



ORDINARY MEETING AGENDA

Tuesday 15 August 2023
commencing at 09:30am

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Ordinary Meeting of Council

8 August 2023

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 **Tuesday 15 August 2023**, 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 **Tuesday 15 August 2023**, commencing at **09:30am**.

The agenda for the ordinary meeting is attached for your information

Yours faithfully

Justin Hancock
Chief Executive Officer





ORDINARY MEETING OF COUNCIL AGENDA

Tuesday 15 August 2023
Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

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

Unconfirmed

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 18 JULY 2023

IX: 240707

Author: Lorraine Mathieson, Executive Assistant / Grants Officer

Attachments: 1. Minutes of the Council Meeting held on 18 July 2023

RECOMMENDATION

That the Minutes of the Council Meeting held on 18 July 2023 be received and the recommendations therein be adopted.



Ordinary Meeting of Council

MINUTES

Tuesday 18 July 2023

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, 18 JULY 2023 AT 09:30AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 9.28am

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 Lisa Hamlyn (Director Corporate and Community Services), Mr Brian Weeks (Acting Director Engineering Services), Ms Lorraine Mathieson (Secretariat)

3 APOLOGIES

Nil

4 CONDOLENCES

None noted

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.

Cr Mackenzie declared a prescribed interest in items 14.2 and 14.6.

Cr Paulsen declared a prescribed interest in item 11.3.

6 RECEIVING AND CONFIRMATION OF MINUTES**6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 20 JUNE 2023**

RESOLUTION NO: (QSC112-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That the Minutes of the Council Meeting held on 20 June 2023 be received and the recommendations therein be adopted.

5/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

- 26/06/23 – South West Queensland Regional Organisation of Councils Meeting (zoom)
- 01/07/23 - Outback Masters Dinner Welcome
- 04/07/23 - Council Workshop
- 05/07/23 - Ernst and Young Regional Economic Future Fund Meeting (zoom)
- 13/07/23 – Dinner with Queensland Small Mining Association (Kevin Phillips), Shadow Minister for Resources Pat Weir and Member for Gregory Lachlan Miller

9 COUNCILLOR PORTFOLIO REPORTS

Details	Date of Meeting	Location	Mackenzie	Hewson	Paulsen	Volz	Barnes
Ordinary Council Meeting	20-Jun-23	Quilpie	1	1	1	1	1
SWQROC Meeting	26-Jun-23	Zoom	1				
Western Queensland Public Health Network	26-Jun-23	Charleville		1			
Outback Masters Dinner Welcome	1-Jul-23	Quilpie	1	1	1	1	
Outback Masters Golf	1 & 2 Jul-23	Quilpie	1	1	1	1	
Indigenous Gallery Exhibition Opening	2-Jul-23	Quilpie		1		1	
Councillors Workshop	4-Jul-23	Quilpie	1	1		1	1
Ernst & Young REFF Meeting	5-Jul-23	Zoom	1				
Small Miners Association Dinner	13-Jul-23	Quilpie	1				1
Cultural Heritage Booklet Launch	17-Jul-23	Quilpie		1		1	
Council Staff Budget Breakfast	18-Jul-23	Quilpie	1	1	1	1	1

10 OPERATIONAL STATUS REPORTS**10.1 ENGINEERING SERVICES STATUS REPORTS****10.1.1 MONTHLY STATUS REPORT FOR ENGINEERING SERVICES JUNE 2023****EXECUTIVE SUMMARY**

This report is about works carried out by Engineering Services during June 2023.

Noted

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS**10.2.1 PEST AND LIVESTOCK MANAGEMENT COORDINATOR STATUS 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 Coordinator's portfolio.

Noted

10.2.2 HEALTH PROMOTIONS OFFICER STATUS REPORT

EXECUTIVE SUMMARY

To provide Council a Quarterly Report for Health Promotions

Noted

10.2.3 LIBRARIAN STATUS REPORT APRIL TO JUNE 2023**EXECUTIVE SUMMARY**

To provide an update to Council on library activities from April to June 2023.

Noted

10.2.4 CORPORATE AND COMMUNITY SERVICES STATUS REPORT**EXECUTIVE SUMMARY**

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Corporate and Community Services portfolio.

Noted

10.3 FINANCE SERVICES STATUS REPORTS**10.3.1 FINANCIAL SERVICES STATUS REPORT - JUNE 2023****EXECUTIVE SUMMARY**

This report is to provide Council with an update on financial services for month ending 30 June 2023.

Noted

10.4 GOVERNANCE SERVICES STATUS REPORTS**10.4.1 TOURISM AND ECONOMIC DEVELOPMENT STATUS REPORT****EXECUTIVE SUMMARY**

The purpose of this report is to update Council on Tourism and Economic Development activities during June 2023.

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

11 ENGINEERING SERVICES**11.1 SOUTH WEST QUEENSLAND WATER AND SEWERAGE ALLIANCE TENDER FOR CCTV RECORDING OF SEWERAGE MAINS AND MANHOLES****EXECUTIVE SUMMARY**

Quilpie Shire Council acts as the Chair of the Southwest Queensland Water and Sewerage Alliance (SWQWSA) and acts as the Group's banker and administrative centre. The Quilpie Shire Mayor chairs the Elected Members, and the Director of Engineering Services chairs the Technical Group.

The SWQWSA was successful in obtaining a grant to assess and prioritise future water and sewerage projects across the area of the Alliance made up of the six Councils. Initial data collection has been carried out by GBA Engineers. The next step is to carry out asset condition assessments. Tenders were called by GBA Engineers, and an analysis of the tenders has been carried out. This report recommends the award of the contract.

RESOLUTION NO: (QSC113-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council:

1. Accept the report on behalf of the SWQWSA;
2. Award the tender SWQWSA 230035.9 SWQWSA Sewer & Manhole CCTV to Insight Asset Services Pty Ltd for a total of \$1,063,098 excluding GST; and
3. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute all matters associated with or in relation to this tender and contract including without limitation any options and/or variations as per Council's procurement policy to vary the works to be carried out.

5/0

11.2 RESOLUTIONS FOR FINANCIAL CONTRIBUTIONS FOR FUNDING FOR TOOMPINE BORE, QUILPIE SEWAGE TREATMENT PLANT DESIGN, AND SOUTHWEST QUEENSLAND WATER AND SEWERAGE ALLIANCE FUNDING.

EXECUTIVE SUMMARY

Council has received funding from the Department of State Development, Infrastructure, Local Government and Planning for the following Projects:

- Building Our Regions R6 Pla 0021 - Quilpie Sewage Treatment Plant Replacement
- Building Our Regions R6 Infra 0050 - Toompine Town Bore Replacement.

The Council is also managing Building Our Regions R6 Pla 0008 - Southwest Queensland Water and Sewerage Alliance - Water and Sewerage Infrastructure Strategy on behalf of the Southwest Water and Sewerage Alliance.

The Department requires resolutions of Council, and of behalf of the Alliance regarding the funding.

Council has already budgeted for these works and approved all the tenders associated with these works to date. This also includes works on behalf of the Southwest Queensland Water and Sewerage Alliance.

RESOLUTION NO: (QSC114-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That Council resolves to accept that:

1. BoR R6 Pla 0021 - Quilpie Sewage Treatment Plant Replacement

- Council has budgeted for its contribution towards the Quilpie Sewage Treatment Plant replacement.
- Council is committed to delivering the Project.
- Council acknowledges responsibility for any funding shortfall, if costs change

2. BoR R6 Infra 0050 - Toompine Town Bore Replacement.

- Council has budgeted for its contribution towards the Toompine Town Bore Replacement.
- Council is committed to delivering the Project.
- Council acknowledges responsibility for any funding shortfall, if costs change

3. BoR R6 Pla 0008 - Southwest Queensland Water and Sewerage Alliance - Water and Sewerage Infrastructure Strategy

On behalf of the SWQWSA

- Council has budgeted for its contribution towards the Toompine Town Bore Replacement.
- Council is committed to delivering the Project.
- Council acknowledges responsibility for any funding shortfall, if costs change

5/0

11.3 RFQL 18 22-23 FLOOD RESTORATION WORKS 2022-OLD THARGOMINDAH ROADS' PACKAGE

Cr Bruce Paulsen declared he/she has a prescribed conflict of interest (as defined by sections 150EG, 150EH and 150EI of the *Local Government Act 2009*) in matters regarding the SA Travers & SL Travers, sponsors of 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.

Cr Bruce Paulsen advised that in accordance with legislative requirements he/she will leave the meeting while the matter is discussed.

At 10:03 am, Cr Bruce Paulsen left the meeting.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQL 18 22-23 Flood Restoration Works 2022 - Old Thargomindah Roads package for the Restoration of Essential Public Asset Works on Old Thargomindah Road, Kiandra Road, Wareo Road, Napoleon Road and Duck Creek Road.

RESOLUTION NO: (QSC115-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That Council:

1. Subject to funding approval and finalisation, award RFQL18 22-23 Old Thargomindah Roads PKG to SA Travers & SL Travers for an amount of \$1,577,063.38 excluding GST; and
2. 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 10:05 am, Cr Bruce Paulsen returned to the meeting.

12 CORPORATE AND COMMUNITY SERVICES

12.1 COMMUNITY ASSISTANCE APPLICATION - QUILPIE & DISTRICT SHOW & RODEO COMMITTEE

EXECUTIVE SUMMARY

The Quilpie District Show & Rodeo Committee have submitted a Community Assistance Program application requesting the following:

- 50,000 litres of potable water plus Water Truck & Operator hire to transport to the show grounds. This water will be non-contaminated after use and can be reused as water for roads or irrigation.
- In-kind use of Generator and portable lighting (both solar and regular) from Friday 8 September to Monday 11 September, 2023.

RESOLUTION NO: (QSC116-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

1. That Council approves the Community Assistance Grant Application received from Quilpie District Show & Rodeo Committee to provide the following from 8 – 11 September, 2023:

(a) 50,000 litres of potable water plus Water Truck & Operator hire to transport to the show grounds. This water will be non-contaminated after use and can be reused as water for roads or irrigation.

(b) In-kind use of Generator and portable lighting (both solar and regular) from Friday to Monday.

5/0

At 10:28 am, Cr Bruce Paulsen left the meeting.

At 10:30 am, Cr Bruce Paulsen returned to the meeting.

12.2 WILD DOG INFORMATION SHEET 2023-2024

EXECUTIVE SUMMARY

The Quilpie Shire Wild Dog Information Sheet outlines Council's extensive support and investment in relation to Wild Dog / Pest Management Control within the Quilpie Shire, and itemises Council's financial support in relation to Wild Dog Control programs.

RESOLUTION NO: (QSC117-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

That Council adopts the Quilpie Shire Wild Dog Information Sheet 2023-2024 as presented.

5/0

13 FINANCE

At 10.40am Sharon Frank, Manager Finance and Administration entered the meeting

13.1 INFORMATION & CYBER SECURITY POLICY

EXECUTIVE SUMMARY

The purpose of this report is to present to Council a new policy for adoption – CS.107 Information & Cyber Security Policy.

RESOLUTION NO: (QSC118-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

That Council adopt the Information and Cyber Security Policy as presented.

5/0

13.2 ADDITON OF RENTAL CHARGES TO REGISTER OF COST-RECOVERY FEES AND COMMERCIAL CHARGES

EXECUTIVE SUMMARY

The purpose of this report is to present the new Rental Charges for the newest council residences to be added to the Register of Cost-Recovery Fees and Commercial Charges.

RESOLUTION NO: (QSC119-07-23)

Moved: Cr Roger Volz

Seconded: Cr Bruce Paulsen

That Council:

1. Receive and note the report; and
2. Adopt the new charges into the Register of Cost-Recovery Fees and Commercial Charges;

5/0

13.3 REVIEW OF INVESTMENT POLICY**EXECUTIVE SUMMARY**

The purpose of this report is to present an updated Investment Policy for Council's consideration and adoption.

The purpose of an Investment Policy is to provide Council with a contemporary approach to investments based on an assessment of market and liquidity risk within the legislative framework of the *Statutory Bodies Financial Arrangements Act 1982* and the *Statutory Bodies Financial Arrangements Regulations 2019*.

RESOLUTION NO: (QSC120-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Jenny Hewson

That Council adopt the Investment Policy in accordance with section 191 of the *Local Government Regulation 2012*.

5/0

13.4 FINANCIAL SERVICES REPORT MONTH ENDING 30 JUNE 2023**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 30 June 2023.

RESOLUTION NO: (QSC121-07-23)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council receive the Monthly Finance Report for the period ending 30 June 2023.

5/0

At 10.55am Sharon Frank, Manager Finance and Administration left the meeting.

At 10.56am Janelle Menzies, Manager, Governance and Compliance joined the meeting.

14 GOVERNANCE

14.1 OPERATIONAL PLAN 2022-23 FOURTH QUARTER UPDATE

EXECUTIVE SUMMARY

This report will present the fourth quarter update of the 2022/23 Operational Plan to Council.

RESOLUTION NO: (QSC122-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That Council notes the fourth quarter update for the 2022/23 Operational Plan.

5/0

At 10:59 am, Cr Lyn Barnes left the meeting.

At 11.01 am, Cr Lyn Barnes returned to the meeting.

At 11.04 am, Cr Lyn Barnes left the meeting.

At 11.06 am, Cr Lyn Barnes returned to the meeting.

14.2 LEASE FOR APPROVAL

Cr Stuart Mackenzie 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 Outback Gondwana Foundation (OGF).

Cr Stuart Mackenzie is Director of OGF. The OGF stands to gain a financial benefit depending on the outcome of the matter.

Cr Stuart Mackenzie advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed.

At 11:12 am, Cr Stuart Mackenzie left the meeting. Cr Hewson assumed the Chair.

EXECUTIVE SUMMARY

Council have prepared a Form 13, 'Amending the Lease to the Outback Gondwana Foundation' to formalise Council's annual contributions for maintenance and the relevant terms and conditions.

RESOLUTION NO: (QSC123-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

1. That the Council resolve:

- (a) to enter into a Form 13, Amendment to the Lease to Outback Gondwana Foundation to formalise the Council's annual contribution for maintenance and the relevant terms and conditions; 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.

4/0

14.6 GROWING REGIONS PROGRAM - ROUND 1

Cr Stuart Mackenzie 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 Eromanga Natural History Museum (ENHM).

Cr Stuart Mackenzie is Director of ENHM. The ENHM stands to gain a financial benefit depending on the outcome of the matter.

Cr Stuart Mackenzie advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider an application under the Growing Regions Program – Round 1.

RESOLUTION NO: (QSC124-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That Council support an application for the Eromanga Natural History Museum – Stage 3 application under the Growing Regions Program – Round 1 with a financial cash contribution up to \$3,000,000 (GST Excl).

4/0

At 11:25 am, Cr Stuart Mackenzie returned to the meeting and resumed the Chair.

ADJOURNMENT

Council adjourned at 11.25am.

Queensland Parks and Wildlife Service (QPWS) staff Andrew McPhee, Lee Hess, Tracy Watz joined the meeting, presenting on matters pertaining to planning and management of National Parks within the Shire. QPWS staff left the meeting at 1.30pm.

At 1.30pm, Transport and Main Roads staff Brendan Morgan, Steve Dart, Bill Lansborough and Chris Burgess joined the meeting, presenting on matters pertaining to the TMR grid replacement program across the State. TMR left the meeting at 3.00pm.

At 3.00 pm Janelle Menzies, Manager, Governance and Compliance joined the meeting.

The meeting resumed at 3.02pm.

14.3 POLICY REVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present a review of the Entertainment and Hospitality Policy, Advertising Spending Policy, and Councillors Reimbursement Policy.

RESOLUTION NO: (QSC125-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That the Council adopt the Entertainment and Hospitality Policy, Advertising Spending Policy, and Councillors Reimbursement Policy.

5/0

At 3.06 pm Janelle Menzies, Manager, Governance and Compliance left the meeting.

14.4 DEPARTMENT OF RESOURCES - REVIEW OF QUEENSLAND'S PLACE NAMING CONVENTIONS AND PRACTICES.

EXECUTIVE SUMMARY

This report is for Council to consider providing input into the Department of Resource's review of Queensland's place naming conventions and practices. The objective of this review is to ensure that the State's place-naming framework reflects contemporary community views and expectations.

RESOLUTION NO: (QSC126-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council note the report and take no further action.

5/0

14.5 CONSULTATION REGULATORY IMPACT STATEMENT FOR THE QUEENSLAND LAKE EYRE BASIN

EXECUTIVE SUMMARY

The purpose of this report is to table the consultation Regulatory Impact Statement (RIS) for the Queensland Lake Eyre Basin (LEB) and for Council to nominate preferred options identified in the RIS.

RESOLUTION NO: (QSC127-07-23)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

1. That Council provide the following responses to the Regulatory Impact Statement (RIS) for the Queensland Lake Eyre Basin:
 - (a) Spatial options (extent of mapped protections) – Option 1 Retain the status quo – no change to current spatial extent of mapped areas for protection;
 - (b) Regulatory options (permitted future activities) - Option 1 Retain the status quo – no change to current regulatory frameworks; and
 - (c) Options for environmental attributes of the Queensland LEB river systems - Option 1 Retain the status quo – no changes to current environmental attributes.

5/0

14.7 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4

EXECUTIVE SUMMARY

The purpose of this report is for Council to nominate eligible projects to be completed under the recently announced Local Roads and Community Infrastructure (LRCI) Program – Phase 4.

RESOLUTION NO: (QSC128-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

1. That Council:

- (a) Authorise the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009, to execute the Local Roads and Community Infrastructure Program – Phase 4 Grant Agreement; and
- (b) Once the Grant Agreement has been returned and executed by the Department, submit the following project nominations:
 - (i) Part A – Eromanga Pool Precinct – Total Budget \$1,200,000 – Funding Allocation \$891,657; and
 - (ii) Part B - Coonaberry Creek Road Reseal – Various Locations – Total Budget \$764,280 – Funding Allocation \$514,327.

5/0

14.8 LGAQ ANNUAL CONFERENCE 2023 - MOTION REQUEST**EXECUTIVE SUMMARY**

The Local Government Association of Queensland (LGAQ) has called for agenda items/motions for consideration at the 127th Annual Conference to be held in October 2023. Motions are required to be submitted by no later than Wednesday 9 August 2023. The Agenda Committee will review all submitted motions and provide a Preliminary Agenda for Member Councils four (4) weeks prior to the commencement of the Conference.

RESOLUTION NO: (QSC129-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

1. That Council endorse the following motions for the annual LGAQ conference:

- (a) That the LGAQ calls on the State Government to give greater priority to finding solutions to the unrealistic demands and prohibitive costs being imposed on councils renewing Quarry Sales Permits because of the Department of Agriculture and Fisheries' (DAF) interpretation of the Native Title Act 1993 (NTA); and
- (b) That the LGAQ calls on the State Government to guarantee the long-term competitiveness and sustainability of Queensland's Resources Sector during the implementation of current Net Zero policies, recognising the financial contribution the exploration, coal, metals and petroleum and gas sectors make to local communities, emerging industries (such as renewables) and the State as a whole.

5/0

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 Notice to Amend Resolution No. QSC109-06-23

This matter is considered to be confidential under Section 254J(3) - c 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 the local government's budget.

15.2 Draft Financial Statements 2023/24 Budget

This matter is considered to be confidential under Section 254J(3) - c 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 the local government's budget.

15.3 Draft Revenue Statement 2023/24

This matter is considered to be confidential under Section 254J(3) - c 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 the local government's budget.

15.4 Swimming Pool Lessee - Extension of Contract

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.

MOVE INTO CLOSED SESSION

RESOLUTION NO: (QSC130-07-23)

Moved: Cr Roger Volz

Seconded: Cr Bruce Paulsen

That Council move into closed session at 3.18pm.

5/0

At 3.20 pm Sharon Frank, Manager Finance and Administration joined the meeting.

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: (QSC131-07-23)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council move into Open Session at 4.49pm.

5/0

15.1 NOTICE TO AMEND RESOLUTION NO. QSC109-06-23

EXECUTIVE SUMMARY

Original Resolution Meeting Date: 20 June 2023

Original Resolution Number: (QSC109-06-23)

Original Resolution:

That Council:

(1) Include the recommendations as outlined in the Water Charge Review V2 report in the draft budget for 2023/24; and

(2) Consult with the affected landowners about the proposed changes.

RESOLUTION NO: (QSC132-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That Council amend Resolution Number (QSC109-06-23) and replace with:

That Council receive the Water Charge Review report.

5/0

15.2 DRAFT FINANCIAL STATEMENTS 2023/24 BUDGET**EXECUTIVE SUMMARY**

The purpose of this report is to present the draft financial statements for the 2023/24 budget to Council for review.

RESOLUTION NO: (QSC133-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

That Council note the draft financial statements for the 2023/24 budget.

5/0

15.3 DRAFT REVENUE STATEMENT 2023/24**EXECUTIVE SUMMARY**

The purpose of this report is to review the draft Revenue Statement for 2023/24 prior to budget adoption.

RESOLUTION NO: (QSC134-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That the draft revenue report be received.

5/0

At 4.50 pm Sharon Frank, Manager Finance and Administration left the meeting

15.4 SWIMMING POOL LESSEE - EXTENSION OF CONTRACT

EXECUTIVE SUMMARY

This report serves to present Council with a proposal from the current Swimming Pool Lessee to extend the Swimming Pool Lease for an additional eleven (11) months, including the management of the Quilpie and Eromanga Swimming Pools.

RESOLUTION NO: (QSC135-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Jenny Hewson

1. That Council resolves that given:

- imminent expiry (31 July, 2023) of the Quilpie Swimming Pool Complex management agreement with All About Aquatics, and the associated Eromanga Pool Complex management arrangement;
- there is insufficient time left for Council to undertake and complete a competitive tender process for the procurement of a longer-term management contract arrangement covering the two pool complexes before the current arrangement expires;
- the necessity to ensure continuity of the pool operations for the benefit of the public (i.e., to avoid the necessity to close the pools pending procurement of the new management contract arrangement);
- the perceived practical impossibility (having regard particularly to geographic location) of finding, obtaining, and evaluating in the time available potential alternative managers to continue the pool operations pending completion of a tender process,

Council is satisfied, for *Local Government Regulation* subsection 235(a), that All About Aquatics is the only supplier who is reasonably available to provide the pool management services in the short term, pending finalization of a tender specification and completion of the tender process to select the supplier for provision of the services under a new, longer-term contract.

It is FURTHER RESOLVED that Council delegate to the Chief Executive Officer the authority to negotiate and develop a new, short term contract, up to eleven (11) months, with All About Aquatics, for continued management of both pool complexes (Quilpie and Eromanga) commencing 1 August, 2023.

4/1

16 LATE ITEMS

16.1 RFQL24 22-23 FLOOD RESTORATION WORKS 2022 - SCREENING OF MATERIAL FOR NORTHERN ROADS

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQL 24 22-23 Flood Restoration Works 2022 – Screening of Material for Northern Roads to support the Restoration of Essential Public Asset Works on Roads North of Quilpie, excluding Adavale Roads.

RESOLUTION NO: (QSC136-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

1. That Council:

- (a) Subject to funding approval and finalisation, award RFQL 24 22-23 Flood Restoration Works 2022 – Screening of Material for Northern Roads to APV Contracting Pty Ltd for an amount of \$645,904.20 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.

5/0

17 GENERAL BUSINESS

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

Cr Volz:

- Provision of public Wi-Fi in Adavale, Eromanga and Toompine, via Starlink, especially for people who don't have a Telstra phone.
- Painting of existing and provision of new fencing for the two new Council residences on Jabiru Street to be matching, with the Jabiru side fence of construction that allows flow and amenity
- Fire Brigade was not called and did not attend the Eromanga truck accident that occurred early Saturday morning, creating potential risk from chemical spills etc. The Police notified Director Engineering Services

Cr Paulsen:

- Thanks to council staff for assistance with organising the Outback Masters Golf Day, staff worked really well to put the day together.

Cr Barnes

- Concerns re cattle being kept at Adavale stock yards for longer periods, and being used to support a private business and frequent annoying use of helicopter over the township causing dust and noise complaints. CEO advised that the complaint is being investigated
- Free camping on the river continues. No Camping signs will be installed once delivered
- Queried the closure of public toilets at the Airport; Acting Director of Engineering advised maintenance is being completed on toilets
- Accessibility of REX flights remains an issue, with seats are booked to Charleville, leaving no seats available for the leg to Quilpie. A scarcity of Community Fares also experienced. CEO to follow up.

18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Tuesday 15 August 2023 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 09:30am.

There being no further business the Mayor declared the meeting closed at 5.16pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Tuesday, 18 July 2023.

Submitted to the Ordinary Meeting of Council held on Tuesday, 15 August 2023.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date

Unconfirmed

6.2 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON FRIDAY 21 JULY 2023**IX: 240708****Author: Lorraine Mathieson, Executive Assistant / Grants Officer****Attachments: 1. Minutes of the Special Council Meeting held on 21 July 2023**

RECOMMENDATION

That the Minutes of the Special Council Meeting held on 21 July 2023 be received and the recommendations therein be adopted.



Special Meeting of Council

MINUTES

Friday 21 July 2023

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 FRIDAY, 21 JULY 2023 AT 11.30AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 12.05pm

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 Lisa Hamlyn (Director Corporate and Community Services), Mr Brian Weeks (Acting Director Engineering Services), Sharon Frank, Manager Finance and Accounting, 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.

Nil

5 FINANCE**5.1 OPERATIONAL PLAN 2023/2024****EXECUTIVE SUMMARY**

Pursuant to section 174 of the *Local Government Regulation 2012*, Council must prepare and adopt an operational plan for each financial year. Council must also discharge its responsibilities in a way that is consistent with the annual operational plan

RESOLUTION NO: (QSC137-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council adopts the 2023/24 Operational Plan pursuant to and in accordance with Section 174 of the *Local Government Regulation 2012*.

5/0

5.2 ADOPTION OF BUDGET 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to adopt the 2023/24 Budget (including the Revenue Statement).

RESOLUTION NO: (QSC138-07-23)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That Council:

- a) Pursuant to section 104 of the *Local Government Act 2009*, section 170 of the *Local Government Regulation 2012*, and as prepared in accordance with section 169 of the *Local Government Regulation 2012*, Council resolves to adopt the Budget for the 2023/24 financial year and Long-Term Financial Forecasts 2024-2033 as set out in the pages contained therein and incorporating:
 - The Statement of Income and Expenditure;
 - The Statement of Financial Position;
 - The Statement of Cash Flow;
 - The Statement of Changes in Equity;
 - The Long-Term Financial Forecast;
 - The relevant measures of Financial Sustainability for 2023/24 and the next 9 financial years;
 - The Revenue Statement;
 - The Revenue Policy (Adopted by Council on 18 April 2023 – Resolution No QSC053-04-23); and
 - The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the budget for the previous financial year as tabled, be adopted; and
- b) Pursuant to section 173(1) of the *Local Government Regulation 2012*, Council resolves that all money spent in the 2023/24 financial year prior to the adoption of the budget has been included in the budget.

5/0

5.3 DIFFERENTIAL GENERAL RATING CATEGORIES AND DESCRIPTIONS 2023/24**EXECUTIVE SUMMARY**

The purpose of this report is to adopt categories of rateable land for the levying of differential general rates for the financial year ending 30 June 2024.

RESOLUTION NO: (QSC139-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Jenny Hewson

That Council:

1. Pursuant to section 81 of the *Local Government Regulation 2012*, the categories into which rateable land is categorised, the description of those categories and, pursuant to sections 81(4)

and 81(5) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category below; and

2. Delegate to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs.

Category	Category Name	Category Description
1	Town of Quilpie - Residential <1Ha	Land, less than 1 Hectare in size, within the township of Quilpie primarily used, or capable of being used, in whole or in part, for residential purposes which is or can be serviced with urban infrastructure.
2	Town of Quilpie - Residential 1 to 10Ha	Land, 1 Hectare or more in size, but less than 10Ha, within the township of Quilpie primarily used, or capable of being used, in whole or in part, for residential purposes which is or can be serviced with urban infrastructure.
3	Town of Quilpie - Commercial	Land within the township of Quilpie primarily used, or capable of being used, in whole or in part, for commercial purposes which is or can be serviced with urban infrastructure.
4	Town of Quilpie - Industrial	Land within the township of Quilpie primarily used, or capable of being used, in whole or in part, for industrial purposes which is or can be serviced with urban infrastructure.
5	Township of Eromanga	Land within the township of Eromanga used, or capable of being used, in whole or in part, for residential, commercial or industrial purposes which is or can be serviced with urban infrastructure, other than land used for grazing, agriculture, petroleum, mineral or extractive industry production.
6	Other Rural Towns	Land within the townships of Adavale, Toompine or Cheepie used, or capable of being used, in whole or in part, for residential, commercial or industrial purposes which is or can be serviced with urban infrastructure.
7	Opal Mines	Land held under the <i>Mineral Resources Act 1989</i> used either for the purpose of extracting opals or for the purposes of extracting other precious metals and / or gemstones on a non-industrial scale.
8	Other	Land not included in any other category.
9	Rural - Pumps and Bore Sites	Land primarily used for the purposes of operating pumps or bore sites.
10	Rural and Residential Land - 10 to 100Ha	Land, 10Ha or more, but less than 100Ha in size, used, or capable of being used, in whole or in part, for residential, grazing, agriculture and not included in any other category.
11	Rural - Grazing and Agriculture ≥100Ha	Land, 100Ha or greater in size, used, or capable of being used, in whole or in part, for rural purposes, including grazing and agriculture and not included in any other category.
12	Rural - Carbon Credits	Rural land, used, or capable of being used, in whole or in part, for rural purposes, including grazing and agriculture that has been issued with Carbon Credit Units.
13	Transformer Sites	Land primarily used for the purposes of transformer or communication facility.
14	Mining and Oil Production	All land held under the <i>Mineral Resources Act 1989</i> , the <i>Petroleum Act 1923</i> or the <i>Petroleum and Gas (Production and Safety) Act 2004</i> , other than land included in category 7.
15	Oil Distillation / Refining	Land primarily used for, or used in association or connection with the:

		<ul style="list-style-type: none"> - distillation of crude oil or natural gas; or - storage or transport of crude oil or natural gas.
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5.4 DIFFERENTIAL GENERAL RATES 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to decide the differential general rate and minimum general rates for each differential general rate category, for the financial year ending 30 June 2024.

RESOLUTION NO: (QSC140-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category be as set out in the table below:

Category	Description	Minimum	General Rate (cents in the dollar)
1	Town of Quilpie - Residential <1Ha	\$488.00	3.0046
2	Town of Quilpie - Residential 1 to 10Ha	\$488.00	2.0447
3	Town of Quilpie - Commercial	\$588.00	3.5403
4	Town of Quilpie - Industrial	\$588.00	3.2003
5	Town of Eromanga	\$488.00	6.5984
6	Other Rural Towns	\$442.00	81.2216
7	Opal Mines	\$402.00	42.6538
8	Other	\$659.00	50.0594
9	Rural - Pumps and Bore Sites	\$343.00	45.8878
10	Rural and Residential Land - 10 to 100Ha	\$336.00	2.2837
11	Rural – Grazing and Agriculture ≥100Ha	\$588.00	1.5108
12	Rural - Carbon Credits	\$1,176.00	1.5108
13	Transformer Sites	\$406.00	3.5932
14	Mining and Oil Production	\$51,241.00	176.4000
15	Oil Distillation / Refining	\$36,170.00	174.5791

5/0

5.5 WILD DOG CONTROL SPECIAL RATE 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to make and levy a Wild Dog Control Special Rate for 2023/24.

