



---

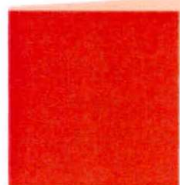
# Special Meeting of Council

---

## MINUTES

Tuesday 10 October 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 TUESDAY, 10 OCTOBER 2023 AT 8:30 AM**

**1 OPENING OF MEETING**

The Mayor declared the meeting open at 8:35am.

**2 ATTENDANCE**

Cr Stuart Mackenzie (Mayor) (Zoom), 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), Brian Weeks (Acting Director Engineering Services) and Wanda Loveday (Secretariat)

**3 APOLOGIES**

Nil

**4 DECLARATIONS OF INTEREST**

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

Cr Paulsen declared a prescribed interest in Item 5.2

**5 ENGINEERING SERVICES****5.1 REQUEST FOR QUOTATION RFQL 03 23-24 FULL SERVICE BITUMEN RESEALS****EXECUTIVE SUMMARY**

A Request for Quotation was called for Full-Service Bitumen Reseals on 08/09/2023. This report recommends the award of the Request for Quotation.

---

**RESOLUTION NO: (QSC174-10-23)**

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council:

- a) Subject to funding approval and finalisation accept the Request for Quotation RFQL 03 23-24 Full-Service Bitumen Reseals from Austek Spray Seal for the sum of **\$339,031.91 excluding GST**; and
- b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

---

5/0

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

Cr Bruce Paulsen is President of the Quilpie Golf Club. The Quilpie Golf Club stands to gain a financial benefit depending on the outcome of the matter, as one of the tenders is submitted by a major sponsor of the Quilpie Golf Club.

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

At 8:38am, Cr Bruce Paulsen left the meeting while Item 5.2 was resolved.

## **5.2 RFQL05 23-24 FLOOD RESTORATION WORKS 2022 CONGIE ROAD PACKAGE**

### **EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award RFL05 23-24 Flood Restoration Works 2022 Congie Road Pkg for the Restoration of Essential Public Asset Works on Congie Road.

---

### **RESOLUTION NO: (QSC175-10-23)**

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

1. That Council:

- (a) Subject to funding approval and finalisation, award RFQL05 23-24 Flood Restoration Works 2022 Congie Road Pkg to SA Travers & SL Travers for an amount of \$821,568.67 excluding GST; and
- (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

4/0

At 8:40am, Cr Bruce Paulsen returned to the meeting.

At 8:42 am, Cr Jenny Hewson left the meeting.

At 8:44 am, Cr Jenny Hewson returned to the meeting.

## **9 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:

#### **9.1 2023/24 Quarter 1 Budget Review**

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.



---

**MOVE INTO CLOSED SESSION**

---

**RESOLUTION NO: (QSC176-10-23)**

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That Council moves into closed session at 8:49am.

5/0

---

**MOVE OUT OF CLOSED SESSION**

---

**RESOLUTION NO: (QSC177-10-23)**

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council moves out of closed session and resumes the Special Meeting at 9:30am.

5/0

**9.1 2023/24 QUARTER 1 BUDGET REVIEW****EXECUTIVE SUMMARY**

In accordance with S170 (3) of the *Local Government Regulation 2012*, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

---

**RESOLUTION NO: (QSC178-10-23)**

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

That Council:

1. Note that the budget has been prepared on an accrual basis and is consistent with the Corporate Plan and annual Operational Plan.
2. Approve the 2023/24 budget amendments (operational and capital) which are outlined in the report.
3. Approve the revised financial statements for the 2023/24 budget amendments and the following report attachments:
  - (a) Revised Budget Financial Statements (Financial Position, Cash Flow, Income and Expenditure and Changes in Equity) - 2023/24 & the next two years
  - (b) Revised Long Term Financial Forecast - 2023/24 & the next nine financial years
  - (c) Revised Measures of Financial Sustainability for 2023/24 and the next nine financial years (Ratios)
  - (d) Revenue Policy 2023/24
  - (e) Revenue Statement 2023/24
  - (f) Revised Total Value of Change in Rates and Charges
4. Include the Quarter 1 Budget Review 2023/24 document on Council's website.

5/0

## 6 CORPORATE AND COMMUNITY SERVICES

### 6.1 EXCLUSION FENCE SUBSIDY PROGRAM - ROUND 7

#### EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the applications received under the Quilpie Shire Council Exclusion Fence Subsidy Program – Round 7.

