

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 Brolga Street, Quilpie

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- 1 OPENING OF MEETING
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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.

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	Mackenzi	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.

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

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.

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.

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.

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.

5/0

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.

5/0

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.

14.4 APPPROVAL 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

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 descried 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 descried 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 toe 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 descried 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 descried 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:
 - a) AS2890.1 Parking Facilities;
 - b) Austroads AP-34/95 Design Vehicles and Turning Path Templates; and
 - c) The 'Access to Premises Standard' (Vol 1 of the National Construction Code).

Earthworks and Construction

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 Onsite 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 toe 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.

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

<u>General</u>

- 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.

<u>Roads</u>

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.

<u>Waste</u>

- 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

<u>Awards:</u>

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:

Cultural Society	Proposed – TBC
Outback Gondwana	Exhibition for 20year anniversary. Title TBC
NAIDOC Exhibition	Exhibition title TBC
Photography exhibition	4 photographers exhibiting. Title TBC
Combined Schools	
Christmas in the Gallery	
	Outback Gondwana

Social Media - INSTAGRAM

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

Social Media - FACEBOOK

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

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

OPERATIONAL STATUS REPORTS PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT ORDINARY COUNCIL MEETING AGENDA 20 FEBRUARY 2024

10.2.2 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT

IX: 246707

Author:Lisa Hamlyn, Director Corporate and Community ServicesAttachments: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.

Property	<u> </u>	lo of Scalp	S	Amount of Payment
	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
Eromanga Common	Very Good	due to the recent rainfall.
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

OPERATIONAL STATUS REPORTS CORPORATE AND COMMUNITY SERVICES STATUS REPORT ORDINARY COUNCIL MEETING AGENDA 20 FEBRUARY 2024

10.2.3 CORPORATE AND COMMUNITY SERVICES STATUS REPORT

IX: 246778

Author:Lisa Hamlyn, Director Corporate and Community ServicesAttachments: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

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

	(Date Range from 01-01-202		2024. Ordered b	y: Date. 59% of year elapsed.)				
	Local Supplier Analysis			Expend	iture	Summary		
on-Local Supplier	\$	730,512	46%			Jan-24		Dec-23
ocal Supplier Analy	s\$ 8	360,426	54%					
TOTAL	\$ 1,!	590,938	100%	Wages and Superannuation	\$	482,319	\$	523,55
				IT and Communications	\$	36,423	\$	26,50
a local supplier is de	eemed to be a business that is based	in Quilpie	Shire, has a	Roadworks and Plant Hire	\$	400,298	\$	2,393,10
depot in Quilpie, is a	a ratepayer, or employs local staff)			Consultants and Prof. Services	\$	211,645	\$	466,1
				Workshop/ Parts & Consumab	le \$	42,543	\$	38,6
. Collection and the				Fuels	\$	22,790	\$	111,4
	provides information about cash sports, reimbursements, and companies no			Other Capital Purchases	\$	308,082		
Actioning wage create	ors, rembursements, and comparies ne			Other	\$	86,839	\$	1,587,3
Monthly Value	# Suppliers		Total \$		\$	1,590,938	\$	5,146,8
\$0 - \$1,000	9	\$	3,658	TOTAL OF CHEQUES			\$	1,684,9
\$1,001 - \$5,000	13	\$	35,173	less: Investment Movements			\$	-
\$5,001 - \$15,000	2	\$	13,649	less: Internal Adjustments - Qu	ilpie Sl	hire Council	-\$	2,8
\$15,001 - \$50,000	0	\$	-	less: Tax Payments			-\$	91,1
\$50,000 +	2	\$	375,169	NET CREDITOR PAYMENTS			\$	1,590,9

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

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

ORDINARY COUNCIL MEETING AGENDA

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	Мар	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

ORDINARY COUNCIL MEETING AGENDA

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	mber SWQROC Meeting	
19 November	19 November Council Meeting	
3 December	Councillor Briefing Session	Quilpie
5-6 December	SWQROC Meeting	Brisbane
17 December	17 December Council Meeting	

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 11^{th of} May.

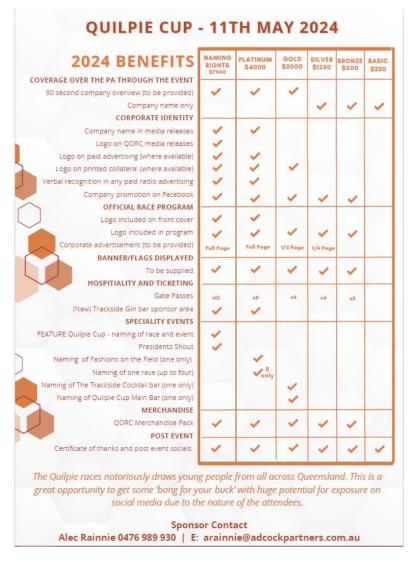
Sponsorship Packages previously purchased:

- 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:



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 —

- - (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.

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- 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		\$14,000		\$5,917

RISK MANAGEMENT IMPLICATIONS

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

ORDINARY COUNCIL MEETING AGENDA

12.2	COMMUNITY ASSISTANCE APPLICATION - EROMANGA & DISTRICT RODEO
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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

ORDINARY COUNCIL MEETING AGENDA

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		\$14,000		\$5,917

RISK MANAGEMENT IMPLICATIONS

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

13 FINANCE

13.1	FINANCIA	L SEI	RVICES REPORT MONTH ENDING 31 JANUARY 2024
IX:		2458	397
Author:		Shar	on Frank, Manager Finance & Administration
Attachr	nents:	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	%
0			
Current Assets	04 700 057	04 004 004	4400/
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	2 007 077	4 500 007	4000/
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	
Current Year Surplus	(4,141,278)	22,934,272	104% -18%
Accumulated Surplus (B/Fwd)	28,684,392	7,688,554	373%
TOTAL COMMUNITY EQUITY	317,936,761	339,035,840	<u> </u>
	517,330,701	555,055,040	34/(

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%

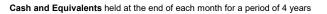
			%
Cash Flows from Operating Activities			
Receipts from customers	4,884,684	6,841,182	71%
Payment to suppliers and employees	(17,722,297)	(39,450,910)	45%
	(12,837,613)	(32,609,728)	39%
Interest received	732,041	1,229,000	60%
Rental income	273,265	460,000	59%
Income from investments	63,876		
Operating 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	

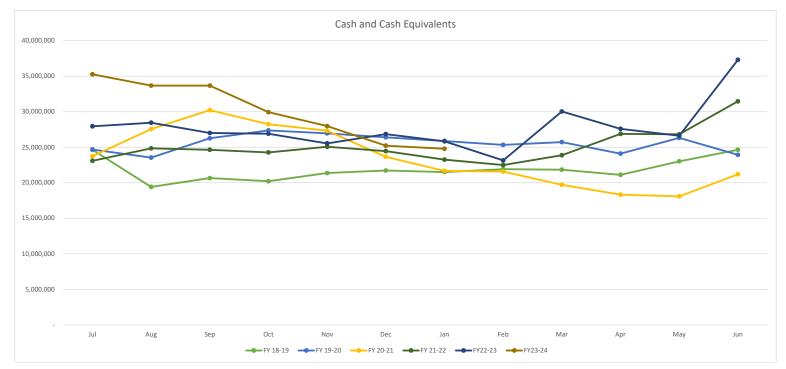
Notes:

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).

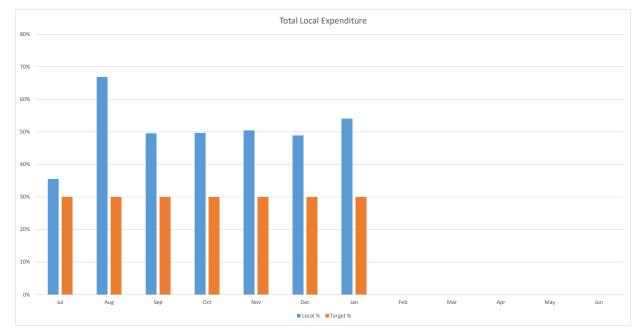
Financial Data

Cash and Equivalents





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%

			REV	ENUE		EXPE	NSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
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		-	-	0%	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%	
	Councillors Conferences & Deputation	CEO				7.984	22,000	36%	
	Election Expenses	CEO				-	11,000	0%	
	Meeting Expenses	CEO				4,014	12,000	33%	
1100-0002	COUNCILLORS EXPENSES	020	-	-	0%	255,851	453,000	56%	
1200-0002	GOVERNANCE EXPENSES								
		MOO				004 000	250.000	CE9/	
1200-2200-0000	Governance Operating Expenses	MGC			00/	231,922	358,000	65%	
1200-0002	GOVERNANCE EXPENSES		-	-	0%	231,922	358,000	65%	-
1300-0003	MEDIA & COMMUNICATIONS						_		
1300-2200-0000						52,723	214,000	25%	
1300-0003	MEDIA & COMMUNICATIONS		-	-	0%	52,723	214,000	25%	
1000-0001	CORPORATE GOVERNANCE		-	-	0%	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		MFA				2,175	5,000	44%	
2100-2280-0000	Printing & Stationery	MFA				23,299	30,000	78%	Includes printing letterhead
2100-2230-0000		MFA				4,466	15,000	30%	includes printing letternead
2100-2530-0000		MFA				37,667	85,141	44%	
2100-0002	ADMINISTRATION & FINANCE		-	-	0%	132,341	342,891	39%	-
2105 0002 0000	FINANCIAL SERVICES								
2105-2120-0000		MFA				68,578	103,000	67%	
		MFA						78%	
2105-2130-0000	0					5,495	7,000		
	Dishonoured Cheques	MFA				-	-	0%	
	Fringe Benefits Tax	MFA				6,657	13,000	51%	
	Financial Services Operating Expenses	MFA				181,156	436,000	42%	
	Bad Debts Expense	MFA				-	-	0%	
	Valuation of Assets	MFA				2,096	10,000	21%	
0405 0540 0000	Asset Management Expenses	MFA				17 410	5,000	348%	Mapping expenses
	Odd Cents Rounding Expense	MFA				17,419	5,000	0%	wapping expenses

			REVI	INUE		EXP	ENSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
2105-0002-0000	FINANCIAL SERVICES		-	-	0%	281,401	574,000	49%	
2110-0002	STORES								
2110-1550-0000		MFA	-		- 0%				
	Stores and Procurement Operating Expenses	MFA				126,658	252,000	50%	
2110-2225-0000		MFA				(16)		0%	
	Auction Expenses	MFA				(-)	5,000	0%	
	Stores Oncosts Recoveries	MFA				(64,757)		53%	
2110-0002	STORES		-		- 0%	61,885	/	46%	-
2120-0002	INFORMATION TECHNOLOGY								
	IT Operating Expenses	MFA				152,943	401,000	38%	
	INFORMATION TECHNOLOGY		-		- 0%	152,943		38%	
							,		-
	RECORDS MANAGEMENT								
	Records Management Operating Expenses	MFA				65,261		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								
	Rates - Residential	MFA	93,907	188,00	0 50%				
2210-1005-0000	Interest on Rates	MFA	1,778	3,00	0 59%				
2210-1080-0000	Discount - Residential	MFA	(7,668)	(21,00					
2210-1085-0000	Pensioner Rebates	MFA	(2,637)	(4,50) 59%				
2210-1090-0000	Writeoffs and Refunds	MFA	(360)	(1,00) 36%				
2210-1095-0000	Charge on Land	MFA	(308)		- 0%				
2210-0003	General Rates - Residential Categories		84,711	164,50	0 51%	· · ·	· -	0%	-
2220-0003	General Rates - Commercial								
2220-1000-0000	Rates - Commercial	MFA	27,376	54,00	0 51%				
2220-1080-0000	Discount - Commercial	MFA	(2,688)	(5,00)) 54%				
2220-1090-0000	Write Off & Refund - Commercial	MFA	(0)	(1,00) 0%				
2220-1105-0000	Interest on Rates - Commercial	MFA	127	1,00	0 13%				
2220-0003	General Rates - Commercial		24,815	49,00	0 51%				
2230-0003	General Rates - Rural Categories					1			
	Rates - Rural Categories	MFA	845,375	1,701,34	5 50%				
	Interest on Rates - Rural	MFA	8,646	6,00					
	Discount - Rural Categories	MFA	(71,903)	(125,00		1			
	General Rates - Rural Categories		782,117	1,582,34		· · · ·	· -	0%	-
2236-0003	General Rates - Oil and Gas Activity					1			
	Rates - Oil and Gas Activities	MFA	2,568,364	5,138,00	0 50%				
	Adjustment - Rates Oil & Gas Activit	MFA	2,000,004	5,150,00	- 0%	1			

			REV	ENUE		EXPE	NSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
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%	· ·	-	0%	-
2240-0003	Rates & Charges Administration								
2240-2000-0000	Rates & Charges Operating Expense	MFA				98,455	141,000	0%	
2240-0003	Rates & Charges Administration		-	-	0%	98,455	141,000	70%	-
2200-0002	RATES & CHARGES		3,421,679	6,715,845	51%	98,455	141,000	70%	-
2295-0002	GRANTS								
2005 4400 0000			440.400	0 500 470	201				Funds received was the annual adjustmer
.295-1100-0000	FAGS General Component	MFA	110,433	6,538,173	2%				2023/24 (paid quarterly) Prepayment amo for 2024/25 expected in June 2024.
205 1120 0000	EACS Identified Bood Component	MFA	27.005	4 042 075	20/				Funds received was the annual adjustmen
2295-1130-0000	FAGS Identified Road Component	IVIFA	37,605	1,913,275	2%				2023/24 (paid quarterly) Prepayment am 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%				
2297-2000-0000	SWQ Water and Sewerage Alliance Costs	DES				545,855	1,373,000	0%	
2298-1200-0000	Capital Grant - SES Donation	MFA	-	58,000	0%				
2298-1204-0000	Capital Grant - SES Support Grant	MFA		10,635					
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					
2298-1207-0000	Capital Grant - LRCIP Programme Round 4 Part B	MFA		515,000					
	Capital Grant - ENHM Stage 3	MFA		15,000,000					
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%				
	Capital Grant - Toompine Bore Contributions	MFA	-	-	0%				
	Cap Grant - R2R Revenue	MFA	-	777,000	0%				
	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	40%	-
2300-0002	OTHER REVENUE								
	Administration Fees (GST Applies)	MF	152	5,000	3%				
	Admin Fees (GST Exempt)	MF	3,728	5,000	75%				
	Fire Levy Commission	MF	-	4,000	0%				
	Bank Interest Received	MF	8,585	10,000	86%				
	Investment Interest	MF	896,677	1,200,000	75%				
	Miscellaneous Income	MF	50,782	2,000	2539%				
	Misc Income GST Free	MF	4,500	2,000	225%		_		
	Investment Admin Fees	MF			0%	12,902	28,000	46%	
	Quilpie Club Rent	MF	284	500	57%		_		
	Quilpie Club Expenses	MF				284	500	57%	
2300-0002	OTHER REVENUE		964,708	1,228,500	79%	13,186	28,500	46%	

			REV	ENUE		EXPE	NSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
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%	
	Expense Sick Leave	MF				100.963	140,000	72%	
	Expense Public Holiday	MF				104,232	170,000	61%	
	Expense Bereavement Leave	MF				6,807	4,000	170%	
	Expense Domestic Violence Leave	MF				-	2,000	0%	
	Expense Maternity Leave	MF					7,000	0%	
	Expense Super Contributions	MF				355.188	590.000	60%	
	Expense Workers Compensation	MF				73,039	80,000	91%	Annual premium
	Expense Employee Relocation	MF				10,000	10,000	0%	, unidal promiani
2400-2410-0000		MF				94,024	263,000	36%	
	Recovery Annual Leave	MF				(299,253)	(550,000)	54%	
	Recovery Sick Leave	MF				(77,591)	(140,000)	55%	
2400-2822-0000	5	MF				(66,503)	(140,000)	51%	
	Recovery Public Holidays	MF				(101,950)	(130,000)	60%	
		MF				· · · /		54%	
	Recovery Superannuation	MF				(318,306)	(590,000)		
	Recovery Workers Comp					(46,819)	(80,000)	59%	
	Recovery Training	MF				(110,844)	(175,000)	63%	
2400-2828-0000	5	MF				(139,661)	(193,000)	72%	
	Recovery Contractors	MF				(175,419)	(240,000)	73%	
	Recovery Office Equipment	MF				(35,181)	(60,000)	59%	
	Recovery Administration	MF				(66,369)	(120,000)	55%	
2400-0002	EMPLOYEE ONCOSTS		-	-	0%	(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								
	INFRASTRUCTURE								
3000-0002		DES	-	15.000	0%				
3000-0002 3000-1100-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments	DES DES	-	15,000	0%	(141,490)	(230.000)	62%	
3000-0002 3000-1100-0000 3000-2029-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision	DES	-	15,000	0%	(141,490) (10,664)	(230,000)	62% 53%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant	DES DES	-	15,000	0%	(10,664)	(20,000)	53%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000 3000-2040-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover FP & LT	DES DES DES	-	15,000	0%	(10,664) (30,043)	(20,000) (50,000)	53% 60%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000 3000-2040-0000 3000-2050-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover FP & LT Engineering O/C Recover Wet Weather	DES DES DES DES	-	15,000	0%	(10,664) (30,043) (20,153)	(20,000) (50,000) (30,000)	53% 60% 67%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000 3000-2040-0000 3000-2050-0000 3000-2060-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover VP4 & LT Engineering O/C Recover Wet Weather Wet Weather Wages Expense	DES DES DES DES DES		15,000	0%	(10,664) (30,043) (20,153) 307	(20,000) (50,000)	53% 60% <mark>67%</mark> 1%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000 3000-2040-0000 3000-2050-0000 3000-2060-0000 3000-2080-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover FP & LT Engineering O/C Recover Wet Weather Wet Weather Wages Expense Floating Plant / Loose Tools	DES DES DES DES DES DES	-	15,000	0%	(10,664) (30,043) (20,153) 307 3,323	(20,000) (50,000) (30,000) 30,000	53% 60% 67% 1% 0%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000 3000-2050-0000 3000-2060-0000 3000-2080-0000 3000-2220-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover Vet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses	DES DES DES DES DES DES DES	-	15,000	0%	(10,664) (30,043) (20,153) 307 3,323 37,265	(20,000) (50,000) (30,000) 30,000 	53% 60% 67% 1% 0% 19%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2030-0000 3000-2050-0000 3000-2050-0000 3000-2080-0000 3000-2220-0000 3000-2420-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover FP & LT Engineering O/C Recover Wet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses	DES DES DES DES DES DES DES	-	15,000	0%	(10,664) (30,043) (20,153) 307 3,323 37,265 34,409	(20,000) (50,000) (30,000) 30,000 	53% 60% 67% 1% 0% 19% 51%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2030-0000 3000-2050-0000 3000-2050-0000 3000-2280-0000 3000-2220-0000 3000-2220-0000 3000-2285-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover Plant Engineering O/C Recover Wet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants	DES DES DES DES DES DES DES DES	-	15,000	0%	(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150	(20,000) (50,000) (30,000) 30,000 	53% 60% 67% 1% 0% 19% 51% 191%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2040-0000 3000-2040-0000 3000-2080-0000 3000-2280-0000 3000-2420-0000 3000-2420-0000 3000-2990-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover FP & LT Engineering O/C Recover Wet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision	DES DES DES DES DES DES DES	-			(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150 456,100	(20,000) (50,000) (30,000) 30,000 198,000 68,000 10,000 835,000	53% 60% 67% 1% 0% 19% 51% 191% 55%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2030-0000 3000-2050-0000 3000-2050-0000 3000-2280-0000 3000-2220-0000 3000-2285-0000 3000-2985-0000 3000-2990-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover PB & LT Engineering O/C Recover Wet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision ENGINEERING ADMIN & SUPERVISION	DES DES DES DES DES DES DES DES	-	15,000 15,000	0%	(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150	(20,000) (50,000) (30,000) 30,000 	53% 60% 67% 1% 0% 19% 51% 191%	
3000-0002 3000-1100-0000 3000-2029-0000 3000-2030-0000 3000-2050-0000 3000-2050-0000 3000-2050-0000 3000-2290-0000 3000-2290-0000 3000-2990-0000 3000-2990-0000 3000-2990-0000 3000-0002	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover PP & LT Engineering O/C Recover Vet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision ENGINEERING ADMIN & SUPERVISION WATER	DES DES DES DES DES DES DES DES	-			(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150 456,100	(20,000) (50,000) (30,000) 30,000 198,000 68,000 10,000 835,000	53% 60% 67% 1% 0% 19% 51% 191% 55%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2030-0000 3000-2040-0000 3000-2050-0000 3000-2050-0000 3000-2220-0000 3000-2220-0000 3000-2985-0000 3000-2985-0000 3000-2990-0000 3100-0002 3100-0003	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover PP & LT Engineering O/C Recover Vet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision ENGINEERING ADMIN & SUPERVISION WATER WATER - QUILPIE	DES DES DES DES DES DES DES DES	-	15,000	0%	(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150 456,100	(20,000) (50,000) (30,000) 30,000 198,000 68,000 10,000 835,000	53% 60% 67% 1% 0% 19% 51% 191% 55%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2030-0000 3000-2040-0000 3000-2060-0000 3000-2280-0000 3000-2220-0000 3000-2220-0000 3000-2985-0000 3000-2985-0000 3000-0002 3100-0002 3100-0003	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover PP & LT Engineering O/C Recover Vet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision ENGINEERING ADMIN & SUPERVISION WATER	DES DES DES DES DES DES DES DES	- - 144,802			(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150 456,100	(20,000) (50,000) (30,000) 30,000 198,000 68,000 10,000 835,000	53% 60% 67% 1% 0% 19% 51% 191% 55%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2040-0000 3000-2050-0000 3000-2080-0000 3000-2280-0000 3000-2285-0000 3000-2990-0000 3000-2990-0000 3000-0002 3100-0003 3100-1000-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover Plant Engineering O/C Recover Vet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision ENGINEERING ADMIN & SUPERVISION WATER WATER - QUILPIE Quilpie Water Charges Quilpie Water Charges Interest	DES DES DES DES DES DES DES DES DES	- 144,802 1,439	15,000	0%	(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150 456,100	(20,000) (50,000) (30,000) 30,000 198,000 68,000 10,000 835,000	53% 60% 67% 1% 0% 19% 51% 191% 55%	
3000-0002 3000-1100-0000 3000-2030-0000 3000-2030-0000 3000-2040-0000 3000-2060-0000 3000-2280-0000 3000-2220-0000 3000-2220-0000 3000-2985-0000 3000-2985-0000 3000-0002 3100-0002 3100-0003 3100-1005-0000 3100-1005-0000	ENGINEERING ADMIN & SUPERVISION Apprentice Incentive Payments Engineering O/C Recover Supervision Engineering O/C Recover Plant Engineering O/C Recover PP & LT Engineering O/C Recover Wet Weather Wet Weather Wages Expense Floating Plant / Loose Tools Engineering Management Expenses Quality Assurance Expenses Engineering Consultants Works Supervision ENGINEERING ADMIN & SUPERVISION WATER WATER - QUILPIE Quilpie Water Charges	DES DES DES DES DES DES DES DES		15,000 290,000	0% 50%	(10,664) (30,043) (20,153) 307 3,323 37,265 34,409 19,150 456,100	(20,000) (50,000) (30,000) 30,000 198,000 68,000 10,000 835,000	53% 60% 67% 1% 0% 19% 51% 191% 55%	

