



ORDINARY MEETING AGENDA

Tuesday 20 February 2024
commencing at 9:30 AM
Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Ordinary Meeting of Council

13 February 2024

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 20 February 2024**, 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 20 February 2024**, commencing at **9:30 AM**.

The agenda for the ordinary meeting is attached for your information

Yours faithfully

Justin Hancock
Chief Executive Officer





ORDINARY MEETING OF COUNCIL AGENDA

Tuesday 20 February 2024
Quilpie Shire Council Boardroom
50 Broilga Street, Quilpie

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

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON MONDAY 15 JANUARY 2024

IX: 246121

Author: Belinda Kindelan, Executive Assistant

Attachments: 1. Minutes of the Council Meeting held on 15 January 2024

RECOMMENDATION

That the Minutes of the Council Meeting held on 15 January 2024 be received and the recommendations therein be adopted.



Ordinary Meeting of Council

MINUTES

Monday 15 January 2024

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 MONDAY, 15 JANUARY 2024 AT 9:30 AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 9.43am.

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 Peter See (Director Engineering Services), Belinda Kindelan (Executive Assistant), Janelle Menzies (Minute Taker)

3 APOLOGIES

Nil

4 CONDOLENCES

Condolences to the families of Marnie Collins, Kerry Quinn, Mavis Café, Dom Murray and Roly Hughes

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.

No Declaration of Interests were received.

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 12 DECEMBER 2023

RESOLUTION NO: (QSC001-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That the Minutes of the Council Meeting held on 12 December 2023 be received and the recommendations therein be adopted.

5/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

- 12/12/2023 Dan & Louise Hoch (Quilpie)
- 14/12/2023 LDMG (Online)
- 22/12/2023 Lake Eyre Basin Advisory Committee (Online)

9 COUNCILLOR PORTFOLIO REPORTS

Details	date of Meeting	Location	Mackenzie	Hewson	Paulsen	Volz	Barnes
Ordinary Council Meeting	12/12/2023	Quilpie	1	1	1	1	1
Dan & Louise Hoch	12/12/2023	Quilpie	1				
Quilpie Combined Christmas Party	14/12/2023	Quilpie		1		1	1
Lake Eyre Basin Advisory Committee	22/10/2023	Zoom	1				

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

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

Noted

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS**10.2.1 LIBRARY STATUS REPORT****EXECUTIVE SUMMARY**

To provide an update on Library services and programs from October to December 2023.

Noted

10.2.2 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT**EXECUTIVE SUMMARY**

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

Noted

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

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

Noted

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

This report is to provide Council with an update on financial services for the month of December 2023.

Noted

10.4 GOVERNANCE SERVICES STATUS REPORTS**10.4.1 GOVERNANCE & COMPLIANCE MONTHLY STATUS REPORT****EXECUTIVE SUMMARY**

The purpose of this report is to provide an update of the Governance and Compliance area for the period 1 July 2023 to 31 December 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 ADOPTION OF FOUR YEAR PROGRAM FOR THE SOUTH WEST REGIONAL ROAD AND TRANSPORT GROUP****EXECUTIVE SUMMARY**

Quilpie Shire is part of the South West Regional Road and Transport Group. This report recommends the adoption of the Year Four program of works.

RESOLUTION NO: (QSC002-01-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council:

- 1) receive the Report; and
- 2) adopt Year Four (2027/2028) of the LRRS program as sealing of the Adavale Blackall Road Chainage 113.74 km (Shire Boundary) to 117.20 km.

5/0

11.2 RFQM 09 23-24 SUPPLY AND DELIVERY OF 4WD WAGON**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award Request for Quotation RFQM 09 23-24 Supply and Delivery of one (1), 4WD Wagon as part of the 2023-2024 fleet replacement program.

RESOLUTION NO: (QSC003-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

1. That Council:

- (a) Award RFQM 09 23-24 Supply and Delivery of one (1), 4WD Wagon to South West Ford for \$73,439.09 excluding GST;
- (b) Re-allocate the replaced vehicle Asset Plant 1131 Ford Everest to the Hire Fleet; and
- (c) 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

5/0

11.3 RFQM 10 23-24 SUPPLY AND DELIVERY OF 4WD DUAL CAB UTILITY**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award Request for Quotation RFQM 10 23-24 Supply and Delivery of 4WD Dual Cab Utility as part of the 2023-2024 fleet replacement program.

RESOLUTION NO: (QSC004-01-24)

Moved: Cr Roger Volz

Seconded: Cr Bruce Paulsen

1. That Council:

- (a) Award RFQM 10 23-24 Supply and Delivery of 4WD Dual Cab Utility to South West Ford for \$66,655.45 excluding GST;
- (b) Re-allocate Asset Plant 1120 Toyota Hilux to the Hire Fleet; and
- (c) 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

5/0

11.4 DONATION OF TWO (2) SECONDHAND JOHN DEERE TRACTORS

EXECUTIVE SUMMARY

The Purpose of this report is to provide Council with a recommendation to donate two (2) items of surplus plant to Local Sporting Groups.

RESOLUTION NO: (QSC005-01-24)

Moved: Cr Roger Volz
Seconded: Cr Jenny Hewson

That Council:

- (1) receive the report;
- (2) Donate John Deere Tractor Unit # 67 to the Quilpie Diggers Race Club;
- (3) Donate John Deere Tractor Unit # 130 to the Quilpie Polocrosse Association; and
- (4) 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.

5/0

11.5 PROPOSED CONSTRUCTION OF ROAD ON NEW ROAD RESERVE

EXECUTIVE SUMMARY

A new Road Reserve has been created which connects the Diamantina Developmental Road to Lot 2 W524. A road reserve is just a public thoroughfare and is not automatically a public road for vehicles. This report seeks direction from Council.

RESOLUTION NO: (QSC006-01-24)

Moved: Cr Bruce Paulsen
Seconded: Cr Roger Volz

That Council:

1. Commence the design of the intersection and upgrade to the floodway;
2. Consult with relevant parties relating to the construction of the intersection and upgrade to the floodway ;
3. Undertake a heavy formation grade in the road reserve; and
4. Provide Council with a report for future budget consideration once items 1 & 2 have concluded.

5/0

11.6 RFT 05 23-24 QUILPIE SEWAGE TREATMENT PLANT DESIGN.**EXECUTIVE SUMMARY**

Council received funding from Building Our Regions to progress the design of a replacement Sewage Treatment Plant (STP) for Quilpie.

Following a Request for Quotation process, Council appointed Ganden Engineers to provide analysis and a preliminary design brief for the design of a new STP at the Special Meeting of Council held on 04 April 2023.

Works have now progressed which enabled a new Request for Quotation to be called for the complete design of the STP and the indicative cost of construction of the STP. This RFT closed on 22 December 2023.

This report makes a recommendation based on the analysis of the Request for Tender. The result will be a complete design for the new STP.

RESOLUTION NO: (QSC007-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

(1) That Council:

- a) receive the report;
- b) accept the Request for Tender RFT 05 23-24 Quilpie Sewage Treatment Plant Design from Pensar Pty Ltd for a total value of \$449,134.00 plus GST; and
- c) use the tender as the basis for seeking further funding to construct the sewage treatment plant.

5/0

12 CORPORATE AND COMMUNITY SERVICES

12.1 FLY2HEALTH ALLIED HEALTH SERVICES - REQUEST TO WAIVER HIRE FEES AND CHARGES.

EXECUTIVE SUMMARY

Fly2health provides allied health services to those living with a disability (NDIS participants). Visitation to Quilpie will commence Friday 2nd February 2024, and continue fortnightly thereafter until 31st December 2024. Fly2health will bring an Occupational Therapist, Speech Pathologist, and Exercise Physiologist, all providing healthcare services to Quilpie residents who are participants of the NDIS.

Fly2health has written to Council requesting the use of Quilpie Shire Hall and Supper Room and the CWA Hall at no charge from the commencement of their visits, 2nd February to 31 December 2024.

It was agreed to waive the hire fees and charges for Fly2health for their first visit on 2nd February 2024.

The Quilpie Shire Hall and Supper Room Fees and Charges as follows:

- ~ Hall and Supper room - Hire fee – \$137.00
- ~ Hall and Supper room – Bond - \$216.00

Hire for the Hall for the required 23 visits financial value - \$3151.00 hire fees, bond not included.

RESOLUTION NO: (QSC008-01-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

1. That Council approves the request from Fly 2 Health for hire of the Quilpie Shire Hall and Supper Room and CWA Hall to provide allied health services to NDIS participants in the community and offers a reduced hire fee of 50% from 2 February 2024 to 31 December 2024.

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12.2 WILD DOG BARRIER FENCE (WDBF) OPERATIONAL PLAN 2023-24 – OPTIONS TO REDUCE PROJECTED DEFICIT

EXECUTIVE SUMMARY

Council received correspondence dated 8 January 2024 from the Wild Dog Barrier Fence Panel regarding the expected operational deficit for the 2023/24 financial year. The Queensland Government has not committed to underwrite the deficit for the 2023/24 FY, unlike previous years dating back to 2016/17 FY. Therefore, this report provides Council with six (6) options considered to reduce the expected operational deficit, a response is required by 31 January 2024.

RESOLUTION NO: (QSC009-01-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

1. That Council not support any of the proposed options and suggest that the State Government funds the deficit.

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At 11.12 am, Lisa Hamlyn and Cr Jenny Hewson left the meeting.

At 11.13 am, Lisa Hamlyn returned to the meeting and Sharon Frank joined the meeting.

At 11.15am, Cr Jenny Hewson returned to the meeting

13 FINANCE

13.1 FINANCIAL SERVICES REPORT MONTH ENDING 31 DECEMBER 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 31 December 2023.

RESOLUTION NO: (QSC010-01-24)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That Council receive the Monthly Finance Report for the period ending 31 December 2023.

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At 11.38am Sharon Frank left the meeting

14 GOVERNANCE

14.1 OPERATIONAL PLAN 2023-24 FIRST QUARTER UPDATE

EXECUTIVE SUMMARY

This report will present the second quarter update of the 2023/24 Operational Plan to Council.

RESOLUTION NO: (QSC011-01-24)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council notes the second quarter update for the 2023/24 Operational Plan.

5/0

14.2 POLICY REVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present the reviewed best practice guides from the Local Government Division of the Department of State Development, Infrastructure, Local Government and Planning - Code of Conduct for Councillors, Meeting Procedures, Standing Orders and the new developed Communication and Media Policy.

RESOLUTION NO: (QSC012-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That the Council adopt the best practice guides for Code of Conduct for Councillors, Meeting Procedures, Standing Orders and the new Communication and Media Policy.

5/0

14.3 SHOW HOLIDAY 2024

EXECUTIVE SUMMARY

The Holiday's Act 1983 provides for the granting and observance of special holidays which includes show days. Each year local governments are invited to request special and show holidays for the following year.

RESOLUTION NO: (QSC013-01-24)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That Council nominate to change the Quilpie Show Day as the 2024 Show Holiday from 9 September 2024 to Friday 13 September 2024.

5/0

14.4 APPROVAL SITE VARIATION FOR REDUCED BOUNDARY SETBACKS BA 09 23-24**EXECUTIVE SUMMARY**

To provide information to Council for a decision on an application for a variation for reduced boundary setbacks.

RESOLUTION NO: (QSC014-01-24)

Moved: Cr Roger Volz

Seconded: Cr Bruce Paulsen

That the Council resolve to approve the application for a 'Referral Agency Assessment Application Alternative Sitting Assessment' as per the site plan.

5/0

14.5 PROPOSED ORDINARY COUNCIL MEETING DATES 2024**EXECUTIVE SUMMARY**

Section 254B of the Local Government Regulation 2012 (the Regulation) stipulates how and when Councils must publish a notice of the days and times of Ordinary meetings.

RESOLUTION NO: (QSC015-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That Council confirm the amended dates and times of Ordinary Meetings of Council for January to December 2024 and advertises accordingly.

Month	Day	Date	Time
January	Monday	15	9.30am
February	Tuesday	20	9.30am
March	Tuesday	12	9.30am
April	Monday	15	9.30am
May	Tuesday	28	9.30am
June	Tuesday	18	9.30am
July	Tuesday	16	9.30am
August	Tuesday	20	9.30am
September	Tuesday	17	9.30am
October	Tuesday	29	9.30am
November	Tuesday	19	9.30am
December	Tuesday	17	9.30am

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Break for Lunch at 12.17 pm.

The meeting recommenced at 12.50 pm.

14.6 DEVELOPMENT APPLICATION - MURANA ROAD

EXECUTIVE SUMMARY

The purpose of this report is for Council to decide the Development Application for a Preliminary Approval – Variation Request under section 50(3) of the *Planning Act 2016* (Quilpie Transport and Travel Precinct) and a Development Permit for a Material Change of Use to establish a “Service Station” on land situated at Murana Road, Quilpie, formally described as Lot 3 on SP258470.

