



Ordinary Meeting of Council

MINUTES

Tuesday 16 August 2022

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie



**MINUTES OF QUILPIE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE
ON TUESDAY, 16 AUGUST 2022 AT 9.30AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 9.00am.

2 ATTENDANCE

Cr Stuart Mackenzie (Mayor), Cr Jenny Hewson (Deputy Mayor), Cr Lyn Barnes, Cr Bruce Paulsen, Cr Roger Volz

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Sharon Frank (Acting Director Corporate and Community Services), Mr Peter See (Director Engineering Services), Ms Lorraine Mathieson (Secretariat)

3 APOLOGIES

Nil

4 CONDOLENCES

Council extends condolences on the passing of Rita Grieg and Jess Richards to their families.

5 DECLARATIONS OF INTEREST

Chapter 5B of the Local Government Act 2009 (the Act) requires Councillors to declare a Prescribed or Declarable Conflict of Interest. The Declaration is to be made in writing to the Chief Executive Officer, before the Ordinary Meeting of Council.

Nil

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 19 JULY 2022

RESOLUTION NO: (QSC125-08-22)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That the Minutes of the Council Meeting held on 19 July 2022 be received and the recommendations therein be adopted.

5/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

- 19/07/22 – Council Meeting (Quilpie)

- 21/07/22 - Trusted Environmental & Geological Information Program (TEGI) Meeting (zoom)
- 22/07/22 – Telstra Meeting
- 22/07/22 - Town House Development Architects Meeting(Quilpie)
- 25-28/07/22 - Bush Councils Conference (Barcaldine)
- 08/08/22 – Lake Eyre Basin Stakeholder Meeting (zoom)
- 10/08/22 - Carbon Farming Review Steering Committee Meeting (zoom)
- 10/08/22 – Regional Development Australia Executive Meeting (zoom)
- 11/08/22 - Council Workshop [TMR/Health/Biosecurity Plan/JW Park/Rates] (Quilpie)
- 15/08/22 - The Tourism Group Meeting [Hire cars] (zoom)
- 15/08/22 - Carbon Farming Review Steering Committee Interview (zoom)

9 COUNCILLOR PORTFOLIO REPORTS

Details	Date of Meeting	Location	Mackenzie	Hewson	Paulsen	Volz	Barnes
Ordinary Council Meeting	19-Jul-22	Quilpie	1	1	1	1	1
Trusted Environmental & Geological Information Program	21-Jul-22	Zoom	1				
Telstra Meeting with Scott Mullaly, May Boisin and Jon New	22-Jul-22	Quilpie	1	1	1	1	1
Town House Development Planning Meeting with Elia	22-Jul-22	Quilpie	1	1	1	1	1
Bush Councils Conference	25-28-Jul-22	Barcaldine	1				1
Fire in the Mulga Forum	27-Jul-22	Charleville				1	
Joint Operational Support Staff Visit (JOSS)	02-Aug-22	Quilpie				1	
Department Agriculture & Fisheries meeting re Foot & Mouth Disease	05-Aug-22	Zoom					1
QCWA Centenary Celebration	06-Aug-22	Quilpie		1	1	1	1
Lake Eyre Basin Stakeholder Meeting	08-Aug-22	Zoom	1				
Carbon Farming Steering Committee	10-Aug-22	Zoom	1				
Regional Development Australia Executive Meeting	10-Aug-22	Zoom	1				
Councillors Workshop	11-Aug-22	Quilpie	1	1	1	1	1
Transport and Main Roads Visit	11-Aug-22	Quilpie	1	1	1	1	1
VIC Art Gallery Opening "Through My Eyes"	12-Aug-22			1		1	1
The Tourism Group Meeting	15-Aug-22	Zoom	1				
Carbon Farming Steering Committee Interview	15-Aug-22	Zoom	1				

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 ENGINEERING SERVICES STATUS REPORT JULY 2022

EXECUTIVE SUMMARY

Engineering Services Status Report July 2022

Noted

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT

EXECUTIVE SUMMARY

This report provides information and updates to Council on various activities and programs that are facilitated within the Pest and Livestock Management Officer's portfolio.

Noted

10.3 FINANCE SERVICES STATUS REPORTS

Nil

10.4 GOVERNANCE SERVICES STATUS REPORTS**10.4.1 GOVERNANCE DEPARTMENT OPERATIONAL REPORT****EXECUTIVE SUMMARY**

This report provides a summary of activities from Grants Officer Lorraine Mathieson, and HR Manager, Maree Radnedge.

Noted

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT**EXECUTIVE SUMMARY**

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Executive Officer's portfolio.

Noted

10.4.3 TOURISM AND ECONOMIC DEVELOPMENT REPORT**EXECUTIVE SUMMARY**

The purpose of this report is to update Council on Tourism and Economic Development activities.

Noted

11 ENGINEERING SERVICES

Nil

12 CORPORATE AND COMMUNITY SERVICES

Nil

13 FINANCE**13.1 SOLE SUPPLIER ARRANGEMENTS****EXECUTIVE SUMMARY**

This report seeks Council's approval for sole supplier arrangements in accordance with sections 235(a) and 235(b) of the *Local Government Regulation 2012*.

RESOLUTION NO: (QSC126-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

That Council:

1. Approve the following entities as sole suppliers within the scope listed below, pursuant to sections 235(a) and 235(b) of the *Local Government Regulation 2012*, as Council is satisfied that there is only one (1) supplier reasonably available to provide the goods/services listed or because of the specialised or confidential nature of the services sought.
2. Authorise appropriately delegated staff to form contractual arrangements with the listed entities in the event that Council's requirements are consistent with the scope of the sole supplier arrangement(s) listed.
3. Undertake a review of the sole supplier arrangements initially on a quarterly basis with a report provided to Council.

Supplier Name	Scope of Sole Supplier Arrangement	Exception
Ergon Energy	Sole supplier of electricity to Council	Section 235(a) - one (1) supplier reasonably available
Telstra Corporation Limited	Provision of telecommunications and internet services to Council including service and repairs to telecommunications infrastructure.	Section 235(a) - one (1) supplier reasonably available
Hastings Deering (Australia) Limited	Provision of parts and servicing for Caterpillar construction equipment, as stipulated by existing warranty and/or service plan requirements.	Section 235(b) – specialised goods and/or services
Civica Pty Ltd	Expenditure related to subscriptions, servicing, support, and consultancy for Council's Financial Management software (Practical Plus).	Section 235(b) – specialised goods and/or services
Changing Ways Psychology	Only supplier who will solely personally deliver EAP services to Council staff, including 2 on-site visits per year.	Section 235(b) – specialised goods and/or services
Roma Sands	Concrete blend supplier - aggregates, sands including a specific concrete mix design approved by TMR.	Section 235(b) – specialised goods and/or services
QLD Local Government Workcare	QLD Local Government supplier for Workers Compensation Insurance	Section 235(b) – specialised goods and/or services

QLD Local Government Mutual	QLD Local Government supplier of Public Liability Insurance	Section 235(b) – specialised goods and/or services
Microsoft Corporation	Annual licence for Microsoft 365 Software	Section 235(b) – specialised goods and/or services
Shire Networks	Expenditure related to ICT hardware, software and support services to Council.	Section 235(a) - one (1) supplier reasonably available
Department of Resources	Expenditure related to annual water licence and property valuation services.	Section 235(a) - one (1) supplier reasonably available
Local Government Association Queensland	LGAQ is the peak body for local government Queensland. Expenditure related to membership fees and specific LG training.	Section 235(a) - one (1) supplier reasonably available
Department of Transport and Main Roads	Registrations and soil testing.	Section 235(a) - one (1) supplier reasonably available
Electoral Commission of Queensland	Independent statutory authority responsible for the impartial conduct of local government elections in Queensland.	Section 235(a) - one (1) supplier reasonably available
Queensland Audit Office	Expenditure related to external audit of Council's annual financial statements and other audit services.	Section 235(a) - one (1) supplier reasonably available
IXOM	Rental of pool chlorine gas cylinders.	Section 235(b) – specialised goods and/or services
Compac Integrated Refuelling Solutions	<i>Refuelling</i> technologies and systems for Quilpie Airport fuel data.	Section 235(b) – specialised goods and/or services
Department of Agriculture & Fisheries	Precept payment – barrier fence.	Section 235(a) - one (1) supplier reasonably available
Magiq	Expenditure related to Council's Management /Records database software and support.	Section 235(b) – specialised goods and/or service
N-Com Pty Ltd	Specialised satellite television services	Section 235(b) – specialised goods and/or service
Jasko	Specialised airport goods, services and support.	Section 235(b) – specialised goods and/or service

13.2 SMALL DEBT WRITE-OFF RATES AND CHARGES**EXECUTIVE SUMMARY**

This report is to request Council's authorisation to write off small interest debts (under \$10) that have accrued on rates assessments between a reminder letter and when the property owner made payment in full.

The interest charges below were generated between the date of addressed reminder letter until they made payment.

RECOMMENDATION

Council resolved that the report lay on the table.

00106-00000-000	\$ 0.05	00529-30000-000	\$ 1.94
00144-00000-000	\$ 7.67	00573-00000-000	\$ 6.30
00146-20000-000	\$ 6.00	00581-50000-000	\$ 6.64
00147-00000-000	\$ 6.80	00795-00000-000	\$ 0.19
00168-20000-000	\$ 2.55	00832-00000-000	\$ 0.30
00183-20000-000	\$ 0.54	00886-00250-000	\$ 1.18
00340-00000-000	\$ 4.96	00886-00260-000	\$ 7.88
00399-00000-000	\$ 1.08	00886-00500-000	\$ 0.94
00407-00000-000	\$ 6.19	00884-00000-000	\$ 0.24
00531-00060-000	\$ 1.94	00043-70000-000	\$ 2.56
00816-50000-000	\$ 0.01		

13.3 FINANCIAL SERVICES REPORT MONTH ENDING 31 JULY 2022**EXECUTIVE SUMMARY**

The purpose of this report is to present the monthly financial report to Council in accordance with section 204 of the *Local Government Regulation 2012* for the period ended 31 July 2022.

RESOLUTION NO: (QSC127-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council receive the Finance Report for the period ending 31 July 2022.

5/0

14 GOVERNANCE**14.1 2022 CHRISTMAS SHUTDOWN PERIOD**

EXECUTIVE SUMMARY

The report presents options to Council to consider in relation to the close-down period for the Council workforce over the Christmas / New Year period.

RESOLUTION NO: (QSC128-08-22)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That all departments of Council (excluding limited critical services) close down for the Christmas / New Year period as of close of business on Friday 16 December 2022, with normal operations to recommence on Tuesday 03 January 2023.

5/0

14.2 TENDER T21 21-22 CONSTRUCTION OF TWO (2) X FOUR (4) BEDROOM HOUSES**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation regarding Tender T21 21-22 Construction of Two (2) x Four (4) Bedroom Houses.

RESOLUTION NO: (QSC129-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That Council, in accordance with S228(9) of the Local Government Regulation 2012, resolves not to accept any tender submissions received for Tender T21 21-22 Construction of Two (2) x Four (4) Bedroom Houses.

5/0

14.3 HOUSING LEASES WITH ERGON ENERGY CORPORATION LIMITED**EXECUTIVE SUMMARY**

This report is to consider the renewal of the leases of Council houses located on 74 Pegler Street, Quilpie and 57 Galah Street, Quilpie.

RESOLUTION NO: (QSC130-08-22)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

1. That the Council resolve:

- (a) to enter into new annual residential tenancy lease agreements for the two residential properties in the town of Quilpie – 74 Pegler Street and 57 Galah Street – with Ergon Energy Corporation Limited; and
- (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with or in relation to this lease agreement.

5/0

At 11:25 am, Cr Lyn Barnes left the meeting.

14.4 REQUEST FOR CONSENT FOR PERMIT TO OCCUPY - LOT C ON LOT 2 ON BLO16**EXECUTIVE SUMMARY**

The report is to provide Council an opportunity to consider whether Council should give consent - as the relevant road manager - for Permit to Occupy on Lot C on Lot 2 on BLO16 to be issued by Department of Resources.

RESOLUTION NO: (QSC131-08-22)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That Council authorises the CEO to complete and execute Part C – Form LA30 for Permit to Occupy on Lot C on Lot 2 on BLO16 in order to provide consent to the current owners of Possamunga Station.

4/0

At 11:29 am, Cr Lyn Barnes returned to the meeting.

14.5 REQUEST FOR VIEWS - SPECIAL LEASE 10/52719 OVER LOT 7 PLAN TH28**EXECUTIVE SUMMARY**

The Department of Resources is currently assessing the renewal of Special lease 10/52719 over Lot 7 on Plan TH28. The report is to provide opportunity for Council to consider any issues it may have over in relation to the renewal of the special lease.

RESOLUTION NO: (QSC132-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council notes the report on the renewal of Special Lease 10/52719 over Lot 7 on Plan TH28.

5/0

14.6 REQUEST FOR WELCOME TO COUNTRY SIGNAGE - MARDIGAN PEOPLE**EXECUTIVE SUMMARY**

Council has received correspondence from the Mardigan People regarding the installation of Welcome to Country Signage in Road Corridors in Quilpie Shire.

RESOLUTION NO: (QSC133-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Jenny Hewson

1. That Council support the installation of Welcome to Country Signage with the following conditions;
 - (a) The Margany Traditional Owners Aboriginal Corporation are to provide Council with the final design of the 'Welcome to Country' signage;

- (b) The Margany Traditional Owners Aboriginal Corporation to confirm the locations 'Welcome to Country' signage is to be installed;
- (c) Council to seek the appropriate approvals for the installation of 'Welcome to Country' signage; and
- (d) Council to fund the installation of 'Welcome to Country' signage on main road entrance points.

5/0

ADJOURNMENT

Council adjourned for lunch at 11.43am to attend the opening of the refurbished Bicentennial Park, and resumed the meeting at 1.27pm.

15 CONFIDENTIAL ITEMS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

15.1 Write off of Sundry Accounts

This matter is considered to be confidential under Section 254J(3) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

15.2 Contract - Quilpie Shire Council Property Management Services

This matter is considered to be confidential under Section 254J(3) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

15.3 Tender Consideration Plan - Purchase of up to four (4) x four (4) bedroom houses

This matter is considered to be confidential under Section 254J(3) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

MOTION

RESOLUTION NO: (QSC134-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That Council move into closed session at 1.27pm.

5/0

MOTION

RESOLUTION NO: (QSC135-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council move out of closed session at 3.29pm.

5/0

15.1 WRITE OFF OF SUNDRY ACCOUNTS**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's approval to write off sundry accounts that remain outstanding and are deemed unrecoverable.

RESOLUTION NO: (QSC136-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council approve the write off of sundry debts totalling \$4,185.00 as outlined in Table 1 of the accompanying agenda report.

5/0

15.2 CONTRACT - QUILPIE SHIRE COUNCIL PROPERTY MANAGEMENT SERVICES**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award a contract for the provision of Property Management Services for Quilpie Shire Council.

RESOLUTION NO: (QSC137-08-22)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

1. That Council:

- (a) Award the contract for the provision of Property Management Services for Quilpie Shire Council to Grant Daniel & Long Pty Ltd trading as Nutrien Harcourts GDL (ABN 15 077 478 801) for the period of two years with an option to extend for one year (2+1); and
- (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

5/0

15.3 TENDER CONSIDERATION PLAN - PURCHASE OF UP TO FOUR (4) X FOUR (4) BEDROOM HOUSES

EXECUTIVE SUMMARY

In the Council meeting held on 19 July 2022, Council authorised the CEO to undertake a Tender Consideration Plan in accordance with s230 of The Local Government Regulation 2012 for the purchase of up to four (4) x Four (4) bedroom houses to be presented at a Council meeting at a future date. This report is to present the Tender Consideration Plan.

RESOLUTION NO: (QSC138-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

1. That Council resolved to:

- (a) adopt the Tender Consideration Plan for the supply of up to four (4) x four (4) bedroom houses as presented;
- (b) enter into a contract for the delivery of two (2) x four (4) bedroom houses (model Dempsey 158) up to the value of \$888,000 (GST Excl) from Hoek Modular Homes;
- (c) enter into a contract for the delivery of two (2) x five (5) bedroom houses (model Yukon 157) up to the value of \$921,000 (GST Excl) from Hoek Modular Homes;
- (d) amend the 2022/2023 budget to allow for the purchase of four (4) x four (4) bedroom houses with a total budget of \$2,037,000; and
- (e) delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to enter into contract, withdraw from contract, negotiate, finalise and execute any and all matters associated with or in relation to the above items, subject to Council's normal procurement policies and practices.

5/0

16 LATE ITEMS

Nil

17 GENERAL BUSINESS

Councillors were invited to raise any matters they wished to discuss. Matters raised included:

- Trees on the western end of Bulloo Park are to be removed
- Seeking ideas about what to do with vacant shops and vacant blocks in Brolga Street
- The town fence at the grid requires maintenance
- Interest was noted in developing a model for car hire availability in South West Queensland.

18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Friday 16 September 2022 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 4.23pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Tuesday, 16 August 2022.

Submitted to the Ordinary Meeting of Council held on Friday, 16 September 2022.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date

Unconfirmed

6.2 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON THURSDAY 25 AUGUST 2022**IX: 229117****Author: Lorraine Mathieson, Executive Assistant / Grants Officer****Attachments: 1. Minutes of the Special Council Meeting held on 25 August 2022**

RECOMMENDATION

That the Minutes of the Special Council Meeting held on 25 August 2022 be received and the recommendations therein be adopted.



Special Meeting of Council

MINUTES

Thursday 25 August 2022

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie



**MINUTES OF QUILPIE SHIRE COUNCIL
SPECIAL COUNCIL MEETING
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE
ON THURSDAY, 25 AUGUST 2022 AT 8.00AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 8.23am

2 ATTENDANCE

Cr Stuart Mackenzie (Mayor), Cr Jenny Hewson (Deputy Mayor) via Zoom, Cr Lyn Barnes, Cr Bruce Paulsen, Cr Roger Volz

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Sharon Frank (Acting Director Corporate and Community Services), Mr Peter See (Director Engineering Services), Ms Lorraine Mathieson (Secretariat)

3 APOLOGIES

Nil

4 DECLARATIONS OF INTEREST

Chapter 5B of the Local Government Act 2009 (the Act) requires Councillors to declare a Prescribed or Declarable Conflict of Interest. The Declaration is to be made in writing to the Chief Executive Officer, before the next Council meeting.

Cr Paulsen declared a prescribed interest in Items 5.1 and 5.2.

5 ENGINEERING SERVICES

Cr Bruce Paulsen declared he has a prescribed conflict of interest (as defined by sections 150EG, 150EH and 150EI of the *Local Government Act 2009*) in matters regarding the Quilpie Golf Club.

Cr Bruce Paulsen is President of the Quilpie Golf Club . The Quilpie Golf Club stands to gain a financial benefit depending on the outcome of the matter as APV Contracting Pty LTd is a sponsor of the Quilpie Golf Club.

Cr Bruce Paulsen advised that in accordance with legislative requirements he will leave the meeting while items 5.1 and 5.2 are discussed.

At 8:26 am, Cr Bruce Paulsen left the meeting.

5.1 RFQ 02 22-23 FLOOD RESTORATION WORKS PACKAGE A - KEEROONGOOLOO, REGLEIGH AND SPRINGFIELD ROADS.**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award RFQ 02 22-23 Flood Restoration Works Package A for the Restoration of Essential Public Asset Work on Keeroongooloo, Regleigh and Springfield Roads.

RESOLUTION NO: (QSC139-08-22)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

1. That Council:

- a. Subject to funding approval and finalisation, award RFQ 02 22-23 Flood Restoration Works Package A to APV Contracting Pty Ltd for an amount of \$750,271.91 excluding GST; and
- b. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

4/0

5.2 RFQ 03 22-23 FLOOD RESTORATION WORKS PACKAGE B- PINKENETTA AND GIBEROO ROADS

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQ 03 22-23 Flood Restoration Works Package B for the Restoration of Essential Public Asset Work on Pinkenetta and Giberoo Roads.

RESOLUTION NO: (QSC140-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

1. That Council:

- (a) Subject to funding approval and finalisation, award RFQ 02 22-23 Flood Restoration Works Package B to APV Contracting Pty Ltd for an amount of \$345,807.47 excluding GST; and
- (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

4/0

At 8:33 am, Cr Bruce Paulsen returned to the meeting.

5.3 RFQ 05 22-23 VARIOUS BITUMEN SEALING WORKS

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to Award RFQ 2223 Various Sealing works.

RESOLUTION NO: (QSC141-08-22)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

- (a) That Council award RFQ 05 22-23 Various Bitumen Sealing works to Austek Asphalt Services Pty Ltd for an amount of \$551,330.95 excluding GST; and
- (b) Delegate power to the Chief Executive Office, pursuant to Section 257 of the Local Government Act 2009 to negotiate, finalise and contract including without limitation any options and/or variations as per Council's procurement policy.

5/0

6 FINANCE

6.1 INTEREST DEBT WRITE-OFF RATES AND CHARGES

EXECUTIVE SUMMARY

This report is to consider the write off interest debts that have accrued on rates assessments between a reminder letter and when the property owner made payment in full.

The interest charges below were generated between the date of addressed reminder letter until the payment was made.

RESOLUTION NO: (QSC142-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council approve the debt write-off of interest charges that have accrued on the following assessments totalling \$326.46:

00106-00000-000	\$ 0.05	00529-30000-000	\$ 1.94
00144-00000-000	\$ 7.67	00573-00000-000	\$ 6.30
00146-20000-000	\$ 6.00	00581-50000-000	\$ 6.64
00147-00000-000	\$ 6.80	00795-00000-000	\$ 0.19
00168-20000-000	\$ 2.55	00832-00000-000	\$ 0.30
00183-20000-000	\$ 0.54	00886-00250-000	\$ 1.18
00340-00000-000	\$ 4.96	00886-00260-000	\$ 7.88
00399-00000-000	\$ 1.08	00886-00500-000	\$ 0.94
00407-00000-000	\$ 6.19	00884-00000-000	\$ 0.24
00531-00060-000	\$ 1.94	00043-70000-000	\$ 2.56
00816-50000-000	\$ 0.01	00132-00000-000	\$ 0.11
00270-00000-000	\$ 41.63	00702-00000-000	\$ 118.79
00809-00000-000	\$ 18.83	00105-10000-000	\$ 0.34
00886-00265-000	\$ 74.63	00764-20000-000	\$ 6.17

5/0

7 CONFIDENTIAL ITEMS**MOTION**

RESOLUTION NO: (QSC143-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council move in to closed session at 8.46am.

5/0

MOTION

RESOLUTION NO: (QSC144-08-22)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council move out of closed session at 9.20am

5/0

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

7.1 Lot 2 W524 Access Road

This matter is considered to be confidential under Section 254J(3) - h of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967.

7.1 LOT 2 W524 ACCESS ROAD**EXECUTIVE SUMMARY**

This report is for Council to consider the correspondence received on 14 August 2022 from the owners of Lot 2 W524 requesting Council pay for all costs associated with opening and sealing an access road.

RESOLUTION NO: (QSC145-08-22)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council resolve to:

1. support the previous conditions set for a road opening to Lot 2W524 as per resolution 15-12-16; and
2. consider support towards infrastructure costs associated with intersection and road upgrades if required by Transport and Main Roads and Council.

5/0

8 LATE ITEMS

Nil

9 GENERAL BUSINESS

Nil

There being no further business the Mayor declared the meeting closed at 9.22am.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting held on the Thursday, 25 August 2022.

Submitted to the Council Meeting held on Friday, 16 September 2022.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

9 COUNCILLOR PORTFOLIO REPORTS

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 ENGINEERING SERVICES STATUS REPORT FOR AUGUST 2022

IX: 228292

Author: Peter See, Director Engineering Services

Attachments: 1. Proterra Group August 2022 Monthly Report

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

Engineering Services Status Report August 2022

ACTION ITEMS

Nil

OPERATIONAL UPDATE

General

- Repair works were carried out on Congie Road and on an access track controlled by APA following rain damage. This work was done as private works. Further repairs will need to be carried out following rain on 29-30 August.
- Rainfall on 29-30 August disrupted all roadworks for two days. There was also further rain on 2 September.
- Engineering staff facilitated overflow parking at the Quilpie airport and at Bulloo Park.
- The Director attended the SWQROC Water and Sewerage Alliance, and the Regional Road group meetings at both Strategy and Technical Group meetings.
- The Department of Agriculture and Fisheries Quarry compliance group visited on 31 August.

Roads

RMPC

- Limited works have occurred other than signs maintenance.
- Some minor works were done on the Quilpie-Adavale Red Road following rain.
- Council is well ahead on expenditure to date for this financial year.

Other TMR works

- Works are continuing well on 0.0 km to 5.06 km on the Quilpie-Adavale Red Road. Approximately 3 km of base has been laid. The first seal is due in the week commencing 12 September 2022 weather permitting.
- Gravel re-sheeting funds are providing for the base layer for this work.
- Widening of the Diamantina Developmental Road (93B) near the Grey Range is likely to commence in October 2022.

Flood Damage Works

- Please see attached report from Proterra Group.

- Ambathalla, Cane Grass and Boondoon Roads are essentially completed. A contractor is working on Adavale-Charleville Road.
- Tenders for Package A and B were awarded at the last Council meeting to APV Constructions.
- Future flood damage tenders will be called using the new Plant Hire Standing Offer arrangements which are recommended in a separate report.
- The Queensland Reconstruction Authority Liaison Officer visited Council on 6 September.

Council Buildings and Facilities

- The gutting out of 66 Pegler Street has been completed.
- The old plumber's shed at the old Council depot is being demolished as a wet weather project. Removal is required ahead of the Power House Estate Town House works.
- Rubbish bins have been replaced in Brolga Street as a wet weather project.
- Extensive electrical repairs have been carried out using a contractor.

Waste

- The annual waste survey for the State Government has been submitted.
- A new tyre disposal trench has been excavated at the Quilpie Facility. Large volumes of tyres are being received.
- The rubbish truck operator will be away for all of September on leave.

Water and Sewerage

- Work is underway on construction of new water mains in Quarrion Street. Current works are between Chipu and Dukamurra Street intersections.
- The amended Drinking Water Quality Management Plan was submitted to the Water Regulator.

Plant and Workshops

- The Manager Finance and Administration Services vehicle has been delivered.
- The replacement Kenworth prime mover was delivered on 30 August.
- Council is awaiting deliveries of utilities from last financial year as well as two work trucks.

Town Services

- Grass runners have been placed at Bicentennial Park that were sourced from the John Waugh Park turf management works.
- Annual turf management of the John Waugh Park playing surface has been carried out.
- Staff provided support for Rick's Jump Up Memorial opening, for the Opera Queensland performance and for Kangarangadoo.
- Two staff are on extended leave to reduce excess leave balances.

CONSULTATION (Internal/External)

Nil

LEGAL IMPLICATIONS

Nil

FINANCIAL AND REVENUE IMPLICATIONS

As per budget program.

RISK MANAGEMENT IMPLICATIONS

Nil



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1 CONTRACT SUMMARY

Contract Number	T04 19-20
Principal Representative's Delegate	PROTERRA GROUP
Project Manager	Cameron Mocke
Target Date for Practical Completion of 2022 event works	20 December 2023

2 FINANCIAL STATEMENT

Description	Status	Percentage Completed
Approved Submissions QSC.0007.1920-QSC.0023.1920	Approved	100%
Approved Submissions QSC.0027.2021L-100% complete. QSC.0028.2021L, QSC.0030.2021L, QSC.0031.2021L, QSC.0032.2021L, QSC.0029.2021L-Includes Betterment submission.	Approved	72%
2022 event works Submissions		
QSC.0036.2122F, QSC.0037.2122F, QSC.0039.2122F and QSC.0040.2122F.	Approved	9%



3 FINANCIAL DISCUSSION

All funds for submissions approved by QRA have had the required up front funds transferred to QSC.

4 VARIATIONS / SCOPE CHANGES

2020 REPA Works

All works have been completed

2021 REPA Works

No variations have been issued for 2021 REPA works.

2022 REPA Works

No variations have been issued yet.

5 PROGRAM

The crew that was based in Adavale are now based in Quilpie and have completed works on Beltram Park road.

SL & SC Travers have completed most of the works on Ray Road except for the Northern section which is to wet to start works. This will be completed at a later stage. They have also completed works on Pinkilla and Wallyah Roads.

APV Contracting are currently busy on Boondoon and Ambathala Roads.

Separately a council crew have completed work on Boondook, Mount Howitt and Corowa Road near Eromanga. Works on Baldy Top and Baldy Top Extension Roads have also been completed.

Large scale damage occurred on Old Charleville and Cheepie-Adavale Road during the 2022 event, the new damage has been included in new submissions recently lodged with QRA.

6 PROCUREMENT

6.1 Upcoming Tenders

- Tenders have been received for the gravel screening of 50,000m3 of material for the 2022 works, this tender was awarded to APV Contracting.
- A tender briefing was held on the 30 June 2022 covering future REPA works.
- Further quotes will be issued via Vendor Panel once preparations for these works have been completed.

6.2 Tenders/Quotes Awarded-2022 works

Tender	Contractor	Value	GST	Total
RFQ 02 22-23 Flood Restoration Works Pkg A-(Keeroongooloo, Regleigh and Springfield Roads)	APV Contracting	\$750,271.91	\$75,027.19	\$825,299.10
RFQ 06 22-23 Flood Restoration Works Pkg B-(Pinkinetta and Giberoo Roads)	APV Contracting	\$345,807.47	\$34,580.75	\$380,388.22



6.3 Gravel Screening

The gravel screening for the 2021/2022 works is progressing on Cheepie Adavale Road under contract by APV Contracting. Small delays are predicted due to wet weather, however these should not impact the programme.

7 Water Issues

Water used for the construction process should not be an issue due to the recent abundant rains, however if additional water is required this can be hauled from the various town bores where available.

8 QRA

The QRA have visited Quilpie Shire Council several times over the past year. The main reason for these visits was to check on progress, plus check on Recommended Values and investigate whether the RVs are accurate. These have been reviewed due to the underspending of the Recommended Values by council.

9 Photos



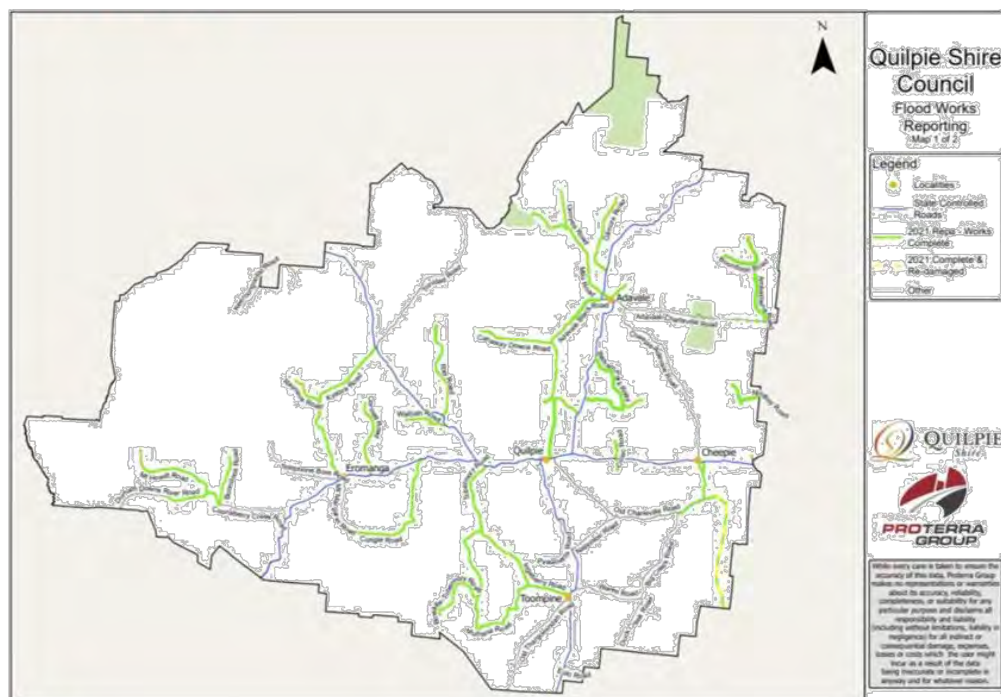
Areas being prepared for sealing under Betterment Funding on Old Charleville Road by conglomerate crew.





Area of Old Charleville ready for seal, slight wheel marking from vehicles driving on closed roads after heavy rainfall.

10 Appendix



Appendix 1: Shows 2021/2022 REPA works completed.



Quilpie REPA

MONTHLY PROJECT REPORT August 2022

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10.1.2 WATER AND SEWERAGE STATUS REPORT

IX: 229044

Author: Alan McNall, Water & Sewer Supervisor

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

This report provides a quarterly operational update to Council regarding the Water and Sewerage portfolio.

WATER

Consumption

Raw Water Statistics

Locality	Monthly Use (meg)	2020/21 YTD Total (meg)	Annual License (kl)	% Time Remaining	% of License Remaining
Quilpie old	161.749	02/06/22-05/09/22			
Quilpie new	125.755	02/06/22-05/09/22			
Eromanga	5.680	28/02/22-02/06/22			

ACTION ITEMS

Call-Outs

Locality	Date	Time	Details	Outcome/ Comment
Nil				

Planned Interruptions (Customer Supply Cut)

Locality	Date	Details/ Reason	Notification Details	Time to restore supply
Old rail compound	09/06/22	Mains repair	Verbal	4hrs
Winchu St	19/07/22	Service repairs	Verbal	1hr
41 Brolga St	25/07/22	Service replacement	Verbal	1hr
31 Dukamurra	25/07/22	Service replacement	Verbal	1/2hr
8 Boonkai St	4/08/22	Service repair	Verbal	1hr
73 Boonkai	8/8/22	Service repair	Verbal	1hr
Quarrion St	Aug/Sep	Various interruptions	verbal	

Unplanned Interruptions (Customer Supply Cut)

Locality	Date	Details/ Reason	Notification details	Response time	Time to restore supply
Nil					

OPERATIONAL UPDATE

New Services

Locality	Date	New connections	Outcome/ comments
Nil			

Complaints / Requests

Locality	Date	Complaint No:	Outcome/ comments	Time to rectify
Nil				

SEWERAGE – STATUS DETAILS

Overflows / Breaks / Repairs

Locality	Date	Details/ Reason	Overflow private pty (Y/N)	EPA notified	Sewer break	Sewer choke	House conn problem (✓)	Response time (notification/ completion)
Nil								

Minor Works / Breaks / Repairs

Locality	Date	Details/ Reason	Mains repair	Connection Point	House Drain	Response time (notification / completion)
43 Galah St	10/06/22	Blocked drains		Yes	Yes	1hr
41 Jabiru St	28/06/22	Blocked drain			Yes	1hr
4 brolga St	4/08/22	Blocked drain		Yes		1hr

Call-Outs

Locality	Date	Details	Outcome/comment
Nil			

New Connections

Locality	Date	Outcome/ comment
Nil		

Complaints

Locality	Date	Complaint No:	Outcome/ comment	Time to rectify
Nil				

Capital Works and Council Requests

Project details	Status/Comments	% Complete
Bicentennial Park Dam water irrigation & storm water upgrades	complete	
Quarrion St water main replacement.	WIP	

Other Works and Requests

- Complete 60 x requests on council's buildings/infrastructure, minor leaks.
- Eromanga Tennis court & new house septic & drainage replacement.
- Eromanga RO plant repairs.
- Quilpie sewerage manhole maintenance.
- Backflow prevention fitted to Sommerfield Rd wash down bay.

CONSULTATION (Internal/External)

Nil

LEGAL IMPLICATIONS

Nil

FINANCIAL AND REVENUE IMPLICATIONS

Within budget

RISK MANAGEMENT IMPLICATIONS

According to Council's Risk Management Policy

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 DIRECTOR CORPORATE & COMMUNITY SERVICES - MONTHLY STATUS REPORT

IX: 226066

Author: Sharon Frank, Acting Director Corporate and Community Services

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

This report provides information and updates to Council on various activities and programs that are facilitated within the Director of Corporate & Community Services portfolio for the months of July and August 2022.

ACTION ITEMS

Meeting Date	Subject	Action	Comments	Status
18-Feb-22	Queens Jubilee Celebrations	Organise beacon lighting event at Baldy Top for 2 June	Event was held on 2 June.	Completed

OPERATIONAL UPDATE

Condolences

Condolence Cards were forwarded to the families of Jim Hall, Betty Steele, Jess (Bubby) Richards and Maz Castles.

Rick's Memorial Opening Ceremony

The opening ceremony of Rick's Memorial was held on Saturday 27 August 2022 and went according to plan. The opening was well attended and the ceremony was livestreamed.

Thank you to Council's Corporate & Community Administration Officer Toni Bonsey who worked behind the scenes with defence force personnel, caterers and everyone in between, to pull the event together on our end – Toni was fabulous. Thanks also to the Manager Tourism & Economic Development Karen Grimm, and our Council teams that worked on the memorial site in the lead up to the opening and on the day.

The community event held at the Quilpie Club (after the official ceremony) was also well attended - with approximately 300 people.

It was an absolutely beautiful day and the opening ceremony for Rick's memorial went perfectly. The memorial will be a lasting reminder and tribute to Rick 'Milo' Milosevic.

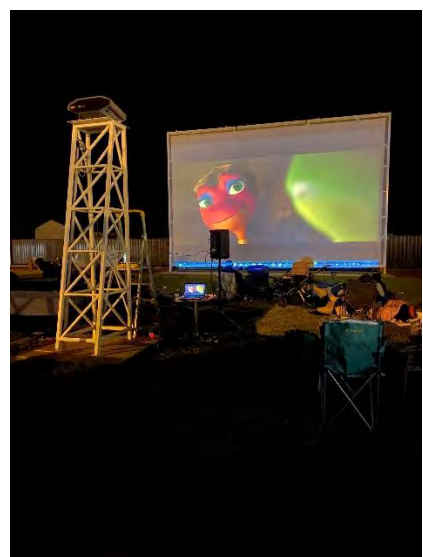


Emmanuel College Visit

The Emmanuel College students visited Quilpie from 29 June to 2 July.

The Library team and Health Promotions Officer worked with Emmanuel College to deliver a huge schedule of events and activities for our community. All activities and events were well attended. The students also volunteered their time to provide assistance to seniors in our community. Thanks to all involved.





Services Australia

Centrelink, Medicare and Child Support payments and services will visit Quilpie on 12 and 13 September 2022 at the Quilpie Library.

Upcoming Mental Health Week

Council has been successful with a \$500 grant from Queensland Mental Health Week towards a senior's trip to Adavale for a morning tea during Mental Health Week.

The planned event is titled 'Connect with friends over a High Tea at Adavale'. A high tea by Elegant Emu will be provided at the Adavale Town Hall to connect people from across our communities. The event will include a guest speaker from the Royal Flying Doctor Service. They have offered to provide a mental health clinician to present a wellbeing presentation on the theme of this year's mental health week theme - Awareness - Belonging - Connection at the event.

The event will provide community awareness of, and engagement in, mental health and wellbeing and support connection, belonging and inclusiveness. It will be an opportunity for people from our communities to come together to talk and connect with each other.

Participants of the Quilpie Shire Council Seniors Program participated in the Queensland Mental Health Week event hosted by Council last year - 'Reminiscing Morning for Seniors'. Participants of the Seniors Program have shown an interest in visiting Adavale and sharing a morning tea together.

Upcoming Events

October

- 10 – 14 October Mental Health Week

CONSULTATION (Internal/External)

- Chief Executive Officer
- Community Services Officer
- Librarian
- Health Promotions Officer
- Depot Administration Officer

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

Quilpie Shire Council Budget 2022/23

RISK MANAGEMENT IMPLICATIONS

Quilpie Shire Council Risk Management Policy - Low Risk – within standard operations

10.2.2 NDIS COORDINATORS REPORT

IX: 229172

Author: Sharon Frank, Acting Director Corporate and Community Services

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

The purpose of this report is to inform and update Council on National Disability Insurance Scheme activities and programs.

ACTION ITEMS

Not applicable

OPERATIONAL UPDATE

NDIS in the Quilpie Shire continues to grow at a surprising rate with 2 new participants added in the last month and 6 would be participants waiting for access. The NDIS Remote Planner from Cunnamulla was able to attend face to face meetings with 2 new participants and an existing participant in August. This made the whole process easier and gave the planner much more understanding of how their disabilities affect their lives.

The Remote Planner (Cunnamulla) has organised to return to conduct 3 participant reviews on the 10 and 11th of October, and the Remote Planner (Charleville) and the Remote Area executive (Longreach) will also be attending to meet with any participant or potential participant that needs any information or to discuss their plans or different ways they could utilise their plan - there is certainly some interest already.

The Community Resource Unit (from Brisbane) is an organisation that assists parents of children with disabilities and inclusivity in schools. They visited in July, as they did last year, to talk about transitioning to high school. The afternoon was well attended and a follow up Teams meetings was organised for parents and students to discuss issues specific to them.

Vitalhealth has successfully recruited another Psychologist to their team. Although they don't visit Quilpie, the service is making good progress since starting in July with 3 participants joining via Teams. This is a positive outcome as NDIS participants in Quilpie had been without this service since April.

The support workers employed by participants continue to do an excellent job; assisting participants to try new things or to take up activities that they haven't been able to do for a long time because of their disability.

Statistics

Statistics	NDIS Client Meetings	NDIS Provider Assistance Meetings	Agency Meetings
	92	54	12

Current issues

- Nil

Correspondence / newsletters

- The Pulse SWHHS Newsletter
- NDIS E-Newsletter
- Endeavor Foundation Newsletter
- NDIS Provider Newsletter

CONSULTATION (Internal/External)

Stakeholders

LEGAL IMPLICATIONS

Not applicable

FINANCIAL AND REVENUE IMPLICATIONS

Not applicable

RISK MANAGEMENT IMPLICATIONS

Quilpie Shire Council Risk Management Policy

10.3 FINANCE SERVICES STATUS REPORTS

10.3.1 FINANCIAL SERVICES STATUS REPORT - AUGUST 2022

IX: 229171

Author: Sharon Frank, Acting Director Corporate and Community Services

Attachments: 1. GL Cheque Register - August 2022.pdf

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

This report is to provide Council with a summary of the cheques issued for month ending 31 August 2022.

ACTION ITEMS

For information only

OPERATIONAL UPDATE

See Attachment

CONSULTATION (Internal/External)

Chief Executive Officer

LEGAL IMPLICATIONS

None noted

FINANCIAL AND REVENUE IMPLICATIONS

In accordance with Council's Budget

RISK MANAGEMENT IMPLICATIONS

Low, in accordance with Council's Risk Management Policy

Cheque Register

(Date Range from 01-08-2022 to 31-08-2022. Ordered by: Date. 17% of year elapsed.)