			REVI	ENUE		EXPE	ENSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
3100-1085-0000	Quilpie Water Pensioner Rebate	DES	(2,254)	(4,000)	56%				
	Quilpie Water Writeoff and Refund	DES	(6)	(500)	1%				
	Quilpie Water Connections	DES		()	0%				
	Drinking Water Quality Plan	DES			•/•		-	0%	
	Quilpie Water Operations	DES				51,744	97,000	53%	
	Depn Quilpie Water	DES				44,873		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%				
	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%				
	Eromanga Water Writeoff and Refund	DES	(3)		0%				
	Eromanga Water Operations-Wages	DES	(-)		•/-	17,465	31,500	55%	
	Eromanga Water Operations-Expenses	DES				34,087	50,000	68%	
	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								
	Adavale Water Charges	DES	11,592	29,000	40%				
	Adavale Water Charges Interest	DES	164	20,000	0%				
	Adavale Water Discount	DES	(1,650)	(2,500)	66%				
	Adavale Water Pensioner Remissions	DES	(436)	(1,000)	44%				
	Adavale Water Chgs Writeoff & Refund	DES	(430)	(1,000)	0%				
	Adavale Water Operations	DES			070	8.070	5,000	161%	
	Depn Adavale Water	DES				10,164	17,000	60%	
3120-0003	WATER - ADAVALE	DEC	9,671	25,500	38%	18,234	22,000	83%	-
3130-0003	WATER - CHEEPIE								
	Cheepie Water Operations	DES				510	2,000	26%	
	Depn Cheepie Water	DES				470		47%	
3130-0003	WATER - CHEEPIE	DEC	-	-	0%	980		33%	
3140-0003	WATER - TOOMPINE								
	Toompine Water Operations-Wages	DES				655	2,000	33%	
3140-2230-0000	Toompine Water Operations	DES				23,725	2,000	1186%	Water cartage Quilpie to Toompine. Old bore has failed and the new bore is not yet tested or
0440.0000.0000		550							connected. Will continue for another month.
3140-2600-0000 3140-0003	Water Depreciation-Toompine WATER - TOOMPINE	DES		-	0%	1,285	2,000 6,000	64% 428%	_
			457.040	200 500	49%			65%	_
3100-0002	WATER		157,840	320,500	49%	298,757	458,500	65%	_
3200-0002	SEWERAGE								
3200-0003	SEWERAGE QUILPIE								
	Quilpie Sewerage Charges	DES	110,624	220,000	50%				
	Quilpie Sewerage Interest	DES	1,244	1,000	124%				
			.,244	.,000					

			REVI	INUE		EXPE	INSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
3200-1080-0000	Quilpie Sewerage Discount	DES	(9,727)	(18,000)	54%				
3200-1085-0000	Quilpie Sewerage Pensioner Remission	DES	(373)	(500)	75%				
3200-1090-0000	Quilpie Sewerage Writeoff & Refunds	DES	(7)	(500)	1%				
3200-1500-0000	Quilpie Sewerage Waste Charge	DES	(1,700)	-	0%				
3200-1510-0000	Quilpie Sewerage Connection	DES	578	1,000	58%				
3200-2230-0000	Quilpie Sewerage Operations	DES				82,438	95,000	87%	Hand rails at STP \$27K to be capitalised.
3200-2600-0000	Depn Quilpie Sewerage	DES				45,475		41%	
3200-0003	SEWERAGE QUILPIE		100,640	203,000	50%	127,913	205,000	62%	-
3210-0003	SEWERAGE EROMANGA								
3210-1000-0000	Eromanga Sewerage Charges	DES	13,634	26,000	52%				
3210-1005-0000	Eromanga Sewerage Charges Interest	DES	131	-	0%				
3210-1080-0000	Eromanga Sewerage Discount	DES	(839)	(2,000)	42%				
3210-1085-0000	Eromanga Sewerage Pensioner Remissions	DES	(28)	-	0%				
3210-1090-0000	Eromanga Sewerage Writeoff & Refunds	DES	(8)	-	0%				
3210-2230-0000	Eromanga Sewerage Operations	DES				1,560	17,000	9%	
3210-2600-0000	Depn Eromanga Sewer	DES				14,238		62%	
3210-0003	SEWERAGE EROMANGA		12,889	24,000	54%	15,798	40,000	39%	-
3212-0003	SEWERAGE ADAVALE								
3212-2600-0000	Depn Adavale Septic System	DES				55	500	11%	
3212-0003	SEWERAGE ADAVALE		-	-	0%	55	500	11%	-
3214-0003	SEWERAGE TOOMPINE	DEC				400	500	220/	
3214-2600-0000 3214-0003	Depn Toompine Hall Septic System SEWERAGE TOOMPINE	DES			0%	109	500 500	22% 22%	1
5214-0005	SEWERAGE FOOMFINE				0 /6	109	500	22 /0	-
3200-0002	SEWERAGE		113,529	227,000	50%	143,875	246,000	58%	
3300-0002	INFRASTRUCTURE MAINTENANCE								
3300-0003	SHIRE ROADS MAINTENANCE								
3300-2220-0000	Shire Roads & Drainage - Wages	DES				45,692	270,000	17%	
3300-2230-0000	Shire Roads & Drainage Expenses	DES				200,996	500,000	40%	
3300-2600-0000	Depn Roads & Streets	DES				1,971,815		61%	
3300-0003	SHIRE ROADS MAINTENANCE		-	-	0%	2,218,503	4,020,000	55%	-
3305-0003	SHIRE ROADS - FLOOD DAMAGE 2021								
3305-1140-0000	Qld Resilience & Risk Reduction Fund	DES	_		0%				
3305-1250-0000	FD 2021 Restoration Works	DES	871,912	1,000,000	87%				
	FD 2021 Restoration	DES	071,012	1,000,000	0770	871,912	1,000,000	87%	
3305-0003	SHIRE ROADS - FLOOD DAMAGE 2021		871,912	1,000,000	87%	871,912		87%	-
				, ,		, in the second se	, ,		-
3306-0003	SHIRE ROADS - FLOOD DAMAGE 2022	DF0							
	FD 2022 Emergent Works	DES DES	-	2 000 000	0% 36%				
	FD 2022 Restoration Works FD 2022 Emergent Works	DES	1,091,363	3,000,000	30%			0%	
	FD 2022 Emergent Works FD 2022 Restoration Works	DES				1,091,363	3,000,000	36%	
3306-0003	SHIRE ROADS - FLOOD DAMAGE 2022	DES	1,091,363	3,000,000	36%	1,091,363	3,000,000	36%	
			1,001,000	0,000,000		1,001,000	0,000,000		-
3307-0003	SHIRE ROADS - FLOOD DAMAGE SEPT 2022								

	REVE	ENUE		EXPE	INSE		
Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
DES	-	-	0%				
DES	-	-	0%				
DES	4,656,018	17,000,000	27%				
DES				-	-	0%	
DES				-	-	0%	
DES				4,656,018	17,000,000	27%	
	4,656,018	17,000,000	0	4,656,018	17,000,000	0	-

3307-1150-0000 FD SEPT 2022 Emergent Works 3307-1160-0000 FD Sept 2022 IRW 3307-1170-0000 FD Sept 2022 Restoration Works 3307-2200-0000 FD SEPT 2022 Emergent Works 3307-2300-0000 FD SEPT 2022 Restoration Works 3307-2400-0000 FD Sept 2022 Restoration Works

		REVENUE		EXPE	INSE				
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
3308-0003	SHIRE ROADS - FLOOD DAMAGE 2024					Î			
	FD 2024 Emergent Works	DES	20,235	-	-				
3308-2200-0000	FD 2024 Emergent Works	DES				20,235	-	0%	
			20,235	-	•	20,235	-	0%	=
3310-0003	TOWN STREET & DRAINAGE MAINTENANCE								
3310-2220-0000	Town Street & Drainage Maintenance	DES				309,991	650,000	48%	
3310-2230-0000	Street Lighting	DES				16,515	37,500	44%	
3310-2240-0000	Street Cleaning Operations	DES				9	5,000	0%	
3310-0003	TOWN STREET & DRAINAGE MAINTENANCE		-	-	0%	326,515	692,500	47%	-
3330-0003	DEPOTS & CAMPS								
	Camp Accommodation Rent	DES	5,200	10,000	52%		_		
	Camps Operations	DES				29,614	62,000	48%	
	Depots Operations	DES				119,357	177,000	67%	
	Depn Depot & Camp	DES				115,134	243,858	47%	
3330-0003	DEPOTS & CAMPS		5,200	10,000	52%	264,105	482,858	55%	-
3340-0003	WORKSHOP								
	Workshop Operations	DES				30,195	22,000	137%	
	Workshop Maintenance & Repairs	DES				125,263	311,000	40%	
3340-0003	WORKSHOP			-	0%	155,458	333,000	47%	-
3350-0003	PLANT & MACHINERY								
	Insurance Claims	DES	25,201						
	Gain/Loss on Sale/Disposal of Plant	DES	(101,680)	-	0%				
	Diesel Rebate - ATO	DES	72,649	75,000	97%				
	Small Plant Repairs	DES				1,975	23,000	9%	
	Small Plant Purchases	DES				2,387	20,000	12%	
	Plant Operations	DES				387,775	703,000	55%	
	Plant Repairs & Maintenance	DES				459,787	806,000	57%	
	Plant Registration	DES				136,506	75,000	182%	Registration and annual insurance
	Plant Recoveries	DES				(1,630,236)	(3,600,000)	45%	
3350-2600-0000		DES				631,756	854,096	74%	1
3350-0003	PLANT & MACHINERY		(3,830)	75,000	-5%	(10,050)	(1,118,904)	1%	-
3360-0003		DEC				40.000	00.000	420/	
	Quilpie Aerodrome Operations	DES				12,834	30,000	43%	
	Quilpie Aerodrome Repairs & Maint	DES				40,312	100,000	40%	Annual languages and in the
	Eromanga Aerodrome Repairs & Maint	DES				12,976	10,000	130%	Annual Insurance paid in July
3300-2350-0000	Adavale Aerodrome Repairs & Maint	DES				· ·	5,000	0%	
	Toompine Aerodrome Repairs & Maint	DES				· ·	2,000	0%	
	Cheepie Aerodrome Repairs & Maint	DES				401	2,000	20%	
	Depn - Quilpie Aerodrome	DES				132,350	409,479	32%	
	Depn - Adavale Aerodrome	DES				16,963			
	Depn - Toompine Aerodrome	DES				6,226			
3363-2600-0000	Depn - Cheepie Aerodrome	DES DES				38			
	Depn - Eromanga Aerodrome					82,416			

			REV	ENUE		EXPE	INSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
3360-0003	AERODROME		-	-	0%	304,517	558,479	55%	_
	QUILPIE REFUELLING FACILITY Quilpie Refuelling Revenue	DES	206,143	250,000	82%				
3366-2310-0000 3366-2600-0000	Depn - Quilpie Refuelling Facility	DES DES				228,680 11,457	280,000 21,960	0% 0%	
3365-0003	QUILPIE REFUELLING FACILITY		206,143	250,000	82%	240,138	301,960	0%	-
3370-0003	BULLOO PARK Bulloo Park Fees	DCCS	4 445	0.000	72%				
	Bulloo Park Operations	DCCS	1,445	2,000	12%	85,448	121,000	71%	
	Depn Bulloo Park	DCCS				40,139	86,400	46%	
3370-0003	BULLOO PARK		1,445	2,000	72%	125,587	207,400	61%	-
3371-0003	BULLOO RIVER WALKWAY								
3371-2220-0000	Bulloo River Walkway Operations	MED				564	5,000	11%	
3371-0003	BULLOO RIVER WALKWAY		-	-	0%	564	5,000	11%	
3375-0003	JOHN WAUGH PARK								
3375-1500-0000		DCCS			0%				
3375-2220-0000		DCCS				110,300	110,000	100%	Turf maintenance and annual rejuvenation
3375-2600-0000 3375-0003	Depn John Waugh Park JOHN WAUGH PARK	DCCS			0%	22,242	37,240	60% 90%	
3375-0003	JOHN WAUGH PARK			-	0%	132,541	147,240	90%	-
3376-0003	BICENTENNIAL PARK	D 000				40.070	05 000	0.004	
	Bicenntennial Park Operations Depn Bicentennial Park	DCCS DCCS				12,670 20.679	35,000 49,000	36% 42%	
3376-0003	BICENTENNIAL PARK	DCC3	-	-	0%	33,349	<u>49,000</u> 84,000	42% 40%	-
3377-0003									_
	BALDY TOP RECREATION AREA Baldy Top Operations	DCCS				9,611	4,000	240%	Includes painting of toilet block and solar flood
3377-0003	BALDY TOP RECREATION AREA	2000		-	0%	9,611	4,000	240%	lights.
3378-0003	OPALOPOLIS PARK						.,		-
3378-2220-0000		DCCS					10,000	0%	
3378-0003	OPALOPOLIS PARK		-	-	0%		10,000	0%	_
3379-0003 3379-2220-0000	KNOT-O-SAURUS PARK Knot-o-saurus Park Operations	DCCS				885	10,000	0%	
3379-0003	KNOT-O-SAURUS PARK		-	-	0%	885	10,000	0%	_
3380-0003	COUNCIL LAND & BUILDINGS								_
3380-1500-0000		DCCS	-	-	0%				
	Profit / (Loss) on Sale of Assets	DCCS	97,346		0%				
3380-2100-0000	Land Sale Costs	DCCS				53	10,000	0%	
	Council Properties Operating Exp	DCCS				20,140	31,000	65%	Rates and annual insurance
	Depn Council Buildings Other	DCCS				35,141	47,144	75%	
3380-0003	COUNCIL LAND & BUILDINGS		97,346	-	0%	55,333	88,144	63%	_
3385-0003	PARKS & GARDENS						_		
	Parks & Gardens Operating Expenses	DES				126,471	133,000	95%	Wages and plant
3385-2420-0000	Street Tree Program	DES				-	-	0%	

			REVENUE				EXPENSE				
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%			
3385-2600-0000	Depn Parks Building	DES				8,510	82,000	10%			
3385-0003	PARKS & GARDENS		-	-	0%	134,981	215,000	63%			
3390-0003	PUBLIC TOILETS										
3390-2220-0000	Public Toilets Operations	DES				35,702	74,000	48%			
390-0003	PUBLIC TOILETS	520	-	-	0%	35,702	74,000	48%			
300-0002	INFRASTRUCTURE MAINTENANCE		6,945,832	21,337,000	33%	10,667,266	27,114,677	39%			
3400-0002	BUSINESS OPPORTUNITIES										
3400-0003	DMR WORKS										
3402-1258-0000	RMPC Contract	DES	953,624	1,457,897	65%						
3402-2230-0000	RMPC Contract	DES				1,013,762	1,312,107	77%			
3403-1275-0000	Quilpie-Adavale Red Rd (TIDS) Revenu	DES	1,077,202	2,094,000	51%						
3403-2200-0000	Quilpie-Adavale Red Road (TIDS) Exps	DES				1,364,282	2,594,000	53%			
3405-1300-0000	CN-15666 Diamantina Drainage Revenue	DES	-								
3405-2300-0000	CN-15666 Diamantina Drainage Costs	DES									
3406-1200-0000	DMR WORKS - Others (Revenue)	DES	-	-	0%						
3406-2200-0000	DMR WORKS - Others (Expenses)	DES				20,067	-	0%			
3407-1280-0000	CN19645 Diamantina Development Road	DES	1,254,035	2,142,000	59%						
3407-2300-0000	CN19645 Diamantina Development Road	DES				1,166,544	2,142,000	54%			
3400-0003	DMR WORKS		3,284,861	3,551,897	92%	3,564,655	3,906,107	91%			
3410-0003	PRIVATE WORKS										
3410-1550-0000		DES	116.474	26,000	448%						
	Private Works Expenditure	DES	110,474	20,000	110/0	39,689	20,000	198%			
3410-0003	PRIVATE WORKS	DEC	116,474	26,000	448%	39,689	20,000	198%			
			, , , , , , , , , , , , , , , , , , , ,				,				
3400-0002	BUSINESS OPPORTUNITIES		3,401,335	3,577,897	95%	3,604,344	3,926,107	92%			
3000-0001	INFRASTRUCTURE		10,618,536	25,477,397	42%	15,062,444	32,556,284	46%			

Revenue and Expenditure Report

For the month ending	31 January 2024
Year Elapsed	58%

			REVENUE			EXPE	INSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
4000-0001	ENVIRONMENT & HEALTH					i i i i i i i i i i i i i i i i i i i			-
4100-0002	PLANNING & DEVELOPMENT								
4100-0003	TOWN PLANNING - LAND USE & SURVEY								
4100-1500-0000	Town Planning Fees	CEO	2,580	1,000	258%				
4100-2220-0000	Town Planning Expenses	CEO				37,304	25,000	149%	Jnl \$30,808 in February to correct accord planning for truck stop.
4100-0003	TOWN PLANNING - LAND USE & SURVEY		2,580	1,000	258%	37,304	25,000	149%	planning for a don otop.
4150-0003	BUILDING CONTROLS								
4150-1500-0000	Building Fees No GST	CEO	534	-	0%				
4150-1501-0000	Building Fees - GST Applies	CEO	3,596	2,000	180%				
4150-2220-0000	Building Expenses	CEO				7,480	40,000	19%	
4151-1505-0000	Swimming Pool Inspection Fees	CEO				-	-	0%	
4151-2225-0000	Swimming Pool Inspection Costs	CEO					-	0%	
4150-0003	BUILDING CONTROLS		4,130	2,000	207%	7,480	40,000	19%	
4100-0002	PLANNING & DEVELOPMENT		6,710	3,000	224%	44,784	65,000	69%	
4200-0002	WASTE MANAGEMENT								
4200-0003	GARBAGE COLLECTION								
4200-1000-0000	Garbage Charges	DES	189,152	378,000	50%				
4200-1005-0000	Garbage Charges - Interest	DES	1,954	2,000	98%				
4200-1080-0000	Garbage Charges Discount	DES	(15,976)	(31,000)	52%				
4200-1085-0000	Garbage Pensioner Remission	DES	-	-	0%				
4200-1090-0000	Garbage Charges Writeoff and Refund	DES	(23)	-	0%				
4200-2220-0000	Garbage Operations	DES				69,411	133,900	52%	
4220-2225-0000	Annual Kerbside Collection	DES				-	10,300	0%	
4200-0003	GARBAGE COLLECTION		175,106	349,000	50%	69,411	144,200	48%	
4250-0003	LANDFILL OPERATIONS								
	Landfill Fees Revenue	DES	-	-	0%		_		
	Landfill Operations	DES				125,435	262,650	48%	
4250-2600-0000		DES				9,826	16,151	61%	
4250-0003	LANDFILL OPERATIONS		-	-	0%	135,261	278,801	49%	-
4200-0002	WASTE MANAGEMENT		175,106	349,000	50%	204,671	423,001	48%	