RESOLUTION NO: (QSC141-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

That pursuant to section 94 of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*, Council make and levy a special rate to be known as the 'Wild Dog Control Special Rate' on all rateable rural land outlined in the table below. The special rate will fund the cost of one coordinated wild dog baiting program across the Quilpie shire.

The special rate to be made and levied for each differential rate category, and the minimum amount of the special rate to be fixed, is as follows:

Category	Description	Minimum	Rate (cents in the dollar)
11	Rural Land \geq 100Ha	\$105.00	0.0840
12	Rural Land - Carbon Credits	\$105.00	0.0840

The Overall Plan for the Wild Dog Control Special Rate is as follows:

- a) The service, facility or activity for which the plan is made is the cost of one coordinated wild dog baiting program across the Quilpie shire, including bait meat, areophane hire, staff and Avgas.
- b) The rateable land to which the special rate applies is all rateable land categorised as:
 - Category 11 - Rural Land \geq 100Ha; and
 - Category 12 - Rural Land - Carbon Credits
- c) The estimated cost of carrying out the activity the subject of the overall plan is \$130,000. The Wild Dog Control Special Rate will levy an estimated \$94,260 towards the total estimated cost of carrying out the activity.
- d) The estimated time for carrying out the overall plan is 1 year ending on 30 June 2024.

The rateable land or its occupier specially benefits from the service, facility or activity funded by the special rate because it will provide management of wild dogs, so as to improve the agricultural activities on the land which will increase productivity for landholders.

5/0

5.6 WATER UTILITY CHARGES 2023/24**EXECUTIVE SUMMARY**

The purpose of this report is to make and levy Water Utility Charges for 2023/24.

RESOLUTION NO: (QSC142-07-23)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That:

1. Pursuant to section 92 and 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy water utility charges, for the supply of water services, as set out in the table below:

Utility Charge	Charge per Unit
Water	\$16.62

2. Pursuant to section 101(1)(a) and section 101(2) of the *Local Government Regulation 2012*, Council levies water charges wholly according to the water used by each ratepayer. Council has estimated each ratepayer's likely water usage by determining the average amount of water used for each different land use in accordance with the following unit schedule:

Description (Land Use Category)	Water Charging Units
Vacant land – infrastructure	15
Occupied residential land (includes one pedestal)	30
▪ For each extra pedestal	5
Occupied residential land – Cheepie	40
Flat, unit, aged persons home (each unit)	20
Motel (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Hotel, hotel/motel, club (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Fire Brigade/SES	150
Church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Other businesses (includes one pedestal/cistern)	25
▪ For each extra pedestal/cistern	5
Other businesses with attached dwelling	30
School (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
CWA, cultural society, non-profit	20
Convent, church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Railway station yards	100
Trucking yards	100
Swimming pool	200
John Waugh Park	600
Bulloo Park	600

Shire Office, Depot and Council owned Facilities – including library, public toilets, sport or recreation grounds, halls and museums (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Median strips	600
Washdown Bay – Quilpie	300
Industrial land	30
Rural and Residential land with no sewerage or waste management service and outside the service area	30
Bowling Green	100
Caravan Park (includes one pedestal/cistern)	20
▪ For each extra pedestal/cistern	10
Refinery (includes one pedestal/cistern)	450
Washdown – Eromanga	120
Visitor Accommodation (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Hospital - (including Multi-Purpose Health Services, GP Medical Practice, nurse accommodation units, Director of Nursing house)	240
Motel and Caravan Park (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Commercial Stock Yards	200

And

3. The relevant details of the water utility charges to be made and levied are set out in Council's adopted Revenue Statement 2023/24.

5/0

5.7 SEWERAGE UTILITY CHARGES 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to make and levy Sewerage Utility Charges for 2023/24.

RESOLUTION NO: (QSC143-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That:

1. Pursuant to section 92 and 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy sewerage utility charges for the supply of sewerage services, as set out in the tables below:

Utility Charge	Charge per Unit
Sewerage	\$15.90

2. The sewerage charge per unit will be in accordance with the following unit schedule:

Description (Land Use Category)	Sewerage Charging Units
Vacant land – infrastructure	15
Occupied residential land (includes one pedestal)	30
▪ For each extra pedestal	5
Occupied residential land – Cheepie	
Flat, unit, aged persons home (each unit)	20
Motel (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	5
Hotel, hotel/motel, club (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Fire Brigade/SES	15
Church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Other businesses (includes one pedestal/cistern)	25
▪ For each extra pedestal/cistern	5
Other businesses with attached dwelling	30
School (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
CWA, cultural society, non-profit	20
Convent, church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Railway station yards	
Trucking yards	
Swimming pool	200
John Waugh Park	300
Bulloo Park	300
Shire Office, Depot and Council owned Facilities – including library, public toilets, sport or recreation grounds, halls and museums (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Median strips	
Washdown Bay – Quilpie	
Industrial land	
Rural and Residential land with no sewerage or waste management service and outside the service area	
Bowling Green	

Caravan Park	300
Refinery (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Washdown – Eromanga	
Visitor Accommodation (includes two pedestals/cisterns)	
▪ For each extra pedestal/cistern	
Hospital - (including Multi-Purpose Health Services, GP Medical Practice, nurse accommodation units, Director of Nursing house)	
Motel and Caravan Park (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Commercial Stock Yards	

And

3. The relevant details of the sewerage utility charges to be made and levied are set out in Council's adopted Revenue Statement 2023/24.

5/0

5.8 REFUSE REMOVAL AND DISPOSAL SERVICE CHARGES FOR 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to make and levy the Refuse Removal and Disposal Service Charges for 2023/24.

RESOLUTION NO: (QSC144-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy Refuse Removal and Disposal Service Charges for the 2023/24 financial year, as set out in the table below:

		First Bin Charge	Additional Bin Charge (Per Bin)
Number of Collections (Days Per Week)	1	\$646	\$319
	2	\$965	\$638
	3	\$1,284	\$957

The Refuse Removal and Disposal Service Charge shall be levied on:

- (a) Each rateable assessment comprising a house, unit or other residential dwelling, designed for separate residential occupation and whether occupied or not;

-
- (b) Each rateable assessment comprising a commercial or industrial use receiving, or capable of receiving, Council's kerbside waste collection service;
 - (c) Any other rateable assessment receiving Council's kerbside waste collection service; and
 - (d) All other properties receiving a receiving Council's kerbside waste collection service where the owner or occupier has requested that service.

The application of the Refuse Removal and Disposal Service Charges will be in accordance with the further detail provided in Council's adopted Revenue Statement 2023/24.

5/0

5.9 WASTE MANAGEMENT LEVY 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to make and levy a utility charge to be known as the "Waste Management Levy" for 2023/24.

RESOLUTION NO: (QSC145-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That pursuant to section 99 of the *Local Government Regulation 2012*, Council make and levy a utility charge for the 2023/24 financial year, to be known as the "Waste Management Levy", in the sum of \$235.00 per rateable assessment on all rateable land in the Shire that is not charged a Refuse Removal and Disposal Service Charge.

5/0

5.10 TOTAL VALUE OF CHANGE IN RATES AND UTILITY CHARGES

EXECUTIVE SUMMARY

At its budget meeting each year, Council is required to report the total value of the change in Rates and Utility Charges, expressed as a percentage, pursuant to sections 169(7) and 169(8) of the *Local Government Regulation 2012*.

RESOLUTION NO: (QSC146-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

That pursuant to sections 169(7) and 169(8) of *Local Government Regulation 2012*, the total value of the change, in the rates and utility charges budgeted to be levied for the 2023/24 financial year compared with the rates and utility charges levied in the previous budget (2022/23 financial year) expressed as a percentage, is 8.15%.

For the purpose of this calculation any discounts and rebates are excluded.

5/0

5.11 SETTING OF CONCESSION ON RATES AND CHARGES FOR APPROVED PENSIONERS 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to set the concession on rates and charges for approved pensioners for the 2023/24 financial year.

RESOLUTION NO: (QSC147-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, Council grant a 50% rebate on differential general rates and utility charges, up to a total of \$550 per annum for land which is owned or occupied by a pensioner, in accordance with Council's Rates and Utility Charges - Pensioner Rebate and Concession Policy.

5/0

5.12 CONCESSIONS FOR NOT-FOR-PROFIT COMMUNITY ORGANISATIONS 2023/24**EXECUTIVE SUMMARY**

The purpose of this report is to adopt a concession for not-for-profit community organisations for the 2023/24 financial year.

RESOLUTION NO: (QSC148-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, Council grant a 100% rebate on differential general rates for the financial year 30 June 2024 as identified in the table below and subject to the following:

- (a) Property owners must notify Council immediately if there is a substantive change in land use for a property that is receiving a rate concession.
- (b) Applications received during the current financial year that fall within this category, will be granted a rate concession following the passing of a resolution by Council.
- (c) If a property has been granted a rate concession in the previous financial year, the owner will not be required to re-apply to receive the rate concession for the current financial year. However, proof of ongoing eligibility will be required if requested.

Assessment Number
00137-00000-000
00066-10000-000
00777-10000-000

5/0

5.13 ADOPTION OF WASTE MANAGEMENT LEVY CLASS CONCESSION 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to adopt a waste management levy class concession for the 2023/24 financial year.

RESOLUTION NO: (QSC149-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, Council grant a concession, comprising a 100% rebate of the waste management levy, to the assessments identified in the below, on the basis that Council is satisfied that none of Council's waste transfer or landfill facilities are utilised by the owners or occupiers of these assessments, and all waste generated or handled on these assessments is disposed of in a compliant alternative manner.

Assessment Number	Assessment Number	Assessment Number	Assessment Number	Assessment Number
00002-00000-000	00506-00000-000	00648-50000-000	00802-00000-000	01188-00000-000
00004-10000-000	00507-00000-000	00648-70000-000	00806-00000-000	01195-00000-000
00005-00000-000	00514-00000-000	00649-00000-000	00806-00050-000	01198-00000-000
00006-00000-000	00515-00000-000	00649-50000-000	00806-00100-000	01202-10000-000
00007-55000-000	00516-00000-000	00650-10000-000	00806-20000-000	01203-10000-000
00008-00000-000	00517-00000-000	00652-00000-000	00809-00000-000	01203-20000-000
00009-00000-000	00518-00000-000	00652-10000-000	00809-50000-000	11020-00000-000
00012-00000-000	00523-50000-000	00653-10000-000	00810-00000-200	11022-00000-000
00016-00000-000	00525-20000-000	00654-10000-000	00813-10000-000	11022-10000-000
00017-00000-000	00526-00000-000	00654-30000-000	00815-00000-000	11024-10000-000
00018-00000-000	00527-00000-000	00654-50000-000	00816-00000-000	11025-00000-000
00019-10000-000	00528-00000-000	00655-10000-000	00816-50000-000	11028-00000-000
00021-40000-000	00528-50000-000	00657-00000-000	00817-00000-000	11029-00000-000
00026-00000-000	00529-00000-000	00658-00000-000	00818-00000-000	11030-00000-000
00027-00000-000	00529-30000-000	00659-10000-000	00828-10000-000	11035-00000-000
00028-00000-000	00530-10000-000	00661-63000-000	00828-20000-000	11036-00000-000
00031-00000-000	00530-10010-000	00662-00000-000	00831-10000-000	11037-00000-000
00032-00000-000	00531-00000-000	00663-10000-000	00832-00000-000	11038-00000-000
00033-00000-000	00531-00060-000	00663-50000-000	00834-00000-000	11039-00000-000
00039-00000-000	00531-10000-000	00667-10000-000	00834-20000-000	11041-00000-000
00047-00000-000	00531-20000-000	00673-00000-000	00834-50000-000	11042-00000-000
00050-10000-000	00531-21000-000	00674-00000-000	00834-60000-000	11043-00000-000
00052-00000-000	00532-00000-000	00675-00000-000	00835-00000-000	11044-00000-000
00054-00000-000	00532-32000-000	00676-00000-000	00835-50000-000	11045-00000-000
00054-50000-000	00532-33000-000	00676-10000-000	00836-00000-000	11046-00000-000
00056-00000-000	00534-10000-000	00682-00000-000	00840-30000-000	11047-00000-000
00057-10000-000	00535-01000-000	00684-10000-000	00844-10000-000	11048-00000-000
00060-00000-000	00535-10000-000	00687-00000-000	00844-11000-000	11049-00000-000

00063-00000-000	00536-11100-000	00691-00000-000	00845-00000-000	11051-00000-000
00064-00000-000	00536-20000-000	00691-30000-000	00845-01500-000	11052-00000-000
00065-00000-000	00536-30000-000	00691-41000-000	00845-02300-000	11053-00000-000
00071-10000-000	00540-00000-000	00691-60000-000	00845-02400-000	11054-00000-000
00071-50000-000	00546-00000-000	00692-00000-000	00845-02900-000	11055-00000-000
00073-00000-000	00547-00000-000	00695-00000-000	00845-03500-000	11056-00000-000
00076-60000-000	00548-00000-000	00695-50000-000	00845-91000-000	11059-00000-000
00084-00000-000	00552-00000-000	00696-00000-000	00845-91500-000	11060-00000-000
00093-10000-000	00553-00000-000	00697-00000-000	00845-91600-000	11061-00000-000
00096-10000-000	00553-61300-000	00698-10000-000	00846-10000-000	11063-00000-000
00097-20000-000	00553-61500-000	00698-30000-000	00848-10000-000	11065-00000-000
00100-00000-000	00553-70000-000	00698-40000-000	00849-00000-000	11066-00000-000
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00107-00000-000	00560-10000-000	00699-10000-000	00852-10000-000	11070-00000-000
00108-00000-000	00562-00000-000	00700-00000-000	00853-00000-000	11071-00000-000
00109-00000-000	00564-10000-000	00702-00000-000	00854-00000-000	11072-00000-000
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00112-00000-000	00566-00000-000	00704-20000-000	00856-10000-000	
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00123-00000-000	00573-40000-000	00730-15000-000	00872-50000-000	
00124-00000-000	00574-50000-000	00731-00000-000	00874-10000-000	
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00234-00001-000	00607-13000-000	00764-41900-000	00886-00400-000
00337-30000-000	00609-10000-000	00765-00000-000	00886-00500-000
00337-70000-000	00614-10000-000	00774-10000-000	00886-00610-000
00386-47000-000	00614-10099-000	00775-00000-000	00886-00620-000
00398-50000-000	00614-20000-000	00775-20000-000	00886-00630-000
00448-00000-000	00614-50000-000	00775-40000-000	00886-00640-000
00448-20000-000	00615-00000-000	00775-60001-000	00886-00700-000
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00484-00000-000	00619-00000-000	00777-00000-000	00886-20000-000
00485-30000-000	00621-10000-000	00777-05000-000	00886-40000-000
00485-40000-000	00625-00000-000	00777-50000-000	01008-20000-000
00486-00000-000	00626-00000-000	00777-55000-000	01009-20000-000
00488-00000-000	00627-00000-000	00777-55500-000	01010-00000-000
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00503-00000-000	00648-00000-000	00793-50000-000	01184-00000-000
00504-00000-000	00648-10000-000	00795-00000-000	01185-00000-000
00505-00000-000	00648-20000-000	00795-01000-000	01187-00000-000

5/0

5.14 DISCOUNT ON RATES 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to set the level of discount and discount period for the prompt payment of specified rates for the period ending 30 June 2024.

RESOLUTION NO: (QSC150-07-23)

Moved: Cr Roger Volz

Seconded: Cr Bruce Paulsen

That pursuant to section 130 of the *Local Government Regulation 2012*, the rates and charges made and levied in the table below shall be subject to a discount of the percentage set out in the table below if paid within the discount period of 31 days of the date of issue of the rate notice provided that:

- (a) all of the aforementioned rates and charges are paid within 31 days of the date of issue of the rate notice;
- (b) all other rates and charges appearing on the rate notice (that are not subject to a discount) are paid within 31 days after the date of issue of the rate notice; and
- (c) all other overdue rates and charges relating to the rateable assessment are paid within 31 days of the date of issue of the rate notice.

Rates and Charges	Discount Percentage
Discount on General Rates	10%
Discount on Water Utility Charges	10%
Discount on Sewerage Utility Charges	10%
Discount on Refuse Removal and Disposal Service Charge	10%
Discount on Waste Management Levy	10%

5/0

5.15 INTEREST ON ALL OVERDUE RATES AND CHARGES FOR 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to set the level of interest on overdue rates and charges for the financial period ending 30 June 2024.

RESOLUTION NO: (QSC151-07-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

1. That pursuant to section 133 of the *Local Government Regulation 2012* the level of interest is set as:
 - a) Compound interest on daily rests at the rate of 8.00% per annum; and
 - b) is to be charged on all overdue rates or charges.
2. Council has determined that rates or charges will be determined as overdue for the charging of interest from the due rates and charges become overdue.

5/0

5.16 LEVY AND PAYMENT OF RATES AND CHARGES 2023/24

EXECUTIVE SUMMARY

Sections 107 and 118 of the *Local Government Regulation 2012* requires Council to determine:

1. The issue of and period covered by a rate notice; and
2. The date by which rates or charges must be paid.

RESOLUTION NO: (QSC152-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That:

1. Pursuant to section 107 of the *Local Government Regulation 2012* and section 114 of the *Fire and Emergency Services Act 1990*, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:
 - for the half year 1 July 2023 to 31 December 2023 – in August / September 2023; and
 - for the half year 1 January 2024 to 30 June 2024 – in February / March 2024.
2. Pursuant to section 118 of the *Local Government Regulation 2012*, the date that Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, must be paid is identified as within 31 days from the date of the issue of the rates notice.

5/0

5.17 SETTING THE LIMIT OF INCREASE IN THE AMOUNT OF GENERAL RATES 2023/24

EXECUTIVE SUMMARY

The purpose of this report is to set the limit of the increase in the amount of differential general rates to be levied for the 2023/24 financial year, on each rating category.

RESOLUTION NO: (QSC153-07-23)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That pursuant to section 116 of the *Local Government Regulation 2012*, the amount of the differential general rate to be levied for the 2023/24 financial year on the categories of land identified in the table below, be limited to an amount no more than an amount equal to the amount of general rate levied on that land in the previous financial year increased by the percentage identified in the table below.

Category	Description	Limitation (cap)
1	Town of Quilpie – Residential <1Ha	Does not apply
2	Town of Quilpie – Residential 1 to 10Ha	Does not apply
3	Town of Quilpie – Commercial	Does not apply
4	Town of Quilpie – Industrial	Does not apply
5	Town of Eromanga	Does not apply
6	Other Rural Towns	Does not apply
7	Opal Mines	Does not apply

8	Other	Does not apply
9	Rural-Pumps and Bore Sites	Does not apply
10	Rural and Residential land 10 to 100Ha	Does not apply
11	Rural Land ≥ 100 Ha	Does not apply
12	Rural Land – Carbon Credits	Does not apply
13	Transformer Sites	Does not apply
14	Mining and Oil Production	40%
15	Oil Distillation / Refining	Does not apply

For the avoidance of doubt, the limitation of increase in the differential general rate will not apply to land where:

- a) there has been a change in the differential general rating category during the 2023/24 financial year;
- b) the differential general rating category of the land in 2022/23 financial year, changes in the 2023/24 financial year;
- c) the rateable assessment is levied the minimum differential general rate for the 2023/24 financial year;
- d) there has been a change in the area of the lot/s comprising the rateable assessment during the current or previous financial year (including, for example, by way of amalgamation or separation of rateable assessments);
- e) the general rate was calculated on a valuation to which section 50 of the *Land Valuation Act 2010* applied (i.e. developers' concession);
- f) the general rate was calculated on a valuation issued pursuant to section 274 of the *Land Valuation Act 2010* (i.e. offset valuation); or
- g) there has been a change in the valuation of the rateable assessment, (other than the revaluation of the whole of the region) during the current or previous financial year.

5/0

5.18 DEBT (BORROWING) POLICY 2023/24

EXECUTIVE SUMMARY

It is a requirement of section 192 of the *Local Government Regulation 2012* that a local government prepare and adopt a debt policy for a financial year.

A draft policy is tabled for Council's consideration.

RESOLUTION NO: (QSC154-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That Council adopt the Debt (Borrowings) Policy for 2023/24.

5/0

5.19 RATES AND UTILITY CHARGES - PENSIONER REBATES AND CONCESSIONS POLICY

EXECUTIVE SUMMARY

The purpose of this report is to adopt the Rates and Utility Charges – Pensioner Rebate and Concession Policy.

RESOLUTION NO: (QSC155-07-23)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That the Rates and Utility Charges – Pensioner Rebate and Concession Policy be adopted.

5/0

5.20 SIGNIFICANT BUSINESS ACTIVITY ASSESSMENT 2023/24

EXECUTIVE SUMMARY

The report presents the assessment of business activities against the threshold for Significant Business Activities for 2023/24.

RESOLUTION NO: (QSC156-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That the result of the Significant Business Activity assessment be received, noting that no further action is required.

5/0

5.21 CODE OF COMPETITIVE CONDUCT 2023/24

EXECUTIVE SUMMARY

The report presents the Code of Competitive Conduct prescribed under the *Local Government Act 2009* and *Local Government Regulation 2012* applicable to Quilpie Shire Council for the financial year 2023/24.

RESOLUTION NO: (QSC157-07-23)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That:

1. Council determines that the business activities categorised as prescribed business activities and listed Table 1 within this report are those activities that meet the prescribed activity threshold of \$340,000 in accordance with Section 39 of the *Local Government Regulation 2012*; and
2. Council resolves not to apply the Code of Competitive Conduct to any business activity in 2023/24 in accordance with section 47(7) of the *Local Government Act 2009*.

Given the level of expenditure in the business activities and the little or no competition for the services' provision, Council sees no public benefit in applying the Code of Competitive Conduct at this time.

5/0

5.22 STATEMENT OF ESTIMATED FINANCIAL POSITION 2022/23

EXECUTIVE SUMMARY

Section 205 of the *Local Government Regulation 2012* requires the Chief Executive Officer to present to Council at its annual budget meeting, a statement of estimated financial position for the previous financial year.

RESOLUTION NO: (QSC158-07-23)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That Council, pursuant to Section 205 of the *Local Government Regulation 2012*, the Statement of Estimated Financial Position for the previous financial year (2022/23) be received and its contents noted.

5/0

6 LATE ITEMS

Nil

7 GENERAL BUSINESS

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

No matters were raised.

There being no further business the Mayor declared the meeting closed at 12.35pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting held on the Friday, 21 July 2023.

Submitted to the Council Meeting held on Tuesday, 15 August 2023.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date

6.3 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON MONDAY 7 AUGUST 2023**IX: 240709****Author: Lorraine Mathieson, Executive Assistant / Grants Officer****Attachments: 1. Minutes of the Special Council Meeting held on 7 August 2023**

RECOMMENDATION

That the Minutes of the Special Council Meeting held on 7 August 2023 be received and the recommendations therein be adopted.



Special Meeting of Council

MINUTES

Monday 7 August 2023

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie



**MINUTES OF KILPIE SHIRE COUNCIL
SPECIAL COUNCIL MEETING
HELD AT THE KILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, KILPIE
ON MONDAY, 7 AUGUST 2023 AT 8.00AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 8.01am

2 ATTENDANCE

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

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Lisa Hamlyn (Director Corporate and Community Services), Mr Brian Weeks (Acting 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.

Nil

5 ENGINEERING SERVICES**5.1 RFQL01 23-24 MT MARGARET AND KYABRA ROAD SEALING****EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award RFQL 01 23-24 Mt Margaret and Kyabra Road Sealing for the widening seal of Mt Margaret Road and resealing of Kyabra road in sections damaged by Flood Damage.

RESOLUTION NO: (QSC137-08-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

1. That Council:

- (a) Subject to funding approval and finalisation, award RFQL 01 23-24 Mt Margaret and Kyabra Road Sealing to RPQ Spray Seal Pty Ltd for an amount of \$471,693.38 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.

5/0

6 LATE ITEMS

Nil

7 GENERAL BUSINESS

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

There being no further business the Mayor declared the meeting closed at 8.07am.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting held on the Monday, 7 August 2023.

Submitted to the Council Meeting held on Tuesday, 15 August 2023.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date

- 7 ITEMS ARISING FROM PREVIOUS MEETINGS**
- 8 MAYORAL REPORT**
- 9 COUNCILLOR PORTFOLIO REPORTS**

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 MONTHLY STATUS REPORT FOR ENGINEERING SERVICES JULY 2023

IX: 240712

Author: Brian Weeks, Works Coordinator

Attachments: 1. Proterra August Report [↓](#)

EXECUTIVE SUMMARY

This report is about works carried out by Engineering Services during July 2023.

OPERATIONAL UPDATE

General

- Ergon has been contacted to relocate a power pole to the property boundary of 62 Jabiru St
- Clean-up works have been completed from the semi-trailer roll-over on the Cooper Developmental Rd, 280m³. Contaminated soil has been transported back to Quilpie Landfill site, and area has been reinstated.

Works Section

RMPC

- Grading of shoulders on the Quilpie Thargomindah Road between the Bulloo River and Toompine is continuing, after works were suspended due to staff absences.
- General RMPC Signage and guidepost repairs have been carried out.

Other TMR Works

- Works on the Diamantina Developmental Road CN-19645 commenced on 12 June. Sealing of the widened sections are now completed,
- Reshaping and widening of floodways has commenced

Flood Damage Works Shire Roads

- See Attachment 1, report from Proterra Group

Concrete and Structures

- Demolished the fence in front of the Pavilion at Bulloo Park Race Track
- Supplied concrete for Hoek homes for the 2 x 5 Bedroom house footings
- Poured the patio slab for 53 Galah St
- Replacement of the town grid is now completed, except repairs to the fence
- Extensions of pipes and replacement of culverts has commenced on the Grey Range Project.

Council Buildings and Facilities

- Council's tradesman has completed the renovations of two units at Gyrica Gardens
- Unit 11 Gyrica Gardens awaiting cabinetry from a Contractor
- Unit 5 Gyrica Gardens interior painting completed, exterior to be finished and flooring to be laid

- Repairs to depot completed
- Shed delivery for 4 new homes and 66 Pegler St is expected Monday 15 August
- Completed installation of back Patio of 53 Galah St.

Waste

- Rubbish from semi-trailer roll-over was transported to Quilpie Landfill
- Reported to Department of Science and Environment on quantity of contaminated soil taken to Quilpie Landfill from roll-over accident site.

Water and Sewerage

- Council's new apprentice plumber has commenced work
- Council hired a contact plumber for 2 weeks to assist with plumbing of 5-bedroom houses.
- Plumbing of the 2 x 5-bedroom houses are almost completed; tanks and water hook-up left to completed once concrete tanks slabs are poured
- Water break in Adavale repaired.

Plant and Workshops

- The workshop has been short staffed due to staff leave, and one staff member relieving in town services, two staff away at TAFE
- Ute delivered from O'Brien Toyota, Acting Director of Engineering Services emailed supplier to express concerns regarding the quality of pre-delivery
- Kubota tractor delivered on 17 July, Council still waiting for formal induction to plant item
- Delivery of service truck has been postponed by supplier without contacting Council, Acting Director Engineering Service has contacted supplier and advised delivery date of service truck and tractor induction will be 16 August.

Town Services

- Work is continuing at the Brolga Street median strip as per the Masterplan design.
- Landscaping works are underway at the two new 4-bedroom houses.
- The gang is back to full staffing. A temporary gang has been created to complete the Brolga Street works and the landscaping at the new houses in Quilpie.
- Gangs have been busy undertaking aeration of the John Waugh Park Oval.

CONSULTATION (Internal/External)

N/A

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

Works are carried out in accordance with the budget.

Risk Management Implications

Nil



**MONTHLY PROJECT REPORT
AUGUST 2023**

**QUILPIE SHIRE COUNCIL
DRFA – FLOOD RESTORATION PROJECTS**

MARCH 2021 EVENT

JANUARY 2022 EVENT

SEPTEMBER 2022 EVENT


COOMA ROAD BETTERMENT PROJECT-Complete



QSC – DFRA MONTHLY PROJECT REPORT

August 2023

AMENDMENT, DISTRIBUTION and APPROVAL

ISSUE	AUTHOR	REVIEWER	APPROVED FOR ISSUE		
			NAME	SIGNATURE	DATE
1	Cameron Mocke	Cameron Mocke	Cameron Mocke		30/7/2023

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QSC – DFRA MONTHLY PROJECT REPORT

August 2023

CONTRACT SUMMARY

Contract Number	RFQL06 22-23
Principal Representative's Delegate	PROTERRA GROUP
Project Manager	Cameron Mocke
Target Date for Practical Completion of 2022 September event works	20 December 2024

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	95%
2022 event works Submissions		
QSC.0036.2122F, QSC.0037.2122F, QSC.0039.2122F and QSC.0040.2122F. Betterment Works- Old Charleville Road	Approved Approved	75% 100%
2022-September event works Submissions		
QSC.0042.2223C, QSC.0043.2223C. QSC.0046/QSC.0047/QSC.0048/QSC.0049.2223C.	Approved Approved Approved	7% 6% 2%

**QSC – DFRA MONTHLY PROJECT REPORT****August 2023**

Event date	Percent Complete	Estimated Final Cost
26-February-2020	100%	\$16,720,732.34
31-March-2021	99%	\$11,785,018.67
04-February-2022	75%	\$9,841,567.19
15-September-2022	8%	\$18,000,000.00

**QSC – DFRA MONTHLY PROJECT REPORT****August 2023****FINANCIAL DISCUSSION**

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

VARIATIONS / SCOPE CHANGES

2021 REPA Works

No variations have been issued for 2021 REPA works.

2022 REPA Works

Var.01 will be issued for sealing of additional areas on Tobermory Road

PROGRAM

The supervised crew consisting of equipment hired from Longplains Contracting and on occasion other local contractors have completed works on Humeburn Road. They will supply equipment on works starting on Mt Margaret Road in mid-August 2023.

APV Contracting are progressing well on the Tobermory Road Pkg, and will mobilise to Mt Margaret Road to start work there.

Tolbra Earthmoving have completed the works on Cheepie Adavale Road.

SL & SA Travers have completed works on their Package D and will start the new package works on Old Thargo Road mid-August 2023.

The heavy rainfall that took place mid-September 2022 has been declared as an event by QRA, with Proterra Group being awarded the delivery of these restoration works by QSC. Proterra Group have assessed the damage and have submitted six submissions to QRA for assessment. The first two have been assessed and approval has been given, the next four have been lodged and approval should be given in June 2023.

The first submission lodged which covers the following roads, Tobermory, Ingeberry, Mulliana and Bowallie-Tobermory Roads. This tender has been awarded to APV Contracting. APV Contracting have completed works for Separable Portion A and are currently on rostered days off.

The second submission covers roads around the Eromanga township. Boondook, Congie, Corowa, Earlstoun, Kyabra, Mt Howitt, Pinkilla, Ray, Raymore, Wallyah and Warrabin Roads. The tender covering the preparation of this material has been awarded to APV Contracting, APV have commenced with the preparation of the material.

The tender for REPA works on Trinidad Road- RFQL 017 22 – 23 Flood Restoration Works has been awarded to APV Contracting after they had supplied a very comprehensive set of



QSC – DFRA MONTHLY PROJECT REPORT

August 2023

tender documents as well as pricing to match the works. Work on Trinidad Road has slowed down due to lack of construction water in the area, this mostly caused by local landowners protecting water reserves for expected drought.

