



ORDINARY MEETING AGENDA

Monday 15 April 2024
commencing at 9:30 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Ordinary Meeting of Council

8 April 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 **Monday 15 April 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 **Monday 15 April 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

Monday 15 April 2024
Quilpie Shire Council Boardroom
50 Broлга Street, Quilpie

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

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 12 MARCH 2024

IX: 248331

Author: Belinda Kindelan, Executive Assistant

Attachments: 1. Minutes of the Council Meeting held on 12 March 2024

RECOMMENDATION

That the Minutes of the Council Meeting held on 12 March 2024 be received and the recommendations therein be adopted.



Ordinary Meeting of Council

MINUTES

Tuesday 12 March 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 TUESDAY, 12 MARCH 2024 AT 9:30 AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:57am

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), Mr Peter See (Director Engineering Services) Janelle Menzies (Manager Governance & Compliance), Belinda Kindelan (Secretariat)

3 APOLOGIES

Nil

4 CONDOLENCES

Mark Coad

5 DECLARATIONS OF INTEREST

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

Cr Bruce Paulsen declared he/she has a declarable conflict of interest (as defined by section 150EN of the *Local Government Act 2009*) in matters regarding an enquiry into building a motorcross track.

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

6 RECEIVING AND CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 20 FEBRUARY 2024

RESOLUTION NO: (QSC037-03-24)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

That the Minutes of the Council Meeting held on 20 February 2024 be received and the recommendations therein be adopted.

5/0

6.2 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON WEDNESDAY 24 JANUARY 2024

RESOLUTION NO: (QSC038-03-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That the Minutes of the Special Council Meeting held on 24 January 2024 be received and the recommendations therein be adopted.

5/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

- 21/02/24 - Audit Committee Meeting (zoom)
- 21/02/24 - OQTA Meeting (zoom)
- 26/02/24 - CAN Meeting (zoom)
- 27/02/24 - Wild Dog Barrier Fence Committee Meeting (zoom)

9 COUNCILLOR PORTFOLIO REPORTS

Details	Date of Meeting	Location	Mackenzie	Hewson	Paulsen	Volz	Barnes
Ordinary Meeting of Council	20/02/2024	Quilpie	1	1	1	1	1
Audit Committee Meeting	21/02/2024	Quilpie	Zoom	1		1	1
OQTA Meeting	21/02/2024	Quilpie	Zoom				
CAN Meeting	26/02/2024	Quilpie	Zoom	1			
Wild Dog Barrier Fence Committee Meeting	27/02/2024	Quilpie	Zoom				
Induction School Leaders, St Finbarr's School	28/02/2024	Quilpie					1
Townhouse Site Inspection	12/03/2024	Quilpie	1	1	1	1	1
Library Inspection	12/03/2024	Quilpie	1	1	1	1	1

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 WATER AND SEWERAGE QUARTERLY STATUS REPORT

EXECUTIVE SUMMARY

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

Noted

10.1.2 MONTHLY STATUS REPORT FOR ENGINEERING SERVICES FEBRUARY 2024**EXECUTIVE SUMMARY**

This report is about works carried out by Engineering Services during February 2024

Noted

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

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

Noted

10.2.2 NDIS STATUS REPORT**EXECUTIVE SUMMARY**

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

Noted

10.2.3 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

10.2.4 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

Nil

10.4 GOVERNANCE SERVICES STATUS REPORTS**10.4.1 HUMAN RESOURCES STATUS REPORT****EXECUTIVE SUMMARY**

This report provides information and updates to Council on various activities conducted by the Human Resources function of Council.

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

Peter See left the meeting 10:25am

11 ENGINEERING SERVICES (MOVED TO AFTER ITEM 16.2)

Toni Bonsey entered the meeting 10:30am

12 CORPORATE AND COMMUNITY SERVICES**12.1 COMMUNITY ASSISTANCE GRANT APPLICATION - TOOMPINE PROGRESS ASSOC. INC.****EXECUTIVE SUMMARY**

The Toompine Progress Association have submitted a Community Assistance Grant Application requesting Sponsorship for their 2024 Annual Easter Gunshoot. The sponsorship money will be used to offer a competition prize pool. The 2024 Toompine Annual Easter Gunshoot will be held 30th & 31st March 2024.

RESOLUTION NO: (QSC039-03-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

1. That Council notes the Community Assistance Grant Application submitted by Toompine Progress Association and approves sponsorship of the 2024 Toompine Annual Easter Gunshoot with a cash contribution of \$5,000.

5/0

12.2 COMMUNITY ASSISTANCE GRANT APPLICATION - ADAVALE SPORT & RECREATION ASSOCIATION INC.**EXECUTIVE SUMMARY**

The Adavale Sport & Recreation Association Inc. have submitted a Community Assistance Grant Application inviting Quilpie Shire Council to Sponsor the 2024 Muster in the Mulga event to be held on 5, 6, 7, April 2024.

RESOLUTION NO: (QSC040-03-24)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

1. That Council notes the Community Assistance Grant Application requesting sponsorship for the Adavale Muster in the Mulga event received from the Adavale Sport & Recreation Association Inc. and approves \$8,500.00 cash contribution toward an event of the Committee's choice.

5/0

12.3 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE CULTURAL SOCIETY ARTS DEVELOPMENT OFFICER**EXECUTIVE SUMMARY**

The Quilpie Cultural Society have submitted a Community Assistance Grant Application for financial assistance of \$3,000 to continue employing an Arts Development Officer. The Arts Development Officer's role is to source funding, prepare and lodge grant applications through the Quilpie Shire and Regional Arts Development Fund, prepare and lodge acquittals, advertisement, social media, and reporting.

RESOLUTION NO: (QSC041-03-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

1. That Council approves the Community Assistance Grant Application submitted by Quilpie Cultural Society requesting \$3,000 financial assistance to continue employing an Arts Development Officer.

5/0

12.4 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE TRIATHLON CLUB**EXECUTIVE SUMMARY**

The Quilpie Triathlon Club have submitted a Community Assistance Grant Application requesting a cash contribution of \$2,500 to assist in the cost of the initial purchase of Triathlon apparel by the club to be sold to club members. The Quilpie Triathlon Club would incorporate the QSC Logo onto the apparel to display sponsorship.

RESOLUTION NO: (QSC042-03-24)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

1. That Council notes the Community Assistance Grant Application submitted by the Quilpie Triathlon Club and agrees to a cash contribution of \$2,500 to the Quilpie Triathlon Club to assist with the purchase of Triathlon apparel to on-sell to Club members.

5/0

Toni Bonsey left the meeting at 10:53am

13 FINANCE

(Late Item 16.2)

Janelle Menzies entered the meeting 10:54am

14 GOVERNANCE**14.1 AUDIT COMMITTEE REPORT****EXECUTIVE SUMMARY**

This report will present the Audit Committee Draft Minutes of Meeting held on Wednesday 21 February 2024.

RESOLUTION NO: (QSC043-03-24)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That Council receive and note the Draft Minutes of Meeting held on Wednesday 21 February 2024.

5/0

14.2 POLICY REVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present the reviewed Best Practice Standing Order Guide from the Local Government Division of the Department of Housing, Local Government, Planning and Public Works as well as the reviewed and updated Cemetery Management Policy and Museum Collection Policy.

RESOLUTION NO: (QSC044-03-24)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

That the Council adopt the Best Practice Standing Orders Guide, the reviewed Cemetery Management Policy and the Museum Collection Policy.

5/0

Janelle Menzies left the meeting at 11:17am

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 Request for a payment plan - Assessment 00478-00000-000
L23 NK12:Term Lease 221555**

This matter is considered to be confidential under Section 254J(3) - d 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 rating concessions.

MOVE INTO CLOSED SESSION

RESOLUTION NO: (QSC045-03-24)

Moved: Cr Jenny Hewson

Seconded: Cr Bruce Paulsen

That Council moves into closed session at 11:17am

5/0

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: (QSC046-03-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council moves out of closed session and resumes the Ordinary Meeting at 11:28am.

5/0

**15.1 REQUEST FOR A PAYMENT PLAN - ASSESSMENT 00478-00000-000
L23 NK12:TERM LEASE 221555****EXECUTIVE SUMMARY**

The purpose of this report is to consider a request by the Leasee of L23 NK12 Term Lease 221555 for a payment plan for outstanding rates. Council has previously commenced the debt recovery process by way of Letter of Demand.

RESOLUTION NO: (QSC047-03-24)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

Council notes the payment commitment from the ratepayer to finalise the outstanding rates by 20 April 2024 on assessment 00478-00000-000.

5/0

16 LATE ITEMS

Cr Bruce Paulsen declared he/she has a declarable conflict of interest (as defined by section 150EN of the *Local Government Act 2009*) in matters regarding an enquiry into building a motorcross track.

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

At 11:29 am, Cr Bruce Paulsen left the meeting while item 16.1 was resolved.

16.1 ENQUIRY REGARDING THE BUILDING OF A MOTOCROSS TRACK**EXECUTIVE SUMMARY**

A letter requesting that Council consider building a Motocross Track in Quilpie has been received from Marcus Paulsen and cosigned by several members of the community.

RESOLUTION NO: (QSC048-03-24)

Moved: Cr Lyn Barnes

Seconded: Cr Jenny Hewson

That Council enters into consultation with the Quilpie Motorcyclist Club to consider the proposal.

4/0

At 11:35 am, Cr Bruce Paulsen returned to the meeting.

Peter See returned to the meeting at 11:40am

16.2 FINANCIAL SERVICES REPORT MONTH ENDING 29 FEBRUARY 2024**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 29 February 2024.

RESOLUTION NO: (QSC049-03-24)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council receive the Monthly Finance Report for the period ending 29 February 2024.

5/0

11 ENGINEERING SERVICES**11.1 SUPPLY AND DELIVERY OF ONE 2 AXLE FLAT-BED DOG TRAILER****EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award RFQM 14 23-24 Supply and Delivery of one (1), 2 axle Flat-bed Dog Trailer as part of the 2023-2024 fleet replacement program.

RESOLUTION NO: (QSC050-03-24)

Moved: Cr Jenny Hewson

Seconded: Cr Lyn Barnes

That Council resolves to:

- a. Award RFQM14 23-24 Supply and Delivery of one, 2 axle dog plant trailer to FWR Trailers for \$76,300.00 ex GST.
- b. Dispose of Plant # 221 & 323 via Public Auction
- 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 policy.

5/0

17 General Business

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

Cr Hewson

- Would like to thank all Councillors and staff for their support over many years.

Cr Paulsen

- Would like for enquiries to be made in regard to installing Australian flags in main street

Cr Barnes

- Had an enquiry from a ratepayer as to why cement is being put into grids – DOE advised that TMR was consulting with impacted landholders
- Made enquiries in regard to what community consultation occurs with landholders re road works/flood damage works – This is improving and enquiries should be made to QRA project managers – Proterra Group
- Concerns from ratepayers in regard to overgrown yards in Quilpie – Letters to be issued and public notices
- Compacted area where pumps are being utilised at pond and dust issues – DOE to follow up
- Bin and sign to be moved at Baldy Top as it blocks views

Mayor Mackenzie

- Has had enquiries in regard to when house in Eromanga is being completed – Project manager has been engaged to deliver outstanding housing projects.
- “Thank you to all Councillors and staff of Quilpie Shire for their support over the years and it has been an absolute pleasure to be part of this great organisation”.

18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Monday 15 April 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 12:25pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Tuesday, 12 March 2024.

Submitted to the Ordinary Meeting of Council held on Monday, 15 April 2024.

Cr Ben Hall

Mayor of Quilpie Shire Council

Date

6.2 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 2 APRIL 2024

IX: 248384

Author: Belinda Kindelan, Executive Assistant

Attachments: 1. Minutes of the Special Council Meeting held on 2 April 2024

RECOMMENDATION

That the Minutes of the Special Council Meeting held on 2 April 2024 be received and the recommendations therein be adopted.



Special Meeting of Council

MINUTES

Tuesday 2 April 2024

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie



**MINUTES OF QUILPIE SHIRE COUNCIL
SPECIAL COUNCIL MEETING
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE
ON TUESDAY, 2 APRIL 2024 AT 9:30 AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:23am

2 ATTENDANCE

Mayor Ben Hall, Cr Lyn Barnes, Cr Roger Volz, Cr Milan Milosevic, Cr Tony Lander

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Lisa Hamlyn (Director Corporate and Community Services), Mr Peter See (Director Engineering Services) Janelle Menzies(Manager Governance & Compliance) Sharon Frank (Manager Finance & Administration), Maree Radnedge (Manager Human Resources), Brian Weeks (Works Coordinator), Mike Castles (Manager WHS) Belinda Kindelan (secretariat)

3 APOLOGIES

Nil

4 DECLARATIONS OF INTEREST

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

Nil

5 GOVERNANCE

5.1 DECLARATION OF OFFICE

EXECUTIVE SUMMARY

In accordance with Section 169 of the *Local Government Act 2009*, a Councillor must not act in the office until the Councillor makes a declaration of Office.

RECOMMENDATION

5.2 APPOINTMENT OF DEPUTY MAYOR

EXECUTIVE SUMMARY

The purpose of this report is to fulfil the requirement of Section 175 of the *Local Government Act 2009* and appoint a Deputy Mayor.

RESOLUTION NO: (QSC051-04-24)

Moved: Cr Ben Hall
 Seconded: Cr Milan Milosevic

- That Council appoint Cr. Roger Volz to the position of Deputy Mayor of Quilpie Shire Council.

5/0

5.3 PROPOSED ORDINARY COUNCIL MEETING DATES 2024

EXECUTIVE SUMMARY

Section 256 of the *Local Government Regulation 2012* requires a Local Government must consider at a post-election meeting including the day and time for holding other meetings.

RESOLUTION NO: (QSC052-04-24)

Moved: Cr Ben Hall
 Seconded: Cr Roger Volz

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

Month	Day	Date	Time
April	Monday	15	9.30am
May	Tuesday	28	9.30am
June	Tuesday	11	9.30am
July	Tuesday	23	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

5/0

5.4 APPOINTMENT OF CHAIR AND DEPUTY CHAIR OF THE QUILPIE SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP

EXECUTIVE SUMMARY

The purpose of this report is to appoint a Chair and a Deputy Chair of the Quilpie Shire Council Local Disaster Management Group (LDMG).

RESOLUTION NO: (QSC053-04-24)

Moved: Cr Milan Milosevic

Seconded: Cr Lyn Barnes

1) The Council:

- a) Appoint Mayor Ben Hall as the Chair of the Quilpie Local Disaster Management Group.
- b) Appoint Deputy Mayor Roger Volz as the Deputy Chair of the Quilpie Local Disaster Management Group.

5/0

6 LATE ITEMS

Nil

7 GENERAL BUSINESS

Nil

There being no further business the Mayor declared the meeting closed at 9:32am

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting held on the Tuesday, 2 April 2024.

Submitted to the Council Meeting held on Monday, 15 April 2024.

Cr Ben Hall

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 MARCH 2024

IX: 247834

Author: Peter See, Director Engineering Services

Attachments: 1. Proterra Group Report March 2024
2. Works program March 2024

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

This report is about works conducted by Engineering Services during March 2024.

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Roads

- Council has bitumen sealed the **IOR** Site as private works to ensure compliance with planning conditions.
- Council is preparing **Lowe's** fuel site for Bitumen Seal
- A cattle grid is being installed on Adavale Link Road to enable the last two grids on the Red Road to be removed by TMR.
- The last section of reseals on Quarrion Street was completed on 14 March 2024.
- Works will commence on the widening of the Eulo Road after Easter.

RMPC

- Works are being organised to ensure we use all the RMPC funding for this financial year. Quotations are underway to engage local earthmoving contractors to do this work.
- Cattle warning Signs were erected on Adavale Blackall Road for TMR because of negotiations between TMR and Leopardwood Park Station.

Other TMR Works

- Sealing of another 2.5 km of the Quilpie Adavale Red Road was completed on 14-15 March 2024. There is only 6.8 km remaining to be sealed before the entire road between Quilpie and Adavale is completed. A total of 32.35 km has been sealed since 01/07/2019. Council's Facebook post received over 1200 likes regarding the project completion.

Flood Damage Works TMR

- No works have been done in this program for this month.

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.
- Emergent works are near complete for the January 2024 flood event.
- Please see attached report from Proterra Group.
- A new flood camera has been erected on the Cooper Developmental Road at the Grass Hut Channels on Yambutta Creek.
- Work continues at the Adavale Black Road removing poor subgrade material and importing good gravel to replace the poor materials. This is flood damage repair works.
- Seven flood ways on Tobermorey and Ingeberry Roads were bitumen sealed as part of flood damage on 21-22 March 2024.

Concrete and Structures

- Concrete works are complete on the construction of the Eromanga Waste Transfer station.
- The gang is now moving to the Adavale waste transfer station.
- The building tradesman is working through the maintenance issues reported by GDL on Council's housing assets.

Council Buildings and Facilities

- Construction of the eight three-bedroom houses in southeast Queensland are proceeding well and on target for completion.
- A project Manager has been engaged to manage all works associated with the houses including sheds, fences, and irrigation.

Water and Sewerage

- Staff have completed a Fire Hydrant maintenance inspection program.
- Staff have continued a Water Valve maintenance inspection program.
- A contract to air-scour the water mains in Quilpie, Eromanga and Adavale has been arranged through a tender led by the **RAPAD Water & Sewerage Alliance**. This will remove debris and organic growth from the water supply lines.
- Weed growth has been cleared from the treatment ponds at the Quilpie Sewage Treatment Plant. It is thought that this may assist with the reduction of mosquitos.
- Several design meetings have been held with the sewage treatment plant design contractor.
- The water and sewerage staff are being overwhelmed by failures of components across all three towns. As of Friday 22 March 2024, we will only have two qualified staff plus the apprentice.

Plant and Workshops

- The new tractor mower for John Waugh Park has been delivered.
- The new SES/Council vehicle for Eromanga has been delivered after almost a 2 year wait from issue of the purchase order.
- A job truck that was hit by lightning in the Council depot has been written off by Council's insurers. Fortunately, this was a truck approaching replacement.
- All major items of plant have now been delivered from the Budget.

Town Services

- Soil samples from three dying trees were sent to a laboratory for analysis. The results were unknown at the time of drafting this report.
- Preparations are being conducted by Town Services, and Water and Sewerage staff for the events around Easter in the outer townships.
- The Adavale Airport has been slashed and whipper snipped.
- Slashing in Quilpie streets and the Quilpie airport has been carried out.
- Training has commenced for the relieving Town Services supervisor while the Supervisor is on long term leave.

CONSULTATION (Internal/External)

N/A

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

Works are conducted in accordance with the budget.

RISK MANAGEMENT IMPLICATIONS

Nil.



**MONTHLY PROJECT REPORT
MARCH 2024**

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

MARCH 2021 Event-Complete

JANUARY 2022 Event

SEPTEMBER 2022 Event

June 2023 Event

Emergent Works January 2024 Event


COOMA ROAD BETTERMENT PROJECT-Complete



QSC – DFRA MONTHLY PROJECT REPORT

March 2024

AMENDMENT, DISTRIBUTION and APPROVAL

ISSUE	AUTHOR	REVIEWER	APPROVED FOR ISSUE		
			NAME	SIGNATURE	DATE
1	Cameron Mocke	Cameron Mocke	Cameron Mocke		20/3/2024

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QSC – DFRA MONTHLY PROJECT REPORT

March 2024

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CONTRACT SUMMARY

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

FINANCIAL STATEMENT

Description	Status	Percentage Completed
Approved Submissions QSC.0007.1920-QSC.0023.1920	Approved	100%
Approved Submissions QSC.0027.2021L-100% complete. QSC.0028.2021L, QSC.0030.2021L, QSC.0031.2021L, QSC.0032.2021L, QSC.0029.2021L-Includes Betterment submission.	Approved	100%
2022 event works Submissions		
QSC.0036.2122F, QSC.0040.2122F, QSC.0039.2122F and QSC.0037.2122F. Betterment Works- Old Charleville Road	Completed Approved Completed	100% 89% 100%
2022-September event works Submissions		
QSC.0042.2223C, QSC.0043.2223C. QSC.0046/QSC.0047/QSC.0048/QSC.0049.2223C.	Approved Approved Approved	95% 33% 6%
2023-June event works Submissions		
QSC.0051.2223C, QSC.0052.2223C, QSC.0053.2223C.	Approved Approved Approved	1% 1% 1%



QSC – DFRA MONTHLY PROJECT REPORT

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Event date	Percent Complete	Estimated Final Cost
26-February-2020	100%	\$16,720,732.34
31-March-2021	100%	\$11,782,366.74
04-February-2022	96%	\$9,364,425.29
15-September-2022	34%	\$15,676,540.37
16-June 2023	1%	\$5,412,001.81



QSC – DFRA MONTHLY PROJECT REPORT

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FINANCIAL DISCUSSION

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

VARIATIONS / SCOPE CHANGES

2022 REPA Works

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

PROGRAM

Proterra Group have been awarded the delivery of the mid-September 2022 event works, as well as the June 2023 works.

APV Contracting are currently busy for seal works on the Ingeberry and Tobermory Road Pkg which will be sealed 21-22 March 2024.

SL & SA Travers have completed REPA works on Congie Road, and have moved to Beltram Park Road.

The second submission covers roads around the Eromanga township. Boondook, Congie, Corowa, Earlstoun, Kyabra, Mt Howitt, Pinkilla, Ray, Raymore, Wallyah and Warrabin Roads. The tender covering the preparation of this material has been awarded to APV Contracting, and APV have completed these works. This restoration works is on hold due to Native Title concerns in the area, however some of these works are planned to start April 2024.

The tender for REPA works on Trinidad Road- RFQL 017 22 – 23 Flood Restoration Works has been awarded to APV Contracting, with works completed in March 2024 .

PROCUREMENT

6.1 UPCOMING TENDERS

- A further tender will be issued for the delivery of flood damage work around the Eromanga area.
- Further quotes will be issued via Vendor Panel once preparations and approvals have been received.

6.2 TENDERS/QUOTES AWARDED-2022 and 2022 September WORKS

Tender	Contractor	Value	GST	Total
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21.908

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QSC – DFRA MONTHLY PROJECT REPORT

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RFQ 02 22-23 Flood Restoration Works Pkg A- (Keeroongooloo, Regleigh and Springfield Roads)	APV Contracting	\$750,271.91	\$75,027.19	\$825,299.10
RFQ 06 22-23 Flood Restoration Works Pkg B- (Pinkenetta and Giberoo Roads)	APV Contracting	\$345,807.47	\$34,580.75	\$380,388.22
RFQ 016 22-23 Flood Restoration Works 2022 Pkg C- (Cheepie Adavale Road)	Tolbra Earthmovers and Haulage	\$1,057,496.87	\$105,749.59	\$1,163,245.46
RFQL 08 22 - 23 Flood Restoration Works 2022 Package F- (Wareo, Duck Creek and Napoleon Roads)	Tolbra Earthmovers and Haulage	\$320,939.55	\$32,093.96	\$353,033.51
RFQL 04 22-23 Flood Restoration Works 2022 Pkg D- (Old Charleville Road)	SA & SL Travers	\$1,110,981.28	\$111,098.13	\$1,222,079.41
RFQ 07 22-23 Flood Restoration Works 2022 Pkg E- (Big Creek Road)	APV Contracting	\$626,170.00	\$62,617.00	\$688,787.00
RFQL 09 Flood Restoration Works 2022 Pkg G- (Old Thargo and Kiandra Roads)	SC & KG Bowen	\$797,189.14	\$79,718.91	\$876,908.05
RFQL 016 22 - 23 Flood Restoration Works 2022 Package --(Tobermory Road Package)- Screening	APV Contracting	\$494,310.00	49,310.00	\$543,741.00
RFQL 015 22-23 Screening-Eromanga Pkg	APV Contracting	\$461,769.60	\$46,176.96	\$507,946.56



QSC – DFRA MONTHLY PROJECT REPORT

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RFQL 017 22 - 23 Flood Restoration Works 2022 Trinidad Road Package	APV Contracting	\$1,615,500.85	\$161,550.09	\$1,777,050.94
RFQL 018 22 - 23 Flood Restoration Works 2022 Old Thargo Road Package	SA & SL Travers	\$1,577,063.38	\$157,706.34	\$1,734,769.72
RFQL 01 23 - 24 Mt Margaret and Kyabra Road sealing	RPQ Spray Seal Pty Ltd	\$471,693.38	\$47,169.34	\$518,862.72
RFQL05 23-24 Flood Restoration Works 2022 Congie Road	SA & SL Travers	\$821,568.67	\$82,156.87	\$903,725.54
RFQL06 23-24 Flood Restoration Works 2022 Ray Road	APV Contracting	\$375,241.96	\$37,524.20	\$412,766.16
RFQL07 23-24 Flood Restoration Works 2022 Beltram Park Road	SA & SL Travers	\$903,264.67	\$90,326.47	\$993,591.14
RFQL10 23-24 Flood Restoration Works 2022 Corowa Road	APV Contracting	\$382,065.44	\$38,206.54	\$420,271.98

6.3 GRAVEL SCREENING

One more Tender for the rest of the screening for 2022 September works has been issued, council meeting held on 31 October 2023 has awarded this work to Tolbra Earthmovers and Haulage. Progress of works have slowed down due to recent wet weather, crew are busy preparing Beltram Park Road material.

WATER ISSUES

Due to heavy rainfall over a wide spread area, construction water is currently not an issue.

QRA

QSC have been notified of a change of the Regional Liaison Officer.



QSC – DFRA MONTHLY PROJECT REPORT

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PHOTOS



Replacement of Sub Base layer on Adavale Black Road



Machines busy on Adavale Black Road



QSC – DFRA MONTHLY PROJECT REPORT

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



Works Program 19 March 2024

Gang	Project					week beginning Monday											
		25/03/2024	1/04/2024	8/04/2024	15/04/2024	22/04/2024	29/04/2024	6/05/2024	13/05/2024	20/05/2024	27/05/2024	3/06/2024	10/06/2024	17/06/2024	24/06/2024	1/07/2024	8/07/2024
Grader Crew Nathan H (Mark Supervisor)	Completion Red Road drainage works																
	Sidetracks Grey Range Stage 2																
	Lowes Driveway /Lake Road																
	Eulo Road widening project																
	Roadways Grey Range Stage 2																
Grader Crew Brendan H, Mooki (Mark Supervisor)	Eromanga Waste Transfer Station																
	Patricia Park Road seal to waste transfer station.																
	RMPC ,Flood damage 93B																
							Tom overview										
Concrete and Structures Elvio A (Adam supervisor)	Eromanga Waste Transfer Station																
	Racecourse fencing																
	Adavale Waste Transfer station																
	Grey Range culverts Stage 2																
Concrete and Structures Ashleigh M (Adam Supervisor)	Toompine Waste transfer station																
	Adavale Hall caravan park																
Tom Hennessy	Quilpie Toompine RMPC (Bowen?)																

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT

IX: 248351

Author: Damien McNair, Pest & Livestock Management Coordinator

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Wild Dog Scalps Presented to Council 01-07-2023 to 31-03-2024.

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

Wild Dog Scalps – Comparative Data Table

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

Commons and Reserves

Reserve	Condition	Notes
Quilpie Common	Very Good	All reserves remain in very good condition due to recent rainfall.
Eromanga Common	Very Good	
Adavale Common	Very Good	
Warrabin Lane	Very Good	
Dillon’s Well	Very Good	

Quilpie Common Muster

The Quilpie Common Muster was held 15 & 16 March 2024. Most permit holders participated in the muster and / or yard work.

Numbers at Muster:

Cows	166
Heifers	105
Steers	51 (10 Missing)
Bull Calf (unmothered)	1 (missing)
Bulls (registered)	5
Total Stock	328

Cattle removed at Muster:

- 1 Permit holder removed stock – 7 cows, 6 heifers, 1 bull calf
- Permit holders cattle sold – 42
- **Total Stock – 272**
- Calves marked – 15

Wild Dog Control Program

Hand Baiting was undertaken on the following properties during the month:

- Cooma
- Tallyabra
- Monler
- Nerrigundah

Traps were laid and set at the following properties during the month:

- Coolbinga
- Nerrigundah
- Monler

Local Laws

A request was received to dispose of two animals.