RESOLUTION NO: (QSC016-01-24)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council

1. receive this report; and
2. Council issue a decision notice to the applicant approving the Development Application for a Preliminary Approval – Variation Request under section 50(3) of the *Planning Act 2016* (Quilpie Transport and Travel Precinct) and a Development Permit for a Material Change of Use to establish a “Service Station” on land situated at Murana Road, Quilpie, formally described as Lot 3 on SP258470, subject to the following conditions:

General Advice

- I. Relevant Period

Variation Approval

- (2) *A variation approval for development lapses to the extent the development is not completed within—*
 - (a) ***if a development condition required the development to be completed within a stated period or periods — the stated period or periods; or***
 - (b) *if paragraph (a) does not apply — the period or periods the applicant nominated in the development application; or*
 - (c) *otherwise — 5 years after the approval starts to have effect.*

Development Permit

- (a) *for any part of the development approval relating to a material change of use — if the first change of use does not happen within —*
 - (i) *the period stated for that part of the approval; or*
 - (ii) *if no period is stated — **6 years** after the approval starts to have effect;*

- II. 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.
- III. 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.
- IV. 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.
- V. 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

VARIATION REQUEST – QUILPIE TRANSPORT AND TRAVEL PRECINCT

Affected Area

1. The area affected by the preliminary approval – variation request is the entirety of Lot 3 on SP258470.

Variation Scheme Document

2. All future development of the affected area must be undertaken in accordance with the provisions of the approved Quilpie Transport & Travel Precinct Variation Scheme Document, version 3, dated August 2023.
3. Where the Variation Scheme document is 'silent' on a particular issue, the provisions contained within the Quilpie Shire Planning Scheme 2018 will take effect.

Flooding

4. The minimum habitable floor levels of any future accommodation buildings must be built a minimum 300mm above the defined flood level current at the time of construction.
5. Control panels and critical services for all buildings must be constructed a minimum of 300mm above the defined flood level current at the time of construction.

DEVELOPMENT PERMIT – MATERIAL CHANGE OF USE TO ESTABLISH A SERVICE STATION**Use**

1. The approved development is a Material Change of Use – “Service Station” 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 plans and documents

5. Future development is to be carried out generally as shown in the listed concept plans, subject to detailed design and compliance with conditions of this approval.

Plan/Document Number	Plan/Document Name	Date
3152RH01 – SD102	Concept Plan 1_2000	08/12/2020

6. Prior to submission of a Building Application, detailed proposal plans are to be provided to Council for approval. These plans must comply with the following, and all other conditions of this approval:
 - The Service Station is to be orientated towards and address Murana Road;
 - The Service Station will not exceed two (2) storeys or 8.5 metres in height;
 - Building site cover is not to exceed 60% of the site area;

Development works

7. 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.
8. 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).
9. All civil and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ-Civil) who are competent in the construction of the works. RPEQ certification is to be provided to Council for all works involving Council infrastructure that are authorised by this development approval and any related approval. This must include a Design Certificate with application/s for Operational work and a Construction Supervision Certificate at completion of the approved works and/or prior to Council's acceptance of any works on-maintenance.
10. 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

11. 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.

Avoiding nuisance

12. No unreasonable 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 during or after the establishment of the approved development.
13. Air (odour and dust) and noise emissions from the development shall not cause environmental nuisance or exceed the relevant quality objectives listed in the *Environmental Protection Policy 2019*, as measured at any sensitive or commercial place.
14. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.

Note: The Queensland Government *Environmental Protection Act 1994* includes controls for light nuisances.

15. 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.
16. Dust emanating as a result of operations carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks, nearby properties and sensitive land uses.
17. 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.

Hours of Operation

18. The facility is permitted to operate up to 24 hours per day, seven days per week.

Screening mechanical equipment

19. All mechanical equipment (including air conditioners and the like) and rainwater tanks are to be screened from the adjoining roadway and nearby properties.

Stormwater drainage

20. 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

21. 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.
22. 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.
23. 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.
24. All contaminated stormwater shall pass through an approved oil/water separator prior to discharge to the sewer network. Wastes (contaminates and solids) separated from the separator are to be collected and disposed of at a licensed facility. A hydrocarbon sensor must be installed with a shut off valve at the stormwater filter outlet.
25. Only rainwater from uncontaminated areas is to drain directly into the stormwater drainage system. The activity must not be conducted in a manner that may or will cause the contamination of surface stormwater runoff.
26. Ensure fuel spillage is not released or allowed to enter into stormwater infrastructure, roadside gutters or other waters outside the property.

Waste Management

27. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.
28. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

Refuse storage

29. Adequate refuse storage areas and facilities must be provided on the site to service the approved development.
30. 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, fully enclosed to be 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.

-
31. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the Waste Reduction & Recycling Act 2011.

Car parking

32. Car Parking on this site is to be provided to comply with the following provisioning rates:
- Service Station
 - i. Passenger vehicles – 1 space per 30m² of Gross Floor Area;
 - ii. Dedicated Heavy vehicle parking – minimum 3 spaces;
 - Commercial Activities – 1 space per 50m² of gross floor area.
33. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

Access and manoeuvring

34. All access and egress points, from the edge of the existing bitumen to the property boundary, shall be constructed to a sealed commercial standard to the satisfaction of and at no cost to Council.
35. All access and egress points must be:
- Located more than 6m from the upgraded Murana Road / Diamantina Developmental Road intersection; and
 - clear of all gully pits, street lights, power poles and other infrastructure located within the road reserve with a minimum separation distance of 1 metre.
36. Access to the site is to facilitate the separation of light and heavy vehicle traffic to avoid access and circulation conflicts and enhance safety.
37. The developer 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.
38. All upgrades to the Murana Road / Diamantina Development Road intersection are to be designed, constructed and maintained in accordance with the relevant Department of Transport and Main Roads standards as specified in the Concurrence Agency Response dated 17 October 2023.
39. All access, vehicle manoeuvring and parking areas are to be imperviously sealed.
40. All vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movements onsite.

41. All vehicles entering and exiting 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.
42. 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).

Directional Signage

43. Signage shall be installed internal to the site at strategic locations that clearly demonstrate the direction that vehicles are to travel through the site.
44. Signage shall be installed in proximity of the site access points clearly advising the required entry and exit points for vehicle manoeuvres associated with the use. Signage must be in accordance with the Manual of Uniform Traffic Control Devices – Part 13: Local Area Traffic Management.

Earthworks and Construction

45. 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.

Landscaping and fencing

46. Landscaping on site must be provided such that:
 - A minimum of 10% of the site is to be landscaped; and
 - Perimeter landscaping is to be provided along the Murana Road frontage and have a minimum width of two (2) metres.
47. A Landscaping Plan is to be submitted to and approved by Council prior to the submission of a Building Application. The Landscaping Plan is to be prepared by an appropriately qualified person, and must include details of the location and species of plants and the irrigation system. Plants are to be drought hardy, and must not include weed species. Root barriers are to be installed around trees that are located within 3 metres of any underground infrastructure. The site is to be landscaped and maintained in accordance with the approved Landscaping Plan.
48. All landscaping works are to be completed prior to the commencement of the approved use.

49. All site landscaping is to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and replaced.
50. Landscaping must not interfere with sight lines at access driveways for vehicle traffic.

Emergency events

51. A Flood Management Plan shall be prepared prior to the commencement of the use having regard to the site characteristics and management procedures in the event of flood. All staff must be made aware of the Flood Management Plan, its content, and the procedures that need to be followed in the case of a major flood event.
52. All reasonable efforts should be made to advise visitor/s/customers in advance of premises closures that are required due to inclement weather events.
53. Control panels and critical services for all buildings must be constructed a minimum of 300mm above the defined flood level current at the time of construction.

Provision of services

54. The development must be connected to Council's reticulated water supply network in accordance with the applicable standards and policies.
55. The development must be connected to Council's reticulated sewerage system in accordance with the applicable standards and policies.
56. The development must be connected to an adequate electricity supply system in accordance with the relevant building standards, requirements and specifications (as relevant).
57. 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).
58. 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

59. 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.
60. 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

61. 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

62. 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

63. 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'.

5/0

14.7 DEVELOPMENT APPLICATION - TULLY**EXECUTIVE SUMMARY**

The purpose of this report is for Council to decide the Development Application for a Material Change of Use to establish a "Medium Impact Industry" (Heavy Vehicle Mechanic) on land situated at Diamantina Development Road, Quilpie, formally described as Lot 7 on SP273738.

RESOLUTION NO: (QSC017-01-24)

Moved: Cr Lyn Barnes
Seconded: Cr Jenny Hewson

That Council

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 a “Medium Impact Industry” (Heavy Vehicle Mechanic) on land situated at Diamantina Development Road, Quilpie, formally described as Lot 7 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:
Medium Impact Industry means “*Premises used for industrial activities that include the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products and have one or more of the following attributes:*”
 - *potential for noticeable impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise*
 - *potential for noticeable offsite impacts in the event of fire, explosion or toxic release*
 - *generates high traffic flows in the context of the locality or the road network*
 - *generates an elevated demand on the local infrastructure network*
 - *onsite controls are required for emissions and dangerous goods risks*
 - *the use is primarily undertaken indoors*
 - *evening or night activities are undertaken indoors and not outdoors*
- 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 – “Medium Impact Industry” (Heavy Vehicle Mechanic) 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 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	n.d.
Plan 02	Manoeuvring Plan	n.d.
J3317-OC Heavy Vehicle Repairs:Floor Plan	Floor Plan	22/06/2023
J3317-OC Heavy Vehicle Repairs:Elevation	Left & Right Elevation	22/06/2023
J3317-OC Heavy Vehicle Repairs:Elevation	Front & Back Elevation	22/06/2023

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. 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.
16. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
17. 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.
18. 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.
19. 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.
20. 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.

Landscaping

21. A minimum of 10% of the development site shall be landscaped with a majority of the landscaping to be provided the along the Anzac Drive road frontage. Landscape plantings shall include a mix of trees, shrubs and ground covers to enhance the visual appeal of the development and soften the appearance of the built form.
22. A Landscaping Plan is to be submitted to and approved by Council prior to the submission of a Building Application. The Landscaping Plan must include details of the location and species of plants and the irrigation system. Plants are to be drought hardy and must not include weed species. Root barriers are to be installed around trees that

are located within 3 metres of any underground infrastructure. The site is to be landscaped and maintained in accordance with the approved Landscaping Plan.

Waste Management

23. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.
24. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

Refuse storage

25. Adequate refuse storage areas and facilities must be provided on the site to service the approved development.
26. 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.
27. 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

28. All access points, 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.
29. No access is permitted to Diamantina Developmental Road.
30. 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.
31. All vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movements onsite.
32. All vehicles entering and exiting 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.

33. Car parking and manoeuvring areas are to be designed in accordance with:
- AS2890.1 – Parking Facilities;
 - Austrroads AP-34/95 - Design Vehicles and Turning Path Templates; and
 - The 'Access to Premises Standard' (Vol 1 of the National Construction Code).

Earthworks and Construction

34. 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

35. The development must be provided with an adequate supply of water in accordance with the applicable standards and policies.
36. 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.
37. The development must be connected to an adequate electricity supply system in accordance with the relevant building standards, requirements and specifications (as relevant).
38. 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).
39. 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

40. 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.
41. 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

42. 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

43. 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

44. 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'.

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 Interim Agreement - Department of Agriculture and Fisheries, Wongkumara People and Quilpie Shire Council

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

15.2 Recovery of overdue rates and charges - L23/NK12:Term Lease 221555 Assessment 00478-00000-000

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.

MOVE INTO CLOSED SESSION

RESOLUTION NO: (QSC018-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That Council moves into closed session at 1.19pm.

5/0

1.19 pm Lisa Hamlyn left the meeting

1.21 pm Lisa Hamlyn returned to the meeting

1.22 pm Sharon Frank joined the meeting

1.36 pm Sharon Frank left the meeting

MOVE OUT OF CLOSED SESSION

MOTION

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That Council moves out of closed session and resumes the Ordinary Meeting at 1.36 pm

15.1 INTERIM AGREEMENT - DEPARTMENT OF AGRICULTURE AND FISHERIES, WONGKUMARA PEOPLE AND QUILPIE SHIRE COUNCIL**EXECUTIVE SUMMARY**

This report is for Council to consider entering into an interim agreement between State of Queensland represented by the Department of Agriculture and Fisheries ('DAF') and the Registered Native Title Claimant for the Wongkumara People Native Title Claim QUD851 of 2018 and any subsequent Wongkumara registered Native Title Body Corporate ('Wongkumara') and Quilpie Shire Council to access and utilise three (3) priority quarry pits.

MOTION

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That Council:

- (1) Accept the draft interim agreement presented; and
- (2) 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.

15.2 RECOVERY OF OVERDUE RATES AND CHARGES - L23/NK12:TERM LEASE 221555 ASSESSMENT 00478-00000-000**EXECUTIVE SUMMARY**

This report is presented to Council to consider Council's options to recover the overdue rates or charges levied on Lot 23 on CP NK12, State land over which Term Lease 0/221555 has been granted.

RESOLUTION NO: (QSC019-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That Council proceeds with issuing a Letter of Demand for the overdue rates or charges levied on Lot 23 on CP NK12 – Term Lease 0/221555 (Assessment 00478-00000-000).

5/0

16 LATE ITEMS**16.1 CONSIDERATION OF TENDER RFT 06 23-24 QUILPIE AIRPORT UPGRADE.****EXECUTIVE SUMMARY**

Council received a report at the General Meeting of Council held on 16 December 2020 regarding the condition of the sealed runway at the Quilpie Airport. The runway had reached the end of its theoretical structural life and as such needed to be reconstructed. This meant that larger aircraft cannot operate at the airport.

Consulting Engineers were appointed to design the upgrade works and develop tender documents.

Tenders were called for the appointment of pre-qualified Contractors to tender for the construction of the upgrade works. This was discussed at the General Meeting of Council held on 21 June 2022.

Tender RFT 06 23-24 to Upgrade the Runway was called on 13 November 2023 and closed on 22 December 2022.