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.
- Tenders have been received for the gravel screening of 30,000m³ of material for the 2022 September works for the Eromanga Roads package, this tender was awarded to APV Contracting.
- Tenders have been received for the preparation of 35000m³ of material for the Tobermory Roads Package, APV Contracting have been awarded this work.
- Once approval is given for the rest of the works under the September 2022 works a tender will be issued for the preparation of that material.
- Pkg F- Which covers Napoleon, Wareo and Duck Creek Roads has been forwarded to council for evaluation, this work was awarded to Tolbra Earthmoving, who have declined the package as they did not interpret the contract documents correctly. An Extension of Time has been sought from QRA due to the contractor not starting works.
- RFQL 016 22 - 23 Flood Restoration Works 2022 Package T-(Tobermory Roads Package), this contract was awarded to APV Contracting.
- Further quotes will be issued via Vendor Panel once preparations and approvals have been received.
- RFQL 018 22-23 Flood Restoration Works-Old Thargomindah Roads Pkg has been tendered via VendorPanel and awarded to SL & SC Travers.
- RFQL 024 Flood Restoration Works-Screening for Northern Roads has been tendered via VendorPanel, and has not had the desired result, as such will be retendered.
- Further quotes will be issued via Vendor Panel once preparations and approvals have been received.



QSC – DFRA MONTHLY PROJECT REPORT

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6.2 TENDERS/QUOTES AWARDED-2022 and 2022 September 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- (Pinkenetta and Giberoo Roads)	APV Contracting	\$345,807.47	\$34,580.75	\$380,388.22
RFQ 016 22-23 Flood Restoration Works 2022 Pkg C- (Cheepie Adavale Road)	Tolbra Earthmovers and Haulage	\$1,057,496.87	\$105,749.59	\$1,163,245.46
RFQL 08 22 - 23 Flood Restoration Works 2022 Package F- (Wareo, Duck Creek and Napoleon Roads)	Tolbra Earthmovers and Haulage	\$320,939.55	\$32,093.96	\$353,033.51
RFQL 04 22-23 Flood Restoration Works 2022 Pkg D- (Old Charleville Road)	SA & SL Travers	\$1,110,981.28	\$111,098.13	\$1,222,079.41
RFQ 07 22-23 Flood Restoration Works 2022 Pkg E- (Big Creek Road)	APV Contracting	\$626,170.00	\$62,617.00	\$688,787.00

**QSC – DFRA MONTHLY PROJECT REPORT****August 2023**

RFQL 09 Flood Restoration Works 2022 Pkg G- (Old Thargo and Kiandra Roads)	SC & KG Bowen	\$797,189.14	\$79,718.91	\$876,908.05
RFQL 016 22 - 23 Flood Restoration Works 2022 Package --(Tobermory Road Package)- Screening	APV Contracting	\$494,310.00	49,310.00	\$543,741.00
RFQL 015 22-23 Screening-Eromanga Pkg	APV Contracting	\$461,769.60	\$46,176.96	\$507,946.56
RFQL 017 22 - 23 Flood Restoration Works 2022 Trinidad Road Package	APV Contracting	\$1,615,500.85	\$161,550.09	\$1,777,050.94
RFQL 018 22 - 23 Flood Restoration Works 2022 Old Thargo Road Package	SA & SL Travers	\$1,577,063.38	\$157,706.34	\$1,734,769.72

6.3 GRAVEL SCREENING

The gravel screening for the 2022 September Works on Corowa Road have been completed. One more Tender for the rest of the screening for 2022 September event will be issued soon.

WATER ISSUES

Construction water is becoming an issue; Pkg RFQL 017 22-23 has under mutual agreement been put on temporary hold due to lack of construction water in that area.

QRA

The QRA have visited Quilpie and inspected works and are satisfied with progress and quality.

**QSC – DFRA MONTHLY PROJECT REPORT****August 2023****PHOTOS**

Strict QA is conducted on all works before signoff by Proterra Group staff members



Carting of water for addition into road base material.

**QSC – DFRA MONTHLY PROJECT REPORT****August 2023**

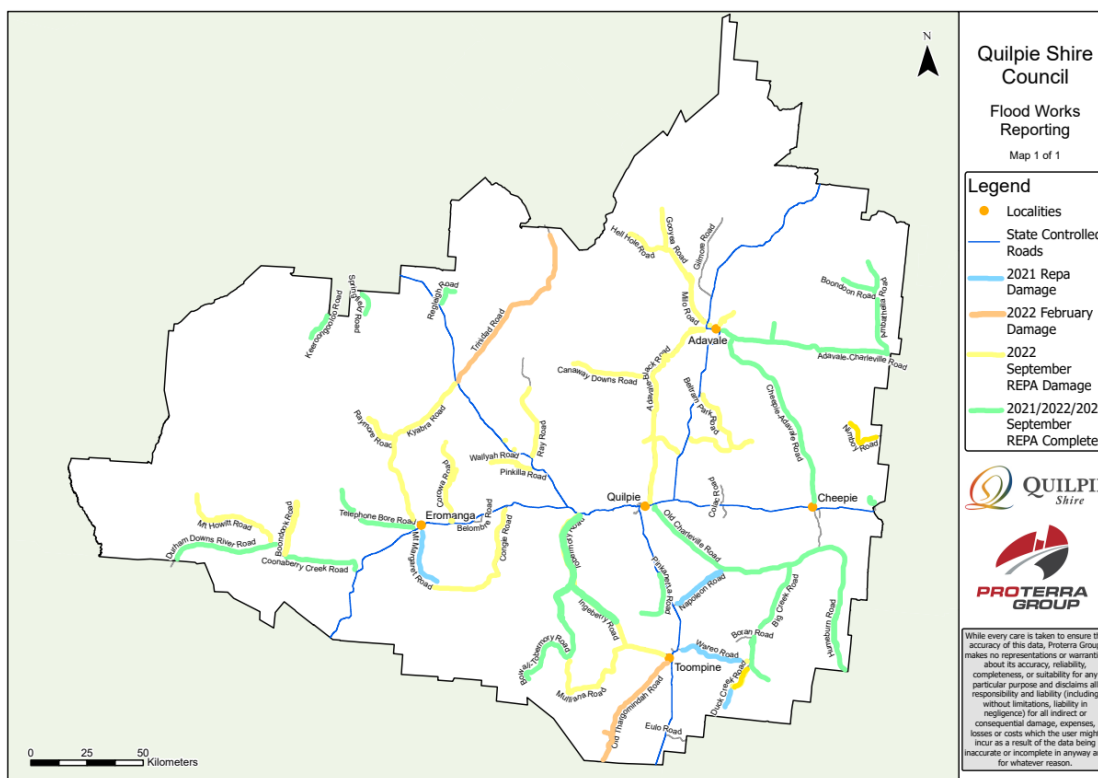
Typical equipment-Semi Water tanker used to transport water for construction and dust suppression uses.



QSC – DFRA MONTHLY PROJECT REPORT

August 2023

APPENDIX A – 2021/2022/2022 SEPTEMBER REPA WORKS MAP



10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 PEST AND LIVESTOCK MANAGEMENT COORDINATOR STATUS REPORT

IX: 240685

Author: Damien McNair, Pest & Livestock Management Coordinator

Attachments: Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Wild Dog Scalps Presented to Council 01-07-2023 to 31-07-2023

<u>Property</u>	<u>No of Scalps</u>			<u>Amount of Payment</u>
	Male	Female	Pups	
Armoobilla	2	-	-	100.00
Total	2	-	-	100.00

Wild Dog Scalps - Comparative Data Table

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Male	233	200	51	42	82	2
Female	179	106	44	17	39	
Pups	41	47	4	8	8	
Total	453	353	99	67	129	2

Wild Dog Baiting Program

Hot spot baiting was completed at the following properties during July:

- Whynot
- Raymore
- Tallyabra
- Kyabra
- Possamunga

Meat for hot spot baiting will be delivered to Wellclose, Ambathala and Bronte the first week of August.

Trapping

Traps are currently set at Waverly and Wanko.

- Dogs have been trapped at Nerrigundah and North Comongin

Local Laws

- 1 dog has been declared a Regulated Dog
- 3 dog complaints have been received for various reasons
- 2 residents have been spoken to in regard to Local Laws and compliance.

Commons and Reserves

Reserve	Condition	Notes
Quilpie Common	Good	
Eromanga Common	Good	
Adavale Common	Good	
Warrabin Lane	Good	
Dillon's Well	Good	Stock currently agisted on reserve

Pest Weed Management

Entity	Location	Target	Action
TMR	7003(Thargomindah Rd)		Pest control ongoing
Council	Armoobilla	Mother of Millions - scattered	Roadside spray Consultation with landholder to determine treatment plan
Council	Cowley	Mother of Millions - scattered	Roadside spray Consultation with landholder to determine treatment plan
Council	Wellclose	Parthenium - scattered - threatening waterways	Met with landholders several times to discuss treatment options/plan. Also provided education regarding pest weeds and potential danger to goats / livestock.
Council	Butchers Paddock	Coral Cactus - scattered	Released bug
Council	Rail Line	Unidentified plant - Scattered / spreading	Sprayed along rail track and roadside. Plant also sighted in causeways.

General

The Director Corporate and Community Services and I attended a TEAMS meeting with Dr. Heather Channon, National Feral Pig Management Coordinator to discuss the current situation with feral pigs in Quilpie Shire and state wide. There was also discussion regarding the National Feral Pig Action Plan and resources available to Council's and landholders.

Training

I will be attending Compliance Training being delivered by Biosecurity Queensland in Charleville on 8 August 2023.

CONSULTATION (Internal/External)

Director Corporate & Community Services

Council Staff

Landholders

Community Members / Animal Owners

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

Operating within Council Budget 2023-2024

RISK MANAGEMENT IMPLICATIONS

Low Risk – within standard operations

10.2.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORT

IX: 240695

Author: Lisa Hamlyn, Director Corporate and Community Services

Attachments: Nil

EXECUTIVE SUMMARY

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Corporate and Community Services portfolio.

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Condolences

A Condolence Card was forwarded to the relatives of Alex Jacobs.

Television Transmission Services

Council engaged Satellite Television & Radio Australia P/L to undertake an audit of the television transmission sites in Quilpie and Eromanga. An extensive report for each site was provided to Council with various recommendations. This information is currently being reviewed and prioritised for further consideration.

Cemetery Enquiries

Five Cemetery enquiries were received during the month. Enquiries include family history enquiries, location of graves in Shire Cemeteries and information regarding graves on properties.

RADF – Regional Arts Development Fund

RADF – Round 1 was advertised and applications for funding closed on Tuesday 8 August 2023. An RADF Committee Meeting will be held on Wednesday 9 August to review the applications. Recommendations will be presented to Council in a separate report.

NAIDOC Week

NAIDOC Week Celebrations will be held in Quilpie 21 – 25 August 2023. The NAIDOC Committee will meet on 11 August to finalise the program of activities. The program will include:

- Official Opening – Welcome to Country (Baldy Top)
- NAIDOC March
- Elders Lunch
- Quilpie State College – NAIDOC Activities Program
- Eromanga State School – NAIDOC Activities Program
- St Finbarr's School – NAIDOC
- Closing Ceremony / Activities Day (John Waugh Park)

Gyrice Gardens

Signage has been installed at Gyrice Gardens indicating that it is private property and residents and invited guests only should be entering the property. The signage was necessary after receiving several complaints from concerned residents about children playing in the facility and noise / safety issues.

The Health Promotions Officer and Assistant have moved into the office in the Gyrica Gardens Multi Purpose Centre and will operate the Health Promotions Program from there.

DC Bond University Netball Clinic

Bond University will be touring the South West during the September School Holidays providing mentors, players and coaches who will travel throughout the southwest with the Deadly Choices Team providing netball clinics. A clinic will be held in Quilpie the morning of Wednesday 27 September 2023.

Meetings

2 August	SW Primary Care Pilot Project	TEAMS Meeting
4 August	SWQROC Drought / Disaster	TEAMS Meeting
4 August	National Feral Pig M'Ment Coordinator	TEAMS Meeting
9 August	RADF Meeting	Council Boardroom
11 August	NAIDOC Committee Meeting	Council Boardroom
14 August	Quilpie CAN (Community Advisory Network)	Quilpie MPHS
16 August	SQ LG Arts Advisory Committee	TEAMS
17 August	Investment Readiness – Project Meeting 1	Council Boardroom
17 August	Psychological Safety in the Workplace Training	Training Room, Depot

Events

21 August	Twinkle in the Moon	Quilpie Shire Hall
21-25 August	NAIDOC Week Celebrations	

Community User Groups

Bulloo Park User Group	Consultation regarding relocation of the old plumbers shed
	Information regarding repair of PA system
	Use of stables 22 August 2023

Wild Dog Exclusion Fence Subsidy Program – Round 7

Correspondence inviting landholders to submit application under the Quilpie Shire Council Wild Dog Exclusion Fence Subsidy Program – Round 7 has been distributed. The closing date for applications is Friday 1 September 2023.

CONSULTATION (Internal/External)

Chief Executive Officer
Council Staff
Community
Various State / Federal Government Departments

LEGAL IMPLICATIONS

None noted

FINANCIAL AND REVENUE IMPLICATIONS

In accordance with Council's Budget 2023-2024

RISK MANAGEMENT IMPLICATIONS

Low, in accordance with Council's Risk Management Policy

10.3 GOVERNANCE SERVICES STATUS REPORTS

10.4.1 TOURISM AND ECONOMIC DEVELOPMENT STATUS REPORT

IX: 240673

Author: Karen Grimm, Manager Tourism & Economic Development

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to update Council on Tourism and Economic Development activities during July 2023.

OPERATIONAL UPDATE

Tourism

Visitor numbers: Visitor numbers in July were slightly down, wet weather has been identified as one factor in this decrease, in particular post Big Red Bash when travellers choose to travel back down the Birdsville track or head north on the bitumen. Those who travelled back through Quilpie appeared to be in a hurry to get home, or away from the mud.

Website: Numbers are still strong through the visitquilpie website. Numbers are up again in July by 22% compared to the same month in 2022. Visits to the website have remained consistent over the past couple of months. The top five landing pages for the month included what to see in Quilpie, travel information, Mirusia under the stars, 10 unusual things you didn't know about Eromanga and Eromanga.

Quilpeta: VIC staff have continued to be able to operate the night show experience, however with temporary equipment as the main projector unit is not working. Diagnosis with the company has identified it cannot be rectified in Australia. A separate report will be provided for discussion.

Economic Development & Business support

Sustainable Economic Growth for Regional Australia (SEGRA): The manager attended the annual conference in Toowoomba in July. It was a robust conference with a number of topics relevant to Quilpie. This included a conversation about Digital Connectivity, as part of this conversation Quilpie's Fibre to the premise project was highlighted as a case study. Further information about the conference will be distributed when presentations are available.

Business survey: This project will begin in August with four key steps including survey creation, marketing, engagement and reporting. Key hold points throughout this project will support involvement with councillors for input into questions. The final report is expected to be delivered in December 2023.

Miscellaneous

Information about projects being delivered by Tourism and Economic Development team.

Remote Australians Matter: Assistance provided for setting up registration page, which is now live and has received bookings. Event date: 27th September 2023.

The Quilpie Sock: The socks have been selling well with 140 pairs sold since November 2022.

Mirusia; Planning continuing well with tickets now live and selling well. Majority ticket holders are visitors to Quilpie. Gold and Silver tickets have sold out, general seating tickets remain. There may be a small additional release of silver tickets prior to event.

Events: Assistance provided to the following events.

Sporting Clays Gun Shoot: assistance with radio advertising

Quilpie Golf Open weekend: assistance with media releases
 Quilpie Show and Rodeo: Assistance with television marketing.

Gallery

Upcoming 2023 Exhibitions

Current exhibition in the gallery is the Indigenous exhibition.

15th Sept – 30th Sept Show Photography Exhibition

10th Oct – 3rd Nov Combined Schools Exhibition

11th Nov – TBA Dec Christmas in the Gallery

Quilpeta Night Show

Quilpeta total numbers								
	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
2023	-	-	126	276	156			

Quilpeta – Guests to regular screenings								
	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
2023	-	-	93	241	139			

Quilpeta – Guests with Tour Groups								
	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
2023			33	35	17			

Tour Groups

In the month of June the centre hosted 3 town tours, 1 with the morning tea option at rear of the VIC (catered by Staff fundraising group) and 2 groups for the Night Show. We have 4 future tours scheduled for 2023 and 5 tour bookings for the Night Show.

Social Media - INSTAGRAM

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REACH	1041	820	1619	1458	1108	716	312					
PROFILE VISITS	33	28	114	126	101	58	49					
NEW FOLLOWERS	12	7	25	26	20	21	16					

Social Media - FACEBOOK

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REACH	30,114	25,267	28,571	6915	10,208	41,951	20416					
PAGE VISITS	603	559	1260	731	652	698	518					
NEW FOLLOWERS	14	27	39	26	19	30	17					
LINK CLICKS	163	180	35	28	193	317	27					

Website

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2020	1329	3190	1238	1332	2337	3363	2338	2613	2175	1350	1008	881
2021	1135	138	1642	2521	2416	3330	3733	2109	2033	3925	1418	859
2022	1096	1314	1493	958	1864	1547	1638	1768	1313	913	996	642
2023	2026	1621	3287	2423	2058	2014	2009					

Visitation numbers - Visitor Information Centre

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2018	67	62	240	583	1416	1622	2610	2035	1229	408	259	124	10,655
2019	89	52	194	443	1130	1712	2725	1440	1450	548	241	97	10,121
2020	8	42	53	0	0	446	1688	1458	2172	1111	350	146	7,474
2021	64	59	295	894	2154	2657	2950	967	1515	842	290	108	12,795
2022	66	65	314	1191	1329	1573	2650	1546	1142	552	265	155	10,856
2023	80	66	279	758	1337	2372	2299						

Visitation number - Visitor Information Centre (Queensland only)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
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	1197	654	558	271	130	43	4970
2023	53	49	159	506	631	1041	904						

TOTAL NUMBERS 1ST JANUARY – 31ST JULY

2023 – 7191

2022 – 7188

2021 – 9073

2020 – 2237

2019 – 6345

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

15 AUGUST 2023

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

IX: 240690

Author: Justin Hancock, Chief Executive Officer

Attachments: 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 actions below, those actions arising in the June 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.	All four (4) homes have been delivered on site and are in the process of being finalised to be tenanted.	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	EOI Released.	Ongoing
08-Apr-21	Eromanga bean pump	That the beam pump adjacent to the road near Eromanga could be renovated and made into a working pump as a tribute to the oil and gas industry in the shire.	Beam pump has been reassembled. Council to explore potential of signage on history of Oil and Gas in the Shire.	Ongoing
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

Meeting Date	Subject	Action	Comments	Status
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
4 July	Council Workshop	Quilpie
5 July	Meeting with Assistant Commissioner Charysse Pond	Quilpie
5 July	Regional Economic Future Fund (REFF) Consultation	Online
6 July	Qld LEB Consultation RIS Briefing for Mayors and Council CEOs	Online
10-11	Psychological Safety in the Workplace Training for Supervisors and Managers	Quilpie
17 July	Cultural Heritage Booklet Launch	Quilpie
18 July	Council Meeting	Quilpie
18 July	QPWS - Hell Hole Gorge	Quilpie
18 July	TMR Meeting	Quilpie
19 July	TMR Grid Information Session	Quilpie
20 July	QRA – RLO Visit	Quilpie
21 July	Special Meeting – 2023/24 Budget	Quilpie
25-27 July	Bush Councils Convention	Goondiwin
31 July – 2 August	Brett de Chastel Visit	Quilpie

Upcoming Meetings:

Date	Event	Location
31 July – 2 Aug	Brett de Chastel Visit	Quilpie
1 August	Council Workshop	Quilpie
2 August	Warrego AFMG	Online
4 August	Leadership in Disaster Recovery Masterclass	Brisbane
7-11 August	Rockhampton Regional Council Visit	Rockhampton
7 August	Special Meeting	Quilpie
7-18 August	Final QAO Audit	Quilpie
10 August	Jamie Merrick - Director-General, Department of Environment and Science and Karen Hussey – Deputy Director-General, Department of Environment and Science	Quilpie
15 August	Council Meeting	Quilpie
15 August	GEC Office of Rural and Remote Health - Stakeholder Engagement w/ Dr Helen Brown	Online
17-18 August	Psychological Safety in the Workplace Training	Quilpie
20-23 August	SWQROC Deputation	Brisbane
29-31 August	LGMA Conference	Caloundra
1 September	Meteorology for Disaster Managers Masterclass	Brisbane
5 September	Council Workshop	Quilpie
5 September	LGAQ Elected Member Update 2023	Quilpie
11 September	Audit Committee Meeting	Quilpie
12-15 September	Mental Health First Aid Training	Quilpie
12-13 September	DDSW Planners Forum	Goondiwindi
14 September	SWQROC Meeting	Virtual
19 September	Council Meeting	Quilpie
26-28 September	WQAC Assembly	Winton
27 September	Remote Australia Matters Conference	Charleville
10 October	Council Workshop	Quilpie
10-12 October	Rural Management Challenge	St George
15-18 October	LGAQ Conference	Gladstone
26-27 October	DDSW CEO Forum	Charleville

Date	Event	Location
31 October	Council Meeting	Quilpie
2 November	RFDS 80 th Anniversary	Charleville
7 November	Council Workshop	Quilpie
9 November	SWQROC Meeting	Virtual
21 November	Council Meeting	Quilpie
5 December	Council Workshop	Quilpie
7-8 December	SWQROC Meeting	Roma
12 December	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

Nil

12 CORPORATE AND COMMUNITY SERVICES

12.1 COMMUNITY ASSISTANCE PROGRAM APPLICATION - QUILPIE MOTORCYCLIST ASSOCIATION

IX: 240731

Author: Toni Bonsey, Corporate and Community Administration Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider an application received from the Quilpie Motorcyclist Association for financial and in-kind assistance for the 2023 Quilpie Motorbike Gymkhana and Enduro.

The Quilpie Motorcyclist Association have requested a direct cash contribution of **\$2,500** and in-kind support with the waiving of hire fees for the use of:

- 15 Wheelie Bins
- 18m2 Skip Bin
- 3 x pop up tents
- 100 Chairs
- Large Generator and leads etc.
- 10 Tables
- 1 x 8 bay Bain Marie

RECOMMENDATION

1. That Council approves the application from the Quilpie Motorcyclist Association for \$2,500 direct cash contribution and in-kind support for the use of:

15 Wheelie Bins
18m2 Skip Bin
3 x pop up tents
100 Chairs
Large Generator and leads etc.
10 Tables
1 x 8 bay Bain Marie

BACKGROUND

The annual motorbike sports weekend includes a Gymkhana and Enduro which will provide family entertainment and attract visitors to the Shire. The aim of the event is to increase youth participation in events not usually available in town and requiring a different set of skills than riding the common in an uncontrolled environment. The Gymkhana and Enduro are held in a controlled and officiated environment with a competitive yet fun focus. It is an event that the whole family can participate in or spectate. Future events in many genres of motorbike sport could potentially be held in Quilpie and encourage more visitors from out of town to come and enjoy what Quilpie has to offer.

Previous Assistance:

2022 – Approved - \$2500 plus in-kind support for Wheelie Bins, Tables and Chairs 3 x Pop Up tents, Bain Marie, Generator, and 18m2 Skip bin.

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.

OPTIONSOption 1

Council approves the application in full.

Option 2

Council approves the application in part.

Option 3

Council does not approve the application.

CONSULTATION (Internal/External)

Quilpie Motorcyclist 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

2023-2024 BUDGET - \$53,000.00

Month	Organisation	Direct Cash Contribution	Council In Kind Contribution
July	Quilpie Schools Athletics Carnival	-	900.00
August	Quilpie Motorcyclist Association	\$2500	EST 860.00

*Please note not all in-kind contributions are reflected in this amount.

RISK MANAGEMENT IMPLICATIONS

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

12.2 COMMUNITY ASSISTANCE PROGRAM - COMMUNITY YOGA SESSIONS

IX: 240479

Author: Toni Bonsey, Corporate and Community Administration Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes

EXECUTIVE SUMMARY

Annabel Tully has submitted a Community Assistance Program Application requesting the waiving of hire fees for the Supper Room to hold weekly Community Yoga Sessions on Thursdays from 5.30pm – 6.30pm ongoing for 12 months. Alternative arrangements for another day can be made if the Supper Room is required for another event.

RECOMMENDATION

That Council approves the request to waiver hire fees for Community Yoga Sessions at the Quilpie Shire Hall Supper Room on Thursdays 5.30pm – 6.30pm on an ongoing basis for a period of 12 months. Council retains the option to negotiate arrangements for an alternative day for Yoga Sessions if the Supper Room is required for another event. Notification must be given to Council if at any time this service is no longer required.

BACKGROUND

Council has approved the waiving of fees of the Quilpie Shire Hall Supper Room for the Community Yoga Sessions on a previous occasion for one trial session.

OPTIONS

1. Council approves the request to waiver Quilpie Shire Hall Supper Room hire fees for a period of 12 months with the option to negotiate alternative arrangements if the Supper Room is required for another event.
2. Council does not approve the request to waiver Quilpie Shire Hall Supper Room hire fees.
3. Council approves option 1 with an alternate period of time.

CONSULTATION (Internal/External)

Annabel Tully

Quilpie Shire Council

LEGAL IMPLICATIONS

N/A

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

Non refundable portion of hire fee per session - \$82.00

2023-2024 BUDGET - \$53,000.00

Month	Organisation	Direct Cash Contribution	Council In Kind Contribution
July	Quilpie Schools Athletics Carnival	-	900.00

RISK MANAGEMENT IMPLICATIONS

Low Risk in accordance with Council's Risk Management Policy.

12.3 COMMUNITY ASSISTANCE PROGRAM APPLICATION - QUILPIE & DISTRICT SHOW & RODEO

IX: 239806

Author: Toni Bonsey, Corporate and Community Administration Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes

EXECUTIVE SUMMARY

The Quilpie & District Show & Rodeo Committee have submitted a Community Assistance Program Application requesting a direct cash contribution of \$10,000 for their 2023 Annual Show event. The funding would be used to assist with the costs associated with travel/accommodation for entertainment, amusement ride companies, and Queensland Ambulance.

The 2022 show was cancelled due to weather. Several entertainment providers did not refund or even partly refund the money paid due to the late cancellation.

2023 Expenses

Fun Time Amusements	\$19,200
Arcade Games	\$8,800
'Gee' d Up' Band	\$10,388.60
QLD Ambulance	\$1,310.00
TOTAL	<u>\$39,698.60</u>

RECOMMENDATION

1. That Council notes the Community Assistance Grant Application received from the Quilpie & District Show and Rodeo Committee and approves a direct cash contribution of \$2,000 to assist with costs associated with travel, accommodation, entertainment, amusement rides and Queensland Ambulance for the 2023 annual Show.

BACKGROUND

The Quilpie & District Show and Rodeo is an annual event held in September at Bulloo Park. This event runs over two days and one night.

This event is open to all the community and aims to provide something for everyone.

This year for the first time since 2007 the Quilpie Show will be showcasing rides from Fun Time Amusements and Arcade Games from Active Attractions. Other entertainment includes Jet Pack Entertainment, Helly Hoops, Viv's Farm Animals, Fireworks, and live music from 'Gee 'd Up'.

OPTIONSOption 1 – Recommended

1. That Council notes the Community Assistance Grant Application received from the Quilpie & District Show and Rodeo Committee and approves a direct cash contribution of \$2,000 to assist with costs associated with travel, accommodation, entertainment, amusement rides and Queensland Ambulance for the 2023 annual Show.

Option 2

1. That Council notes the Community Assistance Grant Application received from the Quilpie & District Show and Rodeo Committee and approves a direct cash contribution of \$10,000 to assist with costs associated with travel, accommodation, entertainment, amusement rides and Queensland Ambulance for the 2023 annual Show.

Option 3

1. That Council notes the Community Assistance Grant Application received from the Quilpie & District Show and Rodeo Committee and declines the direct cash contribution request.

CONSULTATION (Internal/External)

Quilpie & District Show & Rodeo

Quilpie Shire Council

LEGAL IMPLICATIONS

N/A

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

2023-2024 BUDGET - \$53,000.00

Month	Organisation	Direct Cash Contribution	Council In Kind Contribution
July	Quilpie Schools Athletics Carnival	-	900.00

RISK MANAGEMENT IMPLICATIONS

Low Risk in accordance with Council's Risk Management Policy.

12.4 2023 24 RADF APPLICATIONS

IX: 240722

Author: Toni Bonsey, Corporate and Community Administration Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes

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 2023 24 Round 1 Applications for approval.

RECOMMENDATION

That Council approve the following 2023/24 RADF Round 1 applications:.

Organisation	Project	Amount
Quilpie & District Show & Rodeo	Various entertainment - 2023 Show	\$7,772.00
	<ul style="list-style-type: none"> Helly Hoops Gee 'd Up 	
Quilpie Cultural Society	Various workshops	\$14,673.00
	<ul style="list-style-type: none"> Fran Bulmer - Quilting Dean Timms – Furniture restoration Annie Weiden – Silversmithing 1 Annie Weiden – Silversmithing 2 Maxine Thompson – Pastel painting Jan Lawnikanis - Artist 	
Quilpie Shire Council WTC		\$8,805.00
	<ul style="list-style-type: none"> The Cubby – Childrens Show Shake and Stir – Childrens Show Funny Mummies – Comedy/Cabaret Babushka Regifted – Comedy/Cabaret 	
	TOTAL	\$31,250

BACKGROUND

An RADF Committee Meeting was held on Wednesday 9 August to evaluate the RADF 2023/24 Round 1 Applications. Quilpie Shire Council has been allocated \$26,250 from Regional Arts Queensland and Council has committed \$5,000 to the program, totalling \$31,250.

Funding requests submitted to the 2023 24 RADF Round 1 applications is \$31,250. If all projects recommended by the RADF Committee are approved by Council the RADF funding will be fully expended.

Applications received:

- Quilpie & District Show & Rodeo entertainment for the 2023 show consisting of Live music entertainment and dance workshops from Gee 'd Up, 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 Western Touring Circuit has engaged 4 performances for the 2024 program. The 2024 program will deliver "The Cubby" a new show from Flipside Circus, a nonstop action filled circus show about cubbies, children's hidden worlds, big dreams, and tyre swings. "Shake and Stir" a 60-minute performance followed by a workshop for children. "Funny Mummies" and "Babushka Regifted" both adult comedy / cabaret shows.

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 2023 24 RADF Program
- Council does not approve the applications submitted for the 2023 24 RADF Program
- Council approves in part the applications submitted for the 2023 24 RADF Program

CONSULTATION (Internal/External)

RADF Committee

Community Groups

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	\$26,250
Quilpie Shire Council Contribution	\$5,000
Total Funding	<u>\$31,250</u>
Total Application Funding requests	<u>\$31,250</u>

RISK MANAGEMENT IMPLICATIONS

Low Risk in accordance with Council's Risk Management Policy

13 FINANCE

Late Report

14 GOVERNANCE**14.1 DEVELOPMENT APPLICATION - CASTLES****IX:** 239906**Author:** Janelle Menzies, Manager Governance and Compliance**Attachments:** 1. Development Plans [↓](#)
2. Concurrence agency Response [↓](#)**KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.1 Well-planned and highly liveable communities**EXECUTIVE SUMMARY**

The purpose of this report is for Council to decide the Development Application for a Material Change of Use to establish “Warehouse” (Cold Storage (Wild Game)) on land situated at Diamantina Development Road, Quilpie, formally described as Lot 5 on SP273738

RECOMMENDATION

1. Receive this report; and
2. Council issue a decision notice to the applicant approving the Development Application for a Material Change of Use to establish “Warehouse” (Cold Storage (Wild Game)) on land situated at Diamantina Development Road, Quilpie, formally described as Lot 5 on SP273738, subject to the following conditions:

General Advice

- I. The relevant planning scheme for this development is the *Quilpie Shire Planning Scheme*. All references to the ‘Planning Scheme’ and ‘Planning Scheme Schedules’ within these conditions refer to this planning scheme.
- II. In the Planning Scheme:

Warehouse means “Premises used for the storage and distribution of goods, whether or not in a building, including self-storage facilities or storage yards.