Pest Weeds

Scattered infestations of Coral Cactus have been found at Wanko, Quilpie Dump area, Butchers Paddock and at the back of the Quilpie Golf Club. These infestations have been treated via release of a biological control insect - *Dactylopius Tommentosus*.



Rope Cactus has also been treated at the Golf Club.

General

- Quilpie Wild Dog Advisory Committee Meeting was held on 26 March 2024. Prior to the meeting, Peter West (FeralScan Coordinator - Department Of Primary Industries NSW) provided an overview presentation of FeralScan pest animal recording and management tool.
- I will be attending a Shire Rural Lands Officer Meeting in St George from 8 – 11 April 2024.

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 2023-2024

RISK MANAGEMENT IMPLICATIONS

Low Risk – within standard Council Operations

10.2.2 LIBRARY SERVICES STATUS REPORT**IX: 248401****Author: Annie-Jo Vogler, Librarian****Attachments: Nil****KEY OUTCOME**

Nil

EXECUTIVE SUMMARY

To provide an update on Library services and programs from January to March 2024.

ACTION ITEMS

Nil

OPERATIONAL UPDATE**Library Statistics**

Visitor numbers for this quarter:

- January to March 2024: 881
- January to March 2023: 803

Visitor numbers year to date:

- 2024: 881
- 2023: 803

Circulation this quarter:

- Items loaned: 361

Activities and Events

First 5 Forever Program:

- Total programs for this quarter: 6
- Average attendance per program (children): 16
- Average attendance per program (caregivers): 8

BeConnected Digital Literacy Webinars:

- Total programs this quarter: 1
- Average attendance per program: 3

School Holiday Activities (January 8-19):

- Total sessions: 10
- Average attendance per session: 5

Book Club:

- Total meetings this quarter: 2
- Average attendance per meeting: 7

Code Club:

- Total sessions this quarter: 8
- Average attendance per session: 1

General

- The second half of the Summer Holiday Activities program in January was well-attended with an average of 5 children per session. Activities included origami, watercolour painting, board games, mini woven wall hanging, Virtual Reality gaming, Lego robot building, and a movie afternoon.
- Librarian, Annie-Jo Vogler, with Health Promotions Officer, Michelle Donohue, visited Adavale on February 21, 2024 to deliver a First 5 Forever session for under 5's and mobile library services to the community. A mobile library visit to Eromanga was planned for late March, but unfortunately was cancelled due to wet weather. The outreach visit to Eromanga has been rescheduled to April 16, 2024.
- Two special events were held within the First 5 Forever program this quarter – a Dinosaur Day in partnership with the Eromanga Natural History Museum in February and an Easter Egg Hunt in March. The Library would like to thank Shauni Tighe from the Eromanga Natural History Museum for her assistance at Dinosaur Day and for answering all the children's questions about dinosaurs. The Easter Egg Hunt was attended by 39 children and caregivers.
- The Library held 1 BeConnected Digital Literacy webinar for community members over 50 in March, covering the topic of Wi-Fi and Data Plans.
- Library staff, Annie-Jo Vogler and Tracey Nicholls, attended the Rural and Small Libraries Workshop facilitated by State Library of Queensland in Cunnamulla on March 5, 2024. This one-day workshop was an excellent opportunity to network and share ideas with other library staff in Southwest Queensland. Staff from State Library of Queensland provided refresher training on library procedures, reporting obligations, and statewide programs, such as First 5 Forever, as well as information on the updated Service Level Agreement between State Library of Queensland and local governments. Staff also took a tour of the Cunnamulla Shire Library.
- Quilpie Library Makerspace, funded by State Library of Queensland's Strategic Priority Grant, is now set up in the Library and will be available for community members to use in April. With the grant funding, the Library has purchased furniture for the space and equipment including a sewing machine, smart-cutting machine, Wi-Fi photo printer, laptop and iPad. On March 20th, an information evening was held where the community could hear more about the Makerspace program. All equipment in the Makerspace is free for the community to use. Several classes and workshops relating to various creative skills are planned for the rest of the year. The Library would like to thank the previous Council for visiting the Makerspace prior to the election and for their feedback relating to the program.

CONSULTATION (Internal/External)

State Library of Queensland

Director of Corporate and Community Services, Lisa Hamlyn

LEGAL IMPLICATIONS

Nil

FINANCIAL AND REVENUE IMPLICATIONS

Within budget

RISK MANAGEMENT IMPLICATIONS

Low

10.2.3 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES STATUS REPORT

IX: 248428

Author: Lisa Hamlyn, Director Corporate and Community Services

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

Condolences

A Condolence card has been forwarded to the relatives of Helen Hall.

Australian Services

Australian Government Mobile Services (Centrelink) will be visiting Quilpie on 18 April 2024 from 9.00am to 3.00pm and will be parked in Brolga Street at the front of the Council Administration building.

ANZAC Day 2024 – Ceremonial Support for Services

Advice has been received from Regimental Sergeant Major, Wayne Chetcuti WO1, 2nd/14th Light Horse Regiment (QMI) that the 2/14 LHR would be delighted to support Council's ANZAC Day services and activities on 24 & 25 April 2023 by providing a Catafalque Party and Guest Speaker.

Hayley Forbes will also be joining us at the Twilight Service and Dawn Service with her horse to honour the Australian Light Horse. Hayley will also participate in the Adavale ANZAC Service.

ANZAC DAY 2024 – Proposed Program

Wednesday 24 April	Twilight Service	Quilpie Cemetery
	(followed by Community BBQ at Quilpie Club Inc)	
Thursday 25 April	Dawn Service	RSL Park
	ANZAC Parade	Brolga Street
	ANZAC Service	Quilpie Shire Hall
	(followed by Morning Tea at the Quilpie Shire Hall)	

Quilpie RSL

Following discussions with George Donohue, President of Charleville RSL Sub Branch in regard to the dissolve of Quilpie RSL Sub Branch, a letter was forwarded to Charleville RSL formally requesting consideration of Quilpie becoming a Chapter of their Sub Branch. I have received advice that Western Districts RSL has passed that Quilpie, Augathella and Morven become a chapter of Charleville. This resolution has been escalated to the State RSL for acceptance. Further advice will be received in due course.

Gyrca Gardens – Building Inspections

An Inspection Program of Gyrca Gardens units was undertaken 19 & 20 March by Director or Corporate and Community Services, Community Services Officer, and Council's Maintenance Officer.

A list of maintenance works required at the complex has been collated and prioritised. Works will be allocated accordingly in consultation with the Director of Engineering and Works Coordinator.

SW Primary Care Pilot Program

The position of Community Services Coordinator, which Council will auspice working collaboratively with the Australian and Queensland Governments has been advertised, closing 26 March 2024.

The position has been designed for the purpose of improving access to primary care services for our Shire residents.

GPs4RuralDocs

The Rural Doctors Foundation have launched a new GP Service aimed at improving the health and wellbeing of rural and remote practitioners – GPs4RuralDocs. The pilot service offers in-town continuity of primary care allowing rural and remote practitioners to access vital care without having to leave town. Commencing 1 May 2024, health practitioners in the communities of Charleville, Quilpie and Cunnamulla can receive care from a visiting independent GP.

FeralScan

FeralScan Pest Management Data Capture Project is the introduction of an efficient, effective and wholistic approach to the identification, monitoring, and control of Pest Animals, which will provide an invaluable tool / resource for Landholders, Wild Dog Syndicate Groups, Council and other pest management Stakeholders within the Quilpie Shire, Rural and Pest Management Industries.

Two FeralScan Workshops have been held (1 with Staff, 1 with Wild Dog Advisory Committee with weather hampering the other planned workshops). Further workshops will be held with landholders during the month of April.

Easter – Community Events

Due to wet weather conditions, the Eromanga Campdraft & Rodeo to be held over the Easter weekend and Adavale Muster in the Mulga to be held on 5 -7 April were cancelled. Adavale Muster in the Mulga has been rescheduled to take place 26 – 28 April 2024.

Upcoming Events

- 17 April The Cubby Circus (Western Touring Circuit Performance)
- 18 April Culinary Constellations – The Lake
- 24 April ANZAC Twilight Service
- 25 April ANZAC Dawn Service
- 25 April ANZAC March / Community Service
- 13/14 May Sport & Rec Strategic Planning Workshops (Adavale/Eromanga/ Toompine)
- 17 May TWITS Show (Western Touring Circuit Performance)
- 25 May “Do we Need Another Hero” – Opera Queensland
- 31 May Sober In the Country – Shanna Whan Community Event

Meetings Attended

- 13 March SW Primary Care Pilot Program Meeting
- 15 March Citizenship Ceremony Forum (Online)
- 15 March FeralScan – Staff Workshop
- 18 March ELT Catch Up
- 20 March Capital Catch Up
- 21 March ANZAC Day Meeting
- 26 March Quilpie Wild Dog Advisory Committee Meeting
- 2 April Evaluation Meeting (SW Primary Care Pilot) Online
- 2 April Swearing In of New Council
- 3 April ELT Meeting
- 5 April Councillor Induction Meeting

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

10.2.4 HEALTH PROMOTIONS OFFICER REPORT

IX: 248576

Author: Michelle Donohue, Health Promotions Officer

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

To provide Council a Quarterly Report for Health Promotions

ACTION ITEMS

Nil

OPERATIONAL UPDATE

February

- Aqua sessions for Seniors with All About Aquatics
- Men's Group
- Foot Care Morning
- Outreach Trip to Adavale with Librarian, Annie-Jo Vogler delivering First 5 Forever Program and Library Resources for residents
- Provided Fruit to Mulga Mates Early Learning Centre
- Welcome Hampers for Doctors
- Visiting Massage Therapist – 22 clients
- After School Craft Activities 5/9yrs attendance – 32
- Youth Centre 10/16yrs attendance – 24
- Seniors Program attendance – 65
- Staff Training – Dealing with Confrontational People
- SWHHS Community Network Advisory Meeting – Quilpie Hospital
- Nicola and I attended Staff Wellbeing Week 12th – 16th February

March

- Aqua sessions for Seniors with All About Aquatics
- Men's Group
- Foot Care Morning
- Webinar Library – Using Data & Wi-Fi
- Seniors St Paddy's Day Luncheon hosted at the Imperial Hotel
- Seniors visit to Mulga Mates Early Learning Centre to engage with the children
- Seniors Program attendance – 96

- After School Activities attendance – 35
- Youth Centre 10/16yrs attendance – 43
- CWAATSICH Health Centre – Catch Up Cuppa morning
- Welcome Hampers for Doctors
- Provided Fruit to Mulga Mates Early Learning Centre
- Visiting Massage Therapist – 23 clients
- Nicola Tully and I attended First Aid Training

Upcoming Events

- April Outreach Trip to Eromanga with Librarian, Annie – Jo Vogler
- April Staff Flu Vaccination Program
- April Providing fruit for Snack Attack mornings to St Finbarr's School
- May Active Agers sessions for seniors at the Gym
- June Sip & Paint Workshop for Seniors

CONSULTATION (Internal/External)

Community

Director of Corporate & Community Services

LEGAL IMPLICATIONS

Nil

FINANCIAL AND REVENUE IMPLICATIONS

Within Council Budget and Program Funding

RISK MANAGEMENT IMPLICATIONS

Low, in accordance with Council's Risk Management Policy

10.3 FINANCE SERVICES STATUS REPORTS

Nil (to be provided in late report)

10.4 GOVERNANCE SERVICES STATUS REPORTS

10.4.1 GOVERNANCE & COMPLIANCE MONTHLY STATUS REPORT

IX: 248032

Author: Janelle Menzies, Manager Governance and Compliance

Attachments: Nil

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The purpose of this report is to provide an update of the Governance and Compliance area for the period 1 July 2023 to 31 March 2024.

OPERATIONAL UPDATE

Corporate Governance

Operational Plan 2023/24

The Operational Plan for 2023/24 was adopted in July 2023.

The September 2023 quarterly review was presented to the January 2024 Council Meeting.

The December 2023 quarterly review is being presented to the April 2024 Council Meeting.

Internal Audit and Audit Committee

The internal audits planned for 2023/24, include business continuity testing and a review of cyber security. These were undertaken in November 2023. The reports have been finalised and presented to the Audit Committee Meeting in February 2024. We are working in the Internal Audit Plan for 2024/25.

Audit Action Register

An audit action register has been developed and uploaded into Cascade and was presented to the Audit committee Meeting in February 2024.

Work is continuing to identify operational risks and an Operational Risk Register will be developed.

Policy Review

17 Policies have been adopted by council since 1 July 2023. (1 Policy was readopted due to amendments to the Act)

2 Administrative Polices have been adopted by the CEO since 1 July 2023.

Councillor Induction Booklet

A Council Induction Booklet has been prepared for new Councillors.

Delegations Review

The Annual Delegation Review will be undertaken in April & May 2024.

Risk Registers

Review of Risk Register will take place in June 2024. Operational and Project Risks are currently being compiled.

Building and Planning Services

Since 1 July 2023 there has been 35 building applications and 7 Development Applications.

The Airport Master Plan went out for Quote in November 2023. We sent out requests for quotes to 3 companies and only 1 responded. The Quote was over budget so we have gone back to them to revise the quote.

Environmental Health Services

Balonne Shire Council have been appointed to undertake our Food Licence Inspections. These will be undertaken in April 2024.

Administrative Action Complaints

1 Administrative Action Complaint has been received since 1 July 2023 and this complaint has been investigated and finalised.

Legal MattersLeases and Land Matters

Council has finalised 1 lease and are still negotiating 3 leases and 3 water agreements in Quilpie and preparing for water agreements have been approved by Council for when the Toompine Bore comes online.

Outback Car Hire

Council put the Outback Car Hire Business out to an EOI on behalf of Quilpie, Balonne, and Paroo Shire Councils. One (1) EOI was received. A select tender process with the one EOI recipient has been finalised and now we are waiting for McCullough Robertson to prepare a letter for the ACCC.

Roads off Alignment

An independent engineering report for the Road off Alignment has been received and was tabled at the December 2023 Council Meeting. Council have issued an "intention to resume" notification and we are awaiting for any final objections from the land owner. We will have to get additional independent engineering advice to answer queries being raised by the land owner.

Request of Road Opening to allow Leasehold block to be converted to Freehold.

A report was prepared for the December 2023 meeting. Council did not support the road opening but would support an easement.

Instagram and Website

We have successfully transferred the Instagram to a Council owned email address and closed an old Council website.

Insurance Claim

We have received an insurance claim from a Tourist whose caravan was damaged by the street sign. This is still under investigation.

Land Sales

1 industrial and 4 residential properties that were under contract have all settled. Queensland Government housing made an offer for 2 blocks at Curlew Estate but Council withdrew from the sale due to the onerous conditions the State wanted in the contracts.

7 blocks of land have been sold to 4 purchasers in Adavale. 1 person who was unsuccessful in the block they tendered for is still interested in a block. We are awaiting for land valuations to set the sale price.

Local Laws/Compliance

4 local laws complaints have been received. 2 have been finalised and 2 are currently being investigated.

2 Encroachment compliance matters are currently being followed up.

Balonne Shire Council have been appointed to undertake our Dog Inspection Program. The inspection program was undertaken in November and was successful. We are awaiting the final report from Balonne Shire Council.

SPECIAL PROJECTS**Advata machine**

We are trialling an Advata Machine which records all the aircraft movement at the airport for 3 months. The machine has been installed since August but, we have been having technical errors, they have only been able to convert 1 month of data.

Asset Management Plans

Work on updating our Asset Management Plans has begun. Our Water, Sewerage & Roads as well as our Vehicles, Plant & Equipment information is up to date and only require the reports to be collated. We are working on the Buildings and Other Structures Plan by using data from our Depreciation Schedules and recent valuations.

IT Software

We have implemented Cascade as our Operational Planning monitoring software and LG Hub for Meeting Agendas and papers.

Gift Register

31 gifts declared for the Gift Register since 1 July 2023 to 30 November 2023 were packaged up for Xmas lucky door prizes.

Since 1 January 2024 there has been 1 gift declared.

CONSULTATION (Internal/External)

N/A

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

N/A

OPERATIONAL STATUS REPORTS
CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

ORDINARY COUNCIL MEETING AGENDA

15 APRIL 2024

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

IX: 248187

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 February Council meeting that are not listed have been actioned.

Meeting Date	Subject	Action	Comments	Status
21-Nov-23	Regional Precincts and Partnership Program		Awaiting results of the Growing Regions Program – Round 1	Ongoing
31-Oct-23	Tender Consideration Plan – Purchase eight (8) x three (3) bedroom homes		Contracts for Hoek Dwellings have been executed. Oly Homes contracts have been received and are being reviewed.	Ongoing
21-Jun-22	Water Access Agreement - Lot 40 NK839916	Action the request for the installation of a water connection for Lot 40 NK83991.	Applicant has been contacted, meeting scheduled in September 2022.	Ongoing
20-Aug-21	SWQROC funding for recycling	Progress requested regarding SWQROC recycling funding	Recycling initiatives to progress through SWQROC Waste Group.	Commenced
11-Jun-21	Quilpie Airport planning	Undertake community consultation regarding changes to airport	EOI Released.	Ongoing
08-Apr-21	Eromanga bean pump	That the beam pump adjacent to the road near Eromanga could be renovated and made into a working pump as a tribute to the oil and gas industry in the shire.	Beam pump has been reassembled. Council to explore potential of signage on history of Oil and Gas in the Shire.	Ongoing
12-Mar-21	Increase number of councillors	Investigate the potential of appointing additional councillors		Not Commenced

Meeting Date	Subject	Action	Comments	Status
12-Nov-20	Strategic Plan for Exclusion Fence	Liaise with Craig Allison - to include a map	Draft map has been completed – additional work required to identify all privately constructed fencing.	Ongoing
12-Nov-20	Map	Map to landholders in regard to exclusion fencing for the next 5 yrs.	Map provided, further amendments to be made	Ongoing
14-Aug-20	Adavale Bore Cooling Pond	That Council receive the report and offer to pay 50% of the material costs to the approximate value of \$17,000 to rehabilitate/upgrade the cooling pond and grid subject to the following conditions:	Letter sent. Draft agreement prepared. Waiting to hear from property owner	Ongoing

OPERATIONAL UPDATE

Monthly Meetings

Date	Event	Location
1 March	LGAQ	Brisbane
6 March	Site Visits	Quilpie
7 March	Quilpie Townhouse Project Meeting	Online
8 March	DAF Meeting – Quarries	Online
12 March	Council Meeting	Quilpie
13 March	DDSW Trade and Investment Group Meeting	Online
14 March	Internal Audit Planning Meeting	Online
14 March	Regional Waste Management Plan for SWQ	Online
15 March	TMR Catch Up	Online
16 March	2024 local government quadrennial elections	
21 March	Townhouse Inspections	Quilpie
22 March	SWQROC – Quarry Material Native Title Update	Online
26 March	Wild Dog Advisory Committee	Quilpie
27 March	LGAQ Mayoral Welcome Call	Online

Upcoming Meetings:

Date	Event	Location
2 April	Proposed Councillor Declaration of Office and Post Election Meeting	Quilpie
5 April	Councillor Induction Day	Quilpie
9 April	Councillor Briefing Session	Quilpie
11 April	SWQROC EDAC Meeting	Online
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
11 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
30 July	SWQROC Meeting	Online
6 August	Councillor Briefing Session	Quilpie
27 August	Council Meeting	Quilpie
29-30 August	SWQROC Meeting	Thargomindah
2 September	Councillor Briefing Session	Quilpie
4-5 September	WQAC Conference	Mt Isa
17 September	Council Meeting	Quilpie

Date	Event	Location
23 September	SWQROC Meeting	Roma
15 October	Councillor Briefing Session	Quilpie
21-23 October	LGAQ Annual Conference	Brisbane
29 October	Council Meeting	Quilpie
5 November	Councillor Briefing Session	Quilpie
11-12 November	SWQROC Meeting	Charleville
19 November	Council Meeting	Quilpie
3 December	Councillor Briefing Session	Quilpie
5-6 December	SWQROC Meeting	Brisbane
17 December	Council Meeting	Quilpie

OPERATIONAL UPDATES

Nil

CONSULTATION (Internal/External)

Councillors

LEGAL IMPLICATIONS

N/A

FINANCIAL AND REVENUE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within standard operations

11 ENGINEERING SERVICES

11.1 PROPOSED INTRODUCTION OF PLUMBING INSPECTION SERVICES

IX: 246452

Author: Peter See, Director Engineering Services

Attachments: Nil

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

4.5 Optimal asset management practices

EXECUTIVE SUMMARY

This report has been prepared for Council to consider the introduction of plumbing inspections as from 01 July 2024.

RECOMMENDATION

1. That Council receive the report and that,
 - (a) Council begins plumbing inspections in 2024-2025 year and
 - (b) Council considers a plumbing inspection fee as part of the 2024-2025 Council Budget.

BACKGROUND

Council has not provided plumbing inspection services for private works for a considerable period. This was mostly due to Council's previously Water and Sewerage Supervisor also running a private contract plumbing service and an inability to separate duties which meant that the Supervisor could not inspect his own works. For this reason, Council has not conducted any formal plumbing inspections. This does not mean that any wrongdoing was done merely that separation of powers was not possible.

A new Water and Sewerage Supervisor has now commenced at Council, and the previous Supervisor is solely working as a private plumber and is no longer employed by Council. Other private plumbers also work in Quilpie for State Government facilities primarily.

If Council agrees, the Water and Sewerage Supervisor will act as the plumbing inspector to assess all regulated plumbing and drainage work under the **Plumbing and Drainage Act 2018** carried out in Quilpie Shire. All projects that incorporate water supply work, sanitary plumbing and drainage work are assessable under this Act which enables Council to ensure the work is conducted to protect public health and provide protection to Council's infrastructure.

Unless plumbing and drainage work is prescribed as unregulated notifiable work or minor work under the **Plumbing and Drainage Regulation 2019**, it is Regulated Work and requires plumbing and drainage approval by the plumbing inspector.

This will be a new service provided by Council.

OPTIONS

Option One

That Council receive the report and that,

1. Council begins plumbing inspections in the 2024-2025 year and
2. Council considers a plumbing inspection fee as part of the 2024-2025 Council Budget.

Option Two

That Council receive the report and that.

1. Council begins plumbing inspections in the 2024-2025 year and
2. Council does not proceed with the introduction of plumbing inspection fees.

CONSULTATION (Internal/External)

Water and Sewerage Supervisor.

Director Engineering Services.

LEGAL IMPLICATIONS

If Council agrees, the plumbing inspector assesses all regulated plumbing and drainage work under the Plumbing and Drainage Act 2018. Projects that incorporate water supply work, sanitary plumbing and drainage work are assessable under this Act which enables Council to ensure the work is conducted to protect public health and provide protection to Council's infrastructure.

Unless plumbing and drainage work is prescribed as unregulated notifiable work or minor work under the Plumbing and Drainage Regulation 2019, it is Regulated Work and requires plumbing and drainage approval by the plumbing inspector.

Regulated and minor work must be conducted by a licensed plumber and/or drainer and in most cases, they will apply for the required approvals.

POLICY AND LEGISLATION

Plumbing and Drainage Act 2018.

Plumbing and Drainage Regulation 2019.

FINANCIAL AND RESOURCE IMPLICATIONS

A fee will need to be included in Council's fees and charges if the recommendation is accepted. As such, this needs to be included in the annual budget considerations.

RISK MANAGEMENT IMPLICATIONS

Risk is minor however without the required inspections, there can be a risk from poor workmanship and form public health issues.

11.2 RFQL13 23-24 FLOOD RESTORATION WORKS- SOUTH WEST QUADRANT

IX: 248026

Author: Kasey-Lee Davie, Procurement Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 2. Flourishing Economy

Key Initiative: 2.3 Maintain safe and efficient transport networks

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

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

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQL13 23-24 Flood Restoration Works – South West Quadrant. The request is for the restoration of essential public asset works on Mt Howitt Road, Boondook Road, Durham Downs Road, Cooma Road, and Telephone Bore Road.

RECOMMENDATION

1. That Council
 - a) Subject to funding approval and finalisation, RFQL13 23-24 Flood Restoration Works – South West Quadrant to APV Contracting for an amount of \$1,566,963.41 excluding GST; and
 - b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

BACKGROUND

The Quilpie Shire Council (QSC) is undertaking restoration of the sealed and unsealed road networks throughout the Shire that sustained damage following the South West Trough and Flooding event -September 2022 and Southwest Queensland Flooding event- 4 June - 7 July 2023. QSC have applied for funding through the Queensland Reconstruction Authority (QRA) to undertake repairs to essential public assets and have been successful in obtaining funding. The approved sites will be repaired to the pre-event standards in a like for like manner. Council has appointed Proterra group to deliver the Project Management Services for the emergent and restoration works for the South

West Trough and Flooding event - September 2022 and Southwest Queensland Flooding event 4 June - 7 July 2023.

WORK SCOPE

The works involve the Reconstruction of Essential Public Assets (REPA), the assets for these works are local roads, to the original condition before storm damage occurred. The roads involved in REPA works for this RFQ include:

- Mt Howitt Road
- Boondook Road
- Durham Downs Road
- Cooma Road
- Telephone Bore Road

SCHEDULE OF WORK

A Project Plan for RFQL 13 23-24 works has been developed and is scheduled-

Mobilisation – 28/04/2024

Start of works- 29/04/2024

Duration- 90 days

Practical Completion- Programme of Works has estimated completion by 30/07/2024.

PROCUREMENT PROCESS

In accordance with Council's Procurement Policy and Part 3 of the Local Government Regulation 2012, Council invited eight (8) prequalified suppliers under Contract RFT T01 22-23 Panel of Prequalified Suppliers of Hire of Mobile Plant & Equipment.

Description	Details
Advertising	Vendor Panel Portal
RFQ Open	16 March 2024
RFQ Close	2:00pm 2 April 2024

Suppliers Invited	Responses
APV Contracting Pty Ltd	RFQ Opened Response Received
BHL & DA Hall Transport	RFQ Not Opened No Response
Kev Richardson Welding Pty Ltd	RFQ Not Opened No Response
Long Plain Contracting	RFQ Not Opened No Response
Rollers QLD	RFQ Opened No Response
S C & K G Bowen	RFQ Not Opened No Response
S A Travers & S L Travers	RFQ Opened Response Received
Tolbra Earthmovers and Haulage Pty Ltd	RFQ Opened Response Received

At the close of the request process on 2 April 2024, Council received three (3) conforming submissions from the following suppliers:

APV Contracting Pty Ltd
SA Travers & SL Travers
Tolbra Earthmovers and Haulage Pty Ltd

The request was assessed in accordance with the evaluation criteria below:

Criteria	Weighting
Price	40%
Experience (Proven Performance)	30%
Capacity to meet project timelines/ Programme of Works	20%
Safety Requirements/ Management Plans	10%

Evaluation Process:

All panel members were issued with Conflict-of-Interest Declarations to complete and return. No conflicts were declared.

Evaluation Panel (3 Officers) were invited to evaluate responses via VendorPanel Multiparty Evaluation. Evaluation invites were sent to all panel members on close of the request, 2 April 2024.

All evaluations were completed by 8/04/2024.

The final assessment and evaluation scores of the 3 responses were collated and summary of the evaluation can be seen in the table below –

Suppliers-			APV Contracting	SA & SL Travers	Tolbra Earthmovers & Haulage
Price Excluding GST-			\$1,566,963.41	\$1,970,055.81	\$3,535,843.00
Evaluation Criteria	Price	40%	40	31.8	17.7
	Experience (Proven Performance)	30%	24	24	24
	Capacity to meet project timelines/ Programme of Works	20%	16	16	16
	Safety Requirements/ Management Plans	10%	8	2	7
	Overall Score-		88	73.8	64.7

Council may decide not to accept any responses it receives. The response accepted must be the one deemed most advantageous to Council, it is noted that the lowest price response and/or the highest weighted response may not be the most advantageous.

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

- (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.

OPTIONS

Option 1 - Recommended

That Council:

- c) Subject to funding approval and finalisation, RFQL13 23-24 Flood Restoration Works – South West Quadrant to APV Contracting for an amount of \$1,566,963.41 excluding GST; and
- d) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 2 -

That Council:

- a) Subject to funding approval and finalisation, RFQL13 23-24 Flood Restoration Works – South West Quadrant to SA & SL Travers for an amount of \$1,970,055.81 excluding GST; and
- b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 3 –

That Council:

- a) Subject to funding approval and finalisation, RFQL13 23-24 Flood Restoration Works – South West Quadrant to Tolbra Earthmovers & Haulage for an amount of \$3,535,843.00 excluding GST; and
- b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Note: Option three (3) exceeds the QRA approved funding for these works. If Option 3 is selected Quilpie Shire Council will be required to supplement the difference.