			REV	ENUE		EXPE	NSE			
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS	
4300-0002	PEST MANAGEMENT & ANIMAL CONTROL									
4300-0003	PLANT PEST CONTROL									
4300-2250-0000	Com. Combating Drought-Pest Weed Exp	DCCS					10,000	0%		
4300-2290-0000	Plant Pest Control Expenses	DCCS				17,236	65,000	27%		
4300-0003	PLANT PEST CONTROL		-	-	0%	17,236	75,000	23%		
4310-0003	ANIMAL PEST CONTROL									
4310-1000-0000	Wild Dog Special Levy	DCCS	47,627	94,260	51%					
4310-2235-0000	Wild Dog Coordinator Expenditure	DCCS				96,140	175,500	55%		
4310-2250-0000	Wild Dog Bonus Payments	DCCS				100	10,000	1%		
4310-2280-0000	DNR Precept - Barrier Fence	DCCS				63,261	115,000	55%		
4312-1000-0000	Baiting Fee Reimbursements	DCCS	72,508	35,000	207%					
4312-2260-0000	Syndicate Baiting Expense	DCCS				206,477	252,000	82%	Rising cost of bait meat.	
4313-1170-0000	Grant - QLD Feral Pest Initiative	DCCS	6,107	24,428	25%	,			-	
4313-2250-0000	QLD Feral Pest Initiative	DCCS	., .				24,428	0%		
	2022 Council Exclusion Fence Subsidy	DCCS					62,500	0%		
	2023 Council Exclusion Fence Subsidy	DCCS				50,000	250,000	20%		
4310-0003	ANIMAL PEST CONTROL		126,242	202,544	62%	415,979	938,284	44%		
4320-0003	STOCK ROUTES & RESERVES MANAGEMENT									
	Common Application Fees	DCCS	1,827	2,000	91%					
	Mustering / Supplement Fees	DCCS	1,021	5,000	0%					
4320-1800-0000		DCCS	1,182	3,000	39%					
	Common Fence Repairs & Firebreaks	DCCS	1,102	0,000	5576	6.046	4,000	151%		
	Stock Routes & Reserves Expenses	DCCS				11,901	34,000	35%		
4320-0003	STOCK ROUTES & RESERVES MANAGEMENT	Dooo	3,653	10,000	37%	17,947	38,000	47%		
4330-0003	DOMESTIC ANIMAL CONTROL									
4330-1300-0000		DCCS			0%					
	Animal Discounts	DCCS	-	-	0%					
	Animal Control Fees	DCCS	15,063	8,000	188%					
	Animal Control Fines & Penalties	DCCS	15,005	1,000	0%					
	Animal Control Expenses	DCCS	-	1,000	070	1,813	15,000	12%		
4330-2220-0000 4330-0003	DOMESTIC ANIMAL CONTROL	0003	15.063	9.000	167%	1,813	15,000	12%		
4300-0002	PEST MANAGEMENT & ANIMAL CONTROL		144,957	221,544	65%	452,975	1,066,284	42%		
4500-0002	ENVIRONMENT & HEALTH									
4510-0003	ENVIRONMENTAL PROTECTION									
4510-2220-0000	Environmental Protection Expenses	DCCS				16,670	28,000	60%		
4510-0003	ENVIRONMENTAL PROTECTION		-	-	0%	16,670	28,000	60%		
4520-0003	HEALTH AUDITING & INSPECTION									
	Health Licenses & Permits Revenue	CEO	3,214	3,500	92%					
4520-2230	Health Operations		3,214	3,500	92%	· · ·	-	0%		
4500-0002	ENVIRONMENT & HEALTH		3.214	3.500	92%	16,670	28.000	60%		
			0,214	0,000	0270	10,010	20,000			

			REVENUE			EXPE	INSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
4000-0001	ENVIRONMENT & HEALTH		329,987	577,044	57%	719,100	1,582,285	45%	
5000-0001	COMMUNITY SERVICES								
5100-0002	COMMUNITY DEVELOPMENT								
5120-0003	COMMUNITY FACILITIES SWIMMING POOLS					l			
5120-2220-0000	Quilpie Swimming Pool Operations	DCCS				290,822	448,165	65%	Includes cost to repair cracking and expansion
5120-2330-0000	5 I S	DCCS				58,227	38,000	153%	joints \$31,500.
5120-2600-0000	Depn Swimming Pool Structures	DCCS				28,442	82,497	34%	Management costs to be journaled from repairs
5125-2220-0000	Eromanga Swimming Pool Opt & Maint	DCCS				10,705	84,955	13%	and maintenance account.
5125-2230-0000	Eromanga Swimming Pool Repairs & Mtc	DCCS				42,276	7,000	604%	Management costs to be journaled to operating cost account.
5125-2600-0000	Depn Eromanga Swimming Pool	DCCS				2,937	22,069	13%	
5120-0003	COMMUNITY FACILITIES SWIMMING POOLS		-	-	0%	433,408	682,686	63%	-
5150-0003	COMMUNITY FACILITIES - SHIRE HALLS								
		DCCS	1,699	3,000	57%				
	Shire Hall Operations	DCCS	1,000	5,000	5770	43.429	39.000	111%	Annual Insurance, rates, electricity
	•	DCCS				54.861	110.000	50%	
	Depn Shire Halls	DCCS				54,584	182,923	30%	
5150-0003	COMMUNITY FACILITIES - SHIRE HALLS		1,699	3,000	57%	152,873	331,923	46%	-
5170-0003	RECREATION FACILITIES								
	Recreational Facilities Operating Expenses	DCCS				7,897	10,000	79%	
	Recreational Facilities Repairs & Maintenance	DCCS				118	11.000	1%	
	All Sports Building	DCCS				6.377	4.000	159%	Annual Insurance and refurb works
		DCCS				6.629	18,000	37%	
5170-2340-0000		DCCS				15,468	15,000	103%	Annual Insurance, rates , electricity
5170-2350-0000		DCCS				1,304	-	0%	
5170-2600-0000	Depn Recreational Facilities	DCCS				113,464	220,408	51%	
5170-0003	RECREATION FACILITIES		-	-	0%	151,258	278,408	54%	-

DEVENUE

			REVI	ENUE		EXPI	ENSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
5180-0003	TOWN DEVELOPMENT					î			
5180-2820-0000	Town Development - Eromanga	CEO					5,000	0%	
		CEO				-	5,000	0%	
5180-2840-0000	Town Development - Toompine	CEO				-	5,000	0%	
5180-0003	TOWN DEVELOPMENT		-	-	0%	· · ·	15,000	0%	-
5190-0003	COMMUNITY DEVELOPMENT								
5190-1150-0000	Community Bus Income	DCCS	7,227	5,000	145%				
5190-1160-0000	Community Event - Ticket Sales	DCCS	-		0%				
5190-1210-0000	Grants - National Australia Day Counci	DCCS	12,000	16,000	75%				
5190-1220-0000	Grant - NAIDOC Week	DCCS	-	3,000	0%				
	Grant - Celebrating Multicultural Qld	DCCS	-	10,000	0%				
	Community Support Activities & Event	DCCS		,		35,185	56,500	62%	
	Buses - Community Support	DCCS				-	3,000	0%	
	Community Celebrations	DCCS				24,004		40%	
	Council Community Grants	DCCS				12,816		24%	
5190-2840-0000	Quilpie Street Development	DCCS				54,120	5,000	1082%	For review - works on centre island in main street
5190-0003	COMMUNITY DEVELOPMENT		19,227	34,000	57%	126,125	177,500	71%	-
5100-0002	COMMUNITY DEVELOPMENT		20,926	37,000	57%	863,664	1,485,517	58%	
				0.,000	0.70		.,,		-
5200-0002	AGED SERVICES			_					
5220-1200-0000	Aged Peoples Accommodation Rent	DCCS	58,589	125,000	47%		_		
5220-2220-0000	Aged Peoples Accommodation O&M	DCCS				103,730	76,500	136%	Grounds Maintenance
5220-2240-0000	Gyrica Gardens Rec-Centre - O&M	DCCS				5,128	70,000	7%	Grounds Maintenance posted to O&M (account above)
5220-2600-0000	1 5 5	DCCS				36,708		31%	,
5200-0002	AGED SERVICES		58,589	125,000	47%	145,565	263,440	55%	-
5225-0002	HOUSING								
5225-1200-0000	Rent - Housing	DCCS	209,476	325,000	64%				
5225-2220-0000	Housing Operating Expenses	DCCS				17.219	35,000	49%	
5225-2230-0000	Housing - Repairs & Maintenance	DCCS				164,728		63%	
5225-2600-0000	Depn Housing	DCCS				127,911	217,169	59%	
5225-0002	HOUSING		209,476	325,000	64%	309,857	513,919	60%	-
5200-0002	AGED SERVICES & HOUSING		268,065	450,000	60%	455,423	777,359	59%	
5300-0003	COMMUNITY HEALTH PROMOTIONS								
	Health Promotions Officer Grant Rev	DCCS		150,000	0%				
	Checkup Aust QMHW Grant	DCCS	-	150,000	0%				
		DCCS	-	-					
	Comedy Night Grant	DCCS	-	-	0%			00/	
	Health Promotions Officer Wages National Dis. Ins. Scheme Officer					47.075	-	0%	
		DCCS				47,675		46%	
		DCCS				5,000		17%	
	Health Promotions Officer Activities	DCCS				87,281	210,875	41%	
5300-2700-0000		DCCS					-	0%	1
5310-1100-0000		DCCS	-	-	00/				
5310-2000-0000	Localised Mental Health Grant Costs	DCCS			0%	-	-		

		REVENUE			EXPI	INSE			
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
5320-1100-0000	Grant - TRAIC	DCCS	-	-	0%		_		
	TRAIC Grant Costs	DCCS				-	-	0%	
5300-0003	COMMUNITY HEALTH PROMOTIONS			150,000	0%	139,956	343,875	41%	
5300-0003	COMMUNITY HEALTH		-	150,000	0%	139,956	343,875	41%]
5400-0003	COMMUNITY SERVICES ADMINISTRATION								
5400-2220-0000	Community Services Admin Operating Expenses	DCCS				177,038	371,000	48%	
5400-0003	COMMUNITY SERVICES ADMINISTRATION		-	-	0%	177,038	371,000	48%	-
5400-0003	COMMUNITY SERVICES SUPPORT		-	-	0%	177,038	371,000	48%]
5600-0002	ARTS & CULTURE								
5610-0003	MUSEUMS								
	Eromanga Living History Centre O&M	CEO				4,489	13,000	35%	
	Museum Operations & Maintenance	MED				1,615	5,000	32%	
	Powerhouse Museum Operations	MED				1,403	4,500	31%	
5610-2250-0000	Railway / Local History	MED				4,063	25,000	16%	
5610-2260-0000	Eromanga Natural Hist. Museum	CEO				72,671	55,000	132%	Annual insurance, rates, maintenance
5610-2290-0000	ENHM COVID-19 Operating Support	CEO				· · ·	-	0%	
5610-2600-0000	Depn Museum	MED				139,964	224,923	62%	
5610-0003	MUSEUMS		-	-	0%	224,207	327,423	68%	-
5630-0003	REGIONAL ARTS DEVELOPMENT FUNDING								
5630-1100-0000	RADF Grant Revenue	DCCS	26,250	25,000	105%				
	RADF Revenue 22/23	DCCS	-	-					
	RADF Earnback and Refunds	DCCS	45	-	0%				
5630-2180-0000	RADF Grant Expenditure	DCCS					30,000	0%	
5630-2190-0000	RADF Grant Expenditure 22/23	DCCS				29,489	-	0%	
	REGIONAL ARTS DEVELOPMENT FUNDING		26,295	25,000	105%	29,489	30,000	98%	
5600-0002	ARTS & CULTURE		26,295	25,000	105%	253,696	357,423	71%	
5700-0002	LIBRARY SERVICES								
	Libraries Operating Grant Revenue	DCCS	2,925	2,925	100%				
	Strategic Priorities Grant	DCCS	25,000	27,000					
	First Five Grant - Library	DCCS	3,000	3,000	100%				
	Library Fees & Charges Revenue	DCCS	303	-	0%	1			
	Strategic Priorities Grant Expenditure	DCCS						0%	
	First Five Grant - Library Exp	DCCS				2,357	3,000	79%	
	Library Operating Expenses	DCCS				89,933	213,750	42%	
	Library Repairs & Maintenance Expens	DCCS				707	6,000	12%	
5710-2600-0000		DCCS				11,579	26,778	43%	
	Grant Centrelink Access Point	DCCS	5,191	7,800	67%	. 1,070	20,110		
5700-0002	LIBRARY SERVICES	2000	36,420	40,725	89%	104,576	249,528	42%	
5750-0002	DISASTER MANAGEMENT SERVICES								
	Grant - Get Ready Queensland	DCCS	6.102	6,780	90%				
0100-1100-0000	Grant Got Ready Queensiand	0000	0,102	0,700	5070				

			REVENUE			EXPE	INSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
	Get Ready Qld Exp	DCCS				6,590	6,780	97%	Grant fully expended.
	Disaster Management Operations	CEO				33,891	4,000	847%	Flood Guage Servicing
5750-0002	DISASTER MANAGEMENT SERVICES		6,102	6,780	90%	40,481	10,780	376%	_
5800-0002	PUBLIC SERVICES								
5810-0003	STATE EMERGENCY SERVICES								
	QLD Emergency Services Grant Revenue	WHS	19,453	20,000	97%				
	Emergency Services Operations	WHS				10,034	20,000	50%	
5810-2600-0000		WHS				6,499	18,000	36%	
5810-0003	STATE EMERGENCY SERVICES		19,453	20,000	97%	16,532	38,000	44%	-
5820-0003	TELEVISION								
	TV Maintenance & Repairs	DCCS				18,603	25,000	74%	
	Depn Satellite TV	DCCS			00/	5,017	26,413	19%	
5820-0003	TELEVISION		-	-	0%	23,621	51,413	46%	-
5830-0003	CEMETERIES								
5830-1500-0000		DCCS	3,855	2,000	193%				
	Grave Reservation Fee	DCCS	125	-	0%				
	Cemeteries Operations	DCCS				20,881	36,000	58%	
	Cemeteries Maintenance	DCCS				-	3,000	0%	
	Depn Cemeteries Building	DCCS				759	2,138	35%	
5830-0003	CEMETERIES		3,979	2,000	199%	21,640	41,138	53%	-
5840-0003	EROMANGA STATE SCHOOL FACILITY								
5840-2500-0000	Eromanga State School Operating Expe	DCCS				3,293	-		
	Depn - Eromanga State School Facility	MFA					30,818	0%	
5840-0003	EROMANGA STATE SCHOOL FACILITY		-	-	0%	3,293	30,818	11%	_
5800-0002	PUBLIC SERVICES		65,954	69,505	95%	210,143	421,677	50%	
5000-0001	COMMUNITY SERVICES		381,240	731,505	52%	2,099,921	3,756,851	56%	
6000-0001	HUMAN RESOURCES								-
6400 0002 0000	PAYROLL SERVICES								
6100-2200-0000		HR				49,708	91,000	55%	
6100-0002-0000	PAYROLL SERVICES		-	-	0%	49,708	91,000	55%	-
6200-0002-0000	HUMAN RESOURCES								
	Human Resource Expenses	HR				143,016	352,000	41%	
6200-2090-0000	Council Gym Membership Program - 20%	HR				368	6,000	6%	
	HUMAN RESOURCES		-	-	0%	143,384	358,000	40%	-
6300-0002-0000	TRAINING & DEVELOPMENT						_		
6300-2070-0000	Staff Training & Development	HR				184,171	142,000	130%	Incorporates staff wages when training (wages already budgeted across ledger - \$112K). Under budget
6300-0002-0000	TRAINING & DEVELOPMENT		-	-	0%	184,171	142,000	130%	

					50 /0				
			REVE	NUE		EXPE	NSE		
		Resp. Off	ACTUAL YTD	BUDGET 23/24	%	ACTUAL YTD	BUDGET 23/24	%	COMMENTS
000-0001	HUMAN RESOURCES		-	-	0%	377,264	591,000	64%	I
100-0001	ECONOMIC DEVELOPMENT & TOURISM								
100-0002	ECONOMIC DEVELOPMENT & PROMOTION								
	Economic Development & PROMOTION	MED				91.795	311,000	30%	
	Economic Development Economic Dev Training and Conferences	MED						30%	
	Opal Fossicking Area	MED				1,675	5,000		
						7,561	5,000	151%	Outback Queensland Tourism - LGA
7100-2140-0000	Subscriptions and Memberships	MED				14,312	15,000	95%	Partnership 23-24
/100-2150-0000	SWRED-Tourism Development	MED				19,376	59,000	33%	
7100-0002	ECONOMIC DEVELOPMENT & PROMOTION		-	-	0%	134,719	395,000	34%	-
7200-0002	VISITOR INFORMATION CENTRE								
7200-1500-0000	Visitors Info Centre Sales	MED	24,711	32,000	77%				
	VIC - Quilpeta Sales	MED	13,496	26,000	52%				
	VIC Gallery Sales (GST Free)	MED	947	10,000	9%				
	VIC Gallery Sales (GST)	MED	71	1,500	5%				
7200-1530-0000	, , ,	MED	877	2,000	44%				
7200-2000-0000	VIC - Wages	MED		_,	_	136,060	320,000	43%	
7200-2110-0000	VIC - Exhibitions and Events	MED				1,115	10,000	11%	
7200-2120-0000	VIC - Tourism Promotion	MED				16,030	60,000	27%	
7200-2130-0000	VIC - Bus Tour	MED				208	-	0%	
7200-2220-0000	VIC Operating Expenses	MED				47,383	36,000	132%	Includes merchandise. Includes Quilpeta wag
7200-2230-0000	VIC - Repairs & Maintenance	MED				13,564	45,000	30%	
	Artist Payments - Sales (GST Excl)	MED					8,000	0%	
	Artist Payments - Sales (GST Incl)	MED					2,000	0%	
200-2600-0000		MED				17,239	50,052	34%	
	VIC Outback Mates to NP Camping Perm	MED	(95)	_		11,200	00,002	0%	
200-0002	VISITOR INFORMATION CENTRE		40,007	71,500	56%	231,599	531,052	44%	
/300-0002	TOURISM EVENTS & ATTRACTIONS								
	Event Revenue	MED	15.999		0%				
	EVENT - Major Events Promotion	MED	10,000		078	13,061	15.000	87%	
	EVENTS - Tourism Events	MED				91,809	82,500	111%	
7300-0002	TOURISM EVENTS & ATTRACTIONS	MLD	15,999	-	0%	104,870	97,500	108%	_
7400 0004	ECONOMIC DEVELOPMENT & TOUDISM	•		74 500	700/		4 000 550	4.09/	-
7100-0001	ECONOMIC DEVELOPMENT & TOURISM		56,006	71,500	78%	471,188	1,023,552	46%	I
	TOTAL REVENUE AND EXPENDITURE		16,810,587	67,098,635	25%	20,951,866	44,164,363	47%	
			ACTUAL	BUDGET					_
	PROFIT / (LOSS)		(4,141,278)	22.934.272	-18%				