Local Supplier Analysis		
Non-Local Supplier	\$ 782,404	48%
Local Supplier Analysis	\$ 855,352	52%
TOTAL	\$ 1,637,756	100%
<i>(a local supplier is deemed to be a business that is based in Quilpie Shire, has a depot in Quilpie, is a ratepayer, or employs local staff)</i>		

The following table provides information about cash spent with local companies (excluding wage creditors, reimbursements, and companies not based locally)

Monthly Value	# Suppliers	Total \$
\$0 - \$1,000	6	\$ 2,538
\$1,001 - \$5,000	5	\$ 10,860
\$5,001 - \$15,000	3	\$ 41,721
\$15,001 - \$50,000	4	\$ 134,581
\$50,000 +	2	\$ 202,444

Expenditure Summary		
	August	July
Wages and Superannuation	\$ 452,152	\$ 463,951
IT and Communications	\$ 30,363	\$ 9,272
Roadworks and Plant Hire	\$ 255,783	\$ 1,317,269
Consultants and Prof. Services	\$ 292,540	\$ 49,546
Fuels	\$ 54,804	\$ 165,562
Other Capital Purchases	\$ 39,731	\$ 1,036,745
Other	\$ 512,384	\$ 413,900
	\$ 1,637,756	\$ 3,456,245

TOTAL OF CHEQUES	\$ 1,716,546
less: Investment Movements	\$ -
less: Internal Adjustments - Quilpie Shire Council	\$ -
less: Tax Payments	-\$ 78,790
NET CREDITOR PAYMENTS	\$ 1,637,756

DATE	CHEQUE NUMBER	PAYEE	DESCRIPTION	AMOUNT
1/08/2022	CHARGE	ANZ Banking	Merch Fee	108.42
3/08/2022	17	National Australia Bank Limite	NAB Transact Fee	40.5
4/08/2022	28493	Petty Cash	Cash for CWA Bar Float	500
4/08/2022	28494	Department of Environment and	EA0002500 Annual Permit Fee	6465.8
4/08/2022	28495	Queensland Transport	Unit #970 DQ0209	238.5
4/08/2022	28496	Toowoomba Regional Council	Contribution to DDSWQ Phase 1	4400
4/08/2022	28497	Annabel Tully	Refund of Hire Deposits	200
5/08/2022	E015350	Artcraft Pty Ltd	Speed signs	222.64
5/08/2022	E015351	J. Blackwood & Son Pty Ltd	Gloves	470.12
5/08/2022	E015352	Black Toyota	Glass	2081.55
5/08/2022	E015353	Brown & Hurley Group Pty Ltd	Hub drum	3467.16
5/08/2022	E015354	Cadia Plumbing Equipment	Gasket kit	544.5
5/08/2022	E015355	Cardinal Spin Communications Pty Ltd	PR & Media Support June 22	5500
5/08/2022	E015356	Kerry M Castles	Reimbursement Claim	287.96
5/08/2022	E015357	Charleville Neighbourhood Centre	Senior Games Registration	50
5/08/2022	E015358	Anita Clark Tourism	Tourism Packagin July 22	2112
5/08/2022	E015359	Compac Sales Pty Ltd	Monthly Fee	104.5
5/08/2022	E015360	Costello Carriers	Freight- Black max pipe	9108
5/08/2022	E015361	Steve Cowley	Cleaning - Adavale	840
5/08/2022	E015362	Delnorth Pty Ltd	Gudie post	76296
5/08/2022	E015363	Elders Limited	Fire fighter pump	1014.37
5/08/2022	E015364	Ergon Energy Queensland Pty Ltd	Depot	3211.3
5/08/2022	E015365	Eromanga Contracting	Water truck	14960
5/08/2022	E015366	Followmont Transport Pty Ltd	Freight	108.94
5/08/2022	E015367	FRAS'S OUTBACK PAINTING	Int & Ext paint 2/67 Boonkai	15393.4
5/08/2022	E015368	Golders Charleville	Boots	181.5
5/08/2022	E015369	BHL & DA Hall Transport	Water tanker	8360
5/08/2022	E015370	Hastings Deering (Australia) Limited	Rental 14/06-24/06	8463.97
5/08/2022	E015371	HAYMANS ELECTRICAL	Electrical supplies	2653.41
5/08/2022	E015372	Helix Legal	DRFA Templates	6325
5/08/2022	E015373	Hewsonhall Electrical Centre	Uniden Dash cams	1383
5/08/2022	E015374	Holding Redlich	Native Title	341
5/08/2022	E015375	IOR Petroleum Pty Ltd	DIESEL 25 - 31.07.22	238.67
5/08/2022	E015376	Komatsu Australia	Tyne & Cotter pins	5231.45
5/08/2022	E015377	Katrina Lehmann Photography	Refund of Hire Deposits	155
5/08/2022	E015378	Little Match Productions	Performance Fee Babushka Book	2717
5/08/2022	E015379	LO-GO Appointments	S Frank - WE 30/07/22	10154.25
5/08/2022	E015380	Lowes Petroleum Service	UNLEADED FUEL	1241.73
5/08/2022	E015381	Maney Transport	Freight	4520.85
5/08/2022	E015382	Mercury Group of Companies Pty Ltd	Police Checks & Annual Fee	318.89
5/08/2022	E015383	Mobile Pastoral Co	Refund of Hire Deposits	950
5/08/2022	E015384	Peter Murray Holdings Pty Ltd	Naidoc Week Media	2200
5/08/2022	E015385	Nockatunga Toompine Polocrosse Club	Refund of Hire Deposits	250
5/08/2022	E015386	O'Connor Marsden & Associates Pty Ltd	Internal Audit Planning	2310
5/08/2022	E015387	O.C Heavy Vehicle Repairs	Truck service	1320
5/08/2022	E015388	Orion Satellite Systems	Monthly Fee	654.5
5/08/2022	E015389	Outback Queensland Tourism Authority	22-23 Membership	13970
5/08/2022	E015390	Pacific Water Treatment Services	Gasket, lead for Chlorine	173.25

5/08/2022	E015391	Quilpie Polocrosse Club Inc	Refund of Hire Deposits	200
5/08/2022	E015392	Preston Law	Private Water Pipeline	728.2
5/08/2022	E015393	Proterra Group	FD PM	203709.88
5/08/2022	E015394	Quilpie Butchery	Mince	546.5
5/08/2022	E015395	Quilpie Hardware	Various	1888.55
5/08/2022	E015396	Quilpie Junior Rugby League	Refund of Hire Deposits	215
5/08/2022	E015397	QLD Local Government Mutual Liability	22/23 Insurance	14504.21
5/08/2022	E015398	Quilpie Sport & Recreation Inc	12 Months - L McKay	2100
5/08/2022	E015399	Rave On Promotional Products	Stubby coolers	1613.7
5/08/2022	E015400	Ray Pastoral Company	Reimbursement - Baiting Avgas	780
5/08/2022	E015401	Salary Packaging Australia	QSC Salary Packaging	3335.37
5/08/2022	E015402	Samios Plumbing Services	PVC Pipe	1891.43
5/08/2022	E015403	Signet Pty Ltd	Spot & line paint	1788.86
5/08/2022	E015404	IXOM Operations Pty Ltd	Chlorine- 01/07-31/07	455.58
5/08/2022	E015405	ST Finbarrs School	Refund of Hire Deposits	62
5/08/2022	E015406	TELSTRA CORPORATION LIMITED	General Account	5670.29
5/08/2022	E015407	Traffic Control Supplies P/L	Signs	912.12
5/08/2022	E015408	Tru Health Solutions	Testing facemask	4936.8
5/08/2022	E015409	Vink Publishing	Ad for caravaning Australia	165
5/08/2022	E015410	Warrego Water Services Toowoomba	Pressure switch	352.44
5/08/2022	E015411	Brian Weeks	Reimbursement Claim	187.68
5/08/2022	E015412	West-Tech Systems Pty Ltd	Photocopier Bill July 22 #333	22
5/08/2022	E015413	Work Metrics Pty Ltd	Monthly Fee	198
5/08/2022	E015414	Zardoz Pty Ltd t/as Zardoz Pools	Reairs to splash pool	11291.5
5/08/2022	E015415	QCWA Branch Quilpie	Community Assistance Grant	4000
9/08/2022	1ATOPAYG	Australian Taxation Office	Pay Dedns Pay 1 Period No 03	38955
9/08/2022	1CHILD03	CHILD SUPPORT AGENCY	Pay Dedns Pay 1 Period No 03	918.59
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	135.75
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	1600
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	131.48
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	161.73
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	214.84
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	158.2
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	6291.4
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	358.13
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	173.8
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	98.71
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	169.66
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	1366.99
9/08/2022	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 03	156.13
9/08/2022	1NAB03	National Australia Bank Limited	D/Cr Pay 1 Period No 03	136838.85
9/08/2022	1PAJICSU	Pajic Superfund	Pay Dedns Pay 1 Period No 03	189
9/08/2022	SGL PY1P	LG Super Clearing House	SGL Pay No 1 Period 2023/3	21715.43
12/08/2022	E015416	Ruby Andrews	Indigenous Exhibition Sales	743
12/08/2022	E015417	The Australian Local Government Job Director	22/23 Subscription	660
12/08/2022	E015418	Black Truck Sales	On Road Cost - Unit 2008	10932.75
12/08/2022	E015419	Black Toyota	Glass	1215.34
12/08/2022	E015420	Brendan Andrews Contracting	Grid Cleaning	3200
12/08/2022	E015421	Brown & Hurley Group Pty Ltd	FILTERS	1666.04
12/08/2022	E015422	Cadia Plumbing Equipment	Tools	578.74
12/08/2022	E015423	Kerry M Castles	Reimbursement Claim	170.9
12/08/2022	E015424	Clarice Colliss	Indigenous Exhibition Sales	360
12/08/2022	E015425	Cranbrook Press	Corporate Plan Printing	622
12/08/2022	E015426	Elders Limited	GP Cement	35136.09
12/08/2022	E015427	Ergon Energy Queensland Pty Ltd	General Account	3925.76
12/08/2022	E015428	Executive Media Pty Ltd	Advertisement	1800
12/08/2022	E015429	Lauran Gilligan	NAIDOC Photography	600
12/08/2022	E015430	Golders Charleville	Boots	186.49
12/08/2022	E015431	BHL & DA Hall Transport	Water Tanker	5620
12/08/2022	E015432	Justin Hancock	Reimbursement Claim	1055.85
12/08/2022	E015433	William Haupt	Indigenous Exhibition Sales	480
12/08/2022	E015434	HAYMANS ELECTRICAL	Freight	44
12/08/2022	E015435	Hewsonhall Electrical Centre	Hot water urns	309.8
12/08/2022	E015436	HPB Post Pty Ltd	Uniforms- Douge Collins	374.33
12/08/2022	E015437	IOR Petroleum Pty Ltd	DIESEL - 01 - 08.08.22	696.28
12/08/2022	E015438	Lalirra Lander	Indigenous Exhibition Sales	130
12/08/2022	E015439	Mitchell Lawton	Indigenous Exhibition Sales	450
12/08/2022	E015440	Local Government Asso .	Bush Council Rego - L Barnes	3660
12/08/2022	E015441	LG Super Clearing House	Underpayment of Super	92.68
12/08/2022	E015442	Maney Transport	Freight	2105
12/08/2022	E015443	McArthur Management Services	Remuneration Benchmarking	9900
12/08/2022	E015444	Dean McKellar	Indigenous Exhibition Sales	870

12/08/2022	E015445	Murweh Shire Council	Hire of Jetpatcher	8057
12/08/2022	E015446	O.C Heavy Vehicle Repairs	Bearing & Brake adjustment	617.14
12/08/2022	E015447	O'Regan & Partners	Audit Fees	3410
12/08/2022	E015448	PVE Civil Solutions	PM 27/06-10/07 B.Craig	31346.12
12/08/2022	E015449	Quilpie Hardware	Various Supplies	976.8
12/08/2022	E015450	Queensland Public Libraries Assoc Inc	22/23 Membership	199.44
12/08/2022	E015451	Quik Corp Pty Ltd	Deposit - Top Dresser	8871.75
12/08/2022	E015452	MR KEVIN J RICHARDSON	Tank Cover	418
12/08/2022	E015453	Shire Networks	Service Agreement 12/8 - 11/11	11201.11
12/08/2022	E015454	Steers Complete Commercial Cleaning Service	Pest Control 2022	13395
12/08/2022	E015455	Tas Mini Motors	Electric Mowers	2367.05
12/08/2022	E015456	Teletrac Navman and Transtech	Sat service- 05/08-04/09	65.89
12/08/2022	E015457	Daimler Trucks Toowoomba	FILTER KITS	557.57
12/08/2022	E015458	Western Truck Group	FILTERS	930.1
12/08/2022	E015459	Wurth Australia Pty Ltd	Workshop consumables	1306.5
12/08/2022	E015460	Queensland Government	Planning Application-Eromanga	8789
12/08/2022	28498	Dept Natural Resources,Mines and Water	2/Q68045	151.09
12/08/2022	12082022	National Australia Bank Limite	Credit Card July 22	14445.99
17/08/2022	2ATOPAYG	Australian Taxation Office	Pay Dedns Pay 2 Period No 04	623
17/08/2022	2LG5UPCL	LG Super Clearing House	Pay Dedns Pay 2 Period No 04	1357
17/08/2022	2NAB04	National Australia Bank Limited	D/Cr Pay 2 Period No 04	26646.14
17/08/2022	CHARGE	National Australia Bank Limite	Audit Cert Fee	70
17/08/2022	E015461	Adavale Plant Hire - V & J Richardson	Bedding Sand	28050
17/08/2022	E015462	Black Truck Sales	FILTERS	431.97
17/08/2022	E015463	Bulloo Aviation	Baiting- July	21397.75
17/08/2022	E015464	Clever Patch	Craft Supplies	538.52
17/08/2022	E015465	Complant Pty Ltd	Window & Access Unit 3200	656.09
17/08/2022	E015466	Costello Carriers	Freight	2999.7
17/08/2022	E015467	Document Dynamix Australia	Shredder Services	759
17/08/2022	E015468	BHL & DA Hall Transport	Water tanker	12985
17/08/2022	E015469	Jas Oceania Pty Ltd	Tape and wire	867.85
17/08/2022	E015470	Komatsu Australia	Belt slide and spacer	1219.79
17/08/2022	E015471	Long Plain Contracting	Beltram Park- FD2021	48983
17/08/2022	E015472	Lowes Petroleum Service	GREASE & OILS	6815.6
17/08/2022	E015473	Civica Solutions Pty Ltd	Practical- Update	841.5
17/08/2022	E015474	PVE Civil Solutions	services 24/07-06/08 B. Craig	13532.75
17/08/2022	E015475	MR KEVIN J RICHARDSON	Hand Rail- Baldy top toilets	1512.5
17/08/2022	E015476	TradeTools Pty Ltd	Milwaukee Grease Gun	3025
17/08/2022	E015477	Daimler Trucks Toowoomba	Windshield	1693.02
17/08/2022	E015478	Western Truck Group	Bracket	1368.25
17/08/2022	E015479	Wideland Trucks & Equipment PTY LTD	FILTERS & BELTS	441.16
17/08/2022	E015480	Wurth Australia Pty Ltd	Workshop Consumables	488.4
17/08/2022	E015481	Australian Taxation Office	Interest Payment	206.75
17/08/2022	SGL PY2P	LG Super Clearing House	SGL Pay No 2 Period 2023/4	2973.48
23/08/2022	1ATOPAYG	Australian Taxation Office	Pay Dedns Pay 1 Period No 04	39005
23/08/2022	1CHILD04	CHILD SUPPORT AGENCY	Pay Dedns Pay 1 Period No 04	913.98
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	147.25
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	1600
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	138.12
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	139.86
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	131.48
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	161.72
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	214.84
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	153.33
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	358.13
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	173.8
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	103.27
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	6350.28
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	169.66
23/08/2022	1LG5UPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 04	1468.08
23/08/2022	1NAB04	National Australia Bank Limited	D/Cr Pay 1 Period No 04	137074.91
23/08/2022	1PAJICSU	Pajic Superfund	Pay Dedns Pay 1 Period No 04	186.11
23/08/2022	SGL PY1P	LG Super Clearing House	SGL Pay No 1 Period 2023/4	22221.92
26/08/2022	E015482	APV Contracting Pty Ltd	T25 Screening- Adav/Char -Amba	143408.72
26/08/2022	E015483	AVIS Toowoomba	Rental 354105253	2239.16
26/08/2022	E015484	J. Blackwood & Son Pty Ltd	Slings	71.58
26/08/2022	E015485	Brown & Hurley Group Pty Ltd	Antivibe Hood	3334.5
26/08/2022	E015486	Winc Australia Pty Ltd	CLEANING PRODUCTS	3905.64
26/08/2022	E015487	Downer EDI Services Pty Ltd	Emulsion	18573.5
26/08/2022	E015488	Enviromesh	Steel Fibre	15180
26/08/2022	E015489	Followmont Transport Pty Ltd	Freight	69.84
26/08/2022	E015490	BHL & DA Hall Transport	Hire of Water Tanker	32070

26/08/2022	E015491	Hastings Deering (Australia) Limited	Roller RENTAL 200015713	4356
26/08/2022	E015492	HAYMANS ELECTRICAL	Solar Safety Path	923.34
26/08/2022	E015493	Highgate Air	Scales	367.27
26/08/2022	E015494	Infocouncil Pty Ltd	Infocouncil renewal	11275
26/08/2022	E015495	IOR Petroleum Pty Ltd	DIESEL 15-21.08.22	540.51
26/08/2022	E015496	Alex Jacobs	Opening Ceremony	700
26/08/2022	E015497	Lowes Petroleum Service	BULK DIESEL	45271.36
26/08/2022	E015498	Maney Transport	Freight	2731.89
26/08/2022	E015499	McCullough Robertson	Senior Officer Contracts	8214.36
26/08/2022	E015500	Micness Pty Ltd t/a Beyond Clarity	GO9 Vehicle Telematics	2198.52
26/08/2022	E015501	Officeworks Toowoomba	Rapidline Office Chair	750
26/08/2022	E015502	Orion Satellite Systems	Monthly Fee	654.5
26/08/2022	E015503	PVE Civil Solutions	PM services 7/08-13/08 B.Craig	7122.5
26/08/2022	E015504	Quilpie Hardware	Various	11788.12
26/08/2022	E015505	Queensland Information ti	Registration - J Tully	555
26/08/2022	E015506	ROAD SOLUTIONS AUSTRALIA	ASPHALT	2164.8
26/08/2022	E015507	Southern Downs Steam on	Railway Carriages	4950
26/08/2022	E015508	Skip Bins Suppliers T/A skip factory	Hook Skip Bin	8635
26/08/2022	E015509	Solar Powered Electric Gate Openers	Electric gate	676.39
26/08/2022	E015510	South West Ford	Ford Everest- RFQ33 21-22	68369.85
26/08/2022	E015511	Tas Mini Motors	Guide bar & Chisel loop	634.8
26/08/2022	E015512	Tensens	SANITARY REFILLS	1873.08
26/08/2022	E015513	Toowoomba Locksmiths	Gyrica Door Locks	585
26/08/2022	E015514	Viadux	Hydrants and Water Main	12374.92
26/08/2022	E015515	WAGNERS INDUSTRIAL SERVICES PTY LTD	Mesh, Key joint & Wire	15908.33
26/08/2022	E015516	Warrego Couriers	Freight- Soil Samples	211.31
26/08/2022	E015517	Daimler Trucks Toowoomba	Fuel Cap	331.28
26/08/2022	E015518	Westlands Engineering & Hydraulics	Dismantle and remove seals	576.4
26/08/2022	E015519	Wideland Ag and Construction	Filters	1030.18
26/08/2022	E015520	Wideland Trucks & Equipment PTY LTD	Bearings and sleeves	2826.57
30/08/2022	CHARGE	National Australia Bank Limite	Connect Fee	86.97
31/08/2022	CHARGE	National Australia Bank Limite	Trust Fee	5
31/08/2022	CHARGE	National Australia Bank Limite	Operating Fee	35.1
31/08/2022	504407	National Australia Bank Limite	BPay Fee	56.12

10.4 GOVERNANCE SERVICES STATUS REPORTS

10.4.1 TOURISM AND ECONOMIC DEVELOPMENT REPORT

IX: 228364

Author: Karen Grimm, Manager Tourism & Economic Development

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

The purpose of this report is to update Council on Tourism and Economic Development activities.

ACTION ITEMS

NIL Outstanding Action Items

OPERATIONAL UPDATE

Tourism Development

SWQROC Tourism group: The group met in early August to wrap up the RAB funded project – Be our Guest. This project positioned SWQ as the premier Outback event destination. The group received presentations from a rural micro-tourism booking platform for consideration (no decision to date to continue with this platform) and some new initiatives that will see collaboration from all six member shires to continue to build the profile of the region. A report was also provided by Anita Clark from Australia Tourism Exchange (ATE) in May 2022. This was successful for South West with a total of 74 appointments and over 23 buyers requesting more information on SWQ outback self-drive itineraries, these buyers are both domestic and international. There are a number of recommendations from Anita Clark to continue to build the South West profile, the group are currently considering these and will provide future updates as projects are confirmed. The SW group has also confirmed the region will attend the Moreton Bay Expo (17-19 Feb 2023).

Olympics and World Cup planning: Initial discussions have begun with Eromanga Natural History Museum to identify opportunities to build towards the 2032 Olympics and Rugby World Cup (2027). This is a key outcome in Flourishing Economy in the Corporate Plan. Further presentations will be made to Council at future workshops to identify priorities and key milestones to increase profile and deliver new packages that will meet the needs of potential domestic and international travellers.

Eco-certified Tourism Destination Program: Centre staff participated in webinars about the new Eco-certified Tourism Destination Program. This program aims to support Qld destinations that are globally recognised as certified sustainability tourism destinations. The program provides funding to support regions with costs associated to achieve this certification. Further investigations will identify if an application will be submitted by the programs closing date. This would support working towards the Environmental Sustainability goals in the Corporate Plan.

VIC Group Experiences summary:

2022 Town tours August (only)	3	2022 Town tours future bookings	4
2022 YTD VIC Morning/Afternoon tea	2	2022 YTD Quilpeta bookings	41
Group Cancellations: August 2022	0	Reasons: N/A	

Visitor numbers: The visitor numbers through the centre in August were up on 2021 by 24%. This may be attributed with the return of events and roads being closed again due to the weather and people stopping in Quilpie on their way to Birdsville.

In the lead up to the races in Birdsville (Monday, Tuesday and Wednesday) the centre had an increase of visitation by 27% compared to the same days in 2021. This may have been from wet weather also experienced in the region at the same time.

Economic Development & Business support

Small Business Friendly Program Charter: The signing event is scheduled for Friday 23rd September in Quilpie. Invitations and posters are currently being printed and will be mailed to each business week of 12th September. The event will include a visit from Small Business Commissioner, Maree Adshead, and Nikki Boyd MP, Assistant Minister for Local Government and Luke Forster, Director Advocacy, Queensland Small Business Commissioners Office. Further work will continue on the website to feature support provided to small business.

Welcome Pack: Work has begun on developing a 'Welcome to Quilpie Shire' pack that can be used for new residents. It will include everything a new resident needs to know and be provided to business and local organisations in a professionally produced and printed document. This is expected to be available by December 2022.

Conference Pack: A conference pack is currently in development to support attracting future conferences, this would also be available to those who are planning larger events or private functions and assist council and other organisations to attract their associations to host an event in Quilpie. This is expected to be available by January 2023.

Miscellaneous

Mirusia Concert: Discussions are underway to finalise a date for August 2023. This date expected to be finalised by end of September 2022, in which a deposit will be paid. This will also include providing detailed proposal about the event including marketing for announcement of new event in November/December 2023. This will allow time for ticketing to be finalised and online and capture major publication deadlines including Outback Travellers Guide, RMW Outback Magazine and build up media stories. Consultation has been conducted with Quilpie Sporting Clays, Quilpie Golf Club and surrounding shires to identify what existing events are currently planned.

The Quilpie Sock: At the time of the report freight was being organised to deliver the socks to Quilpie. Work had begun on holding a launch at the Quilpie Show, however due to the postponement of this event, another option will need to be identified and organised. Due to timing, this may only be a soft launch with a major promotional campaign held over to April 2023 in line with cooler months. Marketing collateral is expected to arrive in September. Sock display units are currently in development and will be available for retailers in when ready for release. When all product and collateral have been finalised as launch will be arranged in consultation with Merino Country, who have been keen to support. The Manager and staff will work to secure retailers concurrently with launch timelines. A soft launch may not occur until end of September/early October 2022

Rick Milosevic Memorial: Assistance was provided to organise the livestream of the event and media pre and post function. There was strong and positive media received with ABC Charleville, Warrego Watchman and Country life in attendance and Channel 10 and Channel nine sharing a story on the Sunday night following the event.

Regional Arts Service Network (RASN): The Manager was included in an introduction meeting with Hilary Coulter the new RASN representative. They are currently working to identify potential projects to support, two projects identified by the centre was gallery and exhibition training to build capacity and working with local indigenous representatives to create an exhibition in the local shire museum to acknowledge first nations story.

Website: The www.visitquilpie.com page had 1768 sessions in August. This is up by 130 visits from July 2022 (1638) and up by 221 from June 2022.

Gallery exhibition dates for 2022

Exhibition	Date	Opening
'Through my eyes' Kerri Keanalley	12 th August – 9 th Sept	Friday 12 th August/Evening
Quilpie & District Show photo exhibition	15 th Sept – 2 nd Oct	No opening for this event
Combined Schools Exhibition	11 th October – 6 th Nov	Tuesday 11 th October/Day
Christmas in the Gallery	12 th Nov – 23 rd December	Saturday 12 th November/Day

Social media

Instagram - @visitquilpieshire – data as at 31 st August 2022			
Page followers	August: 1278	July: 1269	Increase of: 9
Most popular post August	Muddy Boots Pic – Update on rain and road conditions		Likes: 32
Most popular post July	Indigenous Exhibition		Likes: 32
Posts per month	August: 5	July: 6	
Average likes/post from month	August: 30	July: 45	
Website – visitquilpieshire.com.au			
Sessions	August 2022: 1768	August 2021: 2109	July 2022: 1638

Facebook - @visitquilpieshire – data as at 31 st August 2022			
Page likes	August: 2792	July: 2772	Increase of: 20
Page followers	August: 3200	July: 3174	Increase of: 26
Total posts/shares	August: 25	July: 17	Decrease: 8
Average reach per post from month	August: 940	July: 838	
Most popular post August	Muddy Boots Pic – Update on rain and road conditions		
	Reach: 3747 Shares: 9	Post clicks: 96 Comments: 5	Likes: 62
Most popular post July	Show & Rodeo Post		
	Reach: 2001 Shares: 13	Post clicks: 854 Comments: 34	Likes: 39
**Average daily total reach:	August: 691	July: 606	Increase of: 85
**The number of people who had any content from your Page or about your Page enter their screen. This includes posts, check-ins, ads, social information from people who interact with your Page and more, Unique users.			

Total visitation numbers through the Visitor Information Centre

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2013	174	359	408	442	1019	1498	1879	1887	1618	451	115	53	9903
2014	100	112	209	556	1513	1616	1832	1564	1912	414	139	127	10094
2015	112	73	174	843	1425	1811	2152	1820	1935	531	213	75	11164
2016	60	83	187	629	1523	2685	2421	1970	1220	529	205	69	11581
2017	97	106	207	1842	1300	2114	2348	2048	1079	445	246	88	11920
2018	67	62	240	583	1416	1622	2610	2035	1229	408	259	124	10655
2019	89	52	194	443	1130	1712	2725	1440	1450	548	241	97	10121
2020	8	42	53	0	0	446	1688	2065	2172	1111	350	146	8081
2021	64	59	295	894	2154	2657	2950	1245	1515	842	290	108	13073
2022	66	65	314	1191	1329	1573	2650	1546					8734

Total Queensland Visitors through the Visitor Information Centre

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2013	25	78	134	170	356	385	354	338	468	90	13	10	2421
2014	12	18	31	192	410	282	397	314	344	119	18	13	2150
2015	18	11	53	192	315	288	265	222	339	136	22	0	1861
2016	16	13	28	164	275	258	284	269	142	69	24	6	1101
2017	2	0	34	185	138	182	178	145	202	23	9	3	1101
2018	6	8	33	107	210	155	172	66	70	44	26	2	899
2019	2	5	3	196	479	530	943	480	614	234	52	35	3573
2020	5	23	39	0	0	419	1189	1518	1743	784	170	53	5943
2021	37	50	154	651	1157	1248	1327	823	1247	558	168	59	7420
2022	47	51	217	876	846	717	556	654					3964

Total visitors up to end of:	2022	2021	2020	2019	2018
August	8,734	10,318	4,302	7,785	8,635

CONSULTATION (Internal/External)

NIL

LEGAL IMPLICATIONS

No legal implications

FINANCIAL AND REVENUE IMPLICATIONS

Operating within budget

RISK MANAGEMENT IMPLICATIONS

Nil risk implications

OPERATIONAL STATUS REPORTS

CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

ORDINARY COUNCIL MEETING AGENDA

16 SEPTEMBER 2022

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

IX: 228510

Author: Justin Hancock, Chief Executive Officer

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Executive Officer's portfolio.

ACTION ITEMS

Update of action below, those actions arising in the August Council meeting that are not listed have been actioned.

Meeting Date	Subject	Action	Comments	Status
16-Aug-22	Tender Consideration Plan - Purchase of up to four (4) x four (4) bedroom houses	Supply of up to four (4) x four (4) bedroom houses from Hoek Modular Homes.	Final design is underway, meeting in Brisbane scheduled in September 2022 to finalise designs.	Ongoing
16-Aug-22	Contract - Quilpie Shire Council Property Management Services	Award the contract for the provision of Property Management Services for Quilpie Shire Council to Grant Daniel & Long Pty Ltd trading as Nutrien Harcourts GDL.	On site meeting scheduled in September 2022 to arrange commencement of services.	Ongoing
21-Jun-22	Water Access Agreement - Lot 40 NK839916	Action the request for the installation of a water connection for Lot 40 NK83991.	Applicant has been contacted, meeting scheduled in September 2022.	Ongoing
20-Aug-21	SWQROC funding for recycling	Progress requested regarding SWQROC recycling funding	Recycling initiatives to progress through SWQROC Waste Group	Commenced
11-Jun-21	Quilpie Airport planning	Undertake community consultation regarding changes to airport	Meeting held with working group on 01/06 to discuss project. PVE Solutions engaged to project manage the runway upgrade.	Ongoing
08-Apr-21	Eromanga bean pump	That the beam pump adjacent to the road near Eromanga could be renovated and made into	Beam pump has been reassembled. Council to explore potential of signage	Ongoing

Meeting Date	Subject	Action	Comments	Status
		a working pump as a tribute to the oil and gas industry in the shire.	on history of Oil and Gas in the Shire.	
12-Mar-21	Increase number of councillors	Investigate the potential of appointing additional councillors		Not Commenced
12-Nov-20	Strategic Plan for Exclusion Fence	Liaise with Craig Allison - to include a map	Draft map has been completed – additional work required to identify all privately constructed fencing.	Ongoing
12-Nov-20	Map	Map to landholders in regards to exclusion fencing for the next 5 yrs.	Map provided further amendments to be made	Ongoing
14-Aug-20	Adavale Bore Cooling Pond	That Council receive the report and offer to pay 50% of the material costs to the approximate value of \$17,000 to rehabilitate/upgrade the cooling pond and grid subject to the following conditions:	Letter sent. Draft agreement prepared. Waiting to hear from property owner	Ongoing

OPERATIONAL UPDATE

Monthly Meetings:

Date	Event	Location
02 August	Defence Force Liaison Officer Introduction	Quilpie
03 August	OCM (Internal Auditors) Meeting	Online
04-05 August	DDSWQCOM CEO Meeting	Online
05 August	DAF Foot and Mouth Disease Presentation	Online
11 August	TMR Meeting	Quilpie
11 August	Councillor Workshop	Quilpie
16 August	Council Meeting	Quilpie
18 August	Deputy Premier – Weather Forecast	Teleconference
22 August	Town House Development Catch-Up	Teleconference
24 August	Quilpie Medical Services - SWHHS	Online
25 August	Special Council Meeting	Quilpie
25 August	QTC Workshop	Quilpie
25-26 August	SWQROC Meeting	Quilpie
31 August	CAN Meeting	Quilpie
31 August	TMR Catch-Up	Online

Upcoming Meetings:

Date	Event	Location
6-8 September	LMGA Annual Conference	Gladstone
12-14 September	SWQROC Meeting	Canberra
16 September	Ordinary Council Meeting	Quilpie
20 September	Council Workshop	Quilpie
23 September	Small Business Friendly Council Program	Quilpie
27 September	LGAQ Elected Members Update	Quilpie
12 October	Council Workshop	Quilpie
16-19 October	LGAQ Conference (Inc SWQROC & DDSWQCOM)	Cairns
25 October	Ordinary Council Meeting	Quilpie
9 November	Council Workshop	Quilpie
15 November	Ordinary Council Meeting	Quilpie
7 December	Council Workshop	Quilpie
8-9 December	SWQROC Meeting	St George
13 December	Ordinary Council Meeting	Quilpie

OPERATIONAL UPDATES

Nil

CONSULTATION (Internal/External)

Councillors

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within standard operations

11 ENGINEERING SERVICES

11.1 RFQ 07 22-23 SUPPLY AND DELIVERY OF 4WD WAGON

IX: 228180

Author: Brian Weeks, Works Coordinator

Attachments: 1. Quote Black Toyota
2. Quote South West Ford and Nissan

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.5 Optimal asset management practices

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQ 07 22-23 Supply and Delivery of one 4wd Wagon as part of the 2022-2023 fleet replacement program.

RECOMMENDATION

1. That Council resolves to:
 - (a) Award RFQ 07 22-23 Supply and Delivery of 4wd Wagon to Black Toyota for the amount of \$70,551.35 Ex GST;
 - (b) Dispose of Asset PLANT1113.1 - Toyota Prado GX to Black Toyota for the amount of \$38,181.82 Ex GST; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement

BACKGROUND

The Quilpie Shire Council (QSC) adopted the original Council budget on for the 2022/2023 Financial Period on 6 July 2022. This budget included a total plant replacement budget of \$3.881M, Plant 1113 – Toyota Prado was forecasted for replacement as part of this budgeted amount.

Procurement process

In accordance with Council's Procurement Policy and Section 225 Local Government Regulation 2012, Council invited six (6) suppliers registered on the Vendor Panel Marketplace to quote for the supply of a 4WD Wagon.

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Monday 8 August 2022
Supplier Query Cut-Off	2:00pm Saturday 20 August 2022
Tender Close	2:00pm Tuesday 23 August 2022

Suppliers Invited	Responses
Black Toyota	Response Received
Black Truck & Ag	Response Received
O'Brien Toyota	RFQ Read 09/08/2022 – No Response
South West Ford & Nissan	Response Received
Wideland Equipment Hire	RFQ Not Opened
CH Auto Pty Ltd (Longreach Toyota)	Declined to Respond

At the close of the request process on 23 August 2022, Council received two conforming submissions from the following suppliers:

- Black Toyota; and
- South West Ford & Nissan

Response received from Black Truck & Ag was deemed as non-conforming as the response received was not completed and lacked adequate details in order to assess the response received.

In accordance with S104 (3) of the Local Government Act 2009, Council must also give consideration to the following sound contracting principles:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

The table below provides a comparison of the price and delivery times of responses received:

	Budget	Black Toyota	South West Ford & Nissan
Make/ Model	4WD Wagon	Toyota Prado	Ford Everest
Purchase Price (Ex GST)	\$70,000.00	\$70,551.35	\$70,498.18
Trade Price (Ex GST)	\$25,000.00	\$38,181.82	\$33,636.36
Final Price (Ex GST)	\$45,000.00	\$32,369.53	\$36,861.82
Council Contribution			
Delivery Time		26-40 Weeks	24-32 Weeks

In accordance with S225 (3) of the LGR 2012, Council may decide not to accept any of the quotes it receives.

In accordance with S236 (d) of the LGR 2012, Council may dispose 'of a valuable non-current asset, other than land, by way of a trade-in for the supply of goods or services to the local government—

- the supply is, or is to be, made under this part; and
- the disposal is, or is to be, part of the contract for the supply'.

OPTIONSOption 1 – Recommended

1. That Council resolves to:

- a. Award RFQ 07 22-23 Supply and Delivery of 4WD Wagon to Black Toyota for the amount of \$70,551.35 Ex GST;
- b. Dispose of Asset PLANT1113.1 - Toyota Prado GX to Black Toyota for the amount of \$38,181.82 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 2

1. That Council resolves to:

- a. Award RFQ 07 22-23 Supply and Delivery of 4WD Wagon to South West Ford & Nissan for the amount of \$70,498.18 Ex GST;
- b. Dispose of Asset PLANT1113.1 - Toyota Prado GX to South West Ford & Nissan for the amount of \$33,636.36 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 3

That Council resolves to not accept any quotes received for RFQ 07 22-23 Supply and Delivery of 4wd Wagon in accordance with S225 (3) of the LGR 2012.

CONSULTATION (Internal/External)

Director Engineering Services, Peter See

Manager Workshop and Fleet, Jeremy Grimm

Procurement Officer, Kasey Davie

LEGAL IMPLICATIONS

N/A.

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012 – S225 *Medium-sized contractual arrangement—quotes needed first*

(1) A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.

(2) The invitation must be given to at least 3 persons who the local government considers can meet the local government's requirements at competitive prices.

(3) The local government may decide not to accept any of the quotes it receives.

(4) However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.

(5) This section is subject to division 3.

FINANCIAL AND RESOURCE IMPLICATIONS

Council's total budget for plant replacement in the 2022-2023 Financial Year is \$3,881,000. To date, a total of \$70,437.87 has been expensed and an additional \$300,792.50 has been committed towards plant replacement.

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within Council's standard operations.



REQUEST FOR QUOTATION



Supply & Delivery 1 2022 4WD Wagon with/ without trade

Contract No.: RFQ 07 22-23

□



RFQ 07 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Wagon being offered; however, where conflicts exist between detailed specifications submitted and Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500

10. PARTICULARS OF NEW VEHICLE

The 4WD wagon shall as a minimum have the following extras/options fitted and included in the lump sum price:-

Details	Yes/No
2022 Plated Wagon (2023 will be accepted if long delivery is expected)	✓
Turbo Diesel engine 150 Kw	✓
6 speed Automatic transmission	✓
High and low range transmission	✓
Locking rear differential	✓
Power steering	✓
3 zone climate control air conditioning	✓
Seating for a minimum of 7	✓
Window tinting: (Darkest Legally permissible)	✓
Remote access, keyless start	✓
Apple Carplay / Android Auto compatible Blue Tooth Stereo	✓
Factory Fitted Reverse Camera	✓
XRS-370C + AE4707B Antenna Kit	✓
Trailer plug (Large 7 pin connection)	✓
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	✓
After market Hammer Tone finish, Steel Bull bar with side rails and steps	✓
Light Protectors	✓
Bonnet Protector	N/A
Heavy Duty Tow Bar (Genuine)	✓
Radiator screen	✓
Dashboard mat (Genuine)	✓
Bucket Floor mats	✓
Neoprene Seat covers	✓
Full tank of fuel	✓
Front and rear mudflaps	✓
Heavy Duty 2" Lifted Suspension	✓
Fitted Wiring Harness for Spotlights	✓
Filters to cover 10,000 km service	✓
Snorkel	✓
Fire extinguisher (mounted in rear of car)	✓



RFQ 07 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2022 4WD Wagon

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER New 4WD Wagon

Price including GST	\$77,606.48
Delivery time from date of acceptance	26-40 weeks

2. OFFER Trade Toyota Prado Unit #1113

Price including GST	\$42,000	S14-XBH
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3. QUOTEER'S DETAILS

Company	BLACK TOYOTA
Address	CHARLES ST ROMA
Contact Person	BRANT HURLOCK
Contact Details	0459 698 131
Signature	
Date	18-8-22

Quilpie Shire Council

RFQ 07 22-23



Request for Quote(RFQ):	RFQ 07 22-23 Supply & delivery 1 2022 4WD Wagon with/ without trade
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Closing Time:	2pm Tuesday 23 rd August 2022
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RFQ Number:	RFQ 07 22-23
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QUOTATION DETAILS

Description:	Supply & delivery of One (1) 2022 4WD Wagon delivered to Quilpie Shire Council Depot with/ without trade.
Lodgement:	Quotations to be marked RFQ 07 22-23 Supply and delivery of one (1) 4WD Wagon
Lodgement Address:	Not applicable. Tenders being called under Local Buy
Post Offers to:	Not applicable. Tenders being called under Local Buy
Email Offers to:	Not applicable. Tenders being called under Local Buy
Authorised Officer:	Brian Weeks - Works Coordinator 07 4656 0500



RFQ 07 22-23

SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Wagon being offered; however, where conflicts exist between detailed specifications submitted and Council's document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500

PARTICULARS OF NEW VEHICLE

The 4WD wagon shall as a minimum have the following extras/options fitted and included in the lump sum price:

Details	Yes/No
2022 Plated Wagon (2023 will be accepted if long delivery is expected) FORD EVEREST TREND 4WD	
Turbo Diesel engine 150 Kw	151 KW
6 speed Automatic transmission	10 SPEED
High and low range transmission	YES
Locking rear differential	YES
Power steering	YES
3 zone climate control air conditioning	YES
Seating for a minimum of 7	YES
Window tinting: (Darkest Legally permissible)	YES
Remote access, keyless start	YES
Apple Carplay / Android Auto compatible Blue Tooth Stereo	YES
Factory Fitted Reverse Camera	YES
XRS-370C + AE4707B Antenna Kit	YES
Trailer plug (Large 7 pin connection)	YES
Long range fuel tank (140 litres, minimum capacity with fully functioning dashboard gauge)	YES
After market Hammer Tone finish, Steel Bull bar with side rails and steps	YES
Light Protectors	NO
Bonnet Protector	YES
Heavy Duty Tow Bar (Genuine)	YES
Radiator screen	YES
Dashboard mat (Genuine)	YES
Bucket Floor mats	YES
Neoprene Seat covers	YES
Full tank of fuel	YES
Front and rear mudflaps	YES
Heavy Duty 2" Lifted Suspension	YES
Fitted Wiring Harness for Spotlights	YES
Filters to cover 10,000 km service	YES
Snorkel	YES
Fire extinguisher (mounted in rear of car)	YES



RFQ 07 22-23

12. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

13. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room, any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.



RFQ 07 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2022 4WD Wagon

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER: New 4WD Wagon

Price including GST	\$ 77548.00
Delivery time from date of acceptance	6-8 months

2. OFFER: Trade Toyota Prado Unit #1113

Price including GST	\$ 37000.00
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3. QUOTEER'S DETAILS

Company	SEDILLI PTY LTD ACN: 010 567 496 ABN: 99 010 567 496 SOUTH WEST FORD SOUTH WEST NISSAN
Address	50-56 Alfred St, Charleville Q 4470 Phone: (07) 4654 1477
Contact Person	Kerry Munnich
Contact Details	0427713469
Signature	[Signature]
Date	22.08.2022

Quilpie Shire Council



Dealer Confidential Bulletin

DCB2022066

NEXT-GENERATION EVEREST POWERTRAINS

Next-Generation Everest will feature two different engines. In a first for the series, the Next-Gen Everest will now feature a 3.0L V6 Turbo Diesel engine¹, pumping out an impressive 184kW of power and 600Nm of torque, perfect for towing. Producing 154kW & 500Nm the tried and trusted 2.0L Bi-Turbo Diesel¹ continues to impress, providing an excellent balance of pulling power and fuel economy.

As per the current model, to meet EU Stage 5 emissions regulations, all Next-Generation Everest models will continue to require AdBlue.

	2.0-Litre Bi-Turbo Diesel ¹	3.0-Litre V6 Turbo Diesel ²
MAX. POWER	154kW @ 3,750rpm	184kW @ 3,250rpm
MAX. TORQUE	500Nm @ 1,750-2,000rpm	600Nm @ 1,750-2,250rpm
TRANSMISSION	10AT – 10R80	
EMISSIONS LEVEL	EU5	
AUTO STOP-START	Standard	
TOWING CAPACITY ³	3,500kg	

NEXT-GENERATION EVEREST DERIVATIVES

Dealers should note that all Next-Gen Everest models are exclusively automatic, with no manual transmission offered.

	Ambiente		Trend		Sport	Platinum
	4x2	4x4	4x2	4x4	4x4	4x4
Engine	2.0-Litre Bi-Turbo				3.0-Litre V6 Turbo	
Transmission	10AT					
Fuel Type	Diesel					

Everest is offered with two drivetrain options – 4x2 RWD is only available on Ambiente and Trend, while 4x4 variants across the range feature an advanced full-time four-wheel drive system that uses an electronically controlled on-demand two-speed electromechanical transfer case (EMTC) with selectable drive modes⁴.

Everest's e-Shift⁵ brings a new level of high-tech control to your fingertips with optimised performance for different surfaces, road conditions and vehicle usage.



Dealer Confidential Bulletin

DCB2022066

Drive Modes:

On-road

- **Normal** – designed for comfort, fuel efficiency and drivability
- **Eco** – maximises Fuel Economy by delivering progressive power and early gear shifts, together more economical cruise control tuning and tailored climate control strategies
- **Tow/Haul** – for use whilst towing or carrying heavy loads. Optimises gear shift timing to maintain best power delivery and engine braking and reduce shift busyness
- **Slippery** – for more confident driving on slippery or uneven surfaces

Off-road

- **Sand** – for use in soft sand and deep snow conditions, optimising power delivery and transmission shifts. (Trend 4x4, Sport & Platinum variants only)
- **Mud/Ruts** – for maximum grip off-road during launch and maintaining vehicle momentum. (Trend 4x4, Sport & Platinum variants only)

S = Standard - = Not Available	Ambiente 4x2 Ambiente 4x4 Trend 4x2	Trend 4x4 Sport 4x4 Platinum 4x4
Normal	S	S
Eco	S	S
Tow/Haul	S	S
Slippery	S	S
Mud/Ruts*		S
Sand*		S
Number of Modes	4	6

*Trend 4x4, Sport & Platinum only



Dealer Confidential Bulletin

DCB2022066

NEXT-GENERATION EVEREST SERIES HIGHLIGHTS



Ambiente

Exterior

- 3,500kg Towing¹⁰
- C-clamp LED (Reflector) Headlamps
- LED Daytime Running Lamps
- Front fog lamps
- LED Tail lamps
- Side Steps (black)
- Auto Power Fold Exterior Mirrors
- Volumetric Alarm
- Rain sensor wipers
- Manual Liftgate
- Steel Underbody protection (4x4 only)
- Front x 2 Tow Hooks

Wheels

- 17" Alloy Wheels, 17" Steel Spare
- All Season Tyres

Interior

- 5 seats standard (7 Seats optional)
- 8-Way Driver seat Manual Adj, 4-Way Pass seat Manual Adj
- Fabric seat trim
- Floor mat (Driver only)
- Electrochromatic Mirror
- IP Pull Out Cup Holders
- Reach & Height adjust Steering Wheel
- Open storage shelf
- Smart Keyless Entry / Push Button Start
- Dual Zone Climate Control
- Vinyl soft console lid

Infotainment

- 10.1" Colour Touchscreen
- 8" Digital cluster
- Embedded Modem
- Wireless Apple CarPlay/Android Auto
- Wireless Charging
- 8 Speaker Audio
- Connected Built-In Navigation¹¹ / Traffic Message Channel / DAB
- Sync 4A
- Embedded Voice Assistant
- Remote Start via FordPass

Safety

- Driver Assist Technology
- 9 Airbags with driver, passenger knee
- Collision Mitigation (AEB, Reverse Brake Assist¹² & Post Impact Braking, Lane Keep Assist¹³, Lane Departure Warning, Driver Alert)
- Front & Rear Parking Sensors
- BLIS / Cross Traffic Alert + Trailer Coverage¹⁴
- Digital Reverse Camera
- Auto Headlamps / High Beam

Engine and Transmission

- 2.0L Bi-Turbo Diesel (inc Stop Start)
- 10-speed automatic
- Auto Shifter
 - 4x2 conventional mechanical
 - 4x4 e-Shifter
- Electronic Parking Brake
- Electronic Brake Booster
- ABS, EBD, Roll Stability Control, Hill Start Assist
- Locking Rear Diff (4x4 model only)
- Full-Time 4WD (4x4 model only)
- Selectable Drive Modes
 - Push Button 4x2 & 4x4



Dealer Confidential Bulletin

DCB2022066



(Incremental to Ambiente)

Exterior

- Privacy glass on rear windows
- Power liftgate (no handsfree)
- Auto power fold mirrors with heater & puddle lamps

Wheels

- 18" Alloy Wheels & matching spare

Interior

- Leather accented seats
- 7-seats standard
- 8-way power driver seat
- Leather wrapped steering wheel
- Floor mats (Driver + Passenger)
- 2nd upper glove box (in lieu of open shelf)

Infotainment

- 12" Colour Touchscreen

Engine and Transmission

- 2.0L Bi-Turbo Diesel (inc Stop Start)
- 10-speed automatic
- Auto Shifter
 - 4x2 conventional mechanical
 - 4x4 e-Shifter
- Off-road screen (4x4 model only)
- Selectable Drive Modes
 - Push Button 4x2
 - Rotary Dial 4x4 (Additional off-road modes – Sand, Mud / Ruts)

11.2 RFQ 08 22-23 SUPPLY AND DELIVERY OF 4WD WAGON

IX: 228181

Author: Brian Weeks, Works Coordinator

Attachments: 1. Quote Black Toyota
2. Quote South West Ford and Nissan

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.5 Optimal asset management practices

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQ 08 22-23 Supply and Delivery of 4WD Wagon as part of the 2022-2023 fleet replacement program.

RECOMMENDATION

1. That Council
 - (a) Award RFQ 08 22-23 Supply and Delivery of 4WD Wagon to Black Toyota for the amount of \$70,551.35 Ex GST;
 - (b) Dispose of Asset Plant 1116 Toyota Prado GXL to Black Toyota for the amount of \$47,272.73 Ex GST; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement

BACKGROUND

The Quilpie Shire Council (QSC) adopted the original Council budget on for the 2022/2023 Financial Period on 6 July 2022. This budget included a total plant replacement budget of \$3.881M, Plant 1116 – Toyota Prado was forecasted for replacement as part of this budgeted amount.

Procurement process

In accordance with Council's Procurement Policy and Section 225 Local Government Regulation 2012, Council invited six (6) suppliers registered on the Vendor Panel Marketplace to quote for the supply of a 4WD Wagon.

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Monday 8 August 2022
Supplier Query Cut-Off	2:00pm Saturday 20 August 2022
Tender Close	2:00pm Tuesday 23 August 2022

Suppliers Invited	Responses
Black Toyota	Response Received
Black Truck & Ag	Response Received
O'Brien Toyota	RFQ Read 09/08/2022 – No Response
South West Ford & Nissan	Response Received
Wideland Equipment Hire	RFQ Not Opened
CH Auto Pty Ltd (Longreach Toyota)	Declined to Respond

At the close of the request process on 23 August 2022, Council received two conforming submissions from the following suppliers:

- Black Toyota; and
- South West Ford & Nissan

Response received from Black Truck & Ag was deemed as non-conforming as the response received was not completed and lacked adequate details in order to assess the response received.

In accordance with S104 (3) of the Local Government Act 2009, Council must also give consideration to the following sound contracting principles:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

The table below provides a comparison of the price and delivery times of responses received:

	Budget	Black Toyota	South West Ford & Nissan
Make/ Model	4WD Wagon	Toyota Prado	Ford Everest
Purchase Price (Ex GST)	\$70,000.00	\$70,551.35	\$70,498.18
Trade Price (Ex GST)	\$25,000.00	\$47,272.73	\$39,090.91
Final Price (Ex GST)	\$45,000.00	\$23,278.62	\$31,407.27
Council Contribution			

Delivery Time		26-40 Weeks	24-32 Weeks
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In accordance with S225 (3) of the LGR 2012, Council may decide not to accept any of the quotes it receives.

In accordance with S236 (d) of the LGR 2012, Council may dispose *'of a valuable non-current asset, other than land, by way of a trade-in for the supply of goods or services to the local government—*

(i) the supply is, or is to be, made under this part; and

(ii) the disposal is, or is to be, part of the contract for the supply'.

OPTIONS

Option 1 – Recommended

1. That Council resolves to:

- a. Award RFQ 08 22-23 Supply and Delivery of 4WD Wagon to Black Toyota for the amount of \$70,551.35 Ex GST;
- b. Dispose of Asset PLANT1116 - Toyota Prado GXL to Black Toyota for the amount of \$47,272.73 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 2

1. That Council resolves to:

- a. Award RFQ 08 22-23 Supply and Delivery of 4WD Wagon to South West Ford & Nissan for the amount of \$70,498.18 Ex GST;
- b. Dispose of Asset PLANT1116 - Toyota Prado GXL to South West Ford & Nissan for the amount of \$39,090.91 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 3

That Council resolves to not accept any quotes received for RFQ 08 22-23 Supply and Delivery of 4wd Wagon in accordance with S225 (3) of the LGR 2012.

CONSULTATION (Internal/External)

Director Engineering Services, Peter See

Manager Workshop and Fleet, Jeremy Grimm

Procurement Officer, Kasey Davie

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012 – S225 *Medium-sized contractual arrangement—quotes needed first*

- (1) A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.*
- (2) The invitation must be given to at least 3 persons who the local government considers can meet the local government's requirements at competitive prices.*
- (3) The local government may decide not to accept any of the quotes it receives.*
- (4) However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.*
- (5) This section is subject to division 3.*

FINANCIAL AND RESOURCE IMPLICATIONS

Council's total budget for plant replacement in the 2022-2023 Financial Year is \$3,881,000. To date, a total of \$70,437.87 has been expended and an additional \$300,792.50 has been committed towards plant replacement.

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within Council's standard operations.



REQUEST FOR QUOTATION

Supply & Delivery 1 2022 4WD Wagon with/ without trade

Contract No.: RFQ 08 22-23



RFQ08 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Wagon being offered; however, where conflicts exist between detailed specifications submitted and Council's document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 4WD wagon shall as a minimum have the following extras/options fitted and included in the lump sum price:-

Details	Yes/No
2022 Plated Wagon (2023 will be accepted if long delivery is expected)	✓
Turbo Diesel engine 150 kw	✓
6 speed Automatic transmission	✓
High and low range transmission	✓
Locking rear differential	✓
Power steering	✓
3 zone climate control air conditioning	✓
Seating for a minimum of 7	✓
Window tinting: (Darkest Legally permissible)	✓
Remote access, keyless start	✓
Apple Carplay / Android Auto compatible Blue Tooth Stereo	✓
Factory Fitted Reverse Camera	✓
XRS-370C + AE4707B Antenna Kit	✓
Trailer plug (Large 7 pin connection)	✓
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	✓
After market Hammer Tone finish, Steel Bull bar with side rails and steps	✓
Light Protectors	✓
Bonnet Protector	N/A
Heavy Duty Tow Bar (Genuine)	✓
Radiator screen	✓
Dashboard mat (Genuine)	✓
Bucket Floor mats	✓
Neoprene Seat covers	✓
Full tank of fuel	✓
Front and rear mudflaps	✓
Heavy Duty 2" Lifted Suspension	✓
Fitted Wiring Harness for Spotlights	✓
Filters to cover 10,000 km service	✓
Snorkel	✓
Fire extinguisher (mounted in rear of car)	✓



RFQ08 22-23

12. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

13. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room; any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.