The use may include sale of goods by wholesale where ancillary to storage.

The use does not include retail sales from the premises or industrial uses.”
- III. All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is

responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.

- IV. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved works are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- V. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans to the relevant authorities for the approved use.
- VI. In completing an assessment of the proposed development, council has relied on the information submitted in support of the development application as true and correct. any change to the approved plans and documents may require a new or changed development approval. it is recommended that the applicant contact council for advice in the event of any potential change in circumstances.

Development Conditions

Use

- 1. The approved development is a Material Change of Use – "Warehouse" (Cold Storage (Wild Game)) as defined in the Planning Scheme and as shown on the approved plans.
- 2. A development permit for building works must be obtained prior to commencing construction of the use.

Compliance inspection

- 3. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted within these conditions.
- 4. Prior to the commencement of use, the applicant shall contact Council and arrange a development compliance inspection.

Approved & Amended plans and documents

- 5. All works and operations are to be carried out generally in accordance with the approved plans listed in the following table. Where the approved plans conflict with the Assessment Manager's conditions, the Assessment Manager's conditions shall take precedence.

Plan/Document Number	Plan/Document Name	Date
Plan 01	Site Plan – Proposed Roo Box	n.d.
Plan 02	Aerial Site Plan – Proposed Roo Box	n.d.
-	Elevations – Clint Castles	-

Development works

- 6. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.

7. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).
8. All works on or near roadways shall be adequately signed in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads".

Applicable Standards

9. All works must comply with:
 - a) the development approval conditions;
 - b) any relevant Acceptable Solutions of the applicable codes of the planning scheme for the area;
 - c) Council's standard designs for such work where such designs exist;
 - d) any relevant Australian Standard that applies to that type of work.

Despite the requirements of paragraphs a-d above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-d in the event of any inconsistency.

The developer must also ensure that any works do not conflict with any requirements imposed by any concurrence lawful requirements outside those stated above.

Stormwater drainage

10. Stormwater drainage is to be provided in accordance with:
 - a) Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b) Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
11. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties during the development process or after the development has been completed. The developer shall ensure that in all cases, discharge of stormwater runoff from the development drains freely to the legal point/s of discharge for the development.
12. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.
13. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

Avoiding nuisance

14. No nuisance is to be caused to adjoining properties and occupiers by the way of noise smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time.
15. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
16. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties or roadways.
17. Dust emanating as result of activities carried out onsite (both during construction and post construction) must be continually monitored and suppressed in order to prevent any dust drifting onto road networks and nearby properties and sensitive land uses.
18. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
19. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.
20. Noise emissions from the development shall not cause environmental harm of nuisance to adjoining properties or “Sensitive Land Uses” in accordance with the Environmental Protection (Noise) Policy 2008.
21. Air emissions from the development shall not cause environmental harm of nuisance to adjoining properties or “Sensitive Land Uses” in accordance with the Environmental Protection (Air) Policy 2008.

Refuse storage

22. Adequate refuse storage areas and facilities must be provided on the site to service the approved development.
23. At all times while the use continues, waste containers shall be provided on the site and maintained in a clean and tidy state and emptied, and the waste removed from the site on a regular basis. All waste containers are to be located in a convenient and unobtrusive position and shielded from the view of users of the premises, travelling public and neighbours, and accessible by the vehicles used by Council, its agents and/or others.
24. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Access and manoeuvring

25. Site access from the edge of the existing bitumen from Anzac Drive to the property boundary, shall be constructed to a sealed industrial standard to the satisfaction of and at no cost to Council.

26. The landowner is responsible for the construction and maintenance of vehicle crossovers from the road carriageway to the property boundary and for obtaining any approvals that may be required, and for complying with the applicable designs and standards. Should any damage be caused at the approved access locations, it is the landowner's responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.
27. No access is permitted to Diamantina Development Road.
28. All vehicles accessing the development site must be able to enter and leave in forward direction. Reversing out of the development site is not permitted. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.
29. Car parking and manoeuvring areas are to be designed in accordance with:
 - a) AS2890.1 – Parking Facilities;
 - b) Austroads AP-34/95 - Design Vehicles and Turning Path Templates; and
 - c) The 'Access to Premises Standard' (Vol 1 of the National Construction Code).

Earthworks and Construction

30. During construction, erosion controls and silt collection measures are to be put in place to protect environmental values and mitigate potential impacts to adjoining properties and roadways.

Provision of services

31. The development must be provided with an adequate supply of water in accordance with the applicable standards and policies.
32. Connect the development to an on-site effluent disposal system, in accordance with Schedule 1, Division 4: Standards for Sewerage Supply, Section 4.2; Standards for On-site Sewerage, AS1547 and the Queensland Plumbing and Waste Water Code. Make provision for adequate on-site disposal areas as required.
33. The development must be connected to an adequate electricity supply system in accordance with the relevant building standards, requirements and specifications (as relevant).
34. If the premises is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
35. All services installation connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council's standard designs for such work where such design exist, (iv) any relevant Australian Standard that applies to that type of work and (v) any alternative specifications that Council has agreed to in writing and which the development must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Advertising signage

36. Any advertising signage associated with the approved use must be fully contained within the development site boundaries and must not encroach on adjoining properties or roads.
37. Any free standing advertising signage or structure constructed on the subject site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.

No cost to Council

38. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs. This includes the costs of any services and infrastructure required in connection with the establishment of the development.

Latest versions

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

Application documentation

40. It is the developer's responsibility to ensure all entities associated with this Development Approval have a legible copy of the Decision Notice and the Approved Plans and Approved Documents bearing 'Council Approval'.

BACKGROUND**Individuals or Organisations to which the report applies:**

Council's decision regarding this matter is likely to affect the applicant, the land owner of the premises and the adjacent properties.

Context:

Determination of development application sits outside the scope of officer delegations and a decision is required to be made by Council resolution.

Proposal:Characteristics of the Site

The site is currently vacant and forms part of a subdivision undertaken by Council. The site is located within the Township Zone (Industrial Precinct) under the Quilpie Shire Planning Scheme.

The site has frontages to Diamantina Development Road and Anzac Drive on the northern and southern boundaries of the site respectively.

Proposed Development

The proposed development application seeks to establish a temperature controlled storage facility (fixed field depot) for wild game animals. The facility will consist of four 20-foot shipping containers constructed around a central platform. Access to the site is proposed via Anzac Drive.

The proposed facility will generally operate as a storage facility for harvested carcasses (kangaroo or wild pig). Commercial operators will deliver carcasses to site, that will then be transported to a Game Meat Processor.

Deliveries of carcasses are required to be undertaken within 2 hours of collection, or within 2 hours of sunrise (where for kangaroos). Deliveries will therefore generally occur at night and are generally made in light vehicles (utes). Collection for processing is expected to be undertaken by refrigerated heavy vehicles, generally during daylight hours.

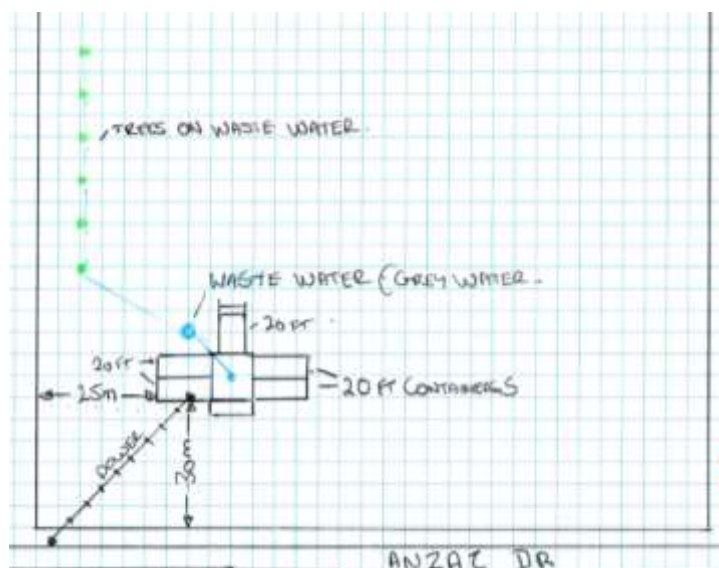


Figure 1 - Site Plan

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

The proposal constitutes a Material Change of Use as defined under the *Planning Act 2016* being the establishment of a new use on the premises. The proposed use is defined as a Warehouse in the Quilpie Shire Planning Scheme.

Warehouse means “Premises used for the storage and distribution of goods, whether or not in a building, including self-storage facilities or storage yards.

The use may include sale of goods by wholesale where ancillary to storage.

The use does not include retail sales from the premises or industrial uses.”

Under Table 5.5.4 of the Quilpie Shire Planning Scheme, a Material Change of Use to establish a Warehouse is subject to Code assessment in the Township Zone where located within the Industrial Precinct. The proposed use requires a development permit to be issued by Council prior to the commencement of use.

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

- (a) *against the assessment benchmarks in a categorising instrument for the development;*
- and*
- (b) *having regard to any matters prescribed by regulation.*

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (i.e. *South West Regional Plan*);
- the *State Planning Policy*; and
- the *Quilpie Shire Planning Scheme*.

Regional Plan

The South West Regional Plan is a statutory instrument intended to assist in managing change and shaping the prospects of rural communities in the South West region. The regional plan sets out desired regional outcomes, which identify aspirations for the region.

The *Quilpie Shire Planning Scheme*, specifically the strategic framework, appropriately advances the *South West Regional Plan 2009* as they apply in the planning scheme area. No further assessment against the relevant regional plans is therefore required to be undertaken.

State Planning Policy (SPP)

The *Quilpie Shire Planning Scheme* appropriately integrates all SPP matters relevant to the Quilpie Shire, therefore an independent assessment of the proposal against the SPP is not required.

Council Policies or Asset Management Plans:

The Quilpie Shire Planning Scheme is applicable to the assessment of the Development Application. The relevant sections of the planning scheme are:

- *Part 6 Zones*
 - *Part 6.2.4 Township Zone Code*
- *Part 7 Development Codes*
 - *Part 7.3.1 General Development Code*

Part 6.2.4 Township Zone Code

The proposed development complies with the Purpose and Overall Outcomes of the Township zone because;

- The proposed development will facilitate economic development through the establishment of a new industrial use in the industrial precinct;
- The proposal is not located in close proximity to sensitive land uses;
- The proposal does not compromise the safety or efficiency of the road network;
- The proposal is serviced by QSC infrastructure or on-site infrastructure where reticulated infrastructure is not available.

The proposed development has also been assessed against the Performance and Acceptable Outcomes of the Rural Zone Code. The proposed development complies with all relevant assessment benchmarks as:

- While the site has frontage to a state-controlled road, the development is adequately setback from the road and gains access via the local road network;
- The proposal is a low intensity use that is not expected to affect sensitive land uses outside the industrial precinct;
- The proposal is for an industrial activity.

Part 7.3.1 General Development Code

The proposed development complies with the Purpose and Outcomes of the Industry zone because;

- The proposed development will not adversely impact any areas of state environmental significance;
- The proposal has a safe and efficient site layout;
- The proposal will not detract from the Shire's unique building design;
- An appropriate level of servicing infrastructure will be provided to the development;
- No earthworks are proposed on site that would impact natural drainage paths; and

- The development does not conflict with the ongoing operation of the stock route network.

The proposed development has also been assessed against the Performance and Acceptable Outcomes of the General Development Code. The proposed development complies with all relevant assessment benchmarks, with exceptions outlined below:

Performance outcomes	Response
For assessable development	
AO10 Car parking is provided at rates as per table 7.3.1.2	<p>Alternative Solution</p> <p>The proposal does not include any formalised car parking spaces. Table 7.3.1.2 requires 1 space per 50m² of Gross Floor Area. To comply, the development requires two car parking spaces.</p> <p>Given the nature of the use, it is not considered that formalised car parking spaces are required. There is sufficient area on the site for all light vehicles and service (heavy) vehicles to enter and exit in a forward gear and load/unload without queuing onto Anzac Drive.</p>

Input into the Report and Recommendation:

The Officer's recommendation has been informed by Council's Planning Scheme policies.

The application was assessed by the State Assessment and Referral Agency due to the site's proximity to the state-controlled road network. The referral agency response approved the development with no requirements.

Funding Bodies:

N/A – The project is a private development that will be funded by an external party.

This Financial Year's Budget:

The costs of fulfilling and development approval obligations, financial or otherwise, remains the sole responsibility of the operators and landowner/s. There is potential for Council to incur costs only in the event that a decision regarding the application is appealed to the Court.

Future Years' Budget:

As above.

Risks:

Potential risks associated with the proposal can be addressed in the development assessment. Other matters outside of this, which are not called up in the *Planning Act 2016*, cannot be considered in decision making.

As with any planning decision reached by Council, there is a risk that the applicant can appeal any aspect of the decision to the Planning and Environment Court (the Court).

Note: The likelihood of an appeal by any party is not a valid planning consideration and must not be used to inform Council's decision on any planning matter.

Advice to Council:

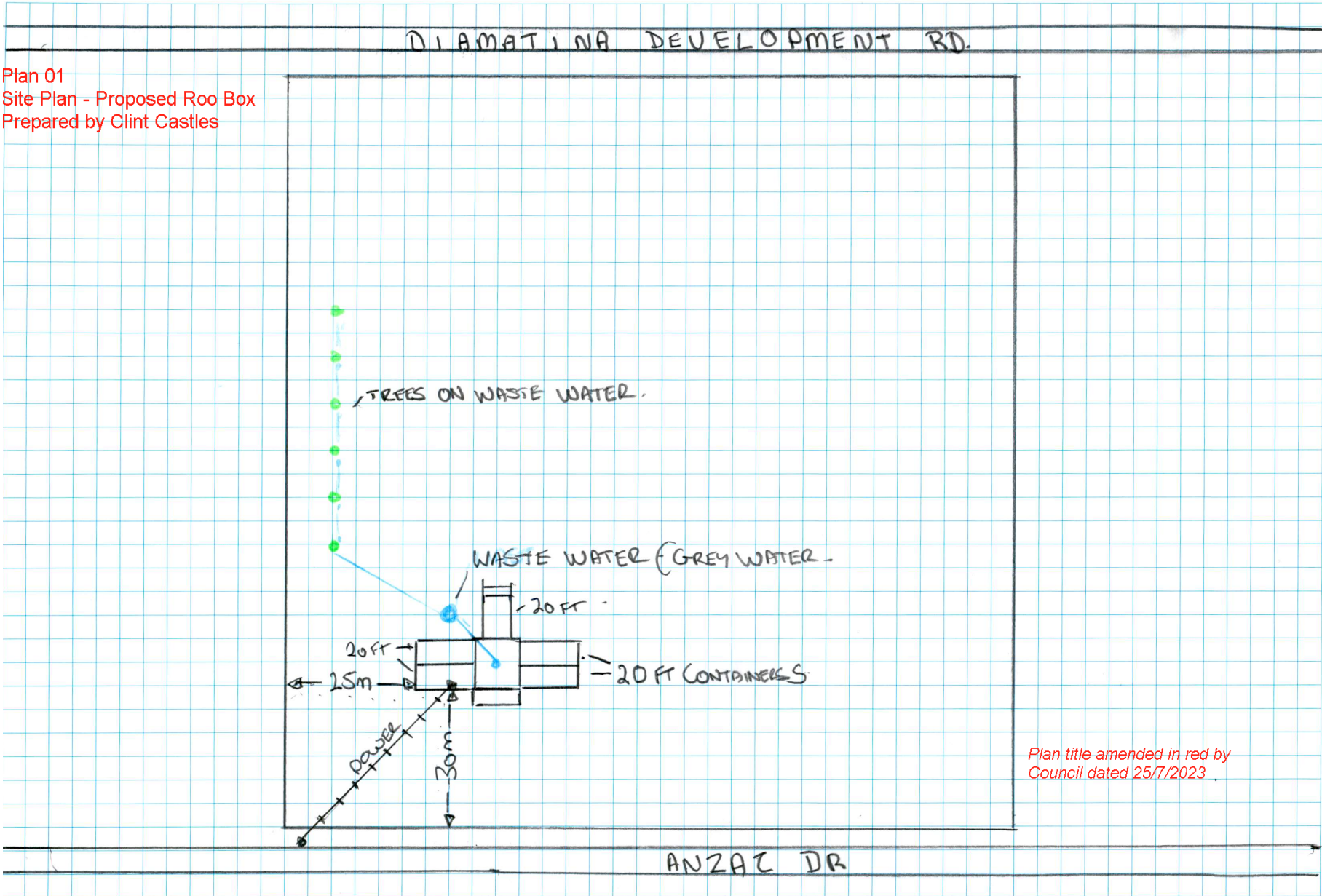
It is considered that the proposed development presents no significant conflict with the applicable assessment benchmarks. Development conditions have been recommended to ensure compliance to the greatest extent possible. Any residual inconsistency with the assessment benchmarks has been considered against the following relevant matters:

- the development is an industrial use in the industrial precinct and supports economic development in Quilpie;
- the development has been conditioned to ensure it does not generate noise, dust or any other environmental nuisance; and
- there is an absence of any significant impacts that result from the development.

Recommendation:

That Council endorse the Officers recommendation to approve the Material Change of Use to establish “Warehouse” (Cold Storage (Wild Game)) on land situated at Diamantina Development Road, Quilpie, formally described as Lot 5 on SP273738 subject to reasonable and relevant conditions.

Plan 01
Site Plan - Proposed Roo Box
Prepared by Clint Castles



an 02
rial Site Plan - Proposed Roo Box
pared by Clint Castles



Plan title amended in red by
Council dated 25/7/2023

ELEVATIONS

CLINT CASTLES



RA9-N



SARA reference: 2306-35103 SRA
Council reference: DA06 22-23

11 July 2023

Chief Executive Officer
Quilpie Shire Council
PO Box 57
QUILPIE QLD 4480
admin@quilpie.qld.gov.au

Attention: Dominique Wells

Dear Dominique

SARA referral agency response — Diamantina Developmental Road, Quilpie

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 13 June 2023.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	11 July 2023
Advice:	Advice to the applicant is in Attachment 1
Reasons:	The reasons for the referral agency response are in Attachment 2

Development details

Description:	Development permit	Material change of use for Warehouse (cold storage of wild game)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, part 9, division 4, subdivision 2, table 4, item 1 (Planning Regulation 2017)	
	Development near a state transport corridor	
SARA reference:	2306-35103 SRA	
Assessment manager:	Quilpie Shire Council	

Page 1 of 5

South East Queensland (West) regional office
Level 4, 117 Brisbane Street, Ipswich
PO Box 2390, North Ipswich QLD 4305

2306-35103 SRA

Street address: Diamantina Developmental Road, Quilpie
Real property description: Lot 5 on SP273738
Applicant name: Clint L Castles
Applicant contact details: PO Box 442
Charleville QLD 4470
clintcastles@hotmail.com

Human Rights Act 2019 considerations: A consideration of the 23 fundamental human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 of the Development Assessment Rules). Copies of the relevant provisions are in **Attachment 3**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Zac Coombes, Planning Officer, on (07) 3432 2420 or via email lpwischSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Kieran Hanna
A/Manager

enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations about a referral agency response provisions

cc Clint L Castles, clintcastles@hotmail.com

2306-35103 SRA

Attachment 1—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP), version 3.0. If a word remains undefined it has its ordinary meaning.

2306-35103 SRA

Attachment 2—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for SARA's decision are:

The development complies with State code 1: Development in a state-controlled road environment of the SDAP version 3.0. Specifically, the development:

- does not increase the likelihood or frequency of accidents, fatalities, or serious injury for users of a state-controlled road
- does not adversely impact the structural integrity or physical condition of state-controlled roads, road transport infrastructure, public passenger transport infrastructure or active transport infrastructure
- does not adversely impact the function efficiency of state-controlled roads or future state-controlled roads
- does not adversely impact the state's ability to plan, construct, maintain, upgrade or operate state-controlled roads, future state-controlled roads or road transport infrastructure
- does not significantly increase the cost to plan, construct, upgrade or maintain state-controlled roads, future state-controlled roads or road transport infrastructure
- protects community amenity from significant adverse impacts of environmental emissions generated by road transport infrastructure or vehicles using state-controlled road.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.0), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- section 58 *Human Rights Act 2019*

2306-35103 SRA

Attachment 3— Representations about a referral agency response provisions

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14.2 DRUG AND ALCOHOL POLICY - MICRO BUSINESS**IX: 240571****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: 1. Drug and Alcohol Management Plan for Micro-Business [↓](#)****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

Council is presented with the Drug and Alcohol Management Plan for Micro-Business developed to meet the requirements of Civil Aviation Safety Regulations 1998 (CASR) Part 99B. Quilpie Shire Council has a duty to provide a safe workplace for all employees. The health and welfare of all staff is the prime consideration in developing this plan with the aim to reinforce Quilpie Shire Council's commitment to safety, by ensuring that all employees understand what their individual responsibilities are when it comes to alcohol and other drugs use in the workplace.

RECOMMENDATION

That council adopt the Drug and Alcohol Management Plan for Micro-Business as presented.

BACKGROUND

During July, Civil Aviation Safety Authority (CASA) undertook an audit of the Quilpie Aerodrome. It was noted during the audit that the Drug and Alcohol Management Plan for Micro-Business (DAMP-MB) had not been reviewed since 2019.

Quilpie Shire Council less than 10 employees directly involved with the Quilpie Aerodrome and therefore under CASA EX56/23 and able to choose to adopt a DAMP for Micro-Business.

CASA provide a template for DAMP-MB on their website which has been used to develop the DAMP-MB for the Quilpie Aerodrome.

CONSULTATION (Internal/External)

Civil Aviation Safety Authority

Brian Weeks - QSC Works Manager

LEGAL IMPLICATIONS

Non-Compliance was Civil Aviation Safety Regulations

POLICY AND LEGISLATION

Civil Aviation Safety

Council's Drug & Alcohol Policy

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

CASA Micro-business Drug and Alcohol Management Plan (DAMP)

Note This DAMP must be adopted as follows by a micro-business to obtain the benefit of *CASA EX56/23 — Implementation of Drug and Alcohol Management Plans (Micro-businesses and DAMP organisations) Exemption 2023*. It is a condition of the exemption that the CASA Micro-business DAMP be adopted in this way — see ss5(1) of CASA EX56/23.

QUILPIE SHIRE COUNCIL

adopts this DAMP as its DAMP.

532508

Justin Hancock

Chief Executive Officer

On behalf of Quilpie Shire Council

Signature Block

DATE

CASA Micro-business DAMP (version number 0, Date: 1 June 2023 in accordance with instrument CASA EX56/23)

The DAMP for our micro-business

This is the drug and alcohol management plan (**DAMP**) for the micro-business

Quilpie Shire Council

to obtain the benefit of CASA EX56/23 (the **CASA exemption**) which exempts Australian micro-businesses from the requirements of Subpart 99.B of the *Civil Aviation Safety Regulations 1998 (CASR)*.

Note: CASR and CASA EX56/23 — *Implementation of Drug and Alcohol Management Plans (Micro-businesses and DAMP organisations) Exemption 2023* are available from the Federal Register of Legislation at <https://www.legislation.gov.au>.

We confirm that we consider

Quilpie Shire Council

to be a micro-business as defined in the CASA Exemption.

Our DAMP contact officer

Our DAMP contact officer will liaise with CASA in relation to our organisation's responsibilities under Part 99 of CASR.

DAMP contact officer details

Name: Mike Castle

Phone: 408752123

Email: whs@quilpie.qld.gov.au

We understand that we must provide these details of our DAMP contact officer to our CASA regional office within the time frames as set out for their micro-business in CASA EX56/23, in the CASA approved form.

Note Form 008 has been approved for this purpose and is available on the CASA website at <https://www.casa.gov.au>.

Our DAMP supervisor(s)

Our DAMP supervisor is authorised by our organisation to form an opinion as to whether a SSAA employee may be adversely affected by drugs or alcohol.

We may have more than one SSAA employee nominated as a DAMP supervisor.

DAMP supervisor details

Name: Brian Weeks

Phone: 491718957

Email: brianw@quilpie.qld.gov.au

Additional DAMP supervisor details

Name: Lisa Hamlyn

Phone: 427861133

Email: lisah@quilpie.qld.gov.au

CASA micro-business DAMP (version number 0, Date: 1 June 2023, in accordance with instrument CASA EAS0123)

1. Definitions

Unless otherwise stated, terms and expressions used in this micro-business DAMP have the same meanings as in Part 99 of CASR, including *applicable SSAA, DAMP or drug and alcohol management plan, DAMP contact officer, DAMP supervisor, SSAA*.

Special definitions

For this micro-business DAMP:

micro-business employee is an employee of the micro-business who is not a person who has a contract of service or a contract for service with another organisation to provide DAMP organisations generally with generic SSAA.

SSAA employee means a micro-business employee who is performing SSAA for our business.

Note Regulation 99.010 of CASR defines SSAA as meaning a safety-sensitive aviation activity.

regular SSAA employee means an SSAA employee who is reasonably likely to perform an applicable SSAA at least 2 or more times every 90 days, for the micro-business.

applicable SSAA has the same meaning as in regulation 99.010. of CASR.

Note These include, for example, maintenance, baggage handling, security, fuelling, flight, or things done “airside”, that is on the surface of a certified or registered aerodrome or on an aircraft on such an aerodrome.

generic SSAA means the SSAA mentioned in the following paragraphs of regulation 99.015 of CASR: (e), (f), (h), (i), (j), (k) and (l).

Note In general terms, these relate to aircraft refuelling, airport security, aircraft baggage handling, air traffic control, flight information and search and rescue alert services, and aerodrome fire fighting. The effect of this definition and the definition of *micro-business employee*, for a micro-business, is that persons providing SSAA services, other than those defined as generic SSAA, must be counted as employees of the micro-business.

2. Micro-business — 10 SSAA employees

We are a micro-business for the exemption because we are a DAMP organisation that does not have, at any time, and under any circumstances, more than 10 micro-business employees who are reasonably likely to perform, or available to perform, an applicable SSAA for our business. We are also not engaged in and do not provide services to, any regular public transport operation.

2.1 What happens if we have more than 10 SSAA employees

We recognise that if, at any time, we have more than 10 micro-business employees performing, or available to perform, an applicable SSAA for our micro-business, the CASA exemption no longer applies to us and we must comply in full with Subpart 99.B of CASR.

If, at any time, we do have more than 10 micro-business employees performing, or available to perform, an applicable SSAA for our micro-business, we will comply with all the requirements and the obligations set out in Subpart 99.B of CASR.

We recognise that those obligations are significantly different in some respects from our obligations under this micro-business DAMP because of the relief otherwise provided by the CASA exemption.

3. CASA random drug and alcohol testing unaffected

We recognise that the CASA exemption does not extend to Subpart 99.C of CASR under which CASA conducts random drug and alcohol testing.

4. Implementing our CASA micro-business DAMP

1. We will make our micro-business DAMP available to our SSAA employees.
2. We will encourage each of our SSAA employees to inform the micro-business DAMP supervisor if they believe that they have consumed a level of alcohol or are taking any drug (this includes prescription and over-the-counter medication) that may affect his or her safe performance of SSAA.
3. We will tell each of our SSAA employees that if they consume a level of alcohol or take any drug that may affect the safe performance of their SSAA duties, they must not perform, or be available to perform, such SSAA duties.
4. If an employee has performed, or is in the act of performing, SSAA duties and we believe the SSAA employee has consumed a level of alcohol or taken any drug that may affect the safe performance of their SSAA duties, we will take all appropriate measures to protect the safety of our SSAA operations.
5. An SSAA employee of our micro-business will not be permitted to perform, or be available to perform, an applicable SSAA for our micro-business unless and until he or she has completed the CASA eLearning. Within thirty months of completing the CASA eLearning, an SSAA employee of our micro-business will not be permitted to perform, or be available to perform, an applicable SSAA for our micro-business unless and until he or she repeats the CASA eLearning. For this purpose, our organisation will use the CASA online drug and alcohol education program (CASA eLearning) available on the CASA website.
6. Our micro-business DAMP supervisor/s will not be permitted to perform this role for our micro-business unless and until he or she has completed the same CASA eLearning as an SSAA employee, and also completed the further CASA eLearning for DAMP Supervisors. Within thirty months of completing the CASA eLearning, our micro-business DAMP supervisors will repeat the CASA eLearning. For this purpose, the company will use the CASA online drug and alcohol education program (CASA eLearning) available on the CASA website.
7. We will keep a record of:
 - all SSAA employees and micro-business DAMP supervisors who have completed the CASA eLearning;
 - the employee's name;
 - the date the CASA eLearning was completed; and
 - the date that the CASA eLearning will be repeated.

5. How we will react if the DAMP supervisor has reasonable grounds to believe a SSAA employee is affected by drugs or alcohol

1. If, when they are performing or being available to perform an applicable SSAA, any of our SSAA employees is reasonably suspected by our DAMP supervisor of being adversely affected by a testable drug or by alcohol, we will immediately cease the employee from all applicable SSAA duties, until the employee is drug and alcohol **tested by a competent person using serviceable testing equipment** and each of the test results is not a positive result.
2. If a competent person is not available to conduct testing, or serviceable testing equipment is not available, a registered medical practitioner nominated by us should certify that the employee is fit to perform, or can be made available to perform, applicable SSAA.

- 3 If a registered medical practitioner is not available, at least 32 hours must have passed since the reasonable grounds first arose, and we must be satisfied that the SSAA employee is not a risk to aviation safety.

6. How we will react if any of our SSAA employees is involved in an accident or serious incident

- 1 If, when they are performing or being available to perform an applicable SSAA, any of our SSAA employees is involved in an accident or serious incident, we will immediately cease the employee from all applicable SSAA duties until the employee is drug and alcohol **tested by a competent person using serviceable testing equipment** and each of the test results is not a positive result.
- 2 If a competent person is not available to conduct testing, or serviceable testing equipment is not available, a registered medical practitioner nominated by us should certify that the employee is fit to perform, or can be made available to perform, applicable SSAA.
- 3 If a registered medical practitioner is not available, at least 32 hours must have passed since the reasonable grounds first arose, and we must be satisfied that the SSAA employee is not a risk to aviation safety.

7. Tested by a competent person using serviceable testing methods

In the previous paragraphs, the expression *tested by a competent person using serviceable testing equipment* means this:

Tested by a registered medical practitioner, a qualified nurse or a trained collector, trained in the proper use of any reputable, commercially available, urine or oral fluid testing equipment (for drugs) or breath testing equipment (for alcohol), so that the testing is carried out using that equipment in accordance with the equipment manufacturer's approved testing methods.

This includes testing that might be done on one of our SSAA employees (including contractors) by us and use reputable, commercially available, testing equipment that is to be used as per the manufacturer's instructions.