Capital Expenditure Report

For the month ending 31 January 2024

Job Code	Asset Description	Туре	Brought Forward WIP 30/06/2023	Current Year (Actual)	Current Year (Committed)	Total Year to Date	Amended Budget 2023/24	%	Total Project Cost	Comments
0210-4500	Land									
0210-4500-2401	Land Acquisition						250,000	0.00%	250,000	
Total		·	0	0	0	0	250,000	0.00%	250,000	
0220-4500	Buildings and Structures									
			4 949 497	004 504		057.550	207 502	42.494	4 000 000	Completed - minor works remaining e.g.
0220-2201	CARRY-OVER: 2 X 4 Bedroom Houses Quilpie	N	1,012,497	334,501	23,052	357,553	287,503	124%	1,300,000	fencing, shed installed
0220-2308	CARRY-OVER: 2 x 5 Bedroom Houses Quilpie	N	817,503	332,839	19,300	352,138	382,497	92%	1,200,000	Completed - minor works remaining
0220-2203	CARRY-OVER: 1 x 3 Bedroom House Eromanga	N	298,738	899	4,227	5,126	41,262	12.42%	340,000	Completed - minor works remaining e.g. fencing, shed
0220-2205	CARRY-OVER: TMR/QRA Office	N	1,700			-	148,300	0.00%	150,000	
0220-2206	CARRY-OVER: Quilpie Shire Admin Offices	R	45			-	9,955	0.00%	10,000	
0220-2303	CARRY-OVER: Adavale Work Camp Upgrade	U				-	20,000	0.00%	20,000	
0220-2304	CARRY-OVER: Eromanga Work Camp Upgrade	U				-	50,000	0.00%	50,000	
0220-2305	CARRY-OVER: Cheepie Work Camp Upgrade	U				-	20,000	0.00%	20,000	
0220-2306	CARRY-OVER: Quilpie Hall - Shower Block	N	1,710	1,243		1,243	98,290	1.26%	100,000	
0220-2307	CARRY-OVER: Adavale Town Hall - Grounds Upgrade	N				-	50,000	0.00%	50,000	Upgrade to include drop point, additional camping spots, BBQ etc.
0220-2208	CARRY-OVER: Townhouse Estate Development	N	139,202	436,115	6,929,728	7,365,843	7,812,798	94.28%	7,952,000	Construction commenced
0220-2401	NEW: ENHM - Stage 3	Ν				-	18,000,000	0.00%	18,000,000	Subject to external funding (application being prepared for submission)
0220-2207	NEW: Council Housing Refurbishments	R	114,578	66,015	2,067	68,082	250,000	27.23%	364,578	Annual Figure - Works to be completed when properties vacated.
0220-2301	NEW: Gyrica Housing Refurbishment	R	40,526	17,423		17,423	100,000	17.42%	140,526	Annual Figure - Works to be completed when properties vacated.
0220-2402	NEW: Gyrica Housing Refurbishment Unit 3 & 4	R				-	250,000	0.00%	250,000	
0220-2226	NEW: Eromanga Pool	U	52,829	8,849		8,849	1,200,000	0.74%	1,252,829	
0220-2403	NEW: Quilpie SES Shed Extension	U	-			-	14,180	0.00%	14,180	
0220-2405	NEW: 2 Bedroom House - 2 Boobook	N		12,787	225,849		300,000		,	Delivered onstie.
0220-2406	NEW: 3 Bedroom House - 1 - 74 Galah	N		26,244	345,354		500,000		500,000	Tender awarded, deposit paid
0220-2407	NEW: 3 Bedroom House - 2 - 70 Galah	N		26,244	345,354		500,000		500,000	Tender awarded, deposit paid
0220-2408	NEW: 3 Bedroom House - 3 - 61 Dukamurra	Ν		69,460	302,138		500,000		500,000	Tender awarded, deposit paid, subframe and frame stages completed.
0220-2409	NEW: 3 Bedroom House - 4 - 3 Boobook	N		69,460	302,138		500,000		500,000	Tender awarded, deposit paid, subframe and frame stages completed.
0220-2410	NEW: 3 Bedroom House - 5 - 72 Galah	N		24,794	357,286		500,000		500,000	Tender awarded, deposit paid
0220-2411	NEW: 3 Bedroom House - 6 - 66 Galah	N		24,794	357,286		500,000		500,000	Tender awarded, deposit paid
0220-2412	NEW: 3 Bedroom House - 7 - 11 Boobook	N		24,680	355,127		500,000		500,000	Soil test completed. Tender awarded, deposit paid
0220-2413	NEW: 3 Bedroom House - 8 - 20 Boobook	N		24,680	355,127		500,000		500,000	Soil test completed. Tender awarded, deposit paid
Total			2,479,327	1,501,027	6,978,375	8,176,258	33,034,786	24.75%	35,514,113	
0230-4500	Other Infrastructure									
0230-2205	CARRY-OVER: Toompine Playground / Shade Structure	U	19,876	8,322		8,322	70,124	11.87%	90,000	
0230-2210	CARRY-OVER: Quilpie Cemetery Beautification	N				-	20,000	0.00%	20,000	
0230-2213	CARRY-OVER: Adavale Museum	N	-			-	20,000	0.00%	20,000	
0230-2220	CARRY-OVER: Aerodrome Fuel Relocation	N	1,006			-	173,994	0.00%	175,000	
0230-2302	CARRY-OVER: Opalopolis Park Upgrade - Stage 1	R	1,581	183,661		183,661	273,419	67.17%	275,000	Playground installed.
0230-2217	CARRY-OVER: Toompine Transfer Station	N				-	20,000	0.00%	20,000	
0230-2306	CARRY-OVER: Eromanga Transfer Station	U	16,100	20,152		20,152	33,900	59.45%	50,000	In progress

Capital Expenditure Report

For the month ending 31 January 2024

Job Code	Asset Description	Туре	30/06/2023	Current Year (Actual)	Current Year (Committed)	Total Year to Date	Amended Budget 2023/24	%	Total Project Cost	Comments
0230-2307	CARRY-OVER: Adavale Transfer Station	R	41,622	31,997		31,997	8,377	381.97%	50,000	In progress
0230-2401	NEW: Toompine Aerodrome Upgrade - Fencing	U	-			-	200,000	0.00%	200,000	Subject to funding from RAUP
0230-2402	NEW: Entrance to Bulloo Park	N				-	30,000	0.00%	30,000	
0230-2403	NEW: Quilpie Footpath - Missing Link (jabiru St)	U				-	50,000	0.00%	50,000	
0230-2404	NEW: Bicentennial Park - Electrical Works	R				-	20,000	0.00%	20,000	
0230-2405	NEW: Walking Path to Baldy Top	U					300,000	0.00%	300,000	Concept plan endorsed by Council
	NEW: Outdoor Projector	R					20,000		20,000	Ordered
	NEW: VIC Fence	N					14,000		14,000	
Total			80,186	244,132	-	244,132	1,253,814	19.47%	1,334,000	
0240-4500	Plant & Equipment									
0240-2122-0000	2021-2022 Plant Replacement		49,481	157,863	-	157,863				
0240-2223-0000	2022 - 2024 Plant Replacement		-	1,195,579	356,497	1,552,076				
0240-2122-1124	CARRY-OVER: Replace Unit 1103 - Ranger		24,740	43,993		43,993	36,260	121.33%	61.000	Delivered
0240-2122-1125	CARRY-OVER: Replace Unit 1105 - Ranger		24,740	47,797		47,797		131.82%	,	Delivered
0240-2122-1128	CARRY-OVER: Replace Unit 1109 - Ranger		21,710	66,073		66,073		108.32%	61,000	Delivered
0240-2122-2009	CARRY-OVER: 96 - Mitsubishi Fighter			00,070		-	140,000	0.00%	140,000	Demered
0240-2223-1126	CARRY-OVER: 31 - SES Hilux Eromanga						65.000	0.00%	65.000	
0240-2223-3600	CARRY-OVER: 67 - Tractor John Deere			60,007		60,007	60,000	100.01%		Delivered
0240-2223-4003	CARRY-OVER: 68 - Honda Hustler Super Z			00,007		-	35,000	0.00%	35,000	beinvereu
0240-2223-4004	CARRY-OVER: 69 - Husqvarna Mower PZ 29D Zxero					-	30,000	0.00%	30,000	
0240-2223-1130	CARRY-OVER: 1115 - Toyota Hilux (SES)			58,079		58,079	65,000	89.35%		Delivered
0240-2223-1130	CARRY-OVER: 1113 - Toyota Frado			71,328		71,328	70,000	101.90%		Delivered
0240-2223-1138	CARRY-OVER: 1115 - Toyota Prado			70,551		70,551	70,000	100.79%	,	Delivered
0240-2223-2412	CARRY-OVER: 323 - Concrete Crew Trailer			70,551		-	15,000	0.00%	15,000	beilvered
0240-2223-3405	CARRY-OVER: 3401 - Bobcat skidsteer S770					-	150,000	0.00%	150,000	
0240-2223-3601	CARRY-OVER: 130 - Tractor John Deere			88,636		88,636	90,000	98.48%	,	Delivered
0240-2223-4007	CARRY-OVER: 4001 - Toro Zero Turn Mower			00,030			30.000	0.00%	30,000	beinered
0240-2223-4007	CARRY-OVER: 4001 - 1010 Zero Turn Mower					-	18,000	0.00%	18,000	
0240-2223-2605	CARRY-OVER: 2600 - Tandem Axel Dolly			46,005		46,005	40,000	115.01%		Delivered
0240-2223-2606	CARRY-OVER: 2000 - Tandem Aker Dony CARRY-OVER: 2001 - Side Tipper - Second Hand			143,694		143,694	160,000	89.81%		Delivered
0240-2223-2607	CARRY-OVER: 2001 - Side Tipper			143,694		143,694	160,000	89.81%		Delivered
0240-2223-2010	CARRY-OVER: 2000 - Mitsubishi Fuso Canter			58,200		58,200	100,000	58.20%	,	Delivered
0240-2223-2011	CARRY-OVER: 2000 - Mitisubishi Fuso canter			54,716		54,716	100,000	54.72%		Delivered
0240-2223-2012	CARRY-OVER: 95 - Mitisubishi Fighter 1224			153,239		153,239	200,000	76.62%	,	Delivered. Hoist and tray manufactured.
0240-2223-1139	CARRY-OVER: 1117 - Landcruiser replacement with Ranger/Hilux or equivalent					-	75,000	0.00%	75,000	
0240-2223-1140	CARRY-OVER: 1118 - Landcruiser replacement with Ranger/Hilux or equivalent					-	75,000	0.00%	75,000	
0240-2223-2415	CARRY-OVER: 221 - Skid Steer Trailer					-	25,000	0.00%	25,000	
0240-2223-2416	CARRY-OVER: Elevated Work Platform			30,158		30,158	28,000	107.71%	28,000	Delivered
0240-2223-2608	CARRY-OVER: 86 - 30,000 Lt Water Tanker (trade in Liberty Water Tanker)			136,364		136,364	137,000	99.54%	137,000	Delivered
	NEW: Vacuum Excavater and Trailer			65,000		65,000	70,000	92.86%		Delivered
Total			49,481	1,353,441	356,497	1,709,939	2,141,519	79.85%	2,191,000	
0260-4500	Roads									
0260-2306	CARRY-OVER: Quilpie Aerodrome Pavement Reconstruction	R	299,292	84,812	8,700	93,512	1,532,708	6.10%	1,832,000	Existing layout only; no extension.
0260-2209	CARRY-OVER: Eromanga Kerb	N	233,232	0.,012	6,700		120,000	0.00%		Install Kerb along main street
0260-2203	NEW: Adavale Black Road Reseal	R		80,518	13,440	93,958	120,000	64.98%		Completed
	netter naarate black houd heseal			102,620	44,013	146,632	764,280	19.19%	764,280	

Capital Expenditure Report

For the month ending 31 January 2024

Job Code	Asset Description	Туре	Brought Forward WIP 30/06/2023	Current Year (Actual)	Current Year (Committed)	Total Year to Date	Amended Budget 2023/24	%	Total Project Cost	Comments
0260-2403	NEW: Deacon Street Reseal	R		8,538	38	8,576	47,685	17.98%	47,685	Completed
0260-2404	NEW: Eulo Road Reseal	R		8,467	14,046	22,513	49,500	45.48%	49,500	Completed
0260-2405	NEW: Quarrion Street Reseal	R		56,822	4,701	61,523	53,350	115.32%	53,350	In Progress
0260-2406	NEW: Mt Margaret Road Reseal/Rehab	R		295,782		295,782	232,590	127.17%	232,590	Completed
0260-2407	NEW: Ray Road	R				-	70,000	0.00%	70,000	DES - Chainage 8000 - Floodway
0260-2408	NEW: Brolga Street - reseal carparking lanes	R				-	140,000	0.00%	140,000	To coincide with Department of Main Roads
0260-2409	NEW: Quilpie Truck Pad Seal (Lot 71)	N		107,649	3,455	111,103	62,300	178.34%	62,300	Completed
0260-2410	NEW: Seal Land Adjacent to Mural Park	N		2,027	10,707	12,734	15,100	84.33%	15,100	Completed
0260-2411	NEW: Adavale - Sealing road to waste facility and anciliary works	N		330		330	250,000	0.13%	250,000	
0260-2412	Council Depot Seal	R		28,775		28,775				Completed
0260-2413	Winchu Street Seal	R		76,911		76,911				Completed
Total			299,292	853,250	99,099	952,349	3,482,108	27.35%	3,781,400	
0270-4500	Water Infrastructure									
0270-2301	CARRY-OVER: Quilpie Water Main Upgrade	R	176,892	199,035	27	199,062	223,108	89.22%	400,000	In progress
0270-2401	NEW: Quilpie Water Main Upgrade (Sommerfield Road)	R	-			-	360,000	0.00%	360,000	
0270-2302	CARRY-OVER: Toompine Bore Replacement	Ν	61,748	551,428	106,099	657,527	718,252	91.55%	780,000	Under construction.
Total			238,640	750,463	106,126	657,527	1,301,360	50.53%	1,540,000	
0280-4500	Sewerage Infrastructure									
0280-2301	CARRY-OVER: Quilpie Sewerage Treatment Plant - Design	R	38,499	37,001	360,600	397,601	439,501	90.47%	478,000	In progress
Total			38,499	37,001	360,600	397,601	439,501	90.47%	478,000	
			3,185,425	4,739,314	7,900,697	12,137,805	41,903,088	28.97%	45,088,513	

Cash Analysis

For the month ending 31 January 2024

Cash at Bank	839,516
Investments	23,944,441
	24,783,957
less: Long Service Provisions (50%)	(368,597)
less: Annual Leave Provisions	(479,424)
less: Unspent Grant Receipts (Contract Liabilities)	(1,493,838)
<i>less:</i> Prepaid Rates	(79,528)
less: Fire Levy Payable	(67,535)
less: Accumulated Surplus 30th June 2022*	(18,377,825)
less: Working Capital Cash	(3,000,000)
add: Contract Assets	3,106,318
NET CASH SURPLUS (DEFICIT)	4,023,528
*Dates Dessivable is evaluated above	

*Rates Receivable is excluded above.

Investment Analysis

Refer to separate attachment

Cash Expense Cover Ratio

This ratio compares a council's unrestricted cash balance to the total payments for operating and financing activities. It represents the number of months a council can continue operating based on current monthly expenses. Council's cash expense cover ratio at 31 January 2024 was 7 months.



Investment Report Pack

Quilpie Shire Council

1 January 2024 to 31 January 2024



Investment Report Pack Quilpie Shire Council 1 January 2024 to 31 January 2024

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- 1. Securities Held By Trading Book Maturing Post 31 January 2024
- 2. Interest and Distribution Income Received For 1 January 2024 to 31 January 2024
- 3. Acquisitions, Disposals and Maturities Between 1 January 2024 and 31 January 2024
- 4. Interest Income Accrued As At 31 January 2024
- 5. Portfolio Valuation As At 31 January 2024
- 6. Portfolio Valuation By Categories As At 31 January 2024
- 7. Performance Statistics For Period Ending 31 January 2024

8. Intentionally left blank

- 9. Realised Gains (Losses) Fixed Interest Dealing For 1 January 2024 to 31 January 2024
- 9b. Realised Gains (Losses) Share Dealing For 1 January 2024 to 31 January 2024
- 10. Realised Gains (Losses) Principal Repayments For 1 January 2024 to 31 January 2024
- 11. Unrealised FI Capital Gains (Losses) As At 31 January 2024
- 12. Associated Cash Statement for Settlement Period 1 January 2024 to 31 January 2024 inclusive
- 13. Tax Summary For 1 January 2024 to 31 January 2024



1. Securities Held By Trading Book Maturing Post 31 January 2024

Latest Deal Code	Latest Deal Settlement Date Issuer	ISIN	WAL / Interim Maturity Date	Next Coupon Date	Coupon Rate/Latest Coup Yield Freq		Security Type	Security Rating	Face Value Notional	Current Face Value Notional	Market Value
Quilpe Shire C	Council										
LC192149	31 Jan 2024 Queensland Treasury Corporation		1 Feb 2024		5.04 Nil	A	At Call	S&P AA+	9,944,440.94	9,944,440.94	9,944,440.94
LC177236	9 Aug 2023 Auswide Bank Limited		9 Feb 2024	9 Feb 2024	5.45 Matu	urity T	ſD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,026,130.14
LC176956	8 Aug 2023 AMP Bank Ltd		26 Jun 2024	26 Jun 2024	5.45 Matu	urity T	٢D	S&P ST A2	5,000,000.00	5,000,000.00	5,131,397.25
LC176966	8 Aug 2023 National Australia Bank Ltd		26 Jun 2024	26 Jun 2024	5.10 Matu	urity T	٢D	S&P ST A1+	5,000,000.00	5,000,000.00	5,122,958.90
LC180775	21 Sep 2023 National Australia Bank Ltd		28 Jun 2024	28 Jun 2024	5.05 Matu	urity T	ſD	S&P ST A1+	3,000,000.00	3,000,000.00	3,054,789.03
								-	23,944,440.94	23,944,440.94	24,279,716.26
									23,944,440.94	23,944,440.94	24,279,716.26

Coupon Rate is the full coupon rate at the next coupon date if that next coupon exists.

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Investment Report Pack Quilpie Shire Council 1 January 2024 to 31 January 2024

2. Interest and Distribution Income Received For 1 January 2024 to 31 January 2024

No interest income for entered period.

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3. Acquisitions, Disposals and Maturities Between 1 January 2024 and 31 January 2024

Security	Issuer	Security ISIN	Deal Code	Acquisition/ Disposal	Transaction Date	Settlement Date	Face Value Original	Face Value Current	Bond Factor	Capital Price	Accrued Interest Price	Gross Price	Consideration Notional
QTC At Call	Queensland Treasury Corporation		LC190041	Disposal	1 Jan 2024	1 Jan 2024	3,360,000.00	3,360,000.00	1.00000000	100.000	0.000	100.000	(3,360,000.00)
QTC At Call	Queensland Treasury Corporation		LC190042	Acquisition	1 Jan 2024	1 Jan 2024	47,333.06	47,333.06	1.00000000	100.000	0.000	100.000	47,333.06
QTC At Call	Queensland Treasury Corporation		LC192148	Acquisition	31 Jan 2024	31 Jan 2024	42,683.70	42,683.70	1.00000000	100.000	0.000	100.000	42,683.70
QTC At Call	Queensland Treasury Corporation		LC192149	Disposal	31 Jan 2024	31 Jan 2024	420,000.00	420,000.00	1.00000000	100.000	0.000	100.000	(420,000.00)
													(3,689,983.24)

Notes
1. The maturity of 'MBS' type securities are excluded from the above list
2. At maturity, securities are assumed to be priced at capital price = 100, accrued interest = 0
3. To avoid misleading maturity data, the reporting period should start immediately after a month end and the reporting period should be kept small (e.g. 1 month).

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4. Interest Income Accrued As At 31 January 2024

Latest Deal Code Secur	ırity	WAL / Interim Maturity Date	Issue Date	Prior Coupon Date	Next Coupon Date	Accrual Period (Days)	Coupon Rate	Franking Credit Coupon Rate Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC177236 Auswi	vide 5.45 09 Feb 2024 184DAY TD	9 Feb 2024	9 Aug 2023		9 Feb 2024	175	5.4500	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,026,130.14	26,130.14
LC176956 AMP	5.45 26 Jun 2024 323DAY TD	26 Jun 2024	8 Aug 2023		26 Jun 2024	176	5.4500	Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,131,397.25	131,397.26
LC176966 NAB 5	5.1 26 Jun 2024 323DAY TD	26 Jun 2024	8 Aug 2023		26 Jun 2024	176	5.1000	Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,122,958.90	122,958.90
LC180775 NAB 5	5.05 28 Jun 2024 281DAY TD	28 Jun 2024	21 Sep 2023		28 Jun 2024	132	5.0500	Maturity	3,000,000.00	3,000,000.00	3,000,000.00	3,054,789.03	54,789.04
									14,000,000.00	14,000,000.00		14,335,275.32	335,275.34

Notes:

Notes: 1. Coupon Rate is the full coupon rate at the next coupon date if that next coupon exists. 2. Accrued Interest is calculated as Current Face Value x Coupon Rate (Adjusted by Franking Credit Rate) x (Days Since Prior Coupon or Issue Date / 365). 3. The accrued interest component of the Market Value does not consider the franking credit rate and is instead based upon market prices. 4. Immaterial differences in Accrued Interest and the accrued interest portion of Market Value may arise because Market Value is calculated using a rounded "price per 100" value.