Option 4 –

That Council:

- a) resolve not to award RFQL13 23-24 Flood Restoration Works – South West Quadrant

If a decision is made that is inconsistent with the above recommendation, Council is requested to provide reason as per Part 2, Division 1A of the Local Government Regulation 2012:

254H Recording of reasons for particular decisions

(1) This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—

(a) the decision is about entering into a contract the total value of which is more than the greater of the following—

(i) \$200,000 exclusive of GST;

(ii) 1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report

CONSULTATION (Internal/External)

Chief Executive Officer	Justin Hancock
Director Engineering Services	Peter See
Works Coordinator	Brian Weeks
Senior Road Construction and Maintenance Supervisor	Adam Rea
Procurement Officer	Kasey Davie
Proterra Group (Project Manager)	Cameron Mocke

LEGAL IMPLICATIONS

NIL

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012

Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS

The project is fully funded by the Queensland Reconstruction Authority (QRA) through the Disaster Relief Funding Arrangement (DRFA). Materials have been supplied by Council through a previously awarded Contract.

Previously awarded flood damage projects via the T01 22-23 list –

RFT/RFQ#	Project Details	Contractor Awarded	Value (\$) excl. GST	Number of Conforming submissions	Comments
RFQL 04	Flood Restoration Work Package D	SA Travers & SL Travers	\$1,110,981.28	3	-Completed Successfully
RFQL 07	Flood Restoration Work Package E	APV Contracting	\$626,170.00	2	-Completed Successfully
RFQL 09	Flood Restoration Works Package G	S C & K G Bowen	\$797,189.14	4	-Contractor requested to withdraw from contract (works did not begin) -Contract Terminated
RFQL08 22-23	Flood Restoration Works 2022- Package F	Tolbra Earthmovers and Haulage	\$320,939.55	2	-Contractor Declined offer of works.

RFQL17 22-23	Flood Restoration Works 2022 Trinidad Roads Package	APV Contracting	\$1,615,500.85	2	- Contract awarded - Works in progress
RFQL16 22-23	Flood Restoration Works 2022 Package T-(Tobermory Roads)	APV Contracting	\$2,757,826.44	3	- Contract awarded Works in progress
RFQL18 22-23	Flood Restoration Works 2022 - Old Thargomindah Roads pkg	SA and SL Travers	\$1,577,063.38	3	-Contract Awarded -Works In Progress
RFQL 05 23-24	Flood Restoration Works 2022 Congie Road Package	SA and SL Travers	\$827,568.67	2	Contract Awarded -Works in Progress
RFQL 07 23-24	Flood Restoration Works Beltram Park Road Pkg	SA and SL Travers	\$903,264.67	3	Contract Awarded -Works in Progress
RFQL 10 23-24	Corowa Road Package	APV Contracting	\$382,065.44	2	Contract Awarded -Works in Progress
RFQL 06 23-24	Ray Road Package	APV Contracting	\$375,241.96	2	Contract Awarded -Works in Progress

RISK MANAGEMENT IMPLICATIONS

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - additional controls mitigation strategy to be implemented (to reduce risk rating)</i>	Responsibility / Due Date
			Likelihood	Consequence	Risk Rating		
			<i>Refer to risk calculator provided below for measures</i>				
Example: <i>Insufficient funding</i>	None	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project</i>	CM

Limited access to information, No record keeping	Records management procedure, allocated location for project	Approval delays, stakeholder objectives do not align, miss communication	Possible	Minor	Medium	Allocating a staff member who registers all relevant documentation to allocated folder, regular communication between stakeholders	CM
No response to the request	Competitive Process followed	Work delayed, increase in process cost	L	L	L	If no response received, reissue to wider field.	CM
Lack of availability of suppliers	Competitive Process followed, option to public tender	Value for money	L	L	L	If no response received, reissue to wider field.	CM
Conflict of interest	Planning process to minimise COI risk	Reputation, bias decisions, value for money	L	L	L	Everybody involved must sign a COI form	All
Variations to work	Principle Representative to sign for all variations on Variation forms	Financial, however in Pre-start meetings held with contractors it is clearly stated in the minutes that no verbal variations, and that all variations will come from this office signed by PR	L	L	L	All variations signed of by QSC Principal Representative	CM
Not completing works on time	Contract clearly states deadlines	Contract expires after 90 days	L	L	L	Practical Completion dates are set out in contract.	CM
Contractor terminating after award	QSC policy to only pay for work completed.	Time delay, however this is manageable with EOT.	M	L	L	Applications for EOT to funding bodies are successful.	CM
Additional work added due to new damage caused by new events	Scope change allowed for by funding agency	No impacts except that road users must use damaged infrastructure longer.	L	L	L	Apply for EOT timeously	CM

11.3 QUOTATION FOR REPAIRS TO THE EROMANGA SWIMMING POOL.

IX: 248317

Author: Peter See, Director Engineering Services

Attachments: 1. Fibreglaze Quotation

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

Key Outcome: 4. Strong Governance

Key Initiative: 4.5 Optimal asset management practices

EXECUTIVE SUMMARY

The Eromanga Swimming pool is a key part of the Eromanga township. The existing swimming pool is in poor condition currently. This report recommends appointment of a Contractor to repair the swimming pool back to a good condition.

RECOMMENDATION

That Council:

- (a) In accordance with S235(b) of the Local Government Regulation 2012, accepts the quotation of Fibreglaze Products Pty Ltd to repair the Eromanga swimming pool for a total sum of \$180,900 excluding GST.
- (b) amend the budget for this project to \$600,000; and
- (c) Amend the LRCIP 4A funding for this project to \$600,000.

BACKGROUND

The present Eromanga swimming pool is of fibreglass construction. It is used by residents and is also used by the Eromanga State School. In its current state, there is significant bowing on the eastern and northern sides of the pool. Designs for a new swimming pool were prepared as it was initially thought the existing fibreglass pool was unrepairable.

A Project Manager was appointed by Council to manage the replacement process.

Council had a design prepared for a replacement reinforced concrete pool. Quantity surveying was undertaken on the design of the pool, a capital budget of \$1,200,000 was allocated in the 2023/24 budget, with \$892,000 funded through LRCIP 4A and \$308,000 to be funded by Council.

Tenders were called by Council and a report was presented to the General Meeting held on 31 October 2023. A single tender was received for a total of \$ \$2,509,478.75 excluding GST. Council

resolved to not award the Request for Tender RFT 04 23-24 for the rebuilding of the Eromanga Swimming Pool.

Following the decision of Council, the Project Manager sourced other alternatives. A company, **Fibreglaze** was sourced and subsequently were asked to inspect the pool on site and to provide guidance and an opinion. Fibreglaze found that the pool was repairable and have provided a quotation to repair the pool.

Fibreglaze have provided a proposal for Repair of the Eromanga Pool (see attached) and have quoted \$180,900 excluding GST to conduct the works. This pricing excludes some items to be conducted by Council (see table below) with excavation and reinstatement being the most significant items.

It is considered that a Provisional Sum allowance of \$15,000 be allowed for this in addition to the quotation.

The Fibreglaze methodology allows for the area where the bowing is occurring to be excavated and the deformed sections to be cut and reshaped to the original profile and then re-fibre glassed using up to 6 layers of materials. The excavated areas and pool surrounds would then be backfilled and reinstated. Fibreglaze are experienced in this type of work as was demonstrated with their recent Quilpie Swimming Pool repairs and believe the repair could increase the life of the pool for 20 years.

If no action is taken, there is a substantial risk that the pool will fail necessitating a complete rebuild.

Council has only found the one contractor through an exhaustive search for suitable repairers. It is recommended that Council accept the quotation for \$180,900 excluding GST to conduct the repairs.

With the reduction in costs to repair the existing pool, it is proposed that the budget be reduced to \$600,000, with the remaining funds used to upgrade the existing facility including new shade cover, fencing, life guard tower etc.

OPTIONS

Option 1 - Preferred

That Council:

- (a) accepts the quotation of Fibreglaze Products Pty Ltd to repair the Eromanga swimming pool for a total sum of \$180,900 excluding GST.
- (b) amend the budget for this project to \$600,000; and
- (c) Amend the LRCIP 4A funding for this project to \$600,000.

Option Two

That Council do not accept the quotation of Fibreglaze to repair the pool.

CONSULTATION (Internal/External)

Chief Executive Officer

Director Corporate & Community Services

Manager Finance and Administration

Works Manager

LEGAL IMPLICATIONS

Nil.

POLICY AND LEGISLATION

Local Government Regulation 2012 - 235 Other exceptions

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves 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
- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or
- (e) the contract is for the purchase of second-hand goods; or
- (f) the contract is made with, or under an arrangement with, a government agency.

Council have previously undertaken a public tender for the construction of a new pool in Eromanga and has also attempted to contact several suppliers to assist in the repairs of the existing pool.

FINANCIAL AND RESOURCE IMPLICATIONS

A capital budget of \$1,200,000 was allocated in the 2023/24 budget, with \$892,000 funded through LRCIP 4A and \$308,000 to be funded by Council.

With the reduction in costs to repair the existing pool, it is proposed that the budget be reduced to \$600,000, with the remaining funds used to upgrade the existing facility including new shade cover, fencing, life guard tower etc.

RISK MANAGEMENT IMPLICATIONS

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - additional controls mitigation strategy to be implemented (to reduce risk rating)</i>	Responsibility / Due Date
			Likelihood	Consequence	Risk Rating		
Poor ground conditions	None	Project Delay Extra Cost	Likely	Moderate	High	Site Investigation	
Logistical difficulties with providing and transporting special materials to a remote location.	None	Project Delay	Possible	Moderate	High	Good Planning	
Produce sufficient daily quantities of concrete	None	Project Delay	Possible	Moderate	High	Discuss requirements with local suppliers	

Inclement weather or its affects	<i>None</i>	<i>Project Delay</i>	Possible	<i>Moderate</i>	<i>High</i>	Monitor Weather and plan for low rain season	
The works being in close proximity to the School	<i>None</i>	Risks to School users and Children	Unlikely	Major	High	Meet with School and fence site	
The Project being delayed and the Pool not being open for the summer season.	<i>None</i>	<i>Project Delay</i>	Unlikely	Moderate	Medium	Good Planning	

Offeror Response Schedules

1. Offeror Information

PLEASE COMPLETE THIS FORM IN BLOCK LETTERS

FULL NAME/S OF OFFEROR:	Fibreglaze Products Pty Ltd
ABN OF OFFEROR:	84 086 366 841
ACN OF OFFEROR:	086 366 841
STREET ADDRESS OF OFFEROR: (For service of notices)	4/33 Central Dr, Burleigh Heads QLD 4220
POSTAL ADDRESS OF OFFEROR: (For service of notices)	4/33 Central Dr, Burleigh Heads QLD 4220
TELEPHONE NO. OF OFFEROR:	07 4243 4770
EMAIL ADDRESS OF OFFEROR:	josh@fibreglaze.com
OFFER CONTACT:	Ben Donovan (MD), Josh Donovan (Engineer)
TELEPHONE NO. OFFER CONTACT :	0411 745 656
EMAIL ADDRESS OF OFFEROR CONTACT	bd@fibreglaze.com
AUTHORISED PERSON TO PRESENT THIS OFFER:	Josh Donovan

2. Tender Price

I hereby tender to perform the works described for the amount of:

Net tender Sum:	<u>\$ 180,900</u>	(Exclusive of GST)
GST Component:	<u>\$ 18,090</u>	of Tender Sum
Total Tender Sum:	<u>\$ 198,990</u>	(\$)

RESPONSIBILITIES	FIBREGLAZE	QUILPIE SHIRE
Travel & Establishment <i>Note: the revised price is based upon acceptance of 'Quote #2700' for additional works at the Quilpie Pool</i>	✓	
Pump out pool water		✓
Excavate excess fill behind bowed shallow end walls using Vac Truck or similar. Remediate pool surrounds.		✓
Repair plumbing behind excavated walls and pressure test	✓	
Repair bowed walls and osmosis in accordance with <i>tender schedule section 8</i>	✓	
Resurface entire pool in accordance with <i>tender schedule section 8</i>	✓	
Refill Pool Water and Backfill Excavated Walls		✓
Supervise Water Refilling and Wall Backfilling Works	✓	
Balance Pool Water		✓

01/02/2024

Dated



Benjamin Donovan | **MANAGING DIRECTOR**

Authorised Person Signature

3. Insurances

Please provide details of current Insurances and include Certificates of Currency

Insurance of Employees (Workers Compensation)

Company: WorkCover QLD
 Limit: As per WorkCover
 Policy Number: WSM220870962 Valid to: 30 / 06 / 2024

Public Liability (\$10,000,00)

Company: AIG Australia Limited (AIG)
 Limit: \$20M
 Policy Number: AUSAP-666122 Valid to: 08 / 08 / 2024

Contract Works (Contract Sum)

Company: _____
 Limit: _____
 Policy Number: _____ Valid to / /

Professional Indemnity (if design included)

Company: _____
 Limit: _____
 Policy Number: _____ Valid to / /

Annual Project – Material Damage

Company: AIG Australia Limited (AIG)
 Limit: See Section 1 of the attached CoC for standard sums. These amounts are generally adjusted upon award of larger contracts.
 Policy Number: AUSAP-666122 Valid to: 08 / 08 / 2024

4. Certifications and Qualifications

Please provide details of relevant Building Licence, Certifications and Qualifications

Company or Individual	Certification/Qualification	Number (if applicable)
Benjamin Donovan	QBCC: Swimming Pool Construction, Installation and Maintenance {Nominee Supervisor}	15187646
Fibreglaze Products Pty Ltd	QBCC: Swimming Pool Construction, Installation and Maintenance	728522
Joshua Donovan	BE Civil Engineering ME Engineering Management MIEAust CPEng NER APEC Engineer IntPE(Aus) <i>AoP's: Civil Engineering, Leadership and Management</i>	EA ID: 4271094

5. Management Systems

Please provide details of current Management Systems and include Certificates where applicable.

Safety

Description: Conforms to ISO45001:2018

Accreditor: Not formally accredited. See *note below

Environmental

Description: Conforms to ISO14001:2015

Accreditor: Not formally accredited. See *note below

Quality

Description: Conforms to ISO9001:2015

Accreditor: Not formally accredited. See *note below

Training

Description: _____

Accreditor: _____

***Note**

Josh Donovan is the appointed Safety, Quality & Environmental Manager for Fibreglaze Products Pty Ltd.
 Experience: Chartered Civil Engineer with a master's degree in engineering management. JD built and continues to monitor the accredited management system of a sister company (Decotec Pty Ltd). JD has been the company representative for Decotec's annual external audits (QMS – Safety, Quality & Enviro) for the past 11years. Accreditation has been maintained with zero major non-conformances.

6. Addendum

Please insert particulars of all addenda issued by the Principal.

Addendum No	Addendum Date
This tender is an alternate proposal which provides a solution to repair the existing Eromanga Swimming Pool rather than construct a new pool.	

7. Company Background, Experience, Resourcing

As a third-generation family business, Fibreglaze boasts a distinguished history of pool resurfacing, having successfully completed over 6,000 projects since its inception in 1963. The implementation of our enhanced Fibretech system consistently yields an impressive average lifespan of 20 years.

Experience of Key Personnel:

- **Ben Donovan** (Managing Director) – has over 20 years of experience in swimming pool resurfacing and associated business management. Is a licensed QBCC Swimming Pool Construction Supervisor
- **Josh Donovan** (Technical Director) – has over 20 years of experience in swimming pool renovation and managing civil engineering projects. Chartered Engineer in Civil, Leadership and Management areas of practice.
- **Jesse Donovan** (Operations Manager) - has over 20 years of experience in swimming pool resurfacing.

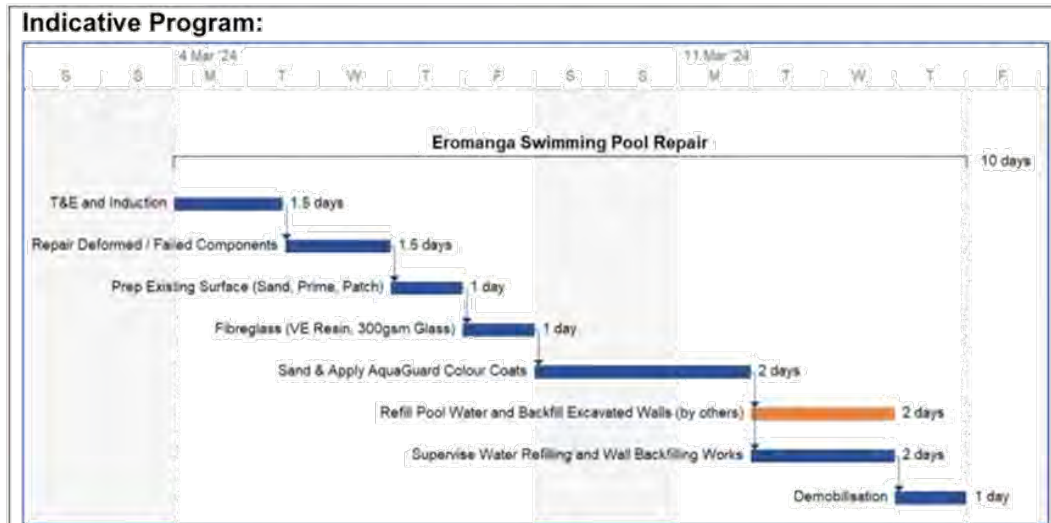
Resourcing

15no. field staff available, ~6no. allocated to this project.

The contract works are expected to take approximately 10days.

Additional information: <https://fibreglaze.com/about-us/>

8. Program Methodology and Approach



Repair Failed Components

Osmosis is a process where water penetrates the gel coat and polyester laminate of the fibreglass pool, causing blisters and swelling of the laminate. This can weaken the pool's structure and compromise its durability. To remediate this all osmosis is ground out, patched and laminated with a vinyl ester resin and fibreglass composite to prevent osmosis from reoccurring.

Fill slumping can occur if fibreglass pools were backfilled with unsuitable material or are surrounded by poor ground conditions. This issue can result in the following:

- The walls may bow due to the weight of the fill.
- The floor may buckle/distort due to the walls bowing inwards.

Any **deformed regions** are repaired through cutting key areas, which will allow the pool shell to be returned to its original position. The cuts are then reinforced by a minimum of 6 fibreglass layers.

Re-fibreglassing provides a more durable and long-lasting solution as it reinforces the underlying structure. The new laminate adds strength and resilience to the pool, making it more resistant to cracks, leaks, and other types of damage.

Enhanced Aquaguard Fibretech Pool Resurfacing system

Vinyl Ester Resin (Repair, Prep and Fibreglass Layers)

In addition to the benefits described above, vinyl ester resin is far superior to polyester resin in providing a chemical resistant barrier for protection against cobalt bleed, staining, discolouration, and even corrosion of metal fittings and fixtures in and around the pool.

Aquaguard Polyester Top Coats

Most new and resurfaced fibreglass pools have been constructed using the *Allnex Aquaguard Fibretech Pool Resurfacing system* (attachment 05). Fibreglaze implements an enhanced version of this which includes two Aquaguard Topcoat layers rather than the specified single layer. The Fibretech Fill Coat layer does not contain UV inhibitors and therefore fades once the Aquaguard Topcoat layer wears thin over time. The Fibreglaze double coat system therefore doubles the life of the laminate. We've been fine tuning this system for decades and have consistently seen over 25 years from it.

For additional information please our process overview: <https://fibreglaze.com/pool-resurfacing-process/>

9. Stakeholder Engagement

N/A

10. Subcontractors and Suppliers

Subcontractors will not be required as all works will be conducted in-house.

Material Suppliers:

- Allnex: <https://allnex.com/>
- Composites Fibreglass International: <https://cfint.com.au>

11. Local Content and Local Employment

NII

12. Cultural Heritage Aspects

N / A

13. Value for Money

The contract works will be delivered by an experienced and professional team from a third-generation family business that was established in 1963.

The implementation of our enhanced Fibretech system consistently yields an impressive average lifespan over 20 years.

Included Documents

12 CORPORATE AND COMMUNITY SERVICES

12.1 SPONSORSHIP REQUEST - GEOFF BAGULEY, BAGULEY GROUP

IX: 248386

Author: Lisa Hamlyn, Director Corporate and Community Services

Attachments: 1. 2024 Variety Bash

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

This report is for Council to give consideration to a request received from Geoff Baguley, Baguley Group to provide sponsorship toward their participation in the 2024 Variety Bash, raising money to support underprivileged children in Queensland.

RECOMMENDATION

1. That Council declines the request received from Geoff Baguley, Baguley Group to provide sponsorship toward their participation in the 2024 Variety Bash as it does not align with Council's Community Assistance Policy.

BACKGROUND

Geoff Baguley has written to Council requesting sponsorship for his rally team - *Team Sherriff and the Deputies* who are participating in the 2024 Variety Bash.

This year's Bash leaves Emerald on August 12 and travels to Blackall, Windorah, Thargomindah and Charlotte Plains, with a lay day at Lightning Ridge on August 18. Then on to Goondiwindi, Stanthorpe, Casino and finally arriving at the Gold Coast on August 22.

Team Sherriff and the Deputies are once again entering 2 vehicles in the Bash and need to raise a minimum of \$13,000.00.

Vehicle space is for sale for \$500.00 which will provide a 600 x 300mm sticker on each vehicle displaying the business.

For an investment of \$1,000.00, businesses will be displayed in 2 spots per vehicle or one large spot per vehicle.

Any other level of support would also be welcome.

This request does not meet the criteria outlined in Council's C0.1 Community Assistance Policy and further explanation is provided below under **POLICY AND LEGISLATION**.

OPTIONSOption 1 Recommended

That Council does not support the request received from Geoff Baguley, Baguley Group to provide sponsorship toward their participation in the 2024 Variety Bash as it does not align with Council's Community Assistance Policy.

Option 2

That Council provides sponsorship of \$500 to Geoff Baguley's Team Sherriff and the Deputies toward participation in the 2024 Variety Bash.

Option 3

That Council provides sponsorship of \$1,000 to Geoff Baguley's Team Sherriff and the Deputies toward participation in the 2024 Variety Bash.

CONSULTATION (Internal/External)

Chief Executive Officer

LEGAL IMPLICATIONS

NA

POLICY AND LEGISLATION

This request does not meet the criteria as outlined in the following extract from C0.1 Community Assistance Policy:

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.

FINANCIAL AND RESOURCE IMPLICATIONS

NA

RISK MANAGEMENT IMPLICATIONS

NA

From: Geoff Baguley <geoff@baguleygroup.com.au>

Sent: Friday, March 29, 2024 7:17 AM

To: james@moggysgroup.com.au; Peter - INDCO <peter@indco.com.au>; Dan | Allied Leasing <dan@alliedleasing.com.au>; Lucy Morris <lucymorris@aeroglass.com.au>; Andrew Camilleri <andrew@reefmarine.net>; Andrew McLellan <Andrew.McLellan@autocorner.com.au>; Ilott Electrical <ilottelectrical@bigpond.com>; Greg Irvine <greg@panelok.com.au>; Chris - TaylorBuilders.com.au <Chris@taylorbuilders.com.au>; Fred Baguley <fredbaguley58@gmail.com>; luke@concar.com.au; bpgreen2@bigpond.com; Barb Baguley <barbfredbaguley@bigpond.com>; Ben Hilder <ben@fergusbuiders.com.au>; Ben Kerrisk <ben@gardian.com.au>; Brian Priest <brian@allelectrical.com.au>; charles@ogilvie.net.au; Chris Bonanno <Chris@gardian.com.au>; Chris.Bugeja@wisely.com.au; Craig Bogaarts <Craig@qldccs.com.au>; Damien Bryan (damien@bryanindustries.com.au) <damien@bryanindustries.com.au>; damian@iresolve.com.au; dbarr@bmsa.net.au; Doug.Hawley@justice.qld.gov.au; dfr74409@bigpond.net.au; Mayor Greg Williamson <Greg.Williamson@mackay.qld.gov.au>; Paul Bidwell <Paul.Bidwell@mbqld.com.au>; 'rick@rdgroup.com.au' <rick@rdgroup.com.au>; Naomi Schulte | McKays Solicitors <NSchulte@mckayslaw.com>; Graham Sharp <graham@jgdiesel.com.au>; Justin Hancock <ceo@quilpie.qld.gov.au>; Kahlia Geiger <LNKEntertainment@outlook.com>; Kerrod | Ochre Australia <kerrod@ochreaus.com.au>; Peter Lea <Peter.Lea@Paragonce.com>; leonsdavidson@gmail.com; lbirse@bunnings.com.au; Melissa Ferrier <hello@sportshealthandmassage.com>; Mick Cassin <cbeservices@outlook.com>; Admin Admin <admin@coralcoastplastering.com.au>; admin@townsendcabinetmaking.com; Shane & Kerry Galloway <skgalloway@bigpond.com>; Steven Schultze <sshultze@southerncrossgroup.com.au>; rod.allen@inspecindustries.com

Subject: 2024 Variety Bash

The Bash is on again this year, and we are raising money to support Queensland's needy kids.

This years Bash leaves Emerald on August 12 and travels to Blackall, Windorah, Thargomindah and Charlotte Plains, with our lay day at Lightning Ridge on August 18. Goondiwindi, Stanthorpe, Casino and finally the Gold Coast on August 22.

Team Sherriff and the Deputies are once again entering 2 vehicles, and we need to raise a minimum of \$13,000.00.

We sell vehicle space for \$500.00 which gives you a 600x300mm sticker on each vehicle. \$1,000.00 gets you 2 spots per vehicle or one large spot per vehicle. Any other level of support will also be welcome.

If you can help, please see the payment details at the bottom of the attached flyer and send back via email so we know who has supported us.

Thank you all in advance for supporting Queensland's needy kids.

Regards

Geoff Baguley

Managing Director

07 4959 9090 0417 001 336 geoff@baguleygroup.com.au





THE BASH IS BACK

Join Us for Another Year of Fundraising Fun.

Following the success of last year's significant event, which saw our lay day at NQ's Rock'n Country, we are set for another impactful year dedicated to fundraising for Queensland's underprivileged children.

WE NEED YOUR HELP

Team Sherriff and the Deputies will again be entering Fred's 84 Statesman Caprice (Car 1958) dressed up as an American Sherriff's car.

Geoff will lead the Deputies in his 79 Series (AW 1958) paddy wagon to keep the wheels on the old girl.

To participate in the Bash we need to raise sponsorship money for this worthy cause.

All sponsorship money is 100% tax deductible. For each \$500.00 sponsorship from your business, we would like to display your logo on both cars with a 600 x 300 sticker.

For all donations paid please complete & sign details below and email geoff@baguleygroup.com.au



Company Name:

Contact Person:

Phone:

Amount Paid :

Signature :

**TO SPONSOR OUR CAR PLEASE DIRECT DEPOSIT YOUR AMOUNT TO
 VARIETY OLD BSB 034-072 ACC NO. 201739 REFERENCE CAR 1958**

12.2 QUILPIE SPORT AND RECREATION INC. - SUPPORT FOR PLAY OUR WAY GRANT FUNDING APPLICATION

IX: 248426

Author: Lisa Hamlyn, Director Corporate and Community Services

Attachments: 1. Quilpie Sport and Recreation Inc - Plans for Extension

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

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

1.5 Supported and engaged youth

1.4 Capacity building for leaders and volunteers

EXECUTIVE SUMMARY

Correspondence has been received from Quilpie Sport and Recreation Inc. requesting Council's support of their grant funding application to the Department of Health and Aged Care *Play Our Way Program – Facilities Stream 1*.

RECOMMENDATION

1. That Council supports Quilpie Sport and Recreation Inc's grant funding application to the Department of Health and Aged Care *Play Our Way Program* by providing a letter of support and a contribution of in-kind administrative support in relation to the project.

BACKGROUND

Correspondence has been received from Leanne Cordero, Complete Performance Solutions on behalf of Quilpie Sport and Recreation Inc. requesting Councils support of their grant funding application to the Department of Health and Aged Care *Play Our Way Program* to expand the existing Quilpie Sport and Recreation Centre.