RFQ08 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2022 4WD Wagon.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER New 4WD Wagon

Price including GST	\$77606.48
Delivery time from date of acceptance	26-40 weeks APPROX

2. OFFER Trade Toyota Prado Unit #1116

Price including GST	\$52000	109 YVA
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3. QUOTEER'S DETAILS

Company	BLACK TOYOTA
Address	CHARLES ST ROMA.
Contact Person	BRANT HURLOCK
Contact Details	0454 698 131
Signature	
Date	19-8-22

Quilpie Shire Council

RFQ08 22-23

**Request for Quote (RFQ):**

RFQ 08 22-23 Supply & delivery 1 2022 4WD Wagon with/ without trade

Closing Time:2pm Tuesday 23rd August 2022**RFQ Number:**

RFQ 08 22-23

QUOTATION DETAILS

Description:	Supply & delivery of One (1) 2022 4WD Wagon delivered to Quilpie Shire Council Depot with/ without trade
Lodgement:	Quotations to be marked RFQ 08 22-23 Supply and delivery of one (1) 4WD Wagon
Lodgement Address:	Not applicable. Quotes being called under Local Buy
Post Offers to:	Not applicable. Quotes being called under Local Buy
Email Offers to:	Not applicable. Quotes being called under Local Buy
Authorised Officer:	Brian Weeks - Works Coordinator 07 4656 0500



RFQ08 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Wagon being offered; however, where conflicts exist between detailed specifications submitted and Council's document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 4WD wagon shall as a minimum have the following extras/options fitted and included in the lump sum price:

Details	Yes/No
2022 Plated Wagon (2023 will be accepted if long delivery is expected) <i>FOR EVEREST TRAIL 4WD</i>	
Turbo Diesel engine 150 Kw	<i>150KW</i>
6 speed Automatic transmission	<i>10SPEED</i>
High and low range transmission	<i>YES</i>
Locking rear differential	<i>YES</i>
Power steering	<i>YES</i>
3 zone climate control air conditioning	<i>YES</i>
Seating for a minimum of 7	<i>YES</i>
Window tinting (Darkest Legally permissible)	<i>YES</i>
Remote access, keyless start	<i>YES</i>
Apple Carplay / Android Auto compatible Blue Tooth Stereo	<i>YES</i>
Factory Fitted Reverse Camera	<i>YES</i>
XRS 370C + AE4707B Antenna Kit	<i>YES</i>
Trailer plug (Large 7 pin connection)	<i>YES</i>
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	<i>YES</i>
After market Hammer Tone finish, Steel Bull bar with side rails and steps	<i>YES</i>
Light Protectors	<i>NO</i>
Bonnet Protector	<i>YES</i>
Heavy Duty Tow Bar (Genuine)	<i>YES</i>
Radiator screen	<i>YES</i>
Dashboard mat (Genuine)	<i>YES</i>
Bucket Floor mats	<i>YES</i>
Neoprene Seat covers	<i>YES</i>
Full tank of fuel	<i>YES</i>
Front and rear mudflaps	<i>YES</i>
Heavy Duty 2" Lifted Suspension	<i>YES</i>
Fitted Wiring Harness for Spotlights	<i>YES</i>
Filters to cover 10,000 km service	<i>YES</i>
Snorkel	<i>YES</i>
Fire extinguisher (mounted in rear of car)	<i>YES</i>



RFQ08 22-23

12. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manual shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

13. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room; any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.



RFQ08 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2022 4WD Wagon.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER New 4WD Wagon

Price including GST	\$ 77548.00
Delivery time from date of acceptance	6-8 MONTHS

2. OFFER Trade Toyota Prado Unit #1116

Price including GST	\$ 43000.00
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3. QUOTEER'S DETAILS

Company	SEDILL PTY LTD ACN: 010 587 496 ABN: 99 010 587 496 SOUTH WEST FORD SOUTH WEST NISSAN
Address	50-56 Alfred St, Charleville Q 4470 Phone: (07) 4654 1477
Contact Person	KERRY MULHERN
Contact Details	0427 713469
Signature	<i>Michael</i>
Date	22.08.2022

Quilpie Shire Council

11.3 RFQ 09 22-23 SUPPLY AND DELIVERY 4WD EXTRA CAB UTILITY

IX: 228182

Author: Brian Weeks, Works Coordinator

Attachments: 1. Black Toyota Quote
2. South West Ford and Nissan Quote

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.5 Optimal asset management practices

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQ 09 22-23 Supply and Delivery of one 4WD Extra Cab Utility as part of the 2022-2023 fleet replacement program.

RECOMMENDATION

1. That Council
 - (a) Award RFQ 09 22-23 Supply and Delivery of one 4WD Extra Cab Utility to Black Toyota for the amount of \$65,643.67 Ex GST;
 - (b) Dispose of Asset Plant 1105 Toyota Hilux to Black Toyota for the amount of \$24,545.45 Ex GST; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement

BACKGROUND

The Quilpie Shire Council (QSC) adopted the original Council budget on for the 2022/2023 Financial Period on 6 July 2022. This budget included a total plant replacement budget of \$3.881M. Plant 1105 – Toyota Hilux was forecasted for replacement as part of this budgeted amount.

Procurement process

In accordance with Council's Procurement Policy and Section 225 Local Government Regulation 2012, Council invited six (6) suppliers registered on the Vendor Panel Marketplace to quote for the supply of a 4WD Extra Cab Utility.

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Monday 8 August 2022
Supplier Query Cut-Off	2:00pm Saturday 20 August 2022

Tender Close	2:00pm Tuesday 23 August 2022
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Suppliers Invited	Responses
Black Toyota	Response Received
Black Truck & Ag	Response Received
O'Brien Toyota	RFQ Read 09/08/2022 – No Response
South West Ford & Nissan	Response Received
Wideland Equipment Hire	RFQ Not Opened
CH Auto Pty Ltd (Longreach Toyota)	Declined to Respond

At the close of the request process on 23 August 2022, Council received two conforming submissions from the following suppliers:

- Black Toyota;
- and South West Ford & Nissan

The Response received from Black Truck & Ag was deemed as non-conforming as the response received was not completed and lacked adequate details in order to assess the response received.

In accordance with S104 (3) of the Local Government Act 2009, Council must also give consideration to the following sound contracting principles:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

The table below provides a comparison of the price and delivery times of responses received:

	Budget	Black Toyota	South West Ford & Nissan
Make/ Model	4WD Extra Cab Utility	Toyota Hilux	Ford Ranger
Purchase Price (Ex GST)	\$55,000.00	\$65,643.67	\$63,542.73
Trade Price (Ex GST)	\$10,000.00	\$24,545.45	\$18,181.82
Final Price (Ex GST) Council Contribution	\$45,000.00	\$41,098.22	\$45,360.91
Delivery Time		26-36 Weeks	26-34 Weeks

In accordance with S225 (3) of the LGR 2012, Council may decide not to accept any of the quotes it receives.

In accordance with S236 (d) of the LGR 2012, Council may dispose 'of a valuable non-current asset, other than land, by way of a trade-in for the supply of goods or services to the local government—

- (i) the supply is, or is to be, made under this part; and*
- (ii) the disposal is, or is to be, part of the contract for the supply’.*

OPTIONS

Option 1 – Recommended

1. That Council resolves to:

- a. Award RFQ 09 22-23 Supply and Delivery of 4WD Extra Cab Utility to Black Toyota for the amount of \$65,643.67 Ex GST;
- b. Dispose of Asset PLANT1105 - Toyota Hilux to Black Toyota for the amount of \$24,545.45 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council’s procurement policy

Option 2

1. That Council resolves to:

- a. Award RFQ 09 22-23 Supply and Delivery of 4WD Extra Cab Utility to South West Ford & Nissan for the amount of \$63,542.73 Ex GST;
- b. Dispose of Asset PLANT1105 - Toyota Hilux to South West Ford & Nissan for the amount of \$18,181.82 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council’s procurement policy

Option 3

That Council resolves to not accept any quotes received for RFQ 09 22-23 Supply and Delivery of 4wd Extra Cab Utility in accordance with S225 (3) of the LGR 2012.

CONSULTATION (Internal/External)

Director Engineering Services, Peter See

Manager Workshop and Fleet, Jeremy Grimm

Procurement Officer, Kasey Davie

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012 – S225 *Medium-sized contractual arrangement—quotes needed first*

(1) A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.

(2) The invitation must be given to at least 3 persons who the local government considers can meet the local government’s requirements at competitive prices.

(3) The local government may decide not to accept any of the quotes it receives.

(4) However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.

(5) This section is subject to division 3.

FINANCIAL AND RESOURCE IMPLICATIONS

Councils total budget for plant replacement in the 2022-2023 Financial Year is \$3,881,000. To Date, a total of \$70,437.87 has been expended and an additional \$300,792.50 has been committed towards plant replacement

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within Council's standard operations.



REQUEST FOR QUOTATION

Supply & Delivery 1 2022 4WD Extra Cab with/ without trade

Contract No.: RFQ 09 22-23

Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation:-

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 2022 4WD Extra Ute shall as a minimum have the following extras fitted and included in the lump sum price:-

2022 Plated Utility (2023 will be accepted if long delivery is expected)	✓
Turbo Diesel engine 150 Kw	✓
6 speed Automatic transmission	✓
Locking rear differential	✓
Power steering	✓
Air conditioning	✓
Window tinting; (Darkest Legally permissible)	✓
Apple Carplay / Android Auto compatible Blue Tooth Stereo	✓
Factory Fitted Reverse Camera	✓
XRS-370C + AE4707B Antenna Kit	✓
Steel tray (White) with drop sides	✓
Trundle Draw 200mm deep 140mm	✓
Ladder Rack (with removable front rack)	✓
In tray, recessed restraint points X 6	✓
LED Tail Lights	✓
Two revolving lights (ECCO 5800 Series) with Guards	✓
Fitted Wiring Harness for Spotlights	✓
Under Tray Water Tank and Lockable Toolbox	✓
Heavy Duty, 2" Lift Suspension 250kg	✓
2 spare wheels Mounted on Headboard	✓
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	✓
Steel Bull bar with side rails and steps	✓
Light Protectors	✓
Bonnet Protector	✓
Tow Bar (Genuine)	✓
Trailer plug (7 pin round large)	✓
Radiator screen	✓
Dashboard mat (Genuine)	✓
Bucket Floor mats (Genuine)	✓
Neoprene Seat covers	✓
Full tank of fuel	✓
Fire Extinguisher 1kg (ABE) Mounted on/in tray	✓
Filters to cover 10,000 k service	✓
Option	✓
Under Tray bike ramp	✓

NOTE: MUST COMPLY WITH THE ADR AND QUEENSLAND TRANSPORT REGULATIONS

Supply pictures of particulars fitted to vehicle if possible.

11. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

12. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room; any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2020 4WD Extra Cab Ute.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

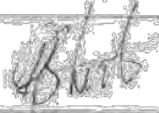
1. OFFER New 4WD Extra Cab Ute

Price including GST	72208.04 inc bike ramp.
Delivery time from date of acceptance	Approx 26-38 weeks.

2. OFFER Trade Toyota Hilux Unit# 1105

Price including GST	\$27000	Res L49 WTP
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3. QUOTEER'S DETAILS

Company	BLACK TOYOTA
Address	CHARLES ST ROMA
Contact Person	BRANT HURLOCK
Contact Details	0459 698 131
Signature	
Date	17-8-20

**Request for Quote RFQ**

RFQ 09 22-23 Supply & delivery 1 2021 4WD Extra Cab Ute with/ without trade

Closing Time:2pm Tuesday 23rd August 2022**RFQ Number:**

RFQ 09 22-23

QUOTATION DETAILS

Description:	Supply & delivery of one (1) 2022 4WD Extra Cab Ute delivered to Quilpie Shire Council with/ without trade.
Lodgement:	Quotations to be marked RFQ 09 22-23 Supply and delivery of one (1) 4WD Extra Cab Ute"
Lodgement Address:	Not applicable. Tenders being called under Local Buy
Post Offers to:	Not applicable. Tenders being called under Local Buy
Email Offers to:	Not applicable. Tenders being called under Local Buy
Authorised Officer:	Brian Weeks - Works Coordinator 07 4656 0500

1

SCOPE

Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 2022 4WD Extra Ute shall as a minimum have the following extras fitted and included in the lump sum price:-

2022 Plated Utility (2023 will be accepted if long delivery is expected)	2022 RANGER SUPER CAB 4X4
Turbo Diesel engine 150 Kw	154 KW
6 speed Automatic transmission	10 SPEED
Locking rear differential	YES
Power steering	YES
Air conditioning	YES
Window tinting (Darkest Legally permissible)	YES
Apple Carplay / Android Auto compatible Blue Tooth Stereo	YES
Factory Fitted Reverse Camera	YES
XRS-370C + AE4707B Antenna Kit	YES
Steel tray (White) with drop sides	YES
Trundle Draw 200mm deep	YES
Ladder Rack (with removable front rack)	YES
In tray recessed restraint points	YES
LED Tail Lights	YES
Two revolving lights (ECCO 5800 Series) with Guards	YES
Fitted Wiring Harness for Spotlights	YES
Under Tray Water Tank and Lockable Toolbox	YES
Heavy Duty 2" Lift Suspension	400KG
2 spare wheels Mounted on Headboard	YES
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	YES
Steel Bull bar with side rails and steps	YES
Light Protectors	YES
Bonnet Protector	YES
Tow Bar (Genuine)	YES
Trailer plug (7 pin round large)	YES
Radiator screen	YES
Dashboard mat (Genuine)	YES
Bucket Floor mats (Genuine)	YES
Neoprene Seat covers	YES
Full tank of fuel	YES
Fire Extinguisher 1kg (ABE) Mounted on/in tray	YES
Filters to cover 10,000 k service	YES
Option	
Under Tray bike ramp	YES

NOTE: MUST COMPLY WITH THE ADR AND QUEENSLAND TRANSPORT REGULATIONS

Supply pictures of particulars fitted to vehicle if possible.

11. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

12. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room; any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2020 4WD Extra Cab Ute.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER New 4WD Extra Cab Ute

Price including GST

\$69897.00

Delivery time from date of acceptance

6-8 MONTHS

2. OFFER Trade Toyota Hilux Unit# 1105

Price including GST

\$20,000.00

3. QUOTEER'S DETAILS

Company	SEDILLI PTY LTD ACN: 010 567 496 ABN: 99 010 567 496 SOUTH WEST FORD
Address	SOUTH WEST NISSAN 50-56 Alfred St, Charleville Q 4470 Phone: (07) 4654 1477
Contact Person	KERRI MULHURN
Contact Details	0427713469
Signature	<i>K Mulhern</i>
Date	22.08.2022



Dealer Confidential Bulletin

DCB2022046

Next-Gen Ranger Series Highlights



XL

Engine and Transmission

- 2.0L Single-Turbo with 6-speed automatic or
- 2.0L Bi-Turbo with 10-speed automatic
- 4x2 & 4x4
- Conventional Gear Shifter
- Mechanical Parking Brake
- Front Disc, Rear Drum Brakes
- ABS/ESC
- Locking Rear Diff
- Standard 4x4
- Optional pack 4x2

Available Bodystyles

- Single Cab Chassis
- Super Cab Chassis
- Double Cab Chassis
- Super Cab Pick-Up
- Double Cab Pick-Up

Exterior

- Hi-Rider (no Lo-Rider)
- Trailer Tow Body Wiring (Tow Bar optional)
- Front x1 Tow Hook
- Steel underbody protection including transfer case (4x4 models only)

Grille & Lamps

- Black front grille with halogen headlamps, halogen DTRL's, LED CHMSL
- LED Tail Lamps (Pick-Up only), Halogen Tail Lamps (Chassis Cab)

Wheels

- 16-inch steel wheels & spare
- All Season Tyres

Rear Cargo (Pick-Up models only)

- Load rest provides additional securing points at the front of the load box
- Box capping to protect the sheet metal on the box with integrated fixing points
- Integrated rear box step behind rear wheel for easy side access to the load box
- Tailgate with lift assist



Interior

- Vinyl floor covering
- Fabric seat trim
- Power Rear Windows (Double Cab only)
- Single zone climate control (manual)

Infotainment

- 10.1-inch LCD portrait touchscreen
- Embedded modem
- Remote start via FordpassSM
- SYNC 4A
- Wireless Apple Carplay/Android[®]

Driver's Cockpit

- Coast-to-Coast instrument panel with smart storage solutions, open shelf and places to put valuables
- 8-inch colour digital instrument cluster
- Tilt & telescopic steering column

Seats

- Ebony cloth trim
- 8-way manual driver seat
- 4-way manual front passenger seat

Safety²

- 9 Airbags with driver/pass knee
- Adaptive Cruise Control
- Collision Mitigation (AEB, LKA, LDW, Road edge detection)
- BLIS + Cross Traffic Alert (Pick-Up only) + Trailer coverage (when factory Tow Pack is fitted)^{20,21}
- Reverse Camera (Pick-Up)
- Rear Parking Sensors (Pick-Up)



Dealer Confidential Bulletin

DCB2022046

NEXT-GENERATION RANGER POWERTRAINS

Next-Generation Ranger will feature four different engines, depending on the model purchased.

The new 2.0L Single-Turbo Diesel engine is very closely related to the 2.0L Bi-Turbo Diesel engine and effectively replaces the 2.2L Turbo Diesel on the prior model. Available only on XL models, it features an impressive 125kW and 405Nm and is mated exclusively to a 6-speed automatic transmission.

The tried and trusted 2.0L Bi-Turbo Diesel continues on Next-Gen Ranger. Producing 154kW and 500Nm this engine will continue to provide customers an excellent combination of pulling power and fuel economy. This engine is mated exclusively to a 10-speed automatic transmission and will be available on selected XL models and on all XLS, XLT pick-up, Sport and Wildtrak models.

For the first time, Next-Gen Ranger will now feature a 3.0L V6 Turbo Diesel engine, pumping out an impressive 184kW and a stump-pulling 600Nm of torque. Mated exclusively to a 10-speed automatic transmission, this engine provides effortless pulling power and is available only on XLT 4x4, Sport and Wildtrak models.

The most powerful Ranger engine ever produced by Ford will be the domain of the Next-Gen Ranger Raptor. Its Ford Performance developed 3.0L V6 Twin Turbo EcoBoost engine produces a whopping 292kW and 583Nm. Also mated exclusively to a 10-speed automatic transmission, the Next-Gen Ranger Raptor is sure to impress! Making this engine even more exciting to drive is its anti-lag system when in Baja mode and its configurable exhaust modes which range from quiet mode for early morning start-ups, to the extreme Baja mode where the exhaust is at its least restricted.

	2.0-Litre Single Turbo Diesel	2.0-Litre Bi-Turbo Diesel	3.0-Litre V6 Turbo Diesel	3.0-Litre V6 Twin Turbo EcoBoost
	Diesel			Petrol
MAX. POWER	125kW	154kW	184kW	292kW ¹⁰
MAX. TORQUE	405Nm	500Nm	600Nm	583Nm ¹⁰
TRANSMISSION	6AT 6R80	10AT - 10R80		10AT - 10R60
EMISSIONS LEVEL	EU5			
AUTO STOP-START	Not Available	Not Available	Standard	
TOWING CAPACITY ²⁰	3,500Kg			2,500kg

Note: Selected Platinum and Government Fleet vehicles will have Stop/Start added by Ford SP&D to meet customer requirements.

Note: Next-Generation Ford Everest will also feature the 2.0L Bi-Turbo and 3.0L V6 Turbo Diesel engines.



Dealer Confidential Bulletin

DCB2022046

NEXT-GENERATION RANGER WEIGHTS* TABLE – Ranger Sport, Wildtrak and Raptor

	4x4 Sport Double P/U 2.0L Bi-Turbo AT	4WD Sport Double P/U 3.0L V6 AT	4x4 Wildtrak Double P/U 2.0L Bi-Turbo AT	4WD Wildtrak Double P/U 3.0L V6 AT	4WD Raptor Double P/U 3.0L Nano V6 AT
Gross Combined Mass (GCM) – kg	6,350	6,400	6,350	6,400	5,370
Gross Vehicle Mass (GVM) – kg	3,230	3,280	3,280	3,350	3,130
Front Gross Axle Weight Rating – kg	1,450	1,490	1,490	1,490	1,520
Rear Gross Axle Weight Rating – kg	1,959	1,959	1,959	1,959	1,700
Payload – kg	942	934	939	951	
Payload (Max Tare) – kg					708
Vehicle Tare Weight – kg	2,224	2,282	2,277	2,335	2,422
Kerb Weight – kg	2,288	2,346	2,341	2,399	2,475
Minimum Kerb Weight – kg	2,206	2,264	2,271	2,329	2,413
Maximum Towing Capacity Braked – kg	3,500				2,500

* Subject to State and Territory regulations. All payloads are calculated by deducting the vehicle's Kerb Weight from its Gross Vehicle Mass (GVM). Payload (based on Kerb Weight) is the maximum combined value of occupants, cargo, added options, added structures and tow ball download (when towing). Ranger Raptor payload is calculated by deducting the vehicle's Tare Weight from its Gross Vehicle Mass (GVM). All Chassis Cab payloads, kerb and tare weights exclude weights of tray bodies. Kerb Weight includes the vehicle with a full tank of fuel, without occupants, luggage or cargo and with factory fitted optional equipment included. Minimum Kerb Weight excludes factory fitted optional equipment. Vehicle weights are approximate and subject to individual variances. Vehicles should be weighed before and after adding additional load, accessories or towing a trailer to ensure the maximum Gross Vehicle Mass (GVM), Gross Combined Mass (GCM) and Gross Axle Weight Ratings are not exceeded.



Dealer Confidential Bulletin

DCB2022046

NEXT-GENERATION RANGER WEIGHTS TABLE – Ranger XL

	4x2 XL HR 2.0L Single Turbo AT				4x4 XL 2.0L Single Turbo AT		4x4 XL 2.0L Bi Turbo AT				
	Single C/C	Super C/C	Double C/C	Double P/U	Double C/C	Double P/U	Single C/C	Super C/C	Super P/U	Double C/C	Double P/U
Gross Combined Mass (GCM) – kg	6200	6200	6200	6200	6200	6200	6350	6350	6350	6350	6350
Gross Vehicle Mass (GVM) – kg	3,230	3,230	3,250	3,250	3,250	3,250	3,230	3,230	3,230	3,250	3,250
Front Gross Axle Weight Rating – kg	1,450	1,450	1,450	1,450	1,450	1,450	1,490	1,490	1,490	1,490	1,490
Rear Gross Axle Weight Rating – kg	1,959	1,959	1,959	1,959	1,959	1,959	1,959	1,959	1,959	1,959	1,959
Payload – kg	1,441	1,337	1,292	1,137	1,204	1,049	1,327	1,223	1,052	1,178	1,023
Vehicle Tare Weight – kg	1,725	1,829	1,894	2,049	1,982	2,137	1,839	1,943	2,114	2,008	2,163
Kerb Weight – kg	1,789	1,893	1,958	2,113	2,046	2,201	1,903	2,007	2,178	2,072	2,227
Minimum Kerb Weight – kg	1,723	1,827	1,891	2,019	1,990	2,118	1,835	1,938	2,091	2,003	2,143
Maximum Towing Capacity Braked – kg	3,500										

NEXT-GENERATION RANGER WEIGHTS TABLE – Ranger XLS and XLT

	4x2 XLS HR Double P/U 2.0L Bi Turbo AT	4x4 XLS Double P/U 2.0L Bi Turbo AT	4x2 XLT HR Double P/U 2.0L Bi Turbo AT	4x4 XLT Super P/U 2.0L Bi Turbo AT	4x4 XLT Double P/U 2.0L Bi Turbo AT	4WD XLT Double C/C 3.0L V6 AT	4WD XLT Double P/U 3.0L V6 AT
Gross Combined Mass (GCM) – kg	6,250	6,350	6,250	6,350	6,350	6,400	6,400
Gross Vehicle Mass (GVM) – kg	3,250	3,230	3,250	3,230	3,230	3,280	3,280
Front Gross Axle Weight Rating – kg	1,490	1,450	1,490	1,450	1,450	1,490	1,490
Rear Gross Axle Weight Rating – kg	1,959	1,959	1,959	1,959	1,959	1,959	1,959
Payload – kg	1,067	958	1,067	1,041	959	1,151	949
Vehicle Tare Weight – kg	2,119	2,208	2,119	2,125	2,207	2,065	2,267
Kerb Weight – kg	2,183	2,272	2,183	2,189	2,271	2,129	2,331
Minimum Kerb Weight – kg	2,052	2,151	2,100	2,145	2,197	2,109	2,256
Maximum Towing Capacity Braked – kg	3,500						

11.4 RFQ 10 22-23 SUPPLY AND DELIVERY OF 4WD DUAL CAB UTILITY

IX: 228238

Author: Brian Weeks, Works Coordinator

Attachments: 1. Quote Black Toyota
2. Quote South West Ford and Nissan

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.5 Optimal asset management practices

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQ 10 22-23 Supply and Delivery of 4WD Dual Cab Utility as part of the 2022-2023 fleet replacement program.

RECOMMENDATION

1. That Council
 - (a) Award RFQ 10 22-23 Supply and Delivery of 4WD Dual Cab Utility to Black Toyota for the amount of \$67,611.00 Ex GST;
 - (b) Dispose of Asset Plant 1119 Toyota Hilux to Black Toyota for the amount of \$34,545.45 Ex GST; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement

BACKGROUND

The Quilpie Shire Council (QSC) adopted the original Council budget on for the 2022/2023 Financial Period on 6 July 2022. This budget included a total plant replacement budget of \$3.881M, Plant 1119 – Toyota Hilux was forecasted for replacement as part of this budgeted amount.

Procurement process

In accordance with Council's Procurement Policy and Section 225 Local Government Regulation 2012, Council invited six (6) suppliers registered on the Vendor Panel Marketplace to quote for the supply of a 4WD Dual Cab Utility.

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Monday 8 August 2022
Supplier Query Cut-Off	2:00pm Saturday 20 August 2022
Tender Close	2:00pm Tuesday 23 August 2022

Suppliers Invited	Responses
Black Toyota	Response Received
Black Truck & Ag	Response Received
O'Brien Toyota	RFQ Read 09/08/2022 – No Response
South West Ford & Nissan	Response Received
Wideland Equipment Hire	RFQ Not Opened
CH Auto Pty Ltd (Longreach Toyota)	Declined to Respond

At the close of the request process on 23 August 2022, Council received two conforming submissions from the following suppliers:

- Black Toyota; and
- South West Ford & Nissan

Response received from Black Truck & Ag was deemed as non-conforming as the response received was not completed and lacked adequate details in order to assess the response received.

In accordance with S104 (3) of the Local Government Act 2009, Council must also give consideration to the following sound contracting principles:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

The table below provides a comparison of the price and delivery times of responses received:

	Budget	Black Toyota	South West Ford & Nissan
Make/ Model	4WD Dual Cab Utility	Toyota Hilux	Ford Ranger
Purchase Price (Ex GST)	\$60,000.00	\$67,611.00	\$64,042.73
Trade Price (Ex GST)	\$30,000.00	\$34,545.45	\$28,181.82
Final Price (Ex GST)	\$30,000.00	\$33,065.55	\$35,860.91
Council Contribution			
Delivery Time		26-38 Weeks	24-32 Weeks

In accordance with S225 (3) of the LGR 2012, Council may decide not to accept any of the quotes it receives.

In accordance with S236 (d) of the LGR 2012, Council may dispose 'of a valuable non-current asset, other than land, by way of a trade-in for the supply of goods or services to the local government—

- the supply is, or is to be, made under this part; and
- the disposal is, or is to be, part of the contract for the supply'.

OPTIONSOption 1 – Recommended

1. That Council resolves to:

- a. Award RFQ 10 22-23 Supply and Delivery of 4WD Dual Cab Utility to Black Toyota for the amount of \$67,611.00 Ex GST;
- b. Dispose of Asset PLANT1119 - Toyota Hilux to Black Toyota for the amount of \$34,545.45 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 2

1. That Council resolves to:

- a. Award RFQ 10 22-23 Supply and Delivery of 4WD Dual Cab Utility to South West Ford & Nissan for the amount of \$64,042.73 excluding GST;
- b. Dispose of Asset Plant 1119 - Toyota Hilux to South West Ford & Nissan for the amount of \$28,181.82 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 3

That Council resolves to not accept any quotes received for RFQ 10 22-23 Supply and Delivery of 4wd Dual Cab Utility in accordance with S225 (3) of the LGR 2012.

CONSULTATION (Internal/External)

Director Engineering Services, Peter See

Manager Workshop and Fleet, Jeremy Grimm

Procurement Officer, Kasey Davie

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012 – S225 *Medium-sized contractual arrangement—quotes needed first*

(1) A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.

(2) The invitation must be given to at least 3 persons who the local government considers can meet the local government's requirements at competitive prices.

(3) The local government may decide not to accept any of the quotes it receives.

(4) However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.

(5) This section is subject to division 3.

FINANCIAL AND RESOURCE IMPLICATIONS

Council's total budget for plant replacement in the 2022-2023 Financial Year is \$3,881,000. To Date, a total of \$70,437.87 has been expended and an additional \$300,792.50 has been committed towards plant replacement

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within Council's standard operations.



REQUEST FOR QUOTATION

Supply & Delivery 1 2022 4WD Dual Cab with/ without trade

Contract No.: RFQ 10 22-23



RFQ.10 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Ute being offered; however, where conflicts exist between detailed specifications submitted and Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.


9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 2022 4WD Dual Ute shall as a minimum have the following extras fitted and included in the lump sum price:-

2022 Plated Utility (2023 will be accepted if long delivery is expected)	✓
Turbo Diesel engine 150 Kw	✓
6 speed Automatic transmission	✓
Locking rear differential	✓
Power steering	✓
Air conditioning	✓
Window tinting: (Darkest Legally permissible)	✓
Apple Carplay / Android Auto compatible Blue Tooth Stereo	✓
Factory Fitted Reverse Camera	✓
XRS-370C + AE4707B Antenna Kit	✓
Steel tray (White) with drop sides	✓
Trundle Draw 200mm deep	✓
Ladder Rack (with removable front rack)	✓
In tray, recessed restraint points	✓
LED Tail Lights	✓
Two revolving lights (ECCO 5800 Series) with Guards	✓
Fitted Wiring Harness for Spotlights	✓
Under Tray Water Tank and Lockable Toolbox	✓
Heavy Duty, 2" Lift Suspension	✓
2 spare wheels Mounted on Headboard	✓
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	✓
Steel Bull bar with side rails and steps	✓
Light Protectors	✓
Bonnet Protector	✓
Tow Bar (Genuine)	✓
Trailer plug (7 pin round large)	✓
Radiator screen	✓
Dashboard mat (Genuine)	✓
Bucket Floor mats (Genuine)	✓
Neoprene Seat covers	✓
Full tank of fuel	✓



Fire Extinguisher 1kg (APE) Mounted on/in tray	RFQ 10 22-23
Filters to cover 10,000 k service	✓
SNOOZER	✓

NOTE: MUST COMPLY WITH THE ADR AND QUEENSLAND TRANSPORT REGULATIONS

Supply pictures of particulars fitted to vehicle if possible.

11. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard-copy or CD.

12. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room; any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.



RFQ 10 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2020 4WD Dual Cab Ute.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER New 4WD Dual Cab Ute

Price including GST	\$74372.10
Delivery time from date of acceptance	26-38 WEEKS APPROX

2. OFFER Trade Toyota Hilux Unit# 1119

Price including GST	\$38000 715 ZTP.
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3. QUOTEER'S DETAILS

Company	BLACK TOYOTA
Address	CHARLES ST ROMA.
Contact Person	BRANT HURLOCK.
Contact Details	0459 698 131
Signature	
Date	16/8/23

RFQ 10 22-23

**Request for Quote RFQ**

RFQ10 22-23 Supply & delivery 1 2022 4WD Dual Cab Ute with/ without trade

Closing Time:2pm Tuesday 23rd August 2022**RFQ Number:**

RFQ10 22-23

QUOTATION DETAILS

Description:	Supply & delivery of one (1) 2022 4WD Dual Cab Ute delivered to Quilpie Shire Council with/ without trade
Lodgement:	Quotations to be marked RFQ10 22-23 Supply and delivery of one (1) 4WD Dual Cab Ute
Lodgement Address:	Not applicable. Tenders being called under Local Buy
Post Offers to:	Not applicable. Tenders being called under Local Buy
Email Offers to:	Not applicable. Tenders being called under Local Buy
Authorised Officer:	Brian Weeks - Works Coordinator 07 4656 0500



RFQ 10 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Ute being offered; however, where conflicts exist between detailed specifications submitted and Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 2022 4WD Dual Ute shall as a minimum have the following extras fitted and included in the lump sum price:-

2022 Plated Utility (2023 will be accepted if long delivery is expected)	FORD RANGER DUAL CAB 4x4
Turbo Diesel engine 150 Kw	154 KW
6 speed Automatic transmission	10 SPEED
Locking rear differential	YES
Power steering	YES
Air conditioning	YES
Window tinting (Darkest Legally permissible)	YES
Apple Carplay / Android Auto compatible Blue Tooth Stereo	YES
Factory Fitted Reverse Camera	YES
XRS-370C + AE4707B Antenna Kit	YES
Steel tray (White) with drop sides	YES
Trundle Draw 200mm deep	YES
Ladder Rack (with removable front rack)	YES
In tray, recessed restraint points	YES
LED Tail Lights	YES
Two revolving lights (ECCO 5800 Series) with Guards	YES
Fitted Wiring Harness for Spotlights	YES
Under Tray Water Tank and Lockable Toolbox	YES
Heavy Duty, 2" Lift Suspension	400 KG
2 spare wheels Mounted on Headboard	YES
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	YES
Steel Bull bar with side rails and steps	YES
Light Protectors	YES
Bonnet Protector	YES
Tow Bar (Genuine)	YES
Trailer plug (7 pin round large)	YES
Radiator screen	YES
Dashboard mat (Genuine)	YES
Bucket Floor mats (Genuine)	YES
Neoprene Seat covers	YES
Full tank of fuel	YES



RFQ 10 22-23

Fire Extinguisher 1kg (ABE) Mounted on/in tray	YES
Filters to cover 10,000 k service	YES

NOTE: MUST COMPLY WITH THE ADR AND QUEENSLAND TRANSPORT REGULATIONS

Supply pictures of particulars fitted to vehicle if possible.

11. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

12. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room, any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.



RFQ 10 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2020 4WD Dual Cab Ute.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER: New 4WD Dual Cab Ute

Price including GST	\$ 70447.00
Delivery time from date of acceptance	6-8 MONTHS

2. OFFER: Trade Toyota Hilux Unit# 1119

Price including GST	\$ 31000.00
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3. QUOTEER'S DETAILS

Company	SEDILLI PTY LTD ACN: 010 567 496 ABN: 99 010 567 496 SOUTH WEST FORD SOUTH WEST NISSAN
Address	50-56 Alfred St, Charleville Q 4470 Phone: (07) 4654 1477
Contact Person	KERRY MULHERN
Contact Details	0427 713469
Signature	<i>[Signature]</i>
Date	22.08.2022

Quilpie Shire Council

ORDINARY COUNCIL MEETING AGENDA

11.5 RFQ 11 22-23 SUPPLY AND DELIVERY OF 4WD DUAL CAB UTILITY (CAB CHASSIS)

IX: 228240

Author: Brian Weeks, Works Coordinator

Attachments: 1. Quote Black Toyota
2. Quote South West Ford and Nissan

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.5 Optimal asset management practices

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQ 11 22-23 Supply and Delivery of 4WD Dual Cab Utility (Cab Chassis) as part of the 2022-2023 fleet replacement program.

RECOMMENDATION

1. That Council
 - (a) Award RFQ 11 22-23 Supply and Delivery of 4WD Dual Cab Utility (Cab Chassis) to Black Toyota for the amount of \$57,927.58 excluding GST;
 - (b) Dispose of Asset Plant 1115 Toyota Hilux to Black Toyota for the amount of \$35,000.00 Ex GST; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement

BACKGROUND

The Quilpie Shire Council (QSC) adopted the original Council budget on for the 2022/2023 Financial Period on 6 July 2022. This budget included a total plant replacement budget of \$3.881M, Plant 1119 – Toyota Hilux was forecasted for replacement as part of this budgeted amount.

Procurement process

In accordance with Council's Procurement Policy and Section 225 Local Government Regulation 2012, Council invited six (6) suppliers registered on the Vendor Panel Marketplace to quote for the supply of a 4WD Dual Cab Utility.

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Monday 8 August 2022

Supplier Query Cut-Off	2:00pm Saturday 20 August 2022
Tender Close	2:00pm Tuesday 23 August 2022
Suppliers Invited	Responses
Black Toyota	Response Received
Black Truck & Ag	Response Received
O'Brien Toyota	RFQ Read 09/08/2022 – No Response
South West Ford & Nissan	Response Received
Wideland Equipment Hire	RFQ Not Opened
CH Auto Pty Ltd (Longreach Toyota)	Declined to Respond

At the close of the request process on 23 August 2022, Council received two conforming submissions from the following suppliers:

- Black Toyota; and
- South West Ford & Nissan

Response received from Black Truck & Ag was deemed as non-conforming as the response received was not completed and lacked adequate details in order to assess the response received.

In accordance with S104 (3) of the Local Government Act 2009, Council must also give consideration to the following sound contracting principles:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

The table below provides a comparison of the price and delivery times of responses received:

	Budget	Black Toyota	South West Ford & Nissan
Make/ Model	4WD Dual Cab Utility (Cab Chassis)	Toyota Hilux	Ford Ranger
Purchase Price (Ex GST)	\$65,000.00	\$57,927.58	\$54,352.73
Trade Price (Ex GST)	\$20,000.00	\$35,000.00	\$28,181.82
Grant	\$29,000.00	\$0	\$0
Final Price (Ex GST)	\$16,000.00	\$22,927.58	\$26,170.91
Council Contribution			
Delivery Time		26-38 Weeks	26-34 Weeks

In accordance with S225 (3) of the LGR 2012, Council may decide not to accept any of the quotes it receives.

In accordance with S236 (d) of the LGR 2012, Council may dispose *'of a valuable non-current asset, other than land, by way of a trade-in for the supply of goods or services to the local government—*

(i) the supply is, or is to be, made under this part; and

(ii) the disposal is, or is to be, part of the contract for the supply'.

OPTIONS

Option 1 – Recommended

1. That Council resolves to:

- a. Award RFQ 11 22-23 Supply and Delivery of 4WD Dual Cab Utility (Cab Chassis) to Black Toyota for the amount of \$57,927.58 Ex GST;
- b. Dispose of Asset PLANT1115 - Toyota Hilux to Black Toyota for the amount of \$35,000.00 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 2

1. That Council resolves to:

- a. Award RFQ 11 22-23 Supply and Delivery of 4WD Dual Cab Utility (Cab Chassis) to South West Ford & Nissan for the amount of \$54,352.73 Ex GST;
- b. Dispose of Asset PLANT1115 - Toyota Hilux to South West Ford & Nissan for the amount of \$28,181.82 Ex GST; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 3

That Council resolves to not accept any quotes received for RFQ 11 22-23 Supply and Delivery of 4wd Dual Cab Utility (Cab Chassis) in accordance with S225 (3) of the LGR 2012

CONSULTATION (Internal/External)

Director Engineering Services, Peter See

Manager Workshop and Fleet, Jeremy Grimm

Procurement Officer, Kasey Davie

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012 – S225 *Medium-sized contractual arrangement—quotes needed first*

- (1) A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.*
- (2) The invitation must be given to at least 3 persons who the local government considers can meet the local government's requirements at competitive prices.*
- (3) The local government may decide not to accept any of the quotes it receives.*
- (4) However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.*
- (5) This section is subject to division 3.*

FINANCIAL AND RESOURCE IMPLICATIONS

Council's total budget for plant replacement in the 2022-2023 Financial Year is \$3,881,000. To Date, a total of \$70,437.87 has been expended and an additional \$300,792.50 has been committed towards plant replacement

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within Council's standard operations.

RFQ 11 22-23



Request for Quote RFQ	RFQ11 22-23 Supply & delivery 1 2022 4WD Dual Cab Chassis with/ without trade
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Closing Time:	2pm Tuesday 23rd August 2022
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RFQ Number:	RFQ11 22-23
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QUOTATION DETAILS

Description:	Supply & delivery of one (1) 2022 4WD Dual Cab Chassis delivered to Quilpie Shire Council with/ without trade.
Lodgement:	Quotations to be marked RFQ11 22-23 Supply and delivery of one (1) 4WD Dual Cab Chassis"
Lodgement Address:	Not applicable. Tenders being called under Local Buy
Post Offers to:	Not applicable. Tenders being called under Local Buy
Email Offers to:	Not applicable. Tenders being called under Local Buy
Authorised Officer:	Brian Weeks - Works Coordinator 07 4656 0500



RFQ 11 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Ute being offered; however, where conflicts exist between detailed specifications submitted and Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 2022 4WD Dual Cab Chassis shall as a minimum have the following extras fitted and included in the lump sum price:-

2022 Plated Utility (2023 will be accepted if long delivery is expected)	✓
Turbo Diesel engine 150 Kw	✓
6 speed Automatic transmission	✓
Locking rear differential	✓
Power steering	✓
Air conditioning	✓
Window tinting: (Darkest Legally permissible)	✓
Apple Carplay / Android Auto compatible Blue Tooth Stereo	✓
Factory Fitted Reverse Camera	✓
XRS-370C + AE4707B Antenna Kit	✓
Heavy Duty, 2" Lift Suspension	✓
2 spare wheels to be supplied	✓
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	✓
Steel Bull bar with side rails and steps - <i>Between 2 Post & Single rail</i>	✓
Light Protectors	✓
Bonnet Protector	✓
Tow Bar (Genuine)	✓
Trailer plug (7 pin round large)	✓
Radiator screen	✓
Dashboard mat (Genuine)	✓
Bucket Floor mats (Genuine)	✓
Neoprene Seat covers	✓
Full tank of fuel	✓
Fire Extinguisher 1kg (ABE) Mounted on/in tray <i>Loose</i>	✓
Filters to cover 10,000 k service	✓
SNOZZEL	✓

NOTE: MUST COMPLY WITH THE ADR AND QUEENSLAND TRANSPORT REGULATIONS



RFQ 11 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2020 4WD Dual Cab Ute.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below.

1. OFFER **New 4WD Dual Cab Chassis**

Price including GST	\$63720.34 (NO TRAY)
Delivery time from date of acceptance	26-38 WEEKS APPROX

2. OFFER **Trade Toyota Hilux Unit # 1115 (Cab Chassis)**

Price including GST	\$38500 CAB CHASSIS GG PE37
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3. QUOTEER'S DETAILS

Company	BLACK TOYOTA
Address	CHARLES ST ROMA
Contact Person	BRANT HURLLOW
Contact Details	0459 698 131
Signature	
Date	18-8-22

Quilpie Shire Council

RFQ 11 22-23



Request for Quote RFQ	RFQ11 22-23 Supply & delivery 1 2022 4WD Dual Cab Chassis with/without trade
Closing Time:	2pm Tuesday 23rd August 2022
RFQ Number:	RFQ11 22-23

QUOTATION DETAILS

Description:	Supply & delivery of one (1) 2022 4WD Dual Cab Chassis delivered to Quilpie Shire Council with/ without trade.
Lodgement:	Quotations to be marked RFQ11 22-23 Supply and delivery of one (1) 4WD Dual Cab Chassis
Lodgement Address:	Not applicable. Tenders being called under Local Buy
Post Offers to:	Not applicable. Tenders being called under Local Buy
Email Offers to:	Not applicable. Tenders being called under Local Buy
Authorised Officer:	Brian Weeks - Works Coordinator 07 4656 0500



RFQ 11 22-23

8. SPECIFICATIONS

The organisations submitting quotations shall supply full specifications of the 4WD Ute being offered; however, where conflicts exist between detailed specifications submitted and Councils document requirements, the Council documents shall take precedence unless specifically stated as non-compliance by the organisation submitting the quotation.

9. ENQUIRIES

Any enquiries to be directed to Brian Weeks (Works Coordinator) 07 4656 0500.

10. PARTICULARS OF NEW VEHICLE

The 2022 4WD Dual Cab Chassis shall as a minimum have the following extras fitted and included in the lump sum price:

2022 Plated Utility (2023 will be accepted if long delivery is expected)	<i>FORD RANGER DUAL CAB NEW</i>
Turbo Diesel engine 150 Kw	<i>154KW</i>
6 speed Automatic transmission	<i>10 SPEED</i>
Locking rear differential	<i>YES</i>
Power steering	<i>YES</i>
Air conditioning	<i>YES</i>
Window tinting (Darkest Legally permissible)	<i>YES</i>
Apple Carplay / Android Auto compatible Blue Tooth Stereo	<i>YES</i>
Factory Fitted Reverse Camera	<i>YES</i>
XRS 370C + AE4707B Antenna Kit	<i>YES</i>
Heavy Duty 2" Lift Suspension	<i>400KG</i>
2 spare wheels to be supplied	<i>YES</i>
Long range fuel tank (140 litres minimum capacity with fully functioning dashboard gauge)	<i>YES</i>
Steel Bull bar with side rails and steps	<i>YES</i>
Light Protectors	<i>YES</i>
Bonnet Protector	<i>YES</i>
Tow Bar (Genuine)	<i>YES</i>
Trailer plug (7 pin round large)	<i>YES</i>
Radiator screen	<i>YES</i>
Dashboard mat (Genuine)	<i>YES</i>
Bucket Floor mats (Genuine)	<i>YES</i>
Neoprene Seat covers	<i>YES</i>
Full tank of fuel	<i>YES</i>
Fire Extinguisher 1kg (ABE) Mounted on/in tray	<i>YES</i>
Filters to cover 10,000 k service	<i>YES</i>

NOTE: MUST COMPLY WITH THE ADR AND QUEENSLAND TRANSPORT REGULATIONS



RFQ 11/22-23

Supply pictures of particulars fitted to vehicle if possible.

11. WORKSHOP MANUALS

A full set of manuals comprising one (1) parts book, one (1) workshop manual and one (1) operator's manuals shall be delivered with the machine.

Parts and workshop manuals may be hard copy or CD.

12. TRAINING

Training shall be provided for maintenance staff by a recognised/certified training officer and shall incorporate the following:

- Maintenance techniques, fault finding and rectification aspect of the machine supplied.

Some training aids are available at the council's training room; any additional training aids shall be sourced by the successful Supplier of the machine. A certificate of competency shall be provided for all staff that successfully completed the training course.



RFQ 11 22-23

TO: The Chief Executive Officer
Quilpie Shire Council
PO Box 57
Quilpie QLD 4480

I/We the undersigned, do hereby submit this quotation to perform the works for the supply and delivery to Quilpie of One (1) 2020 4WD Dual Cab Ute.

As described in the Specification document for the amount set out below, and to complete the works within the time set out below:

1. OFFER: New 4WD Dual Cab Chassis

Price including GST	\$59788.00
Delivery time from date of acceptance	6-8 MONTHS

2. OFFER: Trade Toyota Hilux Unit # 1115 (Cab Chassis)

Price including GST	\$31000.00
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3. QUOTEER'S DETAILS

Company	SEDILLI PTY LTD ACN: 010 567 496 ABN: 99 010 567 496 SOUTH WEST FORD SOUTH WEST NISSAN
Address	50-56 Alfred St. Charleville Q 4470 Phone: (07) 4654 1477
Contact Person	KERRY MULHERN
Contact Details	0427713469
Signature	[Signature]
Date	22-08-2022

Quilpie Shire Council

12 CORPORATE AND COMMUNITY SERVICES

12.1 2022 23 RADF APPLICATIONS

IX: 228930

Author: Toni Bonsey, Corporate and Community Administration Officer

Attachments: 1. R1 Application Cultural Society
2. R1 Application Quilpie Show

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.6 Celebration of the arts, culture, and local and natural history

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the RADF 2022 23 Round 1 applications for approval.

RECOMMENDATION

1. That Council approve the following applications for the 2022 23 Round 1 applications.

Organisation	Project	Amount
Quilpie & District Show & Rodeo	Various entertainment - 2022 Show	\$7,982
	<ul style="list-style-type: none"> • Samantha Meurant – painting • Viv's Animal Farm • Helly Hoops 	
Quilpie Cultural Society	Various workshops	\$17,216
	<ul style="list-style-type: none"> • Jane Grove – Embroidery • Louise Hall Patchwork • Annie Weiden – Silversmithing (April) • Annie Weiden – Silversmithing (August) • Lyn Barnes – Painting (1 Day) • Lyn Barnes – Painting (2 Day) • Glenda & Mike Rival – Upholstery • Tim Symons – Upholstery • Dean Timms – Furniture Restoration 	
Quilpie Shire Council WTC		\$7,378
	<ul style="list-style-type: none"> • Twinkle and the Moon 	

	<ul style="list-style-type: none"> • Wolfgangs Magical Circus • Dirty Flash Dance Club 	
	TOTAL	\$32,576

BACKGROUND

An RADF Committee Meeting was held on Tuesday 2 September to evaluate the RADF 2022/23 Round 1 Applications. Quilpie Shire Council received \$25,000 from Regional Arts Queensland and has committed \$4,980 Council contribution giving a total of \$29,980 to be expended on the 2022/23 RADF Program.

The total 2022 23 applications is \$32,576, requiring Council to commit an extra \$2,596 to the program.

The Applications received were:

- Quilpie & District Show & Rodeo entertainment for the 2022 show consisting of a paint and sip painting workshop with Cunnamulla artist Samantha Meurant, Viv's Animal farm with a variety of animals and activities to entertain and inform people of the different animals and their needs, and Helly Hoops, a trained children's entertainer dedicated to showcasing and educating people in the ways of hula hooping and circus skills.
- Quilpie Cultural Society aims to deliver multiple community focused arts, crafts, cultural and educational programs to residents within the Quilpie Shire. Engagement with local stakeholders e.g. Schools, Healthy Ageing Group and Queensland Health plays a major role in the successful delivery of these workshops.
- Quilpie Shire Council as a part of the Wester Touring Circuit has engaged 3 performances for the 2023 program. The 2023 program will deliver Twinkle in the Moon an interactive, theatre and literacy experience for children aged 2 - 7 years and their families. This show will be incorporated into the Library's First 5 program. Wolfgang's Magical Circus is a family show bringing the music of Mozart onto the stage, designed to amaze featuring dexterous daredevil artists and a live accordionist. Dirty Fame Flash Candles Club, inspired by the spirit of the 80's is a cabaret-style comedy quasi-musical full of nostalgic nods to the era, iconic music hits and reference to pop icons such as Flashdance & Dirty Dancing.