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5. Portfolio Valuation As At 31 January 2024

Security	Security Rating ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
QTC At Call	S&P AA+	9,944,440.94	9,944,440.94	100.000		0.000	9,944,440.94	40.96%	5.04%	
		9,944,440.94	9,944,440.94				9,944,440.94	40.96%		5.04%
AMP 5.45 26 Jun 2024 323DAY TD	S&P ST A2	5,000,000.00	5,000,000.00	100.000		2.628	5,131,397.25	21.13%	5.45%	
Auswide 5.45 09 Feb 2024 184DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	100.000		2.613	1,026,130.14	4.23%	5.45%	
NAB 5.1 26 Jun 2024 323DAY TD	S&P ST A1+	5,000,000.00	5,000,000.00	100.000		2.459	5,122,958.90	21.10%	5.10%	
NAB 5.05 28 Jun 2024 281DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	100.000		1.826	3,054,789.03	12.58%	5.05%	
		14,000,000.00	14,000,000.00				14,335,275.32	59.04%		5.24%
		23,944,440.94	23,944,440.94				24,279,716.26	100.00%		5.16%
	QTC At Call AMP 5.45 26 Jun 2024 323DAY TD Auswide 5.45 09 Feb 2024 184DAY TD NAB 5.1 26 Jun 2024 323DAY TD	QTC At Call S&P AA+ AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+	Security Security Rating ISIN Original QTC At Call S&P AA+ 9,944,440.94 AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 3,000,000.00	Security Security Rating ISIN Original Current QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 9,944,440.94 AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 1,000,000.00 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 5,000,000.00 NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 3,000,000.00 14,000,000.00	Security Security Rating ISIN Face Value Original Face Value Current Unit Price/ Share Price QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 9,944,440.94 9,944,440.94 9,944,440.94 100.000 9,944,440.94 9,944,440.94 9,944,440.94 100.000 AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 100.000 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 1,000,000.00 100.000 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 5,000,000.00 100.000 NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 3,000,000.00 14,000,000.00 14,000,000.00	Security Security Rating ISIN Face Value Original Face Value Current Unit Price/ Share Price Unit Count/ Share Count QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 100.000 QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 100.000 AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 100.000 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 100.000 100.000 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 5,000,000.00 100.000 NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 3,000,000.00 100.000 100.000	Security Security Rating ISIN Face Value Original Face Value Current Unit Price/Share Ount/ Share Price Unit Count/ Price QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 9,944,440.94 9,944,440.94 100.000 0.000 AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 100.000 2.628 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 1,000,000.00 100.000 2.613 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 5,000,000.00 100.000 2.459 NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 3,000,000.00 100.000 1.826 14,000,000.00 14,000,000.00 14,000,000.00 14,000,000.00 14,000,000.00	Security Security Rating ISIN Face Value Original Face Value Current Unit Price/ Share Price Unit Count/ Price Interest Price Market Value QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 9,944,440.94 9,944,440.94 9,944,440.94 AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 100.000 2.628 5,131,397.25 Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 100.000 2.613 1,026,130.14 NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 5,000,000.00 100.000 2.459 5,122,958.90 NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 5,000,000.00 3,000,000.00 100.000 1.826 3,054,789.33 14,000,000.00 14,000,000.00 14,000,000.00 14,000,000.00 14,335,275.32	Security Security Rating ISIN Face Value Original Face Value Current Unit Price/ Share Price Unit Count/ Share Count Interest Price Total Market Value Total Value QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 40.96% 9,944,440.94 9,944,440.94 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 40.96% AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 100.000 2.628 5,131,397.25 21.13% Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 100.000 2.613 1,026,130.14 4.23% NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 100.000 2.459 5,122,958.90 21.10% NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 3,000,000.00 3,000,000.00 100.000 1.826 3,054,789.03 12.58% 14,000,000.00 14,000,000.00 14,000,000.00 14,000,000.00 14,335,275.32 59.04%	Security Security Rating ISIN Face Value Original Unit Price/ Current Unit Price/ Share Price Unit Price/ Price Unit Price/ Price Total Market Value Running Vield QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 40.96% 5.04% QTC At Call S&P AA+ 9,944,440.94 9,944,440.94 100.000 0.000 9,944,440.94 40.96% 5.04% AMP 5.45 26 Jun 2024 323DAY TD S&P ST A2 5,000,000.00 5,000,000.00 100.000 2.628 5,131,397.25 21.13% 5.45% Auswide 5.45 09 Feb 2024 184DAY TD Moodys ST P-2 1,000,000.00 100.000 2.613 1,026,130.14 4.23% 5.45% NAB 5.1 26 Jun 2024 323DAY TD S&P ST A1+ 5,000,000.00 100.000 2.459 5,122,958.90 21.10% 5.10% NAB 5.05 28 Jun 2024 281DAY TD S&P ST A1+ 5,000,000.00 100.000 1.826 3,054,789.03 12.58% 5.05% 14,000,000.00 14,000,000.00 14,000,000.00 14,000,000.00 14,000,000.00<

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Investment Report Pack Quilpie Shire Council 1 January 2024 to 31 January 2024

A2

A1+

6. Portfolio Valuation By Categories As At 31 January 2024

Short Term Issuer/Security Rating Group	Market Value	% Total Value
A2	6,157,527.39	25.36%
A1+	8,177,747.93	33.68%
Portfolio Total	14,335,275.32	59.04%

Market Value by Security Rating Group (Short Term)



Long Term Issuer/Security Rating Group	Market Value	% Total Value
AA+ to AA-	9,944,440.94	40.96%
Portfolio Total	9,944,440.94	40.96%

Market Value by Security Rating Group (Long Term)

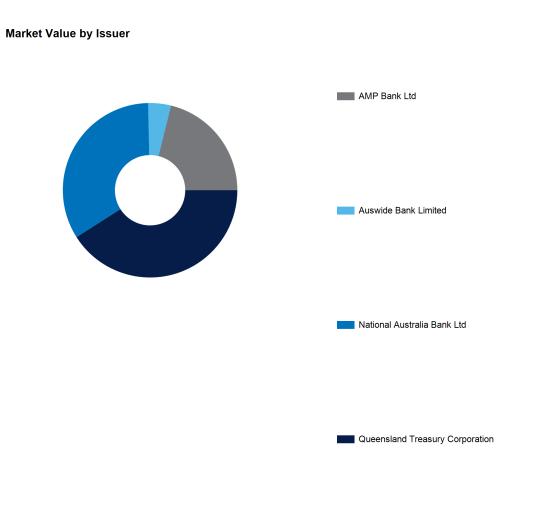


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Investment Report Pack Quilpie Shire Council 1 January 2024 to 31 January 2024

Issuer	Market Value	% Total Value
AMP Bank Ltd	5,131,397.25	21.13%
Auswide Bank Limited	1,026,130.14	4.23%
National Australia Bank Ltd	8,177,747.93	33.68%
Queensland Treasury Corporation	9,944,440.94	40.96%
Portfolio Total	24,279,716.26	100.00%



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Investment Report Pack Quilpie Shire Council 1 January 2024 to 31 January 2024

Term Remaining	Market Value	% Total Value
0 to < 1 Year	24,279,716.26	100.00%
Portfolio Total	24,279,716.26	100.00%

Note: Term Remaining is calculated using a weighted average life date (WAL) where appropriate and available otherwise the interim (initial) maturity date is used. Market Value by Term Remaining



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Investment Report Pack Quilpie Shire Council 1 January 2024 to 31 January 2024

7. Performance Statistics For Period Ending 31 January 2024

Trading Book		1 Month	3 Month	12 Month	Since Inception
Quilpe Shire Council					
	Portfolio Return (1)	0.25%	0.68%	0.00%	1.75%
	Performance Index (2)	0.37%	1.09%	0.00%	2.53%
	Excess Performance (3)	-0.12%	-0.41%	0.00%	-0.78%

Notes

1 Portfolio performance is the rate of return of the portfolio over the specified period

2 The Performance Index is the Bloomberg AusBond Bank Bill Index (Bloomberg

Page BAUBIL)

3 Excess performance is the rate of return of the portfolio in excess of the Performance Index

Trading Book	Weighted Average Running Yield
Quilpe Shire Council	5.16

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9. Realised Gains (Losses) - Fixed Interest Dealing For 1 January 2024 to 31 January 2024

No realised gains or losses from fixed interest dealing to report for entered period.

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9b. Realised Gains (Losses) - Share Dealing For 1 January 2024 to 31 January 2024

No realised gains or losses from share dealing to report for entered period.

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10. Realised Gains (Losses) - Principal Repayments For 1 January 2024 to 31 January 2024

No realised gains or losses from principal repayments to report for entered period.

Total Realised Gains (Losses)				
	Fixed Interest Dealing	Principal Repayments	Total	Notes (1) The Acquisition Gross Price includes any accrued interest included in the purchase price.
			0.00	

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11. Unrealised FI Capital Gains (Losses) As At 31 January 2024

No unrealised gains or losses (for FI securities) to report for entered period.

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11b. Unrealised Unit/Share Capital Gains (Losses) As At 31 January 2024

No unrealised gains or losses (for unit trusts and shares) to report for entered period.

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12. Associated Cash Statement for Settlement Period 1 January 2024 to 31 January 2024 inclusive

No associated cash transactions to report for entered period.

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13. Tax Summary For 1 January 2024 to 31 January 2024

Interest Income	0.00
Realised Gains (Losses) - Fixed Interest Dealing	0.00
Realised Gains (Losses) - Principal Repayments	0.00
Total	0.00

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Report Code: TEPACK020EXT-01.87 Report Description: Investment Report Pack Parameters: Trading Bock: Quilpie Shire Council Settlement Date Base History Start Date: 1 Jan 2000 Income Expense Status: Authorised FI Deal Status: Contract Exclude Cash Exclude Unallocated Cash Exclude Unallocated Cash

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Interest Accidant report Quilpie Shire Council 1 January 2024 to 31 January 2024

1. Interest Accrued As At 31 January 2024 (Not Received)

Latest Deal Code	Issuer	Security Type	Security Rating	Face Value Notional	Capital Rate at Consideration Next Coupon Notional Or Deal Yleld	Franking Credit Rate at Next Coupon	Prior Coupon Or Issue Date	Next Coupon Or Maturity Date (Initial)	Accrual Period Days	Interest Accrued During Reporting Period	Interest Accrued Between Security Coupon Prior Or Settlement And Period End	Interest Accrued Between Period End And Security Coupon Next Or Maturity
LC176956	AMP Bank Ltd	TD	A2	5,000,000.00	5.4500%	0.00%	08 Aug 2023	26 Jun 2024	31	23,143.84	131,397.26	109,746.58
LC177236	Auswide Bank Limited	TD	P-2	1,000,000.00	5.4500%	0.00%	09 Aug 2023	09 Feb 2024	31	4,628.77	26,130.14	1,343.84
LC176966	National Australia Bank Ltd	TD	A1+	5,000,000.00	5.1000%	0.00%	08 Aug 2023	26 Jun 2024	31	21,657.53	122,958.90	102,698.63
LC180775	National Australia Bank Ltd	TD	A1+	3,000,000.00	5.0500%	0.00%	21 Sep 2023	28 Jun 2024	31	12,867.12	54,789.04	61,845.21
							-	Rep	oort Total	62,297.26	335,275.34	275,634.25

Notes 1. This section currently excludes At Call Deposits. 2. The yield shown for discount securities is the yield associated with the original acquisition transaction. 3. Where franking credits apply the reported accrued interest will be net of franking credits.

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Interest Accidant report Quilpie Shire Council 1 January 2024 to 31 January 2024

2. Interest Received Between 01 January 2024 and 31 January 2024

												(B) Interest	
												Accrued	
							Coupon					Between Security	
					Face	Capital	Rate	Prior Coupon	Coupon	Accrual	(A) Interest	Coupon Prior Or	
Income Expense			Security	Security	Value	Consideration	Or Deal	Or Settlement	Or Maturity	Period	Accrued During	Settlement And	(C) Interest
Code	Transaction Description	Issuer	Туре	Rating	Notional	Notional	Yleld	Date	Date (Initial)	Days	Reporting Period	Period Start	Received

Notes 1. The yield shown for discount securities is the yield associated with the original acquisition transaction. 2. Interest received during the reporting period should reflect both interest accrued before the reporting period (B) and interest accrued during the reporting period (A). That is, C would normally equal A + B.

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Interest Accidal Report **Quilpie Shire Council** 1 January 2024 to 31 January 2024

3. Interest Accrued Per FI Deal Between 01 January 2024 and 31 January 2024

Security	Day Count	Coupons Per Year FI Deal (F) Code	Settlement Date	Face Value Notional (A)	Capital Consideration Notional	Coupon Rate Or Deal Yleld (D)	Bond Factor (B)	Franking Credit Rate For Coupon (E)	Prior Coupon Or Issue Date	Ex-Interest Period Start Date	Coupon Or Maturity Date	Coupon Period Days (H)	Accrual Period Days (G)	Interest Accrued During Reporting Period (Notional)
AMP 5.45 26 Jun 2024 323DAY TD	365	2												
		LC176956	08 Aug 2023	5,000,000.00	5,000,000.00									
						5.4500	1	0.00	08 Aug 2023	26 Jun 2024	26 Jun 2024	323	31	23,143.84
													-	23,143.84
													-	23,143.84
Auswide 5.45 09 Feb 2024 184DAY TD	365	2												
		LC177236	09 Aug 2023	1,000,000.00	1,000,000.00									
						5.4500	1	0.00	09 Aug 2023	09 Feb 2024	09 Feb 2024	184	31	4,628.77
													-	4,628.77
													-	4,628.77
NAB 5.05 28 Jun 2024 281DAY TD	365	2											-	
		LC180775	21 Sep 2023	3,000,000.00	3,000,000.00									
						5.0500	1	0.00	21 Sep 2023	28 Jun 2024	28 Jun 2024	281	31	12,867.12
													-	12,867.12
													-	12,867.12
NAB 5.1 26 Jun 2024 323DAY TD	365	2											-	
		LC176966	08 Aug 2023	5,000,000.00	5,000,000.00									
						5.1000	1	0.00	08 Aug 2023	26 Jun 2024	26 Jun 2024	323	31	21,657.53
													-	21,657.53
													-	21,657.53
												Tota	al Interest	62,297.26
													Received	0.00
												Acc	rual Only	62,297.26

Notes

Notes 1. All coupons that fall due within the reporting period are included whether or not the interest has been received. 2. Securities listed are those that were issued on or before the reporting period end and mature (final) on or after the reporting period start. 3. When day count is 360 the accrued interest amount is calculated as A X B $(D \times (1 + E) / 100) \times (1 / F \cdot (G / H))$ 4. When day count is 366 the accrued interest amount is calculated as A X B $(D \times (1 + E) / 100) \times (1 / F \cdot (G / H))$ 5. The parameter labelled 'Recognise Accrual Period End as COB (Not Start of Next Day)' is not used in this section of the report and so the value is effectively false for this section.

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Quilpie Shire Council 1 January 2024 to 31 January 2024

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Report Code: IETRX100EXT-01.19 Report Description: Interest Accrual for Period Parameters: Trading Entity: Quilpe Shire Council Trading Book: Quilpie Shire Council Settlement Date Base Period Start Date: 1 Jan 2024 Period End Date: 31 Jan 2024 Include Discount Securities

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13.2	PROCUREMENT	POLICY
13.2	FRUCURLINENT	FULICI

IX:	246092				
Author:	Shar	on Frank, Manager Finance & Administration			
Attachments:	1. 2.	F.05 Procurement Policy - Draft.pdf 🕹 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.
 - o environmentally friendly changed to environmentally responsible
 - o 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 polices, 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



1	OBJ	ECTIVE1
2	SCO	PE1
3	LEG	SLATIVE REQUIREMENTS
4	STA	ΓEMENT
	4.1	Principles
	4.2	Procurement Contract Thresholds
	4.3	Exceptions Relating to Procurement Processes
	4.4	Application to Disposal Processes
	4.5	Joint Purchasing Arrangements 11
	4.6	Other Obligations
5	HUM	AN RIGHTS COMPATIBILITY STATEMENT
6	REL/	ATED POLICIES LEGISLATION OTHER DOCUMENTS
7	VER	SION CONTROL

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I OBJECTIVE

This procurement policy outlines the principles and procurement framework that Council will adopt and apply when conducting procurement activities, which include contracts for the procurement of goods and services and the disposal of assets.

Council's desired policy outcomes are to:

- a) provide a framework for undertaking procurement activities, within an effective governance and sound probity environment;
- b) encourage strategic procurement and sound decision-making;
- c) encourage sustainable procurement practices;
- d) facilitate efficient and timely contracting for Council's capital works, operational activities, and the disposal of assets;
- e) deliver value for money;
- f) encourage an open, effective and competitive market place;
- g) encourage the development of competitive local business and industry;
- h) manage Council's risk exposure; and
- i) comply with all applicable laws including the *Local Government Act 2009* (Qld) (LGA 2009) and *Local Government Regulation 2012* (Qld) (LGR 2012).

2 SCOPE

This procurement policy applies to Council officers and Councillors who undertake any part of a procurement activity on behalf of Council. A procurement activity includes but is not limited to purchasing, ordering, quotations, tendering, contracting and disposals.

3 LEGISLATIVE REQUIREMENTS

Council must prepare and adopt a Procurement Policy pursuant to section 198 of the *Local Government Regulation 2012*. The procurement policy must include details of the principles, including the sound contracting principles, that the local government will apply.

Part 3 of the *Local Government Regulation 2012* outlines the default contracting procedures that a local government must comply with before entering into a contract, unless the local government decides to apply Part 2 – Strategic Contracting procedures. Council has not decided to apply the strategic approach to Councils procurement activities.

Council will operate under the *Default Contracting Procedures of Chapter 6, Part 3 of the Local Government Regulation 2012* which sets out the prescribed requirements for medium sized contractual arrangements, large sized contractual arrangements, valuable non-current asset contracts and the process for tenders.

In accordance with section 104 of the *Local Government Act 2009*, Council will ensure it is 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.

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Sound Contracting Principles

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.

The sound contracting principles do not require equal consideration to be given to each of them.

4 STATEMENT

4.1 PRINCIPLES

Council will conduct its procurement activities in a manner that ensures it is financially sustainable by establishing a financial management system with regard to the sound contracting principles and other adopted principles when contracting for the supply of goods or services (including carrying out of works) and the disposal of assets. (Local Government Act 2009, section 104)

Council's procurement activities are based on the following principles.

Principle 1: Value for Money

(Local Government Act 2009, section 104(3)(a))

The concept of value for money is not restricted to price alone. Council will consider a number of factors when assessing value for money, including:

- contribution to the achievement of Council's policies and priorities;
- fitness for purpose, quality, services, and support;
- whole-of-life costs including costs of acquisition, use, maintenance, and disposal;
- availability of goods and services to meet operational needs;
- internal administration costs;
- technical compliance costs;
- risk exposure; and
- the value of any associated environmental benefits.

Principle 2: Open and Effective Competition

(Local Government Act 2009, section 104(3)(b))

Procurement activities will be undertaken by Council using an open and effective process unless a specific exemption applies. Open and effective competition will be achieved by:

- procedures and processes for contracting are visible to Council, suppliers and the community;
- prospective suppliers are given fair and equitable consideration; and
- evaluation of offers is undertaken pursuant to legislation, procedures and the evaluation criteria applicable to the purchasing activity.

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Principle 3: The Development of Competitive Local Business and Industry

(Local Government Act 2009, section 104(3)(c))

Council encourages the development of competitive local business and will endeavour to promote and support local business and industry while conducting procurement activities.

In addition to price, performance, quality, suitability and other evaluation criteria, the following areas may also be considered in evaluating offers:

- retention of existing and creation of local employment opportunities;
- readily available servicing support and supply chain capability;
- economic growth within the local area; and
- the benefit to Council of contracting with local suppliers and the associated local commercial transactions that flow from these engagements.

Local preference is Councils commitment to the development of competitive local business and industry. Council aims to use the procurement activity conducted by Council to encourage and support local suppliers, where it is efficient and cost effective to do so, whilst satisfying Councils obligation to ensure value for money. Local supplier means a business or industry that operates predominantly in the Council region.

Council acknowledges and fully supports the Queensland Government's Queensland Charter for Local Content (Local Industry Policy: Opening opportunities for industry).

Principle 4: Environmental Protection

(Local Government Act 2009, section 104(3)(d))

Council will seek to complement its broader environmental commitments and initiatives when conducting procurement activities. While conducting those activities, Council will have regard to a range of environmental factors including:

- the procurement of environmentally responsible goods and services that satisfy the value for money criteria;
- fostering the development of products and processes of low environmental impact; and
- providing an example to business, industry, and the community by promoting the use of environmentally responsible goods and services.

Principle 5: Ethical Behaviour and Fair Dealing

(Local Government Act 2009, section 104(3)(e))

Council will conduct procurement activities with impartiality, fairness, independence, openness, integrity and professionalism to ensure probity, transparency and accountability for outcomes.

Council will promote ethical behaviour and fair dealings by:

- ensuring legislative and policy compliance in purchasing/contracting activities;
- ensuring compliance with Employee and Councillor Codes of Conduct;
- creating and maintaining a robust and effective procurement process that operates in a mature probity environment;

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- identifying and managing possible, real or perceived conflicts of interest between Council, Council Officers, Councillors and prospective or existing contractors;
- ensuring equal and impartial treatment of all prospective and existing suppliers.