This report provides discussion on the outcome.

RESOLUTION NO: (QSC020-01-24)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

1. That Council:
 - a) receive the report;
 - b) In accordance with S228(9) of the Local Government Regulation 2012, not accept any of the tenders received due to inadequate funding; and
 - c) Use the tenders received as the basis to seek further Australian and Queensland Government funding.

5/0

16.2 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM - PHASE 3

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider an alternative eligible project to be completed under the Local Roads and Community Infrastructure (LRCI) Program – Phase 3.

RESOLUTION NO: (QSC021-01-24)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That Council:

1. Authorise the Chief Executive Officer, pursuant to section 257 of the *Local Government Act 2009*, to notify the Department of Infrastructure, Transport, Regional Development, Communications and the Arts, and seek approval for the following variation to the Local Roads and Community Infrastructure (LRCI) Program – Phase 3 program:
 - (i) Removal of the Quilpie Aerodrome Pavement Reconstruction project; and
 - (ii) Nomination of a new project - Widening Eulo Road – Chainage 0.0 km – 10.819 km.
2. Include the change in the next budget review.

5/0

17 GENERAL BUSINESS

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

- Jenny Hewson
 - Thanked the Visitor Information Centre and Council staff for their assistance with the combined Christmas party.
 - NBN pits around town haven't been finished neatly – DES to talk with Stream Services
 - Secco crossing has flood damage – DES has planned maintenance when level drop
- Roger Volz
 - Thanks Peter See & on-call staff for work undertaken during the council Christmas close down
 - Notice board at Community Hall hasn't been updated. Australia Day coming up soon.
 - New Sealing edge at the Truck Stop parking damaged, possibilities of moving guide posts
- Bruce
 - Thanks to Council for in Kind support for Cricket day
 - Trees around town dying off
- Lyn Barnes
 - Thanked Cr Hewson for bringing together all the Quilpie business houses for the combined Christmas party and also thanked Council Staff who assisted setting up.
 - New Childcare facility – where are the Committee up to in the process.
 - Warreo Road washout – DES advised assessment being undertaken for a DRFA consideration – community are encouraged to report damage to customer service when damage is identified.
 - Carbon Storage and the great artesian basin – Mayor advised that this was discussed at the last SWQROC meeting.

- Pool update for Chlorine Gas – DES waiting for design - Repairs this week to the Quilpie Pool and to give advice on Eromanga Pool as alternatives for a new pool. CEO advised John Waugh aquatic precinct not progressed until Eromanga Pool decision made.
- Generators for businesses what funding is available.
- Mayor
 - Houses at Eromanga still required some finish offs

18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Tuesday 20 February 2024 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9:30 AM.

There being no further business the Mayor declared the meeting closed at 2.36pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Monday, 15 January 2024.

Submitted to the Ordinary Meeting of Council held on Tuesday, 20 February 2024.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

9 COUNCILLOR PORTFOLIO REPORTS

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 MONTHLY STATUS REPORT FOR ENGINEERING SERVICES JANUARY 2024

IX: 245100

Author: Brian Weeks, Works Coordinator

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

General

- Council has constructed the earthworks for the Powerhouse estate town house development.
- Council is supplying all ready-mixed concrete for Baguley Builders for the same project. As of 3 February, Council has supplied 150 cubic metres.
- Council varied the rostered day of from 25 January to 29 January to even up the numbers of working days per week between late January and mid-April due to RDOs and public holidays.

Roads

RMPC

- General monitoring of the Main Roads network continues. Several bleeding bitumen areas have been treated using sand, and the Jet Patcher from Murweh Shire.
- South Comongin crossing of the Bulloo River on Quilpie Thargomindah Road has closed many times since 24 December 2024. This is a costly exercise to close, monitor and reopen on each occasion. Napoleon and Old Charleville Roads carry most of the traffic on Council's road network for which Council receives no compensation from the State.

Other TMR Works

- Another 2.5 kms of the Quilpie Adavale Red Road is now under construction. 100% of Council's annual TIDS funding has been expended.
- Rock protection works have been completed at the Grey Range project. The second seal was completed by a contractor without Council's knowledge or the knowledge of the direct TMR Project Managers that Council works with.
- Further works at the Grey Range may occur in April 2024 to replace culverts. The pricing for these works is being negotiated.

Flood Damage Works TMR

- TMR have advised they carried out an assessment of flood damage because of the December 2023/ January 2024 disaster event.

Flood Damage Works Shire Roads

- Proterra Group and Council staff have begun assessing and recording flood damage issues resulting from a disaster event which occurred over December 2023 and January 2024.
- Council has asked for a disaster event to be activated for the January 2024 storm and rain events. Continuing rain and associated flooding have meant multiple reworking of temporary repairs.

Concrete and Structures

- The gang returned from the Christmas New Year break and have concentrated on completion of rock protection on the Grey Range project.
- The gang will then be constructing the Eromanga Waste Transfer station.
- Builders have been requested to provide weekly gang rates to enable Council to catch up with a backlog of pathways, Fences, and sheds for the new houses.

Council Buildings and Facilities

- The two-bedroom ex-display home from Hoek Modular Homes was installed in place on Friday 2 February 2024.
- The battens on all previously installed Hoek Modular Homes have been installed.
- Three houses being constructed by Hoek Modular Homes are underway in the Brisbane area.
- The sheds at Jabiru Street and Boobook Place are under construction.

Waste

- An education program is underway to have wheelie bins better placed and presented to ensure efficient operation of the rubbish truck. Some hostile feedback was placed on Council's Facebook page. The information was also used in the Council January 2024 Newsletter.
- Works will commence in February to construct the waste transfer station at Eromanga. This will enable better control of the waste stockpiles.

Water and Sewerage

- The new Water and Sewerage Supervisor commenced work on 15 January.
- One contract water officer is presently working with the permanent Council staff.
- A design for the Toompine water manifold has been received. The under boring of the Quilpie Thargomindah Road will commence in February 2024.
- Multiple after hour pipe bursts have occurred in Adavale. This section of water main will need to be replaced as soon as possible.
- Contractors for the NBN have damaged many water and sewerage pipes.

Plant and Workshops

- The new Supervisor has been appointed and has commenced in the role.
- A semi-Trailer water tanker was received this month.
- Advertising has commenced for a new diesel fitter to fill a current vacancy.

Town Services

- Staff have conducted funerals over the past month.
- Staff supported the Australia Day festivities.
- All staff have been directed to work longer days during January due to the growth conditions.
- Investigations have commenced as to why so many trees are dyeing on the western and eastern entrances to Quilpie.

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.

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS**10.2.1 TOURISM STATUS REPORT****IX: 246491****Author: Jessica Tully, Tourism Officer****Attachments: Nil****KEY OUTCOME**

Nil

EXECUTIVE SUMMARY

The purpose of this report is to update the Council on Tourism activities during January 2024.

OPERATIONAL UPDATE**Awards:**

Grey Nomad Awards – The VIC team entered 2 submissions for 2 categories in the 2023 Grey Nomad Awards. The categories are Best Grey Nomad Attraction (Visitor Information Centre) and Best Grey Nomad Friendly Town, Quilpie. We received notice in January that we are finalists in both categories. Winners are announced at the 2024 Art of Attraction Tourism Summit, Sunshine Coast, 8th March 2024.

The 2024 Top Tourism Town nominations opened Monday 5th February and Quilpie has again nominated in the Tiny Town category. Submissions are due 12th April and winners are announced 7th June.

Grants:

In December the VIC submitted an application to the Accessible Tourism Elevate Fund to make the following accessibility improvements to the Centre and facilities:

- Website upgrade to comply with the Web Content Accessibility Guidelines (WCAG)
- Concrete pad for Night Show making experience accessible for visitors with Mobility issues. (currently grassed area only)
- Access ramp to Rail Museum – currently only stairs. Ramp will allow most visitors to access the Museum – will not be able to make the building wheelchair accessible as it is a historical building.
- Installation of Accessible water cooler - featuring low set tap and bottle refilling station
- Upgrade of lighting system in VIC Office.
- Installation of automatic hinges on accessible toilet doors

Announcements on this grant are due in February/March 2024.

In January the VIC submitted an application to the Building Bush Tourism Fund to make the following infrastructure and accessibility improvements to the Centres facilities:

- Construction of a new undercover area for the existing Quilpeta Night Show open-air space located at the rear of the Visitor Information Centre. The build will include an accessible entry door concrete platform and will provide undercover protection for equipment. It will also provide undercover seating for up to 50 visitors.
- Upgrade access to the existing Quilpie Shire Military History Museum to be compliant with

current accessibility regulations. The build will include a new access ramp, and accessible entry door to ensure equal access opportunity for visitors with mobility concerns. Announcements on this grant are due in April 2024.

Visitor numbers:

The VIC decided to open the first week of January with reduced hours to gauge what visitors are around in this time of year and the need for the facility to be open. It was a great decision as we saw 20 visitors in the 4 days from Tuesday 2nd to Friday 5th January (open 9am-1pm). January’s numbers overall were up 51.25% on January 2023, despite the extreme heat and weather conditions. A promising start to the season.

Miscellaneous:

Southern Qld Local Government Arts Advisory Committee – A meeting of all Local Governments from the SE Corner through to Quilpie and Thargomindah was held in January. It is a useful networking group to discuss activities, issues and opportunities in the Arts and Cultural space. This group will hopefully assist with connecting the VIC with potential artists for future exhibitions.

Gallery:

The 2023 Christmas in the Gallery was finalised in January and the sales for this exhibition were the biggest on record with \$7910.50 worth of merchandise sold.

2024 Exhibitions

We are currently finalising the 2024 Calendar with exhibition dates and exhibitors as below:

29 th March – 26 th April	Cultural Society	Proposed – TBC
3 rd May – 9 th June	Outback Gondwana	Exhibition for 20year anniversary. Title TBC
20 th June – 26 th July	NAIDOC Exhibition	Exhibition title TBC
2 nd August – 6 th September	Photography exhibition	4 photographers exhibiting. Title TBC
2 nd October – 25 th October	Combined Schools	
9 th November – Jan 2025	Christmas in the Gallery	

Social Media - INSTAGRAM

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REACH	595											
PROFILE VISITS	37											
NEW FOLLOWERS	9											

Social Media - FACEBOOK

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REACH	13,790											
PAGE VISITS	704											
NEW FOLLOWERS	13											

Website views

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2022	1096	1314	1493	958	1864	1547	1638	1768	1313	913	996	642
2023	2026	1621	3287	2423	2058	2014	2009	1978	1456	1327	3621	1192
2024	1776											

Visitation numbers - Visitor Information Centre

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
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	10,848
2023	80	66	279	758	1337	2372	2299	1848	1300	496	174	111	11120
2024	121												

Visitation number - Visitor Information Centre (Queensland only)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
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	275	130	43	5611
2023	53	49	159	506	631	1041	904	752	597	256	38	29	5015
2024	69												

CONSULTATION (Internal/External)

NIL

LEGAL IMPLICATIONS

No legal implications

FINANCIAL AND REVENUE IMPLICATIONS

Operating within budget

RISK MANAGEMENT IMPLICATIONS

Nil risk implications

10.2.2 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT

IX: 246707

Author: Lisa Hamlyn, Director Corporate and Community Services

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Wild Dog Scalps Presented to Council 01-07-2023 to 31-01-2024.

<u>Property</u>	<u>No of Scalps</u>			<u>Amount of Payment</u>
	Male	Female	Pups	
Armoobilla	2	-	-	100.00
Quilpie -Adavale Rd	1	-	-	50.00
Total	2	-	-	150.00

Wild Dog Scalps – Comparative Data Table

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Male	233	200	51	42	82	3
Female	179	106	44	17	39	-
Pups	41	47	4	8	8	-
Total	453	353	99	67	129	3

Commons and Reserves

Reserve	Condition	Notes
Quilpie Common	Very Good	The condition of all reserves is currently very good due to the recent rainfall.
Eromanga Common	Very Good	
Adavale Common	Very Good	
Warrabin Lane	Flooded	(at the time of this report)
Dillon’s Well	Very Good	

Wild Dogs

Baiting:

- Hand baiting was undertaken at Monler Station, Eromanga.

Trapping:

- There are no traps laid at this point in time due to Christmas / New Year Council close down and weather.

General:

- There has been little evidence or reports received in regard to wild dog activity, which is unusual for this time of the year, however, reports of large pig numbers have been received.
- In preparation for the first Coordinated Baiting Program in 2024, 1080 has been ordered and 15T of meat has been ordered.

Local Laws

- Unlawful baiting of 2 domestic dogs in Quilpie. The matter has been reported to the Police.
- One dog attack on another animal – the offending animal has been destroyed by the owner.
- A fine has been issued to dog owner for Keeping an Unregistered Animal.
- There has been an increase in feral cats around town with a number of cat traps in place.

Pest Weeds

Routine roadside and local spraying and inspections have taken place as required throughout the month at the following locations by Council staff:

- Quilpie - Adavale Road (Red)
- Quilpie – Charleville Road
- Quilpie Waste Facility
- Cutting and spraying trees on causeways – Adavale, Old Charleville Road and Toompine

A contractor will be commencing work in the coming weeks at Armoobilla to treat Mother of Millions infestation.

General

Notification has been received from Biosecurity Queensland that Queensland's strychnine permit expires on 30 June 2024 and will not be renewed. All strychnine stocks will be required to be disposed on before this date.

PAPPutty is now available and provides an alternative to the use of strychnine cloth on traps.