The *Play Our Way Program* is to provide greater opportunities for women and girls to access, participate and remain involved in sport and physical activity. Applicants can apply for:

- Facilities – Stream 1 – A minimum of \$50,000 to a maximum of \$1,500,000 (a maximum of \$2,000,000 for small rural towns)
- Participation and Equipment – A minimum of \$50,000 to a maximum of \$1,000,000.

The planned expansion and summary of updates and new additions to the Quilpie Sport and Recreation Centre includes:

- Kids Room
- Building or updating bathroom facilities to cater for mothers and elderly women

- Extended group fitness room that will give more space to run new programs for women eg. bungee cords, yoga, pilates, Zumba, dance etc and deliver programs for girls such as dance, martial arts, gymnastics, rock climbing and teen fitness classes.
- Increased amount of cardio equipment (to better cater for women)
- Addition of two (2) conference / consult rooms for allied health practitioners for delivery of women's health initiatives, programs and activities.
- Addition of phase 3 indoor sports area – 40m x 20m indoor sports facility where a variety of indoor sports can be played.

Women and girls sporting opportunities are very limited in Quilpie and these additions will assist in providing additional sport / recreation activities to grow a participation by women and girls.

The support Council has been requested to provide is a letter of permission and agreement as owners of the facility and land, which should include permission for facility development and agreement to equity, access, and sustainability measures. The request also includes any assistance Council may be able to provide by way of co-contribution or cost saving measures towards the project.

OPTIONS

Option 1 – Recommended

That Council supports Quilpie Sport and Recreation Inc's grant funding application to the Department of Health and Aged Care *Play Our Way* Program by providing a letter of support and a contribution of in-kind administrative support in relation to the project.

Option 2

That Council supports Quilpie Sport and Recreation Inc's grant funding application to the Department of Health and Aged Care *Play Our Way* Program by providing a letter of support.

Option 3

That Council does not support Quilpie Sport and Recreation Inc's grant funding application to the Department of Health and Aged Care *Play Our Way* Program.

CONSULTATION (Internal/External)

Leanne Cordero, Complete Performance Solutions

Chief Executive Officer

LEGAL IMPLICATIONS

NA

POLICY AND LEGISLATION

This funding application must adhere to the guidelines of the Department of Health and Aged Care *Play Our Way* Program

FINANCIAL AND RESOURCE IMPLICATIONS

Potential administrative in-kind support

RISK MANAGEMENT IMPLICATIONS

Low in accordance with Council's Risk Management Policy



GYM EXTENSION 1

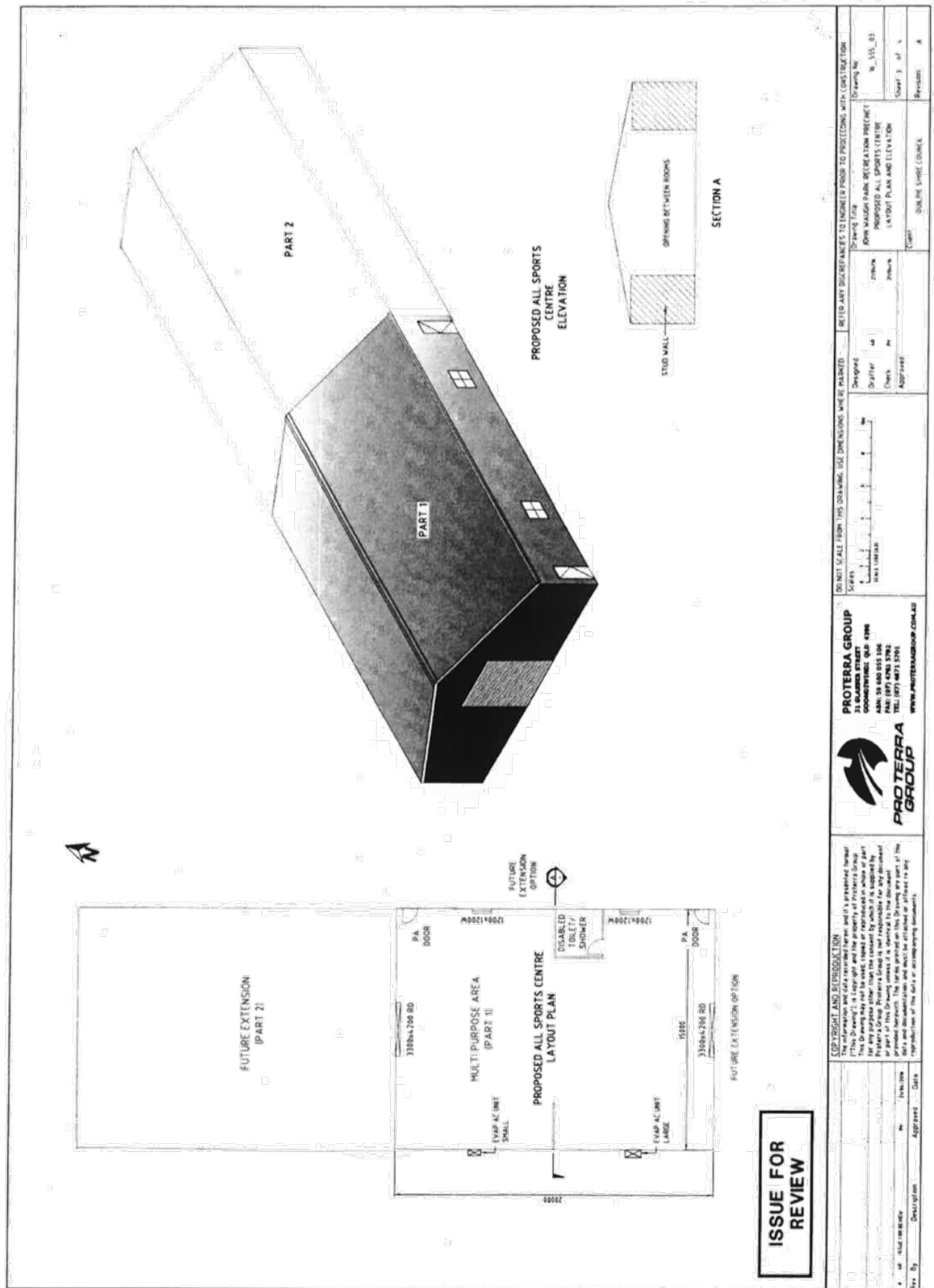
DIMENSIONS	<p>Current Building: 20000mm x 15000mm (20m x 15m) Extension Building: 20000mm x 15000mm (20m x 15m)</p>
LOCATION	<p>Western wall of current building towards Lowes Petroleum</p>
PURPOSE	<p>To provide further area for additional gym and related services (see below for specific services to be included in new extension)</p>
MAP	<p>See attached 1. Previous plans for extension by Proterra 2. Proposed breakdown of services for new area</p>
TRAINING ROOM	<p>Dimensions: 9000mm x 5000m Location: Northern Wall</p> <ul style="list-style-type: none"> • Provision of training room for delivery of courses, seminars and the alike. QSR endeavours to provide continual health and fitness education to both fitness trainers and gym members. • Training room will be equipped with standard equipment to deliver courses such as projector, screen, fridge/freezer, table and chairs • Training room will be available to hire to public and organisations
CONSULT ROOMS	<p>Dimensions: 3000mm x 5000m (each) Location: Northern Wall</p> <ul style="list-style-type: none"> • Provision of two (2) separate consultation rooms • Equipped with desk, massage table, sink, curtains, cupboard space (Consultation process will occur to seek information on what equipment etc will be required) • Room will be available to hire to Allied health organisations including Vital Health, Massage Therapist, OT, Physiotherapist



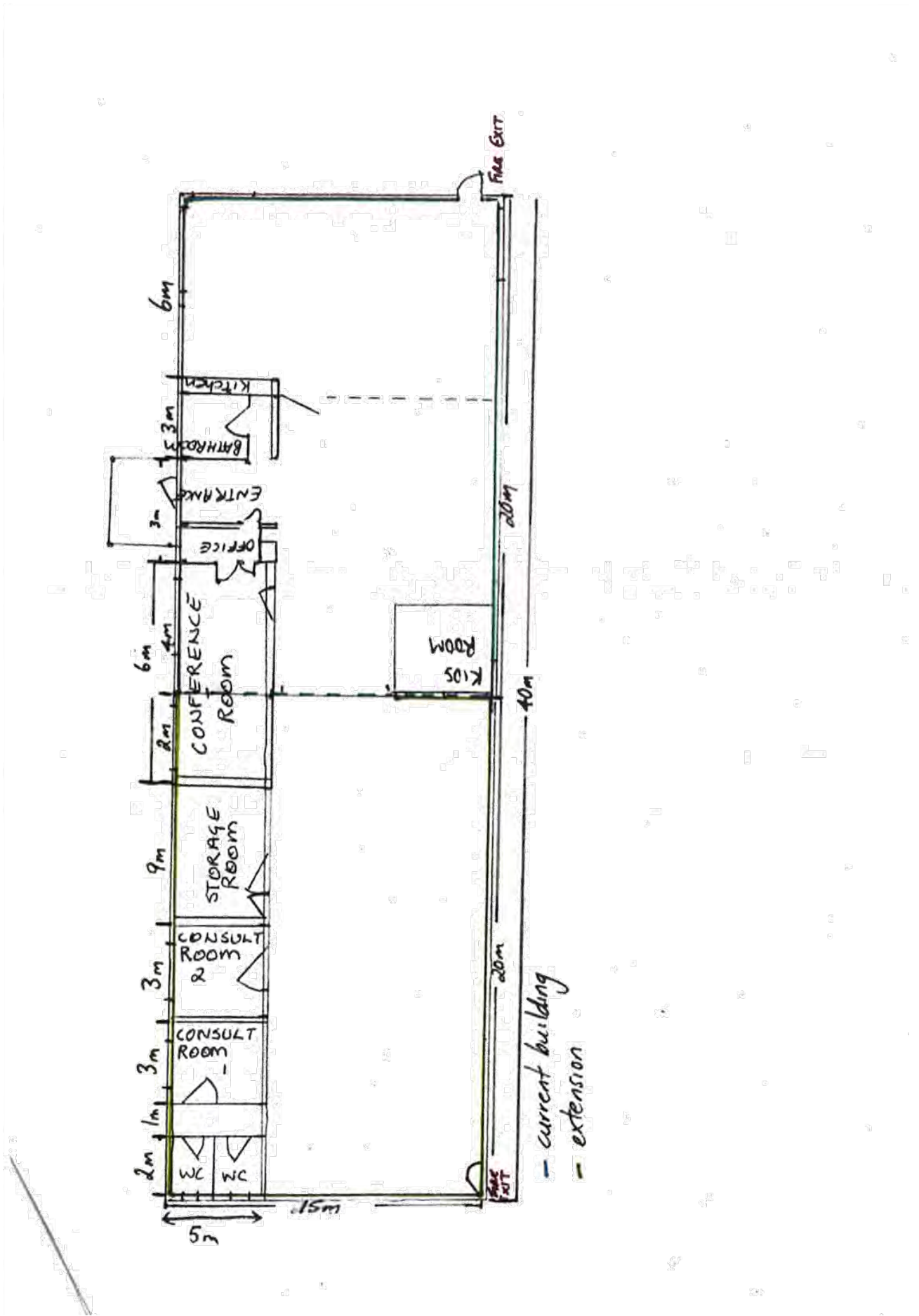
<p>KIDS ROOM</p>	<p>Dimensions: 3000mm x 5000m Location: Southern Wall (corner South West wall of current building)</p> <ul style="list-style-type: none"> • Kids room will be located in centre of two buildings so that parents have visual sighting of kids. • Southern and Western wall will be used as is of the current building • Northern and Eastern wall will be made from clear material • Gated access to kids area • Kid appropriate equipment will be supplied inclusive safe matting • TV viewing access to kids room located in far ends of building • Access to disabled toilets (current) that includes change table and shower • Responsibility of monitoring children is with the member • Children are not permitted on gym floor at any time
<p>STORAGE ROOM</p>	<p>Dimensions: 5000mm x 5000m (each) Location: Northern Wall</p> <ul style="list-style-type: none"> • Storage room for spare equipment and replacement equipment and additional cleaning products (if required) • Shelving and cupboard storage plus open space
<p>TOILETS</p>	<p>Dimensions: 2000mm x 5000m Location: North West Corner New building</p> <ul style="list-style-type: none"> • Corridor (1000m x 5000m) that leads to one male and one female toilet • Basin at the end of the corridor
<p>GROUP FITNESS ROOM</p>	<p>Dimensions: 10000mm x 15000m Location: Eastern End of Current Building</p>

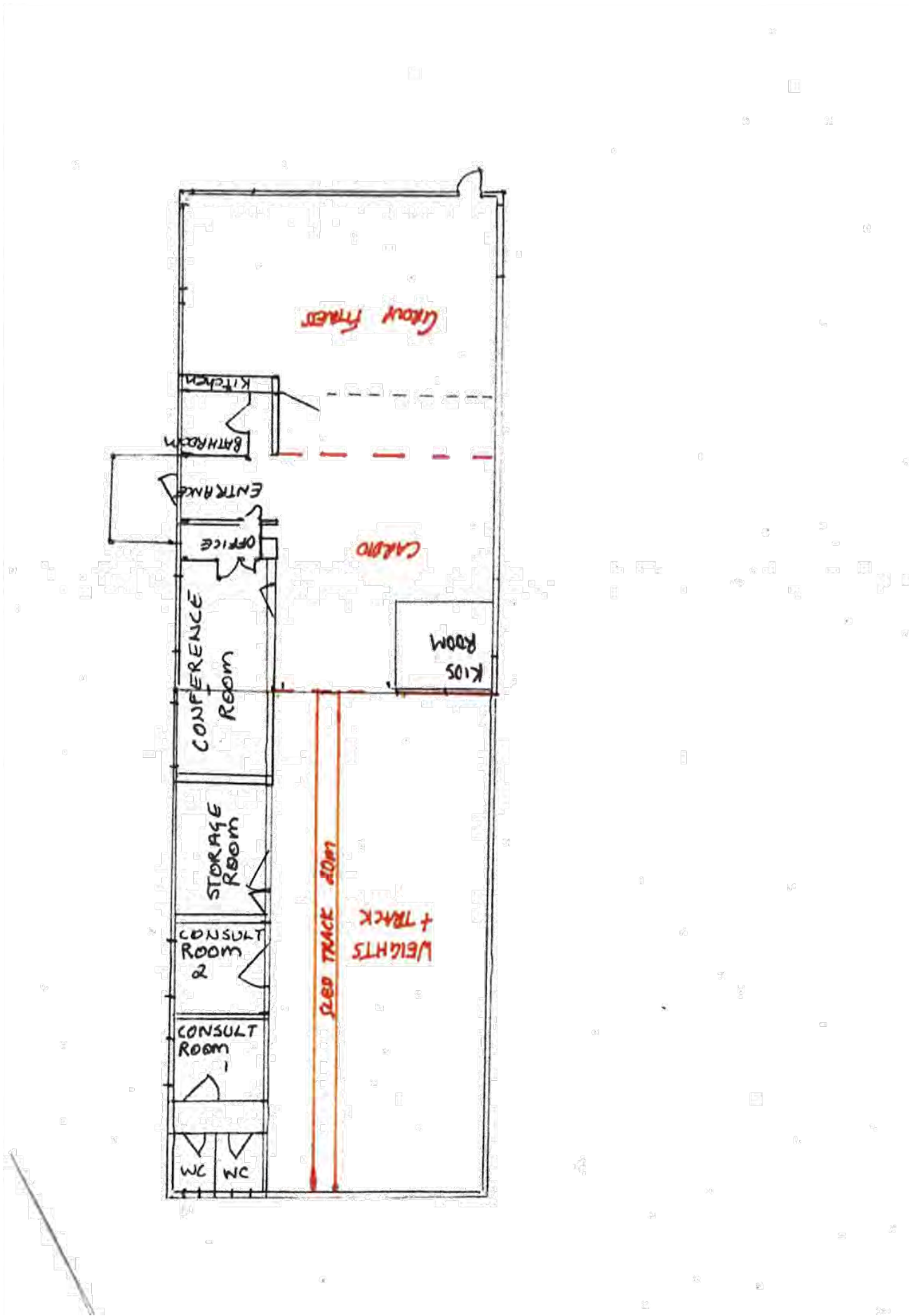


	<ul style="list-style-type: none"> • Extended to be in line with wall of current disable toilet (additional 2.5-3m) • Hooks attached to ceiling to allow for Bungee Cord attachment • Space rearrangement so equipment stored in area near kitchenette
CARDIO ROOM	<p>Dimensions: 10000mm x 15000m Location: Western End of Current building</p> <ul style="list-style-type: none"> • Area that will contain all cardio equipment inclusive of treadmills, bicycles, stepper, rowers etc
WEIGHTS ROOM	<p>Dimensions: 20000mm x 15000m Location: new section</p> <ul style="list-style-type: none"> • Contains <ul style="list-style-type: none"> ○ machine weights and free weights ○ sled track and flip tyre ○ clear wall for exercises
ITEMS TO BE INCLUDED IN NEW BUILDING	<ul style="list-style-type: none"> • Western wall area that has mirrors will be opened up for access to extension building. • Appropriate and approved fire exits • Additional air conditioners approximately five (5) • Extend security cameras to cover new building • Additional windows and blinds • Rubber floor matting • Extend music system • Cleaning items inclusive of bins and wipes
CONSULTATION REQUIRED	<ul style="list-style-type: none"> • Quilpie Shire Council • Proterra - plans • Builders - Quotes • Allied Health Professionals • Insurance



<p>PROTERRA GROUP 31 OLAMBA STREET GOSNORTHFIELD QLD 4296 PH: 08 480 855 336 FAX: 08 480 855 336 TEL: (07) 4673 5703 WWW.PROTERRAGROUP.COM.AU</p>		<p>DESIGNER: [] CHECKER: [] APPROVED: []</p>		<p>PROJECT: [] DRAWING NO: [] SHEET: 3 OF 4</p>	
<p>DISCLAIMER I, THE DESIGNER, HEREBY CERTIFY THAT I AM A REGISTERED ARCHITECT AND I AM NOT PROVIDING ANY SERVICES OTHER THAN ARCHITECTURAL SERVICES.</p>		<p>SCALE 1:100 (PLAN AND ELEVATION)</p>		<p>DATE 15 APRIL 2024</p>	
<p>APPROVALS</p> <p>By: [] Date: []</p> <p>By: [] Date: []</p>		<p>DESCRIPTION</p> <p>PROPOSED ALL SPORTS CENTRE LAYOUT PLAN AND ELEVATION</p>		<p>APPROVED BY</p> <p>[]</p>	





12.3 DONATION REQUEST - QUILPIE GOLF CLUB

IX: 248644

Author: Justin Hancock, Chief Executive Officer

Attachments: 1. 2024 03 Application Shed Donation - Quilpie Golf Club

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

This report is to consider the donation of a Shed located at 49 Boonkai Street, Quilpie (L114 Q6801) to the Quilpie Golf Club

RECOMMENDATION

1. That Council:
 - (a) In accordance with S236 of the Local Government Regulation 2012, authorise the disposal of the shed located on 49 Boonkai Street (L114 Q6801) to the Quilpie Golf Club for the purpose of housing motorised golf buggies;
 - (b) All associated permits and costs associated with the removal of the shed are the responsibility of the Quilpie Golf Club; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project.

BACKGROUND

Council received correspondence (attached) from the Quilpie Golf Club on 29 February 2024, requesting consideration from Council to donate an unused shed located on 49 Boonkai Street (L114 Q6801) to the Quilpie Golf Club for the purpose of housing motorised golf buggies. The Quilpie Golf Club have been awarded funding designed to encourage more women to participate in golf, with these funds the Quilpie Golf Club will acquire new golf buggies to support this initiative.

Council acquired the land and associated building at 49 Boonkai Street (L114 Q6801) as a strategic land acquisition for the potential extension of administrative services in the future. The structures located on the property are not in use and Council's plans were to have these removed in the future. Therefore, as the assets are deemed to have a useful life of less than one (!) year, these assets do not hold a value on Council's asset register and are deemed impaired.

In accordance with S236 of the Local Government Regulation Council may make a resolution to dispose of a Non-Current Asset to a community group, providing an exemption for a need to undertake a public tender or auction process.

An ABN look up undertaken on 10 April 2024 identified that the Quilpie Golf Club Incorporated (ABN 93 730 055 499) is an active and registered incorporated association.

OPTIONS

Option 1 – Recommended

1. That Council:
 - (a) In accordance with S236 of the Local Government Regulation 2012, authorise the disposal of the shed located on 49 Boonkai Street (L114 Q6801) to the Quilpie Golf Club for the purpose of housing motorised golf buggies;
 - (b) All associated permits and costs associated with the removal of the shed are the responsibility of the Quilpie Golf Club; and
 - (c) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project.

Option 2

1. That Council decline the request from the Quilpie Golf Club.

CONSULTATION (Internal/External)

Director Engineering Services

Director Corporate and Community Services

Manager Governance and Compliance

LEGAL IMPLICATIONS

236 Exceptions for valuable non-current asset contracts

(1) Subject to subsections (2) to (4), a local government may dispose of a valuable non-current asset other than by tender or auction if—

(a) the valuable non-current asset—

(i) was previously offered for sale by tender or auction but was not sold; and

(ii) is sold for more than the highest tender or auction bid that was received; or

(b) the valuable non-current asset is disposed of to—

(i) a government agency; or

(ii) a community organisation; or

(c) for the disposal of land or an interest in land—

(i) the land will not be rateable land after the disposal; or

(ii) the land is disposed of to a person whose restored enjoyment of the land is consistent with Aboriginal tradition or Island custom; or

(iii) the disposal is for the purpose of renewing the lease of land to the existing tenant of the land; or

(iv) the land is disposed of to a person who owns adjoining land if—

(A) the land is not suitable to be offered for disposal by tender or auction for a particular reason, including, for example, the size of the land or the existence of particular infrastructure on the land; and

(B) there is not another person who owns other adjoining land who wishes to acquire the land; and

(C) it is in the public interest to dispose of the land without a tender or auction;
and

(D) the disposal is otherwise in accordance with sound contracting principles;
or

(v) all or some of the consideration for the disposal is consideration other than money, for example, other land given in exchange for the disposal, if—

(A) it is in the public interest to dispose of the land without a tender or auction;
and

(B) the disposal is otherwise in accordance with sound contracting principles;
or

(vi) the disposal is for the purpose of a lease for a telecommunication tower; or

(vii) the disposal is of an interest in land that is used as an airport or for related purposes if—

(A) it is in the public interest to dispose of the interest in land without a tender or auction; and

(B) the disposal is otherwise in accordance with sound contracting principles;
or

(d) for the disposal of a valuable non-current asset, other than land, by way of a trade-in for the supply of goods or services to the local government—

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

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

(e) for the disposal of a valuable non-current asset by the grant of a lease—the grant of the lease has been previously offered by tender or auction, but a lease has not been entered into;
or

(f) the Minister exempts the local government from complying with section 227.

(2) An exception mentioned in subsection (1)(a) to (e) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

(3) A local government may only dispose of land or an interest in land under this section if the consideration for the disposal would be equal to, or more than, the market value of the land or the interest in land, including the market value of any improvements on the land.

(4) However, subsection (3) does not apply if the land or interest in land is disposed of under subsection (1)(b), (1)(c)(ii) or (1)(f).

(5) For subsection (3), a written report about the market value of land or an interest in land from a valuer registered under the Valuers Registration Act 1992 who is not an employee of the local government is evidence of the market value of the land or the interest in land.

(6) An exemption under subsection (1)(f) may be given subject to conditions.

POLICY AND LEGISLATION

F.102 Asset Disposal Policy

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Low Risk – Risk to be worn by the Quilpie Golf Club.

29 February 2024

Quilpie Golf Club

PO Box 241

Quilpie Qld 4480

QUILPIE SHIRE COUNCIL		
04 MAR 2024		
	ACTION	INFO
MAYOR	<input type="checkbox"/>	<input type="checkbox"/>
CRS	<input type="checkbox"/>	<input type="checkbox"/>
CEO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DCCS	<input type="checkbox"/>	<input type="checkbox"/>
Engineering	<input type="checkbox"/>	<input type="checkbox"/>
Finance	<input type="checkbox"/>	<input type="checkbox"/>
Ec Dev.	<input type="checkbox"/>	<input type="checkbox"/>
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Dear Justin,

Quilpie Golf Club is continuing to plan, develop and evolve into the premier Golf Club in South West Queensland. We are ready to install insulated roofing over our deck which will make our clubhouse the perfect place to unwind and reflect on a round of golf or simply to enjoy the sunset.

Recently the Golf Club secured funding to upgrade its toilet facilities plus extra funding designed to encourage more women participants in the great game of golf.

As a result of this funding the Club intends buying some motorised golf buggies to make it easier for women to play and plans are in place to acquire two buggies in the near future. Several members of the Club have also purchased motorised buggies recently, which is an indication of the growth and popularity of golf in Quilpie.

Naturally, the Club will need somewhere to safely store the motorised buggies at the Golf Club. It has come to our notice that there is a suitable shed in the yard behind the Council office carpark (Max Hansen's old property).

We are asking Council to consider donating the shed to the Golf Club for the purpose of housing the motorised golf buggies. The Golf Club will be able to organise the removal and transportation of the shed to the Golf Course.

Such a generous donation would be greatly appreciated and would be at no cost to Council. We are very aware that Council has always been a great supporter of our Club and hope this support will continue as our Club continues to grow and improve.

Please ring Bruce for any further information or discussion on 0476 166 378.

Sincerely,

Alec Rainnie.

Secretary, Quilpie Golf Club.

13 FINANCE**13.1 POLICY REVIEW - F.03 REVENUE POLICY****IX: 248630****Author: Sharon Frank, Manager Finance & Administration**

Attachments:

1. **Draft F.03 Revenue Policy - Review April 2024**
2. **Draft F.03 Revenue Policy - Review April 2024.pdf - Marked up copy of proposed changes.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 current Revenue Policy and provide a draft Revenue Policy for consideration and adoption by Council for the 2024/25 financial year.

The purpose of a Revenue Policy is to set out the principles used by Council for:

- Levying rates and charges;
- Granting concessions for rates and charges;
- Recovering overdue rates and charges; and
- Cost recovery methods (fees).

The policy will also guide the preparation of Council's Revenue Statement for 2024/25.

RECOMMENDATION

That Council adopt the Revenue Policy in accordance with section 193 of *Local Government Regulation 2012*.

BACKGROUND

Section 193(3) of the *Local Government Regulation 2012* (the Regulation) states that a local government must review its Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be developed and adopted for the next financial year.

A review of Council's Revenue Policy has been undertaken. Attached to this report is a copy of the draft Revenue Policy for adoption, including a marked up copy of the changes.

In June 2022, a significant review and update to the policy was undertaken. It is proposed that only minor changes are made such as formatting, grammar and version control reference.

The adopted Revenue Policy for 2024/25 will also form part of the 2024/25 Budget when adopted, in accordance with section 169 of the Regulation.

OPTIONS

Council must review its Revenue Policy annually and in sufficient time to allow the annual budget to be developed consistent with the Revenue Policy for the next financial year.

CONSULTATION (Internal/External)

Chief Executive Officer

Councillors - Council Workshop 9 April 2024

LEGAL IMPLICATIONS

This review complies with the requirements of section 193 (3) of the Regulation – that the review of the policy should be completed in sufficient time to allow an annual budget to be prepared consistent with the Revenue Policy.

POLICY AND LEGISLATION***Local Government Regulation 2012******169 Preparation and content of budget***

...

(2) *The budget must also include—*

...

(c) a revenue policy.

193 Revenue policy

(1) *A local government's revenue policy for a financial year must state—*

(a) the principles that the local government intends to apply in the financial year for—

(i) levying rates and charges; and

(ii) granting concessions for rates and charges; and

(iii) recovering overdue rates and charges; and

(iv) cost-recovery methods; and

(b) if the local government intends to grant concessions for rates and charges—the purpose for the concessions; and

(c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

(2) *The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.*

(3) *A local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.*

FINANCIAL AND RESOURCE IMPLICATIONS

The review and adoption of a Revenue Policy is an essential prerequisite for the preparation of each annual budget.