Principle 6: Work Health & Safety

(Work Health & Safety Act 2011, Work Health & Safety Regulation 2011, applicable Australian Standards)

Council will seek to complement its broader work health and safety commitments through its procurement activities by:

- developing specifications that comply with relevant WHS legislation or standards;
- identifying foreseeable risks associated with potential goods and/or services;
- ensuring procurement documentation requests sufficient and appropriate WHS systems to ensure that risks are controlled to a level that is acceptable;
- ensuring suppliers provide documentary evidence that they or the product they supply complies with relevant legislation, codes of practice and/or Australian standards; and
- ensuring Council's operational obligations with regards to WHS contract performance monitoring and management are actioned under the contract.

4.1.1 APPLICATION OF PROCUREMENT PRINCIPLES

The Chief Executive Officer will implement policies, procedures, guidelines and other processes to achieve the above six procurement principles.

4.1.2 RESPONSIBILITIES

Council officers responsible for purchasing goods and services are to comply with this policy. It is the responsibility of Council employees involved in the procurement process to understand the policies and procedures as well as their meaning and intent, to ensure implementation.

All Councils procurement activities are governed by the Procurement Process Conditions (PPC) unless stated otherwise. Councils PPC can be found on the following website <u>https://quilpie.qld.gov.au/tender-and-quotes/</u> or can be provided on request.

4.2 PROCUREMENT CONTRACT THRESHOLDS

The following financial thresholds and requirements apply to all purchases of goods and services.

Purchase/Contract Value	Requirements
Under \$50 GST exclusive	Purchases may be made out of petty cash or using a purchase card except as defined otherwise by the Chief Executive Officer.
\$50 to <\$2,000 GST exclusive	At least one verbal offer must be obtained with the details recorded.

Table 1: Procurement Contract Thresholds

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\$2,000 to <\$5,000 GST exclusive	At least one written quote must be obtained and attached to the invoice.
\$5,000 to < \$15,000	Two or more written quotes must be obtained.
GST exclusive	 If not possible to obtain a second quote, a record of suppliers approached must be kept and attached to the Council copy of the purchase order as well as any quotes obtained. For subsequent project progress payments, reference to the project folder may be used in lieu of attaching invoice copies.
\$15,000 to < \$200,000 GST exclusive	A <i>medium-sized contract</i> is a contract worth \$15,000 (GST exclusive) or more but less than \$200,000 (GST exclusive).
	Council cannot enter into a medium sized contract unless it first invites written quotes for the contract.
	 The invitation must be to at least three suppliers who Council considers can meet its requirements at competitive prices. Copies must be attached to the Council copy of the purchase order. For subsequent project progress payments, reference to the project folder may be used in lieu of attaching invoice copies. Council may decide not to accept any quotes it receives. If Council decides to accept a quote, Council must accept the quote most advantageous to it having regard to the principles outlined above. There are limited exceptions to this requirement and they are listed below in section 4.3 titled <i>Exceptions relating to procurement processes</i>.
	Note: exceptions only remove the requirement to obtain quotes. Council must still issue a correctly authorised letter of acceptance or a purchase order signed by a member of staff with a purchasing limit sufficient to cover the cost.
	(Local Government Regulation 2012, section 225)
\$200,000 and above GST exclusive	 A <i>large-sized contract</i> is a contract worth \$200,000 (GST exclusive) or more which can extend beyond one financial year. Council cannot enter into a <i>large-sized contract</i> unless Council first invites written tenders for the contract in accordance with the requirements of Section 228 <i>Local Government Regulation 2012</i>. Council must either invite written tenders or invite expressions of interest before considering whether to invite
	expressions of interest before considering whether to invite written tenders.

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 F.05 Procurement Policy
 There are limited exceptions to this requirement and they are listed below in section 4.3 titled <i>Exceptions relating to</i> procurement processes.
Note: exceptions only remove the requirement to obtain quotes. Council must still issue a correctly authorised letter of acceptance or a purchase order signed by a member of staff with a purchasing limit sufficient to cover the cost. (Local Government Regulation 2012, section 226)

When an employee believes, or reasonably should believe, a quote does not represent fair value, at least one additional quote must be obtained.

Before a purchase is authorised, an authoriser must ensure there are sufficient funds available in an approved budget or be satisfied the purchase is for a genuine emergency.

There is no requirement to accept the lowest quotation, however where a staff member chooses a quotation other than the lowest quotation, they must provide a brief written justification which must be kept with the order.

All thresholds are cumulative - when seeking quotations, officers should consider the likelihood of exceeding the value thresholds listed above in a financial year (excluding GST) or over multiple years or the proposed term of any contractual arrangement with a supplier for goods and services of a similar type. If there is a risk that these limits will be exceeded, then the appropriate number of quotes or a public tender is required.

Prohibition on splitting orders or contracting activities - The splitting of orders or the splitting contracting activities to attempt to avoid thresholds is not permitted.

Corporate Purchase Cards (including Fuel Cards) – Council encourages the use of its corporate purchase cards for the following reasons:

- Simplified purchasing and payment procedures;
- Improved payment performance to suppliers;
- Provision of support to local suppliers;
- More effective cash management; and
- Enhances service delivery to customers.

Corporate Purchase Cards are issued and used subject to Council's Procurement (Purchase Card) Procedure.

4.3 EXCEPTIONS RELATING TO PROCUREMENT PROCESSES

Under sections 230 to 235 of the *Local Government Regulation 2012*, there are exceptions to the requirement for quotes and tenders for medium-sized and large-sized contractual arrangements as follows:

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able 2: Exceptions relating to procurement processes		
Exception	Process for establishing and/or exercising an exception	
Tender/Quote Consideration Plan/s	Council may enter into contractual arrangements without first inviting written quotes or tenders if Council resolves to prepare a quote or tender consideration plan and then prepares and adopts the plan. The quote or tender consideration plan is a document stating:	
	 a) the objectives of the plan; b) how the objectives are to be achieved; c) how the achievement of the objectives will be measured; d) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; e) the proposed terms of the contract for the goods or services; and f) a risk analysis of the market from which the goods or services are to be obtained. 	
	(Local Government Regulation 2012, section 230)	
Approved Contractor List (ACL)	An 'approved contractor list' is a list of persons Council considers to be appropriately qualified to provide services for medium or large sized contracts.	
	Council may establish an approved contractor list by:	
	 a) publishing an invitation for expressions of interest from suitably qualified persons for at least 21 days on the local government's website; b) taking all reasonable steps to publish the invitation in another way to notify the public about the making of the approved contractor list (e.g. publishing an invitation in an industry publication or on the QTENDERS website); c) allowing written expressions of interest to be given to the Council while the invitation is published on the website; and d) choosing persons for the approved contractor list on the basis of the sound contracting principles. 	
	(Local Government Regulation 2012, section 231)	
Register of Pre- qualified Suppliers (ROPS)	A pre-qualified supplier is a supplier who has been assessed by Council as having the technical, financial, and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.	
	Council may establish a register of pre-qualified suppliers for the purchase of goods, services or the carrying out of works, only if—	
	 a) the preparation and evaluation of invitations every time the goods or services are needed would be costly; or 	

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	 b) the capability or financial capacity of the supplier of the goods or services is critical; or c) the supply of the goods or services involves significant security considerations; or d) a precondition of an offer to contract for the goods or services is compliance with particular standards or conditions set by the local government; or e) the ability of local business to supply the goods or services needs to be discovered or developed Suppliers must submit a conforming tender response and if successful following the evaluation process, suppliers are appointed to the ROPS. Once the ROPS is established, quotes from selected suppliers are invited to achieve value for money. (Local Government Regulation 2012, section 232)
Preferred Supplier Arrangement (PSA)	Council may establish a preferred supplier arrangement prequalified supplier arrangement if Council:
	 a) needs the goods or services: in large volumes; or frequently; and b) is able to obtain better value for money by accumulating the demand for the goods or services; and c) is able to describe the goods or services in terms that would be well understood in the relevant industry. Council must invite public tenders and evaluate submissions from suppliers in order for suppliers to be successfully appointed to the PSA.
	PSA. (Local Government Regulation 2012, section 233)
LGA arrangement, e.g. LGAQ (Local Buy)	Council may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.
	An <i>LGA arrangement</i> is an arrangement that -
	(a) has been entered into by—
	(i) LGAQ Ltd.; or
	(ii) a company (the associated company) registered under the Corporations Act, if LGAQ Ltd. is its only shareholder; and
	(b) if LGAQ Ltd. or the associated company were a local government would be either—

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	 (ii) a contract with an independent supplier entered into under a preferred supplier arrangement under section 233.
	(3) An <i>independent supplier</i> is an entity other than a subsidiary (a <i>relevant subsidiary</i>) of LGAQ Ltd. or the associated company under the Corporations Act.
	(Local Government Regulation 2012, section 2234)
Sole Supplier	Council may resolve that it is satisfied that there is only one (1) supplier who is reasonably available.
	(Local Government Regulation 2012, section 235(a))
Specialised Supplier	Council may resolve that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders.
	(Local Government Regulation 2012, section 235(b))
Genuine Emergency	A genuine emergency exists.
	(Local Government Regulation 2012, section 235(c))
Auction Purchase	The contract is for the purchase of goods and is made by auction.
	(Local Government Regulation 2012, section 235(d))
Second-hand Goods	The contract is for the purchase of second-hand goods.
	(Local Government Regulation 2012, section 235(e))
Government Agency Arrangement	The contract is for goods or services from another government agency.
	 These agencies include: the State, a government entity, a corporatized business entity or another local government; or another Australian government or an entity of another Australian government; or a local government of another State. (Local Government Regulation 2012, section 235(f))

Note: Use of any of the above exceptions is limited to those with the delegated authority to conduct purchasing activities, and within authorised expenditure limits.

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4.4 **APPLICATION TO DISPOSAL PROCESSES**

Council will conduct disposal contracting activities having regard to the adopted thresholds for Valuable Non-Current Assets.

Thresholds for Valuable Non-Current Assets (VNCA)

The Local Government Regulation 2012 provides that a VNCA is:

- land; or
- another non-current asset that has an apparent value that is equal to or more than a limit set by Council.

Council sets the value for VNCAs, other than land, for the following amounts:

- for plant and equipment \$5,000;
- for another type of non-current asset \$10,000.

For clarity, items with an estimated value greater than or equal to the above values are VNCAs. Those items with an estimated value below the values above are considered surplus assets.

Table 3: Disposal Contract Thresholds

Contract Value	Disposal Process
Plant, equipment and any other VNCA worth more than \$5,000 (other than land)	 Auction EOI Tender Available exception under section 236 of the Local Government Regulation 2012
Surplus Assets worth less than \$10,000	 Auction EOI Tender Recycle Waste facility disposal Trade in Donating to government agency or community organisation

The Chief Executive Officer will consider and apply the most appropriate disposal process to realise the best value for Council from the disposal.

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Requirement for the Disposal of Land and Exceptions

Council will dispose of land, or any interest in land in a manner consistent with the *Local Government Regulation 2012*, Chapter 6 Contracting, Part 3 Default Contracting Procedures. These procedures require that, unless an exception applies, Council will dispose of land, or an interest in land by:

- EOI
- Tender
- Auction

There are a number of exceptions detailed in the LGR which may be exercised instead of undertaking an EOI, Tender or Auction and these are detailed in section 236(1). Exercise of the exceptions is subject to the following qualifications:

- a) For exceptions mentioned in subsections 236(1)(a) to (e), before the disposal, Council decides by resolution that the exception may apply to that particular disposal.
- b) For exceptions relating to disposal of land or an interest in land, the consideration for the disposal would be equal to, or more than, the market value of the land or the interest in the land including the market value of any improvements. A written report about the market value from a valuer registered under the Valuers Registration Act 1992 will be sufficient evidence of the market value.
- c) Point (b) immediately above does not apply to disposal of land or an interest in land which is disposed of under section 236(1)(b), (1)(c)(ii) or (1)(f).

4.5 JOINT PURCHASING ARRANGEMENTS

Council may choose to engage in joint purchasing arrangements with other councils or groups of Councils such as the South-West Queensland Regional Organisation of Councils.

4.6 OTHER OBLIGATIONS

Outlined below are further obligations that must be met or maintained.

4.6.1 Powers to delegate

(LGA 2009, ss257, 259 & LGA 2012, s238)

Council may delegate by resolution, a power under the *LGA 2009* or another Act to the Chief Executive Officer (CEO). Any delegation to the CEO will be reviewed annually. The Council must not delegate a power that an Act states must be exercised by resolution. Council may delegate a power with conditions or limitations.

Council has delegated powers to the CEO relating to contracting activities. The CEO has in turn delegated these powers onto appropriately qualified Council officers. These delegations are recorded in the delegations register maintained by the CEO.

Persons engaged by Council in contracts for service (e.g. consultants, project managers and labour hire organisations) are not permitted to commence a purchasing activity or award a contract on behalf of Council unless they have been formally given Instrument of Delegation approved by the Chief Executive.

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For clarity, some persons engaged in contracts for service may participate in or manage the contracting activity through its various phases and provide, for example, technical advice during the evaluation of tenders. However, they are not permitted to undertake any action or make any decision that results in them commencing a procurement process or forming a contract on behalf of Council, or expending, or agreeing to expend money on behalf of Council unless they have been formally given Instrument of Delegation approved by the Chief Executive.

4.6.2 Requirement to keep record of particular matters

(LGR 2012, s164)

Council will keep a written record stating the risks Council's operations are exposed to, to the extent they are relevant to financial management and the control measure adopted to manage the risks.

4.6.3 Unauthorised spending

(LGR 2012, s174)

Council will only spend money in a financial year if it is adopted in the budget for the financial year; or before adopting its budget for the financial year, if it then provides for the spending in the budget for that financial year.

Council may spend money not authorised in the budget for genuine emergency or hardship. In this instance Council must make a resolution about spending the money; either before, or as soon as practicable after, the money is spent. The resolution will state how the spending is to be funded.

4.6.4 Other contents – Annual Report – changes to tenders

(LGR 2012, s190)

Council will include the number of invitations to change tenders under the LGR 2012, section 228(7) during that financial year in its annual report for the financial year.

4.6.5 Procurement Policy – annual review

(LGR 2012, s198)

Council will prepare and adopt a Procurement Policy that will be reviewed annually. The Procurement Policy will include details of the principles, including the sound contracting principles that Council will apply to purchasing goods and services and undertaking disposal activities.

4.6.6 Public access to relevant financial and planning documents

(LGR2012, s199)

Council will allow the public to inspect this Procurement Policy by making it available:

- a) on its website <u>http://www.quilpie.qld.gov.au;</u> and
- b) at Council's public office.

Council will also make a copy of the Procurement Policy available for purchase at a cost of no more than it costs Council to make it available.

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4.6.7 Publishing details of contractual arrangements worth \$200,000 or more

(LGR 2012, s237)

4.

In accordance with Section 237 of the *Local Government Regulation 2012*, Council must publish details of contractual arrangements worth \$200,000 or more (exclusive of GST).

These details will be published as:

- a) Notice of Contracts Awarded worth \$200,000 or more (exclusive of GST) for the purpose of this notice a 'contractual arrangement' is the total expected value of a (single) contract awarded to a supplier for a financial year or over the proposed term of the contractual arrangement.
- b) Notice of Contractual Arrangements worth \$200,000 or more (exclusive of GST) for the purposed of this notice a 'contractual arrangement' is the aggregation of all contracts entered into with a given supplier during a financial year or another period stated in the relevant arrangement, for goods and services of a similar type.

(Refer to section 224 (4) of the Local Government Regulation 2012).

Council will, as soon as practicable after entering into a contractual arrangement worth \$200,000 or more (GST exclusive), publish the relevant details of the contractual arrangement:

a) on its website http://www.quilpie.qld.gov.au; and

b) in a conspicuous place in Council's public office.

Relevant details of a contract means:

- c) the person with whom Council has entered into the contractual arrangement;
- d) the value of the contractual arrangement;
- e) the purpose of the contractual arrangement.

4.6.8 Caretaker Period

(LGA 2009, Part 5 and Schedule 4)

Council must not make a major policy decision during the caretaker period prior to an election unless exceptional circumstances exist. This includes entering into any contract, the value of which is greater than \$200,000.00 exclusive of GST or 1% of the Council's net rate and utility charges as stated in the financial statements of its most recently adopted annual report, whichever is the greater.

If Council does enter into a Contract that exceeds these amounts and the transaction does not constitute exceptional circumstances they may be liable for legal proceedings and / or compensation to the other party of the contract who has acted in good faith. The Contract would be considered to be an invalid policy decision.

4.6.9 Records Management

Purchasing and contracting records must be maintained in accordance with the *Public Records Act 2002*. This includes request for quotes for medium sized contractual arrangements, large contractual arrangements, tenders and disposal arrangements.

Proper records must be kept of verbal and written quotes. Verbal quotes **must** be noted in appropriate diaries or registers and evidence of the quote attached to the requisition and / or the office copy of orders.

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Written quotes *must* be attached to requisitions and / or the hard copy of orders or be scanned and uploaded to Council's Record Management System (for electronic requisitions or orders).

All documentation associated with purchasing and contracting shall be held for the period specified in the Queensland State Archives – General Retention and Disposal Schedule for Administrative Records.

4.6.10 Release of Information

Prior to the close of a tender no person must release information regarding tenderers to the public or to other tenderers. Communications with potential suppliers in regard to an open tender need to be documented and viewable by all tenderers.

All quotation and tender documents are governed by Councils Procurement Process Conditions (PPC) unless stated otherwise. Section 3 of the PPC includes advice regarding protocols for contact with staff and Councillors during contracting processes. Section 12 of the PPC states the definition of improper conduct in relation to a procurement processes as:

'Improper Conduct means:

- engaging in any activity or obtaining any interest which results in or is likely to result in any actual, potential or perceived conflict between the interests of the Respondent and the Respondent's obligations to the Principal in connection with the Procurement Process;
- (ii) engaging in misleading or deceptive conduct in connection with the Procurement Process;
- (iii) engaging in any collusive tendering, anticompetitive conduct, or any other unlawful or unethical conduct with any other Respondent, or any other person in connection with the Procurement Process;
- (iv) canvassing, attempting to improperly influence, offering any inducement to or accepting or inviting improper assistance from any Councillor or other Personnel (or former Personnel) of the Principal in connection with the Procurement Process;
- (v) using any information improperly obtained, or obtained in breach of any obligation of confidentiality in preparing the Respondent's Response;
- (vi) breaching any law in connection with the Procurement Process;
- (vii) engaging in aggressive, threatening, abusive, offensive or other inappropriate behaviour or committing a criminal offence; or
- (viii) engaging in conduct contrary to sections 199 and 200 of the Local Government Act 2009 (Qld);'

Any improper conduct during the contracting process will automatically disqualify the tenderer / quoter from the contracting process.

4.6.11 Conflict of interest

A Conflict of Interest is when an employee's private interests interfere, or appear to interfere, with their duty to act impartially and in the public interest.

A conflict of interest arises if there is a conflict between the performance of a public duty and a private or personal interest. Personal interests may be pecuniary or non-pecuniary:

- A pecuniary interest refers to an actual or potential financial gain or loss for the person, their family, friends, or close associates.

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- A non-pecuniary interest refers to an interest that is not financial or monetary but arises from such things as personal relationships, beliefs, or involvement in social, cultural, religious, or sporting activities.

There are three (3) types of conflicts of interest:

- a) Actual conflict of interest: An actual conflict of interest involves a direct conflict between an employee's current duties and responsibilities and their existing private interests.
- b) Perceived (or apparent) conflict of interest: A perceived conflict of interest occurs where it could be perceived by others that a public officials' private interests could improperly influence the performance of their public duties, whether or not this is the case.
- c) Potential conflict of interest: A potential conflict of interest will arise when an employee has a private interest that could conflict with their official duties and responsibilities in the future.

Conflicts of interest may also occur when an employee's interest in a particular subject may lead to actions, activities or relationships which undermine or place Council at a disadvantage.

A conflict of interest may affect a person's judgement as to what is in the public interest or may lead to a bias in their decision making.

It is not always possible to avoid a conflict of interest and a conflict of interest is not necessarily unethical or wrong.

However, it is important that any actual, perceived, or potential conflict of interest is identified, disclosed, and effectively managed. Management of conflicts of interest must be fair, transparent, accountable and free from bias.