CONSULTATION (Internal/External)

Director Corporate & Community Services

Council Staff

Landholders

Community Members / Animal Owners

LEGAL IMPLICATIONS

NA

FINANCIAL AND REVENUE IMPLICATIONS

Operating within Council Budget 2023-24

RISK MANAGEMENT IMPLICATIONS

Low Risk – within standard Council operations

10.2.3 CORPORATE AND COMMUNITY SERVICES STATUS REPORT

IX: 246778

Author: Lisa Hamlyn, Director Corporate and Community Services

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Condolences

A Condolence Card has been forwarded to the relatives of Bill Allen.

Australia Day

Due to the extremely hot weather, Australia Day celebrations were moved to the Quilpie Shire Hall this year. The celebrations were attended by approximately 120 people. Thanks to Cr Jenny Hewson and Cr Roger Volz for presenting the Australia Day Awards to the following well deserving recipients:

Citizen of the Year *Dannielle Stevenson*

Nominees *Ruby Andrews*

Isabelle Springall

Rebecca Andrade

Certificates of Appreciation *Valerie Heinemann*

Tianna McKay

Jenny Harris

A delicious meal was supplied by Quilpie Sporting Clays and the bar was provided by Friends in Isolation. Whilst the children's entertainers were unable to attend, I believe the audience was happy to be included in the cultural dances and were entertained by Back "n" Business.

Grants

There are several upcoming grants that we are working which will benefit various sectors of our community.

- Heart Foundation
- NAIDOC Week
- Queensland Day (Submitted)

- Active Women & Girls Program (LGA's)
- QFPI – Round 7 – FeralScan Project (in progress)

Strategic Planning Workshops

I am working with the Sport & Recreations South West Region Engagement Officer to coordinate further strategic planning workshops for Council facility users within the Shire. I am currently planning workshops in Eromanga, Adavale & Toompine.

Quilpie Local Government Area Pre AFMG Planning Meeting

Quilpie Local Government Area annual Pre AFMG Planning Meeting was held on 30 January to discuss local bushfire risks, planning mitigation activities and community education opportunities.

Southern Queensland Local Government Arts Advisory Committee

The Senior Tourism Officer and I attended the Southern Qld Local Government Arts Advisory Committee on 31 January. The meeting is attended by a wide array of Local Government representatives and is a great networking resource for gaining knowledge in relation to Exhibitions, Touring performances, Workshops and Creative Projects.

Qld Music Festival Outback Trail 2024

Toni Bonsey and I met with representatives from QMF – Queensland Music Trails on 2 February to discuss the in-kind support pledged by Council for planning of the degustation event at The Lake.

QMF have also advertised an Expression of Interest, inviting community members to be considered for the following roles:

- Local food growers & producers to feature in the dishes
- Chefs & cooks
- Wait & bar staff
- Labourers and trades people
- Equipment & infrastructure suppliers
- Creatives & artisans

Arts Queensland - Western Touring Circuit

We are currently working with the Western Touring Circuit and member Council's to finalise the 2024 program of touring performances. Two of the touring performances will provide workshops to the schools prior to their performances as part of their community engagement obligations and is a great opportunity for the students to experience different genres of arts and culture.

CONSULTATION (Internal/External)

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

LEGAL IMPLICATIONS

None

FINANCIAL AND REVENUE IMPLICATIONS

In accordance with Council's Budget 2023-2024

RISK MANAGEMENT IMPLICATIONS

Low, in accordance with Council's Risk Management Policy

OPERATIONAL STATUS REPORTS
FINANCIAL SERVICES STATUS REPORT - JANUARY 2024

ORDINARY COUNCIL MEETING AGENDA

20 FEBRUARY 2024

10.3 FINANCE SERVICES STATUS REPORTS

10.3.1 FINANCIAL SERVICES STATUS REPORT - JANUARY 2024

IX: 245898

Author: Sharon Frank, Manager Finance & Administration

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

This report is to provide Council with an update on financial services for the month of January 2024.

ACTION ITEMS

For information only

OPERATIONAL UPDATE

Procurement of Goods and Services

Cheque Register

(Date Range from 01-01-2024 to 31-01-2024. Ordered by: Date. 59% of year elapsed.)

Local Supplier Analysis				Expenditure Summary		
				Jan-24	Dec-23	
Non-Local Supplier	\$	730,512	46%			
Local Supplier Analys	\$	860,426	54%			
TOTAL	\$	1,590,938	100%			
<i>a local supplier is deemed to be a business that is based in Quilpie Shire, has a depot in Quilpie, is a ratepayer, or employs local staff)</i>						
The following table provides information about cash spent with local companies (excluding wage creditors, reimbursements, and companies not based locally)						
Monthly Value	# Suppliers	Total \$		Wages and Superannuation	\$ 482,319	\$ 523,555
\$0 - \$1,000	9	\$	3,658	IT and Communications	\$ 36,423	\$ 26,506
\$1,001 - \$5,000	13	\$	35,173	Roadworks and Plant Hire	\$ 400,298	\$ 2,393,109
\$5,001 - \$15,000	2	\$	13,649	Consultants and Prof. Services	\$ 211,645	\$ 466,175
\$15,001 - \$50,000	0	\$	-	Workshop/ Parts & Consumable	\$ 42,543	\$ 38,683
\$50,000 +	2	\$	375,169	Fuels	\$ 22,790	\$ 111,442
		Total:	\$ 427,649	Other Capital Purchases	\$ 308,082	
				Other	\$ 86,839	\$ 1,587,379
				TOTAL OF CHEQUES	\$ 1,590,938	\$ 5,146,849
				<i>less: Investment Movements</i>		\$ -
				<i>less: Internal Adjustments - Quilpie Shire Council</i>		-\$ 2,854
				<i>less: Tax Payments</i>		-\$ 91,193
				NET CREDITOR PAYMENTS		\$ 1,590,938

Rates and Charges

- Preparations are underway for the issue of the Second Levy, proposed for issue on 27 February, with a due date of 29 March.
- Letter of Demand for outstanding rates sent for Term Lease 0/221555 of the property known as Lot 23 on CP NK12.

Grant Reporting and Acquittals

- R2R – Oct to Dec 2023 Quarter Report submitted 12 January 2024.

- LGGSP 2022-24 Infra 0026 - Town House Residential Estate - Stage 1 – Quarterly Progress Report submitted 12 January 2024.
- Variation documents submitted for LRCIP 2 program based on project completion costs and funding redistribution between projects – as per funding guideline requirements. This has now been approved.
- Variation documents submitted for LRCIP 3 program based on Council Resolution QSC021-01-24
 - (i) Removal of the Quilpie Aerodrome Pavement Reconstruction project; and
 - (ii) Nomination of a new project - Widening Eulo Road – Chainage 0.0 km – 10.819 km.
- LRCIP Quarterly Report submitted for LRCIP 2 & 3
- Variation request submitted for SES Grant for replacement vehicle – extension of time due to delay in delivery. Quilpie SES – ID Number 222310 (Eromanga Vehicle)

Policy Reviews

- Procurement Policy – draft prepared and reviewed by ELT with feedback incorporated. Policy completed and for consideration by Council at the February meeting
- Non-Current Asset Accounting Policy (Asset Capitalisation Policy) – under review
- Debtors Debt Recovery Policy – in draft

Finance

- Completion of Monthly Finance Report for January 2024
- Grant and contract assessment – monthly review with revenue recognition and adjustments for contract assets and contract liabilities as required
- WIP / capital expenditure reconciliation
- Monthly Management Reports were circulated to the Executive Leadership Team
- Review revenue and expenditure accounts and budgets for ELT and proposed amendments for the January Budget Review.
- Monthly journals
- Asset (plant) sales processed
- Commencement of process of drafting the Budget for 2024/25

Preparation of 2022/23 Financial Statements

- Initial Proforma Financial Statements for 2023/24 have been drafted by Manager. Currently being reviewed by Finance Officer
- Financial Statement Preparation Timetable has been prepared.

Meetings

- Capital Catch up meeting – 10 January
- Council meeting – as required – 15 January
- Teams meeting with External Auditors – Planning for audit timetable and key milestone dates – 15 January

CONSULTATION (Internal/External)

Chief Executive Officer

LEGAL IMPLICATIONS

None noted.

FINANCIAL AND REVENUE IMPLICATIONS

In accordance with Council's Budget

RISK MANAGEMENT IMPLICATIONS

Low, in accordance with Council's Risk Management Policy

OPERATIONAL STATUS REPORTS
CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

ORDINARY COUNCIL MEETING AGENDA

20 FEBRUARY 2024

10.4 GOVERNANCE SERVICES STATUS REPORTS

10.4.1 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

IX: 246928

Author: Justin Hancock, Chief Executive Officer

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

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

Meeting Date	Subject	Action	Comments	Status
21-Nov-23	Regional Precincts and Partnership Program		Awaiting results of the Growing Regions Program – Round 1	Ongoing
31-Oct-23	Tender Consideration Plan – Purchase eight (8) x three (3) bedroom homes		Contracts for Hoek Dwellings have been executed. Oly Homes contracts have been received and are being reviewed.	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

Meeting Date	Subject	Action	Comments	Status
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 regard to exclusion fencing for the next 5 yrs.	Map provided, further amendments to be made	Ongoing
14-Aug-20	Adavale Bore Cooling Pond	That Council receive the report and offer to pay 50% of the material costs to the approximate value of \$17,000 to rehabilitate/upgrade the cooling pond and grid subject to the following conditions:	Letter sent. Draft agreement prepared. Waiting to hear from property owner	Ongoing

OPERATIONAL UPDATE

Monthly Meetings

Date	Event	Location
12 January	ENHM Growing Regions Program Application Submitted	Quilpie
15 January	Ordinary Council Meeting	Quilpie
17 January	Cunnamulla Hot Springs Opening	Cunnamulla
23 January	QSC Advancing Asset Management Program	Online
24 January	Special Council Meeting	Quilpie
30 January	Quilpie Pre Area Fire Management Group meeting	Quilpie

Upcoming Meetings:

Date	Event	Location
1-2 February	SWQROC Meeting	St George
6 February	QRO Debt Recovery Meeting	Online
8-9 February	RAI Housing Summit	Canberra
12-16 February	Staff Wellbeing Week	Quilpie
14 February	TMR/ REX Meeting	Quilpie
14 February	Councillor Workshop – LHAP	Quilpie
15 February	Primary Care Pilot Program Meeting	Online
16 February	DAF Meeting – Quarries	Online

Date	Event	Location
16 February	Quilpie State College – 2024 Leadership Induction	Quilpie
20 February	TMR Grid Meeting	Quilpie
20 February	Council Meeting	Quilpie
20 February	OQTA - Outback Queensland Season Launch 2024	Brisbane
21 February	Audit Committee Meeting	Quilpie
22-23 February	DDSW & Lockyer CEO Forum	Dalby
27 February	SWQROC Energy Project	Quilpie
29 February	LGMA CEO Forum	Brisbane
12 March	Council Meeting	Quilpie
16 March	2024 local government quadrennial elections	
2 April	Councillor Briefing Session	Quilpie
15 April	Council Meeting	Quilpie
17 April	LGAQ – Mayoral Induction – Parliament House	Brisbane
18-19 April	AICD – Mayoral Training	Brisbane
29-30 April	SWQROC Meeting	Quilpie
TBA May	SWQROC Briefing	Quilpie
7 May	Councillor Briefing Session	Quilpie
8-9 May	LGAQ – LGx Conference	Gold Coast
17 May	DSDILGP - Councillor Induction program	Quilpie
17 May	QTC - Councillor Induction program	Quilpie
21-22 May	LGAQ – Civic Leaders Conference	Gold Coast
28 May	Council Meeting	Quilpie
4 June	Councillor Briefing Session	Quilpie
18 June	Council Meeting	Quilpie
27 June	SWQROC Meeting	Online
2 July	Councillor Briefing Session	Quilpie
2-4 July	ALGA 2024 National General Assembly	Canberra
16 July	Council Meeting	Quilpie
17-18 July	WQAC Conference	Cloncurry

Date	Event	Location
30 July	SWQROC Meeting	Online
6 August	Councillor Briefing Session	Quilpie
20 August	Council Meeting	Quilpie
29-30 August	SWQROC Meeting	Thargomindah
2 September	Councillor Briefing Session	Quilpie
17 September	Council Meeting	Quilpie
23 September	SWQROC Meeting	Roma
15 October	Councillor Briefing Session	Quilpie
21-23 October	LGAQ Annual Conference	Brisbane
29 October	Council Meeting	Quilpie
5 November	Councillor Briefing Session	Quilpie
11-12 November	SWQROC Meeting	Charleville
19 November	Council Meeting	Quilpie
3 December	Councillor Briefing Session	Quilpie
5-6 December	SWQROC Meeting	Brisbane
17 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 QUILPIE DIGGERS RACE CLUB - SPONSORSHIP OPPORTUNITIES

IX: 246499

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

Quilpie Diggers Race Club have requested Council's consideration of purchasing a 2024 Sponsorship package for the Quilpie Cup event being held on 11th of May 2024.

RECOMMENDATION

Council agrees to purchase a Gold Sponsorship Package for the 2024 Quilpie Cup for \$2000

BACKGROUND

For several years, the Quilpie Diggers Race Club have invited Council to purchase a sponsorship package to assist with running of the Quilpie Cup. This year, the Quilpie Cup Event will be held on the 11th of May.