8. Positive test results

An SSAA employee may give a positive drug or alcohol test result in different circumstances, for example:

- 1 under our own drug and alcohol testing program; and
- 2 under another organisation's drug and alcohol testing program (if we properly become aware of it); and
- 3 under Subpart 99.C of CASR under which CASA conducts random drug and alcohol testing.

9. How we will react to a positive test result for any of our SSAA employees

If, for any of our SSAA employees, we become aware of any positive test result for a confirmatory drug test or a confirmatory alcohol test, we will not permit the SSAA employee to perform, or be available to perform, an applicable SSAA for our micro-business unless one of the following events happens first:

- 1 a CASA medical review officer, or DAMP medical review officer, or a registered medical practitioner, has determined that the positive result could have been caused by medical treatment or another innocent cause and is not an aviation safety risk;

- 2 a CASA medical review officer, or a DAMP medical review officer, or a registered medical practitioner nominated by us, considers that the SSAA employee:
 - (a) has undergone an assessment for drug or alcohol use (which may include an assessment carried out by a registered medical practitioner nominated by us); and
 - (b) has received a negative test result for a confirmatory drug test or a confirmatory alcohol test; and
 - (c) is considered fit to perform, or be available to perform, an applicable SSAA for us.

10. How we will react if testing is refused or interfered with by any of our SSAA employees

If, for any of our SSAA employees, we become aware that the SSAA employee was required to take a drug or alcohol test and refused to take the test, or interfered with the integrity of the test, we will not permit the SSAA employee to perform, or be available to perform, an applicable SSAA for our micro-business until:

- 1 a CASA medical review officer, or a DAMP medical review officer, or a registered medical practitioner nominated by us, considers that the SSAA employee:
 - (a) has undergone an assessment for drug or alcohol use; and
 - (b) has received a negative test result for a confirmatory drug test or a confirmatory alcohol test; and
 - (c) is considered fit to perform, or be available to perform, an applicable SSAA for us.
- 2 In this circumstance ***required*** means required by law, or by us, or by CASA, or by the person's other employer (for example, if our SSAA employee is a contractor to us but employed by another person who properly conducted a drug and alcohol test).

11. SSAA employees who are on contract to us from a DAMP organisation

For this section, a ***DAMP organisation*** means a DAMP organisation under Subpart 99.B of CASR, **other than** another micro-business which is acting with the benefit of the CASA exemption.

If 1 of our SSAA employees is a contractor to us, provided to us by a **DAMP organisation**, then if reasonable grounds arise, or if there is an accident or serious incident, we will immediately notify the contact officer of that DAMP organisation.

We will immediately cease the employee from all applicable SSAA duties, until the employee is drug and alcohol tested by the DAMP organisation and each of the test results was not a positive result.

We recognise that it is a responsibility of that DAMP organisation to test the employee in accordance with that organisation's DAMP.

12. SSAA employees who are on contract to us from another micro-business

If 1 of our SSAA employees is a contractor to us, provided to us by **another micro-business with a CASA micro-business DAMP**, then if reasonable grounds arise, or if there is an accident or serious incident, we will immediately notify the contact officer of that other micro-business.

We will immediately cease the employee from all applicable SSAA duties, either:

- 1 until the employee is drug and alcohol tested under the other micro-business's micro-business DAMP and each of the test results is not a positive result; or
- 2 until:
 - (a) the employee is drug and alcohol tested by a competent person using serviceable testing equipment and each of the test results is not a positive result; or
 - (b) if a competent person is not available to conduct testing, or serviceable testing equipment is not available, a registered medical practitioner nominated by us certifies that the employee is fit to perform, or can be made available to perform, applicable SSAA; or
 - (c) if a registered medical practitioner is not available, at least 32 hours have passed since the reasonable grounds first arose, and we are satisfied that the SSAA employee is not a risk to aviation safety.

The expression **tested by a competent person using serviceable testing equipment** is defined above.

We recognise that nothing in this micro-business DAMP restricts, or is intended to restrict, our legal right as an employer or a contractor to terminate the employment or the contract for behaviour that is in serious breach of our employee's or our contractor's legal obligations to us in relation to the risks associated with the misuse of drugs and alcohol by SSAA employees.

13. Reporting to CASA

Under exemption CASA EX143/17 (or a subsequent renewal as published by CASA), our organisation is not required to report test records bi-annually to CASA.

14. Record keeping

We will keep the records that would have enabled us to comply with the reporting requirements that would have otherwise been applicable for 5 years from the date the information would have had to be provided to CASA.

15. CASA requests to provide information and directions to change

We will, on CASA's written request, provide CASA with any information, documents or records required by CASA for the purpose of conducting any audit of the use of our micro-business DAMP in our micro-business.

If our organisation receives a notice from CASA to adopt a new version of the micro-business DAMP, we will do so within 28 days of receiving the notice. Our organisation agrees to receive this notification electronically, by email to our DAMP contact officer at the address provided.

14.3 2023 CHRISTMAS SHUTDOWN PERIOD**IX: 240418****Author: Maree Radnedge, HR Officer****Attachments: Nil****KEY OUTCOME**

Key Outcome: 4. Strong Governance

Key Initiative: 4.1 Excellence in customer service

4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The report will present options to Council to consider in relation to the shutdown period for the Council workforce over the Christmas / New Year period. The report will also present to Council options for the Council Christmas Party.

RECOMMENDATION

1. That all departments of Council (excluding Tourism and limited critical services) shutdown for the Christmas / New Year period as of close of business on Friday 22 December 2023, with normal operations to recommence on Monday 08 January 2024;
2. That the Quilpie Visitor Information Centre and Museum shutdown for the Christmas / New Year period as of close of business on Saturday 23 December 2023, and commence operating for limited hours from 9am to 1pm daily for the period Tuesday 02 January 2024 to Sunday 07 January 2024 with normal operations to recommence on Monday 08 January 2024; and
3. That the Council Staff Christmas Party be held at the Quilpie Club on Friday 08 December 2023.

BACKGROUND

Traditionally, the Council closes for a period between Christmas and New Year, and Employees utilise accrued leave entitlements during this period.

A limited number of employees continue to work or remain on-call over the Christmas / New Year shutdown period to ensure essential services are maintained.

The length of the shutdown period has varied from year to year, and all departments shutdown for a period of two weeks in 2022.

Staff may elect to apply to take additional leave in conjunction with the shutdown period, which is approved at the discretion of the relevant Manager, Director and Council's Chief Executive Officer.

In 2023, Christmas Day falls on a Monday with a designated public holiday assigned to the day. Boxing Day falls on Tuesday 26 December with a designated public holiday assigned to the day, and New Year's Day falls on a Monday with a designated public holiday assigned to the day.

OPTIONS

1. **2 weeks:** That all departments of Council (excluding limited critical services) shutdown for the Christmas / New Year period as of close of business on Friday 22 December 2023, with normal operations to recommence on Monday 08 January 2024.
2. **2.5 weeks:** That all departments of Council (excluding limited critical services) shutdown for the Christmas / New Year period as of close of business on Wednesday 20 December 2023, with normal operations to recommence on Monday 08 January 2024.
3. **Visitor Information Centre and Museum:** In order to account for accreditation requirements, and to cater for visiting friends and relatives over the Christmas period, Council's Manager Tourism and Economic Development recommends that the centre observe the following shutdown period:
 - (a) The Quilpie Visitor Information Centre and Museum will shutdown for the Christmas / New Year period as of close of business on Saturday 23 December 2023, and will recommence operating for limited hours from 9am to 1pm daily for the period Tuesday 02 January 2024 to Sunday 07 January 2024. Normal operations will recommence on Monday 08 January 2024.

CONSULTATION (Internal/External)

All staff were recently provided with the opportunity to give feedback on their preferred length and dates for the shutdown period. The following options were provided:

Length of Shutdown Period	Last day of work	Shutdown period	First day back at work
2 weeks	Friday 22 December	Monday 25 December – Friday 5 January	Monday 8 January 2024
2.5 weeks	Wednesday 20 December	Thursday 21 December – Friday 5 January	Monday 8 January 2024

A total of 34 survey responses were received which represents a little less than 50% of the workforce.

In establishing the recommended length and dates for the shutdown period this year, the following factors have been taken into consideration:

- Ability of Council to provide services to the community;
- Operational requirements of Council and the various departments;
- Accrued Leave Entitlements of Employees; and
- Feedback that has been received from the Employees.

It is recommended that all departments within Council (excluding Tourism) observe a shutdown period of two weeks.

It is further recommended that the Quilpie Visitor Information Centre and Museum shutdown for the Christmas / New Year period as of close of business on Saturday 23 December 2023, and recommence operating for limited hours from 9am to 1pm daily for the period Tuesday 02 January 2024 to Sunday 07 January 2024. Normal operations will recommence on Monday 08 January 2024.

Employees were also invited to provide feedback on the date and venue for the Staff Christmas Party. Based on the feedback received, it is recommended that the Council Staff Christmas Party be held at the Quilpie Club on Friday 08 December 2023.

LEGAL IMPLICATIONS

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

POLICY AND LEGISLATION

Queensland Local Government Industry (Stream A) Award – State 2017

Queensland Local Government Industry (Stream B) Award – State 2017

Queensland Local Government Industry (Stream C) Award – State 2017

FINANCIAL AND RESOURCE IMPLICATIONS

Leave entitlements to be taken are included in Council's current Budget.

RISK MANAGEMENT IMPLICATIONS

Low in accordance with Council's Risk Management Policy.

14.4 REQUEST FROM ADAVALE SPORT & RECREATION ASSOCIATION TO BUILD A SHADE STRUCTURE**IX: 240520****Author: Janelle Menzies, Manager Governance and Compliance****Attachments:**
1. Letter from Adavale Sport & Recreation Association [↓](#)
2. Engineering Plans for Shade Structure [↓](#)
3. Invoice for Shade Structure [↓](#)**KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes**EXECUTIVE SUMMARY**

Approval is sought to install a Shade Structure at the Adavale Sport & Recreation Grounds

RECOMMENDATION

That Council resolves to approve the installation of a Shade Structure at the Adavale Sport & Recreation Grounds which is located on Council Owned Land.

BACKGROUND

Adavale Sport & Recreation Association has written to Council requesting approval to install a Shade Structure at the Adavale Sport & Recreation Grounds. **Attachment 1.**

The Adavale Sport & Recreation Association requested a letter of support from Council in July 2022 to RACQ Foundation Pty Ltd to support an application they were making to construct a Shade Structure.

The Adavale Sport & Recreation Association were successful in receiving funding for a Shade Structure which arrived in late December 2022 and construction has begun.

They have only just realised that they did not request permission to construct on the Shade Structure on Council's Land nor did they lodge a building application.

Building construction has begun with the footings and uprights being installed. They have been provided with engineering documents for the structure from TotalSpan, where the Shade Structure was purchased.

Once the approval has been received to construct the Shade Structure on Council land then the Adavale Sport & Recreation Association will be required to lodge their Building Application retrospectively.

OPTIONS

That Council:

1. Approve the installation of a Shade Structure at the Adavale Sport & Recreation Grounds which is located on Council Owned Land;

OR

2. Does not approve the installation of a Shade Structure at the Adavale Sport & Recreation Grounds which is located on Council Owned Land and Council to request that that the uprights be removed and the ground where the footing have been place be levelled off.

CONSULTATION (Internal/External)

Adavale Sport & Recreation Association

Bryan Payne – Town Planning Assessment Manager

LEGAL IMPLICATIONS

Public Liability Risk if there is an incident and there are no council approvals in place.

POLICY AND LEGISLATION

Planning Act 2016

Local Government Act 2009

FINANCIAL AND RESOURCE IMPLICATIONS

Nil unless Council has a public liability claim or have to remove the uprights.

RISK MANAGEMENT IMPLICATIONS

Public Liability Risk if there is an incident and there are no council approvals in place.



To Whom This May Concern,

18 July, 2023

I am writing this letter on behalf of the Adavale Sports and Recreation Association, with regards to a new shed structure that we were granted the funds to in 2022, very kindly by the RACQ Foundation. The shed's manufacturer was TotalSpan, and it was delivered to our Grounds at the end of 2022. We as a Committee are incredibly grateful for the funding, but also for Council's support of the application process and the proposed plan to install the shed for shade in the center of our spectator and entertaining area of the Grounds, by way of letter signed by Justin Hancock. Obviously without Council support we would not have gained further in the RACQ application process.

I would like to firstly mention that during the RACQ application process, I naively overlooked the requirement that such a structure, being built on Council land, had to be approved by Council and a Development Application or similar request had to be submitted. Having never personally built on Council land, I was unfortunately unaware of these requirements. For this I personally apologise.

As our 2023 Campdraft, Rodeo, and Gymkhanas approached in April, the Committee was eager to attempt to have this shed installed. Over several working bees, many Committee members began the foundations for the shed, and I personally take responsibility for not realizing that we should not have done so without Council approval.

With regards to the current state of building this shed, the concrete footings and uprights have been completed during the working bees that were held in February and March this year. To my

knowledge, the Engineering documents that were sent from TotalSpan have been abided by in full whilst the footings and uprights were installed. Please see the Engineering documents attached. The footing holes were dug using an auger with an extension, having a total length of 1800mm, and width of 450mm, and the holes are a depth of 1600mm – 1800mm. Several Committee members can verify the depth of these holes and are willing to do so if required, as they were present during these working bees, including our current President, Trent Everitt. Young's Welding Works in Charleville manufactured the steel frames that were required to sit within the concrete footings, to the specifications of the TotalSpan Engineering documents. Please also see the attached Invoice from this business.

It is the Committee's utmost discretion to abide by Council regulations and protocols, and now that it has come to my attention that we must receive approval for the installation, I am asking on behalf of the Committee, that Council considers our request to build this shed.

I again take responsibility for the incorrect commencement of this build, and sincerely stipulate that no foul play or effort was made to avoid the correct procedures and regulations of Council.

In conclusion, please consider this request to build this shed for shade purposes, between the Campdraft Camp yard and the kitchen building, as our Committee is fully invested in improving the facilities and infrastructure in order to attract more people to the area during our annual events.

Please don't hesitate to contact me on 0438452108 or via email regarding this matter.

Kind Regards,

Ruby Schmidt

A handwritten signature in black ink, appearing to be 'RS' followed by a long horizontal stroke.


ASRA Treasurer

Form 15**Compliance certificate for
building design or specification**

This form is to be used by an appointed competent person for the purposes of section 10 of the *Building Act 1975* and sections 73 and 77 of the *Building Regulation 2021* (Design-specification certificate) stating that an aspect of building work or specification will, if installed or carried out as stated in this form, comply with the building assessment provisions.

Additional explanatory information is included in the Appendix at the end of this form.

<p>1. Property description</p> <p>This section need only be completed if details of street address and property description are applicable.</p> <p>E.g. in the case of (standard/generic) pool design/shell manufacture and/or patio and carport systems this section may not be applicable.</p> <p>The description must identify all land the subject of the application.</p> <p>The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.</p> <p>If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address <i>(include number, street, suburb/locality and postcode)</i></p> <p>THE ADAVALE SPORT & REC ASSOCIATION, ADAVALE</p> <p>State <u>QLD</u> Postcode <u>4474</u></p> <p>Lot and plan details <i>(attach list if necessary)</i></p> <p>Local government area the land is situated in</p> <p>QUILPIE SHIRE COUNCIL</p>
<p>2. Description of aspect/s certified</p> <p>Clearly describe the extent of work covered by this certificate, e.g. all structural aspects of the steel roof beams.</p>	<p>Steel Sheds Australia confirm that we have designed the Cold Formed Steel Portal Framed Shed with Open Awning as detailed on the attached drawing sheets.</p>
<p>3. Basis of certification</p> <p>Detail the basis for giving the certificate and the extent to which tests, specifications, rules, standards, codes of practice and other publications were relied upon.</p>	<p>AS/NZS1170.0, AS/NZS1170.1, AS/NZS1170.2, AS3600, AS2870, AS4100, AS/NZS4600, AS4505.</p>

4. Reference documentation Clearly identify any relevant documentation, e.g. numbered structural engineering plans.	PR514: Framing plans & design details (12 pages) Site-specific wind report (1 Pages)	
5. Building certifier reference number and building development application number	Building certifier reference number Building development application number (if available)	
6. Appointed competent person details Under Part 6 of the Building Regulation a person must be assessed as a competent for the type of work (design-specification) by the relevant building certifier.	Name (in full) WIRTU L. BAYISSA Company name (if applicable) Steel Sheds Australia Business phone number 07 3827 8028 Email address wirtu.bayissa@steelshedsaustralia.com.au Postal address 74 Platinum Street, Crestmead State <u>QLD</u> Postcode <u>4132</u> Licence class or registration type (if applicable) Structural Licence or registration number (if applicable) RPEQ 16592	
7. Signature of appointed competent person This certificate must be signed by the individual assessed and appointed by the building certifier as competent to give design-specification help.	Signature  Date 17 August 2022	

LOCAL GOVERNMENT USE ONLY

Date received		Reference number/s	
---------------	--	--------------------	--

Appendix – explanatory information

IMPORTANT NOTE: it is an offence for a competent person to give a building certifier a document, including this form, that the person knows or reasonably suspects, is false or misleading.

Who can complete this certificate? (sections 10 of the *Building Act 1975* (Building Act) and 73 of Building Regulation 2021 (BR 2021))
A building certifier can accept from a competent person (design – specifications) a certificate stating that the competent person has assessed the building design or specification for the aspect of building work, and it will, if installed or carried out under the certificate, comply with the building assessment provisions, including any relevant standards and codes.

Schedule 10 of the BR 2021 defines *building design or specification* as any material, system, method of building or other thing related to the design of or specifications for building work.

For a competent person to meet the regulation requirements (section 77 of the BR 2021) they must substantially complete all sections of this form, including information, such as the design of a particular material, system, method of building or that a building element complies with the Building Code of Australia or a provision of the Queensland Development Code. It is also important that the details of the relevant reference documents are included, for example, the applicable Australian Standards or other technical provisions that may be applicable to the subject work.

What is the purpose of this form? (section 10 of the *Building Act 1975*)

The information in this form informs the building certifier's decision making when they are assessing a building development application and issuing the building development approval for the building work the subject of the certificate (form).

When is this form not required?

The assessment of some building applications will be entirely within the expertise of the relevant building certifier and therefore they may not seek the help of a competent person. In these instances, this form is not required.

Is a manufacturer or supplier required under the BR 2021 to complete and sign this Form 15, if requested?

No. A manufacturer or supplier of building materials is not required to complete and give this form or any aspect and inspection certificates if requested by a construction contractor, builder, appointed competent person, or a building certifier.

However, a manufacturer or supplier may give the construction contractor, builder, competent person or the building certifier evidence of suitability such as a manufacturers statement for an aspect or material that it is compliant with the relevant reference documents in the BCA i.e. the applicable Australian Standard/s.

What if there is not enough space for all the supporting material/documents?

Items 2, 3 and 4 requires the competent person to clearly identify the extent of the assessment that was undertaken for aspect/s of work identified in this form.

For instance, there is provision for material such as specifications, standards, codes or other relevant publications to be referenced in the form. However, if the space in the form is not sufficient to accommodate all of this material, you can create and refer to additional material in an addendum or attachment to the form.

The form is also available in a Microsoft Word version, that you can download and edit to include additional material in the relevant parts of the form. Note that editing the form in the Microsoft Word version may cause the relevant boxes to expand and increase the length of the document. This is acceptable and does not change the approved form, provided the section text (description on the left-hand side of the page) is not altered.

Appointed competent person (design or specification) – (sections 34 and 36 of the BR 2021)

A building certifier must assess and decide to appoint an individual as a competent person before they can, as a competent person, give design-specification help. The building certifier is required to keep detailed records about what was considered when appointing a competent person.

A building certifier must be satisfied that an individual is competent to give the type of inspection help having regard to the individual's experience, qualifications and skills and if required by law to hold a licence or registration, that the individual is appropriately registered or licensed.

An individual is appointed as competent to give design-specification help on or from a particular day. The building certifier can also decide an individual is a competent person (design-specification) and a competent person (inspection) at the same time or for the same systems or components of the work.

For further information about assessment of someone as a competent person refer to the **Guideline for the assessment of competent persons**.

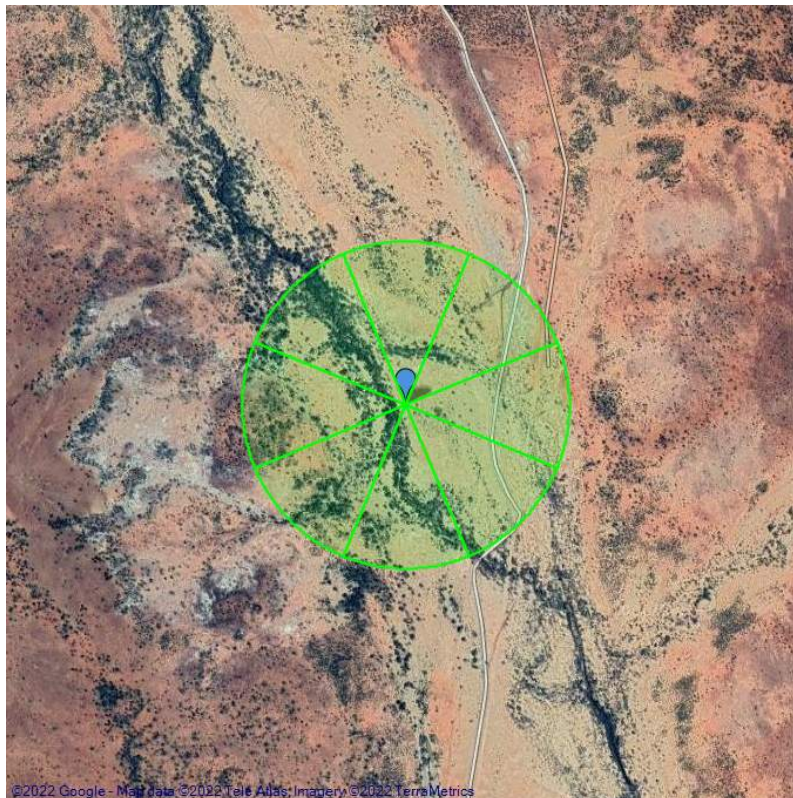
PRIVACY NOTICE

The Department of Energy and Public Works is collecting personal information as required under the *Building Act 1975*. This information may be stored by the Department, and will be used for administration, compliance, statistical research and evaluation of building laws. Your personal information will be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring compliance with the *Building Act 1975*. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.

Site Specific Windspeed Report



Wind Region:	A4	Terrain Category (TC):	2.0
Latitude:	-26.5888103	Critical Direction:	SOUTH Wind
Longitude:	145.0175722	Md:	0.95
Elevation:	258.00	Mz, cat:	0.95
Importance Level:	2	Ms:	1.00
Average Height:	4.75	Mt:	1.00
ULTIMATE VR:	45 m/s	WIND SPEED (Vsit, β):	38.90 m/s
ULTIMATE ARI:	vr500	WIND PRESSURE (qsit, β):	0.9079 kPa



Legend	
	T.C.1
	T.C.1.5
	T.C.2
	T.C.2.5
	T.C.3
	T.C.4

Customer Name: _____ Ruby Schmidt
 Site Address: _____ Adavale ADAVALE 4474 QLD Australia
 Project Reference: _____ 23841377



Ante 1

CERTIFICATION

- ## GENERAL

- ## LOADINGS

- ## STEELWORK

- ROOFING:**

SPANCLAD 0.42 B.M.T:

FIXED WITH 1 #14-10x48 Hex TEK SCREW TO EVERY RIB TO ALL PURLINS AND SUPPORTS

WALL CLADDING:

SPANCLAD 0.42 B.M.T:

FIXED WITH 1 #10-16x22 TEK SCREW TO EVERY PAN TO ALL PURLINS AND SUPPORTS

I certify that buildings erected in accordance with these drawings will comply with the Building Code of Australia

W. H. H.

DATE: 17-08-2022

Wirtu I. - Ravissa

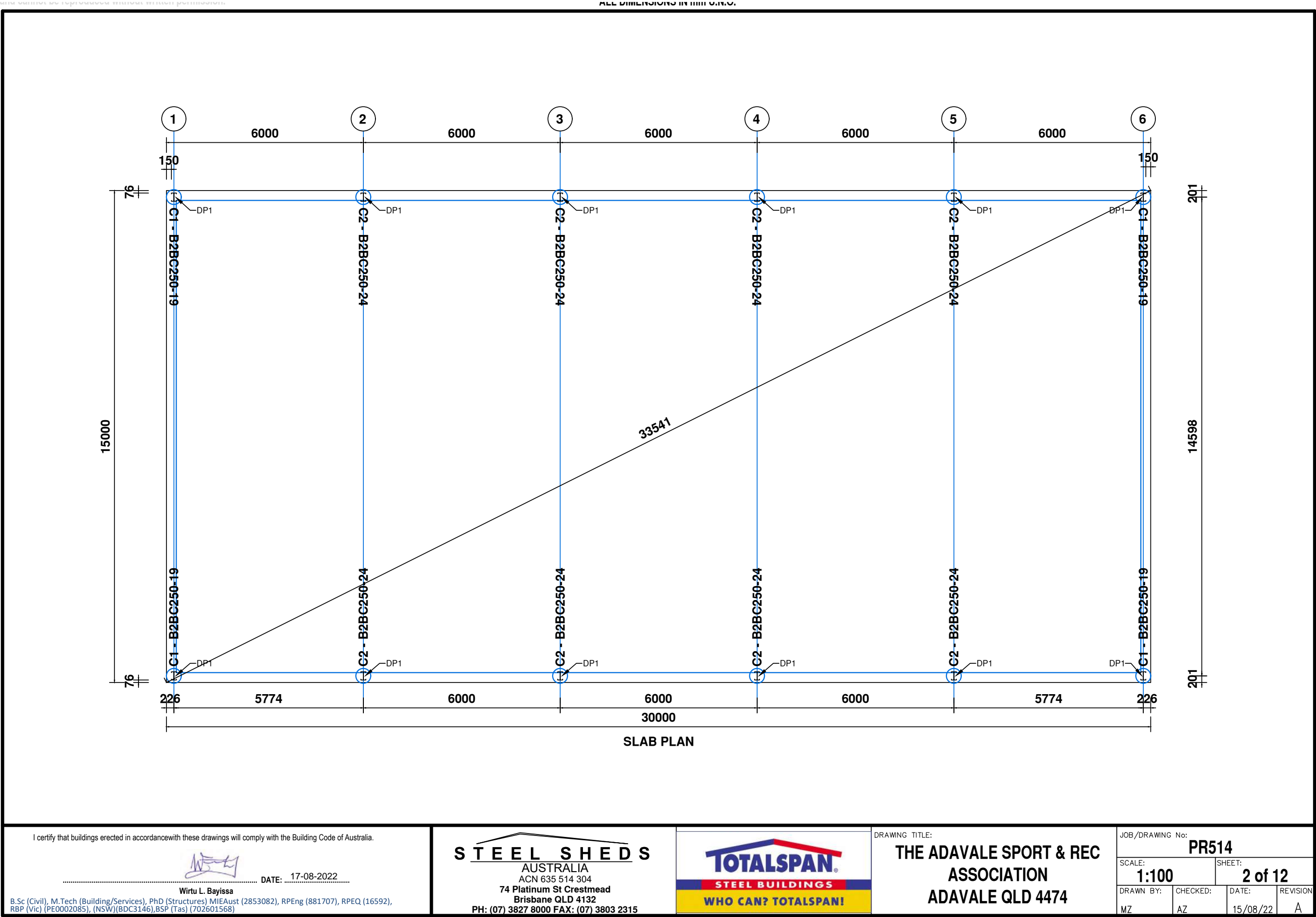
B.Sc (Civil), M.Tech (Building/Services), PhD (Structures) MIEAust (2853082), RPEng (881707), RPEQ (16592), RBP (Vic) (PE0002085), (NSW)(BDC3146),BSP (Tas) (702601568)

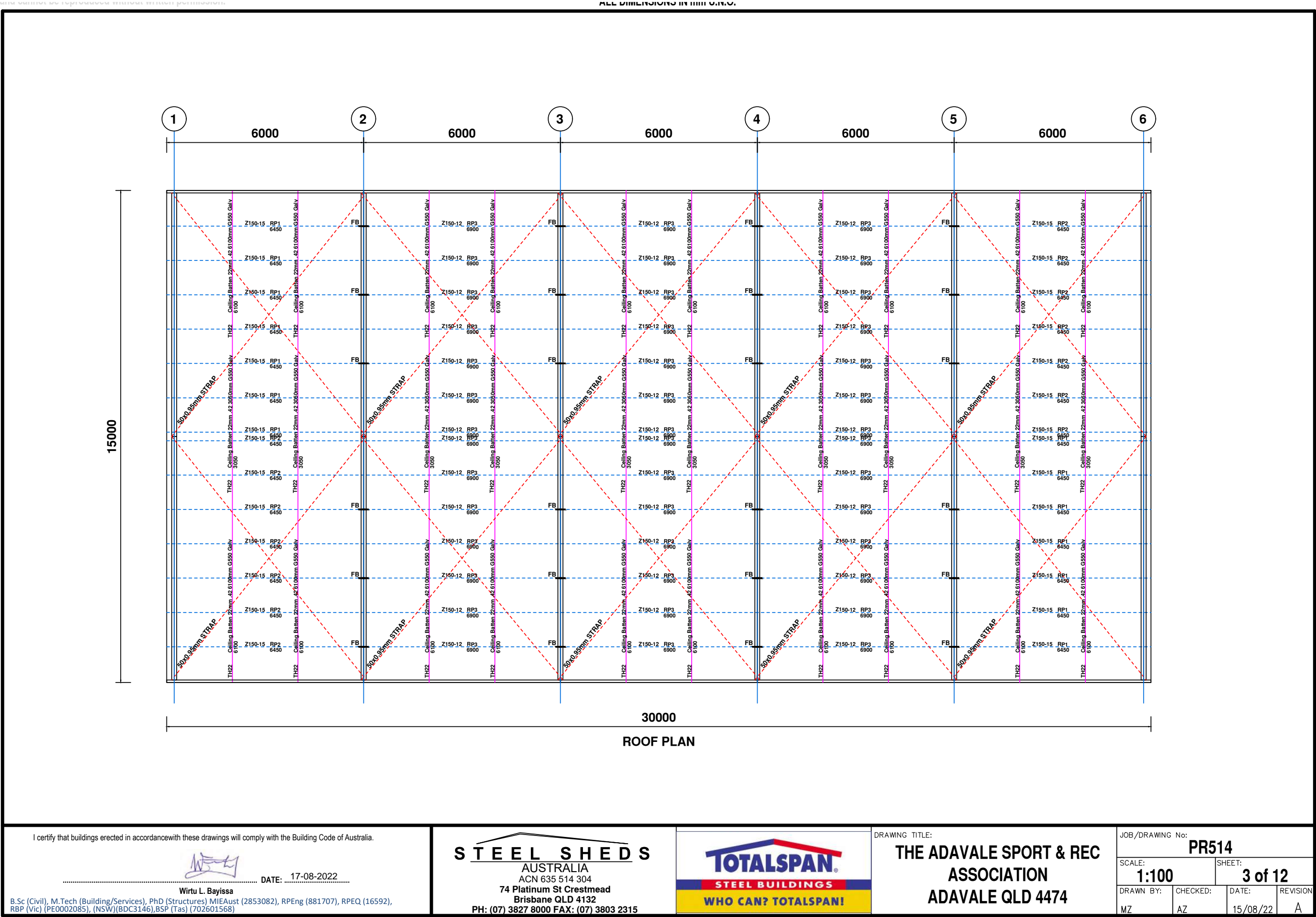
7. WELDING OF THE REINFORCEMENT IS NOT PERMITTED U.N.O.
8. FABRIC LAP DETAIL:

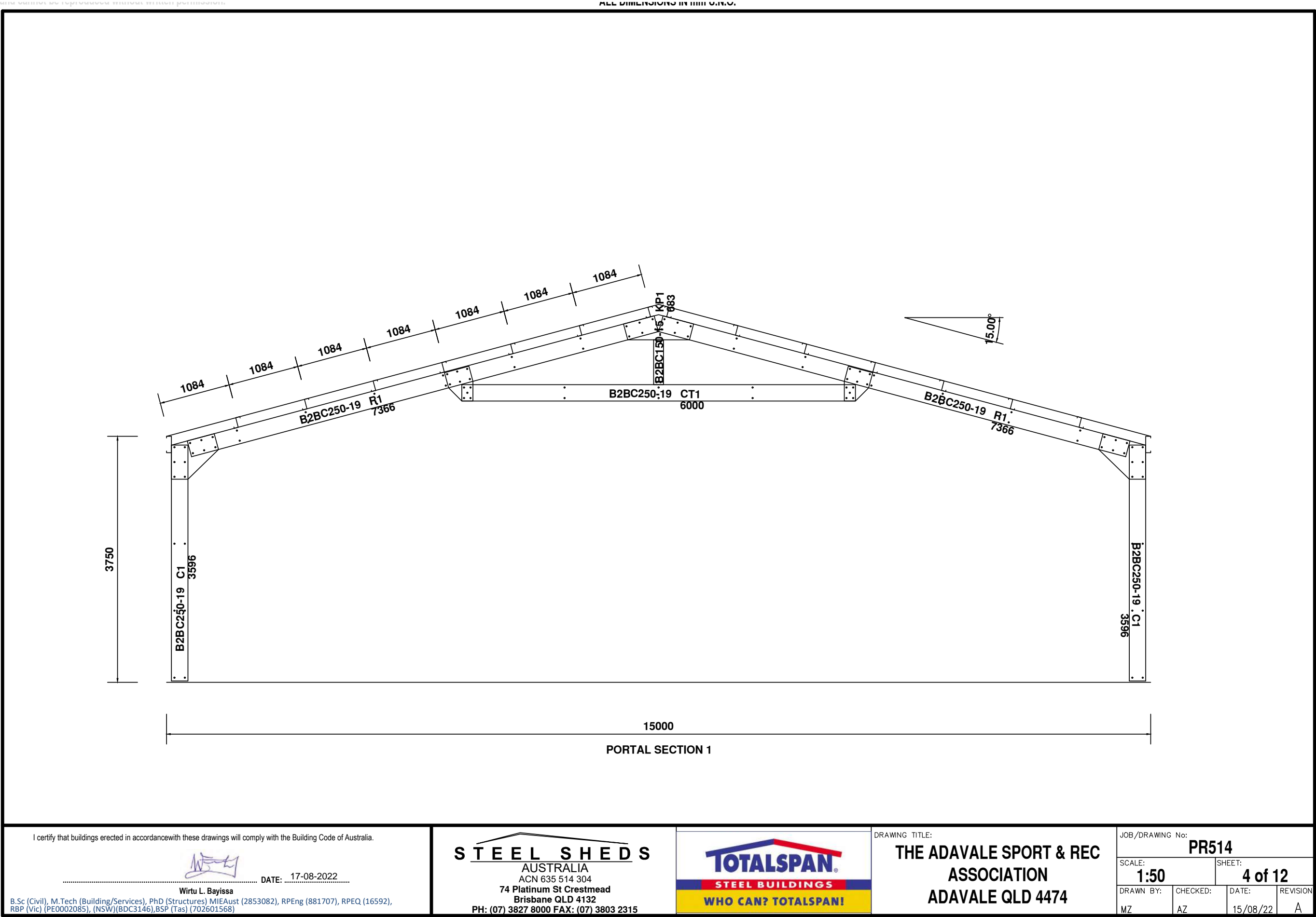


- FOUNDATIONS:**

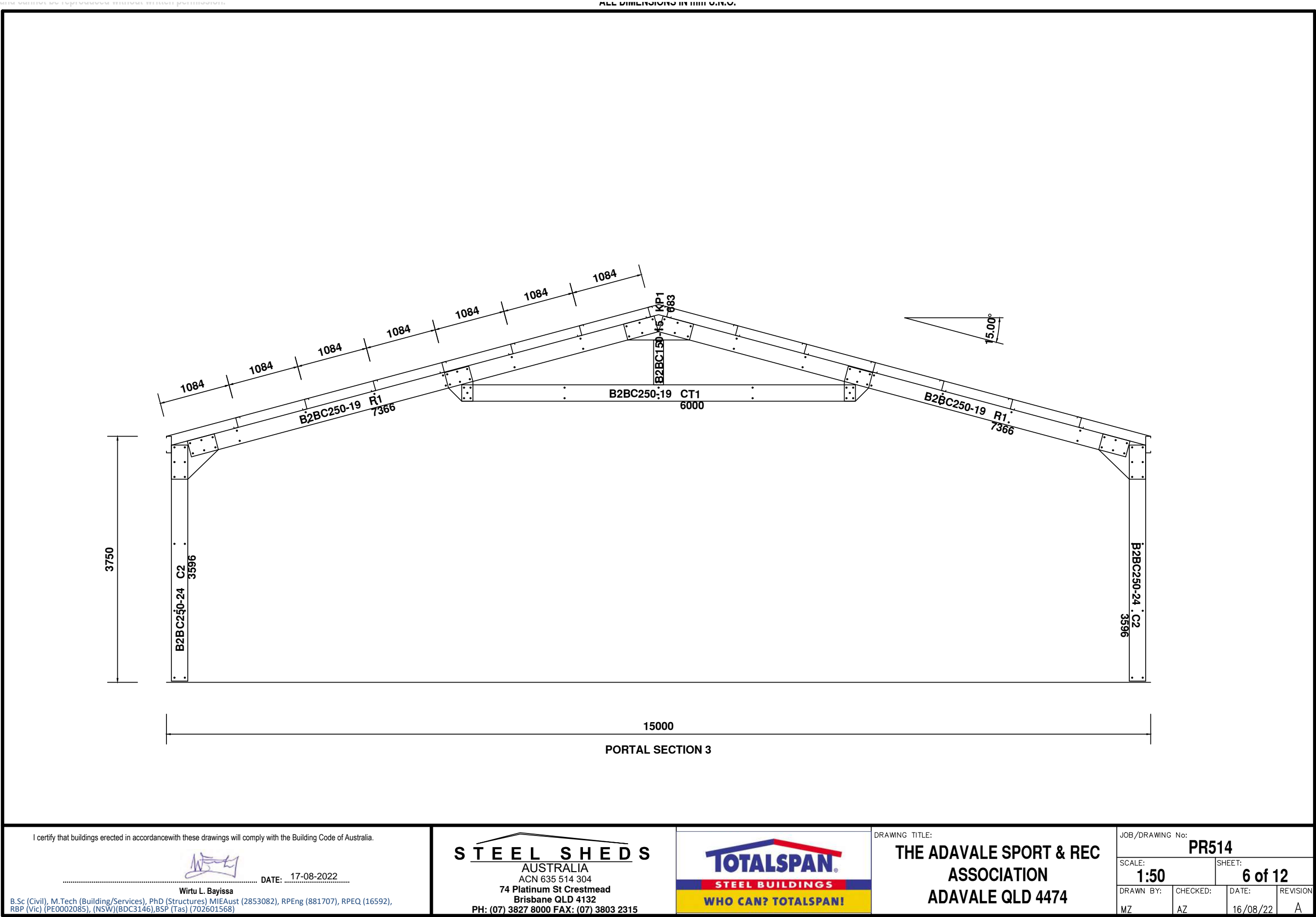
-
- CONNECT COLUMN TO SLAB USING 1 EMBEDDED B2BC200 TO SLAB, 12 M16 x 30 FLANGED BOLTS TO COLUMN
- 150
- 76
- C1**
- CONNECT COLUMN TO SLAB USING 1 EMBEDDED B2BC200 TO SLAB, 12 M16 x 30 FLANGED BOLTS TO COLUMN
- 76
- C2**
- CONNECT COLUMN TO SLAB USING 1 EMBEDDED B2BC200 TO SLAB, 12 M16 x 30 FLANGED BOLTS TO COLUMN
- 150
- 76
- C1**











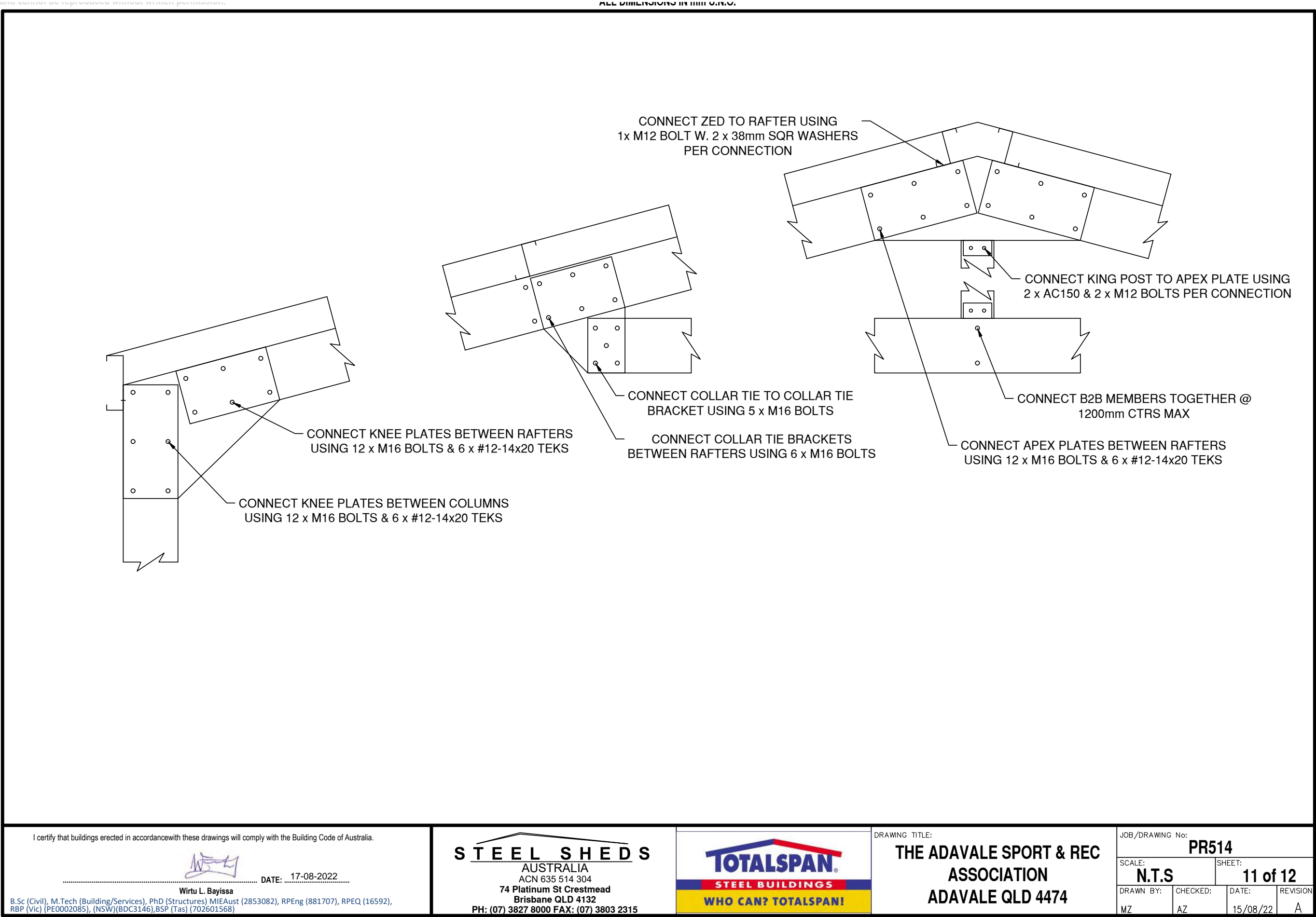


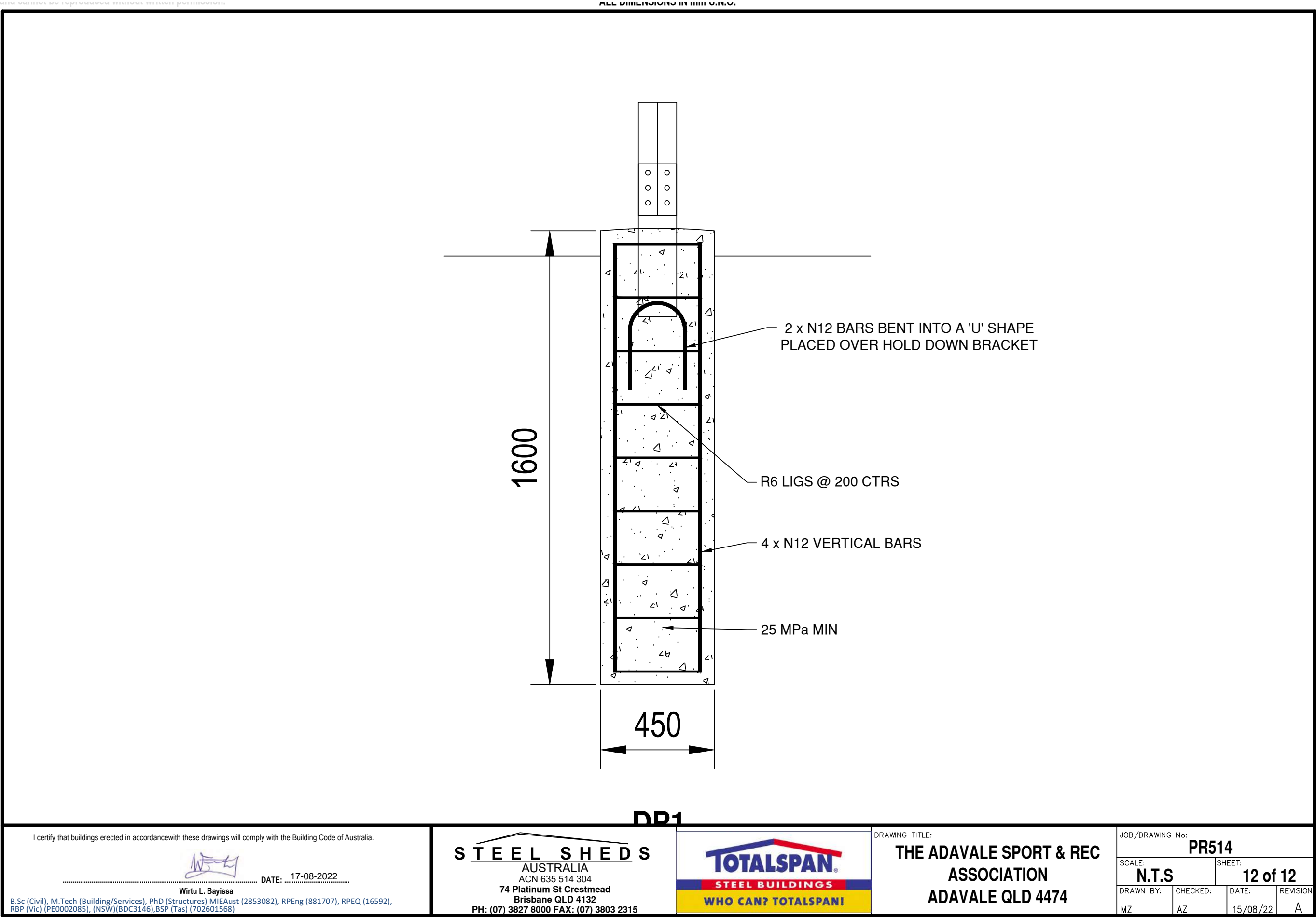


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YOUNG'S WELDING WORKS PTY LTD

Lot 110 Industrial Estate, Charleville 4470

A.B.N. 45 145 757 928

Ph: (07) 4654 1522

Fax: (07) 4654 1544

Mob: 0427 747 151

Email: youngswelding@bigpond.com

TAX INVOICE

Invoice No 00016270

Date 7/03/2023

Order No

Terms 7 Days

Bill To:

Leon Rodman
45 McKinlay Street
Adavale Qld 4474

Qty	Description	Unit	Unit Cost incl GST	Disc%	Total incl GST
	Sport & Rec Club Supply Steel				
8	N12 Deformed Bar 6M	EA	\$19.50		\$156.00
160	300 X 300 Ligs N12	EA	\$3.15		\$504.00

All goods remain the property of Young's Welding Works Pty Ltd until the balance of this invoice is paid in full.

PLEASE REMIT TO:PO Box 344
Charleville Qld 4470Direct Deposit: CBA
or Young's Welding Works Pty Ltd
BSB: 064-407
ACC: 1014 1456

Sub Total ex GST \$600.00

GST \$60.00

TOTAL incl GST \$660.00

Amount Paid \$0.00

Balance Due: \$660.00

14.5 ANIMAL REGISTRATION INSPECTION PROGRAM**IX: 240567****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: Nil****KEY OUTCOME**

Key Outcome: 4. Strong Governance

Key Initiative: 4.1 Excellence in customer service

EXECUTIVE SUMMARY

The Animal Management (Cats and Dogs) Act 2008 requires that all dogs in Queensland are registered once they are more than 12 weeks old. Exceptions to this include where the dog is being kept by a pound or shelter or if the dog is-

- (a) a government entity dog; or
- (b) a working dog (as defined in the Act); or
- (c) another class of dog prescribed under a regulation.

By accepting and approving the recommendation in this report, Council is providing the necessary power to officers to undertake the approved inspection program.

The program will be advertised to commence on 1 October 2023 and will remain active, in accordance with the Act, for a period of not more than six (6) months.

RECOMMENDATION

That Council approves a selective Approved Inspection Program in the Quilpie and Eromanga townships to be carried out from 1 October 2023, for a period of not more than six months from that date, to ensure compliance with registration requirements of the Animal Management (Cats and Dogs) Act 2008.

BACKGROUND

The Animal Management (Cats and Dogs) Act 2008 provides the power for Local Governments to conduct Approved Inspection Programs. Programs can either be selective (contained to certain areas or suburbs) or systematic (the entire Shire area).

The last time a selective Approved Inspection Program for dog registration was conducted in the Quilpie Shire was over 8 years ago.

Dog registration is a tool by which Council officers can reunite lost animals with owners. It also assists with understanding dog ownership demographics and allows Council to adequately plan programs and infrastructure related to companion animal ownership.

Balonne Shire Council have agreed to provide a staff member to assist Council with this program and they would appointed an Authorised Persons for Council during the inspection program.

It should also be noted that by approving the program, Council's would have additional powers of entry to private property. The program will only be undertaken by authorised persons and will be conducted during normal working hours (7:30am – 5:00pm), Monday to Friday. Where officers find a resident at home, they will be required to show the occupier a Council Authorised Persons ID card,

tell the occupier the purpose of entry and advise the occupier they are permitted entry to the place without the occupier's consent, under the Act.

A communication campaign will be established once the details and dates have been scheduled.

OPTIONS

1. That Council approves a selective Approved Inspection Program in the Quilpie and Eromanga townships to be carried out from 1 October 2023, for a period of not more than six months from that date, to ensure compliance with the compliance with registration requirements of the Animal Management (Cats and Dogs) Act 2008.

OR

2. That Council approves a systematic Approved Inspection Program in the Quilpie Shire to be carried out from 1 October 2023, for a period of not more than six months from that date, to ensure compliance with the compliance with registration requirements of the Animal Management (Cats and Dogs) Act 2008.

OR

3. That Council not approve the proposed Approved Inspection Program.

CONSULTATION (INTERNAL/EXTERNAL)

Director Corporate & Community Services

Chief Executive Officer

Balonne Shire Council

LEGAL IMPLICATIONS

Approved inspection programs provide Council with a statutory mechanism to ensure compliance with the Animal Management (Cats & Dogs) Act 2008 and Local Government Act 2009

POLICY AND LEGISLATION

Animal Management (Cats & Dogs) Act 2008

Section 111 General power to enter places

(1) An authorised person may enter a place if—

(h) the entry is—

(i) under an approved inspection program; and

(ii) made at any reasonable time of the day or night.

Section 113 Approval of inspection program authorising entry

- (1) A local government (the approving local government) may by resolution approve a program (an approved inspection program) under which an authorised person may enter a place to monitor compliance with this Act or an aspect of this Act.*

Examples of approved inspection program— monitoring compliance with requirements of permit conditions

- (2) An approved inspection program must be a selective inspection program or systematic inspection program.*
- (3) A selective inspection program provides for the selection, in accordance with the resolution, of places in the local government's area, or a particular part of the area, to be entered and inspected.*
- (4) A systematic inspection program provides for all places, or all places of a particular type, in the local government's area, or a particular part of the area, to be entered and inspected.*

- (5) *An approved inspection program must state the following—*
- (a) *the purpose of the program;*
 - (b) *when the program starts;*
 - (c) *for a selective inspection program—*
 - (i) *objective criteria for selecting places to be entered and inspected; and*
 - (ii) *if the places are to be selected from a part of the local government's area—a description of the part;*

Section 114 Notice of proposed inspection program

- (1) *At least 14 days, but not more than 28 days, before an approved inspection program starts, the approving local government must give notice of the program.*
- (2) *The notice must be published—*
- (a) *in a newspaper circulating generally in the local government's area; and*
 - (b) *on the local government's website.*
- (3) *The notice must state the following—*
- (a) *the name of the local government;*
 - (b) *in general terms, the purpose and scope of the program;*
 - (c) *when the program starts;*
 - (d) *the period over which the program is to be carried out;*
 - (e) *that a copy of the program is open to inspection at the public office of the local government until the end of the program;*
 - (f) *that a copy of the program may be purchased at the public office of the local government until the end of the program;*
 - (g) *the price of a copy of the program.*
- (4) *The price of a copy of the program must be no more than the cost to the local government of having the copy available for purchase and, if the copy is posted to the purchaser, the postage cost.*

Section 115 Access to program

From the publication by an approving local government of a notice about an approved inspection program until the end of the program—

- a) a copy of the program must be open to inspection at the public office of the local government; and*
- b) copies of the program must be available for purchase at the public office of the local government at the price stated in the notice.*

Subdivision 3 Entry under other powers other than for public places Section 122 Procedure for other entries

- (1) *This section applies if –*
- (a) *an authorised person is intending to enter a place under section 111(1), other than paragraph (a) or (c), or 112; and*
 - (b) *the occupier of the place is present at the place.*
- (2) *Before entering the place, the authorised person must do or make a reasonable attempt to do the following things –*
- (a) *comply with section 107 for the occupier;*
 - (b) *tell the occupier the purpose of the entry;*
 - (c) *tell the occupier the authorised person is permitted under this Act to enter the place without the occupier's consent.*

Part 3 Powers on entry**123 General powers after entering places**

(1) *An authorised person who has, under part 2, entered a place may –*

(a) search any part of the place the authorised person is authorised, under section 111(1)(a) or (c), to search; or

(b) inspect, test, photograph or film anything in or on the place; or

(c) copy a document in or on the place; or

(d) take samples of or from anything in or on the place; or

(e) take into or onto the place any persons, equipment and materials the authorised person reasonably requires for exercising a power under this part; or

(f) require the occupier of the place, or a person in or on the place, to give the authorised person reasonable help to exercise the authorised person's powers under paragraphs (a) to (e).

FINANCIAL AND RESOURCE IMPLICATIONS

Within current budget.

RISK MANAGEMENT IMPLICATIONS

Council is delegated the authority to ensure compliance with this provision of the Animal Management (Cats and Dogs) Act 2008. As such, it is paramount that the Council takes proactive steps to achieve the objectives of the Act and an Approved Inspection Program is a tool to accomplish that goal.

14.6 REQUEST FROM MULGA MATES FOR STAFF HOUSING**IX: 240621****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: Nil****KEY OUTCOME**

Key Outcome: 2. Flourishing Economy

Key Initiative: 2.1 Reach the Q1000 population target

EXECUTIVE SUMMARY

Council has received a request to supply staff housing to the Mulga Mates Early Learning Centre for the current Director/Early Childhood Teacher vacancy.

RECOMMENDATION

That Council endorse the flying minute issued on 27 July 2023 to approve the allocation of one Council Housing Property for the vacant Director/Early Childhood Teacher vacancy at Mulga Mates Early Learning Centre.

BACKGROUND

Council was notified recently that the Mulga Mates Director had resigned and was relocating to Roma. Mulga Mates advised that they were advertising for a Director to start on 1 August, 2023 and had been trying to recruit since December 2022, but had not received any viable applications.

Mulga Mates have already contacted Queensland Education to see if they were able to assist with a Job Share or interchange option to fill the Director vacancy. Unfortunately, Queensland Education have not been able to provide a suitable applicant to fill the position.

Council agreed to advertise the Mulga Mates vacancy on their Facebook page and this advertising campaign has resulted in Mulga Mates being able to offer a four week contract to a suitably experienced person who was willing to relocate to Quilpie initially for a four week period, and then to decide if they would like to relocate permanently, provided accommodation could be found.

Mulga Mates is a Quilpie based community organisation and is a member of FGP Moreton Inc which is a registered not-for-profit charity run by a Board of volunteers which is the governing body for a number of childcare services in South West Queensland. Council's housing policy (CS.01) states that "Council is able to provide housing to community organisations due to historical reasons or the supply in the market."

The exiting Director lived in their own private accommodation, and Mulga Mates does not have access to housing for their staff. Council has made one x two bedroom property at Gyrica Gardens available to offer Mulga Mates. Council's housing policy states that Council is able to provide housing to community organisations.

A flying minute was issued to Councillors on 28 July 2023, closing on 28 July 2023 with the above information and below option in order to provide housing for the new Director who arrived on Wednesday 2 August 2023.

All Councillors responded supporting option 1 by 9am on Monday 31 July 2023.

RECOMMENDATIONSPreferred Recommendation

- 1 That Council approve the allocation of one Council housing property for the vacant Director/Early Childhood Teacher vacancy at the Mulga Mates Early Learning Centre.

Alternative Recommendation

- 2 That Council do not approve the allocation of one Council housing property for the vacant Director/Early Childhood Teacher vacancy at the Mulga mates Early learning Centre.

OPTIONS

That Council approve the allocation of one Council housing property for the vacant Director/Early Childhood Teacher vacancy at the Mulga Mates Early Learning Centre.

CONSULTATION (Internal/External)

Mulga Mates Committee

Council CEO – Justin Hancock

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Local Government Regulation (2012)

Council Housing Policy

FINANCIAL AND RESOURCE IMPLICATIONS

Rent for accommodation at Gyrica Gardens is set in Fees and Charges at \$180.00 per week

RISK MANAGEMENT IMPLICATIONS

Mulga Mates would have to close due to not having the relevant qualified positions in place, due to inability to provide housing.

Council has a number of vacant positions which it may not be able to fill in the short-term due to no staff housing being available.

14.7 LEASE TO QUILPIE SPORT & REC INC**IX:** 240653**Author:** Janelle Menzies, Manager Governance and Compliance**Attachments:** 1. Quilpie Sport & Recreation Inc Lease [↓](#)**KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes**EXECUTIVE SUMMARY**

Council has been negotiating the terms on new property lease on Lease A, Lot 3 Brolga Street, Quilpie to the Quilpie Sport and Recreation Inc.

RECOMMENDATION

1. That Council resolve to:
 - (a) Enter into a lease to the Quilpie Sport & Recreation on Lease A, Lot 3 Brolga Street, Quilpie; 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.

BACKGROUND

The original lease for the Quilpie Gym building with the Quilpie Sport & Recreation Inc expired on 27 August 2022. They have been occupying the council owned premises since that date under a month to month verbal contract.

Council has been negotiating with Quilpie Sport & Recreation Inc regarding the term and conditions on a new peppercorn lease for a 10 year term.

Quilpie Sport & Recreation Inc is a not-for-profit organisation providing services to the local community.

Quilpie Sport & Recreation Inc have agreed to the terms and conditions on the proposed lease. **(Attachment 1).**

OPTIONS

Council has no obligation to renew the current lease. This would leave the gym no place to continue operation.

CONSULTATION (Internal/External)

Preston Law

Quilpie Sport & Rec Inc

Chief Executive Officer

LEGAL IMPLICATIONS

The gym is currently operating without a current lease.

POLICY AND LEGISLATION

Local Government Act 2009

FINANCIAL AND RESOURCE IMPLICATIONS

No additional financial implication for Council.

RISK MANAGEMENT IMPLICATIONS

Quilpie Gym would risk closing due to not being able to successfully negotiate a new lease.

QUEENSLAND TITLES REGISTRY

Land Title Act 1994, Land Act 1994 and Water Act 2000

LEASE/SUB LEASE

FORM 7 Version 6

Page 1 of 1922

Dealing Number



OFFICE USE ONLY

Privacy Statement

Collection of information from this form is authorised by legislation and is used to maintain the publicly searchable records. For more information see the Department's website.

1. Lessor	Lodger (Name, address, E-mail & phone number)		Lodger Code
Quilpie Shire Council	Preston Law P.O. Box 707N North Cairns QLD 4870 Email: info@prestonlaw.com.au Ph: 07 4052 0700 Ref: JC:230454		BE 3192
2. Lot on Plan Description			Title Reference
Lot 3 on Crown Plan Q68045			49007005
3. Lessee	Given names	Surname/Company name and number	(include tenancy if more than one)
		Quilpie Sport and Recreation Inc ABN 25 520 024 171	
4. Interest being leased	Reserve		
5. Description of premises being leased	Building 1 (Lease A) as shown on the sketch herein.		
6. Term of lease	7. Rent/Consideration		
Commencement date/event: 28 August 2022	See attached Schedule		
Expiry date: 27 August 2032 and/or Event:			
#Options: Nil			
#Insert nil if no option or insert option period (eg 3 years or 2 x 3 years)			
8. Grant/Execution	The Lessor leases the premises described in item 5 to the Lessee for the term stated in item 6 subject to the covenants and conditions contained in the attached Schedule and the <i>Land Regulation 2020</i> .		

Witnessing officer must be aware of his/her obligations under section 162 of the Land Title Act 1994

QUILPIE SHIRE COUNCIL

.....signature

.....full name

.....qualification

Witnessing Officer

/ /

Execution Date

Justin Hancock, Chief Executive Officer

Lessor's Signature

(Witnessing officer must be in accordance with Schedule 1 of Land Title Act 1994 eg Legal Practitioner, JP, C Dec)

9. Acceptance

The Lessee accepts the lease and acknowledges the amount payable or other considerations for the lease.

.....signature

.....full name

REFER TO ENLARGED PANEL

.....qualification

Witnessing Officer

/ /

Execution Date

Lessee's Signature

(Witnessing officer must be in accordance with Schedule 1 of Land Title Act 1994 eg Legal Practitioner, JP, C Dec)

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9. Acceptance

The Lessee accepts the lease and acknowledges the amount payable or other considerations for the lease.