Project Overview:

The RADF program is designed to encourage all sectors of the community to participate in arts and culture in some form. As Quilpie is a small remote council area, the RADF Program activities offered are easily accessible to all community members.

OPTIONS

- Council Approves the applications submitted for the 2022 23 RADF
- Council does not approve the applications submitted for the 2022 23
- Council approves in part the applications submitted for the 2022 23 RADF

CONSULTATION (Internal/External)

Quilpie RADF Committee

Quilpie Shire Council

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulation 2012

C.01 – Community Assistance Policy

C.02 Quilpie Shire Art and Cultural Policy

Outback Spirit Art and Cultural Plan

FINANCIAL AND RESOURCE IMPLICATIONS

RADF 2022 23 Funding Amount \$25,000

Quilpie Shire Council Contribution \$4,980

Additional QSC Contribution \$2,596

Total Funding \$32,576

Total Application Funding \$32,576

RISK MANAGEMENT IMPLICATIONS

Nil



The RADF Program supports the arts and cultural development of regional communities across Queensland. The Program has adopted new guidelines which include new priorities for funding, determined by Quilpie Shire Council and the community.

Before submitting an application ensure you have read the *RADF Program Guidelines* (available at www.quilpie.qld.gov.au).

For any queries please contact the Quilpie Shire Council's RADF Liaison Officer: Toni Bonsey
E: radf@quilpie.qld.gov.au; T: (07) 4656 0500

Email your completed application to the RADF Liaison Officer to: radf@quilpie.qld.gov.au

COUNCIL USE ONLY

Funding Year 2022-2023

Round 1

The RADF grant is: Approved ☐ Not approved ☐

Amount approved: \$

1 APPLICANT DETAILS

Applicant name (full name of individual, group or organisation)	Quilpie Cultural Society Inc.
Contact person for application	Roselie Tully
Phone number of contact person	0427 711 367
Postal address of applicant	P.O. Box 172 Quilpie. 4480
Email address of applicant	tullypartnership@gmail.com
Applicant ABN Number:	<input checked="" type="checkbox"/> Yes 25 828 180 884 <input type="checkbox"/> No (Please complete Section 2 - 'Project Sponsor Details')
Are you GST Registered?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

2 PROJECT SPONSOR DETAILS (if applicable)

Organisation name	N/A
Contact Name	
Phone number	
Postal address	
Email address	
Applicant ABN Number:	
Are you GST Registered?	<input type="checkbox"/> Yes <input type="checkbox"/> No



3 RADF GRANT HISTORY

Have you or your group/organisation previously applied for a RADF grant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If you were successful has that grant been successfully acquitted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Outline details of outstanding application/s including funded year, project description, funded amount and project status		

4 PROJECT SUMMARY

Project name (< 10 words)	Quilpie Cultural Society Inc. Multiple Educational Arts, Crafts & Cultural Pursuits Workshops.	
Brief project description (approx. 20 words)	Cost effective delivery and management of multiple community focused educational arts, crafts and cultural workshops for 2022/2023 financial year.	
Location of project	Quilpie Cultural Society Inc. building, Brolga Street, Quilpie.	
Project start date	01.09.2022	
Project end date	30.06.2023	
Outcome Report (8 wks after end date)	01.11.2022 – 30.06.2023	
Total cost of project from Section 9	\$26,485.20 Inc. GST - See Budget Sheets	
RADF Grant requested from Section 9	\$17,215.38 Inc. GST – See Budget Sheets	

PARTICIPATION/AUDIENCE

Who is primary target audience/s for this project?

<input type="checkbox"/> Children (0-11 yrs)	<input checked="" type="checkbox"/> Young people (12-25 yrs)	<input checked="" type="checkbox"/> Older person (55 yrs +)
<input type="checkbox"/> Person with a disability	<input type="checkbox"/> Aboriginal / Torres Strait Islander	<input type="checkbox"/> Australian South Sea Islander
<input type="checkbox"/> People from culturally and linguistically diverse backgrounds	<input checked="" type="checkbox"/> Women	<input checked="" type="checkbox"/> Men

STATE PRIORITIES

What State Priority/ies does your project address?

<input checked="" type="checkbox"/> Encouraging safe and inclusive communities	<input type="checkbox"/> Building regions	<input type="checkbox"/> Stimulating economic growth and innovation
<input type="checkbox"/> Increasing workforce participation	<input type="checkbox"/> Supporting disadvantaged Queenslanders	<input type="checkbox"/> Conserving heritage

5



**TYPE OF ACTIVITY**

What State Priority/ies does your project address?

<input type="checkbox"/> Community consultation/arts research/policy development	<input checked="" type="checkbox"/> Creative development of new work	<input type="checkbox"/> Cultural tourism
<input type="checkbox"/> Events/festivals	<input type="checkbox"/> Exhibitions/collections	<input type="checkbox"/> Heritage protection/promotion
<input type="checkbox"/> Performances	<input type="checkbox"/> Placemaking	<input type="checkbox"/> Professional/career development
<input checked="" type="checkbox"/> Publications	<input checked="" type="checkbox"/> Skill development Workshops	<input checked="" type="checkbox"/> RADF promotion

5 PROGRAM ASSESSMENT**5.1 QUILPIE SHIRE PRIORITIES**

What priority/ies does your project contribute toward:

<input checked="" type="checkbox"/>	1. Our People & Community A creative, engaged, cohesive community which supports and acknowledges its artists and artisans
<input type="checkbox"/>	2. Our Place An appealing, attractive Shire with quality arts & cultural facilities and amenities
<input type="checkbox"/>	3. Our Past Preservation and celebration of our rich natural and cultural heritage
<input type="checkbox"/>	4. Our Partnerships Productive partnerships and alliances within and external to the Region
<input type="checkbox"/>	5. Our Prosperity An arts and cultural sector that contributes economic value and prosperity

How does the project contribute to the selected priority/ies?

Quilpie Cultural Society Inc. with RADF assistance aims to deliver multiple community focused arts, crafts, cultural and educational programs to residents within the Quilpie Shire. Engagement with local stakeholders e.g. schools, Seniors Group, Healthy Ageing Group and Queensland Health plays a major role in the successful delivery of these workshops. Smaller towns within the Shire also benefit from these workshops pending facility availability and tutor/student travel considerations. Evidence from past workshops demonstrates the popularity and success of creative social interaction between focus groups. Age and gender are no barrier to workshop accessibility with school children to Seniors made welcome. Enjoyable, positive group learning experiences promote social connectivity within the community. Quilpie Shire has many talented artisans within the community and workshops such as these identify that talent allowing it to emerge and progress thus contributing to a vital artistic and cultural community.



6 PARTNERSHIPS / STAKEHOLDERS

Name:	Quilpie State College, St. Finbarr's School, Quilpie Hospital, Quilpie Healthy Ageing & Senior's Group
Details:	Partnerships are formed where possible with each workshop to encourage involvement by community groups
Type (in-kind, financial)	In-kind & Financial (tutors)
Area (Health, Sport, Education, Tourism etc)	Health & Education

6.1 COMMUNITY OUTCOMES

Tick which best fits the project

- ☒ Health and Wellbeing
☐ Employment

- ☒ Education and Training
☒ Social Connection and Cohesion

6.2 PROJECT BENEFITS

How will the project/s strengthen the follow RADF Assessment Criteria areas?

QUALITY - Artistic achievement, contribution to growing the arts sector and strengthening the community of arts within the Quilpie Shire

By facilitating these programs and workshops, children, seniors, men and women within the Shire are encouraged to participate and discover new art mediums. The workshops encourage the use of tools, design, materials, technology etc, increase knowledge, introduce new skill sets and encourage artistic licence leading to a confidence boost with new found abilities. Engaging in new challenging techniques and art forms offer new skills to beginners and furthers those of experienced participants. There is a thriving artistic community within the Shire and coming together in a social learning environment to complete creative works of art gives students a sense of pride and achievement in their accomplishments. New and existing talents flourish from the quality workshops on offer contributing to the arts sector within the community. The provision of relaxed, socially connective learning to small remote communities offers residents incentives to engage and participate in projects that strengthen the arts sector and community ties.

REACH - The ability to respond to and stimulate demand, providing access to, participation in and positive experiences of arts (Please identify arts or non-arts partners involved in the delivery of this project (new audiences / participants) including health, sport, education and tourism)

These workshops bring together participants from the rural sector and towns within the Shire and beyond. Through collaborative partnerships with community stakeholders, the Quilpie Cultural Society Inc. aims to encourage community participation, social interaction and learning in a relaxed positive environment. Age and gender are no barrier and all students are encouraged to participate in open discussion, creative thinking, sharing of ideas, open communication and the forming of new friendships. Visitors and tourists are welcome to view and discuss works in progress and discover the talent that exists within the Quilpie Shire community. Access and awareness of workshops on offer is provided via local advertising methods, Facebook, electronic media, posters at local venues, Quilpie Shire Council newsletter, various noticeboards/shop front windows and emails to members. A welcome sign is placed at the door of the Quilpie Cultural Society building notifying visitors of the project currently underway. Ongoing COVID19 rules and restrictions will apply when necessary.





APPLICATION FORM

ARTIST / ART WORKERS DETAILS

List the artists and art workers involved

DETAILS			SALARIES / FEES			TRAVEL EXPENSES		ATTACH QUOTE
Name	Area of Expertise	Base Location	Rate of pay (\$/hr, \$/day or \$/week)	Total fee \$	Amount to be funded by RADF (65%)	Total cost of travel	Amount to be funded by RADF (65%)	(Fees and travel)
Jane Grove	Embroidery - Machine	Aitkenvale	700.00/day	2800.00	1820.00	2625.00	1706.25	<input checked="" type="checkbox"/>
Louise Hall	Patchwork	Quilpie	400.00/day	1600.00	1040.00	400.00	260.00	<input checked="" type="checkbox"/>
Annie Wieden	Silversmith	Kooragin	650.00/day	1300.00	845.00	700.00	455.00	<input checked="" type="checkbox"/>
Annie Wieden	Silversmith	Kooragin	650.00/day	1300.00	845.00	700.00	455.00	<input checked="" type="checkbox"/>
Lyn Barnes	Artist	Quilpie	770.00/day <i>Inc GST</i>	770.00	500.50	NIL	NIL	<input checked="" type="checkbox"/>
Lyn Barnes	Artist	Quilpie	770.00/day <i>Inc GST</i>	1540.00	1001.00	NIL	NIL	<input checked="" type="checkbox"/>
Glenda & Mike Rival	Lampshades/Upholstery	Goondiwindi	1100.00/day <i>Inc GST</i>	2200.00	1430.00	1408.00	915.20	<input checked="" type="checkbox"/>
Tim Symons	Upholstery	North Maclean	585.00/day	2340.00	1521.00	1676.20	1089.53	<input checked="" type="checkbox"/>
Dean Timms	Furniture Restoration	Toowoomba	660.00/day <i>Inc GST</i>	3300.00	2145.00	1826.00	1186.90	<input checked="" type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
TOTAL (transfer these totals to Project budget)				17,150.00	11,147.50	9,335.20	6,067.88	

I HAVE ATTACHED A ONE PAGE MAX CV / SUMMARY OF EACH ARTIST / ART WORKER



IMPACT - Articulation of public value, contributing to the cultural profile and priorities for the Quilpie Shire

These projects offer new skills to beginners and further those of experienced participants. The Quilpie Cultural Society has been promoting and fostering arts within the Shire for 50 plus years and together with RADF assistance many past students have started their professional careers due to skills gained at these workshops. In turn these now successful artists are now being engaged at a local level to tutor and pass their knowledge on to their community. These successful artists, sculptors, jewellers, photographers etc. have been able to exhibit their works at venues outside the Shire, showcasing the extraordinary talent of the vibrant artistic, cultural community that is Quilpie. Workshop participants are encouraged to exhibit their completed works at various community events, RADF Exhibition, Quilpie Visitor and Information Centre, Quilpie District Show, Quilpie Cultural Society displays and Facebook page etc., creating interest and highlighting to residents and visitors to the Shire the talent that exists within a small thriving community.

VIABILITY - A viable, value for money proposal

The Quilpie Shire covers a vast area of south western Queensland involving long distances to travel and isolation. Collaboration between RADF and the Quilpie Cultural Society Inc. enables the delivery of varied, quality workshops to Shire residents that would otherwise due to distance and isolation be inaccessible. Community members are offered an opportunity to engage in arts and cultural educational pursuits on a social level resulting in increased community engagement thereby reducing isolation and loneliness.

6.3 MEASUREMENT OF SUCCESS

How will audience / participants / partners feedback be collected for this project?

(Refer to Outcome Report for the type of data/information required to be collected)

Student Surveys, Tutor Comments, Visitor Comments, Workshop Representative Reports, Facebook and Electronic media, Exhibition and display feedback, Stakeholder feedback





The RADF Program supports the arts and cultural development of regional communities across Queensland. The Program has adopted new guidelines which include new priorities for funding, determined by Quilpie Shire Council and the community.

Before submitting an application ensure you have read the *RADF Program Guidelines* (available at www.quilpie.qld.gov.au).

For any queries please contact the Quilpie Shire Council's RADF Liaison Officer: Toni Bonsey
E: radf@quilpie.qld.gov.au; T: (07) 4656 0500

Email your completed application to the RADF Liaison Officer to: radf@quilpie.qld.gov.au

COUNCIL USE ONLY

Funding Year 2022-2023

Round 1

The RADF grant is: Approved ☐ Not approved ☐

Amount approved: \$

1 APPLICANT DETAILS

Applicant name (full name of individual, group or organisation)	Quilpie District Show & Rodeo
Contact person for application	Hannah Tully
Phone number of contact person	07 4656 0512 or 0427 716 737
Postal address of applicant	PO Box 222 QUILPIE QLD 4480
Email address of applicant	hannaht@quilpie.qld.gov.au or quilpieshow@gmail.com
Applicant ABN Number:	<input checked="" type="checkbox"/> Yes 61-404-277-659 <input type="checkbox"/> No (Please complete Section 2 - "Project Sponsor Details")
Are you GST Registered?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

2 PROJECT SPONSOR DETAILS (if applicable)

Organisation name	N/A
Contact Name	
Phone number	
Postal address	
Email address	
Applicant ABN Number:	
Are you GST Registered?	<input type="checkbox"/> Yes <input type="checkbox"/> No

QUILPIE
SHIRE COUNCIL

- 1 SEP 2022

MAYOR
CRS
CEO
DCCS
Engineering
Finance
Ec Dev.

ACTION INFO

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



TYPE OF ACTIVITY		
What State Priority/ies does your project address?		
<input type="checkbox"/> Community consultation/arts research/policy development	<input checked="" type="checkbox"/> Creative development of new work	<input type="checkbox"/> Cultural tourism
<input checked="" type="checkbox"/> Events/festivals	<input checked="" type="checkbox"/> Exhibitions/collections	<input type="checkbox"/> Heritage protection/promotion
<input checked="" type="checkbox"/> Performances	<input type="checkbox"/> Placemaking	<input type="checkbox"/> Professional/career development
<input type="checkbox"/> Publications	<input checked="" type="checkbox"/> Skill development Workshops	<input type="checkbox"/> RADF promotion

5 PROGRAM ASSESSMENT	
5.1 QUILPIE SHIRE PRIORITIES	
What priority/ies does your project contribute toward:	
<input checked="" type="checkbox"/>	1. Our People & Community A creative, engaged, cohesive community which supports and acknowledges its artists and artisans
<input checked="" type="checkbox"/>	2. Our Place An appealing, attractive Shire with quality arts & cultural facilities and amenities
<input type="checkbox"/>	3. Our Past Preservation and celebration of our rich natural and cultural heritage
<input checked="" type="checkbox"/>	4. Our Partnerships Productive partnerships and alliances within and external to the Region
<input type="checkbox"/>	5. Our Prosperity An arts and cultural sector that contributes economic value and prosperity

How does the project contribute to the selected priority/ies?
<p>Helly Hoops is a trained childrens entertainer, focusing on Hula Hooping and Circus skills. Helly engages people in a lighthearted and fun way that promotes community connection and wellness through a shared experience. Her workshops are mostly aimed at children however anyone of any age is welcome to come and try new skills.</p> <p>Samantha Meurant is a rural artist based in Cunnamulla Queensland who is inspired by colour, nature and rural living. Her paint and sip workshops are a painting experience where you will create your very own masterpiece to take home and keep. Absolutely no experience is needed, with the classes taught through step-by-step instruction from the artist. The workshops provide people the opportunity to enjoy good company, laughs and let their artistic juices flow.</p>

Viv's Farm Aniamls is a travelling petting who travel to shows all around the state. One thing that Viv loves most is sharing his knowledge about his farm aniamls and making sure that the youth of our country know and understand all differnt types of animals from what they are to how they eat to what they do to contribute to the world.





6 PARTNERSHIPS / STAKEHOLDERS

Name:	
Details:	
Type (in-kind, financial)	
Area (Health, Sport, Education, Tourism etc)	

6.1 COMMUNITY OUTCOMES

Tick which best fits the project

- | | |
|--|--|
| <input checked="" type="checkbox"/> Health and Wellbeing | <input checked="" type="checkbox"/> Education and Training |
| <input type="checkbox"/> Employment | <input checked="" type="checkbox"/> Social Connection and Cohesion |

6.2 PROJECT BENEFITS

How will the project/s strengthen the follow RADF Assessment Criteria areas?

QUALITY - Artistic achievement, contribution to growing the arts sector and strengthening the community of arts within the Quilpie Shire

Helly Hoops is a trained childrens entertainer who is dedicated to showcasing and education people in the ways of hula hooping and circus skills. Samantha Meurant is a rural based artist who's love of the land and rural life drives her sucessful painting career. Viv's Aniaml farm is keen on making sure that all people are well informed of all the different aniamls that there are and making sure there is a clear understanding of how the live and oeprate.

REACH - The ability to respond to and stimulate demand, providing access to, participation in and positive experiences of arts (Please identify arts or non-arts partners involved in the delivery of this project (new audiences / participants) including health, sport, education and tourism)

All three of our providers are well rounded and experienced in engaging both children in adults to particiapte in information workshops. They engage with their audiences in an informational whilst fun and enjoyable way.

IMPACT - Articulation of public value, contributing to the cultural profile and priorities for the Quilpie Shire

These workshops offer the members of the Quilpie community the oppurtunityto build on skills that they may want to enhance but have never had the chance to do whilst being here. It also offers the the oppurtunity to experience activitys that they would not be able to do here either.

VIABILITY - A viable, value for money proposal

The RADF funding program allows for a cost effective way for small communities to deliver educational and exciting workshops and entertainment to the community. Each of these providers will uphold this and make sure the memebre of our communit have ample opportunities to develop their social and community wellbeing.

6.3 MEASUREMENT OF SUCCESS

How will audience / participants / partners feedback be collected for this project?

(Refer to Outcome Report for the type of data/information required to be collected)

By obtaining feedback through a feedback form or survey which will be provided and obtained after each workshop.





3 RADF GRANT HISTORY		
Have you or your group/organisation previously applied for a RADF grant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If you were successful has that grant been successfully acquitted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Outline details of outstanding application/s including funded year, project description, funded amount and project status		

4 PROJECT SUMMARY	
Project name (< 10 words)	2022 Annual Quilpie & District Show & Rodeo
Brief project description (approx. 20 words)	Workshops on the Thursday & Friday before the show for adults and kids, with possible workshops to also be held on Saturday at the show
Location of project	Quilpie Shire Hall
Project start date	08/09/2022
Project end date	09/09/2022
Outcome Report (8 wks after end date)	
Total cost of project from Section 9	\$12,069 12279
RADF Grant requested from Section 9	\$8,039.85 60 798135 7982.00

PARTICIPATION/AUDIENCE		
Who is primary target audience/s for this project?		
<input checked="" type="checkbox"/> Children (0-11 yrs)	<input checked="" type="checkbox"/> Young people (12-25 yrs)	<input checked="" type="checkbox"/> Older person (55 yrs +)
<input checked="" type="checkbox"/> Person with a disability	<input checked="" type="checkbox"/> Aboriginal / Torres Strait Islander	<input checked="" type="checkbox"/> Australian South Sea Islander
<input checked="" type="checkbox"/> People from culturally and linguistically diverse backgrounds	<input checked="" type="checkbox"/> Women	<input checked="" type="checkbox"/> Men

STATE PRIORITIES		
What State Priority/ies does your project address?		
<input checked="" type="checkbox"/> Encouraging safe and inclusive communities	<input type="checkbox"/> Building regions	<input type="checkbox"/> Stimulating economic growth and innovation
<input type="checkbox"/> Increasing workforce participation	<input type="checkbox"/> Supporting disadvantaged Queenslanders	<input type="checkbox"/> Conserving heritage





ARTIST / ART WORKERS DETAILS

List the artists and art workers involved

DETAILS			SALARIES / FEES			TRAVEL EXPENSES		ATTACH QUOTE
Name	Area of Expertise	Base Location	Rate of pay (\$/hr, \$/day or \$/week)	Total fee \$	Amount to be funded by RADF (65%)	Total cost of travel	Amount to be funded by RADF (65%)	(Fees and travel)
Helly Hoops	Cirrus tricks	Brisbane	\$4,524	\$4,524	\$2,940.60		NA	<input checked="" type="checkbox"/>
					\$2,941.00			<input type="checkbox"/>
Samantha Meurant	Painting	Cunnamulla	\$3,585	\$3,585	\$2,330.25	\$680	\$442	<input checked="" type="checkbox"/>
			3,490	3,490	1,330.00			<input type="checkbox"/>
Viv's Animal Farm	Animal Education	Coventry	\$2,500	\$2,500	\$1,625.00	\$900	\$585.00	<input checked="" type="checkbox"/>
					1,624.00			<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
TOTAL (transfer these totals to Project budget)				\$40,699	\$6,954.35	\$1,670	\$1,085.50	<input type="checkbox"/>

☒ I HAVE ATTACHED A ONE PAGE MAX CV / SUMMARY OF EACH ARTIST / ART WORKER

12,279

6955.00



APPLICATION FORM

8 CERTIFICATION

Applicant

I, the undersigned, certify that:

I have read and will abide by the Quilpie Shire RADF Guidelines.

The statements in this application are true and correct to the best of my knowledge, information and belief and the supporting material is my own work or the work of the artists named in this application.

I have read and understood the Information Privacy and Right to Information Statement below and agree to the use and disclosure of information as outlined in the Statement.

Signature:		Date:	01/09/2022
Name in full:	Hannah Tully		
Position in group or organisation:	Grants Officer		

Certification by Project Sponsor (if applicable)

Please note: Both the applicant and the Project Sponsor are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to place further applications to Arts Queensland and Council until all grants have been satisfactorily acquitted.

I/my organisation agree/s to administer the grant that may be offered to the applicant on their behalf and that the information stated in Section 2 of this application is true and correct.

Signature:		Date:	
Name in full:			
Name of Project Sponsor			
Position in group or organisation:			

Information Privacy and Right to Information

The information you provide in your grant application will be used by the Council to process and assess your application and, if successful, to process, pay and administer your grant. The Council may contact other funding agencies to verify grants requested from other funding agencies in support of your project.

If your application is successful, the Council may disclose the following information to Arts Queensland:

- the information you provide in your grant application
- the amount of funding you receive
- the information you provide in your outcome report and
- text and images relating to your funded activity.

The information may be used by the Council or Arts Queensland for reporting purposes, training, systems testing and process improvement. The information may be anonymised and used for statistical purposes.

The information may be used by the Council or Arts Queensland for the promotion of RADF or the promotion of funding outcomes for arts and cultural development in Queensland. For this purpose, the information and your contact details may be provided to Queensland Government Members of Parliament, the media and other agencies who may contact you directly. The Council and Arts Queensland may also publish the information in their Annual Reports or on their websites.

The Council and Arts Queensland treat all personal information in accordance with the Information Privacy Act 2009. The provisions of the Right to Information Act 2009 apply to documents in the possession of the Council or Arts Queensland.

12.2 COMMUNITY ASSISTANCE APPLICATION - QUILPIE MOTORCYCLE ASSOCIATION LTD.

IX: 229165

Author: Toni Bonsey, Corporate and Community Administration Officer

Attachments: 1. 2022 23 Application - Quilpie Motorcycle Association.pdf

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

EXECUTIVE SUMMARY

The Quilpie Motorcycle Association has submitted a Community Assistance Program Application requesting \$2,500 direct cash contribution plus in-kind for the hire and/or loan of 15 wheelie bins (including a rubbish run on Sunday afternoon if possible), 3 pop-up tents, 100 chairs, 10 tables, 1 x 8 tray bain marie & large generator for catering purposes. This request is for assistance to facilitate the 2022 Quilpie Motorbike Gymkhana and Enduro to be held 24 -25 September 2022.

RECOMMENDATION

That Council:

1. approves the application from the Quilpie Motorcycle Association for a \$2,500 direct cash contribution plus:
 - a) In-kind assistance for the hire of 100 chairs and 10 tables (providing a fee waiver for the hire value of \$105)
 - b) Equipment loan of 1 x 8 tray bain marie & 1 x large generator for catering purposes, 15 wheelie bins and 3 tents; and
2. declines the request for a rubbish collection on Sunday afternoon and offers in-kind support by way of a 1 x 18m2 bulk refuse bin valued at \$495.

BACKGROUND

This annual motorbike sports weekend includes a gymkhana and enduro which provides a family entertainment and attraction event for visitors to the shire. The aim of the event is to increase youth participation in events not previously offered in town, requiring a set of skills different to that of riding the common in an uncontrolled environment, compared to a controlled and officiated environment with a competitive yet fun focus. It is an event that all the family can participate in or be a spectator. Future events in many genres of motorbike sport events could potentially be held in Quilpie thus also encouraging persons from out of town to come and enjoy what Quilpie has to offer them.

The total estimated cost of their project is \$30,500

Contribution from the Quilpie Motorcycle Association is \$20,000

Amount provided by other funding is \$8,000

The request for assistance from Council includes:

- \$2,500 cash contribution
- In-kind assistance – wavering of hire fees valued @ \$105
 - Tables, Chairs.
- Equipment Loan:
 - 3 x Pop-up Tents
 - Bain Marie
 - 15 Wheelie bins
 - Rubbish collection Sunday
 - Generator

Previous Applications:

2021 – Approved - \$2,500 plus in-kind support of Wheelie Bins, Chairs Tables Bain Marie and generator. Rubbish collection on Sunday was not approved

2020 – Approved - \$2,500 plus in-kind support of Wheelie Bins & rubbish collection, Chairs Tables Bain Marie and generator.

Council has a Community Assistance Policy which provides a structure for providing assistance to community organisations which is open, transparent, legal, equitable, and furthers the aims and objectives of the Council and to ensure that financial assistance, gifts and concessions to community organisations are provided in an equitable and accountable manner and produce the benefits towards which they are aimed.

The policy states that requests for funding will typically be capped at \$2,000 however each request will be considered on a “merit based” approach. The recommendation to approve a cash contribution of \$2,000 and in-kind assistance valued at \$425 is based on Council’s policy position.

Council can further consider the merits of the application and the budget implications, and make an alternative decision.

OPTIONS

- Council approves the application for \$2,500 cash contribution, plus in-kind and equipment loan of 10 Tables, 100 Chairs, Bain Marie, 3 x Pop-up tents, 15 wheelie bins, generator and Sunday rubbish collection valued at \$105 plus Operator & Plant Hire for Rubbish truck minimum 3 hrs @ double time.
- Council approves the application for \$2,500 cash contribution, plus in-kind and equipment loan of 10 Tables, 100 Chairs, Bain Marie, 3 x Pop-up tents, 15 wheelie bins & generator valued at \$105, plus 1 x 18m2 refuse bin valued at \$495
- Council does not approve the application
- Council approves in part the application
- Council approves a different amount.

CONSULTATION (Internal/External)

Quilpie Motorcycle Association

Quilpie Shire Council

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION***Local Government Regulation 2012******Part 5 Community grants******Section 194 Grants to community organisations***

A local government may give a grant to a community organisation only —

(a) if the local government is satisfied —

(i) the grant will be used for a purpose that is in the public interest; and

(ii) the community organisation meets the criteria stated in the local government's community grants policy; and

(b) in a way that is consistent with the local government's community grants policy.

Section 195 Community grants policy

*A local government must prepare and adopt a policy about local government grants to community organisations (a **community grants policy**), which includes the criteria for a community organisation to be eligible for a grant from the local government.*

Council Policy:**C.01 Community Assistance Program Policy**

This policy covers any request from the community or community organisations outside of established works programs and Council operations. The scope includes financial assistance to community organisations, assistance to businesses and sponsorship requests. Requests for funding will typically be capped at \$2,000 however each request will be considered on a "merit based" approach.

The identified priorities for funding under this program are:

- To assist a community organisation where there is a genuine need or hardship preventing them from operating or undertaking core activities;
- To enhance existing events or programs to increase the benefits to the community;
- To enhance economic development and skills base in the Shire;
- To develop open spaces and sport and recreation facilities within the Shire;
- To promote active participation from a range of community sectors such as youth, aged, family, urban, rural etc; and
- To promote local procurement.

FINANCIAL AND RESOURCE IMPLICATIONS

Council Community Grants

G/L 5190-2500-0000

Budget \$50,000

Expenditure to date \$4,000

Balance \$46,000

RISK MANAGEMENT IMPLICATIONS

Low Risk – All works to be carried out following Council Standard Operational Procedures



COMMUNITY ASSISTANCE PROGRAM APPLICATION FORM

Type of Support

- "In Kind" support - generally means a provision of goods or services or a waiver of fees etc. and is not a direct cash contribution (for example plant or equipment hire, waiver of fees or charges and provision of materials such as loam or gravel).
- "Financial" support - means a direct cash donation to an organisation or person for a Council approved event, project or fundraising activity.

The following local organisations will be eligible for assistance under this policy:

- Charities, Not for Profit or Religious Organisations, Sporting or Hobby Groups / Bodies.

In determining the level of assistance required, Council shall:

- Establish the level of funding available in terms of its coming budget requirements;
- Apportion such funding across each application eligible for funding.

Council shall have sole discretion in determining the type and level of support to be provided to each applicant.

Notification of the assistance to be provided by Council will be in written format to the nominated contact person as detailed in the application.

Applications will be assessed against the following Program priorities:

Program Priorities

The identified priorities for funding under this program are:

- To assist a community organisation where there is a genuine need or hardship preventing them from operating or undertaking core activities;
- To enhance existing events or programs to increase the benefits to the community;
- To enhance economic development and the skills base in the Shire;
- To develop open spaces, sport and recreation facilities within the Shire; and
- To promote active participation from a range of community sectors such as youth, aged, family, urban, rural etc.



1.1 Type of assistance being sought:	
<input checked="" type="checkbox"/>	Direct cash contribution
<input type="checkbox"/>	Provision of assets
<input type="checkbox"/>	Concession
<input checked="" type="checkbox"/>	In-kind
1.2 Applicant details:	
Organisation / Individual Name:	Quilpie Motorcyclist Association Limited
Contact Person for Project:	Kerri Vagg
Postal Address:	P.O Box 251 Quilpie Q 4480
Email Address:	kerri@apvcontracting.com.au
Telephone No:	0417793426
1.3 Brief description of the project / activity for which assistance is being requested:	
Annual motorbike sports weekend including a gymkhana and enduro for family entertainment And attraction event for visitors to the shire. 15 wheelie bins for the weekend – including a rubbish run Saturday afternoon if possible, 3 tents and 100 Chairs - Large generator for catering purposes - 10 x large tables - 1 x 8 tray Bain Marie	
1.4 Event Details	
Name of Event:	Quilpie Motorbike Gymkhana and Enduro
Date of Event:	24 and 25 September 2022
Amount of Funding Requested:	\$2 500.00
Amount of Funding Provided by the Applicant	\$20, 000.00
Amount of Funding Provided by Others	\$8 000.00
Total Estimated Cost of Project:	\$30 500.00
Are you GST registered?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>Note: Please ensure your figures include GST, as this will be the final figure paid</i>	
1.5 Project timeframe:	
Project Start Date	24 september 2022
Project End Date	25 september 2022
Acquittal Report Due (8 weeks after end date)	25 November 2022
1.6 Details of other endeavours to raise funds	
Personal requests for sponsorship from locally and afar businesses. Weekly raffles. managing the bar and drinks station at this years event. Event nominations.	
1.7 Financial position of applicant as at the date of this application including a copy of a recent bank statement and supporting information on why funds are required:	
Due to being a newly formed club we are yet to build on our current financial capacity, hoping that after this years event and with the help of sponsorships and grants we will then be in a stable position to stand on our own feet in the future.	
<i>(Please attach additional information if required)</i>	

Community Assistance Application

1.8 Previous Assistance?			
Have you received previous Council Assistance?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
Please list previous Council Assistance	assistance for the past 3 events		
Have previous programs been acquitted?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No

1.9 Please outline the aims of the project and the direct benefits to the community as a result of this project:
The aim of the project is to increase youth participation in events not previously offered in town, requiring a set of skill different to that of 'riding the common' in an uncontrolled environment compared to a controlled and officiated environment with a competitive yet fun focus. It is an event that all the family can participate in or be a spectator of. Future events in many different genres of motorbike sport events could potentially be held in Quilpie-thus also encouraging persons from out of town to come and enjoy what Quilpie has to offer them.

1.10 Bank details			
Name:	Quilpie Gymkhana and Motorbike Club		
Bank	NAB	Branch:	Quilpie
BSB:	084829	Account Number:	345596030

1.11 DECLARATION		
We, the undersigned do hereby certify that we believe the information contained in this application to be accurate and reliable.		
Kerri Vagg		07/09/2022
Name	Signature	Date
Committee Member / Authorised Persons:		
Anthony Vagg		07/09/2022
Name	Signature	Date

Note: The Community Assistance Acquittal Form must be postmarked or hand delivered to the Quilpie Shire Council NO LATER than eight (8) weeks after the completion of your project. Further assistance will not be given until Acquittal reports are received.

Community Assistance Application

13 FINANCE

13.1 AMENDMENTS TO CREDIT CARD LIMITS & PROCUREMENT POLICY

IX: 228431

Author: Hannah Tully, Finance Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

EXECUTIVE SUMMARY

This report is to request Council's authorisation to amend Councils Credit Card limit and the number of Purchasing Cards held.

RECOMMENDATION

That Council amend the Procurement Policy to increase Council's Credit Card threshold to \$75,000 and the following purchasing card and limits be applied to the Policy:

• Mayor	\$1,000
• Chief Executive Officer	\$8,000
• Director of Corporate and Community Services	\$3,000
• Director of Engineering Services	\$3,000
• Senior Stores Officer	\$3,000
• Fleet and Workshop Manager	\$3,000
• Works Coordinator	\$3,000
• Finance Support Officer – Receivables	\$2,000
• Librarian	\$1,500
• Manager Tourism and Economic Development	\$3,000
• Senior Road Construction, Maintenance and Structures Supervisor	\$5,000
• Water & Sewerage Supervisor	\$5,000
• Facilities Officer	\$5,000
• Town Services Supervisor	\$3,000
• HR Manager	\$3,000
• Manager WHS/ QA	\$2,000
• Executive Assistant/Grants Officer	\$3,000
• Depot Administration Officer	\$1,000
• Health Promotions Officer	\$1,000
• Manager Finance & Administration	\$3,000
• Pest & Livestock Management Coordinator	\$2,000
• Manager Governance & Compliance	\$3,000
Total	\$65,500

BACKGROUND

Currently, Council has a credit card threshold of \$35,000. This consists of the following purchasing cards:

• Mayor	\$3,000
• Chief Executive Officer	\$6,000
• Director of Corporate and Community Services	\$3,000
• Director of Engineering Services	\$3,000
• Senior Stores Officer	\$3,000
• Fleet and Workshop Manager	\$3,000
• Works Coordinator	\$3,000
• Finance Support Officer – Receivables	\$2,000
• Manager Tourism and Economic Development	\$1,500
• Senior Road Construction, Maintenance and Structures Supervisor	\$1,500
• Librarian	\$1,500
Total	\$32,500

As part of a review of Council's Procurement Policy and how we operate in regards to procurement, it is recommended that to improve efficiencies in the procurement of goods and services, that the scope of employees with purchasing cards be expanded.

Due to the increase of on-line procurement eg. booking flights, accommodation, conference registration, spare parts, IT items etc., there are times when Council is unable to (supplier only accepts payment by credit card) or it is not cost effective to raise a Purchase Order and make payment through the Creditors System.

Council is also aiming to using Purchasing Cards more often for everyday transactions to reduce the number of transactions going through the Creditors system. This will reduce the time taken to process payments by our financial team.

Amendments to existing and proposed new purchasing cards need to be approved by Council resolution as this is a requirement that must be met before the bank will approve issuing the cards.

Details of purchasing card authorisation and limit amounts will be incorporated into the Procurement Policy for Council consideration / adoption. The existing Credit Card policy will be revised to focus on administrative use of the cards by staff and will be authorised under the CEO jurisdiction.

CONSULTATION (Internal/External)

Chief Executive Officer

Procurement Officer

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Procurement Policy

Procurement (Credit Card & Credit Devices) Procedure

FINANCIAL AND RESOURCE IMPLICATIONS

The financial implications is an increase of \$40,000 to the Credit Card Limit.

RISK MANAGEMENT IMPLICATIONS

In accordance with Council's Risk Management Policy.

13.2 FINANCIAL SERVICES REPORT MONTH ENDING 31 AUGUST 2022**IX: 229169****Author: Sharon Frank, Acting Director Corporate and Community Services****Attachments: 1. Monthly Finance Report - August 2022.pdf****KEY OUTCOME**

Key Outcome: 4. Strong Governance

Key Initiative: 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

EXECUTIVE SUMMARY

The purpose of this report is to present the monthly financial report to Council in accordance with section 204 of the *Local Government Regulation 2012* for the period ended 31 August 2022.

RECOMMENDATION

That Council receive the Finance Report for the period ending 31 August 2022.

BACKGROUND

Section 204 of the *Local Government Regulation 2012* requires a financial report to be present 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 a financial year up to a day as near as practicable to the end of the month before the meeting is held.

CONSULTATION (Internal/External)

Not applicable

LEGAL IMPLICATIONS

Not applicable

POLICY AND LEGISLATION***Local Government Regulation 2012******204 Financial report***

(1) *The local government must prepare a financial report.*

(2) *The chief executive officer must present the financial report —*

(a) if the local government meets less frequently than monthly — at each meeting of the local government; or

(b) otherwise — at a meeting of the local government once a month.

(3) *The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.*

FINANCIAL AND RESOURCE IMPLICATIONS

As per attached documentation.

RISK MANAGEMENT IMPLICATIONS

Low in accordance with Council's Risk Management Policy

Income Statement

For the Month Ending 31st August 2022
Year Elapsed 17%

	Actual July	Actual YTD	Annual Budget	%
REVENUE				
Operating Revenue				
Rates, Levies and Charges	(74,818)	(76,785)	6,666,500	-1%
Fees and Charges	8,534	19,457	82,500	24%
Rental Income	40,004	73,622	460,500	16%
Interest Received	1,100	2,073	151,000	1%
Other Income	-	-	39,000	0%
Recoverable Works Revenue	906,888	583,127	14,049,000	4%
Grants and Subsidies	720	4,720	6,221,000	0%
Total Operating Revenue	882,428	606,213	27,669,500	2%
EXPENSES				
Operating Expenses				
Corporate Governance	104,613	145,028	1,785,000	8%
Administration Costs	126,825	280,292	1,892,000	15%
Community Service Expenses	153,526	273,889	2,076,000	13%
Utilities Costs	68,819	100,913	686,500	15%
Recoverable Works / Flood Damage	590,542	1,600,386	14,110,000	11%
Environmental Health Expenses	45,878	69,352	1,245,500	6%
Net Plant Operations	(88,237)	(260,721)	(1,662,000)	16%
Tourism and Economic Development	60,550	89,717	1,028,000	9%
Infrastructure Maintenance	115,254	207,702	2,278,000	9%
Finance Costs	402	1,040	35,000	3%
Depreciation and Amortisation	-	-	6,167,500	0%
Total Operating Expenses	1,178,171	2,507,599	29,641,500	8%
NET OPERATING SURPLUS	(295,744)	(1,901,385)	(1,972,000)	96%
Capital Revenue				
Grants and Subsidies	-	-	7,221,000	0%
Gain / (Loss) on Disposal of PPE	-	100,390	-	0.00%
Total Capital Revenue	-	100,390	7,221,000	1%
NET RESULT	(295,744)	(1,800,995)	5,249,000	-34%

Notes:

- Rates and charges for period 1 July 2022 to 31 December 2022 will be issue in September.
- Depreciation transactions cannot be processed until last financial year's assets are finalised and the financial statements are completed.
- Expenses generally as expected for this time of year.

Balance Sheet

For the Month Ending 31st August 2022

Year Elapsed 17%

	Actual YTD	Annual Budget	%
Current Assets			
Cash and Equivalents	28,445,825	15,966,846	178%
Trade Receivables	489,245	794,957	62%
Rate Receivables	1,583,329	1,628,564	97%
Inventories	1,476,228	1,070,611	138%
Total Current Assets	31,994,627	19,460,978	164%
Non-Current Assets			
Trade and Other Receivables	112,432	52,142	216%
Property, Plant and Equipment	242,674,757	240,049,677	101%
Capital Works in Progress	722,294	19,815,000	4%
Total Non-Current Assets	243,509,483	259,916,819	94%
TOTAL ASSETS	275,504,110	279,377,797	99%
Current Liabilities			
Trade and Other Payables	5,881,885	2,624,847	224%
Employee Leave Provisions	967,795	980,440	99%
Total Current Liabilities	6,849,679	3,605,287	190%
Non-Current Liabilities			
Employee Leave Provisions	281,307	261,613	108%
Total Non-Current Liabilities	281,307	261,613	108%
TOTAL LIABILITIES	7,130,987	3,866,900	184%
NET COMMUNITY ASSETS	268,373,124	275,510,897	97%
Community Equity			
Shire Capital Account	88,402,906	99,191,732	89%
Asset Revaluation Reserve	160,334,761	160,334,761	100%
Current Year Surplus	(1,800,995)	5,249,000	-34%
Accumulated Surplus (B/Fwd)	21,436,452	10,735,404	200%
TOTAL COMMUNITY EQUITY	268,373,124	275,510,897	97%

Notes:

- There are no significant concerns in relation to the Balance Sheet. Inventories are high due to the identification of land for sale incorrectly categorised as a non-current asset.
- Brought forwarded balances from 2021/22 FY will be updated once the audit is complete and the financial statements are finalised.