Sponsorship Packages previously purchased:

2023 - \$1250 Sponsorship (1/2 share partnership with Brandon & Associates)

2022 - \$2,500 Community Grant

2021 - \$2000 Sponsorship

OPTIONS

1. Council agrees to purchase a Gold Sponsorship Package for the 2024 Quilpie Cup for \$2000
2. Council agrees to purchase a Silver Sponsorship Package for the 2024 Quilpie Cup for \$1250
3. Council agrees to purchase an alternative Sponsorship Package for the 2024 Quilpie Cup
4. Council does not agree to purchase a Sponsorship Package for the 2024 Quilpie Cup.

Sponsorship packages available below:

QUILPIE CUP - 11TH MAY 2024

2024 BENEFITS

	NAMING RIGHTS \$7000	PLATINUM \$4000	GOLD \$2000	SILVER \$1250	BRONZE \$500	BASIC \$250
COVERAGE OVER THE PA THROUGH THE EVENT						
30 second company overview (to be provided)	✓	✓	✓			
Company name only				✓	✓	✓
CORPORATE IDENTITY						
Company name in media releases	✓	✓				
Logo on QDRC media releases	✓					
Logo on paid advertising (where available)	✓	✓				
Logo on printed collateral (where available)	✓	✓	✓			
Verbal recognition in any paid radio advertising	✓	✓				
Company promotion on Facebook	✓	✓	✓	✓	✓	
OFFICIAL RACE PROGRAM						
Logo included on front cover	✓	✓				
Logo included in program	✓	✓	✓	✓	✓	
Corporate advertisement (to be provided)	Full Page	Full Page	1/2 Page	1/4 Page		
BANNER/FLAGS DISPLAYED						
To be supplied	✓	✓	✓	✓	✓	
HOSPITALITY AND TICKETING						
Gate Passes	x12	x8	x6	x4	x2	
(New) Trackside Gin bar sponsor area	✓	✓				
SPECIALITY EVENTS						
FEATURE Quilpie Cup - naming of race and event	✓					
Presidents Shout	✓					
Naming of Fashions on the Field (one only)		✓				
Naming of one race (up to four)		✓ ⁵ only				
Naming of The Trackside Cocktail bar (one only)			✓			
Naming of Quilpie Cup Main Bar (one only)			✓			
MERCHANDISE						
QDRC Merchandise Pack	✓	✓	✓	✓	✓	
POST EVENT						
Certificate of thanks and post event socials	✓	✓	✓	✓	✓	✓

The Quilpie races notoriously draws young people from all across Queensland. This is a great opportunity to get some 'bang for your buck' with huge potential for exposure on social media due to the nature of the attendees.

Sponsor Contact
Alec Rainnie 0476 989 930 | E: arainnie@adcockpartners.com.au

CONSULTATION (Internal/External)

Quilpie Shire Council

Quilpie Diggers Race Club

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

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 COMMUNITY ASSISTANCE APPROVED APPLICATIONS**

Month	Organisation / Event	Cash Contribution	In-Kind Contribution	\$ Value
August	Community Yoga		Fee Waiver Supper Room	\$3,400
August	Quilpie & District Show & Rodeo	\$10,000		
August	Quilpie & District Show & Rodeo		50,000 Liters potable water, water truck, operator, generator, and portable lighting.	
August	Quilpie Motorcyclist Association	\$2,500	100 Chairs, 10 tables, bain marie, generator, 15 wheelie bins, 3 pop up tents & 1 x 18m2 Skip bin	\$860.00
August	Quilpie Sporting Clays		Cam-Am Buggy	
September	St Finbarr's Mystery Holiday Sponsorship	\$500		
September	All About Aquatics - Halloween	\$1,000		
November	Care Outreach		Bullo Park hire fee, 5 tables, use of BBQ and gas	
November	St Finbarr's School		Bain-Marie, generator	

December	Quilpie Cricket Club		50 Chairs, 3 x portable shade structures, use of kiosk at JW Park	
January	Fly2Health		50% discount on Hire Fees for the Quilpie Shire Hall supper Room fortnightly from Feb - Dec	\$1,575
Total to date				\$5,917
		\$14,000		

RISK MANAGEMENT IMPLICATIONS

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

12.2 COMMUNITY ASSISTANCE APPLICATION - EROMANGA & DISTRICT RODEO

IX: 246708

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 Eromanga Rodeo Committee have requested a cash Contribution of \$4,300 and in-kind support for preparation works at Eromanga Rodeo grounds in preparation for the 2024 Eromanga Rodeo.

RECOMMENDATION

1. **Council approves.**
 - (a) Direct Cash Contribution of \$4,300 to assist with Insurance and Qld ambulance.
 - (b) In-kind support:
 - (i) Whipper snip and mow the grounds in preparation for the event,
 - (ii) Conduct a water and plumbing inspection at the Eromanga Rodeo facility,
 - (iii) Engage an electrician to conduct an electrical inspection at the Eromanga Rodeo Facility; and
 - (iv) In-kind use of single-phase generator if required.

BACKGROUND

The Eromanga Rodeo is an Event held annually on the Easter long weekend. This year the event dates are 28th, 29th and 30th of March. In 2023, the Eromanga Rodeo committee requested to have a cable run from the committee's generator to the facility kitchen with a switch installed to go back and forth from generator to rural power.

These works were for various reasons not completed in 2023. A work request has been raised to have this work carried out before the 2024 event. In the instance that this work is not completed in time, the committee has requested the in-kind use of a council single phase generator for the duration of this event. As in previous years the committee has requested that council conduct a water and plumbing inspection, Electrical inspection, and whipper snip and mow the grounds in preparation for the event.

Previous approved contributions:

2023 –

- Direct cash contribution \$4,300
- Water and plumbing inspection
- Electrical inspection
- Cable (supplied by the Rodeo Committee) to be run from the Rodeo Committee's generator to the kitchen, installed with a switch that is easily switched back and forth to rural power
- Use of Council's single-phase generator (if cable could not be installed); and
- Mow and whipper snip the facility

2022

- Direct cash contribution \$4,300
- In-kind supply of generator

OPTIONS

1. (a) Direct Cash Contribution of \$4,300 to assist with Insurance and Qld ambulance.
(b) In-kind support:
 - (i) Whipper snip and mow the grounds in preparation for the event.
 - (ii) Conduct a water and plumbing inspection at the Eromanga Rodeo facility.
 - (iii) Engage an electrician to conduct an electrical inspection at the Eromanga Rodeo Facility.
 - (iv) In-kind use of single-phase generator if required.
2. Council approves recommendation 1 in part.
3. Council does not approve.
 - (a) Direct Cash Contribution of \$4,300 to assist with Insurance and Qld ambulance.
 - (b) In-kind support for:
 - (i) Whipper snip and mow the grounds in preparation for the event.
 - (ii) Conduct a water and plumbing inspection at the Eromanga Rodeo facility.
 - (iii) Engage an electrician to conduct an electrical inspection at the Eromanga Rodeo Facility.
 - (iv) In-kind use of single-phase generator if required.

CONSULTATION (Internal/External)

Eromanga Rodeo Committee

Quilpie Shire Council Engineering staff

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 COMMUNITY ASSISTANCE APPROVED APPLICATIONS**

Month	Organisation / Event	Cash Contribution	In-Kind Contribution	\$ Value
August	Community Yoga		Fee Waiver Supper Room	\$3,400

August	Quilpie & District Show & Rodeo	\$10,000		
August	Quilpie & District Show & Rodeo		50,000 Liters potable water, water truck, operator, generator, and portable lighting.	
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August	Quilpie Sporting Clays		Cam-Am Buggy	
September	St Finbarr's Mystery Holiday Sponsorship	\$500		
September	All About Aquatics - Halloween	\$1,000		
November	Care Outreach		Bullo Park hire fee, 5 tables, use of BBQ and gas	
November	St Finbarr's School		Bain-Marie, generator	
December	Quilpie Cricket Club		50 Chairs, 3 x portable shade structures, use of kiosk at JW Park	
January	Fly2Health		50% discount on Hire Fees for the Quilpie Shire Hall supper Room fortnightly from Feb - Dec	\$1,575
Total to date		\$14,000		\$5,917

RISK MANAGEMENT IMPLICATIONS

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

13 FINANCE

13.1 FINANCIAL SERVICES REPORT MONTH ENDING 31 JANUARY 2024

IX: 245897

Author: Sharon Frank, Manager Finance & Administration

Attachments: 1. [Monthly Finance Report January 2024.pdf](#) [↓](#)

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The purpose of this report is to present the monthly financial report to Council in accordance with section 204 of the *Local Government Regulation 2012* for the period ended 31 January 2024.

RECOMMENDATION

That Council receive the Monthly Finance Report for the period ending 31 January 2024.

BACKGROUND

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

OPTIONS

Not applicable

CONSULTATION (Internal/External)

Not applicable

LEGAL IMPLICATIONS

Not applicable

POLICY AND LEGISLATION

Local Government Regulation 2012

204 Financial report

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

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

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

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

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

FINANCIAL AND RESOURCE IMPLICATIONS

As per attached documentation.

RISK MANAGEMENT IMPLICATIONS

Low in accordance with Council's Risk Management Policy

Income Statement

For the month ending 31 January 2024

Year Elapsed 58%

	Actual December	Actual YTD	Budget	%
REVENUE				
Operating Revenue				
Rates, Levies and Charges	727	3,754,433	7,686,605	49%
Fees and Charges	51,077	156,695	124,000	126%
Rental Income	43,221	273,549	460,500	59%
Interest Received	167,476	1,067,732	1,229,000	87%
Other Income	102,612	195,743	39,000	502%
Recoverable Works Revenue	735,422	3,607,478	7,342,897	49%
Grants and Subsidies	256,817	7,856,637	30,337,381	26%
Total Operating Revenue	1,357,351	16,912,267	47,219,383	36%
EXPENSES				
Operating Expenses				
Corporate Governance	174,373	1,515,339	1,963,000	77%
Administration Costs	121,047	516,609	1,590,750	32%
Community Service Expenses	165,097	1,751,247	2,918,775	60%
Utilities Costs	51,206	415,099	708,350	59%
Recoverable Works / Flood Damage	679,579	11,018,407	28,721,107	38%
Environmental Health Expenses	105,504	524,417	1,088,428	48%
Net Plant Operations	(73,622)	(486,348)	(1,640,000)	30%
Tourism and Economic Development	29,628	637,149	1,171,000	54%
Infrastructure Maintenance	104,098	1,137,206	2,901,500	39%
Finance Costs	1,041	12,902	28,000	46%
Depreciation and Amortisation	565,267	3,909,839	6,806,597	57%
Total Operating Expenses	1,923,217	20,951,866	46,257,507	45%
NET OPERATING SURPLUS / (DEFICIT)	(565,865)	(4,039,599)	961,876	-420%
Capital Revenue				
Grants and Subsidies	-	-	21,972,396	0%
Gain / (Loss) on Disposal of PPE	(574,899)	(101,680)	-	0%
Total Capital Revenue	(574,899)	(101,680)	21,972,396	0%
NET RESULT	(1,140,764)	(4,141,278)	22,934,272	-18%

Notes:

Asset module has been rolled forward to 2023/24 and depreciation has been run for the months of July through to January 2024 - as expected and on budget.

Net Result of (\$4,141,278) is impacted by the budgeted prepayment of 2024/25 Financial Assistance Grant not being expected to be received until June 2024 (which is 17.5% of total operating revenue). The second rates levy is planned to be issued 27 February, with a due date of 28 March.

Other income is exceeding budget estimates due to: Net profit on sale of land (inventory) \$86,126 and Baiting Fee Reimbursements to Council of \$72,508 exceeding budget of \$35,000.

Disposal of PPE has been processed through the Asset Module resulting in a net loss in the sale of plant assets totalling \$101,680.

