

ORDINARY MEETING AGENDA

Tuesday 28 May 2024 commencing at 9:30 AM

Quilpie Shire Council Boardroom 50 Brolga Street, Quilpie

Ordinary Meeting of Council

21 May 2024

The Mayor and Council Members Quilpie Shire Council QUILPIE QLD 4480

Dear Members

Notice is hereby given that a Pre Meeting Briefing will be held in the Council Boardroom, on **Tuesday 28** May 2024, commencing at 8.30 am.

Notice is also hereby given that an Ordinary Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Tuesday 28 May 2024**, commencing at *9:30 AM*.

The agenda for the ordinary meeting is attached for your information

Yours faithfully

Justin Hancock Chief Executive Officer



ORDINARY MEETING OF COUNCIL AGENDA

Tuesday 28 May 2024 Quilpie Shire Council Boardroom 50 Brolga Street, Quilpie

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- 1 OPENING OF MEETING
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- 5 DECLARATIONS OF INTEREST

6 RECEIVING AND CONFIRMATION OF MINUTES

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

IX: 248960

Author: Belinda Kindelan, Executive Assistant

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

RECOMMENDATION

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



Ordinary Meeting of Council

MINUTES

Monday 15 April 2024

Quilpie Shire Council Boardroom 50 Brolga Street, Quilpie

MINUTES OF QUILPIE SHIRE COUNCIL ORDINARY COUNCIL MEETING HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE ON MONDAY, 15 APRIL 2024 AT 9:30 AM

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:17am

2 ATTENDANCE

Mayor Ben Hall, Deputy Mayor Roger Volz, Cr Lyn Barnes, 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) & Ms Belinda Kindelan (secretariat)

3 APOLOGIES

Nil

4 CONDOLENCES

Helen Hall

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 Milan Milosevic declared he has a declarable conflict of interest (as defined by section 150EN of the *Local Government Act 2009*) in matters regarding item 12.1

6 RECEIVING AND CONFIRMATION OF MINUTES

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

RESOLUTION NO: (QSC051-04-24)

Moved: Cr Lyn Barnes Seconded: Cr Roger Volz

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

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

RESOLUTION NO: (QSC052-04-24)

Moved: Cr Roger Volz Seconded: Cr Milan Milosevic

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

5/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

Meetings/Events attended

- 27/3/24 LGAQ Welcome meeting (teams)
- 2/4/24 Swearing In Quilpie
- 4/4/24 Fed Gov Dept Industries Science and Resources Quilpie
- 9/4/24 Councillor Briefing Session
- 11/4/24 DSDI Meeting (teams)
- 12/4/24 Quilpie Cultural Society Exhibition Opening

9 COUNCILLOR PORTFOLIO REPORTS

	Date of						
Details	Meeting	Location	Hall	Volz	Barnes	Lander	Milosevic
Ordinary meeting of Council	12/03/2024	Quilpie		1	1		
Anzac Day planning meeting	21/03/2024	Quilpie		1	1		
Wild Dog Advisory Meeting	26/03/2024	Quilpie	1		1		
LGAQ Welcome Meeting	27/03/2024	Quilpie	Teams				
Councillor Swearing In Ceremony	2/04/2024	Quilpie	1	1	1	1	1
Dpt Science and Resources	4/04/2024	Quilpie	1				
Councillor Induction	5/04/2024	Quilpie	1	1	1	1	1
Councillor Briefing Session	9/04/2024	Quilpie	1	Zoom	1	1	1
DSDI Meeting	11/04/2024	Quilpie	Teams				
Quilpie Cultural Society Exhibition Opening	12/04/2024	Quilpie	1	1	1		

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 MONTHLY STATUS REPORT FOR ENGINEERING SERVICES MARCH 2024

EXECUTIVE SUMMARY

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

Noted

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 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

10.2.2 LIBRARY SERVICES STATUS REPORT

EXECUTIVE SUMMARY

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

Noted

10.2.3 DIRECTOR OF 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

10.2.4 HEALTH PROMOTIONS OFFICER REPORT

EXECUTIVE SUMMARY

To provide Council a Quarterly Report for Health Promotions

Noted

10.3 FINANCE SERVICES STATUS REPORTS

(Late Item 16)

10.4 GOVERNANCE SERVICES STATUS REPORTS

10.4.1 GOVERNANCE & COMPLIANCE MONTHLY STATUS REPORT

EXECUTIVE SUMMARY

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

Noted

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

EXECUTIVE SUMMARY

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

Noted

11 ENGINEERING SERVICES

11.1 PROPOSED INTRODUCTION OF PLUMBING INSPECTION SERVICES

EXECUTIVE SUMMARY

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

RESOLUTION NO: (QSC053-04-24)

Moved: Cr Roger Volz Seconded: Cr Ben Hall

- 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.

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

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.