RISK MANAGEMENT IMPLICATIONS

Low - The annual review and adoption of a Revenue Policy complies with legislative requirements.



F.03 Revenue Policy

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RESPECT | EMPLOYMENT | COMMUNITY | GROWTH | INCLUSION | WELLBEING | TRUST | TEAMWORK


F.03 Revenue Policy
1 OBJECTIVE

The objective of this policy is to comply with the requirements of Chapter 4, Part 1 and Part 2 of the *Local Government Act 2009* and Section 169 (2) (c) and Section 193 of the *Local Government Regulation 2012* by setting out:

- (a) the principles which Council intends to apply for the 2023/24 financial year for:
 - levying rates and charges;
 - granting concessions for rates and charges;
 - recovering overdue rates and charges;
 - cost-recovery methods; and
- (b) the purpose of concessions for rates and charges; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

2 SCOPE

This policy applies to all rates and charges levied by Council. It applies to the making, levying, recovery and concessions for rates and utility charges and the setting of regulatory and commercial fees and charges.

3 STATEMENT
3.1 INTRODUCTION

In accordance with the provisions of the *Local Government Act 2009* and *Local Government Regulation 2012*, Council is required to prepare and adopt by resolution a Revenue Policy.

Council's Revenue Policy is based on the following principles:

- Transparency – by communicating the Council's charging processes and each ratepayer's responsibility under the rating system; and
- Efficiency – by having a rating regime that is cost effective to administer; and
- Fairness and equity - by ensuring the consistent application of lawful rating and charging principles, and taking into account all relevant considerations; and
- Flexibility - to take account of changes in the local economy, extraordinary circumstances and impacts that different industries may have on Council infrastructure and service delivery; and
- Sustainability – to support the strategic plans for the delivery of infrastructure and services identified in Council's short, medium and long term planning.

Council will apply these principles when:

- Making rates and charges;
- Levying rates and charges;
- Recovering rates and charges;
- Granting and administering rating concessions;
- Charging for Council services and facilities;
- Funding Council infrastructure; and

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- Charging for business activities (subject to the National Competition Policy) where relevant.

3.2 MAKING AND LEVYING RATES AND CHARGES

3.2.1 General Rates

General Rates are set each financial year to assist Council in raising sufficient revenue to provide services and facilities to the community. Council recognises that different categories of land use will generate different needs and requirements for Council services and facilities. Council also recognises that it will incur a different level of expenditure to provide the necessary services and facilities and has therefore adopted a system of differential general rating to meet its needs.

3.2.2 Differential General Rates

Council considers that the use of differential general rates allows the following factors to be taken into account in determining how general rate revenue is to be raised, which would not be possible if only one general rate were adopted:

- the relative effects of various land uses on the requirements for, level of, and the cost of providing Council facilities and services'
- movements and variations in the Unimproved Capital Value (UCV) both within categories and between categories of land use which affect the level of rates and issues such as 'fairness and equity';
- location and access to services; and
- the amount of the Unimproved Capital Value (UCV) and the rate payable.

Property valuations are determined by the Department of Resources and can fluctuate from year to year. In setting rates, Council determines how much income is required to be generated from rates balanced against the principles outlined in section 3.1.

Council can use averaging and capping options if property valuations fluctuate severely.

To ensure that owners of land across all differential categories contribute equitably to the cost of common services, Council will apply a minimum rate to each differential rating category.

3.2.3 Utility Charges – Water, Sewerage and Waste Management Services

In general, Council will be guided by the principle of user pays in the making of charges that relate to the provision of water, sewerage and waste management services.

Wherever possible, those receiving the benefits of a utility service will pay for the service received through the relevant utility charges. Council will annually review its utility charges and other fees for service to ensure that revenues are meeting intended program goals and are keeping pace with the cost of providing the service.

3.2.4 Special and Separate Rates and Charges

Council may consider levying special and separate rates and charges when appropriate, to recover the costs associated with a particular service, project or facility that provides direct or additional benefit to the ratepayer or class of ratepayer.

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TRUST | TEAMWORK


F.03 Revenue Policy
3.3 GRANTING OF REBATES AND CONCESSIONS**3.3.1 Guiding Principles**

In accordance with Chapter 4 Part 10 of the *Local Government Regulation 2012* Council may grant a concession for rates and charges. In exercising these concession powers Council will be guided by the principles of equity and transparency by:

- Applying the same treatment to ratepayers with similar circumstances;
- Making clear the requirements necessary to receive concessions;
- Communicating the concessions available and raising awareness with ratepayers and groups of ratepayers that may qualify for concessions; and
- Council may give consideration to granting a class concession in the event the State Government declares all or part of the local government area a natural disaster area.

3.3.2 Purpose of Concessions

In accordance with Section 120 (1) of the *Local Government Regulation 2012*, Council may grant a concession in 2022/23 for the owner of categories, or in some circumstances occupier categories, and properties used for the listed purposes.

- (a) **Pensioner Concession**
Eligible pensioners as defined in Schedule 8 of the *Local Government Regulation 2012* may be granted a concession on general rates and utility charges. The purpose of the concession for pensioners is to assist pensioner land owners to remain in their own home by reducing the financial impact of rates and charges.
- (b) **Hardship Concession**
Council may grant a concession where it can be demonstrated that the payment of the rates and charges will cause the owner hardship (see section 120 (1) (c) of the *Local Government Regulation 2012*).
- (c) **Waste Management Concessions**
Council may grant a concession on the basis that requiring the owner to pay the waste management levy, in circumstances where none of Council's waste transfer or landfill facilities are utilised by the land in question, will cause the owner hardship (see section 120(1)(c) of the *Local Government Regulation 2012*).
- (d) **Not for Profit Community Organisation Concession**
In accordance with Section 120 (1) (b) of the *Local Government Regulation 2012*, a concession may be granted if Council is satisfied that the land is used for community purposes and is operated on a not-for-profit basis.

The purpose of these concessions is to encourage and support not-for-profit and charitable organisations where the land use is considered to contribute to the health and well-being of the community and the social enrichment of residents.
- (e) **Other Concessions**
Council will receive and consider applications from ratepayers where Council is satisfied that the application meets the eligibility criteria as provided for in section 120 (1) of the *Local Government Regulation 2012*. Applications for concessions will be considered by Council on their individual merits having regard to sections 119 to 126 of the *Local Government Regulation 2012*.

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3.4 RECOVERY OF OUTSTANDING RATES AND CHARGES

Council requires payment of rates and charges within the specified period and it is Council policy to pursue the collection of outstanding rates and charges diligently, but with due concern for the financial hardship faced by some members of the community.

Council will exercise its rate recovery powers pursuant to the provisions of Chapter 4 Part 12 of the *Local Government Regulation 2012* in order to reduce the overall rate burden on ratepayers, and will be guided by the principles of:

- Fairness and equity - by treating all ratepayers in similar circumstances in the same manner and by having regard to their capacity to pay;
- Transparency - by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations; and
- Flexibility – by providing ratepayers with a number of options to meet their rate obligations; and
- Efficiency – by making the process used to recover outstanding rates and charges clear, simple to administer and cost effective.

3.5 CHARGES FOR COUNCIL SERVICES AND FACILITIES

There are broadly two types of fees and charges:

1. Cost Recovery (regulatory) fees and charges; and
2. Other (commercial) fees and charges.

3.5.1 Cost Recovery (Regulatory) Fees and Charges**(Section 97 of the *Local Government Regulation 2012*)**

These are fees under a local law or a resolution, which involve:

- (a) an application for the issue or renewal of a license, permit, registration or other approval under a Local Government Act (an application fee); or
- (b) recording a change of ownership of land; or
- (c) giving information kept under a Local Government Act.

A cost recovery fee must not be more than the cost to Council of taking the action for which the fee is charged.

Whilst Council notes that, pursuant to Section 97 of the *Local Government Act 2009*, it may introduce a tax component into a regulatory fee in order to achieve a social or other objective, it is not Council's intention to encompass a tax in any regulatory fee.

Accordingly, Council will not recover more than the cost of administering the regulatory regime.

3.5.2 Other Commercial Fees and Charges

Council will apply, as a minimum and as far as practicable, the principle of full cost recovery (including overheads) in setting charges for services and facilities. Council may consider granting concessions (fee waivers) for community or non-profit organisations.

Council may give consideration to charging at less than the full cost of the service or facility when it considers it appropriate to do so in order to achieve social, economic or environmental goals.

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Where the service or facility supplied is of a commercial nature, Council may give consideration to including a return on investment element in the charge. Such consideration will be made on a case by case basis.

3.6 FUNDING OF NEW DEVELOPMENT

Council requires developers to pay reasonable and relevant contributions towards the cost of infrastructure required to support the development. Specific charges are detailed in the policies and other material supporting Council’s town planning scheme.

These policies are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the Shire, it may be necessary to bring forward social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities are not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

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

Council	Quilpie Shire Council
Act	<i>Local Government Act 2009</i>
Regulation	<i>Local Government Regulation 2012</i>
Pensioner	Refer to Council's Rates and Utility Charges – Pensioner Rebate and Concession Policy

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX #	Details
241827	F.04 Revenue Statement
91116	F.10 Recovery of Overdue Rates and Charges
241878	F.11 Rates and Utility Charges – Pensioner Rebate and Concession Policy
213353	Schedule of Fees and Charges

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7 VERSION CONTROL

Version 1	16-Jun-15	Developed and adopted
Version 2	08-Jul-16	Reviewed and adopted
Version 3	14-Jul-17	Reviewed and adopted
Version 4	22-Jun-18	Reviewed and adopted
Version 5	14-June-19	Reviewed and adopted
Version 6	12-June-20	Reviewed, updated and adopted
Version 7	09-Jul-21	Reviewed, updated and adopted
Version 8	21-Jun-22	Reviewed, updated and adopted
Version 9	18-Apr-23	Reviewed, updated and adopted
Version 10	18-Sep-23	Update to new format only
Version 11	15-Apr-24	

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F.03 Revenue Policy

1 OBJECTIVE

The objective of this policy is to comply with the requirements of Chapter 4, Part 1 and Part 2 of the *Local Government Act 2009* and Section 169 (2) (c) and Section 193 of the *Local Government Regulation 2012* by setting out:

- (a) the principles which Council intends to apply for the 2023/24 financial year for:
 - levying rates and charges;
 - granting concessions for rates and charges;
 - recovering overdue rates and charges;
 - cost-recovery methods; and
- (b) the purpose of concessions for rates and charges; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

2 SCOPE

This policy applies to all rates and charges levied by Council. It applies to the making, levying, recovery and concessions for rates and utility charges and the setting of regulatory and commercial fees and charges.

3 STATEMENT

3.1 INTRODUCTION

In accordance with the provisions of the *Local Government Act 2009* and *Local Government Regulation 2012* Council is required to prepare and adopt by resolution a Revenue Policy.

Council's Revenue Policy is based on the following principles:

- Transparency – by communicating the Council's charging processes and each ratepayer's responsibility under the rating system; and
- Efficiency – by having a rating regime that is cost effective to administer; and
- Fairness and equity - by ensuring the consistent application of lawful rating and charging principles, and taking into account all relevant considerations; and
- Flexibility - to take account of changes in the local economy, extraordinary circumstances and impacts that different industries may have on Council infrastructure and service delivery; and
- Sustainability – to support the strategic plans for the delivery of infrastructure and services identified in Council's short, medium and long term planning.

Council will apply these principles when:

- Making rates and charges;
- Levying rates and charges;
- Recovering rates and charges;
- Granting and administering rating concessions;
- Charging for Council services and facilities;
- Funding Council infrastructure; and

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- Charging for business activities (subject to the National Competition Policy) where relevant.

3.2 MAKING AND LEVYING RATES AND CHARGES

3.2.1 General Rates

General Rates are set each financial year to assist Council in raising sufficient revenue to provide services and facilities to the community. Council recognises that different categories of land use will generate different needs and requirements for Council services and facilities. Council also recognises that it will incur a different level of expenditure to provide the necessary services and facilities and has therefore adopted a system of differential general rating to meet its needs.

3.2.2 Differential General Rates

Council considers that the use of differential general rates allows the following factors to be taken into account in determining how general rate revenue is to be raised, which would not be possible if only one general rate were adopted:

- (a) the relative effects of various land uses on the requirements for, level of, and the cost of providing Council facilities and services;
- (b) movements and variations in the Unimproved Capital Value (UCV) both within categories and between categories of land use which affect the level of rates and issues such as 'fairness and equity';
- (c) location and access to services; and
- (d) the amount of the Unimproved Capital Value (UCV) and the rate payable.

Property valuations are determined by the Department of Resources and can fluctuate from year to year. In setting rates, Council determines how much income is required to be generated from rates balanced against the principles outlined in section 3.1.

Council can use averaging and capping options if property valuations fluctuate severely.

To ensure that owners of land across all differential categories contribute equitably to the cost of common services, Council will apply a minimum rate to each differential rating category.

3.2.3 Utility Charges – Water, Sewerage and Waste Management Services

In general, Council will be guided by the principle of user pays in the making of charges that relate to the provision of water, sewerage and waste management services.

Wherever possible, those receiving the benefits of a utility service will pay for the service received through the relevant utility charges. Council will annually review its utility charges and other fees for service to ensure that revenues are meeting intended program goals and are keeping pace with the cost of providing the service.

3.2.4 Special and Separate Rates and Charges

Council may consider levying special and separate rates and charges when appropriate, to recover the costs associated with a particular service, project or facility that provides direct or additional benefit to the ratepayer or class of ratepayer.

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3.3 GRANTING OF REBATES AND CONCESSIONS

3.3.1 Guiding Principles

In accordance with Chapter 4 Part 10 of the Local Government Regulation 2012 Council may grant a concession for rates and charges. In exercising these concession powers Council will be guided by the principles of equity and transparency by:

- Applying the same treatment to ratepayers with similar circumstances;
- Making clear the requirements necessary to receive concessions;
- Communicating the concessions available and raising awareness with ratepayers and groups of ratepayers that may qualify for concessions; and
- Council may give consideration to granting a class concession in the event the State Government declares all or part of the local government area a natural disaster area.

3.3.2 Purpose of Concessions

In accordance with Section 120 (1) of the Local Government Regulation 2012 Council may grant a concession in 2022/23 for the owner of categories, or in some circumstances occupier categories, and properties used for the listed purposes.

- (a) Pensioner Concession
Eligible pensioners as defined in Schedule 8 of the Local Government Regulation 2012 may be granted a concession on general rates and utility charges. The purpose of the concession for pensioners is to assist pensioner land owners to remain in their own home by reducing the financial impact of rates and charges.
- (b) Hardship Concession
Council may grant a concession where it can be demonstrated that the payment of the rates and charges will cause the owner hardship (see section 120 (1) (c) of the Local Government Regulation 2012).
- (c) Waste Management Concessions
Council may grant a concession on the basis that requiring the owner to pay the waste management levy, in circumstances where none of Council's waste transfer or landfill facilities are utilised by the land in question, will cause the owner hardship (see section 120(1)(c) of the Local Government Regulation 2012).
- (d) Not for Profit Community Organisation Concession
In accordance with Section 120 (1) (b) of the Local Government Regulation 2012 a concession may be granted if Council is satisfied that the land is used for community purposes and is operated on a not-for-profit basis.

The purpose of these concessions is to encourage and support not-for-profit and charitable organisations where the land use is considered to contribute to the health and well-being of the community and the social enrichment of residents.
- (e) Other Concessions
Council will receive and consider applications from ratepayers where Council is satisfied that the application meets the eligibility criteria as provided for in section 120 (1) of the Local Government Regulation 2012 Applications for concessions will be considered by Council on their individual merits having regard to sections 119 to 126 of the Local Government Regulation 2012.

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3.4 RECOVERY OF OUTSTANDING RATES AND CHARGES

Council requires payment of rates and charges within the specified period and it is Council policy to pursue the collection of outstanding rates and charges diligently, but with due concern for the financial hardship faced by some members of the community.

Council will exercise its rate recovery powers pursuant to the provisions of Chapter 4 Part 12 of the *Local Government Regulation 2012* in order to reduce the overall rate burden on ratepayers, and will be guided by the principles of:

- Fairness and equity - by treating all ratepayers in similar circumstances in the same manner and by having regard to their capacity to pay;
- Transparency - by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations; and
- Flexibility – by providing ratepayers with a number of options to meet their rate obligations; and
- Efficiency – by making the process used to recover outstanding rates and charges clear, simple to administer and cost effective.

3.5 CHARGES FOR COUNCIL SERVICES AND FACILITIES

There are broadly two types of fees and charges:

1. Cost Recovery (regulatory) fees and charges; and
2. Other (commercial) fees and charges.

**3.5.1 Cost Recovery (Regulatory) Fees and Charges
(Section 97 of the *Local Government Regulation 2012*)**

These are fees under a local law or a resolution, which involve:

- (a) an application for the issue or renewal of a license, permit, registration or other approval under a Local Government Act (an application fee); or
- (b) recording a change of ownership of land; or
- (c) giving information kept under a Local Government Act.

A cost recovery fee must not be more than the cost to Council of taking the action for which the fee is charges.

Whilst Council notes that, pursuant to Section 97 of the *Local Government Act 2009* it may introduce a tax component into a regulatory fee in order to achieve a social or other objective, it is not Council's intention to encompass a tax in any regulatory fee.

Accordingly, Council will not recover more than the cost of administering the regulatory regime.

3.5.2 Other Commercial Fees and Charges

Council will apply, as a minimum and as far as practicable, the principle of full cost recovery (including overheads) in setting charges for services and facilities. Council may consider granting concessions (fee waivers) for community or non-profit organisations.

Council may give consideration to charging at less than the full cost of the service or facility when it considers it appropriate to do so in order to achieve social, economic or environmental goals.

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F.03 Revenue Policy

Where the service or facility supplied is of a commercial nature, Council may give consideration to including a return on investment element in the charge. Such consideration will be made on a case by case basis.

3.6 FUNDING OF NEW DEVELOPMENT

Council requires developers to pay reasonable and relevant contributions towards the cost of infrastructure required to support the development. Specific charges are detailed in the policies and other material supporting Council's town planning scheme.

These policies are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the Shire, it may be necessary to bring forward social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities are not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

4 HUMAN RIGHTS COMPATIBILITY STATEMENT

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

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5 DEFINITIONS

Council	Quilpie Shire Council
Act	<i>Local Government Act 2009</i>
Regulation	<i>Local Government Regulation 2011</i>
Pensioner	Refer to Council's Rates and Utility Charges – Pensioner Rebate and Concession Policy

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX #	Details
241827	F.04 Revenue Statement
91116	F.10 Recovery of Overdue Rates and Charges
241878	F.11 Rates and Utility Charges – Pensioner Rebate and Concession Policy
213353	Schedule of Fees and Charges

Responsible Officer: Manager Finance & Administration
 Policy Owner: Council
 Policy No: F.03 Version: 119
 Council Resolution Number: **QSC 053-04-23**
 Effective Date: 1 July 2024

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F.03 Revenue Policy

7 VERSION CONTROL

Version 1	16-Jun-15	Developed and adopted
Version 2	08-Jul-16	Reviewed and adopted
Version 3	14-Jul-17	Reviewed and adopted
Version 4	22-Jun-18	Reviewed and adopted
Version 5	14-June-19	Reviewed and adopted
Version 6	12-June-20	Reviewed, updated and adopted
Version 7	09-Jul-21	Reviewed, updated and adopted
Version 8	21-Jun-22	Reviewed, updated and adopted
Version 9	18-Apr-23	Reviewed, updated and adopted
Version 10	18-Sep-23	Update to new format only
<u>Version 11</u>	<u>15-Apr-24</u>	

Responsible Officer: Manager Finance & Administration
 Policy Owner: Council
 Policy No: F.03 Version: 11@
 Council Resolution Number: QSC-059-04-23
 Effective Date: 1 July 2024@

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14 GOVERNANCE

14.1 POLICY REVIEW

IX: 248033

Author: Janelle Menzies, Manager Governance and Compliance

Attachments: 1. Internet Public Use Policy
2. Register of Roads Policy

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The purpose of this report is to present the recently reviewed the Internet Public Use Policy and the Register of Roads Policy.

RECOMMENDATION

That the Council adopt the Council the Internet Public Use Policy and the Register of Roads Policy.

BACKGROUND

As part of the Council's policy review program the Internet Public Use Policy and the Register of Roads Policy have been reviewed and amended. The Policies has been updated to the new format and now includes the Human Rights declaration. The amendments have been highlighted. Where "Council" has been highlighted, it has changed from Quilpie Shire Council, which has been amended in the "Objective" to say Quilpie Shire Council (Council).

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



C.101 Internet Public Use Policy

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DRAFT

Responsible Officer: Chief Executive Officer
 Policy Owner: Council
 Policy No: C.101 Version: 5
 Council Resolution Number: QSC
 Effective Date: 15 April 2024

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C.101 Internet Public Use Policy

1 OBJECTIVE

The objective of this policy is to ensure adequate controls are in place for the public accessing the internet at Quilpie Shire Council (Council) facilities.

2 SCOPE

This policy applies to all publicly accessible internet points operated by Council.

3 STATEMENT

Council maintains internet terminals and Wireless Internet Access for public use at the Quilpie Library and Quilpie Visitor Information Centre, subject to its Internet Public Use Policy. If you make use of this service, then you agree to the following terms.

By using the Council's Internet Service or Wireless Internet Access, users release and discharge the Council from any liability which might arise from the use of the service including liability in relation to defamatory or offensive material or any breach of copyright which may occur as a result of use.

Council staff are not responsible for restrictive content or supervising internet use. Persons under the age of 18 must have parental/guardian/carer supervision, before access is available. Some material available on the internet is unsuitable for minors. Parents/guardians/carers must assume responsibility for supervision or restriction of access to the internet when a user is under the age of 18 years. Consideration will be provided to minors who are living independently.

Users should be aware that downloading of illegal information from the internet could lead to prosecution.

As with most public wireless networks, the internet access via our wireless connection is not secure and the use of it is entirely at the risk of the user. Anti-virus and security protection of personal laptops, notebooks, and other mobile devices are the responsibility of the owner.

Council staff cannot guarantee that a user's device will work with the Council's Wi-Fi access points. Due to a wide variety of wireless devices, Council staff cannot provide troubleshooting support nor are the staff allowed to handle a patron's device.

What the staff can do, however, is provide general information and guidance on how to connect to Council's wireless networks.

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

Responsible Officer: Chief Executive Officer
 Policy Owner: Council
 Policy No: C.101 Version: 5
 Council Resolution Number: QSC
 Effective Date: 15 April 2024

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C.101 Internet Public Use Policy

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX #	Details
241165	C101.A Internet Public Use Procedure

7 VERSION CONTROL

V1	06-Feb-12	Developed and adopted
V2	08-Apr-14	Reviewed and adopted
V3	10-Jun-16	Reviewed and adopted
V4	13-Apr-18	Reviewed – no changes
V5	15-Apr-24	Reviewed, new format and adopted

Responsible Officer: Chief Executive Officer
Policy Owner: Council
Policy No: C.101 **Version:** 5
Council Resolution Number: QSC
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E.02 Register of Roads Policy

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Responsible Officer: Director Engineering Services
 Policy Owner: Council
 Policy No: E.02 Version: 7
 Council Resolution Number: QSC
 Effective Date: 15 April 2024

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E.02 Register of Roads Policy

1 OBJECTIVE

The *Local Government Act 2009* requires a local government in Queensland to adopt a register of roads categorised by the road surface and to map each road on the register. This register must be available for public inspection.

The purpose of this policy is to define the categories and classifications under which roads will be included on the Road Register and to provide processes for the management of the adopted register.

2 SCOPE

This Policy applies to the register of roads as adopted by **Quilpie Shire Council (Council)** through resolution.

3 STATEMENT

3.1 GENERAL

Roads listed on the adopted road register are roads that are currently maintained, to differing extents, by Council. Road extensions beyond the Council's mapped road register will not be maintained by Council.

Roads on this register are considered public roads open to the public for access, as stated in the Act.

Roads on this register have been categorised according to surface and further categorised by function.

3.2 CATEGORISATION OF ROADS BY SURFACE

In accordance with the Act roads on the register will be categorised according to surface. The following categories will apply:

- Sealed;
- Unsealed; and
- Sealed/unsealed for roads on which both surfaces are present.

3.3 HIERARCHICAL CLASSIFICATION

3.3.1 Background

The hierarchy principles of road classification provide a means of classifying a roadway according to its purpose, function and management.

The concept of the hierarchy of roadways is used to define the main functional objectives of each roadway type, which can then form the basis of ongoing planning and system management aimed at reducing the mix of incompatible functions and maximising the role of roadways in the various networks. Setting a road classification system provides guidance when considering the standard of maintenance and upgrading work on a particular road. It allows consistent standards to be applied across the region and ensures that the greatest value for money is attained.

It is intended that this process be carried out in a network sense, as it is imperative that corridor continuity be considered. Classification of existing roadways should support future amendments to the hierarchy and the associated changes in performance criteria.

Responsible Officer: Director Engineering Services
Policy Owner: Council
Policy No: E.02 **Version:** 7
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E.02 Register of Roads Policy

To accommodate the different needs in urban and rural areas, each planning area has been considered separately.

The road hierarchy for Council is based on the Austroads functional hierarchy.

Austroads Classification	Description	Function
1	Highway	National & state highways; high speed, high volume routes; motorways
2	Main Road	State strategic Roads
3	Rural Arterial	State regional roads & high order local government roads
4	Rural Collector	High order local government roads
5	Rural Access	Low order local government roads
6	Urban Arterial	State strategic and/or regional roads, high order local government roads
7	Urban Sub-Arterial	State regional roads, significant local government road links in urban areas
8	Urban Collector	Local government collector roads
9	Urban Access	Local government local residential streets

3.3.2 Rural Road Classification

The functional classifications for rural roads under the control of Council have been expanded from the Austroads classification as follows:

Road Class	Description	Function
3	Rural Arterial	High order local government roads, LRRS network roads
4A	Rural Collector - Major	LRRS network roads and high order local government roads that have or provide for:- <ul style="list-style-type: none"> - Greater than two Class 5 roads connecting along the length of the road; - Significant commercial agricultural activity to road and feeder roads; - Inter-shire or community connection road; - Major collector road for Class 1, 2 or 3 roads.
4B	Rural Collector - Minor	High order local government roads that have or provide for:- <ul style="list-style-type: none"> - Greater than two Class 5 roads connecting along the length of the road; - Significant commercial agricultural activity to road and feeder roads; - Significant collector road for Class 1, 2, 3 or 4 roads.
5A	Rural Access - Primary	Low order local government roads that have or provide for:- <ul style="list-style-type: none"> - No through access; - >5 properties serviced or significant commercial agricultural activity; - Access to a specific facility; - Local traffic only.
5B	Rural Access - Secondary	Low order local government roads that have or provide for:- <ul style="list-style-type: none"> - No through access; - <5 properties serviced; - Access to a specific facility; - Local traffic only.
	Minor Access	Local property access only
	Unformed Track	An unformed track within a road reserve used by the public

Responsible Officer: Director Engineering Services

Policy Owner: Council

Policy No: E.02 Version: 7

Council Resolution Number: QSC

Effective Date: 15 April 2024

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E.02 Register of Roads Policy

The above categories relate to the function of a road within the road network and may not, in all instances, reflect the actual volume of traffic on the road. When attributing a functional classification to a road the importance of the road within the hierarchy should be the guiding consideration.

3.3.3 Urban Street Classification

The function of urban streets can be categorised by both the zone within which they are placed – residential, commercial or industrial – and their relative position in a hierarchy within that zone.

The adopted classifications, which consider both the purpose and hierarchical function, for urban streets under the control of Council have been expanded from the Austroads classification as follows:

Road Class	Description	Function
9A	Urban Access – Commercial and Industrial	Commercial and industrial streets
9B	Urban Access - Residential	Residential access streets

3.4 UPDATE AND REVIEW

The road register will be updated **as required** to reflect any changes to road categorisation by surface type or by classification. Additional roads approved and accepted by Council will be added to the register at this time.

3.5 APPEALS AND AMENDMENTS

The road register will be available for public review and comment at all times.

Should it be considered that a road has been incorrectly categorised or classified a request for review or revision of the category or classification should be made in writing to the Chief Executive Officer. The applicant must provide details of the data considered to be in error or requiring review, proposed amendment and justification for the amendment. Following receipt of a request for review or amendment a council officer will inspect the nominated road and provide a recommendation to Council for consideration.