Fees and Charges - exceeding budget due to sundry income from the sale proceeds of sundry plant and equipment of \$50,351

Balance Sheet

For the month ending 31 January 2024

Year Elapsed 58%

	Actual YTD	Budget	%
Current Assets			
Cash and Equivalents	24,783,957	21,081,081	118%
Trade Receivables	3,815,063	228,402	1670%
Rate Receivables	4,539,279	5,439,157	83%
Inventories	1,026,376	952,117	108%
Total Current Assets	34,164,674	27,700,757	123%
Non-Current Assets			
Trade and Other Receivables	42,261	44,481	95%
Property, Plant and Equipment	280,273,378	268,712,003	104%
Capital Works in Progress	6,676,247	45,415,426	15%
Total Non-Current Assets	286,991,885	314,171,910	91%
TOTAL ASSETS	321,156,559	341,872,667	94%
Current Liabilities			
Trade and Other Payables	2,007,077	1,508,267	133%
Employee Leave Provisions	909,802	1,047,253	87%
Total Current Liabilities	2,916,879	2,555,520	114%
Non-Current Liabilities			
Employee Leave Provisions	302,920	281,307	108%
Total Non-Current Liabilities	302,920	281,307	108%
TOTAL LIABILITIES	3,219,799	2,836,827	114%
NET COMMUNITY ASSETS	317,936,761	339,035,840	94%
Community Equity			
Shire Capital Account	88,402,906	110,375,302	80%
Asset Revaluation Reserve	204,990,741	198,037,712	104%
Current Year Surplus	(4,141,278)	22,934,272	-18%
Accumulated Surplus (B/Fwd)	28,684,392	7,688,554	373%
TOTAL COMMUNITY EQUITY	317,936,761	339,035,840	94%

Notes:

Contract Assets total \$3,106,308

Contract Liabilities total \$1,493,838

Cash Flow Statement

For the month ending 31 January 2024

Year Elapsed 58%

	Actual YTD	Budget	%
Cash Flows from Operating Activities			
Receipts from customers	4,884,684	6,841,182	71%
Payment to suppliers and employees	(17,722,297)	(39,450,910)	45%
	(12,837,613)	(32,609,728)	39%
Interest received	732,041	1,229,000	60%
Rental income	273,265	460,000	59%
Income from investments	63,876		
Operating grants and subsidies	3,342,396	33,804,381	10%
Net Cash Inflow (Outflow) from Operating Activities	(8,426,035)	2,883,653	-292%
Cash Flows from Investing Activities			
Payments for property, plant and equipment	(4,739,314)	(41,903,088)	11%
Net movement on loans and advances	3,750	4,000	94%
Proceeds from sale of assets	589,295	833,000	71%
Capital grants and subsidies	-	21,972,396	0%
Net Cash Inflow (Outflow) from Investing Activities	(4,146,269)	(19,093,692)	22%
Cash Flows from Financing Activities			
Repayments of loans	-	-	0%
Net Cash Inflow (Outflow) from Financing Activities	-	-	0%
Net Increase (Decrease) in Cash Held	(12,572,305)	(16,210,039)	
Cash at beginning of reporting period	37,356,261	37,291,120	
Cash at End of Reporting Period	24,783,956	21,081,081	

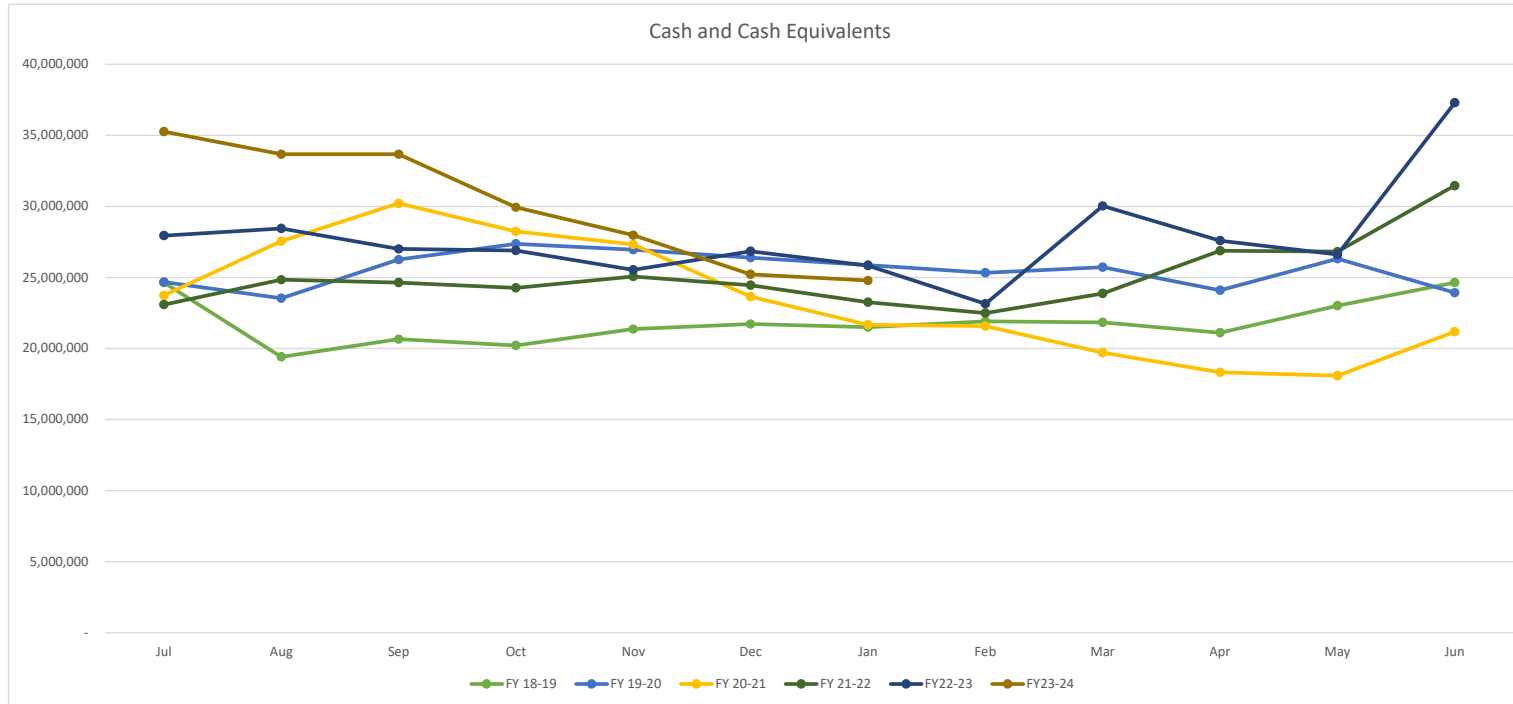
Notes:

Contract assets and liabilities were linked to the receipts from customers line in the Statement of Cash Flow. This has been relinked to operating grants and subsidies (actuals).

Financial Data

Cash and Equivalents

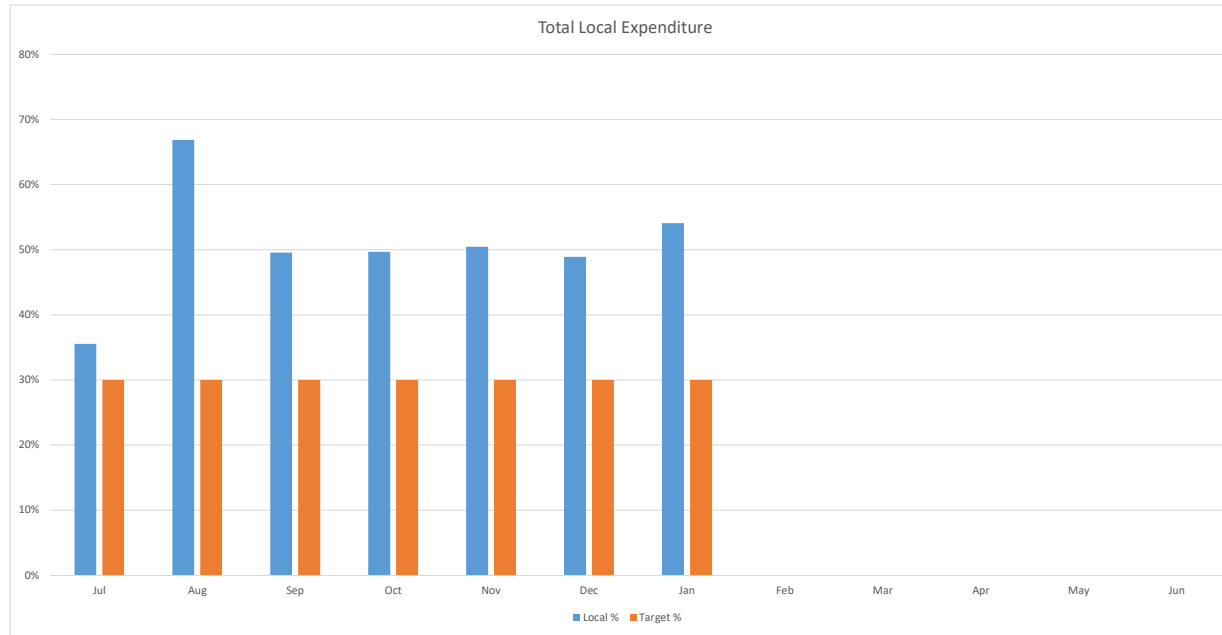
Cash and Equivalents held at the end of each month for a period of 4 years



Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 18-19	24,645,339	19,416,468	20,658,115	20,218,396	21,367,850	21,712,663	21,496,078	21,904,409	21,840,431	21,121,655	23,013,177	24,645,339
FY 19-20	24,671,551	23,535,958	26,256,800	27,367,857	26,953,500	26,393,586	25,865,667	25,326,981	25,726,670	24,102,136	26,312,322	23,927,800
FY 20-21	23,726,766	27,543,742	30,208,159	28,241,316	27,312,776	23,654,673	21,675,829	21,585,261	19,715,656	18,319,491	18,093,239	21,191,653
FY 21-22	23,086,462	24,832,275	24,642,707	24,261,564	25,072,828	24,452,004	23,258,895	22,491,538	23,871,859	26,878,307	26,817,458	31,457,677
FY22-23	27,939,994	28,445,824	26,999,467	26,892,016	25,530,823	26,841,302	25,836,843	23,147,162	30,022,835	27,590,275	26,616,525	37,291,120
FY23-24	35,261,406	33,667,778	33,667,880	29,928,198	27,974,197	25,216,741	24,783,957					

Financial Data

Local Expenditure - Data of the number of suppliers and value of payments made to local suppliers each month



Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Total
Number local suppliers	16	28	26	29	31	27	26						
Local supplier spend	\$176,008	\$1,638,581	\$1,108,029	\$1,619,587	\$1,075,016	\$1,940,732	\$427,649						\$7,985,602
Local spend e.g wages, other	\$584,568	\$544,243	\$673,655	\$878,773	\$673,925	\$576,151	\$432,777						\$4,364,092
Total spend in local economy	\$760,576	\$2,182,824	\$1,781,684	\$2,498,360	\$1,748,941	\$2,516,883	\$860,426						\$12,349,694
Non-local spend	\$1,379,911	\$1,081,444	\$1,814,515	\$2,531,330	\$1,718,478	\$2,629,967	\$730,512						\$11,886,156
Total Spend	\$2,140,487	\$3,264,268	\$3,596,199	\$5,029,690	\$3,467,419	\$5,146,850	\$1,590,938						\$24,235,851
Local %	36%	67%	50%	50%	50%	49%	54%						51%
Target %	30%	30%	30%	30%	30%	30%	30%						30%

Revenue and Expenditure Report

For the month ending 31 January 2024
Year Elapsed 58%

Resp. Off	REVENUE			EXPENSE			COMMENTS
	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	
1000-0001	CORPORATE GOVERNANCE						
1000-0002	EXECUTIVE SERVICES						
1000-2000-0000	Executive Services Salaries and Oncosts	CEO		248,510	437,000	57%	
1000-2020-0000	Executive Services Expenses	CEO		186,916	381,000	49%	
1000-2025-0000	Subscriptions	CEO		116,461	120,000	97%	Annual subscription paid at beginning of financial year.
1000-0002	EXECUTIVE SERVICES		-	551,887	938,000	59%	
1100-0002	COUNCILLORS EXPENSES						
1100-2000-0000	Councillor Wages	CEO		172,569	296,000	58%	
1100-2001-0000	Councillor Remuneration - Meetings	CEO		33,483	57,500	58%	
1100-2020-0000	Councillors Allowances & Expenditure	CEO		15,135	14,500	104%	
1100-2025-0000	Councillor Superannuation	CEO		22,666	35,000	65%	
1100-2030-0000	Councillor Professional Dev Training	CEO		-	5,000	0%	
1100-2040-0000	Councillors Conferences & Deputation	CEO		7,984	22,000	36%	
1100-2050-0000	Election Expenses	CEO		-	11,000	0%	
1100-2060-0000	Meeting Expenses	CEO		4,014	12,000	33%	
1100-0002	COUNCILLORS EXPENSES		-	255,851	453,000	56%	
1200-0002	GOVERNANCE EXPENSES						
1200-2200-0000	Governance Operating Expenses	MGC		231,922	358,000	65%	
1200-0002	GOVERNANCE EXPENSES		-	231,922	358,000	65%	
1300-0003	MEDIA & COMMUNICATIONS						
1300-2200-0000	Media & Comms Operating Expenses			52,723	214,000	25%	
1300-0003	MEDIA & COMMUNICATIONS		-	52,723	214,000	25%	
1000-0001	CORPORATE GOVERNANCE		-	1,092,383	1,963,000	56%	
2100-0002	ADMINISTRATION & FINANCE						
2100-2220-0000	Shire Office Operating Expenses	MFA		48,612	117,750	41%	
2100-2230-0000	Insurance	MFA		16,122	90,000	18%	
2100-2280-0000	Postage	MFA		2,175	5,000	44%	
2100-2290-0000	Printing & Stationery	MFA		23,299	30,000	78%	Includes printing letterhead
2100-2330-0000	Shire Office Repairs & Maintenance	MFA		4,466	15,000	30%	
2100-2600-0000	Depn General Admin	MFA		37,667	85,141	44%	
2100-0002	ADMINISTRATION & FINANCE		-	132,341	342,891	39%	
2105-0002-0000	FINANCIAL SERVICES						
2105-2120-0000	Audit Fees	MFA		68,578	103,000	67%	
2105-2130-0000	Bank Charges	MFA		5,495	7,000	78%	
2105-2135-0000	Dishonoured Cheques	MFA		-	-	0%	
2105-2185-0000	Fringe Benefits Tax	MFA		6,657	13,000	51%	
2105-2220-0000	Financial Services Operating Expenses	MFA		181,156	436,000	42%	
2105-2260-0000	Bad Debts Expense	MFA		-	-	0%	
2105-2500-0000	Valuation of Assets	MFA		2,096	10,000	21%	
2105-2510-0000	Asset Management Expenses	MFA		17,419	5,000	348%	Mapping expenses
2105-2991-0000	Odd Cents Rounding Expense	MFA		-	-	0%	