#### RESOLUTION NO: (QSC179-10-23)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

1. That Council approve the following applications under the Quilpie Shire Council Exclusion Fence Subsidy Program– Round 7, totalling \$255,900:

Applicant Name	Property Name	Km	Cost ex GST
Just Grazing	Coolbinga / Wanko	7.0	21,000
JW Scott & RJ Millar	Alaric	16.4	24,600
Greg Windsor	Goombie / Durella	41.6	124,800
Greg Windsor	Milroy / Arawee	6.6	19,800
Bill Scott	Yeenunga	11.4	17,100
Jim Rennick	Gumbardo	6	18,000
VG & JM Richardson	Koonawalla	13.8	20,700
VG & JM Richardson	Moondilla	6.6	9,900
<b>Total</b>		<b>109.4</b>	<b>255,900</b>

5/0

## 7 FINANCE

### 7.1 QUEENSLAND AUDIT OFFICE FINAL MANAGEMENT LETTER 2022/23

#### EXECUTIVE SUMMARY

On behalf of Mayor Mackenzie, this report presents the Queensland Audit Office Final Management Report for 2022/23 to Council.

#### RESOLUTION NO: (QSC180-10-23)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That pursuant to section 213(3) of the *Local Government Regulation 2012*, Council receive and note the Queensland Audit Office Final Management Report for 2022/23 presented by the Mayor.

5/0

## 7.2 PURCHASE OF TWO-BEDROOM HOME (SECOND HAND EX DISPLAY)

### EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to purchase a second-hand two-bedroom home without first inviting written quotes or tenders in accordance with section 235(e) of the *Local Government Regulation 2012*.

---

### RESOLUTION NO: (QSC181-10-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

That Council resolve to:

- 1) Enter into a contract for the supply and delivery of a second-hand ex display two-bedroom house from Hoek Modular Homes for the price of \$253,000 including GST, in accordance with section 235(e) of the *Local Government Regulation 2012*;
- 2) Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contract, withdraw from contract, negotiate, finalise and execute any and all matters associated with or in relation to the above item, subject to Council's normal procurement policies and practices.

5/0

## 8 GOVERNANCE

### 8.1 ADOPTION OF 2022/2023 ANNUAL REPORT

#### EXECUTIVE SUMMARY

---

### RESOLUTION NO: (QSC182-10-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council adopt the 2022-2023 Annual Report pending any audit changes, grammar and spelling review and additional photos.

5/0

At 9:59 am, Cr Jenny Hewson left the meeting.

At 10:00 am, Cr Jenny Hewson returned to the meeting.



## 8.2 TENDER CONSIDERATION PLAN - PURCHASE OF UP TO A MINIMUM OF FOUR (4) X THREE (3) BEDROOM HOUSES

### EXECUTIVE SUMMARY

This report is to provide Council with consideration to approving a tender consideration plan to be prepared and adopted for the purchase of a minimum of four (4) x three (3) bedroom homes in accordance with S230 of the Local Government Regulation 2012.

---

### RESOLUTION NO: (QSC183-10-23)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

1. That Council authorise the CEO to undertake a Tender Consideration Plan in accordance with S230 of The Local Government Regulation 2012 for the purchase of a minimum of four (4) x three (3) bedroom houses to be presented at a Council meeting at a future date; and
2. In accordance with S230(2) of the LGR 2012, this TCP will include the following:
  - (a) the objectives of the plan; and
  - (b) how the objectives are to be achieved; and
  - (c) how the achievement of the objectives will be measured; and
  - (d) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and
  - (e) the proposed terms of the contract for the goods or services; and
  - (f) a risk analysis of the market from which the goods or services are to be obtained.

5/0

## 8.3 LOCAL GIFT CARD PROGRAM

### EXECUTIVE SUMMARY

The purpose of this report is to present information about Local Gift Card programs for implementation in Quilpie Shire.

---

### RESOLUTION NO: (QSC184-10-23)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

1. That Council support the implementation of Local Gift Card Program;
  - (a) That Council engage Why Leave Town to implement the five-year subscription of Why Leave Town Ultimate (including square integration) Local Gift Card program; and
  - (b) 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 project and contract including without limitation any options and/or variations as per Council's procurement policy.

5/0

At 10:40 am, Cr Jenny Hewson left the meeting.

At 10:41 am, Cr Jenny Hewson returned to the meeting.

#### 8.4 PRELIMINARY DEVELOPMENT APPLICATION FOR QUILPIE BOWLS CLUB

##### EXECUTIVE SUMMARY

To approve a preliminary Building Application for the Quilpie Bowls Club to enable them to apply for funding for a sunshade structure.

---

##### RESOLUTION NO: (QSC185-10-23)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That Council approve the preliminary development application for the Quilpie Bowls Club to enable them to apply for funding for a sunshade structure.

5/0

#### 10 LATE ITEMS

NIL

#### 11 GENERAL BUSINESS

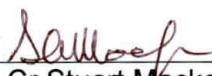
Councillors were invited to raise any matters they wished to discuss. Matters raised included:

Nil

There being no further business the Mayor declared the meeting closed at 10:43am.

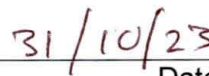
I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting held on the Tuesday, 10 October 2023.

Submitted to the Council Meeting held on Tuesday, 31 October 2023.



Cr Stuart Mackenzie

**Mayor of Quilpie Shire Council**



Date