3.6 ADDITIONS AND AMENDMENTS TO ROAD REGISTER

3.6.1 Approved Roadwork

Council may consider accepting sections of road onto its road register for ongoing control and maintenance subject to the conditions outlined in this policy.

Subject to those conditions being achieved, Council will continue to maintain the road to a standard set by resource and budgetary constraints applicable within each financial year in accordance with Council Asset Management Planning.

3.6.2 Property Access

It is Council's intention to provide one road access **to the property boundary** to all properties within the shire (excluding any tenements granted under the Mineral Resources Act 1989, the Petroleum Act 1923, and the Petroleum and Gas (Production and Safety) Act 2004).

Adjoining parcels of land, which Council believes form one operational property unit, are considered to be one property, notwithstanding the number of lots, the nature of tenure or that title may be held in differing names.

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E.02 Register of Roads Policy

Council will not maintain a road past the access to a property unless such road is a through road utilised by bona fide through traffic (such as mail roads) or provides access to a property or properties held by another landholder which are not operated as part of the first property.

Where a landholder purchases or incorporates a neighbouring property into their current property operations, Council will not provide an additional access and shall amend the road register to reflect the change in status such that the preceding paragraph applies.

Where a property access traverses a Council controlled reserve such as a *Camping and Water Reserve* or *Stock Route*, the roadway through the reserve shall be classified as a Council road and included in the Road Register. At the time of the latest revision of this policy this includes, but is not limited to:

- *Glenvale Road*
- *Giberoo Road*
- *Belombre Road*
- *Warrabin Road*
- *Earlstoun Road*
- *Nickavilla Road*
- *Tebin Road*

3.6.3 Development Applications

With regards to new subdivisions, reconfiguration of allotments or material change of use, the applicant of the development application is responsible for construction of all new roads to the standard required by Council and for upgrading of existing roads in order to cope with any significant increase in traffic volume or tonnage.

3.6.4 Division and Disposal of Part of a Property

Where a landholder sells or otherwise disposes of part of a property without a development application by utilising existing separate titles, Council is not obliged to provide additional roads or property access from a current or new road. In the event of the landholder requiring the additional road or access and subject to agreement from Council, the landholder is required to contribute **100%** of the cost to provide such new road or access. Any such extension is to be constructed to the standard required by Council. The project would, on completion, become the property of Council and be incorporated in the road register.

3.6.5 Preservation of Existing Network

Subject to the above, in order to continue to maintain and upgrade the existing road network without an overall reduction in standards due to insufficient funds to provide an extended service, Council will preserve the current road lengths as established in the road register in accordance with the Transport Services Asset Management Plan. Council will not incorporate any additional roads or sections of roads unless sufficient funds are available.

Council will endeavour to provide a maintenance grade to each road within the Quilpie Shire, providing funding and resources are available.

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 Policy Owner: Council
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E.02 Register of Roads Policy

3.6.6 Approved Roadwork – Roads Maintained by Others

Where a road is constructed that will not be maintained by Council, the constructed road will not be included in Council’s Road Register. Examples include Mining Roads in the Eromanga, Durhan Downs and Mt Howitt areas, and historical Mail roads between properties.

3.6.7 Development Works on Road Reserve

Roads constructed through the application of Development Application and Operational works procedures will be accepted onto the road register for ongoing control and maintenance following acceptance of the road as off-maintenance by the Director of Engineering Services or his delegate

3.7 DOCUMENTATION

In accordance with Section 74 (4) of the Act, on application and payment of a fee, a person may obtain:

- a copy of a map or register of roads; or
- a signed certificate about:
 - the category, alignment and levels of roads; or
 - the fact that the alignment or level of a road in its area has not been fixed.

3.8 FEES AND CHARGES

The fees will be as determined by Council as part of annual budget deliberations.

4 DEFINITIONS

- Road**
- a) an area of land that is dedicated to public use as a road which includes a built road; or
 - b) an area of land that-
 - i. is developed for, or has a 1 of its main uses, the driving or riding of motor vehicles; and
 - ii. is open to, or used by, the public; or
 - c) a footpath or bicycle path; or
 - d) a bridge, culvert, ferry, ford, punt, tunnel or viaduct.
- (3) However, a **road** does not include-
- a) a State-controlled road; or
 - b) a public thoroughfare easement.
 - c) a road reserve which does not include a constructed road.

Urban Developed area which may comprise densely developed uses such as residential, commercial, industrial, education, recreation or a mix of these. In general, this is characterised by evenly spaced street lighting, kerbed streets, and frequent closely spaced driveways. This will also include land designated for future urban development;

Rural Sparsely developed area which may comprise rural development, rural residential lots greater than 1ha and isolated industrial sites. In general this is

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characterised by un-kerbed streets, both sealed and unsealed roads, infrequent driveways and large tracts of undeveloped land.

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

IX #	Details
91579	Transport Services Asset Management Plan
91200	E.04 Road Network Standard Policy

7 VERSION CONTROL

V1	16-Jun-14	Developed and adopted
V2	10-Jun-16	Reviewed and adopted
V3	10-Mar-17	Reviewed and adopted
V4	20-Jul-18	Appendix 1 added
V5	17-May-19	Reviewed – no changes
V6	19 Feb 21	Reviewed and adopted
V7	15-Apr-24	Reviewed, minor changes, new format and adopted

Responsible Officer: Director Engineering Services
 Policy Owner: Council
 Policy No: E.02 Version: 7
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E.02 Register of Roads Policy

APPENDIX 1 - ROAD REGISTER

	Road No.	Classification	Level
Urban Roads			
Aerodrome Road (Windorah Road to Car Park)	Road No. 115	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Anzac Drive	Road No. 121	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Beef Road (south off end Sommerfield Rd)	Road No. 114	9B - Urban Access (Residential)	Bitumen surface
Boobook Place	Road No. 120	9B - Urban Access (Residential)	Bitumen surface
Boonkai Street (Gyrica to Chipu)	Road No. 102	9B - Urban Access (Residential)	Bitumen surface
Brolga Street (Gyrica to Sommerfield Rd)	Road No. 101	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Bulnbuln Street (Brolga to Galah)	Road No. 110	9B - Urban Access (Residential)	Bitumen surface
Cemetery Road (Rubbish Dump Rd to Cemetery Rd)	Road No. 119	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Chipu Street (Brolga to Winchu)	Road No. 108	9B - Urban Access (Residential)	Bitumen surface
Chipu Street (Winchu to Sommerfield)	Road No. 108	9B - Urban Access (Residential)	Bitumen surface
Chulangra Street (Brolga to Bulloo Park)	Road No. 111	9B - Urban Access (Residential)	Bitumen surface
Dukamurra Street (Brolga to Galah Rd)	Road No. 109	9B - Urban Access (Residential)	Bitumen surface
Dukamurra Street (Galah to Sommerfield Rd)	Road No. 109	9B - Urban Access (Residential)	Bitumen surface
Eagle Drive (Windorah Rd to Golf)	Road No. 117	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Galah Street (Bulnbuln to Chipu)	Road No. 107	9B - Urban Access (Residential)	Bitumen surface
Gyrica Street (Brolga to Winchu)	Road No. 112	9B - Urban Access (Residential)	Bitumen surface
Jabiru Street (Gyrica to Chipu)	Road No. 104	9B - Urban Access (Residential)	Bitumen surface
Kookaburra Street	Road No. 502	9B - Urban Access (Residential)	Bitumen surface

Responsible Officer: Director Engineering Services
 Policy Owner: Council
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E.02 Register of Roads Policy

Larkins Road (gravel road Sommerfield to Gyrica)	Road No. 114	Minor Access	No fixed level
Pegler Street (Bulnbuln to Chipu)	Road No. 106	9B - Urban Access (Residential)	Bitumen surface
Quarrion Street (Gyrica to Chipu)	Road No. 103	9B - Urban Access (Residential)	Bitumen surface
Rosella Road	Road No. 122	Minor Access	No fixed level
Rubbish Dump Road	Road No. 118	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Sommerfield Road (Brolga to End)	Road No. 113	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Trucking Yards Road (Brolga to Trucking Yards)	Road No. 116	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Winchu Street (Gyrica to Chipu)	Road No. 105	9B - Urban Access (Residential)	Bitumen surface
Congo Street (Stanley to Thargomindah Rd) (Toompine Access)	Road No. 501	9B - Urban Access (Residential)	No fixed level
Blackwater Street (McKinlay to Hospital Rd)	Road No. 303	9B - Urban Access (Residential)	No fixed level
Blackwater Street (Shepherd to Nelson)	Road No. 303	9B - Urban Access (Residential)	No fixed level
McKinlay Street (Skinner to Dutton)	Road No. 314	9B - Urban Access (Residential)	No fixed level
Nelson Street (Skinner to Blackwater)	Road No. 315	9B - Urban Access (Residential)	No fixed level
Shepherd Street (Skinner to Cudmore)	Road No. 313	9B - Urban Access (Residential)	No fixed level
Blakeney Street (Charleville - Cheepie Rd to Onion creek Rd) (Access through Cheepie)	Road No. 400	9B - Urban Access (Residential)	No fixed level
Mumberry Road (Blakeney to Paroo) (Included in Adavale Cheepie road)	Road No. 401	9B - Urban Access (Residential)	No fixed level
Berella Street (King to deacon)	Road No. 202	9B - Urban Access (Residential)	Bitumen surface
Burt Street (Berella to Mitchell)	Road No. 211	9B - Urban Access (Residential)	Bitumen surface
Deacon Street (Berella to Mitchell)	Road No. 214	9B - Urban Access (Residential)	Bitumen surface

Responsible Officer: Director Engineering Services
 Policy Owner: Council
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Donald Street (Berella to Mitchell)	Road No. 213	9B - Urban Access (Residential)	Bitumen surface
King Street (Berella to Mitchell)	Road No. 210	9B - Urban Access (Residential)	Bitumen surface
Mitchell Street (King to Deacon)	Road No. 201	9B - Urban Access (Residential)	Bitumen surface
Neal Street (Berella to Mitchell)	Road No. 212	9B - Urban Access (Residential)	Bitumen surface
Webber Street (King to Burt)	Road No. 200	9A - Urban Access (Industrial / Commercial)	Bitumen surface
Rural Roads			
Adavale – Airport Road	Road No. 20	5A - Rural Access (Primary)	No fixed level
Adavale – Charleville Road	Road No. 70	4A - Rural Collector (Major)	No fixed level
Adavale Black Road	Road No. 25	4B - Rural Collector (Minor)	Bitumen surface where sealed otherwise no fixed level
Adavale Link Road	Road No. 21	4B - Rural Collector (Minor)	No fixed level
Ambathala Road	Road No. 23	4B - Rural Collector (Minor)	No fixed level
Arranfield Road	Road No. 81	5B - Rural Access (Secondary)	No fixed level
Baldy Top Road	Road No. 10	4B – Rural Collector (Major)	No fixed level
Belombre Road	Road No. 59	5B - Rural Access (Secondary)	No fixed level
Beltram Park Road	Road No. 45	5A - Rural Access (Primary)	No fixed level
Big Creek Road (00km to 40.5km Wareo Road)	Road No. 17	4B - Rural Collector (Minor)	No fixed level
Big Creek Road (40.5km Wareo Road to end)	Road No. 17	5A - Rural Access (Primary)	No fixed level
Boondook Road	Road No. 83	5B - Rural Access (Secondary)	No fixed level
Boondoon Road	Road No. 61	5B - Rural Access (Secondary)	No fixed level
Boran Road	Road No. 39	5B - Rural Access (Secondary)	No fixed level
Bowallie - Tobermory Road	Road No. 82	5B - Rural Access (Secondary)	No fixed level

Responsible Officer: Director Engineering Services

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Canaway Downs Road	Road No. 26	5B - Rural Access (Secondary)	No fixed level
Cane Grass Road	Road No. 49	5B - Rural Access (Secondary)	No fixed level
Cheepie – Adavale Road	Road No. 27	4A - Rural Collector (Major)	No fixed level
Cheepie Access Road	Road No. 87	5A - Rural Access (Primary)	No fixed level
Colac Road	Road No. 64	5B - Rural Access (Secondary)	No fixed level
Congie Road	Road No. 58	5A - Rural Access (Primary)	No fixed level
Cooma Road	Road No. 56	5B - Rural Access (Secondary)	No fixed level
Coonaberry Creek Road	Road No. 35	4B - Rural Collector (Minor)	Bitumen surface where sealed otherwise no fixed level
Corowa Road	Road No. 57	5A - Rural Access (Primary)	No fixed level
Dinosaur Drive	Road No. 38	5A - Rural Access (Primary)	No fixed level
Duck Creek Road	Road No. 73	5B - Rural Access (Secondary)	No fixed level
Durhan Downs River Road	Road No. 54	5A - Rural Access (Primary)	No fixed level
Earlstoun Road	Road No. 46	5B - Rural Access (Secondary)	No fixed level
Eromanga Racecourse Road	Road No. 80	5A - Rural Access (Primary)	Bitumen surface
Eulo Road	Road No. 14	4A - Rural Collector (Major)	Bitumen surface
Glenvale Road	Road No. 29	5B - Rural Access (Secondary)	No fixed level
Giberoo Road	Road No. 79	5B - Rural Access (Secondary)	No fixed level
Gilmore Road	Road No. 86	5B - Rural Access (Secondary)	No fixed level
Gooyea Road	Road No. 65	5B - Rural Access (Secondary)	No fixed level
Humeburn Road	Road No. 18	4B - Rural Collector (Minor)	No fixed level
Hell Hole Gorge Road	Road No. 62	4B – Rural Collector (Minor)	No fixed level

Responsible Officer: Director Engineering Services
 Policy Owner: Council
 Policy No: E.02 Version: 7
 Council Resolution Number: QSC
 Effective Date: 15 April 2024

UNCONTROLLED DOCUMENT WHEN PRINTED
 Review Due: April 2027
 IX: 241268

E.02 Register of Roads Policy

Ingeberry Road	Road No. 12	4B - Rural Collector (Minor)	No fixed level
Keeroongooloo Road	Road No. 71	5A - Rural Access (Primary)	No fixed level
Kiandra Road	Road No. 37	5B - Rural Access (Secondary)	No fixed level
Kyabra Road	Road No. 31	3 - Rural Arterial	Bitumen surface
Lanherne Road	Road No. 89	5B - Rural Access (Secondary)	No fixed level
Lockabie Road	Road No. 44	5B - Rural Access (Secondary)	No fixed level
Lynwood Road		Delete from road register	No fixed level
Milo Road	Road No. 24	5A - Rural Access (Primary)	No fixed level
Mt Howitt Road	Road No. 34	5A - Rural Access (Primary)	No fixed level
Mt Margaret Road (00km to 26.6km Tarbut Oil Field)	Road No. 32	4A - Rural Collector (Major)	Bitumen surface
Mt Margaret Road (26.6km Tarbut Oil Field to end)	Road No. 32	5A - Rural Access (Primary)	No fixed level
Mulianna Road	Road No. 22	5B - Rural Access (Secondary)	No fixed level
Napoleon Road	Road No. 15	4A - Rural Collector (Major)	No fixed level
Nickavilla Road	Road No. 77	5B - Rural Access (Secondary)	No fixed level
Nimboy Road	Road No. 67	5B - Rural Access (Secondary)	No fixed level
Old Charleville Road (00km to 43.3km Napoleon Road)	Road No. 16	3 - Rural Arterial	Bitumen surface where sealed otherwise no fixed level
Old Charleville Road (43.3km Napoleon Road to end)	Road No. 16	4B - Rural Collector (Major)	No fixed level
Old Thargomindah Road	Road No. 13	5A - Rural Access (Primary)	No fixed level
Onion Creek Road	Road No. 19	4B - Rural Collector (Minor)	No fixed level
Patrica Park Road	Road No. 42	5B - Rural Access (Secondary)	Bitumen surface where sealed otherwise no fixed level

Responsible Officer: Director Engineering Services
 Policy Owner: Council
 Policy No: E.02 Version: 7
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E.02 Register of Roads Policy

Pinkenetta Road	Road No. 36	5B - Rural Access (Secondary)	No fixed level
Pinkilla Road	Road No. 33	5A - Rural Access (Primary)	No fixed level
Ray Road	Road No. 30	5A - Rural Access (Primary)	No fixed level
Raymore Road	Road No. 51	5B - Rural Access (Secondary)	No fixed level
Regleigh Road	Road No. 69	5B - Rural Access (Secondary)	No fixed level
Sherwood Park Road	Road No. 43	5B - Rural Access (Secondary)	No fixed level
Springfield Road	Road No. 68	5B - Rural Access (Secondary)	No fixed level
Tebin Road	Road No. 75	5B - Rural Access (Secondary)	No fixed level
Telephone Bore Road	Road No. 55	5A - Rural Access (Primary)	No fixed level
Tobermory Road (00km to 35.3km Ingeberry Road)	Road No. 11	4B - Rural Collector (Minor)	No fixed level
Tobermory Road (35.3km Ingeberry Road to 78.6km Bowalli Road)	Road No. 11	5A - Rural Access (Primary)	No fixed level
Tobermory Road (78.6km Bowalli Road to end))	Road No. 11	5A - Rural Access (Primary)	No fixed level
Toompine Access Road	Road No. 505	5A - Rural Access (Primary)	No fixed level
Trinidad Road	Road No. 28	4B - Rural Collector (Minor)	No fixed level
Wallyah Road	Road No. 41	5B - Rural Access (Secondary)	No fixed level
Wareo Road	Road No. 66	4B - Rural Collector (Minor)	No fixed level
Warrabin Road	Road No. 76	5B - Rural Access (Secondary)	No fixed level
Woolbuna Road	Road No. 72	5B - Rural Access (Secondary)	No fixed level
Airstrips			
Adavale Airstrip		Not applicable	No fixed level
Eromanga Airstrip		Not applicable	Bitumen surface
Quilpie Airstrip		Not applicable	Bitumen surface
Toompine Airstrip		Not applicable	No fixed level

Responsible Officer: Director Engineering Services
 Policy Owner: Council
 Policy No: E.02 Version: 7
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ORDINARY COUNCIL MEETING AGENDA

14.2 COUNCILLOR REMUNERATION 2024/25**IX: 248056****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: Nil****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

On 1 December 2023, the Local Government Remuneration Commission (Commission) concluded its determination of the levels of remuneration for Mayors, Deputy Mayors and Councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the Local Government Act 2009 and Chapter 8, Division 1 of the Local Government Regulation 2012. This determination is to apply from 1 July 2024.

RECOMMENDATION

1. That Council endorse the recommendation of the Local Government Remuneration Commission to apply from 1 July 2024 as follows:
 - (a) Mayor - \$119,393
 - (b) Deputy Mayor - \$68,880
 - (c) Councillor - \$59,695 (a base payment of \$39,796.67 and a meeting fee of \$1,658 per calendar month)

BACKGROUND

The Commission has decided to increase the maximum remuneration levels for Mayors, Deputy Mayors and Councillors by 4.0% from 1 July 2024.

The Act requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election. Following a comprehensive review during 2023, a new set of council remuneration categories has been developed for implementation from 1 July 2024. Quilpie Shire Council will move from 1 to a Category A2.

Quilpie Shire Council is a Category A2 Council, the Remuneration schedule to apply from 1 July 2024 is as follows:

Mayor - \$119,393

Deputy Mayor - \$68,880

Councillor* - \$59,695

*For councillors in category A1, A2 & A3 councils, a base payment of \$39,796.67 is payable for the 12 months commencing on 1 July 2024. A meeting fee of \$1,658 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category A1, A2 & A3 councils are to receive the full annual remuneration level shown.

OPTIONSOption 1 – Recommended

1. That Council endorses the recommendation of the Local Government Remuneration Commission to apply from 1 July 2024 as follows:
 - (a) Mayor - \$119,393
 - (b) Deputy Mayor - \$68,880
 - (c) Councillor - \$59,695 (a base payment of \$39,796.67 and a meeting fee of \$1,658 per calendar month)

Option 2

1. That Council resolve to adopt a remuneration amount other than the amount recommended by the Local Government Remuneration Commission in accordance with S247 of the Local Government Regulation 2012.

CONSULTATION (Internal/External)

Local Government Remuneration Commission

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Section 150EF (1)(g)(i) Personal Interests in ordinary business of a local government

This chapter does not apply in relation to a conflict of interest in a matter if the matter is solely, or relates solely to the remuneration of reimbursement of expense of councillors.

Local Government Regulation 2012

247 Remuneration payable to councillors

- (1) A local government must pay remuneration to each councillor of the local government.
- (2) The maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor, unless the local government, by resolution, decides the maximum amount is not payable to the councillor.
- (3) In a resolution made under subsection (2), the local government must also decide the amount of remuneration payable to the councillor.
- (4) The amount of remuneration decided under subsection (3) for each councillor must not be more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.
- (5) The amount of remuneration for each councillor, other than a mayor or deputy mayor, must be the same.
- (6) The local government must make a resolution under subsection (2), for the remuneration payable from 1 July of a particular year, before 1 July of that year.

(7) Subsections (4) and (5) are subject to section 248.

FINANCIAL AND RESOURCE IMPLICATIONS

Appropriate budget allocations for the 2024/25 period to be made in accordance with resolution.

RISK MANAGEMENT IMPLICATIONS

Low Risk – Standard Operating Procedure

14.3 2023/24 OPERATIONAL PLAN MARCH 2024 QUARTER UPDATE**IX: 248108****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: 1. 3rd Quarter Update of 2023/24 Operational Plan****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

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

RECOMMENDATION

That Council adopt the third quarter update for the 2023/24 Operational Plan.

BACKGROUND

Council's Operational Plan is the detailed business and organisational planning document and forms the basis of Council's annual budget. The plan translates our community's needs, expectations, and aspirations into actions.

The Operational Plan is monitored on an on-going basis to ensure Council is achieving the outcomes for the financial year.

Section 174 of the Local Government Regulation 2012 requires the Chief Executive Officer to present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of no more than three months.

The third quarter assessment of the 2023/24 Operational Plan is provided as ***Attachment 1***.

CONSULTATION (Internal/External)

The assessment was completed in consultation with the Senior Leadership Team.

LEGAL IMPLICATIONS

As per Section 127 of the Local Government Regulation (noted in the background section of the report).

POLICY AND LEGISLATION

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

FINANCIAL AND RESOURCE IMPLICATIONS

As detailed in the Council's budget for the financial year FY24. The budgets for items listed in the Operational Plan can only be amended through the formal budget process.

RISK MANAGEMENT IMPLICATIONS

The update does not identify any matters of significant risk or operational concern requiring immediate or urgent remedy.



QUILPIE SHIRE COUNCIL - OPERATIONAL REPORT 2023/24

08/04/2024

● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment → Indirect Alignment

QUILPIE OPERATIONAL 2023/24 PLAN

GREAT PLACE TO LIVE

Goal	Budge...	Comment	Owner	Current Completion
1 Well-planned and highly liveable communities	No value		Quilpe Shire Council Placeholder Role	Behind
→ 1.1.10 Finalise installation of NBN project to Quilpie	\$ 172,000	The majority of the project is completed with both internal and external works undertaken to most of the properties that signed up for NBN. The Commissioning of the project is planned for June 2024. 20/12/2023	Justin Hancock Chief Executive Officer	On Track
→ 1.1.11. Develop an airport hangar Masterplan and establish leases at Quilpie Aerodrome	\$ 10,000	NEW Project has been awarded and should be completed by 31 May 2024. 21/03/2024	Janelle Menzies Manager of Governance and Compliance	On Track
→ 1.1.2. Develop a Quilpie Hall Masterplan in consultation with the community	\$ 10,000	NEW This project has been deferred to 2024/25. 21/03/2024	Lisa Hamlyn Director of Corporate & Community Services	Not started
→ 1.1.3a Progress the Quilpie Masterplan: Finalise a Cemetery Sub-plan design in consultation with the community and construct improvements	No value	No yet started. Community Consultation will need to take place to kick off the project. 19/12/2023	Peter See Director of Engineering Services	Not started
→ 1.1.3b Progress the Quilpie Masterplan: Develop a John Waugh Park Sub-plan design	No value	NEW Independent engineers have undertaken an inspection on the Quilpie Pool in March 2024. 08/04/2024	Justin Hancock Chief Executive Officer	On Track
→ 1.1.3c Progress the Quilpie Masterplan: Undertake a Quilpie Main Street Disability Access audit	\$ 15,000	Waiting for further Engineering advice. This project will be considered when Broлга Street is resealed. 11/10/2023	Mike Castles Manager Workplace Health & Safety	On Track
→ 1.1.4a Progress the Accommodation Strategy: Finalise - the New Housing Projects in Quilpie and Eromanga	No value	NEW Only minor works left on 4 Quilpie Homes. Sheds and Fencing still to be completed at Eromanaga 21/03/2024	Justin Hancock Chief Executive Officer	On Track

Goal	Budget	Comment	Owner	Current Completion
→ 1.1.4b Progress the Accommodation Strategy: Deliver - Quilpie Town House Estate construction	\$ 7,813,000	NEW Works have commenced and hand over should be in June 2024. An extension of time for the grant has been approved to October 2024. <i>21/03/2024</i>	Justin Hancock Chief Executive Officer	On Track
→ 1.1.4c Progress the Accommodation Strategy: Research Short-Term Accommodation Options	No value	Council considered vacant lots for purchase at the November 2023 Council Meeting and decided not to progress at this time. <i>20/12/2023</i>	Justin Hancock Chief Executive Officer	Complete
→ 1.1.5. Deliver the Employee Wellbeing Programme (including EAP services)	\$ 25,000	NEW Dr Lisa has done her 2 on-site visits for the current financial year. The program is well utilised. <i>21/03/2024</i>	Maree Radnedge Manager of Human Resources	On Track
→ 1.1.6. Assist and promote access to the National Disability Insurance Scheme (NDIS) through facilitation and coordination of information and services to eligible community members and organisations.	\$ 103,000	Services are being delivered within the Shire. <i>12/10/2023</i>	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 1.1.7. Implement, maintain and promote access to programs and activities that increase physical activity and healthy living for all community members.	\$ 180,875	Services are being delivered within the Shire. <i>12/10/2023</i>	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 1.1.8. Lobby for a review of the State Government's Queensland Housing Finance Loan scheme to be applicable in South-West Queensland	No value	NEW The Homes for Queenslanders scheme was amended in February 2024 and from July 2024 the combined income to increase \$201,000. <i>21/03/2024</i>	Justin Hancock Chief Executive Officer	Complete
→ 1.1.9. Seek funding for the Quilpie Public Wi-Fi / CCTV Project	No value	No grant opportunities have arisen to apply for funding for this project. <i>20/12/2023</i>	Justin Hancock Chief Executive Officer	Not started
2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes	No value		Quilpie Shire Council Placeholder Role	Behind
→ 1.2.1. Develop costings for the Broлга Street Masterplan in accordance with the Council's priorities.	No value	Work has commenced on the median strips from the East. This first one complete. <i>29/09/2023</i>	Peter See Director of Engineering Services	On Track
→ 1.2.10. Undertake community engagement on the Quilpie Town Hall – future use and upgrades	No value	To be done with Master Plan. This project should commence in early 2024. <i>12/10/2023</i>	Lisa Hamlyn Director of Corporate & Community Services	Not started
→ 1.2.11. Undertake community engagement on the review of the Quilpie Master Plan: Bulloo Park Sub-plan	No value	The Bulloo Park Strategic Plan has been developed and we are waiting for Department of Sport & Recreation to finalise. <i>14/12/2023</i>	Lisa Hamlyn Director of Corporate & Community Services	On Track