Cash Flow Statement

For the Month Ending 31st August 2022

Year Elapsed 17%

	Actual YTD	Annual Budget	%
Cash Flows from Operating Activities			
Receipts from Customers	1,816,249	10,278,276	18%
Payment to Suppliers and Employees	(4,721,786)	(23,450,607)	20%
	(2,905,538)	(13,172,331)	22%
Interest Received	24,477	170,000	14%
Rental Income	73,622	460,000	16%
Operating Grants and Subsidies	5,765	8,791,500	0%
Net Cash Inflow (Outflow) from Operating Activities	(2,801,674)	(3,750,831)	75%
Cash Flows from Investing Activities			
Payments for Property, Plant and Equipment	(324,428)	(19,815,000)	2%
Net Movement on Loans and Advances	-	4,000	0%
Proceeds from Sale of Assets	100,390	850,000	12%
Capital Grants and Subsidies		7,221,000	0%
Net Cash Inflow (Outflow) from Investing Activities	(224,038)	(11,740,000)	2%
Cash Flows from Financing Activities			
Repayments of Loans	-	-	0%
Net Cash Inflow (Outflow) from Financing Activities	-	-	0%
Net Increase (Decrease) in Cash Held	(3,025,712)	(15,490,831)	
Cash at Beginning of Reporting Period	31,471,535	31,457,677	
Cash at End of Reporting Period	28,445,824	15,966,846	

Capital Expenditure Summary

Asset Description	Type	Brought Forward WIP 30/06/2022	Current Year (Actual)	Current Year (Committed)	Total Year to Date	Budget 2022/23	%	Total Project Cost	Comments
Buildings and Structures									
CARRY-OVER: 2 X 4 Bedroom Houses Quilpie	N	25,163	-	47,336	47,336	874,000	5%	72,499	Tenders closed. Report presented to Council. Adopted to build four (4) transportable houses in lieu.
CARRY-OVER: 1 x 3 Bedroom House Eromanga	N	147,647	45,944	136,930	182,874	152,000	120%	330,521	Under construction - 80% complete
CARRY-OVER: ENHM - Stage 3	N	-	-	-	-	600,000	0%	-	
CARRY-OVER: TMR/QRA Office	N	1,700	-	-	-	148,000	-	1,700	
CARRY-OVER: Quilpie Shire Admin Offices	R	-	-	-	-	10,000	0%	-	
Council Housing Refurbishments	R	-	-	36,636	36,636	280,000	13%	91,164	Galah St House completed. Other painting works ordered.
Gyrica Housing Refurbishment	R	-	-	-	-	100,000	0%	-	
Adavale Work Camp Upgrade	U	-	-	-	-	20,000	0%	-	
Eromanga Work Camp Upgrade	U	-	-	-	-	50,000	0%	-	
Cheepie Work Camp Upgrade	U	-	-	-	-	20,000	0%	-	
Quilpie Hall - Shower Block	N	-	-	-	-	100,000	0%	-	
Adavale Hall - Ground Upgrade	U	-	-	-	-	50,000	0%	-	
Library - Airconditioner Replacement	R	-	-	-	0	30,000	0%	-	
Townhouse Estate Development	N	54,528	-	239,602	239,602	7,852,000	0%	294,130	Concept plans underway. Soil testing completed.
		229,037	45,944	460,504	506,448	10,286,000	5%	790,013	
Other Infrastructure									
CARRY-OVER: Bi-centennial Upgrade	U	-	76,436	5,390	81,826	20,000	409%	81,826	Completed
Knot-o-saurus Park - Stage 1		-	-	4,105	4,105	-	-	4,105	Near completion. Signage to be installed.
CARRY-OVER: Baldy Top Beautification	N	59,492	12,965	-	12,965	-	-	72,457	All works completed except for shed painting.
CARRY-OVER: River Walk Beautification	N	31,258	30,994	2,200	33,194	50,000	66%	64,452	Completed.
CARRY-OVER: Toompine Playground / Shade Str	N	-	106	10,220	10,326	25,000	41%	10,326	Playground completed in 21/22. Softfall to be installed.
CARRY-OVER: Shade Structures Upgrade	R	15,805	-	-	-	-	-	15,805	Materials received.
Quilpie Footpath Masterplan	N	-	15,362	-	15,362	-	-	15,362	Completed.
CARRY-OVER: Quilpie Cemetery Beautification	U	5,864	-	-	-	14,000	0%	5,864	Drainage earthworks completed.
CARRY-OVER: Adavale Museum	R	-	-	-	-	20,000	0%	-	Not commenced
CARRY-OVER: Park Seating at Council Facilities	U	-	10,028	-	10,028	12,000	84%	10,028	Some seating installed.
CARRY-OVER: Aerodrome Fuel Relocation	R	-	-	-	-	175,000	-	-	Not commenced
Rain Guages	N	-	-	-	-	45,000	0%	-	Request sent to supplier.
Opalopolis Park Upgrade - Stage 1	U	-	-	-	-	275,000	0%	-	Quotes sought. Eromanga pool ordered.
Community Christmas Tree	R	-	-	-	-	35,000	0%	-	Order to be placed.
Toompine Aerodrome Upgrade	U	-	-	-	-	85,000	0%	-	Quotations underway for materials.
CARRY-OVER: Toompine Transfer Station	R	-	-	-	-	50,000	0%	-	Design work underway.
Eromanga Transfer Station	R	-	8,789	-	8,789	50,000	18%	8,789	Awaiting state planning approval.
Adavale Transfer Station	R	-	-	-	-	50,000	0%	-	
Bulloo Park / Galah St Irrigation	N	-	-	-	-	30,000	0%	-	
Mobility Access Footpath - ENHM	N	-	-	-	-	25,000	0%	-	
Eromanga Pool	R	375	3,209	-	3,209	-	-	3,584	Consultant seeking designs.
		112,794	157,888	21,915	179,803	961,000	-	292,598	

Capital Expenditure Summary

Asset Description	Type	Brought Forward WIP 30/06/2022	Current Year (Actual)	Current Year (Committed)	Total Year to Date	Budget 2022/23	%	Total Project Cost	Comments
Plant & Equipment									
2021-2022 Plant Replacement	WFM	-	62,373	-	62,373			62,373	
2022 - 2024 Plant Replacement	MFA	-	8,065	-	8,065			8,065	
CARRY-OVER: Replace Unit 93 - Ranger				60,909		61,000			Tender awarded
CARRY-OVER: Replace Unit 1103 - Ranger				60,909		61,000			Tender awarded
CARRY-OVER: Replace Unit 1104 - Ranger				60,909		61,000			Tender awarded
CARRY-OVER: Replace Unit 1109 - Ranger				60,909		61,000			Tender awarded
Ford Everest			62,373						Completed
96 - Mitsubishi Fighter						140,000			Tender awarded
31 - SES Hilux Eromanga				49,091		65,000			
3001 - Komatsu Grader						460,000			
3200 - Ammann Roller						230,000			
134 - Ammann Roller						230,000			
67 - Tractor John Deere						60,000			
68 - Honda Hustler Super Z						35,000			
69 - Husqvarna Mower PZ 29D Zxero						30,000			
NEW - Ryobi Electric Zero turn						10,000			
1115 - Toyota Hilux (SES)						65,000			
1105 - Toyota Hilux						55,000			
1119 - Toyota Hilux						60,000			
1113 - Toyota Prado						70,000			
1116 - Toyota Prado						70,000			
43 - Toyota Hi-Ace Bus						80,000			
4502 - Honda CRF230F						8,000			
4505 - Can-Am Defender						25,000			
4170 - Generator						80,000			
323 - Concrete Crew Trailer						15,000			
401 - Diesel Fuel Tanker						25,000			
325 - Fuel Trailer Adavale						25,000			
251 - Generator						15,000			
252 - Generator						15,000			
NEW - Gypsum Spreader			8,065			15,000			
3401 - Bobcat skidsteer 5770						150,000			
130 - Tractor John Deere						90,000			
4001 - Toro Zero Turn Mower						30,000			
4002 - Hustler 0 Turn						18,000			
2600 - Tandem Axel Dolly						40,000			
2601 - Side Tipper - Second Hand						160,000			
220 - Side Tipper						160,000			
2000 - Mitsubishi Fuso Canter						100,000			
2001 - Mitsubishi Fuso canter						100,000			
95 - Mitsubishi Fighter 1224						200,000			
50 - Kenworth T650						370,000			
1117 - Toyota Landcruiser Ute						75,000			
1118 - Toyota Landcruiser Ute						75,000			

Capital Expenditure Summary

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Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
1000-0001	CORPORATE GOVERNANCE							
1000-0002	EXECUTIVE SERVICES							
1000-2000-0000	Executive Services Salaries and Oncosts	CEO			42,396	283,000	15%	
1000-2020-0000	Executive Services Expenses	CEO			6,936	533,000	1%	
1000-2040-0000	Executive Services - HR Expenses	HR			35,519	367,000	10%	
1000-0002	EXECUTIVE SERVICES		-	0%	84,852	1,183,000	7%	
1100-0002	COUNCILLORS EXPENSES							
1100-2000-0000	Councillor Wages	CEO			23,719	337,000	7%	
1100-2001-0000	Councillor Remuneration - Meetings	CEO			4,599	65,500	7%	
1100-2020-0000	Councillors Allowances & Expenditure	CEO			1,311	14,500	9%	
1100-2025-0000	Councillor Superannuation	CEO			5,947			
1100-2030-0000	Councillor Professional Dev Training	CEO			-	5,000	0%	
1100-2040-0000	Councillors Conferences & Deputation	CEO			4,656	22,000	21%	
1100-2060-0000	Meeting Expenses	CEO			480	8,000	6%	
1100-0002	COUNCILLORS EXPENSES		-	0%	40,713	452,000	9%	
1000-0001	CORPORATE GOVERNANCE		-	0%	125,564	1,635,000	8%	
2100-0002	ADMINISTRATION & FINANCE							
2100-2000-0000	Administration Salaries	MF			127,537	1,339,000	10%	
2100-2020-0000	Consultants	MF			12,145	120,000	10%	
2100-2070-0000	Staff Training & Development	HR			35,056	175,000	20%	
2100-2090-0000	Council Gym Membership Program - 20%	HR			180	6,000	3%	
2100-2110-0000	Advertising	MF			455	8,000	6%	
2100-2120-0000	Audit Fees	MF			5,200	100,000	5%	
2100-2130-0000	Bank Charges	MF			1,040	7,000	15%	
2100-2180-0000	Computer Services	MF			24,427	206,000	12%	
2100-2185-0000	Fringe Benefits Tax	MF			2,193	13,000	17%	
2100-2220-0000	Shire Office Operating Expenses	DCCS			16,537	87,000	19%	
2100-2230-0000	Insurance	MF			11,714	80,000	15%	
2100-2270-0000	Legal Expenses	MF			7,726	50,000	15%	
2100-2280-0000	Postage	DCCS			194	5,000	4%	
2100-2290-0000	Printing & Stationery	DCCS			180	35,000	1%	
2100-2330-0000	Shire Office Repairs & Maintenance	DCCS			1,445	11,000	13%	
2100-2340-0000	Subscriptions	CEO			49,197	110,000	45%	LGAQ annual subscription paid.
2100-2350-0000	Administration Telephone & Fax	MF			2,461	60,000	4%	
2100-2370-0000	Valuation Fees Rates	MF			8,314	9,000	92%	Annual subscription - valuation role services
2100-2500-0000	Valuation of Assets	MF			-	30,000	0%	
2100-2510-0000	Asset Management Expenses	CEO			-	20,000	0%	
2100-2600-0000	Depn General Admin	DCCS			-	55,000	0%	
2100-0002	ADMINISTRATION & FINANCE		-	0%	306,002	2,526,000	12%	

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
2110-0002 STORES								
2110-2220-0000 Stores Operating Expenses	MF				26,049	198,000	13%	
2110-2225-0000 Stores Write-Offs	MF				-	-	0%	
2110-2250-0000 Auction Expenses	MF					5,000		
2110-2540-0000 Freight	MF				26,743	15,000	178%	
2110-2815-0000 Stores Oncosts Recoveries	MF				(22,707)	(122,000)	19%	
2110-0002 STORES		-	-	0%	30,086	96,000	31%	
2200-0002 RATES & CHARGES								
2210-0003 General Rates - Resid. / Commercial								
2210-1000-0000 Rates - Residential / Commercial	MF	56	246,000	0%				
2210-1005-0000 Interest on Rates	MF	21,441	3,000	715%				
2210-1080-0000 Discount - Residential / Commercial	MF	-	(21,000)	0%				
2210-1085-0000 Pensioner Rebates	MF	-	(4,500)	0%				
2210-1090-0000 Writeoffs and Refunds	MF	(2,256)	(1,000)	226%				
2210-0003 General Rates - Resid. / Commercial		19,241	222,500	9%	-	-	0%	
2230-0003 General Rates - Rural Categories								
2230-1000-0000 Rates - Rural Categories	MF	-	1,584,000	0%				
2230-1005-0000 Interest on Rates - Rural	MF	-	6,000	0%				
2230-1080-0000 Discount - Rural Categories	MF	-	(140,000)	0%				
2230-0003 General Rates - Rural Categories		-	1,450,000	0%	-	-	0%	
2236-0003 General Rates - Oil and Gas Activity								
2236-1000-0000 Rates - Oil and Gas Activities	MF	(102,164)	4,522,000	-2%				
2236-1005-0000 Interest on Rates - Oil and Gas	MF	-	5,000	0%				
2236-1080-0000 Discount - Oil and Gas Activities	MF	5,108	(400,000)	-1%				
2236-1090-0000 Write-offs and Refunds - Oil and Gas	MF	-	(3,000)	0%				
2236-0003 General Rates - Oil and Gas Activity		(97,056)	4,124,000	-2%	-	-	0%	
2295-1100-0000 FAGS General Component	MF	-	4,467,000	0%				
2295-1130-0000 FAGS Identified Road Component	MF	-	1,434,000	0%				
2297-1000-0000 SWQ Water and Sewerage Alliance Revenue	DES		1,523,000					
2297-2000-0000 SWQ Water and Sewerage Alliance Costs	DES		(1,523,000)					
2298-1200-0000 Capital Grant - SES Donation	MF	-	58,000	0%				
2298-1205-0000 Cap Grant - LRCIP Programme	MF	-	1,783,000	0%				
2298-1210-0000 Capital Grant - RAUP Toompine	MF	-	42,000	0%				
2298-1220-0000 Capital Grant - LGGSP - Townhouses	MF	-	2,192,000	0%				
2298-1230-0000 Capital Grant - BOR Toompine Bore	MF	-	670,000	0%				
2298-1235-0000 Capital Grant - Toompine Bore Contributions	MF	-	60,000					
2298-1240-0000 Cap Grant - Driver Reviver Upgrade	MF	-	-	0%				
2298-1245-0000 Cap Grant - Early Warn Flood Cameras	MF	-	-	0%				
2298-1250-0000 Cap Grant - ENHM - BOR	MF	-	-	0%				
2298-1260-0000 Cap Grant - ENHM - BBRF	MF	-	-	0%				
2298-1265-0000 Cap Grant - BBRF - Gyrica Gardens	MF	-	-	0%				
2298-1270-0000 Cap Grant - R2R Revenue	MF	-	1,036,000	0%				
2298-1275-0000 Capital Grant - BOR Quilpie STP Design			300,000					
2298-1280-0000 Cap Grant - LGGSP - Q Water Upgrade	MF	-	-	0%				
2298-1285-0000 Cap Grant - W4Q 21-24	MF	-	1,080,000	0%				
2298-1290-0000 Cap Grant - W4Q 19-21 (Various)	MF	-	-	0%				
2298-1295-0000 Cap Grant - W4Q Covid	MF	-	-	0%				
2295-0002 GRANTS		-	13,122,000	0%	-	-	0%	

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
2300-0002 OTHER REVENUE								
2300-1500-0000 Administration Fees (GST Applies)	MF	109	5,000	2%				
2300-1510-0000 Admin Fees (GST Exempt)	MF	661	5,000	13%				
2300-1601-0000 Fire Levy Commission	MF	-	4,000	0%				
2300-1800-0000 Bank Interest Received	MF	2,073	1,000	207%				
2300-1810-0000 Investment Interest	MF	-	150,000	0%				
2300-1990-0000 Miscellaneous Income	MF	3,395	2,000	170%				
2300-1995-0000 Misc Income GST Free	MF	374	2,000	19%				
2300-2130-0000 Investment Admin Fees	MF				-	28,000	0%	
2310-1300-0000 Quilpie Club Rent	MF	-	500	0%				
2310-2300-0000 Quilpie Club Expenses	MF				137	500	27%	
2300-0002 OTHER REVENUE		6,612	169,500	4%	137	28,500	0%	
2400-0002 EMPLOYEE ONCOSTS								
2400-2010-0000 Expense Annual Leave	MF				100,849	550,000	18%	
2400-2011-0000 Expense Long Service Leave	MF				14,224	130,000	11%	
2400-2012-0000 Expense Sick Leave	MF				61,317	140,000	44%	
2400-2013-0000 Expense Public Holiday	MF				48	170,000	0%	
2400-2015-0000 Expense Bereavement Leave	MF				-	4,000	0%	
2400-2016-0000 Expense Domestic Violence Leave	MF				-	2,000	0%	
2400-2020-0000 Expense Maternity Leave	MF				-	7,000	0%	
2400-2065-0000 Expense Super Contributions	MF				87,337	590,000	15%	
2400-2230-0000 Expense Workers Compensation	MF				(635)	80,000	-1%	
2400-2315-0000 Expense Employee Relocation	MF				-	10,000	0%	
2400-2410-0000 Expense WH&S	MF				21,826	216,000	10%	
2400-2821-0000 Recovery Annual Leave	MF				(70,799)	(550,000)	13%	
2400-2822-0000 Recovery Sick Leave	MF				(18,359)	(140,000)	13%	
2400-2823-0000 Recovery LSL	MF				(15,735)	(130,000)	12%	
2400-2824-0000 Recovery Public Holidays	MF				(24,115)	(170,000)	14%	
2400-2825-0000 Recovery Superannuation	MF				(76,150)	(590,000)	13%	
2400-2826-0000 Recovery Workers Comp	MF				(11,254)	(80,000)	14%	
2400-2827-0000 Recovery Training	MF				(26,227)	(175,000)	15%	
2400-2828-0000 Recovery WH&S	MF				(33,045)	(193,000)	17%	
2400-2829-0000 Recovery Contractors	MF				(22,225)	(240,000)	9%	
2400-2830-0000 Recovery Office Equipment	MF				(8,186)	(60,000)	14%	
2400-2831-0000 Recovery Administration	MF				(14,758)	(120,000)	12%	
2400-0002 EMPLOYEE ONCOSTS		-	-	0%	(35,888)	(549,000)	7%	
2000-0001 ADMINISTRATION AND FINANCE		(71,203)	19,088,000	0%	300,337	2,101,500	14%	

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

		REVENUE			EXPENSE			COMMENTS
	Resp. Off	ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
3000-0001	INFRASTRUCTURE							
3000-0002	ENGINEERING ADMIN & SUPERVISION							
3000-1100-0000	Apprentice Incentive Payments	DES	-	15,000	0%			
3000-2029-0000	Engineering O/C Recover Supervision	DES			(35,622)	(230,000)	15%	
3000-2030-0000	Engineering O/C Recover Plant	DES			(3,727)	(20,000)	19%	
3000-2040-0000	Engineering O/C Recover FP & LT	DES			(10,454)	(50,000)	21%	
3000-2050-0000	Engineering O/C Recover Wet Weather	DES			(5,262)	(30,000)	18%	
3000-2060-0000	Wet Weather Wages Expense	DES			1,846	30,000	6%	
3000-2080-0000	Purchase Equipment - cameras, data loggers	DES			52		0%	
3000-2220-0000	Engineering Management Expenses	DES			2,854	75,000	4%	
3000-2420-0000	Quality Assurance Expenses	DES			7,636	67,000	11%	
3000-2500-0000	W&S Infrastrucutre Strategy	DES			-	-	0%	
3000-2985-0000	Engineering Consultants	DES			-	100,000	0%	
3000-2990-0000	Works Supervision	DES			85,583	721,000	12%	
3000-0002	ENGINEERING ADMIN & SUPERVISION		-	15,000	0%	42,905	663,000	6%
3100-0002	WATER							
3100-0003	WATER - QUILPIE							
3100-1000-0000	Quilpie Water Charges	DES	-	243,000	0%			
3100-1005-0000	Quilpie Water Charges Interest	DES	288	1,000	29%			
3100-1080-0000	Quilpie Water Discount	DES	-	(21,000)	0%			
3100-1085-0000	Quilpie Water Pensioner Rebate	DES	-	(3,500)	0%			
3100-1090-0000	Quilpie Water Writeoff and Refund	DES	(7)	(500)	1%			
3100-2200-0000	Drinking Water Quality Plan	DES			-	5,000	0%	
3100-2230-0000	Quilpie Water Operations	DES			18,614	97,000	19%	
3100-2800-0000	Depn Quilpie Water	DES			-	117,000	0%	
3100-0003	WATER - QUILPIE		280	219,000	0%	18,614	219,000	8%
3110-0003	WATER - EROMANGA							
3110-1000-0000	Eromanga Water Charges	DES	-	30,000	0%			
3110-1080-0000	Eromanga Water Discount	DES	-	(2,500)	0%			
3110-1085-0000	Eromanga Water Pensioner Rebate	DES	-	(500)	0%			
3110-1090-0000	Eromanga Water Writeoff and Refund	DES	(3)	-	0%			
3110-2220-0000	Eromanga Water Operations-Wages	DES			1,263	31,500	4%	
3110-2230-0000	Eromanga Water Operations-Expenses	DES			2,385	50,000	5%	
3110-2600-0000	Depn Eromanga Water	DES			-	132,000	0%	
3110-0003	WATER - EROMANGA		10	27,000	0%	3,648	213,500	2%
3120-0003	WATER - ADAVALE							
3120-1000-0000	Adavale Water Charges	DES	-	26,000	0%			
3120-1005-0000	Adavale Water Charges Interest	DES	36	-	0%			
3120-1080-0000	Adavale Water Discount	DES	-	(2,000)	0%			
3120-1085-0000	Adavale Water Pensioner Remissions	DES	-	(1,000)	0%			
3120-2220-0000	Adavale Water Operations	DES			903	5,000	18%	
3120-2600-0000	Depn Adavale Water	DES			-	17,000	0%	
3120-0003	WATER - ADAVALE		36	23,000	0%	903	22,000	4%

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

		REVENUE			EXPENSE			COMMENTS
Resp. Off		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
3130-0003	WATER - CHEEPIE							
3130-2220-0000	Cheepie Water Operations	DES			680	2,000	34%	
3130-2600-0000	Depn Cheepie Water	DES			-	1,000	0%	
3130-0003	WATER - CHEEPIE		-	0%	680	3,000	23%	
3140-0003	WATER - TOOMPINE							
3140-2220-0000	Toompine Water Operations-Wages	DES			-	2,000	0%	
3140-2230-0000	Toompine Water Operations	DES			-	2,000	0%	
3140-2600-0000	Water Depreciation-Toompine	DES			-	2,000	0%	
3140-0003	WATER - TOOMPINE		-	0%	-	6,000	0%	
3100-0002	WATER		327	269,000 0%	66,750	463,500 14%		
3200-0002	SEWERAGE							
3200-0003	SEWERAGE QUILPIE							
3200-1000-0000	Quilpie Sewerage Charges	DES	-	196,000 0%				
3200-1005-0000	Quilpie Sewerage Interest	DES	237	1,000 24%				
3200-1080-0000	Quilpie Sewerage Discount	DES	-	(18,000) 0%				
3200-1085-0000	Quilpie Sewerage Pensioner Remission	DES	-	(500) 0%				
3200-1090-0000	Quilpie Sewerage Writeoff & Refunds	DES	(15)	(500) 3%				
3200-1510-0000	Quilpie Sewerage Connection	DES	-	1,000 0%				
3200-2230-0000	Quilpie Sewerage Operations	DES			13,891	90,000 15%		
3200-2600-0000	Depn Quilpie Sewerage	DES			-	110,000 0%		
3200-0003	SEWERAGE QUILPIE		222	179,000 0%	13,891	200,000 7%		
3210-0003	SEWERAGE EROMANGA							
3210-1000-0000	Eromanga Sewerage Charges	DES	-	23,000 0%				
3210-1005-0000	Eromanga Sewerage Charges Interest	DES	14	- 0%				
3210-1080-0000	Eromanga Sewerage Discount	DES	-	(2,000) 0%				
3210-1090-0000	Eromanga Sewerage Writeoff & Refunds	DES	(6)	- 0%				
3210-2230-0000	Eromanga Sewerage Operations	DES			293	17,000 2%		
3210-2600-0000	Depn Eromanga Sewer	DES			-	23,000 0%		
3210-0003	SEWERAGE EROMANGA		8	21,000 0%	293	40,000 1%		
3212-0003	SEWERAGE ADAVALE							
3212-2600-0000	Depn Adavale Septic System	DES			-	500 0%		
3212-0003	SEWERAGE ADAVALE		-	- 0%	-	500 0%		
3214-0003	SEWERAGE TOOMPINE							
3214-2600-0000	Depn Toompine Hall Septic System	DES			-	500 0%		
3214-0003	SEWERAGE TOOMPINE		-	- 0%	-	500 0%		
3200-0002	SEWERAGE		230	200,000 0%	14,183	241,000 6%		

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
3300-0002								
3300-0003								
3300-2220-0000	DES				19,464	150,000	13%	
3300-2230-0000	DES				54,419	450,000	12%	
3300-2600-0000	DES				-	3,250,000	0%	
3300-0003		-	-	0%	73,883	3,850,000	2%	
3303-0003								
3303-1160-0000	DES	-		0%				
3303-0003		-	-	0%	-	-	0%	
3304-0003								
3304-1160-0000	DES	16,485		0%				
3304-2300-0000	DES				-		0%	
3304-0003		16,485	-	0%	-	-	0%	
3305-0003								
3305-1150-0000	DES	-		0%				
3305-1250-0000	DES	-	4,000,000	0%				
3305-2200-0000	DES				-		0%	
3305-2300-0000	DES				394,276	4,000,000	10%	
3305-0003		-	4,000,000	0%	394,276	4,000,000	10%	
3306-0003								
3306-1250-0000	DES	-	5,000,000	0%				
3306-2200-0000	DES				925	-	0%	
3306-2300-0000	DES				494,141	5,000,000	10%	
3306-0003		-	5,000,000	0%	495,066	5,000,000	10%	
3310-0003								
3310-2220-0000	DES				57,012	591,000	10%	
3310-2230-0000	DES				-	30,000	0%	
3310-2240-0000	DES				121	5,000	2%	
3310-0003		-	-	0%	57,133	626,000	9%	
3330-0003								
3330-1510-0000	DES	2,000	10,000	20%				
3330-2220-0000	DES				395	62,000	1%	
3330-2330-0000	DES				20,000	177,000	11%	
3330-2600-0000	DES				-	387,000	0%	
3330-0003		2,000	10,000	20%	20,395	626,000	3%	
3340-0003								
3340-2220-0000	DES				604	22,000	3%	
3340-2230-0000	DES				35,742	275,000	13%	
3340-0003		-	-	0%	36,346	297,000	12%	

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

		REVENUE			EXPENSE			COMMENTS
Resp. Off		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
3350-0003	PLANT & MACHINERY							
3350-1510-0000	Gain/Loss on Sale/Disposal of Plant	DES	100,390	0%				
3350-1570-0000	Diesel Rebate - ATO	DES	3,280	4%				
3350-2145-0000	Small Plant Repairs	DES			2,032	23,000	9%	
3350-2225-0000	Small Plant Purchases	DES			1,963	20,000	10%	
3350-2229-0000	Plant Operations	DES			128,483	703,000	18%	
3350-2330-0000	Plant Repairs & Maintenance	DES			155,615	820,000	19%	
3350-2331-0000	Plant Registration	DES			10,567	75,000	14%	
3350-2585-0000	Plant Recoveries	DES			(595,726)	(3,600,000)	17%	
3350-2600-0000	Depn Plant	DES			-	645,000	0%	
3350-0003	PLANT & MACHINERY		103,670	75,000 138%	(297,067)	(1,314,000) 23%		
3360-0003	AERODROME							
3360-1310-0000	Quilpie Refuelling Revenue	DES	31,790	250,000 13%				
3360-1320-0000	CASA Drone Signage Sponsorship	DES	-	0%				
3360-2310-0000	Quilpie Refuelling Op & R&M	DES			18,140	255,000	7%	
3360-2320-0000	CASA Drone Signage	DES			-		0%	
3360-2325-0000	Quilpie Aerodrome Operations	DES			749	30,000	2%	
3360-2330-0000	Quilpie Aerodrome Repairs & Maint	DES			11,180	100,000	11%	
3360-2340-0000	Eromanga Aerodrome Repairs & Maint	DES			1,660	10,000	17%	
3360-2350-0000	Adavale Aerodrome Repairs & Maint	DES			163	2,000	8%	
3360-2360-0000	Toompine Aerodrome Repairs & Maint	DES			163	2,000	8%	
3360-2370-0000	Cheepie Aerodrome Repairs & Maint	DES			-	2,000	0%	
3360-2600-0000	Depn Quilpie Aerodrome	DES			-	303,000	0%	
3365-2600-0000	Depn Eromanga Aerodrome	DES			-	65,000	0%	
3360-0003	AERODROME		31,790	250,000 13%	32,054	769,000 4%		
3370-0003	BULLOO PARK							
3370-1500-0000	Bulloo Park Fees	DCCS	95	2,000 5%				
3370-2220-0000	Bulloo Park Operations	DCCS			4,641	121,000	4%	
3370-2600-0000	Depn Bulloo Park	DCCS			-	94,000	0%	
3370-0003	BULLOO PARK		95	2,000 5%	4,641	215,000 2%		
3371-0003	BULLOO RIVER WALKWAY							
3371-2220-0000	Bulloo River Walkway Operations	MED			-	5,000	0%	
3371-0003	BULLOO RIVER WALKWAY		-	- 0%	-	5,000 0%		
3375-0003	JOHN WAUGH PARK							
3375-2220-0000	John Waugh Park Operations	DCCS			5,385	110,000	5%	
3375-2600-0000	Depn John Waugh Park	DCCS			-	17,500	0%	
3375-0003	JOHN WAUGH PARK		-	- 0%	5,385	127,500 4%		
3376-0003	BICENTENNIAL PARK							
3376-2220-0000	Bicentennial Park Operations	DCCS			8,727	35,000	25%	
3376-2600-0000	Depn Bicentennial Park	DCCS			-	49,000	0%	
3376-0003	BICENTENNIAL PARK		-	- 0%	8,727	84,000 10%		

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Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
3377-0003 BALDY TOP RECREATION AREA								
3377-2220-0000 Baldy Top Operations	DCCS				68	4,000	2%	
3377-0003 BALDY TOP RECREATION AREA	DCCS	-	-	0%	68	4,000	2%	
3380-0003 COUNCIL LAND & BUILDINGS								
3380-1500-0000 Gain / Loss on Land & Buildings for Resale	DCCS	-	-	0%				
3380-1501-0000 Profit / (Loss) on Sale of Assets	DCCS	-		0%				
3380-2100-0000 Land Sale Costs	DCCS				-	10,000	0%	
3380-2330-0000 Council Properties Operating Exp	DCCS				-	31,000	0%	
3380-2800-0000 Depn Council Buildings Other	DCCS				-	28,500	0%	
3380-0003 COUNCIL LAND & BUILDINGS		-	-	0%	-	69,500	0%	
3385-0003 PARKS & GARDENS								
3385-2220-0000 Parks & Gardens Operating Expenses	DES				18,595	148,000	13%	
3385-2420-0000 Street Tree Program	DES				-	3,000	0%	
3385-2800-0000 Depn Parks Building	DES				-	82,000	0%	
3385-0003 PARKS & GARDENS		-	-	0%	18,595	233,000	8%	
3390-0003 PUBLIC TOILETS								
3390-2220-0000 Public Toilets Operations	DES				9,516	74,000	13%	
3390-0003 PUBLIC TOILETS		-	-	0%	9,516	74,000	13%	
3300-0002 INFRASTRUCTURE MAINTENANCE		154,040	9,337,000	2%	859,019	14,666,000	6%	
3400-0002 BUSINESS OPPORTUNITIES								
3400-0003 DMR WORKS								
3400-1280-0000 Red Road Resheet 21/22 (Rev)	DES	-	340,000	0%				
3400-2260-0000 Red Road Resheet 21/22 (Exps)	DES				90,362	340,000	27%	
3401-1258-0000 DMR Works-MRD RMPC 2021/22 (Rev)	DES	885,492	1,863,000	48%				
3401-2230-0000 DMR WORKS - MRD RMPC Exp 21/22	DES				233,677	1,675,000	14%	
3402-1258-0000 RMPC Contract 2022/23 Revenue	DES	-		0%				
3402-2230-0000 RMPC Contract 2022/23 Expenses	DES				5,032		0%	
3403-1275-0000 Quilpie-Adavale Red Rd (TIDS) Revenu	DES	-	1,047,000	0%				
3403-2200-0000 Quilpie-Adavale Red Road (TIDS) Exps	DES				136,277	1,297,000	11%	
3405-1300-0000 CN-15666 Diamantina Drainage Revenue	DES	-		0%				
3405-2300-0000 CN-15666 Diamantina Drainage Costs	DES				-		0%	
3400-0003 DMR WORKS		885,492	3,250,000	27%	476,179	3,312,000	14%	
3410-0003 PRIVATE WORKS								
3410-1500-0000 Private Works Revenue - No GST	DES	-		0%				
3410-1550-0000 Private Works Revenue	DES	(350,640)	26,000	-1349%				
3410-2230-0000 Private Works Expenditure	DES				216,725	20,000	1084%	
3410-0003 PRIVATE WORKS		(350,640)	26,000	-1349%	216,725	20,000	1084%	
3400-0002 BUSINESS OPPORTUNITIES		534,852	3,276,000	16%	692,904	3,332,000	21%	

Credit note issued for June 2022 invoice. Will be an accrual back to 2021/22FY.

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Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
3000-0001	INFRASTRUCTURE	689,449	13,097,000	5%	1,632,856	19,365,500	8%	
4000-0001	ENVIRONMENT & HEALTH							
4100-0002	PLANNING & DEVELOPMENT							
4100-0003	TOWN PLANNING - LAND USE & SURVEY							
4100-1500-0000	Town Planning Fees	CEO	-	1,000	0%			
4100-2220-0000	Town Planning Expenses	CEO			-	25,000	0%	
4100-0003	TOWN PLANNING - LAND USE & SURVEY		-	1,000	0%	-	25,000	0%
4150-0003	BUILDING CONTROLS							
4150-1501-0000	Building Fees - GST Applies	CEO	709	2,000	35%			
4150-2220-0000	Building Expenses	CEO			19	40,000	0%	
4151-2225-0000	Swimming Pool Inspection Costs	CEO			-		0%	
4150-0003	BUILDING CONTROLS		709	2,000	35%	19	40,000	0%
4100-0002	PLANNING & DEVELOPMENT		709	3,000	24%	19	65,000	0%
4200-0002	WASTE MANAGEMENT							
4200-0003	GARBAGE COLLECTION							
4200-1000-0000	Garbage Charges	DES	-	338,000	0%			
4200-1005-0000	Garbage Charges - Interest	DES	376	3,000	13%			
4200-1080-0000	Garbage Charges Discount	DES	-	(29,000)	0%			
4200-1090-0000	Garbage Charges Writeoff and Refund	DES	(32)	-	0%			
4200-2220-0000	Garbage Operations	DES			15,893	130,000	12%	
4200-0003	GARBAGE COLLECTION		344	312,000	0%	15,893	130,000	12%
4250-0003	LANDFILL OPERATIONS							
4250-1500-0000	Landfill Fees Revenue	DES	-	-	0%			
4250-2235-0000	Landfill Operations	DES			46,992	255,000	18%	
4250-2600-0000	Depn Landfill	DES			-	2,000	0%	
4250-0003	LANDFILL OPERATIONS		-	-	0%	46,992	257,000	18%
4200-0002	WASTE MANAGEMENT		344	312,000	0%	62,885	387,000	16%

Revenue and Expenditure Report

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Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
4300-0002 PEST MANAGEMENT & ANIMAL CONTROL								
4300-0003 PLANT PEST CONTROL								
4300-2250-0000 Com. Combating Drought-Pest Weed Exp	DCCS				-	10,000	0%	
4300-2290-0000 Plant Pest Control Expenses	DCCS				6,186	65,000	10%	
4300-0003 PLANT PEST CONTROL		-	-	0%	6,186	75,000	8%	
4310-0003 ANIMAL PEST CONTROL								
4310-1000-0000 Wild Dog Special Levy	DCCS	129	90,000	0%				
4310-1080-0000 Wild Dog Levy Discount	DCCS	-	-	0%				
4310-2235-0000 Wild Dog Coordinator Expenditure	DCCS				30,949	175,500	18%	
4310-2250-0000 Wild Dog Bonus Payments	DCCS				-	10,000	0%	
4310-2280-0000 DNR Precept - Barrier Fence	DCCS				-	115,000	0%	
4312-1000-0000 Baiting Fee Reimbursements	DCCS	-	35,000	0%				
4312-2260-0000 Syndicate Baiting Expense	DCCS				23,439	252,000	9%	
4313-1170-0000 QLD Feral Pest Initiative	DCCS	-		0%				
4313-2250-0000 QLD Feral Pest Initiative SWRED	DCCS				-	-	0%	
4313-2260-0000 Communities combating drought-fence	DCCS				-	-	0%	
4313-2270-0000 Council Funded Fencing Project	DCCS				-	-	0%	
4313-2280-0000 2021 Exclusion Fence Program	DCCS				-		0%	
4313-2290-0000 2022 Council Exclusion Fence Subsidy	DCCS				-	244,000	0%	
4313-2300-0000 2023 Council Exclusion Fence Subsidy	DCCS				#N/A	250,000	0%	
4310-0003 ANIMAL PEST CONTROL		129	125,000	0%	54,388	1,046,500	5%	
4320-0003 STOCK ROUTES & RESERVES MANAGEMENT								
4320-1500-0000 Common Application Fees	DCCS	-	2,000	0%				
4320-1600-0000 Mustering / Supplement Fees	DCCS	-	5,000	0%				
4320-1700-0000 Sale of Stock	DCCS	-		0%				
4320-1800-0000 Reserve Fees	DCCS	-	3,000	0%				
4320-2200-0000 Common Fence Repairs & Firebreaks	DCCS				3,222	4,000	81%	
4320-2220-0000 Stock Routes & Reserves Expenses	DCCS				1,663	34,000	5%	
4320-0003 STOCK ROUTES & RESERVES MANAGEMENT		-	10,000	0%	4,885	38,000	13%	
4330-0003 DOMESTIC ANIMAL CONTROL								
4330-1300-0000 Animal Write-Off	DCCS	(4,080)		0%				
4330-1400-0000 Animal Discounts	DCCS	-		0%				
4330-1500-0000 Animal Control Fees	DCCS	120	10,000	1%				
4330-1700-0000 Animal Control Fines & Penalties	DCCS	-	1,000	0%				
4330-2220-0000 Animal Control Expenses	DCCS				1,003	15,000	7%	
4330-0003 DOMESTIC ANIMAL CONTROL		(3,960)	11,000	-36%	1,003	15,000	7%	
4300-0002 PEST MANAGEMENT & ANIMAL CONTROL		(3,831)	146,000	-3%	66,462	1,174,500	6%	

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Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
4500-0002 ENVIRONMENT & HEALTH								
4510-0003 ENVIRONMENTAL PROTECTION								
4510-2220-0000 Environmental Protection Expenses	DCCS	-	-	0%	-	28,000	0%	
4510-0003 ENVIRONMENTAL PROTECTION		-	-	0%	-	28,000	0%	
4520-0003 HEALTH AUDITING & INSPECTION								
4520-1400-0000 Health Licenses & Permits Revenue	CEO	-	3,500	0%	-	-	0%	
4520-2230 Health Operations		-	3,500	0%	-	-	0%	
4500-0002 ENVIRONMENT & HEALTH		-	3,500	0%	-	28,000	0%	
4000-0001 ENVIRONMENT & HEALTH		(2,778)	464,500	-1%	129,366	1,654,500	8%	
5000-0001 COMMUNITY SERVICES								
5100-0002 COMMUNITY DEVELOPMENT								
5120-0003 COMMUNITY FACILITIES SWIMMING POOLS								
5120-2220-0000 Quilpie Swimming Pool Operations	DCCS				27,362	172,000	16%	
5120-2330-0000 Quilpie Swimming Pool Repairs & Mtc	DCCS				11,577	38,000	30%	Repairs to splash pool
5120-2600-0000 Depn Swimming Pool Structures	DCCS				-	59,000	0%	
5125-2220-0000 Eromanga Swimming Pool Opt & Maint	DCCS				227	30,000	1%	
5125-2230-0000 Eromanga Swimming Pool Repairs & Mtc	DCCS				-	-	0%	
5125-2600-0000 Depn Eromanga Swimming Pool	DCCS				-	7,000	0%	
5120-0003 COMMUNITY FACILITIES SWIMMING POOLS		-	-	0%	39,166	306,000	13%	
5150-0003 COMMUNITY FACILITIES - SHIRE HALLS								
5150-1500-0000 Shire Halls - Revenue	DCCS	260	3,000	9%				
5150-2220-0000 Shire Hall Operations	DCCS				273	28,000	1%	
5150-2330-0000 Shire Halls Repairs & Maintenance	DCCS				14,620	84,000	17%	
5150-2600-0000 Depn Shire Halls	DCCS				-	111,000	0%	
5150-0003 COMMUNITY FACILITIES - SHIRE HALLS		260	3,000	9%	14,893	223,000	7%	
5170-0003 RECREATION FACILITIES								
5170-2220-0000 Recreational Facilities Operating Expenses	DCCS				575	10,000	6%	
5170-2230-0000 Recreational Facilities Repairs & Maintenance	DCCS				608	11,000	6%	
5170-2250-0000 All Sports Building	DCCS				170	4,000	4%	
5170-2330-0000 Adavale Sport & Rec Grounds	DCCS				-	18,000	0%	
5170-2340-0000 Eromanga Rodeo & Race Grounds	DCCS				842	15,000	6%	
5170-2600-0000 Depn Recreational Facilities	DCCS				-	67,000	0%	
5170-0003 RECREATION FACILITIES		-	-	0%	2,195	125,000	2%	
5180-0003 TOWN DEVELOPMENT								
5180-2820-0000 Town Development - Eromanga	CEO				-	5,000	0%	
5180-2830-0000 Town Development - Adavale	CEO				-	5,000	0%	
5180-2840-0000 Town Development - Toompine	CEO				-	5,000	0%	
5180-0003 TOWN DEVELOPMENT		-	-	0%	-	15,000	0%	

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Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
5190-0003 COMMUNITY DEVELOPMENT								
5190-1150-0000 Community Bus Income	DCCS	1,494	5,000	30%				
5190-1160-0000 Community Event - Ticket Sales	DCCS	-	-	0%				
5190-1210-0000 Grants - National Australia Day Council	DCCS	-	10,000	0%				
5190-2100-0000 Community Support Activities & Event	DCCS				2,190	56,500	4%	
5190-2150-0000 Buses - Community Support	DCCS				-	3,000	0%	
5190-2320-0000 Community Celebrations	DCCS				2,203	54,000	4%	
5190-2500-0000 Council Community Grants	DCCS				4,577	53,000	9%	
5190-2520-0000 Com Grant -Quilpie Kindy Operational	DCCS				-	-	0%	
5190-2840-0000 Quilpie Street Development	DCCS				-	5,000	0%	
5192-1102-0000 Grant Community Drought Support	DCCS							
5190-0003 COMMUNITY DEVELOPMENT		1,494	15,000	10%	8,970	171,500	5%	
5100-0002 COMMUNITY DEVELOPMENT		1,754	18,000	10%	65,224	840,500	8%	
5200-0002 AGED SERVICES								
5220-1200-0000 Aged Peoples Accommodation Rent	DCCS	20,390	125,000	16%				
5220-1210-0000 Aged Peoples Housing - Other Income	DCCS	-	-	0%				
5220-2220-0000 Aged Peoples Accommodation O&M	DCCS				1,730	120,000	1%	
5220-2240-0000 Gyrica Gardens Rec-Centre - O&M	DCCS				1,048	12,000	9%	
5220-2600-0000 Depn Aged Accom Building	DCCS				-	107,000	0%	
5200-0002 AGED SERVICES		20,390	125,000	16%	2,779	239,000	1%	
5225-0002 HOUSING								
5225-1200-0000 Rent - Housing	DCCS	51,232	325,000	16%				
5225-2220-0000 Housing Operating Expenses	DCCS				-	24,000	0%	
5225-2230-0000 Housing - Repairs & Maintenance	DCCS				82,646	270,000	31%	Painting and airconditioners
5225-2600-0000 Depn Housing	DCCS				-	247,000	0%	
5225-0002 HOUSING		51,232	325,000	16%	82,646	541,000	15%	
5300-0003 COMMUNITY HEALTH PROMOTIONS								
5300-1100-0000 Health Promotions Officer Grant Rev	DCCS	-	150,000	0%				
5300-2000-0000 Health Promotions Officer Wages	DCCS				-	-	0%	
5300-2020-0000 National Dis. Ins. Scheme Officer	DCCS				15,694	100,000	16%	
5300-2200-0000 Heart of Australia Bus Visit	DCCS				-	30,000	0%	
5300-2240-0000 Health Promotions Officer Activities	DCCS				25,773	173,000	15%	
5300-2700-0000 TRAIC Grant	DCCS				-		0%	
5310-1100-0000 Grant - Localised Mental Health	DCCS	-		0%				
5310-2000-0000 Localised Mental Health Grant Costs	DCCS				-		0%	
5320-1100-0000 Grant - TRAIC	DCCS	-		0%				
5320-2000-0000 TRAIC Grant Costs	DCCS				-	-	0%	
5300-0003 COMMUNITY HEALTH PROMOTIONS		-	150,000	0%	41,467	303,000	14%	
5500-0002 TOURISM								
5510-0003 ECONOMIC DEVELOPMENT & PROMOTION								
5510-2100-0000 Economic Development	MED				11,228	181,000	6%	
5510-2120-0000 Economic Dev Training & Conferences	MED				480	5,000	10%	
5510-2130-0000 Opal Fossicking Area	MED				561	5,000	11%	
5510-2140-0000 Subscriptions & Memberships	MED				13,220	15,000	88%	
5510-2150-0000 SWRED - Tourism Development	MED				(527)	59,000	-1%	
5510-2170-0000 Quilpie Well Spring	MED				-	-	0%	
5510-2190-0000 Shop Front Upgrades	MED				-	50,000	0%	
5510-2200-0000 DCP2-Virtual Reality Tourism Proj.	MED				-	-	0%	
5510-0003 ECONOMIC DEVELOPMENT & PROMOTION		-	-	0%	24,962	315,000	8%	

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	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
5520-0003 VISITOR INFORMATION CENTRE								
5520-1500-0000 Visitors Info Centre Sales	MED	11,171	15,000	74%				
5520-1505-0000 VIC - Quilpeta Sales	MED	1,132						
5520-1510-0000 VIC Gallery Sales (GST Free)	MED	1,891	10,000	19%				
5520-1515-0000 VIC Gallery Sales (GST)	MED	-	-	0%				
5520-1520-0000 Visitors Information Centre Donation	MED	1,045	500	209%				
5520-1530-0000 Bus Tour Fees	MED	440	500	88%				
5520-2000-0000 VIC - Wages	MED				49,166	254,000	19%	
5520-2110-0000 VIC - Exhibitions & Events	MED				472	10,000	5%	
5520-2120-0000 VIC - Tourism Promotion	MED				1,858	60,000	3%	
5520-2130-0000 VIC - Bus Tour	MED				-	-	0%	
5520-2220-0000 VIC Operating Expenses	MED				7,394	39,000	19%	
5520-2230-0000 VIC - Repairs & Maintenance	MED				3,869	45,000	9%	
5520-2510-0000 Artist Payments - Sales (GST Excl)	MED				-	8,000	0%	
5520-2515-0000 Artist Payments - Sales (GST Incl)	MED				-	2,000	0%	
5520-2600-0000 Depn VIC	MED				-	46,000	0%	
5521-1500-0000 VIC Outback Mates Sales	MED	-		0%				
5522-1500-0000 VIC - Hell Hole Gorge Pass	MED	169	2,000	8%				
5520-0003 VISITOR INFORMATION CENTRE		15,847	28,000	57%	62,759	464,000	14%	
5530-0003 TOURISM EVENTS & ATTRACTIONS								
5530-2100-0000 Major Events Promotion	MED				467	15,000	3%	
5531-1100-0000 Grant Tourism Events	MED	-		0%				
5531-2200-0000 EVENTS - Tourism Events	MED				-	82,500	0%	
5530-0003 TOURISM EVENTS & ATTRACTIONS		-	-	0%	467	97,500	0%	
5500-0002 TOURISM		87,468	628,000	14%	215,078	1,959,500	11%	
5600-0002 ARTS & CULTURE								
5610-0003 MUSEUMS								
5610-2220-0000 Eromanga Living History Centre O&M	CEO				512	13,000	4%	
5610-2230-0000 Museum Operations & Maintenance	MED				-	5,000	0%	
5610-2240-0000 Powerhouse Museum Operations	MED				-	4,500	0%	
5610-2250-0000 Railway / Local History	MED				1,000	25,000	4%	
5610-2260-0000 Eromanga Natural Hist. Museum	CEO				-	55,000	0%	
5610-2290-0000 ENHM COVID-19 Operating Support	CEO				-	-	0%	
5610-2600-0000 Depn Museum	MED				-	68,000	0%	
5610-0003 MUSEUMS		-	-	0%	1,512	170,500	1%	
5630-0003 REGIONAL ARTS DEVELOPMENT FUNDING								
5630-1100-0000 RADF Grant Revenue	DCCS	-	25,000	0%				
5630-1400-0000 RADF Earnback and Refunds	DCCS	-		0%				
5630-2180-0000 RADF Grant Expenditure	DCCS				10,398	30,000	35%	
5630-0003 REGIONAL ARTS DEVELOPMENT FUNDING		-	25,000	0%	10,398	30,000	35%	
5600-0002 ARTS & CULTURE		-	25,000	0%	11,910	200,500	6%	

Revenue and Expenditure Report

For the Month Ending 31 August 2022

Year Elapsed 17%

	Resp. Off	REVENUE			EXPENSE			COMMENTS
		ACTUAL YTD	BUDGET 22/23	%	ACTUAL YTD	BUDGET 22/23	%	
5700-0002 LIBRARY SERVICES								
5710-1100-0000 Libraries Operating Grant Revenue	DCCS	-	1,000	0%				
5710-1120-0000 First Five Grant - Library	DCCS	-	9,000	0%				
5710-1600-0000 Library Fees & Charges Revenue	DCCS	-	-	0%				
5710-2120-0000 First Five Grant - Library Exp	DCCS				114	9,000	1%	
5710-2220-0000 Library Operating Expenses	DCCS				20,365	178,000	11%	
5710-2330-0000 Library Repairs & Maintenance Expens	DCCS				1,304	6,000	22%	Small amounts of maintenance, large proportion of budget.
5710-2600-0000 Depn Library	DCCS				-	29,500	0%	
5711-1130-0000 Grant Centrelink Access Point	DCCS	1,440	9,000	16%				
5700-0002 LIBRARY SERVICES		1,440	19,000	8%	21,784	222,500	10%	
5750-0002 DISASTER MANAGEMENT SERVICES								
5750-1100-0000 Grant - Get Ready Queensland	DCCS	-	6,000	0%				
5750-2020-0000 Get Ready Qld Exp	DCCS				-	6,000	0%	
5750-2220-0000 Disaster Management Operations	CEO				-	4,000	0%	
5750-0002 DISASTER MANAGEMENT SERVICES		-	6,000	0%	-	10,000	0%	
5810-0003 STATE EMERGENCY SERVICES								
5810-1140-0000 QLD Emergency Services Grant Revenue	WHS	-	20,000	0%				
5810-2220-0000 Emergency Services Operations	WHS				2,557	20,000	13%	
5810-2600-0000 Depn S.E.S	WHS				-	18,000	0%	
5810-0003 STATE EMERGENCY SERVICES		-	20,000	0%	2,557	38,000	7%	
5820-0003 TELEVISION								
5820-2230-0000 TV Maintenance & Repairs	DCCS				33	25,000	0%	
5820-2600-0000 Depn Satellite TV	DCCS				-	25,000	0%	
5820-0003 TELEVISION		-	-	0%	33	50,000	0%	
5830-0003 CEMETERIES								
5830-1500-0000 Burial Fees	DCCS	-	2,000	0%				
5830-2220-0000 Cemeteries Operations	DCCS				2,889	36,000	8%	
5830-2230-0000 Cemeteries Maintenance	DCCS				-	3,000	0%	
5830-2600-0000 Depn Cemeteries Building	DCCS				-	2,000	0%	
5830-0003 CEMETERIES		473	2,000	24%	2,889	41,000	7%	
5800-0002 PUBLIC SERVICES		1,913	47,000	4%	27,263	361,500	8%	
5000-0001 COMMUNITY SERVICES		91,135	718,000	13%	319,475	3,362,000	10%	
TOTAL REVENUE AND EXPENDITURE		706,603	33,367,500	2%	2,507,599	28,118,500	9%	
PROFIT / (LOSS)		(1,800,995)	5,249,000	-34%				

Cash Analysis

For the Month Ending 31st August 2022

Cash at Bank	2,904,749
Investments	25,541,076
	28,445,825
less: Long Service Provisions (50%)	(348,121)
less: Annual Leave Provisions	(540,130)
less: Unspent Grant Receipts	(5,716,399) **
less: Prepaid Rates	(71,937)
less: Fire Levy Payable	(20,137)
less: Accumulated Surplus 30th June 2021	(16,633,302)
less: Working Capital Cash	(3,000,000)
NET CASH SURPLUS	2,115,799

Investment Analysis

Investment	Type	Expiry	Rate	Balance	Interest
QTC Cash Fund	At Call	N / A	0.30%	21,160,804	4,502.73 #
NAB 68-980-5860-080921	Term	8-Jun	0.30%	1,081,008	470.90 *
NAB 24-364-1822-271219	Term	27-Jun	0.30%	1,149,357	321.19 *
NAB 85-292-7623-080921	Term	8-Sep	0.45%	2,149,906	1,404.80 *
				25,541,075	6,699.63

QTC charges an admin fee of 0.15% on funds managed per year. The April interest shown above does not include that cost.

** Unspent grant receipts at 30 June 2022 are not yet finalised.

14 GOVERNANCE

14.1 REVIEW OF ADVERTISING SPENDING POLICY

IX: 225023

Author: Sanchit Rathee, Manager Governance and Compliance

Attachments: 1. G.10 Advertising spending policy - Track Changes
2. G.10 Advertising spending policy - Final

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The purpose of this report is to provide the review of Council's Advertising Spending Policy.

RECOMMENDATION

That Council resolve to adopt the amended Advertising Spending Policy.

BACKGROUND

Section 197 of the Local Government Regulation 2012 (Qld) stipulates that the Council must adopt an advertising spending policy and also states for which purpose a local government can spend money on advertising.

As such, the Council has adopted the Advertising Spending Policy which was originally adopted on 20 September 2011.

The majority of the proposed amendments to the policy are structural in nature or to ensure that it is easier to read for a layperson. Other changes are minor and can be viewed through track changes in Attachment 1 of this report. Attachment 2 provides for the final version without the track changes displayed.

OPTIONS

It is recommended that Council adopts the reviewed changes to the policy. Council may choose not to amend the policy, however, this will likely not be considered best practice.

CONSULTATION (Internal/External)

Justin Hancock - CEO

LEGAL IMPLICATIONS

Council has previously adopted the Advertising Spending Policy in accordance with the relevant legislation.