QUILPIE SPORT AND RECREATION INC

..... Signature

.....
Office Bearer

..... full name

Insert Name:

..... qualification

/ /

Insert Position:

Witnessing Officer

Execution Date

..... Signature

.....
Office Bearer

..... full name

Insert Name:

..... qualification

/ /

Insert Position:

Witnessing Officer

Execution Date

(Witnessing officer must be in accordance with Schedule 1
of Land Title Act 1994 eg Legal Practitioner, JP, C Dec)

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1. REFERENCE SCHEDULE

Name and Address of Lessor:	QUILPIE SHIRE COUNCIL AS TRUSTEE <u>Postal Address</u> PO Box 57, Quilpie QLD 4480 <u>Address for Hand Delivery</u> 50 Brolga Street, Quilpie QLD 4480 <u>Email Address</u> admin@quilpie.qld.gov.au
Name and Address of Lessee:	QUILPIE SPORT AND RECREATION INC <u>Postal Address</u> PO Box 199, Quilpie QLD 4480 <u>Address for Hand Delivery</u> Lot 2 Chipu Street, Quilpie QLD 4480 <u>Email Address</u> q.sportrec@gmail.com
Address of Premises:	Lot 3, Brolga Street, Quilpie QLD 4480
Term:	10 years
Options to Renew	Nil
Rent - First Year of Term:	\$1.00 per annum
Rent Review Date	N/A
Rent Review Method	N/A
Security Amount	N/A
Insurances to be taken out by Lessee:	Plate glass insurance Public risk insurance - \$20,000,000.00 per claim Lessee's property and fittings at Premises
Permitted Use:	Gymnasium and all-sports centre

2. COMPOSITION OF TRUSTEE LEASE AND MINISTERIAL APPROVAL**2.1 Component Documents**

As indicated in Item 8 of the Form 7, this Trustee Lease is composed of:

- (a) the executed Form 7;
- (b) this Form 20 Schedule;
- (c) the Prescribed Terms; and
- (d) Written Authority No 1 – Section 64 of the *Land Act 1994* ("Written Authority").

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2.2 Explanation of Prescribed Terms

- (a) The Land is a Reserve created under the Act of which the Lessor is the appointed Lessor.
- (b) The State of Queensland (represented by the Department of Natural Resources, Mines and Energy) requires the inclusion of certain conditions in all Trustee Leases over Reserve land.
- (c) The Prescribed Terms contains such conditions.
- (d) The Lessor cannot omit or vary any of these conditions.
- (e) This Lease must be read in conjunction with the Prescribed Terms in the event there is an inconsistency between the Lease and the Prescribed Terms. The Prescribed Terms will prevail to the extent of the inconsistency.

2.3 Revocation of all (or part) of the Reserve

- (a) The Lessee acknowledges that Minister may revoke the dedication of the Land or all or part of the Reserve under section 33 of the Act.
- (b) On revocation of all or part of the Reserve, this Trustee Lease, in relation to the land the subject of the revocation, is cancelled from the day the revocation of the dedication of the Reserve takes effect under section 34D of the Act.
- (c) If this Trustee Lease is cancelled in this regard, no person has a right to a claim for compensation for the revocation (as provided under section 34F(f) of the Act) and the Lessee must immediately vacate the Premises as required under section 34G of the Act.
- (d) On cancellation of this Trustee Lease under section 34F of the Act, Improvements that have not been removed from the Land become the property of the State subject to section 34H of the Act.

3. DEFINITIONS AND INTERPRETATION

3.1 Definitions

In this Lease, the following terms have the following meanings unless the context otherwise requires:

Appurtenances means all mechanical ventilation, stop-cocks, alarm systems, fire prevention and extinguishing equipment, lavatories, grease traps, water apparatus, gas fittings, electrical fittings and apparatus and other services at the Buildings or the Premises, as the context requires.

Authority means any federal, state or local government authority or body.

Buildings means all improvements from time to time existing on the Land and improvements developed in conjunction with the Land and where appropriate, includes the Land.

Commencement Date means the date of commencement of this Lease as specified in Item 6.

Contaminated Land has the meaning given in the EP Act.

Creditable Acquisition, GST, GST Exclusive Market Value, Input Tax Credit, Supply and Tax Invoice each has the meaning attributed to each of those terms in the GST Law.

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Default Rate means the rate of 10% per annum.

EP Act means the *Environmental Protection Act 1994* (Qld).

Expiry Date means the date of expiry of this Lease as specified in Item 6, and, where applicable, includes the last day of any further term if this Lease contains an Option to Renew, and the Option to Renew is exercised.

Force Majeure means delay or inability to perform caused by war, whether declared or not, insurrections, strikes, lockouts or other industrial disturbance, inability to obtain materials, unavailability of equipment, fire, cyclone, flood, storm or other severe action of the elements, accidents, government or statutory restrictions or from other causes whether like or unlike the foregoing which are unavoidable or beyond the reasonable control of either party but shall not include, for the avoidance of doubt, a lack of funds or the unserviceability of plant and equipment (for any reason).

GST Date means the date which this Lease becomes subject to GST under the GST Law.

GST Law means that term as defined in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

Item means the relevant item number of the Form 7 of which this Schedule forms part.

Land means the land described in Item 2.

Law means any statute, regulation or ordinance made by an Authority and includes the applicable common law.

Lease means this Form 7 Lease and Form 20 Schedule and any schedules or annexures.

Lessee means the Lessee named in Item 3, and its successors in title and assigns.

Lessor means the Lessor named in Item 1 and its successors and assigns.

Lessor's Fixtures includes all Appurtenances, equipment, fittings, fixtures and furnishings of whatever nature supplied from time to time at the Premises by the Lessor.

Minister means the Minister administering the Act.

Month or **Monthly** means respectively calendar month or calendar monthly.

Outgoings means the total of all amounts paid by the Lessor or for the payment of which the Lessor may be or become liable or as otherwise provided in this clause in any one Outgoings Year in respect of the Land, the Premises, the Buildings or any part of them, or in respect of the provision of any Services to any of them during the Term including:

- (a) levies and charges imposed by any Authority; and
- (b) charges for the supply of Services except those which are separately metered to the Lessee.

Payee means the party receiving the Payment.

Payer means the party making the Payment.

Payment means:

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- (a) the amount of monetary consideration (exclusive of GST); or
- (b) the GST Exclusive Market Value of any non-monetary consideration; or
- (c) any amount required to be paid by the Payer to the Payee for a Supply under this Lease.

Permitted Use means the permitted use described in the Reference Schedule.

Premises means the Land and any of the Lessor's Fixtures.

Prescribed Terms means the prescribed terms set out in schedule 3 of the *Land Regulation 2020*.

Reference Schedule means the schedule in clause 1 of this Lease.

Rent means the annual sum specified in the Reference Schedule and where the context requires, any instalment/s of Rent.

Rent Review means the review of the Rent in each Rent Year in the manner prescribed in the Reference Schedule.

Rent Year means each separate year of the Term, with the first Rent Year commencing on the Commencement Date and each subsequent Rent Year commencing on the anniversary of the Commencement Date in each succeeding year.

Services means all services of any nature from time to time provided to the Premises and/or the Buildings and/or the Land or available for use, and includes any electronic medium, electricity, lighting, gas, fire services, airconditioning, water, sewerage, waste collection, and the fittings and equipment utilised for such services.

Supply has the meaning provided for that word in the GST Law.

Term means the term of this Lease, being the period from and including the Commencement Date to and including the Expiry Date.

Words defined in the Prescribed Terms have the same meaning given to them in this document.

3.2 Interpretation

- (a) Words importing the singular number include the plural and vice versa.
- (b) Reference to a person includes any corporation and vice versa.
- (c) The respective obligations of each party under this Lease are separate and independent and continue throughout the Term and any period of renewal and holding over (unless the context provides otherwise).
- (d) If any term of this Lease becomes unenforceable, that term will not affect the validity of the remaining terms of this Lease.
- (e) Reference to a Law includes all Laws amending or replacing a Law.
- (f) Reference to an Authority or body that have ceased to exist or been reconstituted, will constitute a reference to the Authority or body established in lieu of the initial Authority or body.

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- (g) Where two or more persons are Lessees, the obligations of the Lessee (as the case may be) under this Lease bind them jointly and each of them severally.
- (h) Headings and sub-headings have been included for ease of reference only and have no bearing on the construction of this Lease.

4. GRANT OF LEASE

The Lessor grants and the Lessee accepts a lease of the Premises on the terms and conditions set out in this Lease.

5. RENT AND OTHER CHARGES**5.1 Payment of Rent**

Rent is payable annually in advance if demanded by the Lessor.

5.2 Payment of other charges

- (a) The Lessee must pay, or is responsible for ensuring the payment of, all Outgoings during the Term by the due date for payment, whether or not imposed on the Lessor, the Lessee, the Premises or the Services.
- (b) The Lessee must pay all operating expenses associated with the use of the Premises, including but not limited to telephone and telecommunications, and costs associated with obtaining any relevant permits, licences and authorisations.
- (c) The Lessee is responsible for establishing accounts in its own name wherever possible.
- (d) Where accounts are not separately established in the Lessee's name for an item of Outgoings or an operating expense or are received by the Lessor for an area larger than the Premises, the Lessee shall be required to reimburse the Lessor for a proportion of those costs which the Lessor considers to be reasonable, within fourteen (14) days of receipt of a tax invoice from the Lessor.

5.3 Costs of Lease

Intentionally deleted.

5.4 Costs of notices, re-entry and consents

The Lessee must, upon demand by the Lessor, pay all costs (on a solicitor and own client basis) and expenses incurred by the Lessor in relation to:

- (a) any notice lawfully given to the Lessee pursuant to this Lease and any actions taken to enforce the performance of the Lessee's obligations under this Lease;
- (b) the lawful determination or attempted determination of this Lease, or the lawful re-entry or attempted re-entry by the Lessor into the Premises;
- (c) the surrender of this Lease (including any duty and registration fees);
- (d) the consideration of any consents by the Lessor requested by the Lessee pursuant to the terms of this Lease; and

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- (e) the Lessor, without fault, being made a party to litigation commenced by or against the Lessee (other than litigation between the parties), and arising directly or indirectly from the Lessee's occupation of the Premises.

5.5 Method

The Lessee must pay the Rent, Outgoings, GST and any other money it owes the Lessor on time and by direct debit (or such other method that the Lessor reasonably requires) to the Lessor without set-off, counterclaim, withholding or deduction. If required by the Lessor, the Lessee must sign an order on the Lessee's bank debiting the Lessee's account and crediting the Lessee's account.

5.6 Goods and Services Tax

- (a) Subject to sub-clause (b), any Payment required to be made under this Lease after the GST Date will be increased by any GST payable by the Payee for that Supply. The Payee will deliver a Tax Invoice for the Payment to the Payer at or before the Payment becoming due.
- (b) Where a Payment is a repayment of, or contribution to, a Creditable Acquisition made by the Payee, the Payment will (prior to the increase provided for under sub-clause (a)) be discounted by the amount of the Input Tax Credit to which Payee is entitled for that Creditable Acquisition under the GST Law.

6. OCCUPATION OF PREMISES**6.1 Use and conduct**

- (a) The Lessee must not use the Premises for any use other than the Permitted Use.
- (b) The Lessor does not warrant that the Premises are, or will remain, suitable for the Lessee's use and any warranties as to the suitability of the Premises implied by Law are negated.
- (c) The Lessee must:
 - i) conduct the Permitted Use at the Premises in an orderly manner;
 - ii) comply with all Laws, and obtain and maintain all licences and approvals required at Law to carry on the Lessee's business from the Premises;
 - iii) promptly notify the Lessor in writing of any damage sustained to the Premises or defective operation of the Appurtenances;
 - iv) lock all exterior doors and windows in the Buildings when the Premises are not in use;
 - v) keep the Premises free of rodents, vermin and any infectious diseases.
- (d) The Lessee must not:
 - i) without the Lessor's prior written consent, mark or damage the Premises, or erect any partitions, fittings or signs to the Premises;
 - ii) use any form of light, power or heat (other than an apparatus for heating beverages, auxiliary power during any power failure or, electricity or gas supplied through meters);

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- iii) interfere with the Services or Appurtenances, or use the Appurtenances for any purpose other than those for which they were constructed;
 - iv) carry on or permit to be carried on any offensive or illegal act, or any act which may void or invalidate any insurances effected by the Lessor in respect of the Buildings and Lessor's Fixtures or any other part of the Premises;
 - v) bring upon the Premises any explosive, flammable or corrosive fluid except that normally used by the Lessee in its business, and only if such fluids are safely confined in containers.
- (e) Subject to the Lessor's rights under this Lease, the Lessee may occupy the Premises during the Term without interruption by the Lessor.

6.2 Obligations under EP Act

- (a) The Lessor does not warrant that the Land is not Contaminated Land. The Lessee acknowledges and agrees that it has made the necessary inspections and enquiries to satisfy itself whether or not the Land is Contaminated Land.
- (b) The Lessee must not permit its employees, agents or others (with or without invitation) who may be at or around the Premises to cause the Land to become Contaminated Land. If it does become Contaminated Land, the Lessee must immediately take such remediation measures as reasonably required by the Lessor and the chief executive under the EP Act. If the Lessee fails to take such measures, the Lessor may take such remediation measures as the agent of the Lessee and at the expense of the Lessee, which will constitute a liquidated debt immediately due and owing by the Lessee to the Lessor and payable on demand made by the Lessor.
- (c) The Lessee must indemnify and keep indemnified the Lessor against any claim, damage, liability of expense which the Lessor may be, or becomes, liable (during or after the Term) because the Lessee fails to comply with sub-clause (b).

7. MAINTENANCE AND REPAIR OF PREMISES**7.1 Obligation to clean, repair and maintain**

- (a) The Lessee must:
 - i) keep the Premises (including the external surfaces) clean and tidy;
 - ii) not allow any accumulation of useless property or rubbish at the Premises.
- (b) The Lessor will maintain the Premises and all Services at its cost except that the costs of repairing any damage to the Premises or Services caused by the Lessee are recoverable from the Lessee as a debt due on demand.

7.2 No alterations without consent

- (a) The Lessee must not make any alterations or improvements ("**Works**") to the Premises or Services without the Lessor's prior written consent, which (should it be forthcoming) will include the following conditions:
 - i) The Lessee must provide detailed plans of the Works to the Lessor who may, at the Lessee's cost, refer the plans to the Lessor's architect for its approval;

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- ii) The Lessee must obtain all relevant Authority approvals to the Works before commencing the works. If required by the Lessor, the Lessee must construct the Works under the supervision of the Lessor's architect (with the cost of the supervision to be borne by the Lessee);
 - iii) The Works must be carried out in a proper and workmanlike manner, and at the cost of the Lessee, by contractors who have a current public liability insurance policy for at least \$20,000,000.00 and have previously been approved by the Lessor; and
 - iv) The Lessee must indemnify and keep indemnified the Lessor against all claims, expenses and losses incurred by the Lessor relating to the construction of the Works.
- (b) For avoidance of doubt, any Works installed by the Lessee shall remain part of the Premises upon termination of this Lease and the Lessor shall not be liable to pay any amount to the Lessee in compensation for the Works.

8. RESERVATIONS**8.1 Right of entry**

The Lessor reserves the right to:

- (a) at all reasonable times enter and view the Premises. If the Lessor considers it necessary, the Lessor may leave a notice at the Premises requiring the Lessee, within a stated period, to carry out a repair or take the required action for the Lessee to comply with the terms of this Lease;
- (b) at all times effect any works or maintenance to the Premises considered necessary by the Lessor or for the safety or preservation of the Premises or to comply with any Laws. The Lessor will (except in an emergency, the existence of which shall be determined by the Lessor acting reasonably) carry out the works in a manner which minimises, so far as practicable, interruption to the Lessee's business; and
- (c) at all reasonable times of the day enter the Premises with prospective lessees of the Premises during the period of three calendar months immediately preceding the Expiry Date.

8.2 Third party interests

- (a) The Lessee must during the Term permit any person having any interest in the Premises superior to or concurrent with the Lessor to exercise the Lessor's and that person's lawful rights.
- (b) The Lessor reserves the right to grant, and the Lessee's rights under this Lease are subject to, any easements or arrangements the Lessor makes regarding the Land for the purposes of providing access to the Land or the provision of any services to the Land, provided that such easements do not substantially interfere with the Lessee's rights under this Lease.

9. INSURANCES, INDEMNITIES AND GUARANTEE**9.1 Insurances**

- (a) The Lessee must take out and maintain a standard public liability insurance policy in accordance with clause 5 of the Prescribed Terms.

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- (b) The Lessee must take out and maintain a plate glass insurance policy in the Lessee's name with the Lessor's interest noted, against the breakage of all plate and other glass in the Premises. The policy must be with an insurance company approved by the Lessor.
- (c) The Lessee must take out and maintain an insurance policy to the replacement value of the Lessee's property and fittings at the Premises.
- (d) If requested by the Lessor, the Lessee must produce to the Lessor evidence of any insurance policies (including renewals) effected by the Lessee under this clause 9.1.
- (e) The Lessee must not do anything which could:
 - i) prejudice any insurance of the Premises or property in the Premises;
 - ii) increase the premium for that insurance without the Lessor's consent.
- (f) If the Lessee does anything that increases the premium of any insurance the Lessor has in connection with the Premises, the Lessee must pay the amount of that increase to the Lessor on demand.

9.2 Indemnities

- (a) The Lessee occupies and uses the Premises at its own risk. The Lessor is not liable in any circumstances to the Lessee for any damage to the Lessee's property in or about the Premises, interruption to the Services or Appurtenances nor any loss of profits by the Lessee.
- (b) The Lessee must indemnify and keep indemnified the Lessor (during and after the Term) against all actions, losses and expenses incurred by the Lessor:
 - i) for any loss, damage, death or injury caused by, or incidental to, the Lessee's use of the Premises or by the escape of any water, fire, gas, electricity or other such agent from the Premises, except where the Lessor has caused or contributed by negligence, wilful act or omission;
 - ii) which are caused by, or incidental to, the Lessee's failure to comply with this Lease.
- (c) For the avoidance of doubt, clauses (a) and (b) are not intended to limit the operation of clauses 4 and 5 of the Prescribed Terms.
- (d) Notwithstanding anything in this Lease to the contrary, the Lessor will not be in default of this Lease for a remediable breach, unless the Lessee has given written notice to the Lessor of the breach, and the Lessor has failed to remedy the breach within a reasonable period of time.

10. SUBLETTING AND ENCUMBERING**10.1 Subletting and encumbering**

The Lessee must not without the Lessor's prior written consent (which may be withheld or given subject to such conditions required by the Lessor in the Lessor's absolute discretion):

- (a) sublet or in any manner part with possession of the Premises; or
- (b) mortgage or otherwise encumber the Lessee's interest in this Lease.

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10.2 Assignment

The Lessee must not assign this Lease without the prior written consent of the Lessor provided that such consent will not be unreasonably withheld if:

- (a) the Lessee has, at least thirty (30) days before the proposed assignee intends to take possession of the Premises pursuant to an assignment, makes a written request for the Lessor's consent together with:
 - i) in relation to each proposed assignee:
 - (A) their full names and addresses;
 - (B) an up-to-date summary of assets and liabilities prepared by and signed by an accountant;
 - (C) any other information reasonably required by the Lessor to establish the proposed assignee's financial position; and
- (b) the Lessee proves to the Lessor's reasonable satisfaction that:
 - i) the proposed assignee is respectable, suitably qualified and capable of carrying on the Permitted Use and performing the obligations on the part of the Lessee under this Lease; and
 - ii) the proposed assignee is of sufficiently substantial financial standing, having regard to both its net assets and revenue, that a reasonable person would consider that the proposed assignee is able to meet the Lessee's payment obligations under this Lease for the entire duration of the unexpired term including any option terms.

10.3 Lessor's consent

Any consent by the Lessor to a proposed assignment given under this clause is conditional upon each of the following occurring before the proposed assignee takes possession of the Premises:

- (a) the Lessee and the proposed assignee entering into a deed of consent with the Lessor in the form reasonably required by the Lessor;
- (b) the proposed assignee providing the Lessor with a guarantee and indemnity signed by the proposed guarantor in favour of the Lessor in the form required by the Lessor;
- (c) the proposed assignee providing the Lessor with a Bank Guarantee for the Security Amount;
- (d) the Lessee and the proposed assignee complying with the Lessor's reasonable requirements in relation to the documentation, stamping and registration of the intended assignment;
- (e) any default by the Lessee under this Lease arising up to the date of completion of the proposed assignment being remedied; and
- (f) the Lessee paying to the Lessor the Lessor's reasonable legal costs of the giving of its consent.

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10.4 Change of Control

If the Lessee is a corporation (which is neither listed nor wholly owned by a corporation whose shares are listed on the official list of the Australian Stock Exchange Limited), a change in the effective control of the corporation is deemed to be an assignment of this Lease and the Lessee may not make that change unless it obtains the Lessor's prior written consent and complies with clauses 10.241-2 and 10.341-3 (except for clause 10.341-3(a)) of this Lease.

11. DEFAULT OF LESSEE**11.1 Lessor may rectify**

- (a) If the Lessee fails to perform any of its obligations under this Lease, the Lessor may, in its absolute discretion (as the agent of the Lessee) do all such things and incur such expenses as are necessary to perform these obligations.
- (b) All of the Lessee's costs associated with or incidental to taking a step under subclause (a) of this clause shall be recoverable from the Lessee as a liquidated debt and shall be payable on demand.

11.2 Overdue payments

- (a) If the Lessee fails to pay any money payable on demand within 14 days of the Lessor's demand, or fails to pay any other money due under this Lease by the due date for payment, the Lessee must pay to the Lessor interest accruing daily at the Default Rate:
 - i) on the money owing from the payment due date until the money is paid; and
 - ii) upon any judgment the Lessor obtains against the Lessee from the date of the judgment until the debt is satisfied.
- (b) Interest is capitalised on the last day of each month and payable on the first day of the next month. The interest is recoverable in the same manner as the Rent in arrears.
- (c) If an amount of Rent, or any other money due under this Lease, remains unpaid by the Lessee, interest at the Default Rate accrues on that unpaid amount from the date it fell due for payment.
- (d) Without prejudice to any other remedy, the Lessor may sue the Lessee for any money owing by the Lessee under this Lease. Neither the institution of legal proceedings nor the entering of judgment by a court will bar the Lessor from bringing any subsequent suits against the Lessee for any other money owing by the Lessee to the Lessor under this Lease.

11.3 Definition of default

The Lessee will be in default of this Lease, if:

- (a) any part of the Rent is in arrears for 7 days, whether demanded or not;
- (b) any money (other than the Rent) payable by the Lessee under this Lease on demand is not paid within 14 days of the Lessor making such a demand, or if any other money payable by the Lessee under this Lease is not paid by the payment due date;
- (c) the Lessee fails to comply with a term of this Lease;

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- (d) the Lessee or the Guarantor (except for the purpose of reconstruction) becomes bankrupt, insolvent, under administration, in liquidation or receivership, or otherwise without full capacity;
- (e) the Lessee's interest under this Lease is taken in execution under any legal process;
- (f) the Guarantor fails to perform any obligation under the provisions of the Lease or of any guarantee or indemnity given under this Lease;

11.4 Rights upon default

- (a) If the Lessee defaults under this Lease, the Lessor may (without prejudice to any other rights):
 - i) subject to any prior notice required by Law, re-enter and take possession of the Premises and eject the Lessee and any persons in possession of the Premises (which may be by force, if necessary), from which time this Lease will be terminated;
 - ii) terminate this Lease by giving written notice to the Lessee;
 - iii) recover from the Lessee or the Guarantor any loss the Lessor suffers;
 - iv) apply the Security Amount to any loss the Lessor suffers;
 - v) by giving written notice to the Lessee, elect to convert the unexpired residue of the Term to a monthly tenancy. The Lease will be terminated and the Lessee will hold the Premises from the Lessor pursuant to clause 12.6 (Holding over).
- (b) Upon re-entry to the Premises, the Lessor may remove any fittings, additions, signage, chattels or other property at the Premises and store them at the cost of the Lessee (those costs are payable by the Lessee to the Lessor on demand) without being guilty of conversion or liable for any loss or damage to these items. If the Lessee fails to claim the items within 14 days of removal, those items are deemed abandoned by the Lessee and will the Lessor may elect to either:
 - i) retain the property, from which time such items shall become the property of the Lessor without the Lessor being in any way liable to pay compensation for the retention of the property; or
 - ii) remove any fittings, additions, signage, chattels or other property not removed from the Premises and dispose of them, with any costs associated with such removal and disposal recoverable from the Lessee as a liquidated debt, payable on demand.

12. END OF LEASE

- 12.1 The Lessee must at the end of the Lease peacefully yield up the Premises in the condition required by clause ~~7.18-1~~ (Obligation to clean, repair and maintain) and clause ~~12.213-2~~, and return to the Lessor all keys and security devices relating to the Premises.
- 12.2 The Lessee must during the last 14 days of the Term remove the fittings, additions, signage and other branding it has erected or affixed to the Premises during the Term or purchased with the consent of the Lessor from a previous lessee, and the Lessee must make good any damage caused in the removal.
- 12.3 At the end of the Lease, the Lessor may elect to either:

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- (a) deem any fittings, additions, signage, chattels or other property not removed from the Premises as abandoned and such items shall become the property of the Lessor; or
 - (b) remove any fittings, additions, signage, chattels or other property not removed from the Premises and dispose of them, with any costs associated with such removal and disposal recoverable from the Lessee as a liquidated debt, payable on demand.
- 12.4 The Lessee must, during the last 14 days of the Term, paint the interior parts of the Premises which have been previously painted with two coats of first quality paint in a workmanlike manner and in the colour as directed in writing by the Lessor.
- 12.5 The ending of this Lease does not affect any of the Lessor's rights against the Lessee on account of any antecedent breach by the Lessee of a term of this Lease.
- 12.6 **Holding over**
 - (a) If the Lessee remains in occupation of the Premises after the expiration of the Term with the consent of the Lessor, the Lessee becomes a monthly tenant. The Lessee continues to pay the same amount of Rent and other money under this Lease in accordance with this Lease.
 - (b) The monthly tenancy created under sub-clause (a) will continue on the same terms of this Lease (so far as the terms can be applied to a monthly tenancy) until either party gives the other party one month's written notice terminating the tenancy. However, if the Lessee is in default, the Lessor may give one month's written notice to the Lessee terminating the tenancy.

13. ACCESS

- (a) If there is no direct access to the Premises from a public road the Lessor grants the Lessee and its officers, employees, agents, contractors, consultants and invitees reasonable access through the land adjoining the Premises for the purpose of gaining access to the Premises.
- (b) The Lessee must follow all reasonable directions of the Lessor in relation to access to the Premises.

14. CAR PARKING

- (a) A carpark adjoins the Premises.
- (b) The Lessee and its officers, employees, agents and invitees are permitted to use the carpark on a non-exclusive basis and in conjunction with other users of the Land and neighbouring land.
- (c) The Lessee must ensure that it, its officers, employees, agents and invitees keep the carpark in a clean and tidy condition and do not store anything in the carpark. Use of the carpark is at the risk of the Lessee, its officers, employees, agents and invitees.
- (d) The Lessee must follow all reasonable directions of the Lessor in relation to use of the carpark.

15. SURRENDER

- (a) The Lessee may surrender this Lease at any time during the Term, on the proviso that it:
 - i) Gives the Lessor notice of no less than three (3) months; and

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- ii) Executes a Deed of Surrender, on terms satisfactory to Council in its sole discretion and a Form 8 Surrender of Lease, which will be prepared by the Council. The Deed of Surrender and Form 8 Surrender of Lease must be signed by the Lessee as soon as reasonably practicable after receiving it from Council.

16. GENERAL PROVISIONS**16.1 Power of attorney**

The Lessee irrevocably appoints the Lessor to be the true and lawful attorney of the Lessee to do the following acts on the Lessee's behalf:

- (a) If the Lessor has lawfully terminated this Lease (proof of which will be the declaration of the Lessor), the Lessor may execute and do all things necessary to register a surrender of this Lease;
- (b) to do all things necessary and sign all such documents as may be necessary to deal with the Lessor's Property in accordance with the enforcement provisions of this Lease, the PPSA or otherwise, if the Lessor is in default of this Lease;
- (c) Substitute the Lessor as the attorney with a purchaser of the Premises for the reversion of this Lease.

16.2 Native Title

The parties acknowledge that this Lease is not intended to extinguish any native title as may continue to exist in relation to the Land the subject of this Lease.

16.3 Consent

Subject to anything in this Lease to the contrary, any consent which the Lessor is requested to provide under this Lease may, at the absolute discretion of the Lessor, be granted, refused, granted subject to conditions or withdrawn at any time.

16.4 Waiver

- (a) A waiver by either party of a term of this Lease will only be effective if it is made in writing by that party. The waiver will not extend to, and act as, a waiver of a term generally.
- (b) If the Lessee is in breach of this Lease, the acceptance by the Lessor of money from the Lessee does not act as a waiver of the Lessor's rights regarding that breach.
- (c) A delay by the Lessor to exercise its rights under this Lease does not act as a waiver of those rights.

16.5 Severance

If a provision of this Lease is void or unenforceable it must be severed from this Lease and the provisions that are not void or unenforceable are unaffected by the severance.

16.6 Service of notices

- (a) A notice required to be given by one party to another under this Lease is effectively served, if it is in writing and:

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- i) served personally or left for the Lessee at the Premises, upon which the notice will be deemed to have been served immediately;
 - ii) sent by email to the other party's email address, upon which the notice will be deemed to be served at the time the email was transmitted by the sender, provided the sender does not immediately indicate a malfunction in the transmission;
 - iii) forwarded by post addressed to the party at the address specified in the Reference Schedule notice will be deemed to be given on the next week day (other than a public holiday) after which it was posted.
- (b) A party must as soon as possible advise the other party of its new facsimile and address details, if these change from that listed in the Reference Schedule.

16.7 Time of the essence

Time is of the essence in respect of the parties' obligations under this Lease.

16.8 Effect of legislation

Unless mandatory by Law, any Law (present or future) will not apply to this Lease if it has the effect of prejudicially affecting any of the Lessor's rights under this Lease or is inconsistent with the terms of this Lease.

16.9 Entire agreement

- (a) The provisions of this Lease, including the Prescribed Terms, and any consents given under it, contain the entire agreement as concluded between the parties and no oral or collateral agreements are of any effect.
- (b) No representation by the Lessor regarding the Premises will form an implied or other term of this Lease. The Lessee acknowledges that it has not been induced into this Lease by any representation, made by the Lessor or its agents, that is not included in this Lease.

16.10 Mortgagee's consent

If the consent of any person or body (including a mortgagee) to this Lease or to the extension of this Lease is required, the Lessee must immediately upon request by the Lessor execute any documents necessary to facilitate the granting of this consent.

16.11 Lessee's costs

The Lessee must perform all of its obligations under this Lease at its own cost, unless otherwise specified in this Lease.

16.12 Electronic communication

The Lessee confirms it consents to receiving this Lease and any notices or communications pursuant to this Lease by electronic communication.