Goal	Budget	Comment	Owner	Current Completion
→ 1.2.12. Continue to build relationships with the Queensland Government on developing a Hell Hole Gorge Walking Trail	<i>No value</i>	Council has met with the department a couple of times. The walking track has been installed. 12/10/2023	Manager Economic Development Manager Tourism & Economic Development	Complete
→ 1.2.13. Finalise the Quilpie Master Plan: Bulloo River - Quilpie Foreshore Sub-plan	\$ 10,000	This project has not started. The scope of the project needs to be defined. 19/12/2023	Manager Economic Development Manager Tourism & Economic Development	Not started
→ 1.2.14. Perform a number of fireworks displays throughout the year	\$ 20,000	75% complete - 4 performances have been undertaken including the Opera in the outback, Mirusia under the Star, the Golf Masters and The Quilpie Show. 29/09/2023	Peter See Director of Engineering Services	On Track
→ 1.2.15. Removal of the slide from splash pool and repair/resurface	\$ 30,000	Not yet Started, Waiting for an opportunity for staff to be available. 29/09/2023	Peter See Director of Engineering Services	Not started
→ 1.2.16. Provide Christmas lights to residents of the Shire	\$ 10,000	Christmas lights have been purchased and distributed for Christmas Light competition judging. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	Complete
→ 1.2.17. Undertake upgrades to the Adavale Town Hall grounds identified in the Masterplan, once developed	\$ 50,000	NEW Due to commence in April 2024. 20/03/2024	Peter See Director of Engineering Services	Not started
→ 1.2.18. Upgrade Entrance of Bulloo Park	\$ 30,000	NEW Deferred until next financial year. 20/03/2024	Peter See Director of Engineering Services	Not started
→ 1.2.19 Upgrade Bicentennial Park – Electrical Works	\$ 20,000	NEW Completed by Contractor 20/03/2024	Peter See Director of Engineering Services	Complete
→ 1.2.2. Deliver the small business innovation project	R3 \$ 50,000 and R4 \$ 50,000	NEW 2 more acquittals received 21/03/2024	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 1.2.20. Seek funding for Bob Young memorial Park (RSL) Upgrade	<i>No value</i>	We were not eligible for RSL funding. We will continue to seek funding for project. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	Not started
→ 1.2.23. Deliver Stage 1 (covered playground) – Eromanga Opalopolis Park Upgrade	\$ 275,000	The playground has been installed. Waiting for the shed to be installed. 19/12/2023	Peter See Director of Engineering Services	Complete
→ 1.2.4. Run a minimum 2 x Bulloo Park Users Group Meetings per annum	<i>No value</i>	The 2nd Meeting for the year was in October 2023 with Sport & Rec and a 3rd Meeting was held in October 2023 after the Sport & Rec meeting. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	Complete

Goal	Budget	Comment	Owner	Current Completion
→ 1.2.5. Develop the Eromanga Rodeo Grounds Masterplan	\$ 10,000	NEW Waiting for Sport and Rec to visit in April or May 2024. 21/03/2024	Lisa Hamlyn Director of Corporate & Community Services	Not started
→ 1.2.6. Undertake repairs at the Adavale Museum	\$ 20,000	NEW Works to be completed in April or May 2024. 20/03/2024	Peter See Director of Engineering Services	Not started
→ 1.2.7. Develop an event plan to host an Opera Event at Baldy Top	\$ 50,000	NEW A report was provided to Council and to discuss further in 2024/25 for the 2025/26 year. 21/03/2024	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 1.2.8. Explore opportunities for additional events at Baldy Top	No value	An Opera Qld event is being held on 25 May 2024. 12/12/2023	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 1.2.9. Develop a Walking Track from Broлга Street to Baldy Top	\$ 300,000	NEW Deferred until 2024/25 20/03/2024	Manager Economic Development Manager Tourism & Economic Development	Not started
3 Lifelong learning spaces	No value		Quilpe Shire Council Placeholder Role	On Track
→ 1.3.1. Engage with Queensland State Library and Community - Library services/programmes (survey and user group meetings)	No value	A Library survey was distributed throughout the community in November 2023. Annie-Jo has undertaken many activities in the Library including holiday activity programs. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 1.3.2. Undertake community engagement and future needs analysis for a new childcare centre	No value	Discussion with Daycare committee is ongoing and seeking funding opportunities. 12/10/2023	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 1.3.3. Upgrade the Library including reception desk, furniture, and shelving	\$ 15,000	The shelving has been ordered and we are waiting for its arrival. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	On Track
4 Capacity building for leaders and volunteers	No value		Quilpe Shire Council Placeholder Role	On Track
→ 1.4.1. Facilitate volunteer training and succession planning workshops (including grants)	No value	Project not started as RDA have a new Director for the Darling Downs South West. Project deferred to 2024/25. 20/12/2023	Justin Hancock Chief Executive Officer	On Track
5 Supported and engaged youth	No value		Quilpe Shire Council Placeholder Role	Behind
→ 1.5.1. Work with schools to establish a Youth Council programme	No value	NEW Council has made contact with the Schools regarding their leadership program and they have been invited to attend a Council Meeting. 21/03/2024	Justin Hancock Chief Executive Officer	Not started
6 Celebration of the arts, culture and local and natural story	No value		Quilpe Shire Council Placeholder Role	On Track

Goal	Budget	Comment	Owner	Current Completion
→ 1.6.1. Undertake 1 x engagement per annum with the local arts groups	No value	No further meeting is required as funding is fully expended. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	Complete
→ 1.6.2. Collaborate to run 5 x art exhibitions per annum	No value	Christmas in the Gallery is currently on show. No Exhibitions are scheduled for January and February 2024. March 2024 will be the Quilpie Cultural Society Annual Exhibition. 12/12/2023	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 1.6.3. Investigate the development of "Natural History Week" in collaboration with the Natural Sciences Loop	No value	NEW No Further progress with this Project. 08/04/2024	Manager Economic Development Manager Tourism & Economic Development	Complete
7 Recognition and celebration of indigenous culture	No value		Quilpe Shire Council Placeholder Role	Behind
→ 1.7.1. Partner with the community to deliver NAIDOC Week celebrations	\$ 18,000	Successful NAIDOC week has been completed. 12/10/2023	Lisa Hamlyn Director of Corporate & Community Services	Complete
→ 1.7.2. Meet with Traditional Owner Groups once per year	No value	Informal meetings have been held and a formal meeting to take place to meet the new council after the council elections in 2024. 20/12/2023	Justin Hancock Chief Executive Officer	Not started

. FLOURISHING ECONOMY

Goal	Budget	Comment	Owner	Current Completion
1 Reach the Q1000 population target	No value		Quilpe Shire Council Placeholder Role	Behind
→ 2.1.1. Website refresh: jobs listing, 'Invest in Quilpie', 'Live in Quilpie'	\$ 15,000	Quotes were received and suppliers were unable to provide everything in the Councils scope. The project is on hold until the Media & Communications Officer Position is filled. 18/12/2023	Media & Comms Officer Media Officer	Behind
2 Build digital capacity for townships and end-users	No value		Quilpe Shire Council Placeholder Role	On Track
→ 2.2.1. Develop and deliver a business digital strategy	\$ 10,000	NEW Connectivity Planning for successful regions workshop was held in December 2023 with Telstra to develop a strategy moving forward. Waiting for Report. 21/03/2024	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 2.2.21 Construct Eromanga Pool	\$ 1,200,000	NEW Report to go to Council in April 2024 to have repair work approved. 20/03/2024	Peter See Director of Engineering Services	On Track
3 Maintain safe and efficient transport networks	No value		Quilpe Shire Council Placeholder Role	Behind

Item	Budget	Comment	Owner	Current Completion
→ 2.3.1. Deliver reconstruction of the Quilpie Airport Main Runway and taxiway.	\$ 1,532,708	NEW Tenders Closed and Council decided not to approve due to the cost. 20/03/2024	Peter See Director of Engineering Services	On Track
→ 2.3.10. Secure RAUP grant funding for Toompine Aerodrome Fencing upgrade	No value	A funding application has been submitted and we are waiting for the outcome. 12/10/2023	Justin Hancock Chief Executive Officer	On Track
→ 2.3.11. Construct Quilpie footpaths missing link	\$ 50,000	NEW Works should commence in May 2024. 20/03/2024	Peter See Director of Engineering Services	Not started
→ 2.3.12. Road Sealing to Adavale waste facility	\$ 250,000	NEW Due to commence in April 2024. 20/03/2024	Peter See Director of Engineering Services	Not started
→ 2.3.2. Release an EOI for the Murana Road Site Development Project	No value	NEW Development Applications has been completed. Ready to tender when required. 21/03/2024	Janelle Menzies Manager of Governance and Compliance	Complete
→ 2.3.3. Seek RAUP funding for the Toompine Aerodrome Upgrades (fencing)	No value	A Funding application has been submitted and we are waiting for the outcome. 19/12/2023	Peter See Director of Engineering Services	Not started
→ 2.3.4. Commission a project plan incorporating an economic importance study of Adavale-Blackall Road (to guide lobbying and funding)	No value	NEW A submission has been prepared and lodged with Department of Transport and Main Roads. The northern most 6Klms is schedule for year 4 on the current TIDS program. 20/03/2024	Peter See Director of Engineering Services	On Track
→ 2.3.5. Deliver Roads to Recovery & Local Roads and Community Infrastructure Program 4 Funding for Reseal program	\$ 517,720	Reseals have been completed. 19/12/2023	Peter See Director of Engineering Services	Complete
→ 2.3.6. Deliver Flood Restoration (DRFA) Funding	\$15,000,000	Works are on-going 29/09/2023	Peter See Director of Engineering Services	On Track
→ 2.3.7. Deliver maintenance works on the shire road network	\$ 770,000	Ongoing works 29/09/2023	Peter See Director of Engineering Services	On Track
→ 2.3.8. Relocate fuel tank at Quilpie Aerodrome	\$ 175,000	NEW To be rescheduled for 24/25 20/03/2024	Peter See Director of Engineering Services	Not started
→ 2.3.9. Deliver Capital Road Works directly funded by Council	\$ 407,400	Truck Stop and Murial Park Carpark have been completed. 19/12/2023	Peter See Director of Engineering Services	Complete
4 Enhance and support our agricultural industry, resource sector and all businesses	No value		Quilpe Shire Council Placeholder Role	Behind

Goal	Budget	Comment	Owner	Current Completion
→ 2.4.1. Run 4 x Small Business Development Meetings	No value	2 Meetings were held in the first half of the financial year. Next meeting unlikely to be until after the 2024 election. 12/12/2023	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 2.4.2. Develop a Business Needs Strategy	\$ 10,000	NEW Survey is completed and final report is being finalised to be presented to Council. 08/04/2024	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 2.4.3. Meet with Resource Industry once per year	No value	Council met with the Friends of the Resource Industry at Parliament House in November 2023. 20/12/2023	Justin Hancock Chief Executive Officer	On Track
→ 2.4.4. Collaborate with Regional Development Australia (RDA) to deliver on-line employment program for the region	\$ 10,000	This project has not commenced. More information is required from RDA. 18/12/2023	Manager Economic Development Manager Tourism & Economic Development	Not started
→ 2.4.5. Develop a Jobs & Skill Strategy	\$ 10,000	The community business survey has been completed and the project will commence once the outcomes report is finalised. 18/12/2023	Manager Economic Development Manager Tourism & Economic Development	Not started
→ 2.4.6. Establish a regional Car Hire Business	No value	An Operator has been selected and we are waiting for a letter to be prepared and sent to the ACCC regarding the collective bargaining for this project. The MOU is currently being prepared. 22/12/2023	Justin Hancock Chief Executive Officer	On Track
→ 2.4.7. Improvement of Medical Services including attracting practitioners to the Shire	No value	NEW Nurse Practitioner role has filled, and Doctors Services are rotating. Community Officer position has been advised for South West Pilot. 21/03/2024	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 2.4.8. Seek Funding for the extension to the Eromanga Natural History Museum	No value	NEW Council's Growing Regions Program application has progressed to the full business case stage and is waiting for announcement. 08/04/2024	Justin Hancock Chief Executive Officer	On Track
5 Facilitate and support innovation, ideas-building and new industry	No value		Quilpe Shire Council Placeholder Role	On Track
→ 2.5.1. Commence the development of the 2024 Economic Development Strategy	\$ 35,000	NEW Currently recruiting the Manager Economic Develop. This project will be a priority once the position is filled. 21/03/2024	Manager Economic Development Manager Tourism & Economic Development	Not started
6 Capture opportunities for the 2032 Olympics	No value		Quilpe Shire Council Placeholder Role	On Track
→ 2.6.1. Collaborate with partners/stakeholders to build 2032 Olympic Games opportunities	No value	Working with SWQROC to identify opportunities that may arise from the 2032 Olympic games. 12/10/2023	Manager Economic Development Manager Tourism & Economic Development	Not started

Goal	Budget	Comment	Owner	Current Completion
7 Provide a sought-after visitor experience and build experiential tourism	No value		Quilpe Shire Council Placeholder Role	On Track
→ 2.7.1. Commission new photos for tourism and promotion (update and refresh the photos database)	No value	NEW This project is currently being undertaken with a photographer engaged and currently taking photos 21/03/2024	Manager Economic Development Manager Tourism & Economic Development	Behind
→ 2.7.2. Capture/locate visitor data at remote locations (such as Hell Hole Gorge, Baldy Top)	No value	Looking at options on how to collect data. Quotes have been obtained but yet to be evaluated. 12/10/2023	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 2.7.3. Investigate tourism opportunities for the opal industry	No value	Investigations into potential new opal fossicking areas as per letter from Department of Resources. 12/10/2023	Manager Economic Development Manager Tourism & Economic Development	Complete
→ 2.7.4. Undertake a Tourism Signage Audit	No value	Audit has commenced to identify the signs that need to be replaced around the shire. 12/10/2023	Manager Economic Development Manager Tourism & Economic Development	On Track
→ 2.7.5. Build experiences to tie into the visitor influx for the Rugby World Cup 2027	No value	This project will run in conjunction with the opportunities with the 2032 Olympic Games. 18/12/2023	Manager Economic Development Manager Tourism & Economic Development	Not started
8 Build partnerships and grow opportunity with additional owners	No value		Quilpe Shire Council Placeholder Role	On Track
→ 2.8.1. Work with traditional owners' groups on Welcome to Country signage	No value	Several conversations have been held and waiting for detailed designs to discuss with TMR. 20/12/2023	Justin Hancock Chief Executive Officer	Not started

ENVIRONMENTAL SUSTAINABILITY

Goal	Budget	Comment	Owner	Current Completion
1 Protect and enhance waterways and landscape biodiversity	No value		Quilpe Shire Council Placeholder Role	On Track
→ 3.1.1. Provide an exclusion fence subsidy scheme funded by Council and award by 30 September	\$ 250,000	NEW This program will be carried over to 2024/25. 21/03/2024	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 3.1.2. Develop partnerships to support pest and weed management	No value	Major infestations of Mother of Millions at Cowley Station and Parthenium at Wellclose Station. PLMC is working with landholders to treat pest plants. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 3.1.3. Review and update Council's Biosecurity Plan with regard to weed and pest animal management	No value	This project has not yet commenced. 09/01/2024	Lisa Hamlyn Director of Corporate & Community Services	Not started

Item	Budget	Comment	Owner	Current Completion
→ 3.1.4. Undertake a systematic inspection programme to monitor compliance with the Animal Management (Cats & Dogs) Act 2008 within designated township areas	\$ 10,000	This program was undertaken in November 2023. We are waiting for the final report to come from the contractor. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	Complete
→ 3.1.5. Undertake coordinated wild dog baiting programs across the shire (and hotspot baiting)	\$ 252,000	Programs 1 and 2 were both completed by October 2023. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	Complete
→ 3.1.6. Seek external opportunities for exclusion fencing and weed pest management funding	No value	Funding Agreement has been signed and to start in February 2024. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 3.1.7. Deliver a community education programme to promote and encourage responsible pet ownership in partnership with schools	No value	Discussions have taken place with both school to start a program during assemblies. 14/12/2023	Lisa Hamlyn Director of Corporate & Community Services	Not started
2 Research and implement renewable energy options	No value		Quilpe Shire Council Placeholder Role	On Track
→ 3.2.1. Undertake a Shire-wide electricity audit to understand the extent of issues and develop solutions/strategies for the future	\$ 15,000	NEW A Grant opportunity is currently open and consultants are preparing information for Grant Acquittal 21/03/2024	Janelle Menzies Manager of Governance and Compliance	On Track
3 Set short term and long-term carbon goals	No value		Quilpe Shire Council Placeholder Role	On Track
→ 3.3.1. Undertake assessment of Council emissions and build strategies around the results	\$ 15,000	This is a SWROC project. The consultants doing the energy audit will also undertake this council omissions audit. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	On Track
4 Reduce the impact of waste on the environment	No value		Quilpe Shire Council Placeholder Role	On Track
→ 3.4.1 Construct Toompine Transfer Station (to replace Landfill)	\$ 20,000	NEW Earthwork completed and the slab work are scheduled for April 2024. 20/03/2024	Peter See Director of Engineering Services	On Track
→ 3.4.2 Complete Eromanga Transfer Station (to replace Landfill)	\$ 33,900	NEW Construction to begin in April, 2024 20/03/2024	Peter See Director of Engineering Services	On Track
→ 3.4.3. Complete transfer stations at Adavale (to replace Landfill)	\$ 11,000	NEW Earthworks are completed and balance of the works to be completed in April 2024. 20/03/2024	Peter See Director of Engineering Services	On Track
→ 3.4.4. Undertake CCTV inspections of the Waste Water System as part of the SWQWSA Project	\$ 30,000	NEW Works complete and waiting for report. 20/03/2024	Peter See Director of Engineering Services	On Track
5 Improve water services	No value		Quilpe Shire Council Placeholder Role	On Track

Goal	Budge...	Comment	Owner	Current Completion
→ 3.5.1. Construct Toompine bore and connect water customers	\$ 718,252	NEW Bore and Roadworks has been constructed. It has not been connected due to begin in June 2024. 20/03/2024	Peter See Director of Engineering Services	On Track

STRONG GOVERNANCE

Goal	Budge...	Comment	Owner	Current Completion
1 Excellence in customer service	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.1.1. Develop and implement formalised SOPs for administrative and customer service activities to improve service and compliance levels	No value	Have started with staff reviewing their SOP's 08/01/2024	Sharon Frank Manager Finance & Administration	On Track
→ 4.1.2. Review the Customer Service Policy	No value	NEW A Review is currently being undertaken of the Customer Service Charter. 21/03/2024	Sharon Frank Manager Finance & Administration	On Track
→ 4.1.3. Review the levels of service for Customer Service activities	No value	This project has not yet commenced. 09/01/2024	Peter See Director of Engineering Services	Not started
→ 4.1.4. Improve accessibility to the Quilpie Cemetery Records through an online access facility on Council's website	\$ 5,000	NEW This project has commenced with expressions of interest for information to go behind QR codes. 21/03/2024	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 4.1.5 Purchase equipment for improved media and communications	\$ 5,000	Camera and equipment, High spec Computer and software have been purchased. 20/10/2023	Media & Comms Officer Media Officer	Complete
2 Be responsive to change and digitisation	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.2.1. Continually explore digitisation opportunities of Council's systems and processes	No value	Cascade and LG Hub are both operational. All council audits have been updated in Cascade for monitoring their progress. LG Hub is being uploaded with Councillor onboarding documents. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	On Track
→ 4.2.2. Promote 'Snap, Send, Solve' app	No value	Quote received but now ready to proceed. This project is on hold until the Media & Communications Officer position is filled. 18/12/2023	Media & Comms Officer Media Officer	Behind
→ 4.2.3. Create electronic online forms for Council's services	No value	To be completed with a new website 20/10/2023	Media & Comms Officer Media Officer	Behind

Goal	Budget	Comment	Owner	Current Completion
→ 4.2.4. Research and build business cases for new technology to streamline processes	No value	Fees & Charges Module is complete, and the E Rates System has been implemented. 20/10/2023	Sharon Frank Manager Finance & Administration	Complete
→ 4.2.5. Review Council's main website structure and contents	\$ 30,000	To be competed with new website. Website is compliant with Local Government Act and Regulations. 20/10/2023	Media & Comms Officer Media Officer	On Track
3 Maintain good corporate governance	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.3.1. Review policy management processes and systems	No value	NEW 3 to 4 Policies per month are being reviewed and adopted by Council. 2-3 HR Policies are being reviewed per month. 21/03/2024	Janelle Menzies Manager of Governance and Compliance	On Track
→ 4.3.10. Compliance with funding bodies reporting milestones and acquittal due dates	No value	NEW December Quarter Reporting has been Completed. March quarter will be done in the month. RCIP variation has been submitted and approved. 21/03/2024	Sharon Frank Manager Finance & Administration	On Track
→ 4.3.11. Prepare unmodified audit of Council's Annual Financial Statements within statutory deadlines	No value	Audit is complete and signed off by QAO 20/10/2023	Sharon Frank Manager Finance & Administration	Complete
→ 4.3.12. Review expired leases and establish a lease register	No value	Leases are being reviewed as they expire. There are a couple of leases that are still in negotiations. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	On Track
→ 4.3.13. Review commons and reserves	No value	A review of the commons and reserves has commenced and is ongoing. 12/10/2023	Lisa Hamlyn Director of Corporate & Community Services	On Track
→ 4.3.14. Purchase new IT Resources for Councillors after 2024 Councillor Elections	\$ 15,000	NEW Surface Pro's have been ordered, received and configured. 21/03/2024	Sharon Frank Manager Finance & Administration	Complete
→ 4.3.15. Upgrade MAGIQ records management software	\$ 6,000	Upgrade and training has been completed. 20/10/2023	Sharon Frank Manager Finance & Administration	Complete
→ 4.3.16. Compliance with LGW auditing Tool	No value	NEW All non-conformances have been completed. Work is still in progress for 4 Opportunities for Improvement 20/03/2024	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.17. Completion of all Quarterly Action Plans (QAPs)	No value	All 4th Quarter (done by calendar year) Actions items have been completed. An Internal Audit has taken place. The new Safety Culture system will be implemented in July 2024. 19/12/2023	Mike Castles Manager Workplace Health & Safety	On Track

Goal	Budget	Comment	Owner	Current Completion
→ 4.3.18. Hold a minimum of 3 WHS advisory group meetings per annum	No value	NEW A meeting was held in January 2024. 20/03/2024	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.19. Completion of Hazard Inspections as outlined in the QAPs	No value	NEW 8 hazard inspection undertaken 20/03/2024	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.2. Undertake an annual review of risk management framework and risk registers	No value	Enterprise Risk Management framework has been implemented and set up in Cascade. Operational Risks are currently being identified and will be included and tracked in Cascade. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	On Track
→ 4.3.20. Completion of all rectification Action Plan Items as outlined from their proposed completion date	No value	There are still a number of action items outstanding. 11/10/2023	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.21. Provide Quarterly reports on statistics for lost time injuries and any incident trends	No value	3 Lost Time injuries for the year to date and 6 lost days. 19/12/2023	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.22. Reduction of lost time injuries and injury claims	No value	We are hoping to achieve a 3.99 % reduction in lost time injuries and we are currently sitting at 1.52% 19/12/2023	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.23. Completion of all incident reports including investigations and implementation of any identified actions.	No value	NEW 5 incidents required investigation and 5 Investigations have been completed. 20/03/2024	Mike Castles Manager Workplace Health & Safety	On Track
→ 4.3.3. Review the procurement framework to ensure procurement policies and processes are best practice and comply with legislative requirements	No value	NEW Procurement Policy has been reviewed and adopted. 21/03/2024	Sharon Frank Manager Finance & Administration	On Track
→ 4.3.4. Review project management framework to incorporate the QTC Model	No value	Information has been received from QTC and waiting to implement. 19/12/2023	Peter See Director of Engineering Services	Not started
→ 4.3.5. Review processes for management of general agreements and leases	No value	Process is on track however it is spreadsheet based. We plan to use Infoxpert workflow to send a trigger near expiry of the Leases. 09/10/2023	Janelle Menzies Manager of Governance and Compliance	On Track
→ 4.3.6. Review governance arrangements for external consultants of Council services (planning, building, environmental health etc)	No value	Balonne Shire Council have been appointed to assist with Food Safety Audits and Animal Inspection Program. Maranoa Regional Council continue to provide Planning and Development Support to Council. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	Complete

Goal	Budget	Comment	Owner	Current Completion
→ 4.3.7. Review governance arrangements for Council owned assets	No value	Property management of Council Residential Properties have been outsourced to GDL. They are responsible for regular inspections and arranging maintenance. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	Complete
→ 4.3.8. Undertake an annual review of Council delegations and authorised persons instruments and the way they are applied	No value	The next review of Council to CEO delegations is due in April 2024. CEO to Employee/Contractor are currently being reviewed. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	On Track
→ 4.3.9. Introduce new software to streamline meetings and monitoring of agreed/recommended actions from external audit, internal audit and other relevant reviews	\$ 50,000	The Cascade system is live and staff are undergoing training. All council audit results have been uploaded into Cascade for monitoring. 18/12/2023	Janelle Menzies Manager of Governance and Compliance	Complete
4 Long-term financial stability underpinned by sound financial planning and accountability	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.4.1. Develop and adopt a compliant and affordable Annual Budget before 1 August to fund Council's Operational Plan for the year	No value	Council's budget was adopted on 21 July 2023. 20/10/2023	Sharon Frank Manager Finance & Administration	Complete
→ 4.4.10. Perform regular reviews of long-term financial forecasts consistent with the long-term asset management plans	No value	A review was undertaken in October 2023. 08/01/2024	Sharon Frank Manager Finance & Administration	Behind
→ 4.4.11. Undertake annual insurance review	No value	This will commence when the insurance renewal is due. 09/01/2024	Sharon Frank Manager Finance & Administration	Behind
→ 4.4.12. Prepare Government Data Collection Return	No value	This was submitted in November 2023. 08/01/2024	Sharon Frank Manager Finance & Administration	Complete
→ 4.4.13. Review cybersecurity and IT system processes	No value	New IT Security Policy has been adopted and a system penetration test was undertaken. 20/10/2023	Sharon Frank Manager Finance & Administration	Complete
→ 4.4.2. Complete annual and periodic reviews to ensure alignment of the budget and the Corporate and Operational Plans	No value	A budget review was undertaken on 31 October 2023. 08/01/2024	Sharon Frank Manager Finance & Administration	Behind
→ 4.4.3. Engagement of specialist valuers to undertake desktop valuations of Council's infrastructure assets	\$ 10,000	This project will commence in April 2024. 09/01/2024	Sharon Frank Manager Finance & Administration	Not started
→ 4.4.4. Prepare Annual Financial Statements in accordance with legislative requirements	No value	Completed 20/10/2023	Sharon Frank Manager Finance & Administration	Complete
→ 4.4.5. Prepare financial sustainability statements and measures determined by the Queensland Government and monitoring trends in other financial ratios	No value	NEW New Sustainability Ratios will be reported on in the 2023/24 Annual Financial Statements and included in the 2024/25 Budget. 21/03/2024	Sharon Frank Manager Finance & Administration	On Track

Goal	Budget	Comment	Owner	Current Completion
→ 4.4.6. Undertake a review of general rates, utility charges and levies, including policy reviews and data integrity checks	No value	Completed in July with budget preparation. Integrity Checks will be ongoing. 20/10/2023	Sharon Frank Manager Finance & Administration	On Track
→ 4.4.7. Establish rolling reviews of fees and charges	No value	NEW Fees and Charges are currently being reviewed for Housing Rentals. 21/03/2024	Sharon Frank Manager Finance & Administration	Not started
→ 4.4.8. Reviews all financial policies due for review	No value	NEW Procurement Policy has been reviewed and adopted by Council. 21/03/2024	Sharon Frank Manager Finance & Administration	On Track
→ 4.4.9. Document service levels and monitor changes to ensure service levels are affordable	No value	Service levels to be reviewed with the next budget. 19/12/2023	Sharon Frank Manager Finance & Administration	Not started
5 Optimal asset management	No value		Quilpie Shire Council Placeholder Role	On Track
→ 4.5.1. Review existing Asset Management Plans for Roads, Buildings, Other Structures, Water, and Sewerage asset classes; develop 10 year programs, and carry out ongoing annual reviews thereafter	\$ 10,000	Work has begun on updating the Asset Management Plans. Training is being provided by LGAQ in April 2024. A workshop is being planned by the Department of Local Government in late January 2024. 18/12/2023	Peter See Director of Engineering Services	On Track
→ 4.5.2. Review and update the Asset Register to record Council's non-current physical assets	No value	All Plant & Equipment have been updated. Buildings will be updated when all of the houses are completed. 08/01/2024	Sharon Frank Manager Finance & Administration	On Track
→ 4.5.3. Review the floating plant control processes	No value	This project has not commenced. 09/01/2024	Sharon Frank Manager Finance & Administration	Not started
→ 4.5.4. Replace Quilpie Water Mains in line with long-term asset management plans	\$ 583,000	Quarrion Street has been completed and the design is being undertaken by a consultant. 19/12/2023	Peter See Director of Engineering Services	On Track
→ 4.5.5. Develop the Quilpie Sewerage Treatment Plant detailed design	\$ 461,401	NEW Tender has been complete and issue. 20/03/2024	Peter See Director of Engineering Services	On Track
→ 4.5.6. Deliver upgrades to the Adavale, Eromanga and Cheepie Work Camps	\$ 90,000	Works have been scheduled for early in 2024. 19/12/2023	Peter See Director of Engineering Services	On Track
→ 4.5.7. Deliver annual replacement program for Plant and Vehicles including carry-over program from 2022/23	\$ 2,141,000	NEW 5 Vehicles and other plant have been delivered. The program is 90% complete 20/03/2024	Peter See Director of Engineering Services	On Track
→ 4.5.8 Deliver buildings and structures maintenance program	\$ 1,111,000	Working through outstanding schedules 29/09/2023	Peter See Director of Engineering Services	On Track