POLICY AND LEGISLATION

Local Government Act 2012 (QLD)

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

Low

We Value: **Respect** | **Communication** | **Fun & Humour** | **Pride** | **Trust** | **Teamwork**

G.10 Advertising Spending Policy

1	OBJECTIVE	0
2	SCOPE.....	1
3	STATEMENT	1
	3.1 Acceptable Advertising	1
	3.2 Non-acceptable advertising	1
	3.3 Approval of Advertising.....	2
4	DEFINITIONS	2
5	RELATED POLICIES LEGISLATION OTHER DOCUMENTS	2

Date Adopted by Council	10 June 2016	Council Resolution No.	06-05-20
Effective Date	10 June 2016	Review Date	June 2022
Policy Owner	Council	Responsible Officer	CEO
Policy Number	G.10	IX Reference	91093
Version Number	V1	20-Sep-11	Developed and adopted
	V2	08-Apr-14	Reviewed and adopted
	V3	10-Jun-16	Reviewed and adopted
	V4	13-Apr-18	Reviewed – no changes
	V5	08-05-20	Reviewed – no changes
	V6	20-06-22	Reviewed - Amended

CEO Chief Executive Officer

MGC Manager Governance and Compliance

1 OBJECTIVE

G.10 Advertising Spending Policy

The purpose of this Policy is establish principles about Council's spending on advertising in accordance with Section 197 of the Local Government Regulation 2012 (Qld).

2 SCOPE

This Policy applies to paid advertisements in various media to promote, inform and educate the public about Quilpie Shire Council's services, facilities, activities and programs

3 STATEMENT

3.1 ACCEPTABLE ADVERTISING

The Council may incur expenditure for advertising only if:

- the advertising is for providing information or education to the public; and
- the information or education is provided in the public interest; and
- the advertising does not fall into non-acceptable use set out below in Section 3.2 of this policy.

Examples of acceptable uses of the Council money for advertising are:

- To advise the public of a new or continuing service or facility provided by the Council;
- To advise the public about changes to an existing service or facility provided by the Council;
- To increase the use of a service or facility provided by the Council on a commercial basis with a view to profit;
- To increase the use of a service or facility provided by Council free of charge that has community benefit (such as a library);
- To change the behaviour of people in the Council's area for the benefit of all or some of the community or to achieve the objectives of the Council;
- To advise the public of the time, place and content of scheduled meetings of the Council;
- To advise the public of the decisions made by the Council at its meetings;
- To request comment on proposed policies or activities of the Council;
- To advertise matters required by legislation to be advertised; or
- Where the advertisement facilitates the administration of the Council.

3.2 NON-ACCEPTABLE ADVERTISING

Advertising will not be used to promote achievements of plans of a particular Councillor or a group of Councillors. In particular, advertising should not be used to influence electors during an election period.

The Council must not: During the period of three months preceding an election of the local government other than a by-election OR During the period after the date of a by-election is advertised until the day of the election:

- Place advertisements relating to future plans unless, and only to the extent that, those plans have been formally adopted by the Council;
- Advertise the activities of the Council other than in the manner and form it is customary for the Council to advertise its activities;
- Place advertisements which seek to influence support for particular candidates, groups of candidates or potential candidates in the election; or
- Bear the cost of advertisements featuring one or more Councillors or containing quotations attributed to individual Councillors, unless acting in a role authorised by Council for an 'acceptable use' as outlined above.

G.10 Advertising Spending Policy

Note: This does not preclude Councillors appearing in unpaid publicity or other publicity where the cost is not borne by the Council or the advertising is not supported by Council.

3.3 APPROVAL OF ADVERTISING

All expenditure on advertising must be approved by the Chief Executive Officer or a delegated employee of the Council.

4 DEFINITIONS

Advertising: Advertising is defined as “promoting to the public an idea, goods or services by using a medium commonly used for promoting ideas, goods or services and for which a fee is paid. Examples of mediums commonly used for promoting ideas, goods or services—magazine, newspaper, radio, television.

5 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Local Government Regulation 2012

IX #	Details
	TBA

We Value: **Respect** | **Communication** | **Fun & Humour** | **Pride** | **Trust** | **Teamwork**

G.10 Advertising Spending Policy

1	OBJECTIVE	1
2	SCOPE.....	1
3	STATEMENT	1
	3.1 Acceptable Advertising	1
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	V6	20-06-22	Reviewed - Amended

CEO Chief Executive Officer
MGC Manager Governance and Compliance

G.10 Advertising Spending Policy

1 OBJECTIVE

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- To increase the use of a service or facility provided by Council free of charge that has community benefit (such as a library);
- To change the behaviour of people in the Council's area for the benefit of all or some of the community or to achieve the objectives of the Council;
- To advise the public of the time, place and content of scheduled meetings of the Council;
- To advise the public of the decisions made by the Council at its meetings;
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- Advertise the activities of the Council other than in the manner and form it is customary for the Council to advertise its activities;
- Place advertisements which seek to influence support for particular candidates, groups of candidates or potential candidates in the election; or

G.10 Advertising Spending Policy

- Bear the cost of advertisements featuring one or more Councillors or containing quotations attributed to individual Councillors, unless acting in a role authorised by Council for an 'acceptable use' as outlined above.

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5 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Local Government Regulation 2012

IX #	Details
	TBA

14.2 QUILPIE SHIRE - CULTURAL AWARENESS BROCHURE

IX: 228363

Author: Karen Grimm, Manager Tourism & Economic Development

Attachments:

1. Project Proposal - Quilpie and Bulloo Shires
2. Paroo Cultural Awareness Brochure (A5)
3. Murweh Shire Cultural Awareness brochure

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.7 Recognition and celebration of Indigenous culture

EXECUTIVE SUMMARY

Senior Constable, Laurie Bateman of the Charleville Patrol Group (Queensland Police Service) has approached Council to request funding to create a Quilpie Shire cultural awareness pamphlet to the value of \$5,400.00 for distribution in the Quilpie Shire.

RECOMMENDATION

That Council support the Aboriginal cultural heritage protection – Quilpie Shire cultural awareness pamphlet project being produced by Queensland Police Service and SW Hospital and Health Service to the value up to \$5,400.

BACKGROUND

Council has been approached by Senior Constable, Laurie Bateman of the Charleville Patrol Group in his role as District Crime Prevention Coordinator, and Miriam Airey, Hope Program Manager from Queensland Health, with assistance from traditional owners, to create localised cultural awareness brochures.

In April 2021 they came together to develop the first in a series of booklets about protecting Aboriginal cultural heritage in SW Queensland LGAs. The first to be released was Paroo Shire (Cunnamulla and surrounding areas), the second booklet was for the Murweh Shire (Charleville and surrounding areas). Paroo are currently working to source funding for a reprint.

These brochures were distributed through local Visitor Information Centres, Caravan Parks, Motels, libraries for locals and visitors to the region.

Each booklet includes easy-to-read messaging which will be similar across all booklets and guidelines about who to contact and how to protect artefacts and sites. Each brochure will have their own local images (no locations are identified) and quotes/images from local elders.

Rationale provided by Senior Constable Laurie Bateman for the Quilpie booklet is to include information for people to understand their legal and moral obligations regarding the discovery and management of historical artefacts and sites.

Qld Police Service will liaise with local elders in the development of the brochures and assisting with access to locations for the photographer.

Total cost of the project is estimated at \$17,800. This includes costs for a professional photographer, design work will be completed by Police Media, and printing of the brochures. Funding has been pledged from Queensland Police Service, and South West HHS. Remaining funding requested from Quilpie and Bulloo Shire respectively.

The timeline to launch is week commencing Monday 28th November 2022. Senior Constable Laurie Bateman has identified organising a small community launch with traditional owners and community.

Council can organise future reprints as required through Qld Police Service.

Attachments – Project proposal document, Murweh Shire booklet and Paroo Shire booklet. Hard copies of the brochures will be provided at the meeting.

OPTIONS

That Council:

1. Support the Aboriginal cultural heritage protection – Quilpie Shire cultural awareness pamphlet project being produced by Queensland Police Service and SW Hospital & Health Service by providing funding to the value up to \$5,400.
2. Does not support the Aboriginal cultural heritage protection – Quilpie Shire cultural awareness pamphlet project being produced by Queensland Police Service and SW Hospital & Health Service.

CONSULTATION (Internal/External)

Bulloo Shire Council, Rural Services Manager – Donna Hobbs

Queensland Police Service - Senior Constable Laurie Bateman

LEGAL IMPLICATIONS

Nil legal implications.

POLICY AND LEGISLATION

Local Government Regulations 2012

FINANCIAL AND RESOURCE IMPLICATIONS

Special Projects

G/L 1000-2020-0000

RISK MANAGEMENT IMPLICATIONS

Low risk as the project is being managed and delivered by Queensland Police Service, who will manage relationships and final delivery of project.



Aboriginal cultural heritage protection – Quilpie and Bulloo Shires

PROPOSAL

August 2022

Project Lead

Name Senior Constable Laurie Bateman
 Address Charleville Police Station, Alfred Street, Charleville Qld 4470
 Email Bateman.LaurieA@police.qld.gov.au
 Phone 0427 256 016



Project background and objective

In April 2021, Queensland Police Service (QPS) and South West Hospital & Health Service (Qld Health) partnered to develop the first in a series of booklets about protecting Aboriginal cultural heritage in South West Queensland LGAs.

The first in this series – the Paroo Shire (Cunnamulla and surrounding areas) was undertaken in consultation with local Kunja Elders and a representative from the Department of Seniors, Disability Services, and Aboriginal and Torres Strait Islander Partnerships (Cultural Heritage Unit). The booklet was launched in Cunnamulla to coincide with the QPS 'Look to the Stars' campaign artwork developed for the Cunnamulla Police Station.

A second booklet has since been developed for the Murweh Shire (Charleville and surrounding areas) in consultation with local Bidjara Elders, and follows a similar format to the initial Paroo booklet.

Each booklet includes easy-to-read messaging and guidelines about who to contact and how to protect artefacts and sites. Photographs of de-identified sites in each region are included. The booklets include 'Look to the Stars' branding



Rationale for Quilpie and Bulloo Shires

The third and fourth booklets in the series are planned for the Quilpie and Bulloo shires. This country is the ancestral home of the Kullili, Mardigan and Bunthamurra People, who have maintained a continuous connection to the Country for more than 60,000 years. The landscape is rich in history and spirituality, and has an abundance of culturally important sites and artefacts.

While various government departments have legislation and agencies responsible for heritage identification, protection and conservation, the general public generally has little understanding of their legal and moral obligations regarding the discovery and management of historical artefacts and sites.

Importantly, no official information specific to Quilpie, Thargomindah, Hungerford and surrounding areas exists regarding the protection of localised cultural heritage. This lack of understanding can lead to inappropriate handling, damage, disregard, removal and loss, which in turn can result in angst and disharmony within the community.

Participants

Name	Function	Contact
Laurie Bateman (QPS)	Project Lead	0427 256 016
Quilpie & Bulloo Traditional Owners	Research support & knowledge	TBC
Miriam Airey (SWHHS)	Editor / admin support	0439 771 460
Selected Landowners	Research support & access	L Bateman to advise
SDSATSIP contact: Tanya Campbell / Andrew Rutch	Reference / Legislation	07 3097 8857 tanya.campbell@dsdsatsip.qld.gov.au

Project elements

Research	Laurie Bateman, Landowners, local TOs, Council, State Archives, Qld Museum, SDSATSIP Cultural Heritage Branch
Permissions	Quilpie Traditional Owners, Landowners, Others
Photographs	Aaron Tait, Photographer
Approvals / Consent	Traditional Owners, Landowners, others
Draft brochure copy	Laurie Bateman (QPS), Miriam Airey (SWHHS)
Publication of brochure	QPS Media Team / External Printer

Budget – for 2 booklets (Quilpie and Bulloo)

Item	Lead	Cost (approx)
Design and layout	QPS Media & Public Affairs Team	In-kind
Research	QPS Charleville & local TOs	In-kind
Photography	Aaron Tait, Photographer (Estimate supplied)	\$10,800 (includes travel)
Text	South West HHS (HOPE Team)	In-kind
Transportation	QPS Charleville	In-kind
Personnel	QPS Charleville & Cunnamulla	
Printing (5000 print run x 2)	QPS Media & Public Affairs Team	\$7000 (\$3,500 per booklet)
TOTAL		\$17,800

Funding pledged

Agency	Amount	Lead	In-kind
QPS	\$3,500	Snr Constable Laurie Bateman	TO liaison / research / consultation / transport / accommodation / catering
South West HHS (HOPE Team)	\$3,500	Miriam Airey Hope Program Manager	Text / content / publication lead
SDSATSIP			
Quilpie Shire			
Bulloo Shire			

Timeline

Booklet launch: Week commencing Monday 28 November 2022




Protecting Aboriginal Cultural Heritage in the Paroo Shire

*Look down, look around
– you're on sacred ground*

The Paroo Shire is a vast region that includes the townships of Cunnamulla, Eulo, Wyandra and Yowah.

Cunnamulla lies at the centre of the shire, which is the heart of Kunja Country. The word ‘Cunnamulla’ means long stretch of water or big waterhole in the language of the Kunja people.



There are four traditional language groups in the region:

- Kunja [Kun-ya]
- Kooma [Coo-ma]
- Budjiti [Budge-it-ee]
- Mardigan [Mar-di-gan]


Over time, families from other language groups, such as Kullilli and Murrawarri, have settled in the region.

Most of the established families in the Paroo Shire strongly identify with these prominent language groups.

This booklet has been produced by the Queensland Police Service (QPS) with the assistance of Constable Laurie Bateman of Cunnamulla Police Station, Cunnamulla's community Elders, the HOPE Program (South West Hospital and Health Service) and the Cultural Heritage Unit (DSDSATSIP).

“We have a deep spiritual connection to the land and a strong cultural obligation to care for sites that are the ‘living museums’ of our ancestors.”

Uncle Bill Speedy
Kooma Traditional Owner





Recognising cultural sites and artefacts

The Paroo Shire has a wealth of Aboriginal cultural heritage sites, artefacts and artwork, and is the resting place for First Nations peoples whose ancestral remains have been placed with care and ceremony.

Particular locations within the landscape – water holes and natural springs, caves, sand hills and rocky outcrops – are likely to harbour Aboriginal sites.



Uncle Bill Speedy demonstrates how Aboriginal people removed tree bark, exposing the sapwood beneath

Some cultural heritage sites

- Ceremonial places such as bora rings and stone circles
 - Scarred trees, where sections of bark have been removed to make canoes, containers or shields
 - Burial sites, often found in caves, rock shelters, sand hills and trees
 - Rock art including engravings, stencils and drawings
 - Grinding grooves, used to grind seeds and sharpen stone tools, often found near a water source.
- Many cultural sites have been found in the region and there are likely many more yet to be identified.





What to do if you find a cultural site or artefact

Please inform the Cultural Heritage Unit (DSDSATSIP), who will provide contact details of the appropriate Traditional Owners or tell you what you need to do in any of the following circumstances:

- If you think you've found an Aboriginal cultural heritage place or object on any public or private land.
- If you are given cultural material such as stone tools, spears or other cultural objects.
- If you are aware of cultural material being disturbed.
- If you want to excavate, clear land or carry out an activity that may harm a cultural site.

Contact details for DSDSATSIP can be found on the back page of this booklet.

Do's and Don'ts

- Enjoy exploring the Paroo Shire's well-travelled paths that First Nations peoples have walked for thousands of years. But please remember to tread gently on our sacred ground.
- If you discover Aboriginal skeletal remains or remains that could be human, you must contact the Queensland Police Service. If the remains are established as pre-colonisation, the police will inform the Traditional Owners.*
- Don't pick up or remove cultural material such as stone tools. Often where something was made or left by Aboriginal people thousands of years ago is as important as the artefact itself.
- Don't disturb cultural sites by walking or driving over them, and please leave scarred trees alone.
- When in doubt, ask. DSDSATSIP can direct you to the appropriate people and answer questions about Aboriginal heritage, sites and places.

* Contact details for DSDSATSIP, local Traditional Owners and Cunnamulla Police are found on the back page of this booklet.



Grinding grooves are oval-shaped indentations often found in pairs or clusters close to water sources. They were used to shape and sharpen stone axes.



Native bush foods found within the Paroo Shire

Legislation and lore

All Aboriginal objects and places, including sites on freehold land, have legal protection under the Aboriginal Cultural Heritage Act 2003. The Act is administered by the Department of Seniors, Disabilities Services, Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP), which has a series of fact sheets and duty of care guidelines to help people understand their obligations. Contact details are listed on the back page of this booklet.

The Queensland Police Service (QPS) understands that cultural heritage is a lived spirituality that shapes identity and is fundamental to the wellbeing of people and communities.

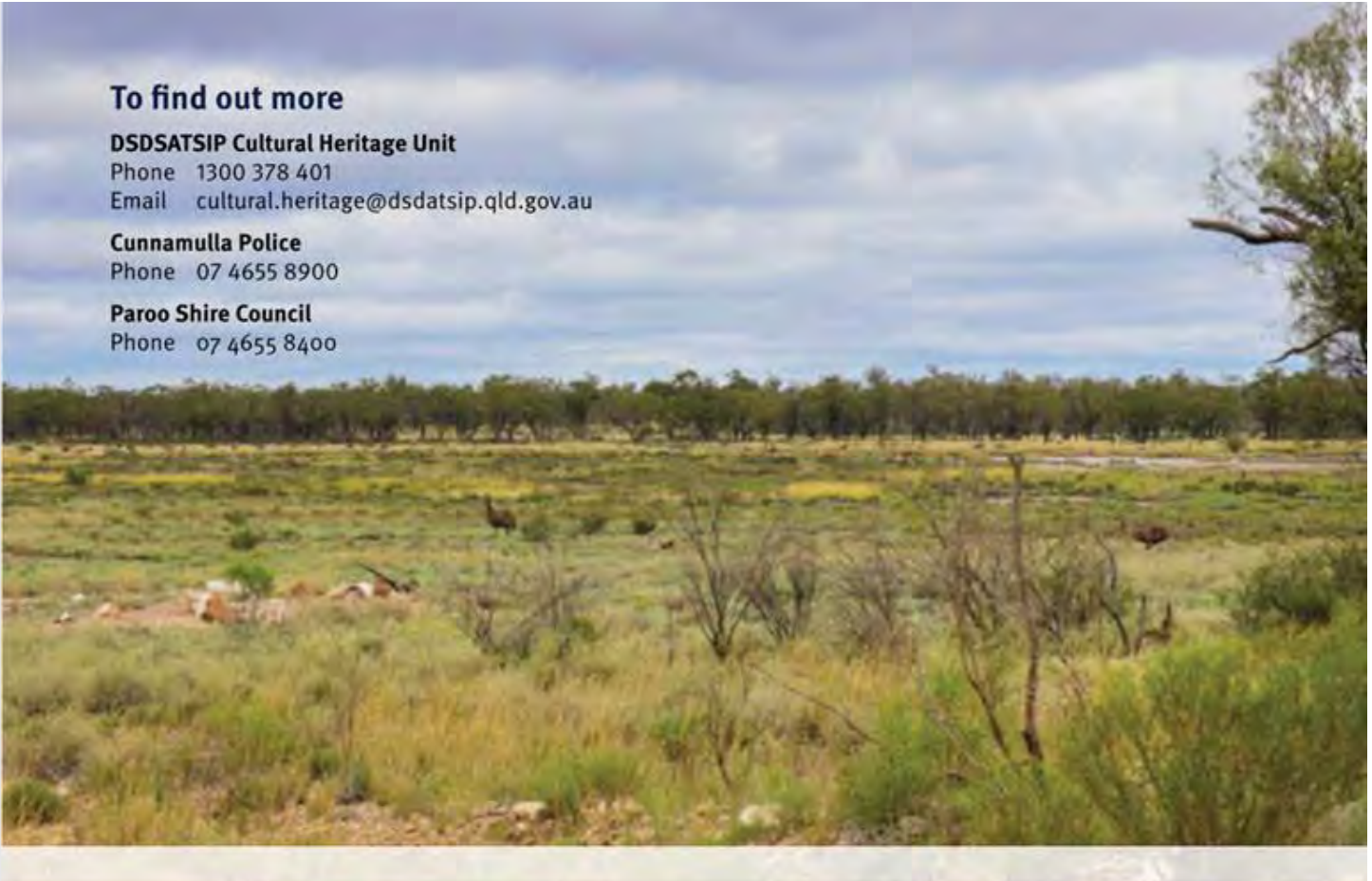
Aboriginal lore teaches that many of these sites were originally made by the ancestors, making them as old as there have been people on the Australian continent. Under Aboriginal lore and culture, there are consequences for breaking the obligation to care for Country.

To find out more

DSDSATSIP Cultural Heritage Unit
Phone 1300 378 401
Email cultural.heritage@dsdatsip.qld.gov.au

Cunnamulla Police
Phone 07 4655 8900

Paroo Shire Council
Phone 07 4655 8400







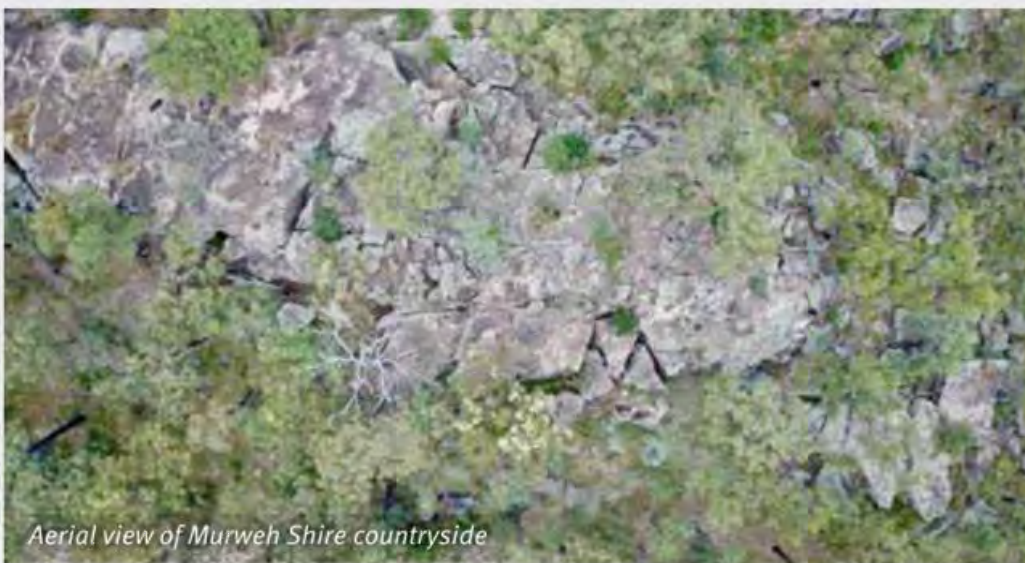
Protecting Aboriginal Cultural Heritage in the Murweh Shire

*Aboriginal cultural heritage gives meaning to
the Murweh Shire's natural landscape.*

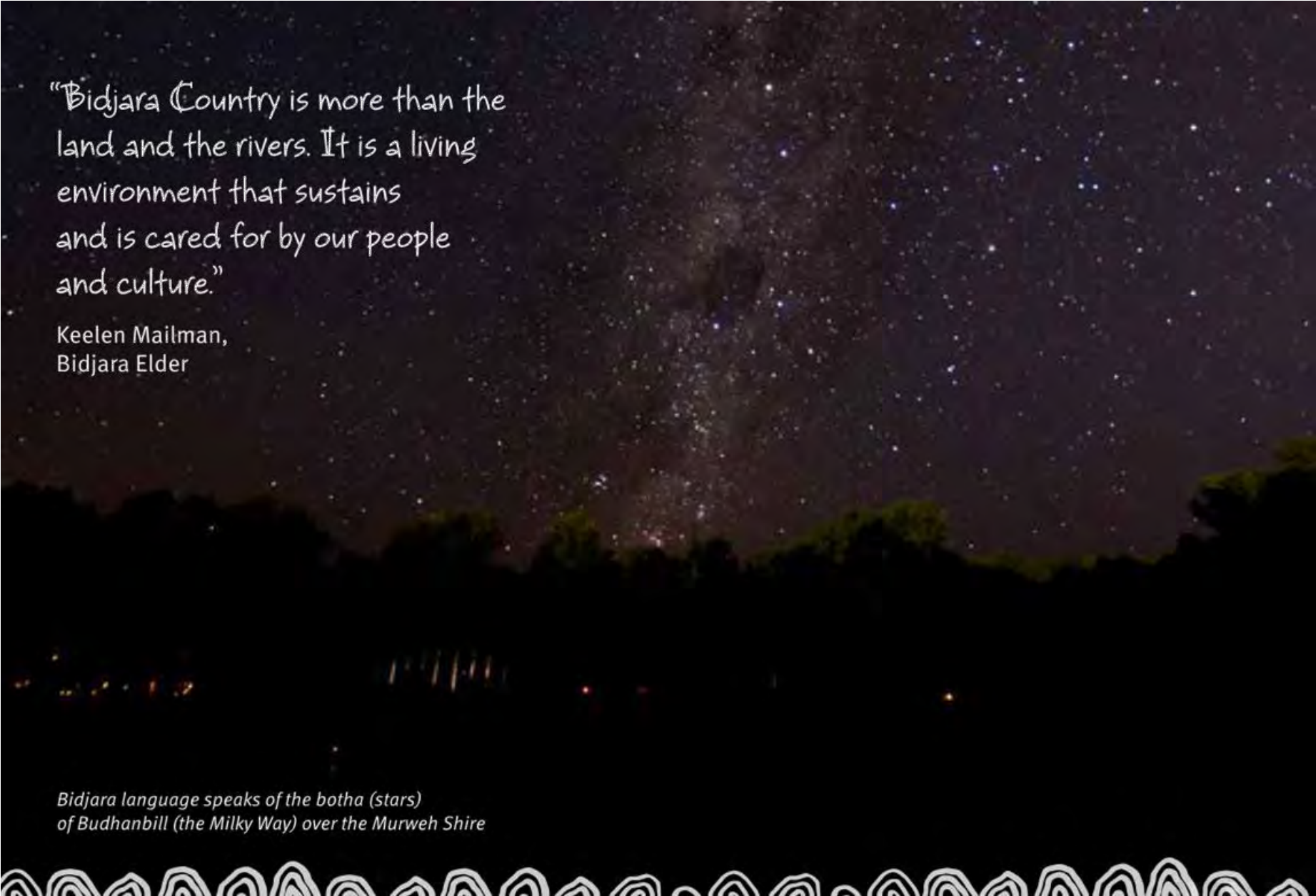


The Murweh Shire is a vast area at the heart of South West Queensland's mulga lands. It includes the towns of Charleville, Augathella, Morven and Cooladdi.

The Bidjara People are the Traditional Owners of the land, descendants of those who have lived in the region since time immemorial. They are people of the bush and the rivers, and maintain an unbroken connection to this Country.



This booklet has been produced with the assistance of Bidjara Elders, the Queensland Police Service with the assistance of Acting Senior Constable Laurie Bateman, Miriam Airey from the HOPE Program (South West Hospital and Health Service), Southern Queensland Rural Health, and the Cultural Heritage Unit (DSDSATSIP). Photography by Sergeant Gregory Dwyer.



"Bidjara Country is more than the
land and the rivers. It is a living
environment that sustains
and is cared for by our people
and culture."

Keelen Mailman,
Bidjara Elder

*Bidjara language speaks of the botha (stars)
of Budhanbill (the Milky Way) over the Murweh Shire*

Recognising cultural sites and artefacts

Australian Aborigines have the longest continuous cultural history of any group of people on Earth. Dreaming for Aboriginal people expresses the connection between all people and all things. It represents the time when the Spirit Ancestors moved over the land and sea, creating the natural and social world.

The Murweh Shire has a wealth of Aboriginal cultural and sacred sites, artefacts and artwork, and is the resting place for Aboriginal people whose ancestral remains have been placed with care and ceremony.

Particular locations within the Murweh landscape – waterholes and natural springs, caves, sand hills and rocky outcrops – are likely to harbour Aboriginal cultural sites and artefacts.







Left to right: Scar tree with Bidjara Elder Patricia Fraser; Grinding grooves and stones used for sharpening tools and crushing seeds and ochre; Erosion of the sandstone over thousands of years.

Some cultural heritage sites

- Rock art including engravings, stencils and drawings
- Burial sites, often found in caves, rock shelters, sand hills and trees
- Grinding grooves, used to grind seeds and sharpen stone tools – often found near a water source
- Scarred trees, where sections of bark have been removed to make canoes, containers or shields
- Artefact scatters, quarries and earth mounds
- Ceremonial places such as bora rings and stone circles.

Why protect cultural sites?

- Aboriginal people know that connection to country, especially cultural sites, plays an important role in their health and wellbeing. Construction projects, industrial developments and other activities that disturb the landscape can damage or harm places of cultural significance.
- Cutting down a scarred tree or digging into sacred ground may disturb the Spirit Ancestors, and this may have consequences both for the person causing the disturbance, and for the Aboriginal people who are custodians for that place.
- Many cultural sites have been found in the Murweh region and there are likely many more yet to be discovered.



Stencilled hand prints with white ochre from thousands of years ago



Spirit nets, stencilled in red ochre. Bidjara people believe the net keeps the bad spirits away

What to do if you find a cultural site or artefact

Please inform the Cultural Heritage Unit (DSDSATSIP), who will provide contact details of the appropriate Traditional Owners or tell you what you need to do in any of the following circumstances:

- If you think you've found an Aboriginal cultural heritage place or object on any public or private land
- If you are given cultural material such as stone tools, spears or other objects
- If you are aware of cultural material being disturbed
- If you want to excavate, clear land or carry out an activity that may harm a cultural site

If you discover a cultural site and have the available technology, please record the GPS coordinates and email these to the address on the back page of this booklet.



*Markings showing tools
used on a scar tree*



*Rock wells were constructed
by First Nations Peoples to
catch rain water*

Dos and Donts

- Please explore the Murweh Shire's well-travelled paths that Aboriginal people have walked for thousands of years. But remember to tread gently and respect our sacred ground.
- If you discover Aboriginal skeletal remains, or remains that could be human, contact the Queensland Police Service. If the remains are established as pre-colonisation, the police will inform the Traditional Owners.
- Please don't pick up or remove cultural material such as stone tools. Often where something was made or left by Aboriginal people thousands of years ago is as important as the artefact itself.
- Don't disturb cultural sites by walking or driving over them, and please leave scarred trees alone.
- Respect the confidentiality of sites, places or other information given to you by Aboriginal people.
- When in doubt, please ask. DSDSATSIP can direct you to the appropriate people and answer questions about Aboriginal heritage, sites and places.

* Contact details for DSDSATSIP, local Traditional Owners and Charleville Police are listed on the back page of this booklet.



Quinine tree used for medicine



Wild lime tree: the sap is sweet and used as a chewy lolly

Law and lore

All Aboriginal objects and places, including sites on freehold land, have legal protection under the Aboriginal Cultural Heritage Act 2003. The Act is administered by the Department of Seniors, Disabilities Services, Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP), which provides a series of fact sheets and duty of care guidelines to help people understand their obligations. Contact details and a QR Code for more detailed information are listed on the back page of this booklet.

The Queensland Police Service (QPS) understands that Cultural heritage is a lived spirituality that shapes identity and is fundamental to the wellbeing of people and communities.

Traditional Aboriginal lore teaches that many of these sites were originally made by the Spirit Ancestors, making them as old as there have been people on the Australian continent. Under Aboriginal lore and culture, there are consequences for breaking the obligation to care for Country.

To find out more

DSDSATSIP Cultural Heritage Unit

Phone 1300 378 401

Email cultural.heritage@dsdsatsip.qld.gov.au


Charleville Police

Phone 07 4650 5500

Murweh Shire Council

Phone 07 4656 8355

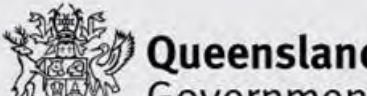







Buduroo buduroo -
Bidjara gumbi nulkamony
murdie-ingeel - gumbies
murdies, wadjagins, withoos,
gundoos - yumba

Translation:
To the spirit of our ancestors – Bidjara
woman talking Bidjara language – to black
women, black men, white women, white
men and all children – this is home.

Bidjara language contributed by Keelen
Mailman, Bidjara Elder



14.3 HOUSING LEASES WITH EROMANGA NATURAL HISTORY MUSEUM

IX: 229013

Author: Sanchit Rathee, Manager Governance and Compliance

Attachments:

1. 14 Donald Street - Tenancy Agreement - 2022
2. Lot 5 Neal Street - Tenancy Agreement - 2022
3. Lot 6 Neal Street - Tenancy Agreement - 2022

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

4.5 Optimal asset management practices

4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

EXECUTIVE SUMMARY

This report is to consider the renewal of lease of Council houses located in the town of Eromanga – 14 Donald Street, Lot 5 Neal Street and Lot 6 Neal Street – with Eromanga Natural History Museum (ENHM).

RECOMMENDATION

1. That Council resolve to enter into new annual residential tenancy lease agreements for the three residential properties in the town of Eromanga – 14 Donald Street, Lot 5 Neal Street and Lot 6 Neal Street – with Eromanga Natural History Museum; and
2. That Council resolve to delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with or in relation to this lease agreement.

BACKGROUND

ENHM currently leases three Council houses in Eromanga – 14 Donald Street, Lot 5 Neal Street and Lot 6 Neal Street, Eromanga. All of the current leases expire on 5 October 2022. A lease is a valuable non-current asset. The disposal of a non-current asset normally requires the Council to initiate a tender or auction process. However, since Eromanga Natural History Museum is a not-for-profit entity, Council can use an exception under Section 236 of the Local Government Regulation 2012 for the disposal of these leases (see Legal Implications section below for more information). As per the adopted Council Fees and Charges for the FY22-23, the rental amount for the three houses will be increased by \$10 each per week (see Financial and Resource Implications section below for more information). The proposed leases are attached.

OPTIONS

Council has no obligation to renew the current leases. As such, Council may decide to keep the houses for its own housing stock.

However, since there is a lack of housing in the township of Eromanga and the importance of tourism services that ENHM provides to the shire and its economy, it is recommended that Council renew the leases for the term of 1-year each.

CONSULTATION (Internal/External)

CEO – Justin Hancock

Eromanga Natural History Museum

LEGAL IMPLICATIONS

Section 227 of the Local Government Regulation 2012 (the Regulation) requires that for the disposal of a valuable non-current asset, the Council must conduct a tender process. Land is considered as a valuable non-current asset and a grant of lease over land or building is considered a disposal of land, as per the Regulation.

However, Section 236 of the Regulation provides for circumstances where a local government may dispose of land through grant of a lease without a tender or auction process if it is disposed to a community organisation. A 'community organisation' is defined in Schedule 8 as being a non-profit or public purpose entity.

Outback Gondwana Foundation Limited is considered a not-for-profit entity. Eromanga Natural History Museum is classified as a Charity Program of Outback Gondwana Foundation Limited. As such, the Council is not required to undertake a formal tender process for a grant of lease to Eromanga Natural History Museum.

POLICY AND LEGISLATION

Local Government Regulation 2012 (QLD)

FINANCIAL AND RESOURCE IMPLICATIONS

The rental amounts for the three houses have increased as per below:

- 14 Donald Street - \$150/week increased to \$160/week
- Lot 5 Neal Street - \$140/week increased to \$150/week
- Lot 6 Neal Street - \$140/week increased to \$150/week

RISK MANAGEMENT IMPLICATIONS

Nil

General tenancy agreement (Form 18a)

Residential Tenancies and Rooming Accommodation Act 2008



Part 1 Tenancy details

Item 1	1.1 Lessor		
	Name/trading name Quilpie Shire Council		
	Address 50 Brolga Street QUILPIE QLD Postcode 4480		
Item 2	1.2 Phone	Mobile	Email
	07 4656 0500		admin@quilpie.qld.gov.au
	2.1 Tenant/s		
Item 3	Tenant 1 Full name/s Eromanga Natural History Museum		
	Phone 07 4656 3084 Email info@enhm.com.au		
	Tenant 2 Full name/s		
Item 4	Phone		
	Email		
	Tenant 3 Full name/s		
Item 5	Phone		
	Email		
	2.2 Address for service (if different from address of the premises in item 5.1) Attach a separate list		
Item 6	3.1 Agent If applicable. See clause 43		
	Full name/trading name N/A		
	Address		
Item 7	Postcode		
	3.2 Phone	Mobile	Email
Item 8	Notices may be given to (Indicate if the email is different from item 1, 2 or 3 above)		
	4.1 Lessor		
	Email Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Item 9	4.2 Tenant/s		
	Email Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
	4.3 Agent		
Item 10	Email Yes <input type="checkbox"/> No <input type="checkbox"/> Facsimile Yes <input type="checkbox"/> No <input type="checkbox"/>		
	5.1 Address of the rental premises		
	14 Donald Street		
Item 11	EROMANGA QLD Postcode 4480		
	5.2 Inclusions provided. For example, furniture or other household goods let with the premises. Attach list if necessary		
Item 12	6.1 The term of the agreement is <input checked="" type="checkbox"/> fixed term agreement <input type="checkbox"/> periodic agreement		
	6.2 Starting on 06/10/22 6.3 Ending on 05/10/23		
	Fixed term agreements only. For continuation of tenancy agreement, see clause 6		



General tenancy agreement (Form 18a)
Residential Tenancies and Rooming Accommodation Act 2008



Item 7	Rent	\$ 695.24	per	<input type="checkbox"/> week	<input type="checkbox"/> fortnight	<input checked="" type="checkbox"/> month	See clause 8(1)
Item 8	Rent must be paid on the	due	day of each	month			
		Insert day. See clause 8(2)		Insert week, fortnight or month			
Item 9	Method of rent payment	Insert the way the rent must be paid. See clause 8(3)					
	Direct deposit on issue of invoice						
	Details for direct credit						
	BSB no.	0 8 4 8 2 9	Bank/building society/credit union	NAB			
	Account no.	5 0 8 8 6 5 7 8 5	Account name	Quilpie Shire Council			
	Payment reference	ENHM					
Item 10	Place of rent payment	Insert where the rent must be paid. See clause 8(4) to 8(6)					
	Direct deposit of payment						
Item 11	Rental bond amount	\$ 600	See clause 13				
Item 12	12.1 The services supplied to the premises for which the tenant must pay	See clause 16					
	Electricity	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Any other service that a tenant must pay		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Gas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Type			
	Phone	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	See special terms (page 8)			
	12.2 Is the tenant to pay for water supplied to the premises	See clause 17					
		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No				
Item 13	If the premises is not individually metered for a service under item 12.1, the apportionment of the cost of the service for which the tenant must pay. For example, insert the percentage of the total charge the tenant must pay. See clause 16(c)						
	Electricity	N/A	Any other service stated in item 12.1				
	Gas	N/A	See special terms (page 8)				
	Phone	N/A					
Item 14	How services must be paid for	Insert for each how the tenant must pay. See clause 16(d)					
	Electricity	Direct to supplier					
	Gas	Direct to supplier					
	Phone	Direct to supplier					
	Any other service stated in item 12.1	See special terms (page 8)					
Item 15	Number of persons allowed to reside at the premises	3	See clause 23				
Item 16	16.1 Are there any body corporate by-laws applicable to the occupation of the premises by a tenant?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
	See clause 22						
	16.2 Has the tenant been given a copy of the relevant by-laws	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
	See clause 22						
Item 17	17.1 Pets approved	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
	See clause 24(1)						
	17.2 The types and number of pets that may be kept	See clause 24(2)					
	Type	Must require prior approval from QSC	Number		Type		Number
Item 18	Nominated repairers	Insert name and telephone number for each. See clause 31					
	Electrical repairs	Quilpie Shire Council	Phone	07 4656 0500			
	Plumbing repairs	Quilpie Shire Council	Phone	07 4656 0500			
	Other	Quilpie Shire Council	Phone	07 4656 0500			

Part 2 Standard Terms

Division 1 Preliminary

1 Interpretation

In this agreement –

- (a) a reference to **the premises** includes a reference to any inclusions for the premises stated in this agreement for item 5.2; and
- (b) a reference to a numbered section is a reference to the section in the Act with that number; and
- (c) a reference to a numbered item is a reference to the item with that number in part 1; and
- (d) a reference to a numbered clause is a reference to the clause of this agreement with that number.

2 Terms of a general tenancy agreement

- (1) This part states, under the *Residential Tenancies and Rooming Accommodation Act 2008 (the Act)*, section 55, the standard terms of a general tenancy agreement.
 - (2) The Act also imposes duties on, and gives entitlements to, the lessor and tenant that are taken to be included as terms of this agreement.
 - (3) The lessor and tenant may agree on other terms of this agreement (**special terms**).
 - (4) A duty or entitlement under the Act overrides a standard term or special term if the term is inconsistent with the duty or entitlement.
 - (5) A standard term overrides a special term if they are inconsistent.
- Note – Some breaches of this agreement may also be an offence under the Act, for example, if –*
- the lessor or the lessor's agent enters the premises in contravention of the rules of entry under sections 192 to 199; or
 - the tenant does not sign and return the condition report to the lessor or the lessor's agent under section 65.

3 More than 1 lessor or tenant

- (1) This clause applies if more than 1 person is named in this agreement for item 1 or 2.
- (2) Each lessor named in this agreement for item 1 must perform all of the lessor's obligations under this agreement.
- (3) Each tenant named in this agreement for item 2 –
 - (a) holds their interest in the tenancy as a tenant in common unless a special term states the tenants are joint tenants; and
 - (b) must perform all the tenant's obligations under this agreement.

Division 2 Period of tenancy

4 Start of tenancy

- (1) The tenancy starts on the day stated in this agreement for item 6.2.
- (2) However, if no day is stated or if the stated day is before the signing of this agreement, the tenancy starts when the tenant is or was given a right to occupy the premises.

5 Entry condition report – s 65

- (1) The lessor must prepare, in the approved form, sign and give the tenant 1 copy of a condition report for the premises.
 - (2) The copy must be given to the tenant on or before the day the tenant occupies the premises under this agreement.
 - (3) The tenant must mark the copy of the report to show any parts the tenant disagrees with, and sign and return the copy to the lessor not later than 3 days after the later of the following days –
 - (a) the day the tenant is entitled to occupy the premises;
 - (b) the day the tenant is given the copy of the condition report.
- Note – A well completed condition report can be very important to help the parties if there is a dispute about the condition of the premises when the tenancy started. For more information about condition reports, see the information statement.*
- (4) After the copy of the condition report is returned to the lessor by the tenant, the lessor must copy the condition report and return it to the tenant within 14 days.

6 Continuation of fixed term agreement – s 70

- (1) This clause applies if –
 - (a) this agreement is a fixed term agreement; and
 - (b) none of the following notices are given, or agreements or applications made before the day the term ends (**the end day**) –
 - (i) a notice to leave;
 - (ii) a notice of intention to leave;
 - (iii) an abandonment termination notice;
 - (iv) a notice, agreement or application relating to the death of a sole tenant under section 277(7);
 - (v) a written agreement between the lessor and tenant to end the agreement.
 - (2) This agreement, other than a term about this agreement's term, continues to apply after the end day on the basis that the tenant is holding over under a periodic agreement.
- Note – For more information about the notices, see the information statement.*

7 Costs apply to early ending of fixed term agreement

- (1) This clause applies if –
 - (a) this agreement is a fixed term agreement; and
 - (b) the tenant terminates it before the term ends in a way not permitted under the Act.
 - (2) The tenant must pay the reasonable costs incurred by the lessor in reletting the premises.
- Note – For when the tenant may terminate early under the Act, see clause 36 and the information statement. Under section 362, the lessor has a general duty to mitigate (avoid or reduce) the costs.*

Division 3 Rent

8 When, how and where rent must be paid – ss 83 and 85

- (1) The tenant must pay the rent stated in this agreement for item 7.
 - (2) The rent must be paid at the times stated in this agreement for item 8.
 - (3) The rent must be paid –
 - (a) in the way stated in this agreement for item 9; or
 - (b) in the way agreed after the signing of this agreement by –
 - (i) the lessor or tenant giving the other party a notice proposing the way; and
 - (ii) the other party agreeing to the proposal in writing; or
 - (c) if there is no way stated in this agreement for item 9 or no way agreed after the signing of this agreement – in an approved way under section 83(4).
- Note – If the way rent is to be paid is another way agreed on by the lessor and tenant under section 83(4)(g), the lessor or the lessor's agent must comply with the obligations under section 84(2).*
- (4) The rent must be paid at the place stated in this agreement for item 10.
 - (5) However, if, after the signing of this agreement, the lessor gives a notice to the tenant stating a different place for payment and the place is reasonable, the rent must be paid at the place while the notice is in force.
 - (6) If no place is stated in this agreement for item 10 and there is no notice stating a place, the rent must be paid at an appropriate place.

Examples of an appropriate place –

- the lessor's address for service
- the lessor's agent's office

9 Rent in advance – s 87

The lessor may require the tenant to pay rent in advance only if the payment is not more than –

- (a) for a periodic agreement – 2 weeks rent; or
- (b) for a fixed term agreement – 1 month rent.

Note – Under section 87(2), the lessor or the lessor's agent must not require a payment of rent under this agreement in a period for which rent has already been paid.

General tenancy agreement (Form 18a)
Residential Tenancies and Rooming Accommodation Act 2008



10 Rent increases – ss 91 and 93

- (1) If the lessor proposes to increase the rent, the lessor must give notice of the proposal to the tenant.
- (2) The notice must state the amount of the increased rent and the day from when it is payable.
- (3) The day stated must not be earlier than the later of the following –
 - (a) 2 months after the notice is given;
 - (b) 6 months after the day the existing rent became payable by the tenant.
- (4) Subject to an order of a tribunal, the increased rent is payable from the day stated in the notice, and this agreement is taken to be amended accordingly.
- (5) However, if this agreement is a fixed term agreement, the rent may be increased before the term ends only if a special term –
 - (a) provides for a rent increase; and
 - (b) states the amount of the increase or how the amount of the increase is to be worked out.
- (6) A rent increase is payable by the tenant only if the rent is increased under this clause.

11 Application to tribunal about excessive increase – s 92

- (1) If a notice of proposed rent increase is given and the tenant considers the increase is excessive, the tenant may apply to a tribunal for an order setting aside or reducing the increase.
- (2) However, the application must be made –
 - (a) within 30 days after the notice is received; and
 - (b) for a fixed term agreement – before the term ends.

12 Rent decreases – s 94

Under section 94, the rent may decrease in certain situations.
Note – For details of the situations, see the information statement.

Division 4 Rental bond

13 Rental bond required – ss 111 and 116

- (1) If a rental bond is stated in this agreement for item 11, the tenant must pay to the lessor or the lessor's agent the rental bond amount –
 - (a) if a special term requires the bond to be paid at a stated time – at the stated time; or
 - (b) if a special term requires the bond to be paid by instalments – by instalments; or
 - (c) otherwise – when the tenant signs this agreement.

Note – There is a maximum bond that may be required. See section 146 and the information statement.
- (2) The lessor or the lessor's agent must, within 10 days of receiving the bond or a part of the bond, pay it to the authority and give the authority a notice, in the approved form, about the bond.
- (3) The bond is intended to be available to financially protect the lessor if the tenant breaches this agreement.
Example – The lessor may claim against the bond if the tenant does not leave the premises in the required condition at the end of the tenancy.
Note – For how to apply to the authority or a tribunal for the bond at the end of the tenancy, see the information statement and sections 125 to 141. Delay in applying may mean that payment is made on another application for payment.

14 Increase in bond – s 154

- (1) The tenant must increase the rental bond if –
 - (a) the rent increases and the lessor gives notice to the tenant to increase the bond; and
 - (b) the notice is given at least 11 months after –
 - (i) this agreement started; or
 - (ii) if the bond has been increased previously by a notice given under this clause – the day stated in the notice, or the last notice, for making the increase.

- (2) The notice must state the increased amount and the day by which the increase must be made.
- (3) For subclause (2), the day must be at least 1 month after the tenant is given the notice.

Division 5 Outgoings

15 Outgoings – s 163

- (1) The lessor must pay all charges, levies, premiums, rates or taxes for the premises, other than a service charge.
Examples –
body corporate levies, council general rates, sewerage charges, environment levies, land tax
- (2) This clause does not apply if –
 - (a) the lessor is the State; and
 - (b) rent is not payable under the agreement; and
 - (c) the tenant is an entity receiving financial or other assistance from the State to supply rented accommodation to persons.

16 General service charges – ss 164 and 165

The tenant must pay a service charge, other than a water service charge, for a service supplied to the premises during the tenancy if –

- (a) the tenant enjoys or shares the benefit of the service; and
- (b) the service is stated in this agreement for item 12.1; and
- (c) either –
 - (i) the premises are individually metered for the service; or
 - (ii) this agreement states for item 13 how the tenant's apportionment of the cost of the service is to be worked out; and
- (d) this agreement states for item 14 how the tenant must pay for the service.

Note – Section 165(3) limits the amount the tenant must pay.

17 Water service charges – ss 164 and 166

- (1) The tenant must pay an amount for the water consumption charges for the premises if –
 - (a) the tenant is enjoying or sharing the benefit of a water service to the premises; and
 - (b) the premises are individually metered for the supply of water or water is supplied to the premises by delivery by means of a vehicle; and
 - (c) this agreement states for item 12.2 that the tenant must pay for water supplied to the premises.