5 HUMAN RIGHTS COMPATIBILITY STATEMENT

This Policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Local Government Act 2009

Local Government Regulation 2012

Public Sector Ethics Act 1994

Statutory Bodies Financial Arrangements Act 1982

Disaster Management Act 20023

Corporate Plan 2022-2027

Employee Code of Conduct

Code of Conduct for Councillors

Councillors Acceptable Request Guidelines

Delegations Register

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IX #	Details
86421	F.05-A Procurement (Purchase Card) Procedure
91123	F.05-B Procurement (Tenders and Quotes) Procedure

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7 VERSION CONTROL

V1	22-Jan-13	Developed and adopted
V2	08-Apr-14	Reviewed and adopted
V3	16-Jun-15	Reviewed and adopted
V4	08-Jul-16	Reviewed and adopted
V5	09-Mar-18	Reviewed and adopted
V6	12-Apr-19	Reviewed and adopted
V7	17-Apr-20	Reviewed and adopted
V8	16-Dec-20	Reviewed and adopted
V9	12 Mar 21	Reviewed and adopted
V10	18-Feb-22	Reviewed and adopted
V11	20-Feb-24	New format and reviewed

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

F.05 Procurement Policy 2022

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Date Adopted by Council	16 th February 2022		Council Resolution No.	17-12-20
Effective Date	16 th February 2022		Review Date	February 2023
Policy Owner	Council		Responsible Officer	MFA
Policy Number	F.05		IX Reference	91112
Version Number	V7	17-Apr-20	Reviewed and adopted	
	V8	16-Dec-20	Reviewed and adopted	
	V9	12-Mar-21	Reviewed and adopted	
	V10	18-Feb-22	Reviewed and adopted	

CEO	Chief Executive Officer
DCCS	Director Corporate and Community Services
DES	Director Engineering Services
MFA	Manager Finance and Administration

1 OBJECTIVE

Quilpie Shire Council is committed to ensuring that it is transparent and accountable in the procurement of all goods and services. This policy establishes a framework to ensure that all Council's procurement activities take into consideration the following factors:-

- are carried out in a professional manner, promoting probity and accountability;
- are conducted in a fair and transparent manner through open and effective competition;
- support local business;
- comply with the Council's legal and statutory obligations;
- minimise operational costs;
- deliver best quality and value for money;
- support and advance Council's environmental, economic, and social responsibilities;
- maintain public confidence in the Council;
- effectively manage risk; and
- assist in achieving Council's goals, as set out in the Corporate Plan.

2 SCOPE

This document sets out the Council's policy for purchasing throughout the organisation and provides information on the roles and responsibilities of key officers and areas involved in the purchasing function within Council to ensure compliance with the *Local Government Act* 2009.

This policy applies to the procurement of all goods and services by Council and Council representatives as required by the *Local Government Act 2009*.

3 STATEMENT

3.1 PRINCIPLES

All Council procurement must be conducted in strict compliance with the sound contracting principles as outlined in Section 104(3) of the *Local Government Act 2009*, including the procurement principles as follows:-

Value for Money.

- Council will harness its purchasing power to achieve the best value for money.
- The concept of value for money is not restricted to price alone.
- As a minimum the value for money assessment will include consideration of:
 - contribution to the advancement of Council's priorities;
 - fitness for purpose, quality, services, and support;
 - whole-of-life costs including costs of acquiring, using, maintaining, and disposing;
 - internal administration costs;
 - technical compliance issues;
 - risk exposure; and
 - the value of any associated environmental benefits.

Open and Effective Competition.

- Council will as far as is reasonably practicable conduct purchasing of goods and services through a
 process of open and effective competition.
- The Council will give fair and equitable consideration to all prospective suppliers.

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 Suppliers wishing to conduct business with Council will be given every reasonable opportunity to do so subject to them satisfying Council's requirements and relevant evaluation criteria. This may include, but not be limited to, demonstrated technical ability, environmental impact, company profile, professional references, quality assurance and total acquisition cost.

The Development of Competitive Local Business and Industry.

- Council encourages the development of competitive local businesses within the regional area. It will
 endeavour to promote and support local industry and efficient competition in the region in all its
 procurement activities.
- Council acknowledges and fully supports the Queensland Government's Local Industry Policy.
- It is committed to giving local industry a fair and reasonable opportunity to tender for project work.
- When considering quotations and tenders for projects, Council's evaluation methods will be tailored to suit the specific project and should include appropriate provisions for the consideration of preferred suppliers.
- In addition to price, performance, quality, suitability and other evaluation criteria, the following areas may also be considered in evaluating offers:
 - creation of local employment opportunities;
 - readily available servicing support;
 - more convenient communications for contract management;
 - economic growth within the local area; and
 - benefit to Council of associated local commercial transactions.

Environmental Protection.

Council promotes environmental protection through its procurement activities. In undertaking any procurement activities, Council will:-

- promote the purchase of environmentally friendly goods and services that satisfy value for money criteria, when considering value for money also include the environmental cost;
- foster the development of products and processes of low environmental and climatic impact;
- provide an example to business, industry, and the community by promoting the use of climatically and environmentally friendly goods and services; and
- encourage environmentally responsible activities.

Ethical Behaviour and Fair Dealing.

- Council staff involved in purchasing must behave with impartiality, fairness, independence, openness, integrity, and professionalism in their discussions and negotiations with suppliers and their representatives.
- In addition, procurement must be conducted in a way that ensures that expenditure is only for Council purposes and is adequately documented to provide support for and transparency of recommendations and decisions.
- Council staff involved in purchasing must avoid suppliers who seek favours or operate outside the competition and the policies encompassed in this document.
- Council officers involved in the purchasing process must avoid and/or declare, to their Supervisor, Manager, or the Chief Executive Officer, any potential conflicts of interest or material personal interest (refer to Council's Code of Conduct and the legislation), and, if there is a conflict of interest, take no further part in the process.

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Probity and Transparency

Council is committed to high levels of ethical standards in purchasing. In every instance, decisions in purchasing must be based on value and benefit to Council and the community;

- Transparency in decision making is most formally met through written scope/specifications: written evaluations against these must be provided for accountability and record keeping;
- Information given to prospective suppliers must be designed to inform and not to mislead;
- Commercially sensitive information, including bid prices and terms must be treated confidentially;
- Officers must declare to their line Manager any potential or actual conflict of interest, including any situation where a supplier has an association or relationship with a Council Officer;
- No purchases for private use are to be made using Council's orders or otherwise via Council unless specific written approval is obtained from the Chief Executive Officer; and
- Officers must not accept from suppliers gifts, gratuities, entertainment, or other forms of personal favour, other than those of a token kind. Guidelines for acceptable token gifts, benefits or hospitality are set out in the Code of Professional Conduct and reference must be made to that document.

3.2 **RESPONSIBILITIES**

Council officers responsible for purchasing goods and services are to comply with these instructions. It is the responsibility of Council employees involved in the procurement process to understand the policies and procedures as well as their meaning and intent, as well as to ensure their implementation.

3.3 PURCHASING REQUIREMENTS

3.3.1 Financial Delegation

Council delegates the Chief Executive Officer (CEO) and the nominated officers in Table 1 the authority to incur financial expenditure on behalf of Council under the following circumstances:

- where expenditure has been provided for in Council's budget;
- in the opinion of the CEO such expenditure is required because of genuine emergency or hardship;
- where the expenditure will be fully offset by directly associated revenues such as for private works or a new grant programme; or
- where expenditure is required to be incurred due to a contractual, legal, or legislative requirement.

The CEO additionally may grant financial delegation to another Council Officer to incur expenditure on behalf of the Council if:

- such delegation is recorded in the Register of Delegations; and
- the expenditure is provided for in the current capital budget or operational budget; and
- the expenditure is within the Council Officers' direct area of responsibility.
- in the case of genuine emergency or hardship the power to incur expenditure in these circumstances has also been deemed to be delegated.

The accountable officer (CEO) must approve financial delegations in writing by recording them in the Register of Delegations.

Any officer incurring expenditure may only do so in accordance with any constraints imposed by the Council or the CEO in respect to a financial delegation.

Officers are only to make contracts for the acquisition of goods and services where the total of the contract is considered to be within the officers' financial delegation limits and within the officers own department.

Table 1

When a purchase involves a trade-in of goods which form part of the purchase cost the transaction must be assessed on the cost of the asset excluding trade-in.

3.3.2 Financial Delegation (Other Than Credit Cards)

Only the Council Officers listed in Table 1 are authorised to approve **order requisitions**, and then only in accordance with their financial delegation limits. By signing a paper-based order requisition or by processing an order requisition input into Practical Plus by another staff member, all officers are confirming that they have taken full notice of this Procurement Policy and have met with all of the relevant requirements.

The required number of quotations, or a duly authorised exemption form, must be attached to the hard copy or electronic requisition.

Position / Role	Delegation (GST exclusive)	
Chief Executive Officer	unlimited	
Directors	\$ 100,000.00	
Manager Finance and Administration	\$ 30,000.00	
Managers	\$ 10,000.00	
Works Coordinator	\$ 20,000.00	
Technical Officers	\$ 10,000.00	
Work Supervisors	\$ 10,000.00	
Senior Stores Officer / Stores Officer (for stores items only)	\$ 40,000.00	
Senior Officers	\$ 2,500.00	
Finance Support Officer - Receivables	\$ 2,000.00	
Librarian	\$ 1,000.00	
EA Grants Officer	\$ 500.00	

All staff below Manager level are limited to authorising purchases against budgets over which they have clear operational authority.

Any IT, communications or software purchase **must** be authorised by either the Finance Support Officer – Receivables, Senior Admin / IT Officer, Manager Finance and Administration, Director, or Chief Executive Officer. This applies regardless of the financial delegation of any other officer.

The Chief Executive Officer has the authority to amend or suspend the financial delegation for any staff member for operational reasons subject to the amendment being ratified by Council at a six-monthly review of any changes to financial delegations.

3.3.3 Recurring Operational Expenditure

In some cases, it can be considered impractical to issue a requisition or purchase order where such purchasing activities are recurring and operational in nature. Examples of this type of expenditure include:

Table 2			
Provider	Expenditure Description		
Ergon Energy	Electricity		
Telstra	Telephones / Internet		
Jardine Lloyd Thompson	Insurance		
Qld Local Government Workcare	Workers Compensation		
Queensland Local Government Mutual	Public Liability		
Civica	Annual Software Licence Renewal		
Microsoft Products	Microsoft Annual Licence Renewal		
Shire Networks	ICT Hardware and Software Licences and Support		
Department of Natural Resources and Mines	Property Valuations / Licence Renewals		
Local Government Association Queensland	Memberships / Subscriptions		
Department of Transport and Main Roads	Vehicle Registrations		
Electoral Commission of Queensland	Election Costs		
Queensland Audit Office	Financial Statement and Report Auditing		
5 x 5	Website Hosting and Maintenance		
Wordpress	Website Domains		
Adobe	Creative Cloud Subscription		
Sprout Social	Facebook Interface		
IXOM	Quilpie Pool Chlorine Gas Cylinder Rental		
BOC	Gas Cylinder Rentals		
Compac Integrated Refuelling Solutions	Quilpie Airport Refuelling System		
Department of Agriculture, Fisheries & Forestry	Land Protection Fund (2 Annual Instalments)		
Heart of Australia	Contribution – Heart Bus Visits		
Magiq	Management Licences / Support		
N-Com Pty Ltd	Satellite Television Services		
Jasko	Expert Airport Advice		

Invoices from these suppliers must be approved by an Officer with the relevant financial and operational delegation as per Table 1.

3.3.4 Credit Card Transaction and Monthly Limits

Only the Council Officers listed in the following schedule are authorised to utilise Council Corporate Purchase Cards in line with the approved procedure and relevant budget allocation from the requesting officer. Each cardholder is responsible for expenditure charged to their card.

Council's total approved monthly Credit Card Transaction Limit is \$35,000.

TOTAL Facility Limit	\$32,500.00
Librarian	\$ 1,500.00
Senior Road Construction, Maintenance and Structures Supervisor	\$ 1,500.00
Manager Tourism and Economic Development	\$ 1,500.00
Finance Support Officer - Receivables	\$ 2,000.00
Works Coordinator	\$ 3,000.00
Fleet and Workshop Manager	\$ 3,000.00
Senior Stores Officer	\$ 3,000.00
Director of Engineering Services	\$ 3,000.00
Director of Corporate and Community Services	\$ 3,000.00
Chief Executive Officer	\$ 8,000.00
Mayor	\$ 3,000.00

3.3.5 Workplace Health and Safety and Quality Assurance

At all delegation levels workplace health and safety and quality requirements must be considered for goods and services and acceptable standards must be included in the specifications supplied to suppliers (or possible suppliers). Similar diligence must be applied when supplied goods or services are evaluated after delivery / supply and before signing off for payment.

3.3.6 Keeping Record of Verbal and Written Quotes

Proper records which can be audited must be kept of verbal and written quotes. Verbal quotes **must** be noted in appropriate diaries or registers and evidence of the quote attached to the requisition and / or the office copy of orders. Written quotes **must** be attached to requisitions and / or the hard copy of orders or be scanned and uploaded for electronic requisitions or orders.

All quotes for goods and services above \$15,000 (excluding GST) must be retained in Council's corporate record keeping system.

Each quote sought for goods and services should have a common closing date.

3.3.7 Conflicts of Interest

There are two steps in identifying an actual or perceived conflict of interest. First, there must be a relevant direct or indirect interest. This could be financial or it could define a special advantage to a family member or a responsibility to another organisation, or be a detriment to a third-party. Secondly, the interest must intersect or overlap with a person's Council duties. This may involve a decision made by a Council officer or one who is advising Council.

In the context of this Policy, any person involved in the evaluation of a tender or quotation submissions must declare the existing conflict. Depending on what the conflict constitutes it may be necessary for that person to withdraw.

It is good practice to make an interest known to other members of an evaluation panel in any situation where there might be a perception of unduly influencing a decision.

Amount of Purchase	Policy		
Under \$50	• purchases may be made out of petty cash except as defined otherwis by the Chief Executive Officer.		
\$50 to <\$2,000	at least one verbal offer must be obtained with the details recorded.		
\$2,000 to <\$5,000	 at least two verbal offers must be obtained and details of both quote must be attached to the invoice. 		
\$5,000 to < \$15,000	 two or more written quotes must be obtained. If not possible to obta a second quote, a record of suppliers approached must be kept ar attached to the Council copy of the purchase order as well as ar quotes obtained. For subsequent project progress payments, reference to the proje folder may be used in lieu of attaching invoice copies. 		
\$15,000 to < \$200,000	 Council cannot enter into a medium sized contract unless it first invite written quotes for the contract. The invitation must be to at least three suppliers who Counc considers can meet its requirements at competitive prices. Copie must be attached to the Council copy of the purchase order. For subsequent project progress payments, reference to the project folder may be used in lieu of attaching invoice copies. Council may decide not to accept any quotes it receives. If Council decides to accept a quote, Council must accept the quor most advantageous to it having regard to the principles outline above. There are limited exceptions to this requirement and they are listed below in the section titled 3.3.10 exemptions. Note: exceptions only remove the requirement to obtain quote council must still issue a correctly authorised letter of acceptance or a purchase order signed by a member of staff with a purchasin limit sufficient to cover the cost. 		
\$200,000 and above	 Council cannot enter into a large-sized contract unless Council firminvites written tenders for the contract in accordance with the requirements of Section 228 Local Government Regulation 2012. Under Section 228 Local Government Regulation 2012 Council must either invite written tenders, or invite expressions of interest before considering whether to invite written tenders. There are limited exceptions to this requirement and they are lister below in the section titled 3.3.10 exemptions. Note: exceptions only remove the requirement to obtain quote Council must still issue a correctly authorised letter of acceptance or purchase order signed by a member of staff with a purchasing limit. 		

3.3.8 Requirements to be Met For Purchases Subject to Exemptions (section 3.3.10)

When a staff member believes, or reasonably should believe, a quote does not represent fair value, at least one additional quote must be obtained.

Before a purchase is authorised an authoriser must ensure there are sufficient funds available in an approved budget, or be satisfied the purchase is for a genuine emergency.

There is no requirement to accept the lowest quotation, however where a staff member chooses a quotation other than the lowest quotation, they must provide a brief written justification which must be kept with the order.

3.3.9 Publishing Details of Contracts Worth \$200,000 or More

In accordance with Section 237 of the Local Government Regulation 2012, Council must, as soon as practicable after entering into a contract (other than a staff employment contract) worth \$200,000 (GST Exclusive) or more:-

- publish relevant details of the contract on Councils website; and
- display relevant details of the contract in a conspicuous place in Council's public office.

Relevant details of a contract include the following:-

- the person with whom Council has entered into the contract;
- the value of the contract;
- the purpose of the contract.

3.3.10 Exceptions to Requirements to Seek Tenders or Quotations

Council may enter into a contract without inviting written quotations or tenders if the local government resolves: -

- that it is satisfied that there is only one supplier reasonably available; or
- that because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or
- that a genuine emergency exists; or
- to obtain second-hand goods; or
- to purchase goods at an auction; or
- the contract is made with, or under an arrangement with, a government body; or
- to purchase goods via an approved contractor list, a pre-qualified supplier list, under a preferred supplier arrangement or an LGA Arrangement (LocalBuy) - refer Definitions section of this policy for further guidelines.

3.4 LOCAL PREFERENCE

Council will give preference to local suppliers wherever possible.

Council delegates the Chief Executive Officer the authority to award individual quotations to local suppliers over other providers where the difference in price is minimal and the transaction is clearly to the benefit of the local area and economy.

3.5 PURCHASE ORDERS

The issue of a purchase order under the terms of the contract represents the acceptance of an offer, thereby establishing a contract with the legal implications that entails. It is important to note that purchase orders must be raised **before** the supply of goods and services to Council.

Purchase orders must specify where and to whom the goods are to be delivered along with delivery instructions. Purchase orders must contain a quoted price or estimated quoted price apportioned to the relevant job numbers.

Expenditure limits and threshold limits have been set in this policy to ensure proper controls and checks are carried out on all purchases. No officer shall break down a procurement of products or services into its components or reduce quantities or take any other action in order to avoid complying with this policy or obtaining the prescribed approvals.

3.5.1 Receipt of Goods and Services

Prior to acceptance, goods must be inspected for compliance with the order specifications and quantities and be reconciled with the order. The supplier must be formally notified of any returns or shortfalls or damage to goods received. Credit requests must be raised and shortages endorsed on the delivery documents to ensure Council only pays for the quantities received.

3.5.2 Payment for Goods and Services

A signed proof of satisfactory receipt of the goods or services must be sent to the Finance Section to authorise payment to the supplier. Shortages, incorrect supplies, damaged goods, etc. must be noted and unless otherwise negotiated or specified in the offer or on the account, payment will be made in accordance with Council's trading terms of net thirty (30) days from the date of receipt.,

Settlement discounts will be treated with urgency by the Council Officers and processed within the nominated discount period where possible.

Purchase orders which may require cancellation must be referred immediately to the issuing Procurement Officer (Finance Support Officer – Payables or Stores Officer) for appropriate action.

3.6 CORPORATE PURCHASE CARDS (INCL. FUEL CARDS)

3.6.1 Policy Conditions – Corporate Purchase Cards

The Corporate Purchase Card is recognised as a valuable cost reduction tool for efficient and effective operation of Council's procurement activities. Within Council, purchasing cards are issued on the basis that:

- The Corporate Purchase Card will only be used for official Council business conducted in the course of the card holder's business activity;
- In the absence of pre-established arrangements, Corporate Purchase Cards are a preferred form of procurement reducing use of orders for low-value purchases;
- Corporate Purchase Card use is limited by monthly limits and by individual transaction value on goods and / or services;
- The operation of the Corporate Purchase Cards and the transaction limits be reviewed every year in order to identify the ongoing value in their use at Council;
- Issuing Corporate Purchase Cards are subject to written approval from the Chief Executive Officer;
- Each card holder must be aware of and understand their obligations regarding use of Council's Corporate Purchase Cards, (refer to purchase card guidelines and conditions of use);
- Each card holder is aware of and understands the consequences of misusing Corporate Purchase Cards.

Council Corporate Purchase Cards must not be used to draw cash advances.

Council Corporate Purchase cards are not to be used to:

- pay for any private or unofficial purchases;

- pay for goods / services which are not available or complete at the time of the transaction (i.e. no back orders);
- purchase items which would otherwise be available for issue from the Council's stores except where such purchases are necessary in cases of emergency or after hours.

The issue and use of Council's Corporate Purchase Cards is also subject to the "Quilpie Shire Council Procurement (Credit Card) Procedure".

3.7 TENDERS AND EXPRESSIONS OF INTEREST

3.7.1 Requirements

Council must invite written tenders for: -

- contracts worth \$200,000 (GST excusive) or more; or
- a valuable non-current asset contract.

Council must either: -

- invite written tenders; or
- invite expressions of interest before considering whether to invite written tenders.

However Council may only invite expressions of interest if it: -

- decides, by resolution, that it would be in the public interest to invite expressions of interest before inviting written tenders; and
- keeps a record of its reasons for making the resolution.

Invitation for tenders must:-

- be made by an advertisement in a newspaper that circulates generally in the local government area; and
- allow written tenders to be given to the local government for at least 21 days after the advertisement is published.

Invitation for expressions of interest must: -

- be made by an advertisement in a newspaper that circulates generally in the local government area; and
- allow written expressions of interest to be given to the local government for at least 21 days after the advertisement is published.

If Council invites expressions of interest, Council may:-

- prepare a shortlist from the persons who respond to the invitation for expressions of interest; and
- invite written tenders from those persons.

lf: -

- an invitation to tender states that Council might later invite all tenderers to change their tenders to take account of a change in the tender specifications; and
- Council does change the tender specifications;
- Council may invite all the persons who submitted a tender to change their tender to take account of the change, before making a decision on the tenders.