Goal	Budget	Comment	Owner	Current Completion
6 Inclusive community engagement and decision making	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.6.1. Investigate an online community engagement platform	No value	This was investigated as part of a new website but is on hold due to resourcing issues. 20/12/2023	Justin Hancock Chief Executive Officer	Behind
→ 4.6.2. Run Shire-wide Annual Budget / Community Catch-up workshops	No value	Workshops will commence in April 2024. 20/12/2023	Justin Hancock Chief Executive Officer	Not started
7 Staff upskilling, leadership training and wellbeing support	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.7.1. Run financial literacy training for relevant staff and an Annual Budget Update per annum (budget, asset management/register)	No value	A 2023-24 Budget update was provided to all staff in July 2024. 12/10/2023	Justin Hancock Chief Executive Officer	Complete
→ 4.7.10. Explore capacity for electronic HR system with integration with Practical	No value	NEW This project is progressing. Civia is considering proposal for HR system to integrate with Practical Payroll. 21/03/2024	Maree Radnedge Manager of Human Resources	On Track
→ 4.7.11 Provide a staff Big Day Out Field visit	\$ 2,000	The big day out event was held 6 November 2023, and a follow up day was held for those who missed it on 16 November 2023. Both events were a huge success. 19/12/2023	Maree Radnedge Manager of Human Resources	Complete
→ 4.7.2. Investigate digital literacy training for all staff	No value	NEW Sourcing quotes for this to progress. Training will occur out for 2024/25 budget. 21/03/2024	Maree Radnedge Manager of Human Resources	On Track
→ 4.7.3. Explore options for the Undergraduates/ Graduates Professionals (eg Bush Program or Country University Centres)	No value	NEW Need Direction from Council on whether to consider a Country University Centre in Quilpe. 21/03/2024	Maree Radnedge Manager of Human Resources	Not started
→ 4.7.4. Engage with staff on succession and career planning needs	No value	NEW A staff survey has been completed. 21/03/2024	Maree Radnedge Manager of Human Resources	Not started
→ 4.7.4. Work with SWQROC to employ a shared Graduate Engineer	\$ 30,000	NEW Shortlisting and interviews were held in March 2024. 21/03/2024	Justin Hancock Chief Executive Officer	Behind
→ 4.7.5. Provide 2 x Whole of Organisation staff events per annum	\$ 6,000	NEW 2nd Staff BBQ was held in February 2024. 21/03/2024	Maree Radnedge Manager of Human Resources	On Track

Goal	Budget	Comment	Owner	Current Completion
→ 4.7.6. Provide 1 x Staff Wellbeing Week per annum	\$ 35,000	NEW 2 staff well being week will be delivered this year. The first one was in February and the second one is scheduled for May 2024. 21/03/2024	Maree Radnedge Manager of Human Resources	On Track
→ 4.7.7. Review staff induction process	No value	NEW This project is currently being developed. 21/03/2024	Maree Radnedge Manager of Human Resources	On Track
→ 4.7.8. Explore initiatives for recruitment in the region	No value	NEW Currently preparing a business case for a recruitment branding project for the 2024/25. 21/03/2024	Maree Radnedge Manager of Human Resources	On Track
→ 4.7.9. Organise mental health first aid training for all staff	\$ 2,000	All Staff were invited to attend on of 2 sessions one in September 2023 and the other in November 2023. 19/12/2023	Maree Radnedge Manager of Human Resources	Complete
8 Build cross-regional knowledge intelligence networks	No value		Quilpe Shire Council Placeholder Role	On Track
→ 4.8.1. Coordinate 2 x per annum cross-regional working group meetings	No value	This is happening on an informal basis. 19/12/2023	Maree Radnedge Manager of Human Resources	Not started

ORDINARY COUNCIL MEETING AGENDA

14.4 ADVOCACY DOCUMENT**IX: 248116****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: 1. Quilpie Shire Council 2024 Advocacy Document****KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.1 Well-planned and highly liveable communities
1.6 Celebration of the arts, culture, and local and natural history**Key Outcome:** 2. Flourishing Economy**Key Initiative:** 2.3 Maintain safe and efficient transport networks**EXECUTIVE SUMMARY**

To present to Council an Advocacy Document that can be used to Lobby the State Government for to fund project leading up to the 2024 Federal Government Elections.

RECOMMENDATION

That council adopt the Quilpie Shire Council Advocacy Document.

BACKGROUND

The next Queensland state election is due in October 2024. The Quilpie Shire Council will lobby both the current state government and the opposition to fund 3 projects should they be successful at the October 2024 State Election.

The projects that have been identified are as follows: -

- Funding Request for the Eromanga Natural History Museum Stage 3
- Project acceleration request for Improve flood immunity for the Quilpie-Thargomindah Road and South Comongin Crossing
- Funding Request for the Quilpie Sewage Treatment Plant Upgrade.

Detailed planning has been undertaken on all these projects but require State Government funding to complete the projects.

OPTIONS

1. That council adopt the Quilpie Shire Council Advocacy Document
2. That council not adopt the Quilpie Shire Council Advocacy Document

CONSULTATION (Internal/External)

Quilpie Shire Council

Department of Transport and Main Roads

Eromanga Natural History Museum

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Project will not be able to be completed without State Government funding

RISK MANAGEMENT IMPLICATIONS

Nil



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QUILPIE SHIRE COUNCIL

Community Profile



Location

Quilpie Shire is located in south west Queensland, 1,000 kilometres west of Brisbane. The shire covers 67,500 square kilometres and includes the towns of Adavale, Cheepie, Eromanga, Quilpie and Toompine.

Industries

Quilpie is predominantly a rural area. Land is primarily used for agriculture, particularly sheep and cattle grazing. Other significant industries include oil, gas and opal mining, transport and tourism.

Connections to Country

Quilpie Shire is the ancestral home of the Mardigan, Boonthamurra, Bidjara, Wongkumara and Kullili peoples.

Major features

- Australia's largest dinosaur
- Baldy Top Lookout
- Eromanga Basin (oil and gas field)
- Eromanga Natural History Museum
- Hell Hole Gorge National Park (pictured above)
- Lake Dartmouth
- Lake Houdraman
- Mariala National Park
- Idalia National Park

QUILPIE DEMOGRAPHIC PROFILE



698 POPULATION	42 MEDIAN AGE
12.3% INDIGENOUS	1% UNEMPLOYED

TOP 3 EMPLOYMENT INDUSTRIES



BEEF/CATTLE FARMING



LOCAL GOVERNMENT



HOSPITALS/ HEALTH



10,366

VISITORS TO
QUILPIE VISITOR
INFORMATION
CENTRE IN 22-23

Sources:
2021 Australian
Bureau of
Statistics Census
Data and Quilpie
Shire Council
Visitor Information
Centre.



QUILPIE SHIRE COUNCIL

Funding request: Eromanga Natural History Museum Stage 3

Project background

The Eromanga Natural History Museum (ENHM) project commenced in 2004, following the discovery of the internationally significant Eromanga dinosaur fossil fields. The museum showcases the incredible diversity of one of Australia's richest fossil regions.

Stage 1 of the development opened in 2006, initially it was a workshop which also functioned as an interim museum.

Stage 2 of the development was completed in 2020 and included a reception, museum shop, office space, cafe, theatre gallery and 'Stardust to Supercontinents' (the first stage of an age of life timeline). The project was jointly funded by the federal government (\$3.57M from Building Better Regions Fund Round 2), the state government (\$2.4M from Building our Regions Round 3), Quilpie Shire Council (\$1.02M) and the Outback Gondwana Foundation Ltd (\$1.2M in-kind).

The facility is managed by the Outback Gondwana Foundation Ltd, a not-for-profit registered Australian charity and a deductible gift recipient. The foundation successfully funded and constructed a \$2.1M research laboratory in 2022.

Project proposal

Quilpie Shire Council and the Outback Gondwana Foundation submitted a joint application to the Growing Regions Program, seeking funding for the ENHM Stage 3 development. The expression of interest for this application was successful, with a funding announcement anticipated for April 2024. If successful, construction is scheduled to commence in January 2025, with an anticipated completion date of December 2025.

Stage 3 of the development will include construction of the Grand Dinosaur Gallery, a state-of-the-art gallery featuring a 3D printed life-sized skeleton (30m x 6.5m) of Australia's largest dinosaur, *Australotitan cooperensis*. Construction of the skeleton was funded through the Outback Tourism Infrastructure Fund and completed in 2021. The skeleton is currently in on-site storage and will be displayed once Stage 3 construction has been completed.

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Above: The Eromanga Natural History Museum.

Stage 3 development will also include an outdoor children's gallery, an extension to the existing age of life timeline, a natural history hall of fame displaying locally significant discoveries, a human origins exhibition through to local First Nations people and a fossil collection and preparation gallery.

Financing requirements

Total cost for Stage 3 development is \$18M. The Quilpie Shire Council and Outback Gondwana Foundation Ltd joint consortium has applied for \$15M from the Growing Regions Program.

Quilpie Shire Council will contribute \$3M. The Outback Gondwana Foundation Ltd will make the following in-kind contributions:

- Costs for schematic design and quantity surveying
- Skills and expertise of three museum managers and directors for design and construction
- Full sized replica of Australia's largest dinosaur, *Australotitan cooperensis*, valued at \$1M
- Dinosaur and other fossils with a value exceeding \$300,000
- Interpretation research, design and assistance.

Quilpie Shire Council and the Outback Gondwana Foundation Ltd are seeking additional investment of \$1.5M to support the development of interpretive displays and improve building accessibility.

QUILPIE SHIRE COUNCIL

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Project acceleration request: Improve flood immunity for the Quilpie-Thargomindah Road and South Comongin Crossing

Project background

Quilpie-Thargomindah Road (ID 7003) is an essential transport route for the Quilpie, Bulloo, Barcoo, Paroo and Diamantina Shires, extending from Quilpie to Thargomindah and providing route access to Birdsville and beyond.

The road is an important link for fuel and livestock freight, emergency services and mail. It provides a critical connection to New South Wales and is a major tourism link from the southern states to outback Queensland. It is a popular tourist route, especially for tourists travelling to the Big Red Bash and the Birdsville Races.

The South Comongin Crossing is a major crossing for the Bulloo River on the Quilpie-Thargomindah Road. It is subject to frequent and long duration closures. The current average annual time of submergence for this bridge is 53 days per year, an average of one day per week. The bridge was closed for 41 days between 23 December 2023 and 7 March 2024, equating to a month and a half of closures in a three month period.

The existing culverts at the crossing are nearly 60 years old, they are nearing end of life and require imminent replacement.

When the crossing is closed, vehicles must take a 70km detour on an unsealed road which is easily damaged, not suitable for heavy vehicles and is also susceptible to flooding and closures. This detour is a council road, increasing the financial burden to council to maintain the road and keep communities connected.

The Department of Transport and Main Roads (TMR) completed a business case study for the upgrade of the culvert crossings at the Bulloo River on the Quilpie-Thargomindah Road. The case study confirmed that the South Comongin Crossing has a very low level of flood immunity.

TMR's hydraulic analysis demonstrates the crossing passes approximately 40 m³/s, which is far lower than the estimated 63.2% Annual Exceedance Probability (AEP) peak flow of 101m³/s.

Community impacts

The continuing adverse impacts of frequent and long duration closures on this essential transport route are widespread, affecting residents across the Quilpie, Bulloo, Barcoo, Paroo and Diamantina Shires, who depend on this road to live, work and access a range of essential services.

Ongoing closures on the Quilpie-Thargomindah Road act as a barrier to:

- Postal services
- Patients seeking essential health and treatment services
- Children accessing education and programs
- Individuals accessing work
- Isolated residents accessing community programs and connection for mental health.
- Businesses trading and operating effectively
- Emergency service response capability
- Cartage of commodities including sheep, cattle and petroleum products
- Tourism traffic.

Project proposal

TMR completed an options analysis in October 2023 and concluded that an option to increase the height of the bridge and achieve 63.2% AEP immunity should be pursued. This is the most economical option, delivering the greatest benefit and meeting TMR minimum geometric standards.

As the Quilpie-Thargomindah Road is a state-controlled road, TMR are currently applying for funding to develop a business case for funding. TMR estimate that it will take 12 months to develop a complete business case, which would then be followed by detailed design and construction phases.

Quilpie Shire Council are supportive of the Queensland Government expediting this project as a matter of urgency to minimise the significant adverse impacts continuing to affect residents across the Quilpie, Bulloo, Barcoo, Paroo and Diamantina Shires.



Above: Bulloo River in flood at South Comongin Crossing.

QUILPIE SHIRE COUNCIL

Funding request: Quilpie Sewage Treatment Plant Upgrade

Project background

Following a Department of Environment and Science (DES) audit of the Quilpie sewage treatment plant in 2019, Quilpie Shire Council commissioned an independent investigation (conducted by MJM Environmental), followed by an industry assessment (conducted by Shepherd Consulting), to determine if the plant had sufficient capacity for the town and met required water quality standards.

The independent investigation and industry assessment found that:

- The output water quality does not meet the required environmental authority standards
- The plant is reaching the end of its useful life, with several components requiring replacement or repair
- The plant does not meet the current or future requirements of the town
- Maintenance costs are high
- The plant is outdated (installed in 1960's) and requires 7-day manual attendance by council staff.

Project proposal

Quilpie Shire Council resolved to undertake a significant upgrade to the Quilpie Sewage Treatment Plant and commissioned a concept design for \$478k, which was jointly funded by the Queensland Government (\$299k from Building Our Regions funding) and council (\$179K).

The detailed design and construction of a rotating biological contactor is estimated to cost between \$4M and \$5M.

A design and construct tender, including a fully priced shovel ready design, is projected to be completed by June 2024. It will be a requirement of the tender that the successful contractor will be available to commence construction soon after the contract is awarded and subject to funding.

Subject to grant funding, it is anticipated that construction will commence in the 2024-25 financial year and will be completed within 10 to 12 months.

OUR HOME | OUR COMMUNITIES



Above: Quilpie Shire's current sewage treatment plant.

Financing requirements

Quilpie Shire Council assessed tenders for this project in their January 2024 ordinary meeting. The preferred tender for the complete design and construction project totalled \$3,921,254.

Quilpie Shire Council are seeking support to fund this project as a matter of urgency and would welcome the opportunity to discuss funding support opportunities and potential co-contributions.



Middle and bottom: Paroo Shire's sewage treatment plant in Cunnamulla, a rotating biological contactor, as proposed for Quilpie.

14.5 GROWING FUTURE TOURISM PROGRAM - ROUND 2**IX: 248343****Author: Justin Hancock, Chief Executive Officer****Attachments: Nil****KEY OUTCOME****Key Outcome:** 2. Flourishing Economy**Key Initiative:** 2.7 Provide a sought-after visitor experience and build experiential tourism**EXECUTIVE SUMMARY**

The purpose of this report is for Council to consider an application under the Growing Future Tourism (GFT) Program – Round 2.

RECOMMENDATION

That Council:

- 1) support an application for the Eromanga Natural History Museum – Stage 3 under the Growing Future Tourism Program – Round 2; and
- 2) support that the total application value be up to the value of \$3 million (GST exclusive).

BACKGROUND

The Growing Future Tourism Program provides funding of between \$1 million and \$4 million (GST exclusive) which is available to eligible applicants for eligible projects.

Funding is on a 1:1 co-contribution basis with applicants to contribute at least 50 percent of total eligible project costs (GST exclusive). For example, the award of a minimum grant of \$1 million (GST exclusive) would deliver an infrastructure/experience project of \$2 million (GST exclusive) in eligible project costs and a maximum grant of \$4 million (GST exclusive) would deliver an infrastructure/experience project with a total minimum value of \$8 million (GST exclusive) of eligible costs.

Preference will be given to projects where an applicant's ratio of private investment exceeds the matched funding component for eligible project costs. Ineligible costs will be borne by the applicant.

Applications are subject to competitive assessment on the criteria set out in these guidelines and submitting an Expression Of Interest (EOI) or Full Business Case (FBC) application is no guarantee of funding being approved.

Unsuccessful applicants may be offered differing types of non-financial government support to develop potential projects.

The following dates are indicative only and subject to change as required by Department of Tourism Innovation and Sport. All applications at EOI and FBC stages must be submitted by **11.59pm** on the closing date.

Activity	Date
Expression of Interest (EOI) open	Friday 22 March 2024
Expression of Interest (EOI) close	Monday 29 April 2024
Full Business Case (FBC) invitations	From Monday 27 May 2024
Full Business Case (FBC) submissions close	Monday 8 July 2024
Funding Announcement	September 2024

The project must commence within six (6) months of funding approval and reach practical completion by 31 March 2027.

Council have recently submitted a FBC under the Federal Government Growing Regions Program for funding of up to \$15 Million towards the Eromanga Natural History Museum – Stage 3. This application is in conjunction with the Outback Gondwana Foundation, with Council being the lead applicant. If supported, the same approach would be applied with the Growing Future Tourism application. Applications for the Stage 2 – Full Application closed on 15 January 2024, with assessment and announcements anticipated to take up to 8 weeks (11 March 2024), no announcements are yet to be made.

Council previously applied under Round 1 of the program, however, was unsuccessful. Feedback provided for this application is as follows:

'I am writing on behalf of the Assessment Panel Chair regarding your GFT079 - ENHM Dinosaur Galleries - Access Ramp and Interpretive Displays application. What I can tell you is that the grant was a competitive process with extensive interest from the tourism industry across Queensland. Due to the competitive nature, and the funding available, the assessment process saw many good projects not invited to full business case presentation. Specifically with your project, there is not really a lot I could convey however, if you plan to look at submitting for Round two of the GFT which we expect will be released in the first quarter of 2024, the panel noted that whilst funding for the specific works you propose under this application was confirmed, the greater project that linked to this was wholly dependent on the Federal Regional Futures Grant which at the time of submission had not been awarded. When an assessment process becomes highly competitive, it may be these little things that place a project lower in the order of merit.'

The Federal Government are yet to announce the outcome of the Growing Regions Program application at the time of preparing this report, however it is hoped that an announcement will be made prior to the closure of the GFT Application on 29 April 2024.

OPTIONS

Option 1 - Recommended

That Council:

- 1) support an application for the Eromanga Natural History Museum – Stage 3 under the Growing Future Tourism Program; and
- 2) that the total application value be up to the value of \$3 million (GST exclusive).

Option 2

That Council do not make an application under the Growing Future Tourism Program.

CONSULTATION (Internal/External)

Councillors

Manager Tourism & Economic Development

Outback Gondwana Foundation

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

The application must work within the Growing Future Tourism Program guidelines.

FINANCIAL AND RESOURCE IMPLICATIONS

The current business case costings for the development sit at \$18 million.

Council have lodged a FBC application under the Growing Regions Program (GRP) for \$15 million and have previously resolved to commit \$3 million of Council funds towards the project. This application will support the current application lodged under the GRP and provide greater funding opportunities towards the project. Due to the funding timelines, it is forecast that most of these expenses will occur in the 2024/25 financial period, however a budget allocation has been made in the 2023/24 budget.

RISK MANAGEMENT IMPLICATIONS

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - additional controls / mitigation strategy to be implemented (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
<i>Refer to risk calculator provided below for measures</i>						
<i>Insufficient funding</i>	<i>Seek funding through the Growing Future Tourism Program</i>	<i>If the project does not receive the full funding requested through the Growing Future Tourism Program Council will be required to cover the expenditure for over runs.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
<i>Delays in delivering project</i>	<i>Seek funding through the Growing Future Tourism Program</i>	<i>Delays in delivering this project have resulted in cost escalations. This is currently faced throughout Australia, with core inflation scheduled to continue to rise into 2025.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Continue to advocate to seek funding for the delivery of ENHM – Stage 3.</i>
<i>Conflicts of Interest</i>	<i>Declarations of Conflicts of Interest</i>	<i>When assessing conflicts of interest there is 3 main types of conflict: Actual, Perceived and Potential. The inappropriate handling of conflicts of interest can cause reputational, financial, legal and loss of public trust.</i>	<i>Almost Certain</i>	<i>Major</i>	<i>Extreme</i>	<i>Any parties involved in the decision making or discussion leading into the decision making where a conflict exists should declare their interest. As Chairman of the Outback Gondwana Foundation, former Mayor Stuart Mackenzie, has not taken part in discussions leading into the decision making of this funding commitment.</i>

ORDINARY COUNCIL MEETING AGENDA

14.6 PROPOSED ORDINARY COUNCIL MEETING DATES 2024**IX: 248600****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: Nil****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

Council to consider a change of 2024 Council meeting date for August 2024.

RECOMMENDATION

That Council confirm the date and times of Ordinary Meetings of Council for April to December 2024 and advertises accordingly.

Month	Day	Date	Time
April	Monday	15	9.30am
May	Tuesday	28	9.30am
June	Tuesday	11	9.30am
July	Tuesday	23	9.30am
August	Tuesday	27	9.30am
September	Tuesday	17	9.30am
October	Tuesday	29	9.30am
November	Tuesday	19	9.30am
December	Tuesday	17	9.30am

BACKGROUND

The meeting dates for 2024 were set at the post-election meeting as follows:

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	11	9.30am
July	Tuesday	23	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

There has since been a request to change the August 2024 Meeting date from Tuesday 20 August 2024 to Tuesday 27 August 2024 as a Councillor will not be able to attend due to personal commitments.

Section 254B of the Regulation states that Council must, at least once in each year, publish a notice of the days and times when:

- a) Its ordinary meetings will be held; and (if applicable)
- b) The ordinary meetings of its standing committees will be held.

The notice must be published on the local government's website, and in other ways the local government considers appropriate.

Council meetings are typically scheduled for the third Tuesday of each month for the following reasons:

- This allows for deputations attending the meeting to align with flights returning to Charleville, Toowoomba and/or Brisbane.
- This avoids other regionally significant meeting dates (e.g. SWQROC typically meet in the second week of a month).
- Allows sufficient time for statutory reporting e.g. finalisation of bank statements to provide accurate Financial Statements.

The following amendments have already been made to the 2024 meeting schedule.

- April Meeting to be held on Monday 15 April 2024 due to Mayoral Induction and Training in Brisbane.
- June meeting to be held on Tuesday 11 July 2024 due to a Councillor with personal commitments.
- July meeting to be held on Tuesday 23 July 2024 due to Western Queensland Alliance of Councils conference to be held on 17-18 July.
- October meeting to be held on Tuesday 29 October 2024 due to LGAQ Annual Conference.

On occasions, the monthly meeting date may be varied to suit the availability of Councillors and the Mayor. In such circumstances prior communication is held with all Councillors and a written notice will be issued.

OPTIONS

Option 1 – Recommended:

That Council confirm the date and times of Ordinary Meetings of Council for April to December 2024 and advertises accordingly.

Month	Day	Date	Time
April	Monday	15	9.30am
May	Tuesday	28	9.30am
June	Tuesday	11	9.30am
July	Tuesday	23	9.30am
August	Tuesday	27	9.30am
September	Tuesday	17	9.30am
October	Tuesday	29	9.30am
November	Tuesday	19	9.30am
December	Tuesday	17	9.30am

Option 2

That Council confirm the date and times of Ordinary Meetings of Council for April to December 2024 and advertises accordingly.

Month	Day	Date	Time
April	Mon	15	9.30am
May			9.30am
June			9.30am
July			9.30am
August			9.30am
September			9.30am
October			9.30am
November			9.30am
December			9.30am

CONSULTATION (Internal/External)

Councillors

Chief Executive Officer

LEGAL IMPLICATIONS

Section 254B of the Local Government Regulation 2012

POLICY AND LEGISLATION

Section 254B of the Local Government Regulation 2012

(1) A local government must, at least once in each year, publish a notice of the days and times

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil as per Council's Risk Management Policy

14.7 NEW HOUSING LEASE WITH EROMANGA NATURAL HISTORY MUSEUM**IX: 248645****Author: Janelle Menzies, Manager Governance and Compliance****Attachments: Nil****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance

4.5 Optimal asset management practices

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

EXECUTIVE SUMMARY

This report is to consider entering into a new residential tenancy lease agreement for the new residential property at 16 Donald Street Eromanga with Eromanga Natural History Museum (ENHM).

RECOMMENDATION

1. That Council resolve to:

- (a) enter into new annual residential tenancy lease agreement for the new residential property at 16 Donald Street Eromanga with Eromanga Natural History Museum;
- (b) The Eromanga Natural History Museum surrender the lease at Lot 6 Neal Street, Eromanga;
- (c) Amend the 2023/24 Schedule of Fees and Charges to including Rental Income from 16 Donald Street, Eromanga for \$170.00 per week; and
- (d) delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with or in relation to this lease agreement.

BACKGROUND

ENHM currently leases three Council houses in Eromanga – 14 Donald Street, Lot 5 Neal Street and Lot 6 Neal Street, Eromanga.

Council has recently finished constructing the 3-bedroom modular house at 16 Donald Street, Eromanga and is ready to be leased. ENHM would like to enter into a periodic lease agreement to commence on Monday 15 April 2024.

ENHM wish to surrender the lease at Lot 6 Neil Street, Eromanga. This will enable Council to renovate this property as part of good asset management principals before it is available for lease again. The property at Lot 6 Neal Street has had no major repairs and maintenance since it was constructed.

A lease is a valuable non-current asset. The disposal of a non-current asset normally requires the Council to initiate a tender or auction process. However, since Eromanga Natural History Museum is a not-for-profit entity, Council can use an exception under Section 236 of the Local Government

Regulation 2012 for the disposal of these leases (see Legal Implications section below for more information).

As per the adopted Council Schedule of Fees and Charges for the FY23-24, the rental amount will be the same as the property at 14 Donald Street, Eromanga. This new rental charge will also need to be added to the Schedule of Fees and Charges.

OPTIONS

Council has no obligation to renew the current leases. As such, Council may decide to keep the houses for its own housing stock.

However, since there is a lack of housing in the township of Eromanga and the importance of tourism services that ENHM provides to the shire and its economy, it is recommended that Council enter into a new periodic lease and at the CEO's discretion.

CONSULTATION (Internal/External)

CEO – Justin Hancock

Eromanga Natural History Museum

LEGAL IMPLICATIONS

Section 227 of the Local Government Regulation 2012 (the Regulation) requires that for the disposal of a valuable non-current asset, the Council must conduct a tender process. Land is considered as a valuable non-current asset and a grant of lease over land or building is considered a disposal of land, as per the Regulation.

However, Section 236 of the Regulation provides for circumstances where a local government may dispose of land through grant of a lease without a tender or auction process if it is disposed to a community organisation. A 'community organisation' is defined in Schedule 8 as being a non-profit or public purpose entity.

Outback Gondwana Foundation Limited is considered a not-for-profit entity. Eromanga Natural History Museum is classified as a Charity Program of Outback Gondwana Foundation Limited. As such, the Council is not required to undertake a formal tender process for a grant of lease to Eromanga Natural History Museum.

POLICY AND LEGISLATION

Local Government Regulation 2012 (QLD)

FINANCIAL AND RESOURCE IMPLICATIONS

There will be an increase rental income of \$10.00 per week due the difference between the rental amount for 6 Neal Street being \$160.00 per week being surrendered and the amount of the rental amount for 16 Donald Street at \$170.00 per week.

RISK MANAGEMENT IMPLICATIONS

Nil

15 CONFIDENTIAL ITEMS

Nil

16 LATE ITEMS

17 GENERAL BUSINESS

18 MEETING DATES