Note – A water consumption charge does not include the amount of a water service charge that is a fixed charge for the water service.
- (2) However, the tenant does not have to pay an amount –
 - (a) that is more than the amount of the water consumption charges payable to the relevant water supplier; or
 - (b) that is a fixed charge for the water service to the premises.
- (3) Also, the tenant does not have to pay an amount for a reasonable quantity of water supplied to the premises for a period if, during the period, the premises are not water efficient for section 166.
Note – For details about water efficiency, see the information statement.
- (4) In deciding what is a reasonable quantity of water for subclause (3), regard must be had to the matters mentioned in section 169(4)(a) to (e).
- (5) The tenant must pay the amount of the charge to the lessor within 1 month of the lessor giving the tenant copies of relevant documents about the incurring of the amount.
- (6) In this clause –
water consumption charge, for premises, means the variable part of a water service charge assessed on the volume of water supplied to the premises.
Note – If there is a dispute about how much water (or any other service charge) the tenant should pay, the lessor or the tenant may attempt to resolve the dispute by conciliation. See the information statement for details.

Division 6 Rights and obligations concerning the premises during tenancy

Subdivision 1 Occupation and use of premises

18 No legal impediments to occupation – s 181

The lessor must ensure there is no legal impediment to occupation of the premises by the tenant as a residence for the term of the tenancy if, when entering into this agreement, the lessor knew about the impediment or ought reasonably to have known about it.

Examples of possible legal impediments –

- if there is a mortgage over the premises, the lessor might need to obtain approval from the mortgagee before the tenancy can start
- a certificate might be required under the *Building Act 1975* before the premises can lawfully be occupied
- the zoning of the land might prevent use of a building on the land as a residence

19 Vacant possession and quiet enjoyment – ss 182 and 183

- (1) The lessor must ensure the tenant has vacant possession of the premises (other than a part of the premises that the tenant does not have a right to occupy exclusively) on the day the tenant is entitled to occupy the premises under this agreement.

Editor's note – Parts of the premises where the tenant does not have a right to occupy exclusively may be identified in a special term.

- (2) The lessor must take reasonable steps to ensure the tenant has quiet enjoyment of the premises.
- (3) The lessor or the lessor's agent must not interfere with the reasonable peace, comfort or privacy of the tenant in using the premises.

20 Lessor's right to enter the premises – ss 192–199

The lessor or the lessor's agent may enter the premises during the tenancy only if the obligations under sections 192 to 199 have been complied with.

Note – See the information statement for details.

21 Tenant's use of premises – ss 10 and 184

- (1) The tenant may use the premises only as a place of residence or mainly as a place of residence or for another use allowed under a special term.
- (2) The tenant must not –
 - (a) use the premises for an illegal purpose; or
 - (b) cause a nuisance by the use of the premises; or

Examples of things that may constitute a nuisance –

 - using paints or chemicals on the premises that go onto or cause odours on adjoining land
 - causing loud noises
 - allowing large amounts of water to escape onto adjoining land
- (c) interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant; or
- (d) allow another person on the premises to interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant.

22 Units and townhouses – s 69

- (1) The lessor must give the tenant a copy of any body corporate by-laws under the *Body Corporate and Community Management Act 1997* or *Building Units and Group Titles Act 1980* applicable to –
 - (a) the occupation of the premises; or
 - (b) any common area available for use by the tenant with the premises.
- (2) The tenant must comply with the by-laws.

23 Number of occupants allowed

No more than the number of persons stated in this agreement for item 15 may reside at the premises.

24 Pets

- (1) The tenant may keep pets on the premises only if this agreement states for item 17.1 that pets are approved.
- (2) If this agreement states for item 17.1 that pets are approved and this agreement states for item 17.2 that only –
 - (a) a particular type of pet may be kept, only that type may be kept; or
 - (b) a particular number of pets may be kept, only that number may be kept; or
 - (c) a particular number of a particular type of pet may be kept, only that number of that type may be kept.

Subdivision 2 Standard of premises

25 Lessor's obligations – s 185

- (1) At the start of the tenancy, the lessor must ensure –
 - (a) the premises are clean; and
 - (b) the premises are fit for the tenant to live in; and
 - (c) the premises are in good repair; and
 - (d) the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises.
- (2) While the tenancy continues, the lessor must –
 - (a) maintain the premises in a way that the premises remain fit for the tenant to live in; and
 - (b) maintain the premises in good repair; and
 - (c) ensure the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises; and
 - (d) keep any common area included in the premises clean.

Note – For details about the maintenance, see the information statement.

- (3) However, the lessor is not required to comply with subclause (1)(c) or (2)(a) for any non-standard items and the lessor is not responsible for their maintenance if –
 - (a) the lessor is the State; and
 - (b) the non-standard items are stated in this agreement and this agreement states the lessor is not responsible for their maintenance; and
 - (c) the non-standard items are not necessary and reasonable to make the premises a fit place in which to live; and
 - (d) the non-standard items are not a risk to health or safety; and
 - (e) for fixtures – the fixtures were not attached to the premises by the lessor.
- (4) In this clause –

non-standard items means the fixtures attached to the premises and inclusions supplied with the premises stated in this agreement for item 5.2.

premises include any common area available for use by the tenant with the premises.

26 Tenant's obligations – s 188(2) and (3)

- (1) The tenant must keep the premises clean, having regard to their condition at the start of the tenancy.
- (2) The tenant must not maliciously damage, or allow someone else to maliciously damage, the premises.

Subdivision 3 The dwelling

27 Fixtures or structural changes – ss 207–209

- (1) The tenant may attach a fixture, or make a structural change, to the premises only if the lessor agrees to the fixture's attachment or the structural change.

Note – Fixtures are generally items permanently attached to land or to a building that are intended to become part of the land or building. An attachment may include, for example, something glued, nailed or screwed to a wall.
- (2) The lessor's agreement must be written, describe the nature of the fixture or change and include any terms of the agreement.

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*Examples of terms –*

- that the tenant may remove the fixture
 - that the tenant must repair damage caused when removing the fixture
 - that the lessor must pay for the fixture if the tenant can not remove it
- (3) If the lessor does agree, the tenant must comply with the terms of the lessor's agreement.
- (4) The lessor must not act unreasonably in failing to agree.
- (5) If the tenant attaches a fixture, or makes a structural change, to the premises without the lessor's agreement, the lessor may –
- (a) take action for a breach of a term of this agreement; or
 - (b) waive the breach (that is, not take action for the breach) and treat the fixture or change as an improvement to the premises for the lessor's benefit (that is, treat it as belonging to the lessor, without having to pay the tenant for it).

28 Supply of locks and keys – s 210

- (1) The lessor must supply and maintain all locks necessary to ensure the premises are reasonably secure.
- (2) The lessor must give the tenant, or if there is more than 1 tenant, 1 of the tenants, a key for each lock that –
- (a) secures an entry to the premises; or
 - (b) secures a road or other place normally used to gain access to, or leave, the area or building in which the premises are situated; or
 - (c) is part of the premises.
- (3) If there is more than 1 tenant, the lessor must give the other tenants a key for the locks mentioned in subclause (2)(a) and (b).

29 Changing locks – ss 211 and 212

- (1) The lessor or the tenant may change locks if –
- (a) both agree to the change; or
 - (b) there is a tribunal order permitting the change; or
 - (c) there is a reasonable excuse for making the change.

Example of a reasonable excuse –

an emergency requiring the lock to be changed quickly

- (2) The lessor or tenant must not act unreasonably in failing to agree to the change of a lock.
- (3) If a lock is changed, the party changing it must give the other party a key for the changed lock unless –
- (a) a tribunal orders that a key not be given; or
 - (b) the other party agrees to not being given a key.

Subdivision 4 Damage and repairs**30 Meaning of emergency and routine repairs – ss 214 and 215**

- (1) **Emergency repairs** are works needed to repair any of the following –
- (a) a burst water service or serious water service leak;
 - (b) a blocked or broken lavatory system;
 - (c) a serious roof leak;
 - (d) a gas leak;
 - (e) a dangerous electrical fault;
 - (f) flooding or serious flood damage;
 - (g) serious storm, fire or impact damage;
 - (h) a failure or breakdown of the gas, electricity or water supply to the premises;
 - (i) a failure or breakdown of an essential service or appliance on the premises for hot water, cooking or heating;
 - (j) a fault or damage that makes the premises unsafe or insecure;
 - (k) a fault or damage likely to injure a person, damage property or unduly inconvenience a resident of the premises;
 - (l) a serious fault in a staircase, lift or other common area of the premises that unduly inconveniences a resident in gaining access to, or using, the premises.
- (2) **Routine repairs** are repairs other than emergency repairs.

31 Nominated repairer for emergency repairs – s 216

- (1) The lessor's nominated repairer for emergency repairs of a particular type may be stated either –
- (a) in this agreement for item 18; or
 - (b) in a notice given by the lessor to the tenant.
- (2) The nominated repairer is the tenant's first point of contact for notifying the need for emergency repairs.

32 Notice of damage – s 217

- (1) If the tenant knows the premises have been damaged, the tenant must give notice as soon as practicable of the damage.
- (2) If the premises need routine repairs, the notice must be given to the lessor.
- (3) If the premises need emergency repairs, the notice must be given to –
- (a) the nominated repairer for the repairs; or
 - (b) if there is no nominated repairer for the repairs or the repairer can not be contacted – the lessor.

33 Emergency repairs arranged by tenant – ss 218 and 219

- (1) The tenant may arrange for a suitably qualified person to make emergency repairs or apply to the tribunal under section 221 for orders about the repairs if –
- (a) the tenant has been unable to notify the lessor or nominated repairer of the need for emergency repairs of the premises; or
 - (b) the repairs are not made within a reasonable time after notice is given.
- (2) The maximum amount that may be incurred for emergency repairs arranged to be made by the tenant is an amount equal to the amount payable under this agreement for 2 weeks rent.
- Note – For how the tenant may require reimbursement for the repairs, see sections 219(2) and (3) and 220 and the information statement.*

Division 7 Restrictions on transfer or subletting by tenant**34 General – ss 238 and 240**

- (1) Subject to clause 35, the tenant may transfer all or a part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing or if the transfer or subletting is made under a tribunal order.
- (2) The lessor must act reasonably in failing to agree to the transfer or subletting.
- (3) The lessor is taken to act unreasonably in failing to agree to the transfer or subletting if the lessor acts in a capricious or retaliatory way.
- (4) The lessor or the lessor's agent must not require the tenant to pay, or accept from the tenant, an amount for the lessor's agreement to a transfer or subletting by the tenant, other than an amount for the reasonable expenses incurred by the lessor in agreeing to the transfer or subletting.

35 State assisted lessors or employees of lessor – s 237

- (1) This clause applies if –
- (a) the lessor is the State; or
 - (b) the lessor is an entity receiving assistance from the State to supply rented accommodation; or
 - (c) the tenant's right to occupy the premises comes from the tenant's terms of employment.
- (2) The tenant may transfer the whole or part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing to the transfer or subletting.

Division 8 When agreement ends**36 Ending of agreement – s 277**

- (1) This agreement ends only if –
- (a) the tenant and the lessor agree in writing; or

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- (b) the lessor gives a notice to leave the premises to the tenant and the tenant hands over vacant possession of the premises to the lessor on or after the handover day; or
- (c) the tenant gives a notice of intention to leave the premises to the lessor and hands over vacant possession of the premises to the lessor on or after the handover day; or
- (d) a tribunal makes an order terminating this agreement; or
- (e) the tenant abandons the premises; or
- (f) after receiving a notice from a mortgagee under section 317, the tenant vacates, or is removed from, the premises.

Note – For when a notice to leave or a notice of intention to leave may be given and its effect and when an application for a termination order may be made to a tribunal, see the information statement.

- (2) Also, if a sole tenant dies, this agreement terminates in accordance with section 277(7) or (8).

Note – See the information statement for details.

37 Condition premises must be left in – s 188(4)

At the end of the tenancy, the tenant must leave the premises, as far as possible, in the same condition they were in at the start of the tenancy, fair wear and tear excepted.

Examples of what may be fair wear and tear –

- wear that happens during normal use
- changes that happen with ageing

38 Keys

At the end of the tenancy, the tenant must return to the lessor all keys for the premises.

39 Tenant's forwarding address – s 205(2)

- (1) When handing over possession of the premises, the tenant must, if the lessor or the lessor's agent asks the tenant in writing to state the tenant's new residential address, tell the lessor or the agent the tenant's new residential address.
- (2) However, subclause (1) does not apply if the tenant has a reasonable excuse for not telling the lessor or agent the new address.

40 Exit condition report – s 66

- (1) As soon as practicable after this agreement ends, the tenant must prepare, in the approved form, and sign a condition report for the premises and give 1 copy of the report to the lessor or the lessor's agent.

Example of what might be as soon as practicable – when the tenant returns the keys to the premises to the lessor or the lessor's agent

Note – For the approved form for the condition report, see the information statement. The report may be very important in deciding who is entitled to a refund of the rental bond if there is a dispute about the condition of the premises.

- (2) The lessor or the lessor's agent must, within 3 business days after receiving the copy of the report –
 - (a) sign the copy; and
 - (b) if the lessor or agent does not agree with the report – show the parts of the report the lessor or agent disagrees with by marking the copy in an appropriate way; and
 - (c) if the tenant has given a forwarding address to the lessor or agent – make a copy of the report and return it to the tenant at the address.
- (3) The lessor or agent must keep a copy of the condition report signed by both parties for at least 1 year after this agreement ends.

41 Goods or documents left behind on premises – ss 363 and 364

- (1) The tenant must take all of the tenant's belongings from the premises at the end of the tenancy.
 - (2) The lessor may not treat belongings left behind as the lessor's own property, but must deal with them under sections 363 and 364.
- Note – For details of the lessor's obligations under sections 363 and 364, see the information statement. They may include an obligation to store goods and may allow the lessor to sell goods and pay the net sale proceeds (after storage and selling costs) to the public trustee.*

Division 9 Miscellaneous**42 Supply of goods and services – s 171**

- (1) The lessor or the lessor's agent must not require the tenant to buy goods or services from the lessor or a person nominated by the lessor or agent.
- (2) Subclause (1) does not apply to a requirement about a service charge.

Note – See section 164 for what is a service charge.

43 Lessor's agent

- (1) The name and address for service of the lessor's agent is stated in this agreement for item 3.
- (2) Unless a special term provides otherwise, the agent may –
 - (a) stand in the lessor's place in any application to a tribunal by the lessor or the tenant; or
 - (b) do any thing else the lessor may do, or is required to do, under this agreement.

44 Notices

- (1) A notice under this agreement must be written and, if there is an approved form for the notice, in the approved form.
- Note – Download approved forms via the RTA website rta.qld.gov.au.*
- (2) A notice from the tenant to the lessor may be given to the lessor's agent.
 - (3) A notice may be given to a party to this agreement or the lessor's agent –
 - (a) by giving it to the party or agent personally; or
 - (b) if an address for service for the party or agent is stated in this agreement for item 1, 2 or 3 – by leaving it at the address, sending it by prepaid post as a letter to the address; or
 - (c) if a facsimile number for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by facsimile – by sending it by facsimile to the facsimile number in accordance with the *Electronic Transactions (Queensland) Act 2001*; or
 - (d) if an email address for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by email – by sending it electronically to the email address in accordance with the *Electronic Transactions (Queensland) Act 2001*.
 - (4) A party or the lessor's agent may withdraw his or her consent to notices being given to them by facsimile or email only by giving notice to each other party that notices are no longer to be given to the party or agent by facsimile or email.
 - (5) If no address for service is stated in this agreement for item 2 for the tenant, the tenant's address for service is taken to be the address of the premises.
 - (6) A party or the lessor's agent may change his or her address for service, facsimile number or email address only by giving notice to each other party of a new address for service, facsimile number or email address.
 - (7) On the giving of a notice of a new address for service, facsimile number or email address for a party or the lessor's agent, the address for service, facsimile number or email address stated in the notice is taken to be the party's or agent's address for service, facsimile number or email address stated in this agreement for item 1, 2 or 3.
 - (8) Unless the contrary is proved –
 - (a) a notice left at an address for service is taken to have been received by the party to whom the address relates when the notice was left at the address; and
 - (b) a notice sent by post is taken to have been received by the person to whom it was addressed when it would have been delivered in the ordinary course of post; and
 - (c) a notice sent by facsimile is taken to have been received at the place where the facsimile was sent when the sender's facsimile machine produces a transmission report indicating all pages of the notice have been successfully sent; and
 - (d) a notice sent by email is taken to have been received by the recipient when the email enters the recipient's email server.

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Part 3 Special terms Insert any special terms here and/or attach a separate list if required. See clause 2(3) to 2(5)

Inspections: Notice of Entry will be issued to the tenant twice per year, and/or as required.

Surrounds: Lawns and/or gardens to be maintained (watered and mowed) to a standard acceptable to council.

Community: It is the Council's expectation that the tenants within close proximity of each other will not cause a nuisance by the use of the property, and also not interfere with the reasonable peace, comfort and privacy of neighbours.

Cleaning: Upon cessation of a tenancy, the tenant is required to clean the premises. This includes professional carpet cleaning and a receipt produced to the council.

Pets: Pets will be subject to owner approval. If approved, upon cessation of a tenancy, spraying of fleas inside and outside is required by a licensed pest control firm and the paid invoice to be produced to the council.

Empty Premises Notification: Eromanga Natural History Museum (ENHM) must notify Quilpie Shire Council (QSC) 1 week in advance of the rental property being vacant. If the 1 week notification is given, QSC shall not charge rental income for the property to ENHM. This will also enable QSC to undertake planned renovations or maintenance work.

Prolonged Vacancy Period: If the rental property is considered vacant for a continuous period of 8 weeks, QSC shall have the discretion to terminate the lease unilaterally.

Sub-Tenancy Conditions:

1. ENHM is given the express approval to enter into a sub-lease the relevant property to its employees. A simple notification is required to Council (via e-mail) when the museum enters a sub-lease with a new sub-tenant. Written approval must be sought from Council if ENHM intends to enter into a sub-lease with anyone other than its employees.

2. The rental amount charged under this head lease to ENHM shall be the same rental amount passed onto the sub-tenants under the sub-lease.

The tenant/s must receive a copy of the information statement (Form 17a) and a copy of any applicable by-laws if copies have not previously been given to the tenant/s. **Do not send to the RTA—give this form to the tenant/s, keep a copy for your records.**

Signature of lessor/agent

Name/trading name

Quilpie Shire Council

Signature

Date

Signature of tenant 1

Print name

Eromanga Natural History Museum

Signature

Date

Signature of tenant 2

Print name

Signature

Date

Signature of tenant 3

Print name

Signature

Date

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Part 1 Tenancy details

Item 1	1.1 Lessor			
	Name/trading name Quilpie Shire Council			
	Address 50 Brolga Street QUILPIE QLD Postcode 4480			
Item 2	1.2 Phone	Mobile	Email	
	07 4656 0500		admin@quilpie.qld.gov.au	
	2.1 Tenant/s			
Item 3	Tenant 1	Full name/s Eromanga Natural History Museum		
	Phone	07 4656 3084	Email info@enhm.com.au	
	Tenant 2	Full name/s		
	Phone	Email		
	Tenant 3	Full name/s		
	Phone	Email		
	2.2 Address for service (if different from address of the premises in item 5.1) Attach a separate list			
	3.1 Agent If applicable. See clause 43			
	Full name/trading name N/A			
	Address			
	Postcode			
Item 4	3.2 Phone	Mobile	Email	
	Notices may be given to (Indicate if the email is different from item 1, 2 or 3 above)			
	4.1 Lessor			
	Email	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	4.2 Tenant/s			
	Email	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	4.3 Agent			
	Email	Yes <input type="checkbox"/> No <input type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Item 5	5.1 Address of the rental premises		
		Lot 5 Neal Street		
		EROMANGA QLD Postcode 4480		
Item 6	5.2 Inclusions provided. For example, furniture or other household goods let with the premises. Attach list if necessary			
Item 6	6.1 The term of the agreement is <input checked="" type="checkbox"/> fixed term agreement <input type="checkbox"/> periodic agreement			
	6.2 Starting on	06/10/22	6.3 Ending on 05/10/23	
	Fixed term agreements only. For continuation of tenancy agreement, see clause 6			



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Item 7	Rent	<input type="text" value="\$ 651.79"/>	per	<input type="checkbox"/> week	<input type="checkbox"/> fortnight	<input checked="" type="checkbox"/> month	See clause 8(1)	
Item 8	Rent must be paid on the	<input type="text" value="due"/>	day of each	<input type="text" value="month"/>				
		<small>Insert day. See clause 8(2)</small>		<small>Insert week, fortnight or month</small>				
Item 9	Method of rent payment <small>Insert the way the rent must be paid. See clause 8(3)</small> <input type="text" value="Direct deposit on issue of invoice"/>							
	Details for direct credit BSB no. <input type="text" value="0 8 4 8 2 9"/> Bank/building society/credit union <input type="text" value="NAB"/> Account no. <input type="text" value="5 0 8 8 6 5 7 8 5"/> Account name <input type="text" value="Quilpie Shire Council"/> Payment reference <input type="text" value="ENHM"/>							
Item 10	Place of rent payment <small>Insert where the rent must be paid. See clause 8(4) to 8(6)</small> <input type="text" value="Direct deposit of payment"/>							
Item 11	Rental bond amount	<input type="text" value="\$ 560"/>	See clause 13					
Item 12	12.1 The services supplied to the premises for which the tenant must pay <small>See clause 16</small> Electricity <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Any other service that a tenant must pay <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Gas <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Type <input type="text"/> <small>See special terms (page 8)</small> Phone <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 12.2 Is the tenant to pay for water supplied to the premises <small>See clause 17</small> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
Item 13	If the premises is not individually metered for a service under item 12.1, the apportionment of the cost of the service for which the tenant must pay. <small>For example, insert the percentage of the total charge the tenant must pay. See clause 16(c)</small> Electricity <input type="text" value="N/A"/> Any other service stated in item 12.1 <input type="text"/> Gas <input type="text" value="N/A"/> <small>See special terms (page 8)</small> Phone <input type="text" value="N/A"/>							
Item 14	How services must be paid for <small>Insert for each how the tenant must pay. See clause 16(d)</small> Electricity <input type="text" value="Direct to supplier"/> Gas <input type="text" value="Direct to supplier"/> Phone <input type="text" value="Direct to supplier"/> Any other service stated in item 12.1 <input type="text"/> <small>See special terms (page 8)</small>							
Item 15	Number of persons allowed to reside at the premises <input type="text" value="3"/> <small>See clause 23</small>							
Item 16	16.1 Are there any body corporate by-laws applicable to the occupation of the premises by a tenant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>See clause 22</small> 16.2 Has the tenant been given a copy of the relevant by-laws <small>See clause 22</small> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
Item 17	17.1 Pets approved <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>See clause 24(1)</small> 17.2 The types and number of pets that may be kept <small>See clause 24(2)</small> Type <input type="text" value="Must require prior approval from QSC"/> Number <input type="text"/> Type <input type="text"/> Number <input type="text"/>							
Item 18	Nominated repairers <small>Insert name and telephone number for each. See clause 31</small> Electrical repairs <input type="text" value="Quilpie Shire Council"/> Phone <input type="text" value="07 4656 0500"/> Plumbing repairs <input type="text" value="Quilpie Shire Council"/> Phone <input type="text" value="07 4656 0500"/> Other <input type="text" value="Quilpie Shire Council"/> Phone <input type="text" value="07 4656 0500"/>							

Part 2 Standard Terms

Division 1 Preliminary

1 Interpretation

In this agreement –

- (a) a reference to **the premises** includes a reference to any inclusions for the premises stated in this agreement for item 5.2; and
- (b) a reference to a numbered section is a reference to the section in the Act with that number; and
- (c) a reference to a numbered item is a reference to the item with that number in part 1; and
- (d) a reference to a numbered clause is a reference to the clause of this agreement with that number.

2 Terms of a general tenancy agreement

- (1) This part states, under the *Residential Tenancies and Rooming Accommodation Act 2008 (the Act)*, section 55, the standard terms of a general tenancy agreement.
 - (2) The Act also imposes duties on, and gives entitlements to, the lessor and tenant that are taken to be included as terms of this agreement.
 - (3) The lessor and tenant may agree on other terms of this agreement (**special terms**).
 - (4) A duty or entitlement under the Act overrides a standard term or special term if the term is inconsistent with the duty or entitlement.
 - (5) A standard term overrides a special term if they are inconsistent.
- Note – Some breaches of this agreement may also be an offence under the Act, for example, if –*
- the lessor or the lessor's agent enters the premises in contravention of the rules of entry under sections 192 to 199; or
 - the tenant does not sign and return the condition report to the lessor or the lessor's agent under section 65.

3 More than 1 lessor or tenant

- (1) This clause applies if more than 1 person is named in this agreement for item 1 or 2.
- (2) Each lessor named in this agreement for item 1 must perform all of the lessor's obligations under this agreement.
- (3) Each tenant named in this agreement for item 2 –
 - (a) holds their interest in the tenancy as a tenant in common unless a special term states the tenants are joint tenants; and
 - (b) must perform all the tenant's obligations under this agreement.

Division 2 Period of tenancy

4 Start of tenancy

- (1) The tenancy starts on the day stated in this agreement for item 6.2.
- (2) However, if no day is stated or if the stated day is before the signing of this agreement, the tenancy starts when the tenant is or was given a right to occupy the premises.

5 Entry condition report – s 65

- (1) The lessor must prepare, in the approved form, sign and give the tenant 1 copy of a condition report for the premises.
 - (2) The copy must be given to the tenant on or before the day the tenant occupies the premises under this agreement.
 - (3) The tenant must mark the copy of the report to show any parts the tenant disagrees with, and sign and return the copy to the lessor not later than 3 days after the later of the following days –
 - (a) the day the tenant is entitled to occupy the premises;
 - (b) the day the tenant is given the copy of the condition report.
- Note – A well completed condition report can be very important to help the parties if there is a dispute about the condition of the premises when the tenancy started. For more information about condition reports, see the information statement.*
- (4) After the copy of the condition report is returned to the lessor by the tenant, the lessor must copy the condition report and return it to the tenant within 14 days.

6 Continuation of fixed term agreement – s 70

- (1) This clause applies if –
 - (a) this agreement is a fixed term agreement; and
 - (b) none of the following notices are given, or agreements or applications made before the day the term ends (**the end day**) –
 - (i) a notice to leave;
 - (ii) a notice of intention to leave;
 - (iii) an abandonment termination notice;
 - (iv) a notice, agreement or application relating to the death of a sole tenant under section 277(7);
 - (v) a written agreement between the lessor and tenant to end the agreement.
 - (2) This agreement, other than a term about this agreement's term, continues to apply after the end day on the basis that the tenant is holding over under a periodic agreement.
- Note – For more information about the notices, see the information statement.*

7 Costs apply to early ending of fixed term agreement

- (1) This clause applies if –
 - (a) this agreement is a fixed term agreement; and
 - (b) the tenant terminates it before the term ends in a way not permitted under the Act.
 - (2) The tenant must pay the reasonable costs incurred by the lessor in reletting the premises.
- Note – For when the tenant may terminate early under the Act, see clause 36 and the information statement. Under section 362, the lessor has a general duty to mitigate (avoid or reduce) the costs.*

Division 3 Rent

8 When, how and where rent must be paid – ss 83 and 85

- (1) The tenant must pay the rent stated in this agreement for item 7.
 - (2) The rent must be paid at the times stated in this agreement for item 8.
 - (3) The rent must be paid –
 - (a) in the way stated in this agreement for item 9; or
 - (b) in the way agreed after the signing of this agreement by –
 - (i) the lessor or tenant giving the other party a notice proposing the way; and
 - (ii) the other party agreeing to the proposal in writing; or
 - (c) if there is no way stated in this agreement for item 9 or no way agreed after the signing of this agreement – in an approved way under section 83(4).
- Note – If the way rent is to be paid is another way agreed on by the lessor and tenant under section 83(4)(g), the lessor or the lessor's agent must comply with the obligations under section 84(2).*
- (4) The rent must be paid at the place stated in this agreement for item 10.
 - (5) However, if, after the signing of this agreement, the lessor gives a notice to the tenant stating a different place for payment and the place is reasonable, the rent must be paid at the place while the notice is in force.
 - (6) If no place is stated in this agreement for item 10 and there is no notice stating a place, the rent must be paid at an appropriate place.

Examples of an appropriate place –

- the lessor's address for service
- the lessor's agent's office

9 Rent in advance – s 87

The lessor may require the tenant to pay rent in advance only if the payment is not more than –

- (a) for a periodic agreement – 2 weeks rent; or
- (b) for a fixed term agreement – 1 month rent.

Note – Under section 87(2), the lessor or the lessor's agent must not require a payment of rent under this agreement in a period for which rent has already been paid.

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10 Rent increases – ss 91 and 93

- (1) If the lessor proposes to increase the rent, the lessor must give notice of the proposal to the tenant.
- (2) The notice must state the amount of the increased rent and the day from when it is payable.
- (3) The day stated must not be earlier than the later of the following –
 - (a) 2 months after the notice is given;
 - (b) 6 months after the day the existing rent became payable by the tenant.
- (4) Subject to an order of a tribunal, the increased rent is payable from the day stated in the notice, and this agreement is taken to be amended accordingly.
- (5) However, if this agreement is a fixed term agreement, the rent may be increased before the term ends only if a special term –
 - (a) provides for a rent increase; and
 - (b) states the amount of the increase or how the amount of the increase is to be worked out.
- (6) A rent increase is payable by the tenant only if the rent is increased under this clause.

11 Application to tribunal about excessive increase – s 92

- (1) If a notice of proposed rent increase is given and the tenant considers the increase is excessive, the tenant may apply to a tribunal for an order setting aside or reducing the increase.
- (2) However, the application must be made –
 - (a) within 30 days after the notice is received; and
 - (b) for a fixed term agreement – before the term ends.

12 Rent decreases – s 94

Under section 94, the rent may decrease in certain situations.
Note – For details of the situations, see the information statement.

Division 4 Rental bond

13 Rental bond required – ss 111 and 116

- (1) If a rental bond is stated in this agreement for item 11, the tenant must pay to the lessor or the lessor's agent the rental bond amount –
 - (a) if a special term requires the bond to be paid at a stated time – at the stated time; or
 - (b) if a special term requires the bond to be paid by instalments – by instalments; or
 - (c) otherwise – when the tenant signs this agreement.
- (2) The lessor or the lessor's agent must, within 10 days of receiving the bond or a part of the bond, pay it to the authority and give the authority a notice, in the approved form, about the bond.
- (3) The bond is intended to be available to financially protect the lessor if the tenant breaches this agreement.

Example – The lessor may claim against the bond if the tenant does not leave the premises in the required condition at the end of the tenancy.

Note – For how to apply to the authority or a tribunal for the bond at the end of the tenancy, see the information statement and sections 125 to 141. Delay in applying may mean that payment is made on another application for payment.

14 Increase in bond – s 154

- (1) The tenant must increase the rental bond if –
 - (a) the rent increases and the lessor gives notice to the tenant to increase the bond; and
 - (b) the notice is given at least 11 months after –
 - (i) this agreement started; or
 - (ii) if the bond has been increased previously by a notice given under this clause – the day stated in the notice, or the last notice, for making the increase.

- (2) The notice must state the increased amount and the day by which the increase must be made.
- (3) For subclause (2), the day must be at least 1 month after the tenant is given the notice.

Division 5 Outgoings

15 Outgoings – s 163

- (1) The lessor must pay all charges, levies, premiums, rates or taxes for the premises, other than a service charge.
Examples –
body corporate levies, council general rates, sewerage charges, environment levies, land tax
- (2) This clause does not apply if –
 - (a) the lessor is the State; and
 - (b) rent is not payable under the agreement; and
 - (c) the tenant is an entity receiving financial or other assistance from the State to supply rented accommodation to persons.

16 General service charges – ss 164 and 165

The tenant must pay a service charge, other than a water service charge, for a service supplied to the premises during the tenancy if –

- (a) the tenant enjoys or shares the benefit of the service; and
- (b) the service is stated in this agreement for item 12.1; and
- (c) either –
 - (i) the premises are individually metered for the service; or
 - (ii) this agreement states for item 13 how the tenant's apportionment of the cost of the service is to be worked out; and
- (d) this agreement states for item 14 how the tenant must pay for the service.

Note – Section 165(3) limits the amount the tenant must pay.

17 Water service charges – ss 164 and 166

- (1) The tenant must pay an amount for the water consumption charges for the premises if –
 - (a) the tenant is enjoying or sharing the benefit of a water service to the premises; and
 - (b) the premises are individually metered for the supply of water or water is supplied to the premises by delivery by means of a vehicle; and
 - (c) this agreement states for item 12.2 that the tenant must pay for water supplied to the premises.
- (2) However, the tenant does not have to pay an amount –
 - (a) that is more than the amount of the water consumption charges payable to the relevant water supplier; or
 - (b) that is a fixed charge for the water service to the premises.
- (3) Also, the tenant does not have to pay an amount for a reasonable quantity of water supplied to the premises for a period if, during the period, the premises are not water efficient for section 166.

Note – A water consumption charge does not include the amount of a water service charge that is a fixed charge for the water service.

- (4) In deciding what is a reasonable quantity of water for subclause (3), regard must be had to the matters mentioned in section 169(4)(a) to (e).
- (5) The tenant must pay the amount of the charge to the lessor within 1 month of the lessor giving the tenant copies of relevant documents about the incurring of the amount.

- (6) In this clause –
water consumption charge, for premises, means the variable part of a water service charge assessed on the volume of water supplied to the premises.

Note – If there is a dispute about how much water (or any other service charge) the tenant should pay, the lessor or the tenant may attempt to resolve the dispute by conciliation. See the information statement for details.

Division 6 Rights and obligations concerning the premises during tenancy

Subdivision 1 Occupation and use of premises

18 No legal impediments to occupation – s 181

The lessor must ensure there is no legal impediment to occupation of the premises by the tenant as a residence for the term of the tenancy if, when entering into this agreement, the lessor knew about the impediment or ought reasonably to have known about it.

Examples of possible legal impediments –

- if there is a mortgage over the premises, the lessor might need to obtain approval from the mortgagee before the tenancy can start
- a certificate might be required under the *Building Act 1975* before the premises can lawfully be occupied
- the zoning of the land might prevent use of a building on the land as a residence

19 Vacant possession and quiet enjoyment – ss 182 and 183

- (1) The lessor must ensure the tenant has vacant possession of the premises (other than a part of the premises that the tenant does not have a right to occupy exclusively) on the day the tenant is entitled to occupy the premises under this agreement.

Editor's note – Parts of the premises where the tenant does not have a right to occupy exclusively may be identified in a special term.

- (2) The lessor must take reasonable steps to ensure the tenant has quiet enjoyment of the premises.
- (3) The lessor or the lessor's agent must not interfere with the reasonable peace, comfort or privacy of the tenant in using the premises.

20 Lessor's right to enter the premises – ss 192–199

The lessor or the lessor's agent may enter the premises during the tenancy only if the obligations under sections 192 to 199 have been complied with.

Note – See the information statement for details.

21 Tenant's use of premises – ss 10 and 184

- (1) The tenant may use the premises only as a place of residence or mainly as a place of residence or for another use allowed under a special term.
- (2) The tenant must not –
 - (a) use the premises for an illegal purpose; or
 - (b) cause a nuisance by the use of the premises; or

Examples of things that may constitute a nuisance –

 - using paints or chemicals on the premises that go onto or cause odours on adjoining land
 - causing loud noises
 - allowing large amounts of water to escape onto adjoining land
- (c) interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant; or
- (d) allow another person on the premises to interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant.

22 Units and townhouses – s 69

- (1) The lessor must give the tenant a copy of any body corporate by-laws under the *Body Corporate and Community Management Act 1997* or *Building Units and Group Titles Act 1980* applicable to –
 - (a) the occupation of the premises; or
 - (b) any common area available for use by the tenant with the premises.
- (2) The tenant must comply with the by-laws.

23 Number of occupants allowed

No more than the number of persons stated in this agreement for item 15 may reside at the premises.

24 Pets

- (1) The tenant may keep pets on the premises only if this agreement states for item 17.1 that pets are approved.
- (2) If this agreement states for item 17.1 that pets are approved and this agreement states for item 17.2 that only –
 - (a) a particular type of pet may be kept, only that type may be kept; or
 - (b) a particular number of pets may be kept, only that number may be kept; or
 - (c) a particular number of a particular type of pet may be kept, only that number of that type may be kept.

Subdivision 2 Standard of premises

25 Lessor's obligations – s 185

- (1) At the start of the tenancy, the lessor must ensure –
 - (a) the premises are clean; and
 - (b) the premises are fit for the tenant to live in; and
 - (c) the premises are in good repair; and
 - (d) the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises.
- (2) While the tenancy continues, the lessor must –
 - (a) maintain the premises in a way that the premises remain fit for the tenant to live in; and
 - (b) maintain the premises in good repair; and
 - (c) ensure the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises; and
 - (d) keep any common area included in the premises clean.

Note – For details about the maintenance, see the information statement.

- (3) However, the lessor is not required to comply with subclause (1)(c) or (2)(a) for any non-standard items and the lessor is not responsible for their maintenance if –
 - (a) the lessor is the State; and
 - (b) the non-standard items are stated in this agreement and this agreement states the lessor is not responsible for their maintenance; and
 - (c) the non-standard items are not necessary and reasonable to make the premises a fit place in which to live; and
 - (d) the non-standard items are not a risk to health or safety; and
 - (e) for fixtures – the fixtures were not attached to the premises by the lessor.
- (4) In this clause –

non-standard items means the fixtures attached to the premises and inclusions supplied with the premises stated in this agreement for item 5.2.

premises include any common area available for use by the tenant with the premises.

26 Tenant's obligations – s 188(2) and (3)

- (1) The tenant must keep the premises clean, having regard to their condition at the start of the tenancy.
- (2) The tenant must not maliciously damage, or allow someone else to maliciously damage, the premises.

Subdivision 3 The dwelling

27 Fixtures or structural changes – ss 207–209

- (1) The tenant may attach a fixture, or make a structural change, to the premises only if the lessor agrees to the fixture's attachment or the structural change.

Note – Fixtures are generally items permanently attached to land or to a building that are intended to become part of the land or building. An attachment may include, for example, something glued, nailed or screwed to a wall.
- (2) The lessor's agreement must be written, describe the nature of the fixture or change and include any terms of the agreement.

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*Examples of terms –*

- that the tenant may remove the fixture
 - that the tenant must repair damage caused when removing the fixture
 - that the lessor must pay for the fixture if the tenant can not remove it
- (3) If the lessor does agree, the tenant must comply with the terms of the lessor's agreement.
- (4) The lessor must not act unreasonably in failing to agree.
- (5) If the tenant attaches a fixture, or makes a structural change, to the premises without the lessor's agreement, the lessor may –
- (a) take action for a breach of a term of this agreement; or
 - (b) waive the breach (that is, not take action for the breach) and treat the fixture or change as an improvement to the premises for the lessor's benefit (that is, treat it as belonging to the lessor, without having to pay the tenant for it).

28 Supply of locks and keys – s 210

- (1) The lessor must supply and maintain all locks necessary to ensure the premises are reasonably secure.
- (2) The lessor must give the tenant, or if there is more than 1 tenant, 1 of the tenants, a key for each lock that –
- (a) secures an entry to the premises; or
 - (b) secures a road or other place normally used to gain access to, or leave, the area or building in which the premises are situated; or
 - (c) is part of the premises.
- (3) If there is more than 1 tenant, the lessor must give the other tenants a key for the locks mentioned in subclause (2)(a) and (b).

29 Changing locks – ss 211 and 212

- (1) The lessor or the tenant may change locks if –
- (a) both agree to the change; or
 - (b) there is a tribunal order permitting the change; or
 - (c) there is a reasonable excuse for making the change.

Example of a reasonable excuse –

an emergency requiring the lock to be changed quickly

- (2) The lessor or tenant must not act unreasonably in failing to agree to the change of a lock.
- (3) If a lock is changed, the party changing it must give the other party a key for the changed lock unless –
- (a) a tribunal orders that a key not be given; or
 - (b) the other party agrees to not being given a key.

Subdivision 4 Damage and repairs**30 Meaning of emergency and routine repairs – ss 214 and 215**

- (1) **Emergency repairs** are works needed to repair any of the following –
- (a) a burst water service or serious water service leak;
 - (b) a blocked or broken lavatory system;
 - (c) a serious roof leak;
 - (d) a gas leak;
 - (e) a dangerous electrical fault;
 - (f) flooding or serious flood damage;
 - (g) serious storm, fire or impact damage;
 - (h) a failure or breakdown of the gas, electricity or water supply to the premises;
 - (i) a failure or breakdown of an essential service or appliance on the premises for hot water, cooking or heating;
 - (j) a fault or damage that makes the premises unsafe or insecure;
 - (k) a fault or damage likely to injure a person, damage property or unduly inconvenience a resident of the premises;
 - (l) a serious fault in a staircase, lift or other common area of the premises that unduly inconveniences a resident in gaining access to, or using, the premises.
- (2) **Routine repairs** are repairs other than emergency repairs.

31 Nominated repairer for emergency repairs – s 216

- (1) The lessor's nominated repairer for emergency repairs of a particular type may be stated either –
- (a) in this agreement for item 18; or
 - (b) in a notice given by the lessor to the tenant.
- (2) The nominated repairer is the tenant's first point of contact for notifying the need for emergency repairs.

32 Notice of damage – s 217

- (1) If the tenant knows the premises have been damaged, the tenant must give notice as soon as practicable of the damage.
- (2) If the premises need routine repairs, the notice must be given to the lessor.
- (3) If the premises need emergency repairs, the notice must be given to –
- (a) the nominated repairer for the repairs; or
 - (b) if there is no nominated repairer for the repairs or the repairer can not be contacted – the lessor.

33 Emergency repairs arranged by tenant – ss 218 and 219

- (1) The tenant may arrange for a suitably qualified person to make emergency repairs or apply to the tribunal under section 221 for orders about the repairs if –
- (a) the tenant has been unable to notify the lessor or nominated repairer of the need for emergency repairs of the premises; or
 - (b) the repairs are not made within a reasonable time after notice is given.
- (2) The maximum amount that may be incurred for emergency repairs arranged to be made by the tenant is an amount equal to the amount payable under this agreement for 2 weeks rent.
- Note – For how the tenant may require reimbursement for the repairs, see sections 219(2) and (3) and 220 and the information statement.*

Division 7 Restrictions on transfer or subletting by tenant**34 General – ss 238 and 240**

- (1) Subject to clause 35, the tenant may transfer all or a part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing or if the transfer or subletting is made under a tribunal order.
- (2) The lessor must act reasonably in failing to agree to the transfer or subletting.
- (3) The lessor is taken to act unreasonably in failing to agree to the transfer or subletting if the lessor acts in a capricious or retaliatory way.
- (4) The lessor or the lessor's agent must not require the tenant to pay, or accept from the tenant, an amount for the lessor's agreement to a transfer or subletting by the tenant, other than an amount for the reasonable expenses incurred by the lessor in agreeing to the transfer or subletting.

35 State assisted lessors or employees of lessor – s 237

- (1) This clause applies if –
- (a) the lessor is the State; or
 - (b) the lessor is an entity receiving assistance from the State to supply rented accommodation; or
 - (c) the tenant's right to occupy the premises comes from the tenant's terms of employment.
- (2) The tenant may transfer the whole or part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing to the transfer or subletting.

Division 8 When agreement ends**36 Ending of agreement – s 277**

- (1) This agreement ends only if –
- (a) the tenant and the lessor agree in writing; or

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- (b) the lessor gives a notice to leave the premises to the tenant and the tenant hands over vacant possession of the premises to the lessor on or after the handover day; or
- (c) the tenant gives a notice of intention to leave the premises to the lessor and hands over vacant possession of the premises to the lessor on or after the handover day; or
- (d) a tribunal makes an order terminating this agreement; or
- (e) the tenant abandons the premises; or
- (f) after receiving a notice from a mortgagee under section 317, the tenant vacates, or is removed from, the premises.

Note – For when a notice to leave or a notice of intention to leave may be given and its effect and when an application for a termination order may be made to a tribunal, see the information statement.

- (2) Also, if a sole tenant dies, this agreement terminates in accordance with section 277(7) or (8).

Note – See the information statement for details.

37 Condition premises must be left in – s 188(4)

At the end of the tenancy, the tenant must leave the premises, as far as possible, in the same condition they were in at the start of the tenancy, fair wear and tear excepted.

Examples of what may be fair wear and tear –

- wear that happens during normal use
- changes that happen with ageing

38 Keys

At the end of the tenancy, the tenant must return to the lessor all keys for the premises.

39 Tenant's forwarding address – s 205(2)

- (1) When handing over possession of the premises, the tenant must, if the lessor or the lessor's agent asks the tenant in writing to state the tenant's new residential address, tell the lessor or the agent the tenant's new residential address.
- (2) However, subclause (1) does not apply if the tenant has a reasonable excuse for not telling the lessor or agent the new address.

40 Exit condition report – s 66

- (1) As soon as practicable after this agreement ends, the tenant must prepare, in the approved form, and sign a condition report for the premises and give 1 copy of the report to the lessor or the lessor's agent.

Example of what might be as soon as practicable – when the tenant returns the keys to the premises to the lessor or the lessor's agent

Note – For the approved form for the condition report, see the information statement. The report may be very important in deciding who is entitled to a refund of the rental bond if there is a dispute about the condition of the premises.

- (2) The lessor or the lessor's agent must, within 3 business days after receiving the copy of the report –
 - (a) sign the copy; and
 - (b) if the lessor or agent does not agree with the report – show the parts of the report the lessor or agent disagrees with by marking the copy in an appropriate way; and
 - (c) if the tenant has given a forwarding address to the lessor or agent – make a copy of the report and return it to the tenant at the address.
- (3) The lessor or agent must keep a copy of the condition report signed by both parties for at least 1 year after this agreement ends.

41 Goods or documents left behind on premises – ss 363 and 364

- (1) The tenant must take all of the tenant's belongings from the premises at the end of the tenancy.
 - (2) The lessor may not treat belongings left behind as the lessor's own property, but must deal with them under sections 363 and 364.
- Note – For details of the lessor's obligations under sections 363 and 364, see the information statement. They may include an obligation to store goods and may allow the lessor to sell goods and pay the net sale proceeds (after storage and selling costs) to the public trustee.*

Division 9 Miscellaneous

42 Supply of goods and services – s 171

- (1) The lessor or the lessor's agent must not require the tenant to buy goods or services from the lessor or a person nominated by the lessor or agent.
- (2) Subclause (1) does not apply to a requirement about a service charge.

Note – See section 164 for what is a service charge.

43 Lessor's agent

- (1) The name and address for service of the lessor's agent is stated in this agreement for item 3.
- (2) Unless a special term provides otherwise, the agent may –
 - (a) stand in the lessor's place in any application to a tribunal by the lessor or the tenant; or
 - (b) do any thing else the lessor may do, or is required to do, under this agreement.

44 Notices

- (1) A notice under this agreement must be written and, if there is an approved form for the notice, in the approved form.
Note – Download approved forms via the RTA website rta.qld.gov.au.
- (2) A notice from the tenant to the lessor may be given to the lessor's agent.
- (3) A notice may be given to a party to this agreement or the lessor's agent –
 - (a) by giving it to the party or agent personally; or
 - (b) if an address for service for the party or agent is stated in this agreement for item 1, 2 or 3 – by leaving it at the address, sending it by prepaid post as a letter to the address; or
 - (c) if a facsimile number for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by facsimile – by sending it by facsimile to the facsimile number in accordance with the *Electronic Transactions (Queensland) Act 2001*; or
 - (d) if an email address for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by email – by sending it electronically to the email address in accordance with the *Electronic Transactions (Queensland) Act 2001*.
- (4) A party or the lessor's agent may withdraw his or her consent to notices being given to them by facsimile or email only by giving notice to each other party that notices are no longer to be given to the party or agent by facsimile or email.
- (5) If no address for service is stated in this agreement for item 2 for the tenant, the tenant's address for service is taken to be the address of the premises.
- (6) A party or the lessor's agent may change his or her address for service, facsimile number or email address only by giving notice to each other party of a new address for service, facsimile number or email address.
- (7) On the giving of a notice of a new address for service, facsimile number or email address for a party or the lessor's agent, the address for service, facsimile number or email address stated in the notice is taken to be the party's or agent's address for service, facsimile number or email address stated in this agreement for item 1, 2 or 3.
- (8) Unless the contrary is proved –
 - (a) a notice left at an address for service is taken to have been received by the party to whom the address relates when the notice was left at the address; and
 - (b) a notice sent by post is taken to have been received by the person to whom it was addressed when it would have been delivered in the ordinary course of post; and
 - (c) a notice sent by facsimile is taken to have been received at the place where the facsimile was sent when the sender's facsimile machine produces a transmission report indicating all pages of the notice have been successfully sent; and
 - (d) a notice sent by email is taken to have been received by the recipient when the email enters the recipient's email server.

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Part 3 Special terms Insert any special terms here and/or attach a separate list if required. See clause 2(3) to 2(5)

Inspections: Notice of Entry will be issued to the tenant twice per year, and/or as required.

Surrounds: Lawns and/or gardens to be maintained (watered and mowed) to a standard acceptable to council.

Community: It is the Council's expectation that the tenants within close proximity of each other will not cause a nuisance by the use of the property, and also not interfere with the reasonable peace, comfort and privacy of neighbours.

Cleaning: Upon cessation of a tenancy, the tenant is required to clean the premises. This includes professional carpet cleaning and a receipt produced to the council.

Pets: Pets will be subject to owner approval. If approved, upon cessation of a tenancy, spraying of fleas inside and outside is required by a licensed pest control firm and the paid invoice to be produced to the council.