Council may decide not to accept any tenders it receives.

However, if Council does decide to accept a tender, Council must accept the tender most advantageous to it, having regard to the sound contracting principles.

3.7.2 Tenders Closure Date and Time

Council is to provide a strongly constructed tender box in a designated area of Council premises for the purpose of holding all tender documents submitted by potential suppliers.

The tender box is to be securely locked and keys held by the CEO or their delegate.

All tender documents received before the advertised tender closure times are to be lodged in the tender box unopened. Tender documents received after the advertised closing date and time will be rendered invalid, unless the tender documents made provision for conditions under which late lodgements may be considered.

For tenders received electronically, only authorised persons will have access to the email account.

All tenders will be opened in public unless specified otherwise in the tender documents. All tenderers, whether successful or not, will be advised of the outcome.

3.7.3 Release of Information

No person must release information, including names of tenderers to other tenderers, prior to the awarding of contracts.

Communications should be minimised with suppliers prior to the award of a tender except during the course of work.

All quotation and tender documents should include advice regarding protocols for contact with staff and Councillors during contracting processes. Lobbying of any Councillor during the contracting process will automatically disqualify the tenderer / quoter from the contracting process.

3.7.4 Tender Storage Period

All tender documents shall be held for the duration of the tender period and documents (excluding brochures) shall be held for the period specified in the Queensland State Archives – General Retention and Disposal Schedule for Administrative Records.

3.7.5 Caretaker Period

Council must not make a major policy decision during the caretaker period prior to an election unless exceptional circumstances exist. This includes entering into any contract, the value of which is greater than \$200,000.00 exclusive of GST or 1% of the Council's net rate and utility charges as stated in the financial statements of its annual report, whichever is the greater.

If Council does enter into a Contract that exceeds these amounts and the transaction does not constitute exceptional circumstances they may be liable for legal proceedings and / or compensation to the other party of the contract who has acted in good faith. The Contract would be considered to be an invalid policy decision.

4 DEFINITIONS

Procurement

Procurement is the framework, the rules, and procedures, by which a Council obtains an effective supply of the required goods and services. It seeks to align with the organisational strategy rather than just process orders and "buy things".

To be effective a good procurement function should provide to its organisation the following outcomes:

- Provide protection to the organisation and staff through the use of robust systems and procedures;
- Provide efficiencies of cost and process;
- Provide quality goods and reliable services;
- Support budget processes by enabling timely delivery of goods and services and reducing oversupply errors;
- Provide a strong contract and supplier management framework;
- Allow improved communication and understanding between the organisation and its supplier base;
- Contribute to financial sustainability;
- Provide some controlled flexibility with regard to the organisation's particular circumstances; and
- Reduce the risk of conflicts of interest and unethical or illegal behaviours.

Purchasing

The term purchasing refers to the process of ordering and receiving goods and services. It is a subset of the wider procurement function. Generally purchasing refers to the process involved in orders goods and services which is comprised of request, approval, purchase order and receipt of said goods and / or services. It does not generally drive policy decisions or act in a strategic manner.

Approved Contractor Lists

- a) An **'approved contractor list'** is a list of persons Council considers to be appropriately qualified to provide services for medium or large sized contracts.
- b) Council may establish an approved contractor list by:-
 - inviting expressions of interest from suitably qualified persons, by an advertisement in a newspaper that circulates generally in the local government area; and
 - allowing expressions of interest to be given to Council for at least 21 days after the invitation is advertised; and
 - choosing persons for the approved contractor list on the basis of the sound contracting principles.

Registers of Pre-Qualified Suppliers

- a) A **"pre-qualified supplier"** is a supplier who has been assessed by Council as having the technical, financial, and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.
- b) Council may establish a register of pre-qualified suppliers of particular goods or services only if:-
 - the preparation and evaluation of invitations every time that the goods or services are needed would be costly; or
 - the capability or financial capacity of the supplier of the goods or services is critical; or
 - the supply of the goods or services involves significant security considerations; or
 - a precondition of an offer to contract for the goods or services is compliant with particular standards or conditions set by Council; or
 - the ability of local business to supply the goods or services needs to be discovered or developed.

Preferred Supplier Arrangements

- a) Council may establish a preferred supplier arrangement if -
 - the supply of goods or services is needed in large volumes or frequently; and
 - Council is able to obtain better value for money by accumulating the demand for the goods or services; and
 - the goods or services needed can be described in terms that would be well understood in the relevant industry.
- b) Council must invite persons to tender for a preferred supplier arrangement.
- c) The invitation to tender for a preferred supplier arrangement must:-
 - be made by an advertisement in a newspaper that circulates generally in the local government area; and
 - allow tenders to be given to Council for at least 21 days after the advertisement is published; and
 - describe the terms of the preferred supplier arrangement.
- d) When selecting a person to be the preferred supplier under a preferred supplier arrangement, Council must have regard to the sound contracting principles under section 104 of the LG Act 2009.
- e) Council must ensure the terms of the preferred supplier arrangement allow the contract to be cancelled for the poor performance of the preferred supplier.
- f) A preferred supplier arrangement may be entered into for a term of more than 2 years only if the local government is satisfied it will get better value for doing so.

LGA Arrangement (Local Buy)

- a) An "LGA Arrangement" is an arrangement that has been entered into by:-
 - the Local Government Association of Queensland (LGAQ Ltd.); or
 - a company (the associated company) registered under the Corporations Act if LGAQ Ltd. is its only shareholder; and
- b) If LGAQ Ltd. or the associated company were a local government, would be either:-
 - a contract with an independent supplier from a register of pre-qualified suppliers established under section 232 by LGAQ Ltd. or the associated company; or
 - a contract with an independent supplier entered into under a preferred supplier arrangement under section 233.
- c) An **independent supplier** is an entity other than a subsidiary (a **relevant subsidiary**) of LGAQ Ltd. or the associated company under the Corporations Act.
- d) Despite subsection 6.4 (b), an **LGA Arrangement** may include a contract with a relevant subsidiary from a register of pre-qualified suppliers or a preferred supplier arrangement with a relevant subsidiary if the arrangement is approved by the minister.
- e) For deciding whether to approve an LGA arrangement under subsection 6.4 (d) the Minister:-
 - must have regard to the sound contracting principles; and
 - may ask LGAQ Ltd or the associated company to give the Minister information or documents relevant to the arrangement.

Other Definitions

Medium-sized contract is a contact worth \$15,000 (GST exclusive) or more but less than \$200,000 (GST exclusive).

Large-sized contract is an individual contract worth \$200,000 (GST exclusive) or more which can extend beyond one financial year.

Valuable non-current asset contract is a contract for the disposal of a valuable non-current asset.

Valuable non-current asset is:

- a. Land; or
- b. Another non-current asset that has an apparent value that is equal to or more than a limit set by the local government.

Government agency includes:

- a. The State, a government entity, corporatised business entity, or another local government; or
- b. The Australian Federal government or an entity of the Australian Government; or
- c. A local government of another State.

5 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Local Government Act 2009

Local Government Regulation 2012

IX #	Details
86421	F.05-A Procurement (Credit Card) Procedure
91123	F.05-B Procurement (Tenders and Quotes) Procedure

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

•	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.

ORDINARY COUNCIL MEETING AGENDA

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.

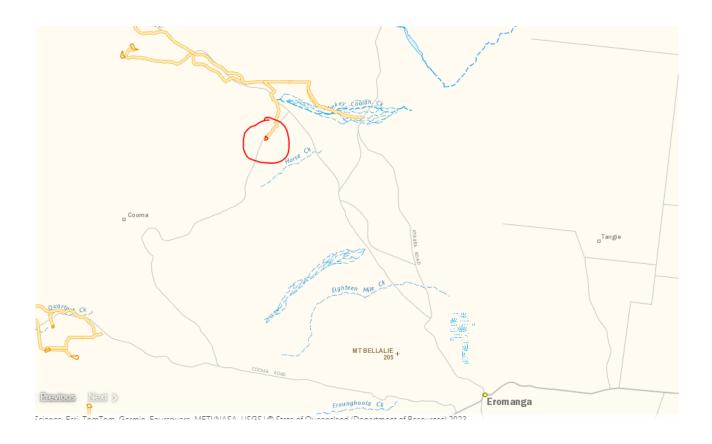
BACKGROUND

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.





OPTIONS

Option 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 REVIE	Ν
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IX:		246779	
Author:		Janelle Menzies, Manager Governance and Compliance	
Attachmen	ts:	 Community Assistance Policy Art Cultural & Development Policy Councillor Recognition of Service Policy 	
KEY OUTC	OME		
Кеу	4.	Strong Governance	

Key4.3Maintain good corporate governanceInitiative:

EXECUTIVE SUMMARY

Outcome:

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

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Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: C.01 Version: 8 Council Resolution Number: QSC Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: February 2027 IX: 245598

I OBJECTIVE

The objective of this policy is to provide a structure for providing assistance to community organisations which is open, transparent, legal, equitable, and furthers the aims and objectives of the Council and to ensure that financial assistance, gifts and concessions to community organisations are provided in an equitable and accountable manner and produce the benefits towards which they are aimed.

2 SCOPE

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 be considered on "merit based" approach.

What this policy does not apply to:

The awarding of grants under the Regional Arts Development Fund (RADF) are not covered under this policy. RADF grants will be assessed, awarded and distributed under the guidelines of the RADF Program.

Events that are undertaken with the purpose of making a profit or raising funds for other uses or charities will not be funded.

3 STATEMENT

3.1 BACKGROUND

Council receives a range of requests for financial support and assistance from community organisations and individuals to assist with the development of sports, arts, heritage, recreation or other community activities within the Shire. Council needs to respond to these requests in a fair, equitable and transparent manner taking into account the financial pressures and demands placed on Council.

3.2 PRINCIPLES

Assistance should be provided in an equitable manner. That is, they should not benefit one group of the community and exclude another notwithstanding that financial assistance should only be awarded based on merit and need. The arrangements for approving requests for assistance should be made on a whole of Shire basis.

Assistance from Council should be provided to achieve an identified benefit to the community generally. The Council should ensure that the benefits are obtained.

The process for approving assistance should be open and accountable.

3.3 **PROGRAM PRIORITIES**

The identified priorities for funding under this program are:

- To assist a community organisation where there is a genuine need or hardship preventing them from operating or undertaking core activities;
- To enhance existing events or programs to increase the benefits to the community;

Responsible Officer: Chief Executive Officer	UNCONTROLLED DOCUMENT WHEN PRINTED
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- 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.

3.4 COMMUNITY ASSISTANCE PROGRAM PROCESS

Requests for Community Assistance may be received by the 1st of the Month so that it can be considered at the next council meeting. Council meetings are held on the 3rd Tuesday of each month. Outcomes of applications will be provided by the end of the week of the council meeting when the report is presented.

For Community Assistance Grants requesting in-kind support only; Staff will provide a report to the CEO. This policy delegates authority to the CEO to approve / deny minor assistance grants for in-kind requests.

Staff will provide a report to the Council at a subsequent Council meeting.

Requests may be considered by Council between meetings if circumstances genuinely preclude waiting for the next Council meeting.

Preference must be given to local businesses for procurement of goods and services for any funding provided by Council.

Requests from Community Groups for in-kind support may be received at any time. Staff will provide a report to the CEO. Please allow 1 week for a response to this request. The policy delegates authority to the CEO to approve / deny requests for in-kind support only.

If you are requesting Community Assistance and in-kind support, please provide this all in the one application by the 1st of the Month.

3.5 PAYMENTS

Payments will generally be provided and processed immediately after approval.

3.6 WAIVER OF FEES AND CONCESSIONS

Approval may be sought for the waiver or reduction of fees associated with the hire of Council operated facilities and associated plant or equipment. The Council may decide to grant a particular type of concession (eg. hall hire) to a specified category of community organisation. This concession would then apply to all community organisations in that category. Council may grant a standing concession to a particular community organisation.

Where applicable, bonds must be paid regardless of any concessions of fees waivered.

Applications for waiver of fees and concessions do not require a Community Assistance Application Form (C.01-C) to be completed. Requests must be received in writing (email acceptable).

Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: C.01 Version: 8 Council Resolution Number: QSC Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: February 2027 IX: 245598

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3.7 ACQUITTALS

All funds must be expended in the financial year they are granted. No further assistance will be considered until previous outstanding programs are acquitted.

The Council will require, as a condition of each approval, that the organisation submits an Acquittal Form confirming that the funds have been used for the purpose intended. This should include a copy of the receipt for payment of goods of the organisation supported by an explanation, if necessary. A requirement for special audit reports should be avoided unless the Council has reason to suspect that the reports submitted are misleading or incorrect.

Acquittal Forms must be posted to, emailed or hand delivered to the Quilpie Shire Council NO LATER than eight (8) weeks after the completion of the project. Further grants will not be given until Acquittal reports are received.

Applications for waiver of fees and concessions do not require a Community Grant Acquittal Form (C.01-D) to be completed.

Applications for in-kind assistance from Council do not require a Community Grant Acquittal Form (C.01-D) to be completed.

4 HUMAN RIGHTS COMPATIBILITY STATEMENT

This Policy has been assessed as compatible with the Human Rights protected under the Human Rights Act 2019

5 DEFINITIONS

Community Organisation	A not for profit organisation consisting of people having common interests. Includes sporting clubs, social clubs, school P&F / P&C associations, arts and cultural groups and service organisations. Community organisations exclude schools, businesses and government agencies.
Concessions	A discount given for a service to a certain category of organisation/person/group as determined by Council.
Donation	"Giving of funds" where there is no formal agreement or restrictions on how the money is to be spent. The essence of this agreement relies upon the honour of the recipient for its fulfilment, rather than being in any way enforceable.
Fee Waiver	Waiver of the fees and charges that Council would usually charge for providing a service or product.
Grants	Grants are defined as "the giving of funds" where the recipient agrees to the conditions of the benefactor as to how the monies are to be spent. The agreement contains specific benefactor – imposed restrictions on how the money is spent. The recipient is required to formally acquit the funds as specified by the benefactor.

Responsible Officer: Chief Executive Officer	UNCONTROLLED DOCUMENT WHEN PRINTED
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		C.01 Community Assistance Policy
In Support	Kind	Council chooses to provide goods or services at no cost to a Community Organisation. These can be professional services, product and assets donations, in lieu of payment of cash.
Recipient		An organisation which receives grant funding, concessions or donations from Council.

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX #	Details
118153	C.05-A Community Assistance Application Form
118154	C.05-B Community Assistance Acquittal Form

7 VERSION CONTROL

V1	15-Aug-12	Developed and adopted
V2	08-Apr-14	Reviewed and adopted
V3	10-Jun-16	Reviewed and adopted
V4	8-Nov-16	Reviewed and adopted
V5	13-Apr-18	Reviewed – no changes
V6	17-May-19	Reviewed and adopted
V7	12-Jun-20	Reviewed and adopted
V8	20-Feb-24	Reviewed, new format and adopted

Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: C.01 Version: 8 Council Resolution Number: QSC Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: February 2027 IX: 245598

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Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: C.02 Version: 7 Council Resolution Number: Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: February 2028 IX: 241396

C.02 Art and Cultural Development Policy

OBJECTIVE

It is the objective of the Quilpie Shire to support arts programs, projects, facilities and events which:

- Enhance and develop the quality of life of the whole community including all cultural groups;
- Actively encourage and stimulate the growth of participation in community arts and cultural practice and development;
- Provide opportunity for the individual to pursue and practice art and cultural development and education, which may be of benefit to themselves and the community;
- Maximise the economic benefits to the community via a stimulated, diverse and growing arts industry and using the arts as a bridge between the arts, tourism and heritage;
- Use the arts to enlighten, educate and stimulate participation in any aspect of tourism and cultural heritage;
- Develop, identify and motivate cultural awareness and cultural diversity within this community and other communities;
- Propagate encouragement, enthusiasm, understanding, participation and tolerance of the arts in all facets;
- Initiate and expose the local community and visiting individuals and groups to local and external contemporary arts and cultural practice;
- Strive for excellence in arts practice and encourage further activity and growth in the individual and wider community; and
- Enable cross cultural involvement and participation that supports a growing sense of community identity through the development of all aspects of local arts and culture.

2 SCOPE

This policy applies to art and cultural activities within the Shire.

3 STATEMENT

3.1 STATEMENT

The Quilpie Shire Council is committed to promoting, developing and fostering the arts. It acknowledges through its *Arts and Cultural Development Policy* that local government has a valuable role and responsibility in supporting arts, crafts and cultural activities in our communities.

Council recognises that:

- The right of artistic and cultural endeavors is a fundamental entitlement for the individual and is of great benefit to the community as a whole;
- Unencumbered pursuit of, and striving for excellence in, the arts promotes opportunities for education, recreation, philosophical and economic advantages for the individual and the community;
- It has a public responsibility to stimulate and encourage arts development and cultural enrichment within the community;
- There is inherent value in embracing the celebration and continuing development of arts and culture to the local and wider community; and

Responsible Officer: Chief Executive Officer	UNCONTROLLED DOCUMENT WHEN PRINTED
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C.02 Art and Cultural Development Policy

 There are important links between the arts, culture and heritage and that the preservation, growth and enhancement of these are reflected to the benefit of the individual and local community

3.2 COUNCIL'S COMMITMENT

The objectives of this policy will be achieved by Council:

- Supporting and assisting with the co-ordination of existing cultural services and activities;
- Helping to identify the arts and cultural practices unique to the area;
- Encouraging increased communication between local and external groups, individuals and organisations;
- Promoting and supporting activities enhancing the arts and culture within local celebrations and festivals;
- Providing information and assistance with the production of community arts activities and progress;
- Encouraging State and Federal arts and cultural funding authorities to continue to provide subsidy to regional communities and inform local individuals and groups of the availability of these initiatives and resources;
- Striving to create and establish an environment that welcomes and supports innovation and enthusiasm in local art and promotes further advancement in the standard and production of local art and art practice;
- Assisting in providing greater awareness and appreciation for arts and culture through the encouragement of increased participation in the arts to people of all ages, capacity and ability; and
- Supporting and encouraging activities utilising existing cultural and recreational facilities.
- Continue to be a member of the Southern Queensland Local Government Regional Arts Advisory Committee (SQLGAAC) and the Regional Arts Services Network (RASN).
- Continue the Regional Arts Development Fund (RADF) annual partnership between the Queensland Government and Quilpie Shire Council to promote the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions.

3.3 ART & CULTURAL PLAN

Council has adopted an Art & Cultural Plan. This plan will guide Council's decision making in identifying, promoting and funding projects.

4 HUMAN RIGHTS COMPATIBILITY STATEMENT

This Policy has been assessed as compatible with the Human Rights protected under the Human Rights Act 2019

5 DEFINITIONS

Nil

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

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C.02 Art and Cultural Development Policy

IX #	Details
95920	"Outback Spirit" Quilpie Shire Arts & Cultural Plan
	Creative Together 2020-2030; https://www.arts.qld.gov.au/creative-together

7 VERSION CONTROL

V1	15-Aug-12	Developed and adopted
V2	08-Apr-14	Reviewed and adopted
V3	12-Aril-15	Reviewed and adopted
V4	10-Jun-16	Reviewed and adopted
V5	13-Apr-18	Reviewed no changes
V6	12-Apr-19	Reviewed no changes
V7	20-Feb-24	Reviewed and adopted

Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: C.02 Version: 7 Council Resolution Number: QSC Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: February 2028 IX: 241396

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G.06 Councillor Recognition of Service Policy

1	OBJECTIVE 1
2	SCOPE 1
3	STATEMENT 1
4	HUMAN RIGHTS COMPATIBILITY STATEMENT1
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6	RELATED POLICIES LEGISLATION OTHER DOCUMENTS 1
7	VERSION CONTROL 1

Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: G.06 Version: 5 Council Resolution Number: Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: February 2028 IX: 246776

G.06 Councillor Recognition of Service Policy

OBJECTIVE

Quilpie Shire Council acknowledges the commitment of long serving elected members and wishes to recognise their contribution to the community and the organisation.

2 SCOPE

This policy applies to all Councillors whilst serving on Council.

3 STATEMENT

Elected members who have completed eight (8) or more years' service with Council will be recognised by presentation of a "Certificate of Service".

Where possible the awards will be presented by the incumbent Mayor at a relevant time and location.

4 HUMAN RIGHTS COMPATIBILITY STATEMENT

This Policy has been assessed as compatible with the Human Rights protected under the Human Rights Act 2019

5 DEFINITIONS

Service Is the aggregate of all complete terms of office served where the elected member retires from office

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX # Details

7 VERSION CONTROL

V1	15-Aug-12	Developed and adopted
V2	08-Apr-14	Reviewed and adopted
V3	10-Jun-16	Reviewed and adopted
V4	08-05-20	Reviewed – no changes
V5	10-08-23	Review – New Template

Responsible Officer: Chief Executive Officer Policy Owner: Council Policy No: G.06 Version: 5 Council Resolution Number: Effective Date: 20 February 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due February 2028 IX: 246776

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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