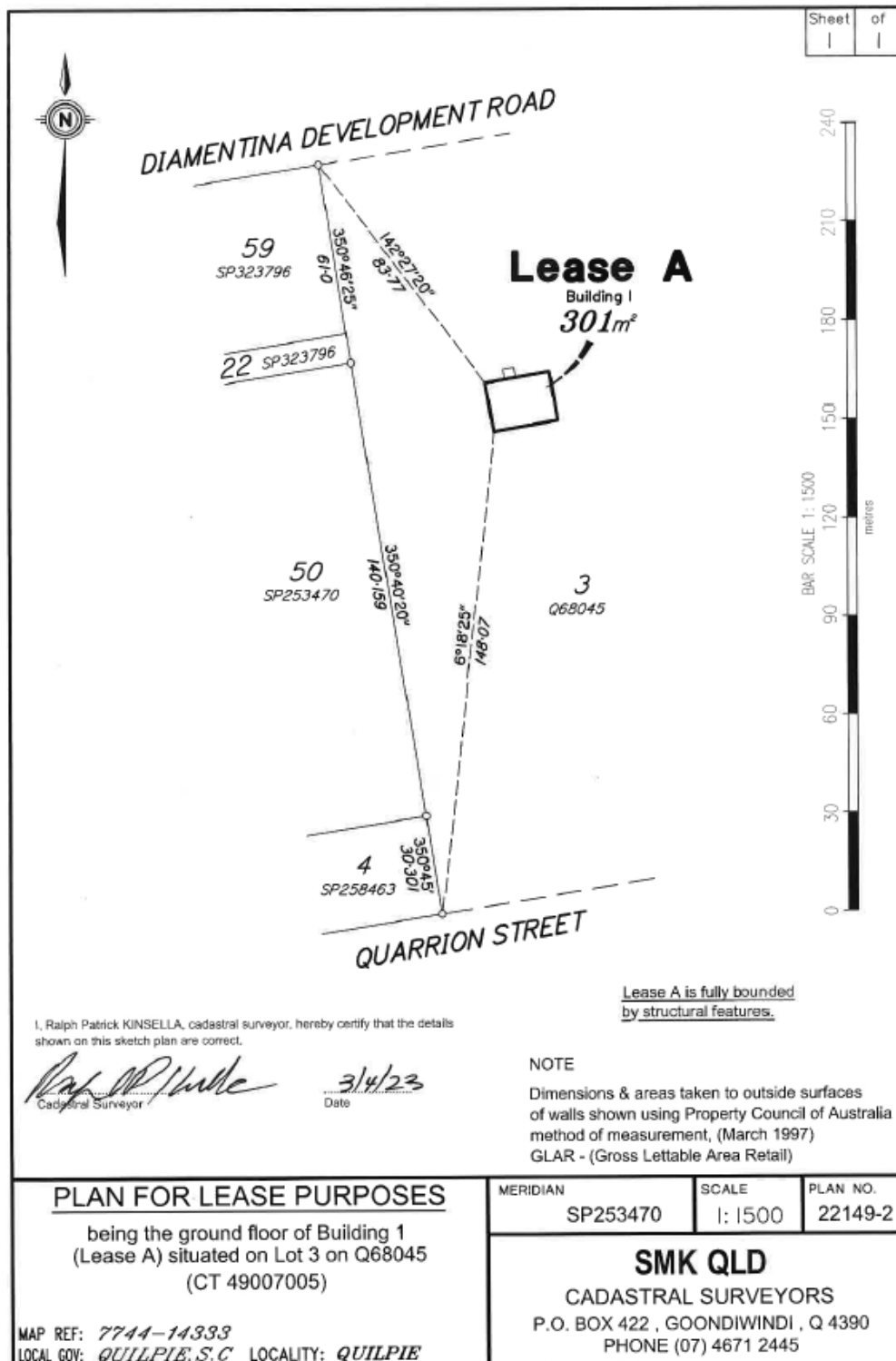
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Annexure A Plan



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Annexure B Written Authority



Written Authority No. 1 (2020) - Section 64 of the *Land Act 1994*

Trustee lease over trust land

This authority relates only to trust land under the trusteeship of the State or a local government and dispenses with the need to obtain Ministerial approval under the *Land Act 1994* for a trustee lease.

This authority though does not apply to trust land which is-

- ☐ Aboriginal trust land under the *Aboriginal Land Act 1991*¹; or
- ☐ Torres Strait Islander trust land under the *Torres Strait Islander Land Act 1991*².

This authority also does not apply to a trustee lease of trust land if-

- ☐ the lease is a construction trustee leases; or
- ☐ the term of the lease is for a period greater than 30 years⁴.

Written authority is given to the State or a local governments as trustee of trust land under section 64 of the *Land Act 1994* to dispense with the need to obtain Ministerial approval for a trustee lease on the following conditions:-

A trustee lease of trust land may be entered into, and registered, provided –

- a. the trustee lease is **consistent** with the purpose of the trust land; and
- b. the lease complies with the requirements of section 7(2) of Land Regulation 2020; and
- c. a copy of this Written Authority forms part of the trustee lease documents lodged for registration in the Queensland Land Registry.

Note: A trustee lease must be registered in the Queensland Land Registry⁵

All trustee leases are subject to the regulated terms in the Land Regulation 2020. If a term of a document is inconsistent with the prescribed term the prescribed term prevails to the extent of the inconsistency.

This authority takes effect from the date the authority is signed and continues to take effect until it is withdrawn by written notice.

For the purposes of section 7 (2) of the Land Regulation 2020, the number identifying this authority is Written Authority No. 1 (2020).

The Hon. Dr Anthony Lynham MP
Minister for Natural Resources Mines and Energy
Date: 30 September 2020

¹ See Part 15 of the *Aboriginal Land Act 1991*.

² See Part 11 of the *Torres Strait Islander Land Act 1991*.

³ For trustee construction leases, see section 57(3) & (4) of the *Land Act 1994*.

⁴ For the term of a trustee lease, see section 61(1) of the *Land Act 1994*.

⁵ A Local Government as listed in Schedule 1 of the *Local Government Regulation 2012* and the Brisbane City Council - *City of Brisbane Act 2010*.

⁶ See section 64(2) of the *Land Act 1994*.

⁷ See section 64(2) of the *Land Act 1994*.

⁸ See section 57(7) of the *Land Act 1994*.



14.8 TENANCY LEASE RENEWAL FOR ERGON ENERGY CORPORATE LIMITED**IX: 240672****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: 1. Email re Ergon Energy Lease Renewal (under separate cover)****KEY OUTCOME**

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That the Council resolve:
 1. to enter into periodic Leases for the two residential properties in the town of Quilpie – 74 Pegler Street and 57 Galah Street, with Ergon Energy Corporation Limited, with an increase in rent as per the fees and charges; and
 2. to review housing stock and considering allocation of two (2) houses to Ergon Energy Corporation Limited; and
 3. 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

Ergon Energy Corporation Limited currently leases two Council houses – 74 Pegler Street Quilpie and 57 Galah Street Quilpie. Both of the current leases expire on 1 September 2023.

Council's fees and charges have increased \$10 per for each property in 2023/24.

Council will have four new properties which will be available in the next two months. Council could enter into a periodic lease arrangement with the view of allocating one or two of the properties when they are available. This will allow council to review of available housing stock to find the best fit to lease to Ergon Energy Corporation Limited.

Council could maximise their rental return by make one or two of the new properties currently occupied by Ergon Energy Corporation Limited and returning the older property for more affordable options for Council staff housing.

By offering new properties would ensure that the quality of properties meets the minimum standard required by Ergon Energy Corporation Limited as well as requiring less maintenance to be undertaken.

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 Ergon Energy Corporation Limited is a government 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).

OPTIONS

1. a) to enter into periodic Leases for the two residential properties in the town of Quilpie – 74 Pegler Street and 57 Galah Street, with Ergon Energy Corporation Limited with an increase in rent of \$10.00 per week per property; and
b) to review housing stock and considering allocation of new housing to Ergon Energy Corporation Limited; and
2. Renew the current leases at 74 Pegler Street and 57 Galah Street for a two year period; or
3. Council has no obligation to renew the current leases. As such, Council may decide to keep the houses for its housing stock. However, since there is a lack of housing in Quilpie Shire and the importance of services that Ergon Energy provides to the residents of the shire, it is recommended that Council renew the leases for the term of one year each.

CONSULTATION (Internal/External)

CEO – Justin Hancock

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 government agency.

As per Schedule 8 of the Regulation is ‘...the State, a government entity, a corporatized business entity or another local government.’. Ergon Energy Corporation Limited fulfils the requirement as it a Government owned corporation owned by the Government of Queensland.

POLICY AND LEGISLATION

Local Government Regulation 2012 (QLD)

FINANCIAL AND RESOURCE IMPLICATIONS

Council staff are in the process of reviewing the rental fees and charges.

RISK MANAGEMENT IMPLICATIONS

Nil

14.9 DEVELOPMENT APPLICATION - LETTER TO NEIGHBOUR**IX: 240716****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: 1. Letter to Neighbours [↓](#)****KEY OUTCOME**

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

To inform Council that McWaters Pastoral have submitted a development application for Lot 14 on SP273738 DA 05-22 and have requested Council, as an adjoining property owner, if they have any objections to the proposed change of material use to Warehouse (Rural Storage) and Animal Keeping (Temporary Spelling Yards and Horse Stables).

RECOMMENDATION

That Council resolve not to provide any submissions to the material change of use of Lot 14 on SP273738 DA05-22 for a Warehouse (Rural Storage) and Animal Keeping (Temporary Spelling Yards and Horse Stables).

BACKGROUND

McWaters Pastoral Company as the owners of Lot 14 on SP273738 have lodged a Development Application DA 05-22 for Material Change of Use for a Warehouse (Rural Storage) and Animal Keeping (Temporary Spelling Yards and Horse Stables). Lot 14 on SP273738 is located on Anzac Drive, Quilpie.

As part of the Development Application process, the property owner is required to contact any neighbouring owners to advise them of their intentions of the Material Change of Use and ask for any submissions to be sent the Chief Executive Officer of Council.

Submissions are required to address development issues, as noted in the Planning Scheme.

Council as an adjoining owner has until 23 August 2023 to make a submission. This material change of use is considered appropriate for that part of Quilpie, which lies within the Industrial Land precinct.

CONSULTATION (Internal/External)

Council Staff

Town Planning Services at Maranoa Regional Council

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Planning Act 2016

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

CEO- Quilpie Shire Council
PO Box 57
Quilpie Q14 4480

03/08/2023

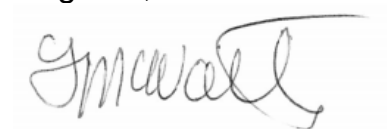
Dear Justin,
I am writing to advise the Quilpie Shire Council of the development application on Lot 14 on SP DA05 22-23.

Description of Development Proposed: Warehouse (Rural Storage) and Animal Keeping (Temporary Spelling Yards and Horse Stables).

Due to the Council being adjoining neighbours to this premises I am following regulations of notifying all lots adjoining this property.

If you have any questions regarding this application, please don't hesitate to contact me.

Regards,

A handwritten signature in dark ink, appearing to read 'Tom McWaters', is written over a light blue rectangular background.

Tom McWaters
For McWaters Pastoral.
Ph- 0427 024 716

14.10 GROWING FUTURE TOURISM PROGRAM**IX:** 240721**Author:** Justin Hancock, Chief Executive Officer**Attachments:** 1. GFT Guidelines [↓](#)**KEY OUTCOME****Key Outcome:** 2. Flourishing Economy**Key Initiative:** 2.7 Provide a sought-after visitor experience and build experiential tourism**EXECUTIVE SUMMARY**

The purpose of this report is for Council to consider an application under the Growing Future Tourism (GFT) Program.

RECOMMENDATION

That Council:

- 1) support an application for the Eromanga Natural History Museum – Stage 3 under the Growing Future Tourism Program; and
- 2) support that the total application value be up to the value of \$3 million (GST exclusive).

BACKGROUND

The Growing Future Tourism Program provides funding of between \$1 million and \$4 million (GST exclusive) which is available to eligible applicants for eligible projects.

Funding is on a 1:1 co-contribution basis with applicants to contribute at least 50 percent of total eligible project costs (GST exclusive). For example, the award of a minimum grant of \$1 million (GST exclusive) would deliver an infrastructure/experience project of \$2 million (GST exclusive) in eligible project costs and a maximum grant of \$4 million (GST exclusive) would deliver an infrastructure/experience project with a total minimum value of \$8 million (GST exclusive) of eligible costs.

Preference will be given to projects where an applicant's ratio of private investment exceeds the matched funding component for eligible project costs. Ineligible costs will be borne by the applicant.

Applications are subject to competitive assessment on the criteria set out in these guidelines and submitting an Expression Of Interest (EOI) or Full Business Case (FBC) application is no guarantee of funding being approved.

Unsuccessful applicants may be offered differing types of non-financial government support to develop potential projects.

The following dates are indicative only and subject to change as required by Department of Tourism Innovation and Sport. All applications at EOI and FBC stages must be submitted by **11.59pm** on the closing date.

Activity

Program announcement

Date

Tuesday 1 August 2023

Expression of Interest (EOI) open	Wednesday 2 August 2023
Expression of Interest (EOI) close	Monday 11 September 2023
Full Business Case (FBC) invitations	From Monday 9 October 2023
Full Business Case (FBC) submissions close	Monday 20 November 2023
Funding Announcement	January 2024

The project must commence within six (6) months of funding approval and reach practical completion by 30 June 2026.

Council have recently submitted an EOI under the Federal Government Growing Regions Program for funding of up to \$15 Million towards the Eromanga Natural History Museum – Stage 3. This application is in conjunction with the Outback Gondwana Foundation, with Council being the lead applicant. If supported, the same approach would be applied with the Growing Future Tourism application.

OPTIONS

Option 1 - Recommended

That Council:

- 1) support an application for the Eromanga Natural History Museum – Stage 3 under the Growing Future Tourism Program; and
- 2) that the total application value be up to the value of \$3 million (GST exclusive).

Option 2

That Council do not make an application under the Growing Future Tourism Program.

CONSULTATION (Internal/External)

Councillors

Manager Tourism & Economic Development

Outback Gondwana Foundation

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

The application must work within the Growing Future Tourism Program guidelines.

FINANCIAL AND RESOURCE IMPLICATIONS

The current business case costings for the development sit at \$18 million.

Council have lodged an EOI application under the Growing Regions Program (GRP) for \$15 million and have previously resolved to commit \$3 million of Council funds towards the project. This application will support the current application lodged under the GRP and provide greater funding opportunities towards the project. Due to the funding timelines, it is forecast that most of these expenses will occur in the 2024/25 financial period, however a budget allocation has been made in the 2023/24 budget.

RISK MANAGEMENT IMPLICATIONS

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment
			Likelihood	Consequence	Risk Rating	<i>Depending on risk rating - additional controls / mitigation strategy to be implemented (to reduce risk rating)</i>
			<i>Refer to risk calculator provided below for measures</i>			

<i>Insufficient funding</i>	<i>Seek funding through the Growing Future Tourism Program</i>	<i>If the project does not receive the full funding requested through the Growing Future Tourism Program Council will be required to cover the expenditure for over runs.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
<i>Delays in delivering project</i>	<i>Seek funding through the Growing Future Tourism Program</i>	<i>Delays in delivering this project have resulted in cost escalations. This is currently faced throughout Australia, with core inflation scheduled to continue to rise into 2025.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Continue to advocate to seek funding for the delivery of ENHM – Stage 3.</i>
<i>Conflicts of Interest</i>	<i>Declarations of Conflicts of Interest</i>	<i>When assessing conflicts of interest there is 3 main types of conflict: Actual, Perceived and Potential. The inappropriate handling of conflicts of interest can cause reputational, financial, legal and loss of public trust.</i>	<i>Almost Certain</i>	<i>Major</i>	<i>Extreme</i>	<i>Any parties involved in the decision making or discussion leading into the decision making where a conflict exists should declare their interest. As Chairman of the Outback Gondwana Foundation, Mayor Stuart Mackenzie, has not taken part in discussions leading into the decision making of this funding commitment.</i>



Growing Future Tourism

Program Guidelines
August 2023



The Department of Tourism, Innovation and Sport (the department) will provide and pay for qualified interpreting services for customers

who are hearing impaired or have difficulties communicating in English. Please [contact the department](#) if you require interpreting services.

Acknowledge of Country

The Department of Tourism, Innovation and Sport respectfully acknowledges and recognises Aboriginal and Torres Strait Islander peoples as the Traditional Owners and Custodians of the lands, winds and waters where we live, learn and work.

We pay our respects to the Elders past, present and emerging for they hold the memories, the traditions and the cultures of Aboriginal and Torres Strait Islander people across the nation.

We will walk together with Aboriginal and Torres Strait Islander peoples, communities and organisations in our journey to enrich lives and strengthen community connections.

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Published by the Queensland Government, April 2023,
1 William St, Brisbane Qld, 4000.

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1. Program overview

The Queensland Government is delivering the Growing Future Tourism (GFT) Program (to support the Queensland Government's [*Towards Tourism 2032: Transforming Queensland's visitor economy future*](#) (TT32)).

The Queensland Government's TT32 strategy recognises private sector investment is vital to deliver new visitor infrastructure and experiences, with government the critical enabler for investment and industry development.

The objective of GFT is to enable and leverage private sector investment for the development and delivery of new and enhanced tourism-related projects in the priority areas of coastal and marine tourism, heritage and cultural tourism, and ecotourism and sustainability.

Eligible tourism businesses/organisations planning significant infrastructure or experience projects in these areas are invited to apply.

The program is being delivered by the Department of Tourism, Innovation and Sport (DTIS).

The program will be offered under a two-stage application process. An Expression of Interest (EOI) will be open to eligible applicants for a five (5)-week period. After review and assessment, selected applicants may be invited to submit a Full Business Case (FBC) detailing the project. Applicants will then have up to six (6) weeks to prepare and submit the FBC application.

The announcement of successful projects is expected to occur early 2024 and projects are required to reach practical completion by **30 June 2026**.

2. Available funding

Funding of between \$1 million and \$4 million (GST exclusive) is available under the program to eligible applicants for eligible projects.

Funding is on a 1:1 co-contribution basis with applicants to contribute at least 50 percent of total eligible project costs (GST exclusive). For example, the award of a minimum grant of \$1 million (GST exclusive) would deliver an infrastructure/experience project of \$2 million (GST exclusive) in eligible project costs and a maximum grant of \$4 million (GST exclusive) would deliver an infrastructure/Experience project with a total minimum value of \$8 million (GST exclusive) of eligible costs.

Preference will be given to projects where an applicant's ratio of private investment exceeds the matched funding component for eligible project costs. Ineligible costs will be borne by the applicant.

Applications are subject to competitive assessment on the criteria set out in these guidelines and submitting an EOI or FBC application is no guarantee of funding being approved.

Unsuccessful applicants may be offered differing types of non-financial government support to develop potential projects.

3. Eligibility

3.1 Applicant eligibility

To be eligible for funding consideration an applicant must:

- be an established tourism operator in Queensland **or**
- a new operator, or an operator from another Australian jurisdiction, which can demonstrate active establishment of tourism operations in Queensland with significant tourism benefits to Queensland
- hold an Australian Business Number (ABN) **and**
- be registered for GST.

Not-for-profit organisations and Queensland Local Government Authorities which provide a tourism service or experience are eligible to apply for funding under the program.

Bodies not eligible for funding under the program include:

- State, Territory and Australian Government agencies or associated agencies such as statutory bodies or government owned corporations and
- community groups and regional tourism organisations.

If a consortium submits an application, the lead partner must be an eligible organisation and be responsible for executing the Funding Agreement, managing project delivery, including progress and financial acquittal reports, if successful.

Documented evidence of involvement and support of consortium partners should be provided as part of the application.

Applicants that do not meet eligibility requirements will be deemed ineligible and their application not assessed.

3.2 Project eligibility and funding priorities

To be eligible for funding consideration, a project must:

- be situated on freehold or leasehold land and have owner's consent to develop and operate tourism infrastructure or experience
- have relevant zoning that allows tourism infrastructure or experience
- already have in-principle support, where required, from local government and Traditional Owners
- be substantially progressed towards gaining, or having gained, all relevant local, State and Australian Government approvals, if applicable
- be substantially advanced towards gaining, or have gained Development Approval
- be substantially advanced towards Detailed Design for new tourism infrastructure
- commence within six (6) months of funding approval and reach practical completion by **30 June 2026**.

The types of projects to be supported under GFT will be the development of new or improved tourism infrastructure products and experiences in the priority areas of:

- **coastal and marine tourism**
- **heritage and cultural tourism**
- **ecotourism and sustainability.**

Examples within the themes of coast and marine tourism, heritage and cultural tourism, and ecotourism and sustainability include:

- Marine tourism terminals / pontoons / jetties
- Tourism / resort accommodation
- Tech overlay – online, digital, virtual and augmented reality capability enhancement of a destination, tourism infrastructure product or experience
- **Paleo tourism infrastructure product / experience**
- First Nations operated tourism infrastructure product / experience
- Ecotourism infrastructure and products that develop or enhance an existing tourism experience
- Nature-based tourism infrastructure or experience
- Agritourism infrastructure product / experience.

The above list is not exhaustive and is provided as a guide only.

3.3 Eligible and ineligible project costs

Project costs usually include a combination of eligible and ineligible expenditure. Applicants will be responsible for all ineligible project costs and any eligible costs over and above the approved funding amount; and must ensure they have adequate funds and resources to meet these costs.

Eligible project costs may include:

- costs relating to offsite construction of tourism infrastructure, including transportation costs to project location
- tech overlay – online, digital, virtual and or augmented reality capability enhancement of an experience or tourism built attraction
- **capital construction costs (including all site works required as part of the construction)**
- **production of final 'for construction' designs or equivalent**
- costs of construction-related labour (external contractors), materials, equipment hire that is directly related to developing and delivering the project
- **project management costs (such as external contractors) for time directly related to managing the construction of approved works but **excluding** executive duties and overhead charges**
- costs relating to the recording of project implementation progress, such as photography, time-lapse video
- vehicle leasing or hiring directly associated with construction of the project (such as excavators).

Ineligible costs may include:

- works that are deemed as maintenance for existing infrastructure or experience
- activities that have commenced or been completed prior to approval of funding
- all preparatory work, such as planning, feasibility studies, conceptual design, obtaining regulatory approvals, community and Traditional Owner consultation, cultural heritage management plans, and compliance processes undertaken
- tender processes
- environmental offset costs
- marketing, advertising and promotional activities including websites
- engagement or hiring permanent or temporary employees (such as, remuneration and entitlements), whether or not associated with the project
- buying or leasing real estate, including the land on which the project is located
- costs relating to the delivery of major, local and/or regional events
- soft infrastructure such as décor, furniture, linen, removable fixtures, fittings, and equipment
- equipment hire, vehicle leasing, purchasing or hiring not directly associated with the project for the purpose of construction
- infrastructure that is temporary in nature and/or with a limited installation period.

Note this list is not exhaustive. Other costs may be ineligible where it is determined they do not directly support project outcomes or the objectives of the program.

4. Application and assessment process

To be considered, eligible applicants with eligible projects that can commence within six (6) months of funding approval are invited to submit an Expression of Interest (EOI).

The EOI will be available for completion in SmartyGrants which can be accessed on DTIS's SmartyGrants portal <https://ditidtourism.smartygrants.com.au/>.

The application process framework will include the following stages:

- Expression of Interest
- Full Business Case
- Assessment Panel Consideration
- Final Decision.

4.1 Expression of Interest (EOI)

All projects that meet these guidelines must submit an EOI via the SmartyGrants portal.

To be considered, projects must meet the criteria as noted in **Section 3.1 Applicant eligibility** and **Section 3.2 Project eligibility and funding priorities**, and:

- provide a new or improved tourism infrastructure product or experience in the priority areas of coastal and marine tourism, heritage and cultural tourism, and ecotourism and sustainability
- create new jobs in implementation/construction and ongoing operational phases
- increase overnight visitor numbers and expenditure
- extend length of visitor stay within the region
- assist in improving the dispersal of visitors within Queensland.

The EOI will also need to include:

- total cost of the project
- evidence of access to or secured funding to meet applicant contribution of 50 percent of project's eligible costs and ineligible costs
- project's implementation/construction readiness – status of current stage
- statement of benefit to Queensland - projected direct tourism benefits.

The submission of an EOI does not guarantee invitation to submit a Full Business Case (FBC).

4.2 Full Business Case (FBC)

Eligible applicants with EOI registered projects that meet GFT priorities may be invited to complete and submit an FBC application via the SmartyGrants portal.

All FBC applicants and projects will be subject to appropriate due diligence proportionate to the nature of the project and level of funding sought, including financial and economic assessments.

FBC applications will need to include:

- a detailed Project Plan which includes:
 - the project's objectives and opportunities including economic, tourism, environmental and social benefits i.e., construction and ongoing jobs creation, increased visitation/overnight visitor expenditure
 - cost benefit analysis or similar information on how the project will deliver a return on investment, including key metrics such as the Net Present Value, Internal Rate of Return and payback period
 - Gantt chart or detailed delivery/works schedule showing timeframes for all project stages up to and including project completion and implementation methodology
 - cash flow forecast (capital and operating costs, and expected project revenue)

- risk assessment and mitigation actions
- procurement plans including if there is intention to contract First Nations businesses and/or startups
- obligations under the Aboriginal or Torres Strait Islander cultural Heritage Acts and have an appropriate plan that is endorsed by the Traditional Owners, if applicable
- asset maintenance/management plans (where applicable) including how the infrastructure will be maintained in a viable and operational state for at least five (5) years after construction completion
- evidence of capability to deliver projects of a similar value and scale.
- company financials for the past three (3) years, signed by an approved auditor
- evidence of applicant's funding contribution towards project's eligible (50 per cent) and ineligible costs towards the delivery of the project evidence confirming financial contributions from other parties, if applicable
- evidence project will be ready to implement/construct within six (6) months of funding approval and reach practical completion **by 30 June 2026**
- evidence of land ownership or landowner's consent and, where applicable, Native Title status. Applicants must disclose any land ownership/access issues including Native Title to be resolved
- any further identified documentation that supports statements made in the application as per mandatory eligibility criteria.

4.3 Assessment panel consideration

Projects will be assessed by an appropriate Assessment Panel chaired by DTIS, against the eligibility criteria and alignment with the government's strategic objectives.

The Assessment Panel will have regard to the balance of risks and costs proposed between the Government and the applicant, in determining whether the project presents an acceptable proposition to the State.

The Assessment Panel may seek expert advice from other government agencies, regional tourism organisations or First Nations partners during the assessment process.

Consideration will be given to alignment with Queensland Government strategies and plans.

As required, independent due diligence, including financial and economic assessments, may be obtained.

DTIS may also consult with key industry stakeholders as part of the assessment of the application.

5. Decision

The Assessment Panel will consider projects for funding consideration and will make recommendations to the Director-General of DTIS for final funding decision. All proponents will be notified in writing of the decision.

6. Full business case assessment criteria

All FBC applications will be assessed against the objectives and following assessment criteria:

Criteria 1: Strategic alignment to government priorities (40 per cent weighting)

The applicant must demonstrate that the proposed project is strategically aligned to government priorities for tourism, such as:

- priorities identified in the Queensland Government's [Towards Tourism 2032](#) strategy that align to fund objectives
- alignment with the Queensland Government's [Ecotourism Plan for Queensland's Protected Areas 2023 – 2028](#) strategy
- alignment with the Tourism and Events Queensland's [Nature-based Tourism Strategy 2021-2024](#)
- alignment with relevant region's regional tourism organisation's Destination Tourism Plan
- demonstrates innovative and enhanced tourism products and experiences in the priority areas of coastal and marine tourism, heritage and cultural tourism, and ecotourism and sustainability
- is technically, commercially, and practically feasible and viable.

Criteria 2: Economic value (40 per cent weighting)

The application must demonstrate the proposed project:

- leverages private sector and other investment that attracts, grows and sustains visitation to Queensland
- delivers a value-for-money outcome to the State
- delivers regional and Queensland economic benefits and supports resilience or growth of the visitor economy
- increases overnight visitor visitation and expenditure
- will extend visitor's length of stay in the regions
- will improve the dispersal of visitors within Queensland
- number of jobs created or supported in planning/construction and ongoing operation
- has the ability to be booked online and can be potentially included in travel itineraries

- can commence and be delivered in accordance with the timeframes outlined in this Guideline.

Criteria 3: Risk and cost allocation (20 per cent weighting)

The application must demonstrate significant benefits, in proportion to the level of risk and cost. Proposals which present a lower risk proposition to the Government will have a greater likelihood of successfully satisfying this criterion.

The degree of risk, planning and preparedness that can be demonstrated and considered acceptable, include:

- feasibility study/ies
- extensive plans (including for infrastructure projects, any sections and elevations of each element of the proposal in the context of a functional layout of the overall facility)
- quantity surveyor quote/s (if applicable)
- land tenure for proposed activity location
- architectural sketches and/or detailed design drawings or substantially advanced towards gaining
- engineer design (if applicable)
- development approval or substantially advanced towards gaining
- environmental impacts, including approvals where applicable to the project
- compliance with cultural heritage duty of care where applicable
- Native Title agreement with relevant stakeholders, as required
- evidence of local authority economic development support for the project
- all other relevant approvals
- have a letter of 'in principle' support from local government and Traditional Owners, if required.

Note:

- a) payments will be made on a reimbursement of eligible expenditure incurred and aligned with negotiated and agreed milestones inclusive of GST
 - b) paid on the basis that any agreed cash amount has been contributed by the applicant at the time of milestone payment claim
- if full expenditure on eligible expenses has not occurred, the instalment amount in the agreement is reduced accordingly by the dollar amount not acquitted.

An example of the terms and conditions of a standard DTIS contract is available at <https://publications.qld.gov.au/dataset>.

Successful recipients are required to commence no later than six (6) months from the date of funding approval and reach practical completion no later than **30 June 2026**.

8. Key dates

The following dates are indicative only and subject to change as required by DTIS*. All applications at EOI and FBC stages must be submitted by **11.59pm** on the closing date.

Activity	Date
Program announcement	Tuesday 1 August 2023
Expression of Interest (EOI) open	Wednesday 2 August 2023
Expression of Interest (EOI) close	Monday 11 September 2023
Full Business Case (FBC) invitations	From Monday 9 October 2023
Full Business Case (FBC) submissions close	Monday 20 November 2023
Funding Announcement	January 2024

* Key dates - changes to these dates are found on the DTIS website.

8. Privacy

The Queensland Government collects and collates information from the EOI and FBC application forms to assess applications for the GFT. Only authorised departmental officers and approved grant assessors have access to this information.

Applicants should note that broad details of successful projects, agreed outcomes, project progress and the level of funding awarded may be published by the Queensland Government. Some information may be used to promote funded projects.

Personal information will not be disclosed to any other third party without consent, unless required by law or for the purposes of *Information Privacy Act 2009*.

For audit purposes, the Queensland Government is required to retain the applications and other supplied supporting material.

The provisions of the *Right to Information Act 2009* apply to documents in the possession of the Queensland Government.

9. Complaints

All decisions made in relation to applications are final. Under the department's Complaints Management Policy, DTIS has established processes for dealing with complaints and is committed to effectively managing concerns in a fair, transparent and timely manner. If an applicant has any concerns in relation to the application or assessment process, a formal complaint may be submitted to the department by emailing GrowingTI@dtis.qld.gov.au.

10. Further information

If you require further information about the program or clarification of these guidelines, please contact the department by emailing GrowingTI@dtis.qld.gov.au.

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:

5.1 Recovery of Rate arrears - Term Lease

This matter is considered to be confidential under Section 254J(3) - e and 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government and matters that may directly affect the health and safety of an individual or a group of individuals.

15.2 Recovery of rate arrears - Sale of Land

This matter is considered to be confidential under Section 254J(3) - e and 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government and matters that may directly affect the health and safety of an individual or a group of individuals.

15.3 Update in relation to overdue rates and charges

This matter is considered to be confidential under Section 254J(3) - e 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

- 16 LATE ITEMS**
- 17 GENERAL BUSINESS**
- 18 MEETING DATES**