Revenue and Expenditure Report

For the month ending 31 January 2024
Year Elapsed 58%

Resp. Off	REVENUE			EXPENSE			COMMENTS	
	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%		
2105-0002-0000	FINANCIAL SERVICES	-	-	0%	281,401	574,000	49%	
2110-0002	STORES							
2110-1550-0000	Auction Sales	MFA	-	-	0%			
2110-2220-0000	Stores and Procurement Operating Expenses	MFA				126,658	252,000	50%
2110-2225-0000	Stores Write-Offs	MFA				(16)	-	0%
2110-2250-0000	Auction Expenses	MFA				-	5,000	0%
2110-2815-0000	Stores Oncosts Recoveries	MFA				(64,757)	(122,000)	53%
2110-0002	STORES		-	-	0%	61,885	135,000	46%
2120-0002	INFORMATION TECHNOLOGY							
2120-2220-0000	IT Operating Expenses	MFA				152,943	401,000	38%
2120-0002	INFORMATION TECHNOLOGY		-	-	0%	152,943	401,000	38%
2130-0002	RECORDS MANAGEMENT							
2130-2220-0000	Records Management Operating Expenses	MFA				65,261	115,000	57%
2130-0002	RECORDS MANAGEMENT		-	-	0%	65,261	115,000	57%
2140-0002	CUSTOMER SERVICE							
2140-2220-0000	Customer Service Operating Expenses	MFA				22,403	83,000	0%
2140-0002	CUSTOMER SERVICE		-	-	0%	22,403	83,000	0%
2200-0002	RATES & CHARGES							
2210-0003	General Rates - Residential Categories							
2210-1000-0000	Rates - Residential	MFA	93,907	188,000	50%			
2210-1005-0000	Interest on Rates	MFA	1,778	3,000	59%			
2210-1080-0000	Discount - Residential	MFA	(7,668)	(21,000)	37%			
2210-1085-0000	Pensioner Rebates	MFA	(2,637)	(4,500)	59%			
2210-1090-0000	Writeoffs and Refunds	MFA	(360)	(1,000)	36%			
2210-1095-0000	Charge on Land	MFA	(308)	-	0%			
2210-0003	General Rates - Residential Categories		84,711	164,500	51%	-	-	0%
2220-0003	General Rates - Commercial							
2220-1000-0000	Rates - Commercial	MFA	27,376	54,000	51%			
2220-1080-0000	Discount - Commercial	MFA	(2,688)	(5,000)	54%			
2220-1090-0000	Write Off & Refund - Commercial	MFA	(0)	(1,000)	0%			
2220-1105-0000	Interest on Rates - Commercial	MFA	127	1,000	13%			
2220-0003	General Rates - Commercial		24,815	49,000	51%			
2230-0003	General Rates - Rural Categories							
2230-1000-0000	Rates - Rural Categories	MFA	845,375	1,701,345	50%			
2230-1005-0000	Interest on Rates - Rural	MFA	8,646	6,000	144%			
2230-1080-0000	Discount - Rural Categories	MFA	(71,903)	(125,000)	58%			
2230-0003	General Rates - Rural Categories		782,117	1,582,345	49%	-	-	0%
2236-0003	General Rates - Oil and Gas Activity							
2236-1000-0000	Rates - Oil and Gas Activities	MFA	2,568,364	5,138,000	50%			
2236-1001-0000	Adjustment - Rates Oil & Gas Activit	MFA	-	-	0%			

Revenue and Expenditure Report

For the month ending 31 January 2024
Year Elapsed 58%

Resp. Off	REVENUE			EXPENSE			COMMENTS
	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	
2236-1005-0000	Interest on Rates - Oil and Gas	MFA	146,857	5,000	2937%		
2236-1080-0000	Discount - Oil and Gas Activities	MFA	(183,570)	(220,000)	83%		
2236-1090-0000	Write-offs and Refunds - Oil and Gas	MFA	(1,615)	(3,000)	54%		
2236-0003	General Rates - Oil and Gas Activity		2,530,036	4,920,000	51%		
2240-0003	Rates & Charges Administration						
2240-2000-0000	Rates & Charges Operating Expense	MFA	-	-	0%	98,455	141,000
2240-0003	Rates & Charges Administration		-	-	0%	98,455	141,000
2200-0002	RATES & CHARGES		3,421,679	6,715,845	51%	98,455	141,000
2295-0002	GRANTS						
2295-1100-0000	FAGS General Component	MFA	110,433	6,538,173	2%		Funds received was the annual adjustment for 2023/24 (paid quarterly) Prepayment amount for 2024/25 expected in June 2024.
2295-1130-0000	FAGS Identified Road Component	MFA	37,605	1,913,275	2%		Funds received was the annual adjustment for 2023/24 (paid quarterly) Prepayment amount for 2024/25 expected in June 2024.
2296-1100-0000	Grant - Roads to Recovery	DES	890,394	500,000	178%		Annual allocation received
2297-1000-0000	SWQ Water and Sewerage Alliance Revenue	DES	-	1,373,000	0%	545,855	1,373,000
2297-2000-0000	SWQ Water and Sewerage Alliance Costs	DES	-	-	0%		
2298-1200-0000	Capital Grant - SES Donation	MFA	-	58,000	0%		
2298-1204-0000	Capital Grant - SES Support Grant	MFA	-	10,635	0%		
2298-1205-0000	Cap Grant - LRCIP Programme Round 3	MFA	-	1,491,976	0%		
2298-1206-0000	Capital Grant - LRCIP Programme Round 4 Part A	MFA	-	892,000	0%		
2298-1207-0000	Capital Grant - LRCIP Programme Round 4 Part B	MFA	-	515,000	0%		
2298-1208-0000	Capital Grant - ENHM Stage 3	MFA	-	15,000,000	0%		
2298-1210-0000	Capital Grant - RAUP Toompine	MFA	-	100,000	0%		
2298-1220-0000	Capital Grant - LGGSP - Townhouses	MFA	-	2,153,704	0%		
2298-1230-0000	Capital Grant - BOR Toompine Bore	MFA	-	617,465	0%		
2298-1235-0000	Capital Grant - Toompine Bore Contributions	MFA	-	-	0%		
2298-1270-0000	Cap Grant - R2R Revenue	MFA	-	777,000	0%		
2298-1275-0000	Capital Grant - BOR Quilpie STP Design	MFA	-	239,972	0%		
2298-1285-0000	Cap Grant - W4Q 21-24	MFA	-	116,644	0%		
2295-0002	GRANTS		1,038,432	32,296,844	3%	545,855	1,373,000
2300-0002	OTHER REVENUE						
2300-1500-0000	Administration Fees (GST Applies)	MF	152	5,000	3%		
2300-1510-0000	Admin Fees (GST Exempt)	MF	3,728	5,000	75%		
2300-1601-0000	Fire Levy Commission	MF	-	4,000	0%		
2300-1800-0000	Bank Interest Received	MF	8,585	10,000	86%		
2300-1810-0000	Investment Interest	MF	896,677	1,200,000	75%		
2300-1990-0000	Miscellaneous Income	MF	50,782	2,000	2539%		
2300-1995-0000	Misc Income GST Free	MF	4,500	2,000	225%		
2300-2130-0000	Investment Admin Fees	MF	-	0%	0%	12,902	28,000
2310-1300-0000	Quilpie Club Rent	MF	284	500	57%		
2310-2300-0000	Quilpie Club Expenses	MF	-	-	0%	284	500
2300-0002	OTHER REVENUE		964,708	1,228,500	79%	13,186	28,500

Revenue and Expenditure Report

For the month ending 31 January 2024
Year Elapsed 58%

Resp. Off	REVENUE			EXPENSE			COMMENTS	
	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%		
2400-0002	EMPLOYEE ONCOSTS							
2400-2010-0000	Expense Annual Leave	MF		400,521	550,000	73%		
2400-2011-0000	Expense Long Service Leave	MF		58,955	130,000	45%		
2400-2012-0000	Expense Sick Leave	MF		100,963	140,000	72%		
2400-2013-0000	Expense Public Holiday	MF		104,232	170,000	61%		
2400-2015-0000	Expense Bereavement Leave	MF		6,807	4,000	170%		
2400-2016-0000	Expense Domestic Violence Leave	MF		-	2,000	0%		
2400-2020-0000	Expense Maternity Leave	MF		-	7,000	0%		
2400-2065-0000	Expense Super Contributions	MF		355,188	590,000	60%		
2400-2230-0000	Expense Workers Compensation	MF		73,039	80,000	91%	Annual premium	
2400-2315-0000	Expense Employee Relocation	MF		-	10,000	0%		
2400-2410-0000	Expense WH&S	MF		94,024	263,000	36%		
2400-2821-0000	Recovery Annual Leave	MF		(299,253)	(550,000)	54%		
2400-2822-0000	Recovery Sick Leave	MF		(77,591)	(140,000)	55%		
2400-2823-0000	Recovery LSL	MF		(66,503)	(130,000)	51%		
2400-2824-0000	Recovery Public Holidays	MF		(101,950)	(170,000)	60%		
2400-2825-0000	Recovery Superannuation	MF		(318,306)	(590,000)	54%		
2400-2826-0000	Recovery Workers Comp	MF		(46,819)	(80,000)	59%		
2400-2827-0000	Recovery Training	MF		(110,844)	(175,000)	63%		
2400-2828-0000	Recovery WH&S	MF		(139,661)	(193,000)	72%		
2400-2829-0000	Recovery Contractors	MF		(175,419)	(240,000)	73%		
2400-2830-0000	Recovery Office Equipment	MF		(35,181)	(60,000)	59%		
2400-2831-0000	Recovery Administration	MF		(66,369)	(120,000)	55%		
2400-0002	EMPLOYEE ONCOSTS		-	(244,167)	(502,000)	49%		
2000-0001	ADMINISTRATION AND FINANCE		5,424,818	40,241,189	13%	1,129,565	2,691,391	42%
3000-0001	INFRASTRUCTURE							
3000-0002	ENGINEERING ADMIN & SUPERVISION							
3000-1100-0000	Apprentice Incentive Payments	DES	-	15,000	0%			
3000-2029-0000	Engineering O/C Recover Supervision	DES		(141,490)	(230,000)	62%		
3000-2030-0000	Engineering O/C Recover Plant	DES		(10,664)	(20,000)	53%		
3000-2040-0000	Engineering O/C Recover FP & LT	DES		(30,043)	(50,000)	60%		
3000-2050-0000	Engineering O/C Recover Wet Weather	DES		(20,153)	(30,000)	67%		
3000-2060-0000	Wet Weather Wages Expense	DES		307	30,000	1%		
3000-2080-0000	Floating Plant / Loose Tools	DES		3,323	-	0%		
3000-2220-0000	Engineering Management Expenses	DES		37,265	198,000	19%		
3000-2420-0000	Quality Assurance Expenses	DES		34,409	68,000	51%		
3000-2985-0000	Engineering Consultants	DES		19,150	10,000	191%		
3000-2990-0000	Works Supervision	DES		456,100	835,000	55%		
3000-0002	ENGINEERING ADMIN & SUPERVISION		-	15,000	0%	348,203	811,000	43%
3100-0002	WATER							
3100-0003	WATER - QUILPIE							
3100-1000-0000	Quilpie Water Charges	DES	144,802	290,000	50%			
3100-1005-0000	Quilpie Water Charges Interest	DES	1,439	1,000	144%			
3100-1020-0000	Quilpie Other Water Revenue	DES	-	-	0%			
3100-1080-0000	Quilpie Water Discount	DES	(12,187)	(25,000)	49%			

Revenue and Expenditure Report

For the month ending 31 January 2024
Year Elapsed 58%

		REVENUE			EXPENSE			COMMENTS
Resp. Off		ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	
3100-1085-0000	Quilpie Water Pensioner Rebate	DES	(2,254)	(4,000)	56%			
3100-1090-0000	Quilpie Water Writeoff and Refund	DES	(6)	(500)	1%			
3100-1500-0000	Quilpie Water Connections	DES	-	-	0%			
3100-2200-0000	Drinking Water Quality Plan	DES				-	-	0%
3100-2230-0000	Quilpie Water Operations	DES				51,744	97,000	53%
3100-2600-0000	Depn Quilpie Water	DES				44,873	117,000	38%
3100-0003	WATER - QUILPIE		131,794	261,500	50%	96,617	214,000	45%
3110-0003	WATER - EROMANGA							
3110-1000-0000	Eromanga Water Charges	DES	18,656	37,000	50%			
3110-1005-0000	Eromanga Water Charges Interest	DES	130	-	0%			
3110-1020-0000	Eromanga Other Water Revenue	DES	-	-	0%			
3110-1080-0000	Eromanga Water Discount	DES	(1,611)	(3,000)	54%			
3110-1085-0000	Eromanga Water Pensioner Rebate	DES	(797)	(500)	159%			
3110-1090-0000	Eromanga Water Writeoff and Refund	DES	(3)	-	0%			
3110-2220-0000	Eromanga Water Operations-Wages	DES				17,465	31,500	55%
3110-2230-0000	Eromanga Water Operations-Expenses	DES				34,087	50,000	68%
3110-2600-0000	Depn Eromanga Water	DES				105,709	132,000	80%
3110-0003	WATER - EROMANGA		16,375	33,500	49%	157,260	213,500	74%
3120-0003	WATER - ADAVALE							
3120-1000-0000	Adavale Water Charges	DES	11,592	29,000	40%			
3120-1005-0000	Adavale Water Charges Interest	DES	164	-	0%			
3120-1080-0000	Adavale Water Discount	DES	(1,650)	(2,500)	66%			
3120-1085-0000	Adavale Water Pensioner Remissions	DES	(436)	(1,000)	44%			
3120-1090-0000	Adavale Water Chgs Writeoff & Refund	DES	-	-	0%			
3120-2220-0000	Adavale Water Operations	DES				8,070	5,000	161%
3120-2600-0000	Depn Adavale Water	DES				10,164	17,000	60%
3120-0003	WATER - ADAVALE		9,671	25,500	38%	18,234	22,000	83%
3130-0003	WATER - CHEEPIE							
3130-2220-0000	Cheepie Water Operations	DES				510	2,000	26%
3130-2600-0000	Depn Cheepie Water	DES				470	1,000	47%
3130-0003	WATER - CHEEPIE		-	-	0%	980	3,000	33%
3140-0003	WATER - TOOMPINE							
3140-2220-0000	Toompine Water Operations-Wages	DES				655	2,000	33%
3140-2230-0000	Toompine Water Operations	DES				23,725	2,000	1186%
3140-2600-0000	Water Depreciation-Toompine	DES				1,285	2,000	64%
3140-0003	WATER - TOOMPINE		-	-	0%	25,665	6,000	428%
3100-0002	WATER		157,840	320,500	49%	298,757	458,500	65%
3200-0002	SEWERAGE							
3200-0003	SEWERAGE QUILPIE							
3200-1000-0000	Quilpie Sewerage Charges	DES	110,624	220,000	50%			
3200-1005-0000	Quilpie Sewerage Interest	DES	1,244	1,000	124%			

Water cartage Quilpie to Toompine. Old bore has failed and the new bore is not yet tested or connected. Will continue for another month.