Empty Premises Notification: Eromanga Natural History Museum (ENHM) must notify Quilpie Shire Council (QSC) 1 week in advance of the rental property being vacant. If the 1 week notification is given, QSC shall not charge rental income for the property to ENHM. This will also enable QSC to undertake planned renovations or maintenance work.

Prolonged Vacancy Period: If the rental property is considered vacant for a continuous period of 8 weeks, QSC shall have the discretion to terminate the lease unilaterally.

Sub-Tenancy Conditions:

1. ENHM is given the express approval to enter into a sub-lease the relevant property to its employees. A simple notification is required to Council (via e-mail) when the museum enters a sub-lease with a new sub-tenant. Written approval must be sought from Council if ENHM intends to enter into a sub-lease with anyone other than its employees.

2. The rental amount charged under this head lease to ENHM shall be the same rental amount passed onto the sub-tenants under the sub-lease.

The tenant/s must receive a copy of the information statement (Form 17a) and a copy of any applicable by-laws if copies have not previously been given to the tenant/s. **Do not send to the RTA—give this form to the tenant/s, keep a copy for your records.**

Signature of lessor/agent

Name/trading name

Quilpie Shire Council

Signature

Date

Signature of tenant 1

Print name

Eromanga Natural History Museum

Signature

Date

Signature of tenant 2

Print name

Signature

Date

Signature of tenant 3

Print name

Signature

Date

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Part 1 Tenancy details

Item 1	1.1 Lessor			
	Name/trading name Quilpie Shire Council			
	Address 50 Brolga Street QUILPIE QLD Postcode 4480			
Item 2	1.2 Phone	Mobile	Email	
	07 4656 0500		admin@quilpie.qld.gov.au	
	2.1 Tenant/s			
Item 3	Tenant 1	Full name/s Eromanga Natural History Museum		
	Phone	07 4656 3084	Email info@enhm.com.au	
	Tenant 2	Full name/s		
	Phone		Email	
	Tenant 3	Full name/s		
	Phone		Email	
	2.2 Address for service (if different from address of the premises in item 5.1) Attach a separate list			
	3.1 Agent If applicable. See clause 43	Full name/trading name N/A		
	Address			
	Postcode			
Item 4	3.2 Phone	Mobile	Email	
	Notices may be given to (Indicate if the email is different from item 1, 2 or 3 above)			
	4.1 Lessor			
	Email	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	4.2 Tenant/s			
	Email	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	4.3 Agent			
	Email	Yes <input type="checkbox"/> No <input type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Item 5	5.1 Address of the rental premises		
		Lot 6 Neal Street		
		EROMANGA QLD Postcode 4480		
Item 6	5.2 Inclusions provided. For example, furniture or other household goods let with the premises. Attach list if necessary			
Item 6	6.1 The term of the agreement is <input checked="" type="checkbox"/> fixed term agreement <input type="checkbox"/> periodic agreement			
	6.2 Starting on	06/10/22	6.3 Ending on 05/10/23	
	Fixed term agreements only. For continuation of tenancy agreement, see clause 6			



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Item 7	Rent	<input type="text" value="\$ 651.79"/>	per	<input type="checkbox"/> week	<input type="checkbox"/> fortnight	<input checked="" type="checkbox"/> month	See clause 8(1)	
Item 8	Rent must be paid on the	<input type="text" value="due"/>	day of each	<input type="text" value="month"/>				
		<small>Insert day. See clause 8(2)</small>		<small>Insert week, fortnight or month</small>				
Item 9	Method of rent payment <small>Insert the way the rent must be paid. See clause 8(3)</small>							
	<input type="text" value="Direct deposit on issue of invoice"/>							
	<small>Details for direct credit</small>							
	BSB no.	<input type="text" value="0 8 4 8 2 9"/>	Bank/building society/credit union	<input type="text" value="NAB"/>				
	Account no.	<input type="text" value="5 0 8 8 6 5 7 8 5"/>	Account name	<input type="text" value="Quilpie Shire Council"/>				
	Payment reference	<input type="text" value="ENHM"/>						
Item 10	Place of rent payment <small>Insert where the rent must be paid. See clause 8(4) to 8(6)</small>							
	<input type="text" value="Direct deposit of payment"/>							
Item 11	Rental bond amount	<input type="text" value="\$ 560"/>	See clause 13					
Item 12	12.1 The services supplied to the premises for which the tenant must pay <small>See clause 16</small>							
	Electricity	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Any other service that a tenant must pay		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
	Gas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Type	<input type="text"/>		<small>See special terms (page 8)</small>		
	Phone	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No						
	12.2 Is the tenant to pay for water supplied to the premises <small>See clause 17</small>							
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
Item 13	If the premises is not individually metered for a service under item 12.1, the apportionment of the cost of the service for which the tenant must pay. <small>For example, insert the percentage of the total charge the tenant must pay. See clause 16(c)</small>							
	Electricity	<input type="text" value="N/A"/>	Any other service stated in item 12.1		<input type="text"/>			
	Gas	<input type="text" value="N/A"/>	<small>See special terms (page 8)</small>					
	Phone	<input type="text" value="N/A"/>						
Item 14	How services must be paid for <small>Insert for each how the tenant must pay. See clause 16(d)</small>							
	Electricity	<input type="text" value="Direct to supplier"/>						
	Gas	<input type="text" value="Direct to supplier"/>						
	Phone	<input type="text" value="Direct to supplier"/>						
	Any other service stated in item 12.1		<input type="text"/>					
	<small>See special terms (page 8)</small>							
Item 15	Number of persons allowed to reside at the premises		<input type="text" value="3"/>	See clause 23				
Item 16	16.1 Are there any body corporate by-laws applicable to the occupation of the premises by a tenant? <small>See clause 22</small>							
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
	16.2 Has the tenant been given a copy of the relevant by-laws <small>See clause 22</small>							
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
Item 17	17.1 Pets approved <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>See clause 24(1)</small>							
	17.2 The types and number of pets that may be kept <small>See clause 24(2)</small>							
	Type	<input type="text" value="Must require prior approval from QSC"/>		Number	<input type="text"/>	Type	<input type="text"/>	
				Number	<input type="text"/>			
Item 18	Nominated repairers <small>Insert name and telephone number for each. See clause 31</small>							
	Electrical repairs	<input type="text" value="Quilpie Shire Council"/>				Phone	<input type="text" value="07 4656 0500"/>	
	Plumbing repairs	<input type="text" value="Quilpie Shire Council"/>				Phone	<input type="text" value="07 4656 0500"/>	
	Other	<input type="text" value="Quilpie Shire Council"/>				Phone	<input type="text" value="07 4656 0500"/>	

Part 2 Standard Terms

Division 1 Preliminary

1 Interpretation

In this agreement –

- (a) a reference to **the premises** includes a reference to any inclusions for the premises stated in this agreement for item 5.2; and
- (b) a reference to a numbered section is a reference to the section in the Act with that number; and
- (c) a reference to a numbered item is a reference to the item with that number in part 1; and
- (d) a reference to a numbered clause is a reference to the clause of this agreement with that number.

2 Terms of a general tenancy agreement

- (1) This part states, under the *Residential Tenancies and Rooming Accommodation Act 2008 (the Act)*, section 55, the standard terms of a general tenancy agreement.
 - (2) The Act also imposes duties on, and gives entitlements to, the lessor and tenant that are taken to be included as terms of this agreement.
 - (3) The lessor and tenant may agree on other terms of this agreement (**special terms**).
 - (4) A duty or entitlement under the Act overrides a standard term or special term if the term is inconsistent with the duty or entitlement.
 - (5) A standard term overrides a special term if they are inconsistent.
- Note – Some breaches of this agreement may also be an offence under the Act, for example, if –*
- the lessor or the lessor's agent enters the premises in contravention of the rules of entry under sections 192 to 199; or
 - the tenant does not sign and return the condition report to the lessor or the lessor's agent under section 65.

3 More than 1 lessor or tenant

- (1) This clause applies if more than 1 person is named in this agreement for item 1 or 2.
- (2) Each lessor named in this agreement for item 1 must perform all of the lessor's obligations under this agreement.
- (3) Each tenant named in this agreement for item 2 –
 - (a) holds their interest in the tenancy as a tenant in common unless a special term states the tenants are joint tenants; and
 - (b) must perform all the tenant's obligations under this agreement.

Division 2 Period of tenancy

4 Start of tenancy

- (1) The tenancy starts on the day stated in this agreement for item 6.2.
- (2) However, if no day is stated or if the stated day is before the signing of this agreement, the tenancy starts when the tenant is or was given a right to occupy the premises.

5 Entry condition report – s 65

- (1) The lessor must prepare, in the approved form, sign and give the tenant 1 copy of a condition report for the premises.
 - (2) The copy must be given to the tenant on or before the day the tenant occupies the premises under this agreement.
 - (3) The tenant must mark the copy of the report to show any parts the tenant disagrees with, and sign and return the copy to the lessor not later than 3 days after the later of the following days –
 - (a) the day the tenant is entitled to occupy the premises;
 - (b) the day the tenant is given the copy of the condition report.
- Note – A well completed condition report can be very important to help the parties if there is a dispute about the condition of the premises when the tenancy started. For more information about condition reports, see the information statement.*
- (4) After the copy of the condition report is returned to the lessor by the tenant, the lessor must copy the condition report and return it to the tenant within 14 days.

6 Continuation of fixed term agreement – s 70

- (1) This clause applies if –
 - (a) this agreement is a fixed term agreement; and
 - (b) none of the following notices are given, or agreements or applications made before the day the term ends (**the end day**) –
 - (i) a notice to leave;
 - (ii) a notice of intention to leave;
 - (iii) an abandonment termination notice;
 - (iv) a notice, agreement or application relating to the death of a sole tenant under section 277(7);
 - (v) a written agreement between the lessor and tenant to end the agreement.
 - (2) This agreement, other than a term about this agreement's term, continues to apply after the end day on the basis that the tenant is holding over under a periodic agreement.
- Note – For more information about the notices, see the information statement.*

7 Costs apply to early ending of fixed term agreement

- (1) This clause applies if –
 - (a) this agreement is a fixed term agreement; and
 - (b) the tenant terminates it before the term ends in a way not permitted under the Act.
 - (2) The tenant must pay the reasonable costs incurred by the lessor in reletting the premises.
- Note – For when the tenant may terminate early under the Act, see clause 36 and the information statement. Under section 362, the lessor has a general duty to mitigate (avoid or reduce) the costs.*

Division 3 Rent

8 When, how and where rent must be paid – ss 83 and 85

- (1) The tenant must pay the rent stated in this agreement for item 7.
- (2) The rent must be paid at the times stated in this agreement for item 8.
- (3) The rent must be paid –
 - (a) in the way stated in this agreement for item 9; or
 - (b) in the way agreed after the signing of this agreement by –
 - (i) the lessor or tenant giving the other party a notice proposing the way; and
 - (ii) the other party agreeing to the proposal in writing; or
 - (c) if there is no way stated in this agreement for item 9 or no way agreed after the signing of this agreement – in an approved way under section 83(4).
- (4) The rent must be paid at the place stated in this agreement for item 10.
- (5) However, if, after the signing of this agreement, the lessor gives a notice to the tenant stating a different place for payment and the place is reasonable, the rent must be paid at the place while the notice is in force.
- (6) If no place is stated in this agreement for item 10 and there is no notice stating a place, the rent must be paid at an appropriate place.

Examples of an appropriate place –

- the lessor's address for service
- the lessor's agent's office

9 Rent in advance – s 87

The lessor may require the tenant to pay rent in advance only if the payment is not more than –

- (a) for a periodic agreement – 2 weeks rent; or
- (b) for a fixed term agreement – 1 month rent.

Note – Under section 87(2), the lessor or the lessor's agent must not require a payment of rent under this agreement in a period for which rent has already been paid.

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10 Rent increases – ss 91 and 93

- (1) If the lessor proposes to increase the rent, the lessor must give notice of the proposal to the tenant.
- (2) The notice must state the amount of the increased rent and the day from when it is payable.
- (3) The day stated must not be earlier than the later of the following –
 - (a) 2 months after the notice is given;
 - (b) 6 months after the day the existing rent became payable by the tenant.
- (4) Subject to an order of a tribunal, the increased rent is payable from the day stated in the notice, and this agreement is taken to be amended accordingly.
- (5) However, if this agreement is a fixed term agreement, the rent may be increased before the term ends only if a special term –
 - (a) provides for a rent increase; and
 - (b) states the amount of the increase or how the amount of the increase is to be worked out.
- (6) A rent increase is payable by the tenant only if the rent is increased under this clause.

11 Application to tribunal about excessive increase – s 92

- (1) If a notice of proposed rent increase is given and the tenant considers the increase is excessive, the tenant may apply to a tribunal for an order setting aside or reducing the increase.
- (2) However, the application must be made –
 - (a) within 30 days after the notice is received; and
 - (b) for a fixed term agreement – before the term ends.

12 Rent decreases – s 94

Under section 94, the rent may decrease in certain situations.
Note – For details of the situations, see the information statement.

Division 4 Rental bond

13 Rental bond required – ss 111 and 116

- (1) If a rental bond is stated in this agreement for item 11, the tenant must pay to the lessor or the lessor's agent the rental bond amount –
 - (a) if a special term requires the bond to be paid at a stated time – at the stated time; or
 - (b) if a special term requires the bond to be paid by instalments – by instalments; or
 - (c) otherwise – when the tenant signs this agreement.
- (2) The lessor or the lessor's agent must, within 10 days of receiving the bond or a part of the bond, pay it to the authority and give the authority a notice, in the approved form, about the bond.
- (3) The bond is intended to be available to financially protect the lessor if the tenant breaches this agreement.

Example – The lessor may claim against the bond if the tenant does not leave the premises in the required condition at the end of the tenancy.

Note – For how to apply to the authority or a tribunal for the bond at the end of the tenancy, see the information statement and sections 125 to 141. Delay in applying may mean that payment is made on another application for payment.

14 Increase in bond – s 154

- (1) The tenant must increase the rental bond if –
 - (a) the rent increases and the lessor gives notice to the tenant to increase the bond; and
 - (b) the notice is given at least 11 months after –
 - (i) this agreement started; or
 - (ii) if the bond has been increased previously by a notice given under this clause – the day stated in the notice, or the last notice, for making the increase.

- (2) The notice must state the increased amount and the day by which the increase must be made.
- (3) For subclause (2), the day must be at least 1 month after the tenant is given the notice.

Division 5 Outgoings

15 Outgoings – s 163

- (1) The lessor must pay all charges, levies, premiums, rates or taxes for the premises, other than a service charge.
Examples – body corporate levies, council general rates, sewerage charges, environment levies, land tax
- (2) This clause does not apply if –
 - (a) the lessor is the State; and
 - (b) rent is not payable under the agreement; and
 - (c) the tenant is an entity receiving financial or other assistance from the State to supply rented accommodation to persons.

16 General service charges – ss 164 and 165

The tenant must pay a service charge, other than a water service charge, for a service supplied to the premises during the tenancy if –

- (a) the tenant enjoys or shares the benefit of the service; and
- (b) the service is stated in this agreement for item 12.1; and
- (c) either –
 - (i) the premises are individually metered for the service; or
 - (ii) this agreement states for item 13 how the tenant's apportionment of the cost of the service is to be worked out; and
- (d) this agreement states for item 14 how the tenant must pay for the service.

Note – Section 165(3) limits the amount the tenant must pay.

17 Water service charges – ss 164 and 166

- (1) The tenant must pay an amount for the water consumption charges for the premises if –
 - (a) the tenant is enjoying or sharing the benefit of a water service to the premises; and
 - (b) the premises are individually metered for the supply of water or water is supplied to the premises by delivery by means of a vehicle; and
 - (c) this agreement states for item 12.2 that the tenant must pay for water supplied to the premises.
- (2) However, the tenant does not have to pay an amount –
 - (a) that is more than the amount of the water consumption charges payable to the relevant water supplier; or
 - (b) that is a fixed charge for the water service to the premises.
- (3) Also, the tenant does not have to pay an amount for a reasonable quantity of water supplied to the premises for a period if, during the period, the premises are not water efficient for section 166.
- (4) In deciding what is a reasonable quantity of water for subclause (3), regard must be had to the matters mentioned in section 169(4)(a) to (e).
- (5) The tenant must pay the amount of the charge to the lessor within 1 month of the lessor giving the tenant copies of relevant documents about the incurring of the amount.
- (6) In this clause –

Note – For details about water efficiency, see the information statement.

Note – If there is a dispute about how much water (or any other service charge) the tenant should pay, the lessor or the tenant may attempt to resolve the dispute by conciliation. See the information statement for details.

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Division 6 Rights and obligations concerning the premises during tenancy

Subdivision 1 Occupation and use of premises

18 No legal impediments to occupation – s 181

The lessor must ensure there is no legal impediment to occupation of the premises by the tenant as a residence for the term of the tenancy if, when entering into this agreement, the lessor knew about the impediment or ought reasonably to have known about it.

Examples of possible legal impediments –

- if there is a mortgage over the premises, the lessor might need to obtain approval from the mortgagee before the tenancy can start
- a certificate might be required under the *Building Act 1975* before the premises can lawfully be occupied
- the zoning of the land might prevent use of a building on the land as a residence

19 Vacant possession and quiet enjoyment – ss 182 and 183

- (1) The lessor must ensure the tenant has vacant possession of the premises (other than a part of the premises that the tenant does not have a right to occupy exclusively) on the day the tenant is entitled to occupy the premises under this agreement.

Editor's note – Parts of the premises where the tenant does not have a right to occupy exclusively may be identified in a special term.

- (2) The lessor must take reasonable steps to ensure the tenant has quiet enjoyment of the premises.
- (3) The lessor or the lessor's agent must not interfere with the reasonable peace, comfort or privacy of the tenant in using the premises.

20 Lessor's right to enter the premises – ss 192–199

The lessor or the lessor's agent may enter the premises during the tenancy only if the obligations under sections 192 to 199 have been complied with.

Note – See the information statement for details.

21 Tenant's use of premises – ss 10 and 184

- (1) The tenant may use the premises only as a place of residence or mainly as a place of residence or for another use allowed under a special term.
- (2) The tenant must not –
 - (a) use the premises for an illegal purpose; or
 - (b) cause a nuisance by the use of the premises; or

Examples of things that may constitute a nuisance –

 - using paints or chemicals on the premises that go onto or cause odours on adjoining land
 - causing loud noises
 - allowing large amounts of water to escape onto adjoining land
- (c) interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant; or
- (d) allow another person on the premises to interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant.

22 Units and townhouses – s 69

- (1) The lessor must give the tenant a copy of any body corporate by-laws under the *Body Corporate and Community Management Act 1997* or *Building Units and Group Titles Act 1980* applicable to –
 - (a) the occupation of the premises; or
 - (b) any common area available for use by the tenant with the premises.
- (2) The tenant must comply with the by-laws.

23 Number of occupants allowed

No more than the number of persons stated in this agreement for item 15 may reside at the premises.

24 Pets

- (1) The tenant may keep pets on the premises only if this agreement states for item 17.1 that pets are approved.
- (2) If this agreement states for item 17.1 that pets are approved and this agreement states for item 17.2 that only –
 - (a) a particular type of pet may be kept, only that type may be kept; or
 - (b) a particular number of pets may be kept, only that number may be kept; or
 - (c) a particular number of a particular type of pet may be kept, only that number of that type may be kept.

Subdivision 2 Standard of premises

25 Lessor's obligations – s 185

- (1) At the start of the tenancy, the lessor must ensure –
 - (a) the premises are clean; and
 - (b) the premises are fit for the tenant to live in; and
 - (c) the premises are in good repair; and
 - (d) the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises.
- (2) While the tenancy continues, the lessor must –
 - (a) maintain the premises in a way that the premises remain fit for the tenant to live in; and
 - (b) maintain the premises in good repair; and
 - (c) ensure the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises; and
 - (d) keep any common area included in the premises clean.

Note – For details about the maintenance, see the information statement.

- (3) However, the lessor is not required to comply with subclause (1)(c) or (2)(a) for any non-standard items and the lessor is not responsible for their maintenance if –
 - (a) the lessor is the State; and
 - (b) the non-standard items are stated in this agreement and this agreement states the lessor is not responsible for their maintenance; and
 - (c) the non-standard items are not necessary and reasonable to make the premises a fit place in which to live; and
 - (d) the non-standard items are not a risk to health or safety; and
 - (e) for fixtures – the fixtures were not attached to the premises by the lessor.
- (4) In this clause –

non-standard items means the fixtures attached to the premises and inclusions supplied with the premises stated in this agreement for item 5.2.

premises include any common area available for use by the tenant with the premises.

26 Tenant's obligations – s 188(2) and (3)

- (1) The tenant must keep the premises clean, having regard to their condition at the start of the tenancy.
- (2) The tenant must not maliciously damage, or allow someone else to maliciously damage, the premises.

Subdivision 3 The dwelling

27 Fixtures or structural changes – ss 207–209

- (1) The tenant may attach a fixture, or make a structural change, to the premises only if the lessor agrees to the fixture's attachment or the structural change.

Note – Fixtures are generally items permanently attached to land or to a building that are intended to become part of the land or building. An attachment may include, for example, something glued, nailed or screwed to a wall.
- (2) The lessor's agreement must be written, describe the nature of the fixture or change and include any terms of the agreement.

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*Examples of terms –*

- that the tenant may remove the fixture
 - that the tenant must repair damage caused when removing the fixture
 - that the lessor must pay for the fixture if the tenant can not remove it
- (3) If the lessor does agree, the tenant must comply with the terms of the lessor's agreement.
- (4) The lessor must not act unreasonably in failing to agree.
- (5) If the tenant attaches a fixture, or makes a structural change, to the premises without the lessor's agreement, the lessor may –
- (a) take action for a breach of a term of this agreement; or
 - (b) waive the breach (that is, not take action for the breach) and treat the fixture or change as an improvement to the premises for the lessor's benefit (that is, treat it as belonging to the lessor, without having to pay the tenant for it).

28 Supply of locks and keys – s 210

- (1) The lessor must supply and maintain all locks necessary to ensure the premises are reasonably secure.
- (2) The lessor must give the tenant, or if there is more than 1 tenant, 1 of the tenants, a key for each lock that –
- (a) secures an entry to the premises; or
 - (b) secures a road or other place normally used to gain access to, or leave, the area or building in which the premises are situated; or
 - (c) is part of the premises.
- (3) If there is more than 1 tenant, the lessor must give the other tenants a key for the locks mentioned in subclause (2)(a) and (b).

29 Changing locks – ss 211 and 212

- (1) The lessor or the tenant may change locks if –
- (a) both agree to the change; or
 - (b) there is a tribunal order permitting the change; or
 - (c) there is a reasonable excuse for making the change.

Example of a reasonable excuse –

an emergency requiring the lock to be changed quickly

- (2) The lessor or tenant must not act unreasonably in failing to agree to the change of a lock.
- (3) If a lock is changed, the party changing it must give the other party a key for the changed lock unless –
- (a) a tribunal orders that a key not be given; or
 - (b) the other party agrees to not being given a key.

Subdivision 4 Damage and repairs**30 Meaning of emergency and routine repairs – ss 214 and 215**

- (1) **Emergency repairs** are works needed to repair any of the following –
- (a) a burst water service or serious water service leak;
 - (b) a blocked or broken lavatory system;
 - (c) a serious roof leak;
 - (d) a gas leak;
 - (e) a dangerous electrical fault;
 - (f) flooding or serious flood damage;
 - (g) serious storm, fire or impact damage;
 - (h) a failure or breakdown of the gas, electricity or water supply to the premises;
 - (i) a failure or breakdown of an essential service or appliance on the premises for hot water, cooking or heating;
 - (j) a fault or damage that makes the premises unsafe or insecure;
 - (k) a fault or damage likely to injure a person, damage property or unduly inconvenience a resident of the premises;
 - (l) a serious fault in a staircase, lift or other common area of the premises that unduly inconveniences a resident in gaining access to, or using, the premises.
- (2) **Routine repairs** are repairs other than emergency repairs.

31 Nominated repairer for emergency repairs – s 216

- (1) The lessor's nominated repairer for emergency repairs of a particular type may be stated either –
- (a) in this agreement for item 18; or
 - (b) in a notice given by the lessor to the tenant.
- (2) The nominated repairer is the tenant's first point of contact for notifying the need for emergency repairs.

32 Notice of damage – s 217

- (1) If the tenant knows the premises have been damaged, the tenant must give notice as soon as practicable of the damage.
- (2) If the premises need routine repairs, the notice must be given to the lessor.
- (3) If the premises need emergency repairs, the notice must be given to –
- (a) the nominated repairer for the repairs; or
 - (b) if there is no nominated repairer for the repairs or the repairer can not be contacted – the lessor.

33 Emergency repairs arranged by tenant – ss 218 and 219

- (1) The tenant may arrange for a suitably qualified person to make emergency repairs or apply to the tribunal under section 221 for orders about the repairs if –
- (a) the tenant has been unable to notify the lessor or nominated repairer of the need for emergency repairs of the premises; or
 - (b) the repairs are not made within a reasonable time after notice is given.
- (2) The maximum amount that may be incurred for emergency repairs arranged to be made by the tenant is an amount equal to the amount payable under this agreement for 2 weeks rent.
- Note – For how the tenant may require reimbursement for the repairs, see sections 219(2) and (3) and 220 and the information statement.*

Division 7 Restrictions on transfer or subletting by tenant**34 General – ss 238 and 240**

- (1) Subject to clause 35, the tenant may transfer all or a part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing or if the transfer or subletting is made under a tribunal order.
- (2) The lessor must act reasonably in failing to agree to the transfer or subletting.
- (3) The lessor is taken to act unreasonably in failing to agree to the transfer or subletting if the lessor acts in a capricious or retaliatory way.
- (4) The lessor or the lessor's agent must not require the tenant to pay, or accept from the tenant, an amount for the lessor's agreement to a transfer or subletting by the tenant, other than an amount for the reasonable expenses incurred by the lessor in agreeing to the transfer or subletting.

35 State assisted lessors or employees of lessor – s 237

- (1) This clause applies if –
- (a) the lessor is the State; or
 - (b) the lessor is an entity receiving assistance from the State to supply rented accommodation; or
 - (c) the tenant's right to occupy the premises comes from the tenant's terms of employment.
- (2) The tenant may transfer the whole or part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing to the transfer or subletting.

Division 8 When agreement ends**36 Ending of agreement – s 277**

- (1) This agreement ends only if –
- (a) the tenant and the lessor agree in writing; or

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- (b) the lessor gives a notice to leave the premises to the tenant and the tenant hands over vacant possession of the premises to the lessor on or after the handover day; or
- (c) the tenant gives a notice of intention to leave the premises to the lessor and hands over vacant possession of the premises to the lessor on or after the handover day; or
- (d) a tribunal makes an order terminating this agreement; or
- (e) the tenant abandons the premises; or
- (f) after receiving a notice from a mortgagee under section 317, the tenant vacates, or is removed from, the premises.

Note – For when a notice to leave or a notice of intention to leave may be given and its effect and when an application for a termination order may be made to a tribunal, see the information statement.

- (2) Also, if a sole tenant dies, this agreement terminates in accordance with section 277(7) or (8).

Note – See the information statement for details.

37 Condition premises must be left in – s 188(4)

At the end of the tenancy, the tenant must leave the premises, as far as possible, in the same condition they were in at the start of the tenancy, fair wear and tear excepted.

Examples of what may be fair wear and tear –

- wear that happens during normal use
- changes that happen with ageing

38 Keys

At the end of the tenancy, the tenant must return to the lessor all keys for the premises.

39 Tenant's forwarding address – s 205(2)

- (1) When handing over possession of the premises, the tenant must, if the lessor or the lessor's agent asks the tenant in writing to state the tenant's new residential address, tell the lessor or the agent the tenant's new residential address.
- (2) However, subclause (1) does not apply if the tenant has a reasonable excuse for not telling the lessor or agent the new address.

40 Exit condition report – s 66

- (1) As soon as practicable after this agreement ends, the tenant must prepare, in the approved form, and sign a condition report for the premises and give 1 copy of the report to the lessor or the lessor's agent.

Example of what might be as soon as practicable – when the tenant returns the keys to the premises to the lessor or the lessor's agent

Note – For the approved form for the condition report, see the information statement. The report may be very important in deciding who is entitled to a refund of the rental bond if there is a dispute about the condition of the premises.

- (2) The lessor or the lessor's agent must, within 3 business days after receiving the copy of the report –
 - (a) sign the copy; and
 - (b) if the lessor or agent does not agree with the report – show the parts of the report the lessor or agent disagrees with by marking the copy in an appropriate way; and
 - (c) if the tenant has given a forwarding address to the lessor or agent – make a copy of the report and return it to the tenant at the address.
- (3) The lessor or agent must keep a copy of the condition report signed by both parties for at least 1 year after this agreement ends.

41 Goods or documents left behind on premises – ss 363 and 364

- (1) The tenant must take all of the tenant's belongings from the premises at the end of the tenancy.
 - (2) The lessor may not treat belongings left behind as the lessor's own property, but must deal with them under sections 363 and 364.
- Note – For details of the lessor's obligations under sections 363 and 364, see the information statement. They may include an obligation to store goods and may allow the lessor to sell goods and pay the net sale proceeds (after storage and selling costs) to the public trustee.*

Division 9 Miscellaneous**42 Supply of goods and services – s 171**

- (1) The lessor or the lessor's agent must not require the tenant to buy goods or services from the lessor or a person nominated by the lessor or agent.
- (2) Subclause (1) does not apply to a requirement about a service charge.

Note – See section 164 for what is a service charge.

43 Lessor's agent

- (1) The name and address for service of the lessor's agent is stated in this agreement for item 3.
- (2) Unless a special term provides otherwise, the agent may –
 - (a) stand in the lessor's place in any application to a tribunal by the lessor or the tenant; or
 - (b) do any thing else the lessor may do, or is required to do, under this agreement.

44 Notices

- (1) A notice under this agreement must be written and, if there is an approved form for the notice, in the approved form.
Note – Download approved forms via the RTA website rta.qld.gov.au.
- (2) A notice from the tenant to the lessor may be given to the lessor's agent.
- (3) A notice may be given to a party to this agreement or the lessor's agent –
 - (a) by giving it to the party or agent personally; or
 - (b) if an address for service for the party or agent is stated in this agreement for item 1, 2 or 3 – by leaving it at the address, sending it by prepaid post as a letter to the address; or
 - (c) if a facsimile number for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by facsimile – by sending it by facsimile to the facsimile number in accordance with the *Electronic Transactions (Queensland) Act 2001*; or
 - (d) if an email address for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by email – by sending it electronically to the email address in accordance with the *Electronic Transactions (Queensland) Act 2001*.
- (4) A party or the lessor's agent may withdraw his or her consent to notices being given to them by facsimile or email only by giving notice to each other party that notices are no longer to be given to the party or agent by facsimile or email.
- (5) If no address for service is stated in this agreement for item 2 for the tenant, the tenant's address for service is taken to be the address of the premises.
- (6) A party or the lessor's agent may change his or her address for service, facsimile number or email address only by giving notice to each other party of a new address for service, facsimile number or email address.
- (7) On the giving of a notice of a new address for service, facsimile number or email address for a party or the lessor's agent, the address for service, facsimile number or email address stated in the notice is taken to be the party's or agent's address for service, facsimile number or email address stated in this agreement for item 1, 2 or 3.
- (8) Unless the contrary is proved –
 - (a) a notice left at an address for service is taken to have been received by the party to whom the address relates when the notice was left at the address; and
 - (b) a notice sent by post is taken to have been received by the person to whom it was addressed when it would have been delivered in the ordinary course of post; and
 - (c) a notice sent by facsimile is taken to have been received at the place where the facsimile was sent when the sender's facsimile machine produces a transmission report indicating all pages of the notice have been successfully sent; and
 - (d) a notice sent by email is taken to have been received by the recipient when the email enters the recipient's email server.

General tenancy agreement (Form 18a)

Residential Tenancies and Rooming Accommodation Act 2008


Part 3 Special terms Insert any special terms here and/or attach a separate list if required. See clause 2(3) to 2(5)

Inspections: Notice of Entry will be issued to the tenant twice per year, and/or as required.

Surrounds: Lawns and/or gardens to be maintained (watered and mowed) to a standard acceptable to council.

Community: It is the Council's expectation that the tenants within close proximity of each other will not cause a nuisance by the use of the property, and also not interfere with the reasonable peace, comfort and privacy of neighbours.

Cleaning: Upon cessation of a tenancy, the tenant is required to clean the premises. This includes professional carpet cleaning and a receipt produced to the council.

Pets: Pets will be subject to owner approval. If approved, upon cessation of a tenancy, spraying of fleas inside and outside is required by a licensed pest control firm and the paid invoice to be produced to the council.

Empty Premises Notification: Eromanga Natural History Museum (ENHM) must notify Quilpie Shire Council (QSC) 1 week in advance of the rental property being vacant. If the 1 week notification is given, QSC shall not charge rental income for the property to ENHM. This will also enable QSC to undertake planned renovations or maintenance work.

Prolonged Vacancy Period: If the rental property is considered vacant for a continuous period of 8 weeks, QSC shall have the discretion to terminate the lease unilaterally.

Sub-Tenancy Conditions:

1. ENHM is given the express approval to enter into a sub-lease the relevant property to its employees. A simple notification is required to Council (via e-mail) when the museum enters a sub-lease with a new sub-tenant. Written approval must be sought from Council if ENHM intends to enter into a sub-lease with anyone other than its employees.

2. The rental amount charged under this head lease to ENHM shall be the same rental amount passed onto the sub-tenants under the sub-lease.

The tenant/s must receive a copy of the information statement (Form 17a) and a copy of any applicable by-laws if copies have not previously been given to the tenant/s. **Do not send to the RTA—give this form to the tenant/s, keep a copy for your records.**

Signature of lessor/agent

Name/trading name

Quilpie Shire Council

Signature

Date

Signature of tenant 1

Print name

Eromanga Natural History Museum

Signature

Date

Signature of tenant 2

Print name

Signature

Date

Signature of tenant 3

Print name

Signature

Date

14.4 MEDICAL SERVICES ACTION PLAN

IX: 229082

Author: Justin Hancock, Chief Executive Officer

Attachments: 1. QSC Medical Service Action Plan

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

EXECUTIVE SUMMARY

This report is provided for Council's consideration to adopt the Medical Services Action Plan created to assist in the attraction and retention of medical services in Quilpie Shire.

RECOMMENDATION

1. That Council adopt the Medical Services Action Plan as presented.

BACKGROUND

The Quilpie Shire have experienced a significant reduction in access to medical services, in particular an on-site doctor, with the local Multi-Purpose Health Service unable to attract and retain a doctor for more than 60 days between January to August 2022. Council has undertaken a series of workshops and meetings with key agencies including South West Hospital and Health Service (SWHHS) and experience rural GPs to identify strategies that can be implemented to support the attraction and retention of returning GPs.

At the conclusion of the workshops, Council collated the information gathered to produce a Medical Services Action Plan which contains 14 key objectives that can be achieved by working collaboratively with service providers. The objectives identified provide great 'value for money' outcomes, with little financial resources required in order to achieve outcomes which will support the attraction and retention efforts.

OPTIONS

That Council adopt the Medical Services Action Plan as presented.

CONSULTATION (Internal/External)

Councillors

QSC Staff

South West Hospital and Health Service

Quilpie Multi-Purpose Health Service

Dr Ross Hetherington

Dr Sheilagh Cronin

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

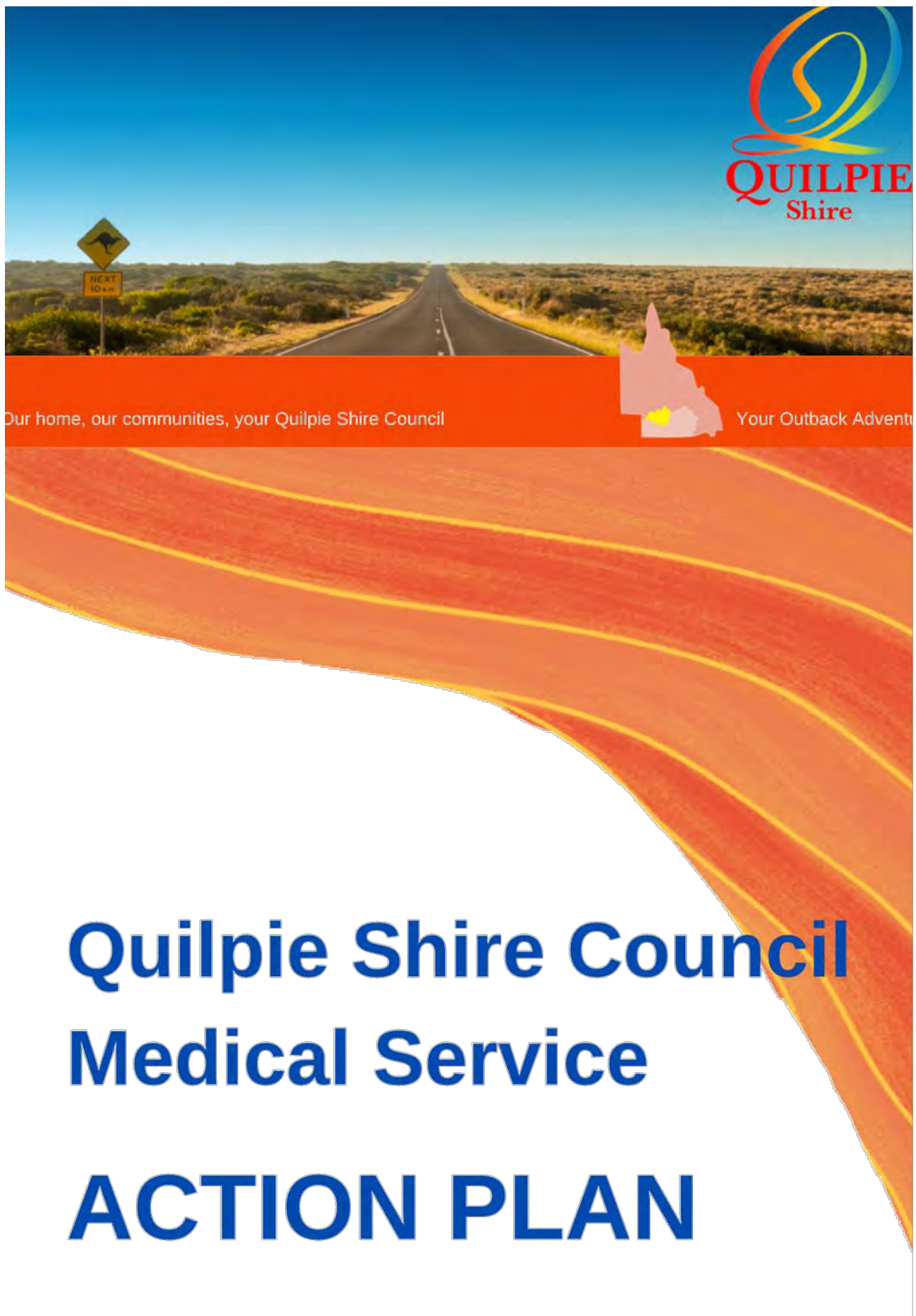
N/A

FINANCIAL AND RESOURCE IMPLICATIONS

This action plan will primarily require Council to allocate existing resources approved in the 2022/2023 budget and is not anticipated to require budget amendments to occur.

RISK MANAGEMENT IMPLICATIONS

Medium Risk – Without the services of regular Doctor to the community, the Shire runs the risk of receiving a reduced level of medical services.



Background

Quilpie Shire is located in South-West Queensland, approximately 1,000km west of Brisbane and has a population of 790, of which 654 reside in the town of Quilpie. The Shire has primarily been serviced through the Quilpie Multi-Purpose Health Service (MPHS) operated by the South West Hospital and Health Service (SWHHS) for General Practitioner (GP) services, with the practitioner being on call for the hospital.

The Quilpie MPHS is the most western facility in the SWHHS region providing on call practitioner services, with the referring hospitals being Charleville Hospital (222Km), Toowoomba Base Hospital (829Km) and Princess Alexandra Hospital (950Km).

GP services are delivered through a Locum service, traditionally providing services on a rotational two (2) week period, with GP's being on call for 24 hours per day. This service replaced a permanent GP located in the community due to the inability to attract and retain a GP to reside locally.

The community also receives specialist services through visiting practitioners, these services are delivered through multiple agencies, including but not limited to:

- South West Hospital and Health Service (SWHHS);
- Western Queensland Primary Health Network (WQPHN);

- Charleville and Western Areas Aboriginal and Torres Strait Islander Community Health Limited (CWAATSICH);
- Vital Health; and
- Royal Flying Doctor Service (RFDS).

For the period January to August 2022, the community went without GP services for a total of 60 days. Council initiated meetings with local service providers and experienced regional practitioners to establish an action plan in order to support medical services to the community.

Actions identified as part of this report have been identified as a result of meetings held in August 2022, these actions identify the opportunities for improvement, outcomes sought, resources required, responsible agencies and timeframes to action.

Council look to be the lead agency for this initiative and work collaboratively with service providers to Quilpie to ensure an improved service can be delivered to the community.

As part of Council's 2022 – 2027 Corporate Plan, an identified objective is to support the growth of the community back to a population of 1,000 residents. This objective is to be supported in partnership with service delivery agencies, with medical services being crucial to supporting the developing youth to our aging senior population who require more acute care to remain in their community.

	Opportunity Identified	Outcome Sought	Resources Required	Status	Responsible Agency	Action Period
1. COMMUNITY & LIVEABILITY						
1.1	Undertake an audit of the existing Doctor's House to ensure that all maintenance issues have been addressed and the property is of an executive standard.	SWHHS & Council to undertake an inspection of the house and identify maintenance items. Council to action all reasonable requests as a matter of priority.	SWHHS and Council to provide an Officer(s) for 2 hours to undertake and audit. Maintenance works to be funded through Council's Maintenance Budget. Council to undertake inspection every 16 weeks to ensure the Doctor's House is kept at an executive standard.		SWHHS & Council	September 2022
1.2	Undertake an audit of the furnishing of the Doctor's House to ensure the property is of an executive standard.	SWHHS & Council to undertake an inspection of the house and identify upgrades required to ensure the furnishing are of an executive standard.	SWHHS and Council to provide an Officer(s) for 2 hours to undertake and audit. Furnishing are currently the responsibility of SWHHS, Council to consider providing furnishings and revise rental tenancy agreement.		SWHHS & Council	September 2022
1.3	Supply of Internet and Foxtel services for the Doctor's House.	Internet and Foxtel services to be provided to the Doctor's House.	Internet and Foxtel are currently the responsibility of SWHHS, Council to consider providing these services and revise rental tenancy agreement. Annual Budget - \$1,800 (Telstra - \$960 & Foxtel - \$840)		SWHHS & Council	September 2022
1.4	Access to community facilities.	Access to the Pool and Gym were identified as an additional attraction and retention tool for Doctors.	SWHHS to enter into an agreement with Quilpie Sports & Recreation for an annual gym membership. Annual Budget - \$480	Council CEO has made contact regarding arrangement for use of a shared access for visiting doctors, committee meeting to be held on 17/08/22.	SWHHS	September 2022

	Opportunity Identified	Outcome Sought	Resources Required	Status	Responsible Agency	Action Period
1.5	'Welcome Pack' to be provided to Doctors.	A small welcome pack of fruit and vegetables to be provided to Doctors each fortnight. This is to be accompanied by a letter welcoming the doctor to the community and a list of community events occurring during their fortnightly stay.	Council's Health Promotions Officer to arrange 'Welcome Pack' fortnightly and Welcome Letter. Annual Budget - \$1,300		Council	September 2022
1.6	'Welcome to Quilpie' – New Residents Guide.	Development of booklet to provide to new community members outlining everything about the Shire, e.g. local businesses, community/ sporting groups, weekend activities, where to get local news etc.	Council to develop a 'Welcome to Quilpie' booklet, this can be utilised by Council and local businesses when welcoming new members to the community. Estimated Budget - \$3,000		Council	December 2022
2. QUILPIE MPHS SERVICES						
2.1	Develop a targeted promotional campaign for attracting Medical Professionals to Quilpie.	Work with key stakeholders (SWHHS, Health Workforce Queensland etc) to develop a campaign highlighting the benefits of providing services in Quilpie Shire.	Council to work with service providers to develop campaign material when looking to attract medical professionals to the region.		Council	December 2022
2.2	Provision of consultancy/ professional development opportunities for the Practice Manager to maximise the return of the practice.	SWHHS and Council to partner in undertaking a review of the delivery of the practice to ensure maximum revenue is being generated. This may support the provision of a private GP service in the future if the facility can be shown to be profitable.	Undertake a Request for Quote to undertake a review of the Practice Management operations and provide professional development opportunities to SWHHS Staff.		SWHHS & Council	December 2022
2.3	Undertake an audit of medical equipment available at the Quilpie MPHS.	Identify the current equipment available and opportunities to invest in new equipment to better support GPs at the Quilpie MPHS e.g. Ultrasound.	SWHHS, Quilpie Hospital Auxiliary and Council to work in partnership to fund equipment identified as part of the audit.		SWHHS & Council	December 2022

	Opportunity Identified	Outcomes Sought	Resources Required	Status	Responsible Agency	Action Period
2.4	Improved patient travel.	Undertake a review of the current patient travel arrangements and identify opportunities to improve access to travel options.	SWHHS & Council to work collaboratively to review the current patient travel arrangements and identify any alternative options available for patient travel.		SWHHS & Council	December 2022
2.5	Investigate the opportunity for support / networking opportunities.	Investigate the potential of scheduling regular reoccurring online meetings between doctors in Augathella, Charleville, Cunnamulla and Quilpie in order to establish a support / professional network within the region.	SHWWS to investigate establishing a regular reoccurring online meeting (e.g. 1 hour fortnightly) between doctors located in Augathella, Charleville, Cunnamulla and Quilpie to establish a support/ professional network within the region.		SWHHS	December 2022
3. QUILPIE MEDICAL SERVICES						
3.1	Establish terms of reference for an Inter-Agency Medical Services Committee.	Formally establish an Inter-Agency Medical Services Committee through the development of terms of reference. This committee is to include all agencies delivering medical services in Quilpie Shire.	Council to draft terms of reference for an Inter-Agency Medical Services Committee in conjunction with service delivery agencies.		Council	March 2023
3.2	Develop a 'Service Map' of all medical services funded to be delivered in the Shire.	Undertake a 'Service Map' exercise to identify all services funded to be delivered within the Shire.	Inter-Agency Medical Services Committee to undertake 'Service Map' exercise.		Inter-Agency Medical Services Committee	June 2023
3.3	Identify specialist medical services currently not delivered in the Shire.	Through the establishment of a 'Service Map', this project should identify services currently not delivered within the Shire	Inter-Agency Medical Services Committee to undertake 'Service Map' exercise.		Inter-Agency Medical Services Committee	June 2023

APPENDIX 1 – RESPONSIBLE OFFICERS

	COUNCIL	SWHHS	IAMSC
1.1	Justin Hancock - Chief Executive Officer P: 07 4656 0500 E: ceo@quillpie.qld.gov.au		
1.2	Justin Hancock - Chief Executive Officer P: 07 4656 0500 E: ceo@quillpie.qld.gov.au		
1.3	Justin Hancock - Chief Executive Officer P: 07 4656 0500 E: ceo@quillpie.qld.gov.au		
1.4			
1.5	Michelle Donohue – Health Promotions Officer P: 07 4556 0509 E: MichelleD@quillpie.qld.gov.au		
1.6	Karen Grimm - Manager Tourism & Economic Development P: 07 4656 0540 E: KarenG@quillpie.qld.gov.au		
2.1	Maree Radnedge – Manager Human Resources P: 07 4656 0507 E: MareeR@quillpie.qld.gov.au		
2.2	Justin Hancock - Chief Executive Officer P: 07 4656 0500 E: ceo@quillpie.qld.gov.au		
2.3	Lisa Hamlyn – Director Corporate & Community Services P: 07 4656 0504 E: dceo@quillpie.qld.gov.au		
2.4	Lisa Hamlyn – Director Corporate & Community Services P: 07 4656 0504 E: dceo@quillpie.qld.gov.au		
2.5			
3.1	Lisa Hamlyn – Director Corporate & Community Services P: 07 4656 0504 E: dceo@quillpie.qld.gov.au		
3.2			TBA
3.3			TBA

14.5 REMUNERATION COMMISSION ANNUAL REMUNERATION REVIEW

IX: 229249

Author: Justin Hancock, Chief Executive Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The Local Government Remuneration Commission is commencing its annual remuneration review process to determine the remuneration to be paid to mayors, deputy mayors and councillors from 1 July 2023, in accordance with the requirements of sections 241–244 of the Local Government Regulation 2012.

The Commission is inviting submissions from mayors, councillors and chief executive officers, in relation to remuneration for councillors of local governments to inform the Commission's deliberations.

Submissions can be emailed by Friday 4 November.

Additionally, Members of the Commission will also be available during the Local Government Association of Queensland's Annual Conference to be held on 17-19 October 2022 at the Cairns Convention Centre, noting that Monday 17 October is the only day to meet with the full Commission for deputations.

To arrange an appointment with the Commission at the conference, requests must be emailed before COB 10 October 2022.

15 CONFIDENTIAL ITEMS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

15.1 Change of Lease Arrangement

This matter is considered to be confidential under Section 254J(3) - f of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with matters that may directly affect the health and safety of an individual or a group of individuals.

- 16 LATE ITEMS**
- 17 GENERAL BUSINESS**
- 18 MEETING DATES**