13.2 PROCUREMENT POLICY**IX: 246092****Author: Sharon Frank, Manager Finance & Administration**

Attachments: 1. **F.05 Procurement Policy - Draft.pdf** [↓](#)
 2. **F.05-Procurement-Policy V10.pdf** [↓](#)

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The purpose of this report is to present a review of the Procurement Policy.

RECOMMENDATION

That Council adopt the Procurement Policy.

BACKGROUND

The Procurement Policy has been updated to the new policy template and reviewed, with the proposed updates as follows:

- Detailed policy outcomes / framework based on current policy approach;
- Reference to *Local Government Regulation 2012* in terms of specifying that Council will use the Default Contracting Procedures (rather than Strategic Contracting);
- Reference to the *Local Government Act 2009* around the legislative requirement to be financially sustainable by establishing a financial management system that has regard to the sound contracting principles when contracting for the supply of goods or services (including the carrying out of works) and the disposal of assets – in accordance with section 104;
- Scope reworded to specify who the policy applies to within Council and what a procurement activity is, rather than a general statement.
- Specifying Council's Principles including the five sound contracting principles which are mandatory under legislation plus the principle of Work Health & Safety which is an important consideration when contracting for the supply of goods or services.
- Minor changes to wording of the description of Council's contracting principles e.g.
 - environmentally friendly changed to environmentally responsible
 - support for competitive local business and why it's important – flow on effects
- Reference to the Queensland Government's Local Industry Policy (under principle 3) updated to the Queensland Government's *Queensland Charter for Local Content (Local Industry Policy: Opening opportunities for industry)*.

- Updated to be more concise, remove large amounts text copied from legislation text or text that is procedural in nature, structure and flow improved, information reordered, definitions incorporated into policy content;
- Procurement contract threshold for \$2,000 to <\$5,000 has been updated to at least one written quote, rather than two verbal offers;
- Emphasis that thresholds are cumulative;
- Emphasis on prohibition on splitting orders and contracting activities to avoid procurement contract thresholds;
- Corporate purchase cards – reasons and benefits to suppliers.
- Power to delegate included;
- Specific delegations and credit card limits removed as this is a separate resolution by Council to the CEO and CEO to employees sub-delegation;
- Reference to relevant legislation for sound contracting principles, contracting requirements, exceptions and disposals;
- Inclusion of disposal contracting activities and thresholds and requirements for the disposal of land (including exceptions).
- Inclusion of opportunities for joint purchasing arrangements with other councils or groups of councils e.g. SWQROC;
- Other obligations enhanced to align with legislative requirements (e.g. annual report requirements, caretaker period, records management;
- Publishing details of contractual arrangement updated to align with legislation and notices published;
- Updated conflict of interest section to include pecuniary and no-pecuniary interests, and potential conflict of interests.
- Related policies, legislation and other documents expanded.

The copy of the proposed Procurement Policy is attached in draft. A copy of the current Procurement Policy is attached for reference.

OPTIONS

OPTION 1

That Council adopt the Procurement Policy.

OPTION 2

That Council not adopt the Procurement Policy as presented and the current policy remain in place.

CONSULTATION (Internal/External)

Executive Leadership Team

Procurement Officer

LEGAL IMPLICATIONS

N/a

POLICY AND LEGISLATION**Local Government Regulation 2012****198 Procurement policy**

- (1) A local government must prepare and adopt a policy about procurement (a **procurement policy**).
- (2) The procurement policy must include details of the principles, including the sound contracting principles, that the local government will apply in the financial year for purchasing goods and services.
- (3) A local government must review its procurement policy annually.

104 Financial management systems

- (1) To ensure it is financially sustainable, a local government must establish a system of financial management that—
- (a) ensures regard is had to the sound contracting principles when entering into a contract for—
 - (i) the supply of goods or services; or
 - (ii) the disposal of assets; and
 - (b) complies with subsections (5) to (7).
- (2) A local government is financially sustainable if the local government is able to maintain its financial capital and infrastructure capital over the long term.
- (3) The sound contracting principles are—
- (a) value for money; and
 - (b) open and effective competition; and
 - (c) the development of competitive local business and industry; and
 - (d) environmental protection; and
 - (e) ethical behaviour and fair dealing.
- (4) A contract for the supply of goods or services includes a contract about carrying out work.

...

FINANCIAL AND RESOURCE IMPLICATIONS

The procurement policy is the framework for procurement and contracting activities based on the sound contracting principles to ensure it is financially sustainable under 104 of the *Local Government Act 2009*.

RISK MANAGEMENT IMPLICATIONS

N/a

13.3 AMENDMENT TO COUNCIL'S CREDIT CARD LIMIT AND THE NUMBER OF PURCHASING CARDS/LIMITS

IX: 246647
Author: Hannah Tully, Finance Officer
Attachments: Nil

KEY OUTCOME

- Key Outcome:** 4. Strong Governance
- Key Initiative:** 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council amend Council's Credit Card threshold to \$80,000 and authorised the Chief Executive Officer to update the Register of Delegations and Sub-Delegations for the following purchasing cards and limits:

•	Senior Tourism Service Officer	\$2,000
•	Plumber	\$2,000
•	Diesel Fitter	\$1,500
•	Light Vehicle Mechanic	\$1,500
•	Payroll/HR Officer	\$1,000
•	Community Service Officer	\$1,500
•	Customer Service Officer (Administration)	\$1,000
	TOTAL	\$10,500

BACKGROUND

Currently, Council has a credit card threshold of \$75,000. This consists of the following purchasing cards:

•	Mayor	\$1,000
•	Chief Executive Officer	\$8,000
•	Director of Corporate and Community Services	\$3,000
•	Director of Engineering Services	\$3,000
•	Senior Stores Officer	\$3,000
•	Fleet and Workshop Manager	\$3,000
•	Works Coordinator	\$3,000
•	Finance Support Officer – Receivables	\$2,000
•	Librarian	\$1,500
•	Manager Tourism and Economic Development	\$3,000

• Senior Road Construction, Maintenance and Structures Supervisor	\$5,000
• Water & Sewerage Supervisor	\$5,000
• Facilities Officer	\$5,000
• Town Services Supervisor	\$3,000
• HR Manager	\$3,000
• Manager WHS/ QA	\$2,000
• Executive Assistant/Grants Officer	\$3,000
• Depot Administration Officer	\$1,000
• Health Promotions Officer	\$1,000
• Manager Finance & Administration	\$3,000
• Pest & Livestock Management Coordinator	\$2,000
• Manager Governance & Compliance	\$3,000
Total	\$66,500

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

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

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

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

Details of purchasing card authorisation and limit amounts will be incorporated into the Register of Delegations and Sub-Delegations. The existing Credit Card policy will be revised to focus on administrative use of the cards by staff and will be authorised under the CEO jurisdiction.

CONSULTATION (Internal/External)

Manager Finance & Administration

Works Coordinator

Chief Executive Officer

Procurement Officer

LEGAL IMPLICATIONS

NIL

POLICY AND LEGISLATION

Procurement Policy

Procurement (Credit Card & Credit Devices) Procedure

FINANCIAL AND RESOURCE IMPLICATIONS

The financial implications are an increase of \$5,000 to the Credit Card Limit

RISK MANAGEMENT IMPLICATIONS

In accordance with Council's Risk Management Policy.

14 GOVERNANCE**14.1 REQUEST FOR CONSENT FOR MINING CLAIM WHICH ENCROACHES ON ROAD RESERVE****IX: 246200****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: 1. Compensation Agreement - ML300436 (under separate cover)****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

The report is to provide Council an opportunity to consider whether Council should give consent to the Mining Lease MC300436 which encroaches on a Road Reserve

RECOMMENDATION

That Council:

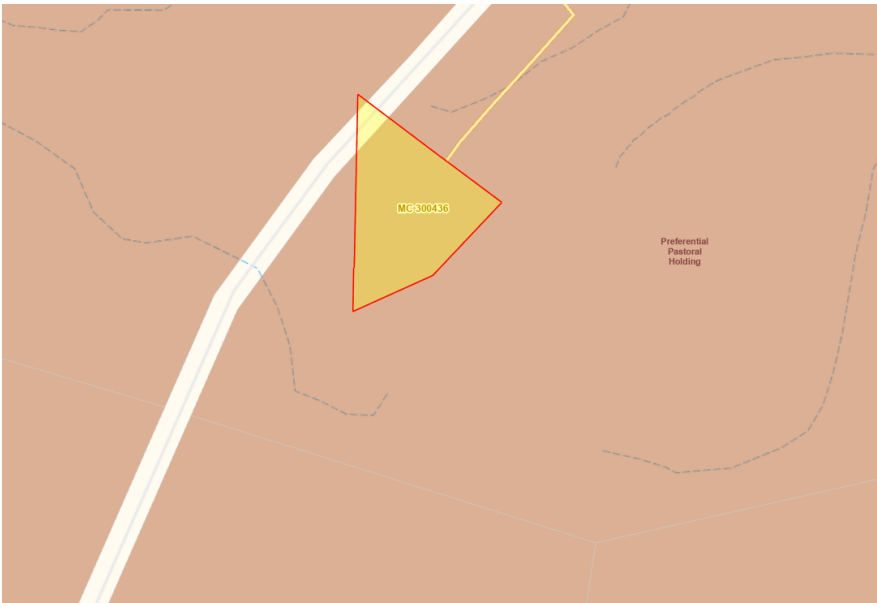
1. Endorse the Mining Lease ML300436 which encroaches on the Road Reserve 81 Seg 47519042; and
2. Delegate Power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this matter.

BACKGROUND

Council has been approached by the lease holder of the Mining Lease ML300436 which has expired or due to expire. The Lease holder has been advised that compensation agreement is required the land described as Road Reserve 81 Seg 47519042. A compensation agreement was not required at the last renewal.

Ideally a mining lease should not be over a road reserve but during this review process we have noticed that there are a number of mining lease over road reserves in the Quilpie Shire area.

Council has approved a number of mining leases and mining claims on road reserves in the past 18 months.



OPTIONSOption 1 – Recommended

That Council:

1. Endorse the Mining Lease MC300436 which encroaches on the Road Reserve 81 Seg 47519042 Par; 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 matter.

Option 2

That Council decline to accept the Mining Lease MC300436 on the Road Reserve 81 Seg 47519042 and request that the Mining Lease Boundaries are amended.

CONSULTATION (Internal/External)

Director of Engineering – Peter See

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Land Act 1994

Mineral Resources Act 1989 (MRA)

Small Scale Mining Code (the code)

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

N/A

14.2 POLICY REVIEW**IX: 246779****Author: Janelle Menzies, Manager Governance and Compliance****Attachments:**

1. **Community Assistance Policy** [↓](#)
2. **Art Cultural & Development Policy** [↓](#)
3. **Councillor Recognition of Service Policy** [↓](#)

KEY OUTCOME**Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

The purpose of this report is to present reviewed policies to be adopted by Council.

RECOMMENDATION

That the Council adopt the Community Assistance Policy, the Art Culture & Development Policy and the Councillor Recognition of Service Policy.

BACKGROUND

The Community assistance policy is a mandatory policy required under Section 164 of the *Local Government Regulations 2012* which requires the local government to keep, with the records, a copy of its community grants policy. Changes to this policy includes deadlines for receiving a request as well as delegating to the Chief Executive Officer the authority to approval in kind requests and are highlighted in blue.

The Art Culture & Development Policy has some minor changes and are highlighted in yellow.

All the policies have been updated to presented in a new template and now includes Human Rights Compatibility Statement. The last time these policies were reviewed was in 2021. No other changes have been made to the Councillor Recognition.

These policies do not include any major policy decisions and can be adopted during the caretaker period.

CONSULTATION (Internal/External)

Leadership Team

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

N/A

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 2023/24 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.

15.2 Water Agreement Templates

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.

- 16 LATE ITEMS**
- 17 GENERAL BUSINESS**
- 18 MEETING DATES**