RESOLUTION NO: (QSC054-04-24)

Moved: Cr Tony Lander Seconded: Cr Roger Volz

- 1. That Council
 - a) Subject to funding approval and finalisation, award 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

5/0

11.3 QUOTATION FOR REPAIRS TO THE EROMANGA SWIMMING POOL.

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.

RESOLUTION NO: (QSC055-04-24)

Moved: Cr Lyn Barnes Seconded: Cr Milan Milosevic

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.

5/0

Cr Milan Milosevic declared he has a declarable conflict of interest (as defined by section 150EN of the *Local Government Act 2009*) in matters regarding the 2024 Variety Bash Sponsorship request.

Cr Milan Milosevic is participating in this event with Geoff Baguley from the Baguley Group.

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

At 10:35 am, Cr Milan Milosevic left the meeting while item 12.1 was resolved.

12 CORPORATE AND COMMUNITY SERVICES

12.1 SPONSORSHIP REQUEST - GEOFF BAGULEY, BAGULEY GROUP

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.

RESOLUTION NO: (QSC056-04-24)

Moved: Cr Roger Volz Seconded: Cr Ben Hall

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.

3/1

At 10:46 am, Cr Milan Milosevic returned to the meeting.

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

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.*

RESOLUTION NO: (QSC057-04-24)

Moved: Cr Lyn Barnes Seconded: Cr Tony Lander

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.

12.3 DONATION REQUEST - QUILPIE GOLF CLUB

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

RESOLUTION NO: (QSC058-04-24)

Moved: Cr Milan Milosevic Seconded: Cr Lyn Barnes

- 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.

5/0

13 FINANCE

13.1 POLICY REVIEW - F.03 REVENUE POLICY

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.

RESOLUTION NO: (QSC059-04-24)

Moved: Cr Roger Volz Seconded: Cr Ben Hall

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

14 GOVERNANCE

14.1 POLICY REVIEW

EXECUTIVE SUMMARY

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

RESOLUTION NO: (QSC060-04-24)

Moved: Cr Ben Hall Seconded: Cr Lyn Barnes

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

5/0

14.2 COUNCILLOR REMUNERATION 2024/25

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.

RESOLUTION NO: (QSC061-04-24)

Moved: Cr Ben Hall Seconded: Cr Lyn Barnes

- 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)

14.3 2023/24 OPERATIONAL PLAN MARCH 2024 QUARTER UPDATE

EXECUTIVE SUMMARY

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

RESOLUTION NO: (QSC062-04-24)

Moved: Cr Ben Hall Seconded: Cr Lyn Barnes

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

5/0

14.4 ADVOCACY DOCUMENT

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.

RESOLUTION NO: (QSC063-04-24)

Moved: Cr Lyn Barnes Seconded: Cr Roger Volz

That council adopt the Quilpie Shire Council Advocacy Document.

5/0

14.5 GROWING FUTURE TOURISM PROGRAM - ROUND 2

EXECUTIVE SUMMARY

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

RESOLUTION NO: (QSC064-04-24)

Moved: Cr Roger Volz Seconded: Cr Lyn Barnes

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).

14.6 PROPOSED ORDINARY COUNCIL MEETING DATES 2024

EXECUTIVE SUMMARY

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

RESOLUTION NO: (QSC065-04-24)

Moved: Cr Ben Hall Seconded: Cr Milan Milosevic

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
Мау	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
	Tuesday	17	9.30am
December			

5/0

14.7 NEW HOUSING LEASE WITH EROMANGA NATURAL HISTORY MUSEUM

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).

RESOLUTION NO: (QSC066-04-24)

Moved: Cr Lyn Barnes Seconded: Cr Ben Hall

- 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.

5/0

15 CONFIDENTIAL ITEMS

Nil

16 LATE ITEMS

16.1 FINANCIAL SERVICES REPORT MONTH ENDING 31 MARCH 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 31 March 2024.

RESOLUTION NO: (QSC067-04-24)

Moved: Cr Tony Lander Seconded: Cr Milan Milosevic

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

5/0

16.2 FINANCIAL SERVICES STATUS REPORT - MARCH 2024

EXECUTIVE SUMMARY

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

Noted

17 GENERAL BUSINESS

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

- Would like to encourage as many people as possible to vote for Eromanga Natural History Museum for an upcoming Architectural Award.
- Would like to see better communication from neighbouring Councils in regard to flood events to keep our community informed.
- Would like to commend Eromanga Rodeo Committee and the Adavale Sport & Rec Association for making good decisions and postponing the Eromanga Rodeo and Adavale Muster events as early as possible. These events have been rescheduled and should be supported by the community and surrounds.
- The electronic speed sign to the west of Quilpie was not working. DES advised that this has now been fixed.

18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Tuesday 28 May 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 12:48pm.

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

Submitted to the Ordinary Meeting of Council held on Tuesday, 28 May 2024.

Cr Ben Hall	Date
Cr Ben Hall Mayor of Quilpie Shire Council	Date

ORDINARY COUNCIL MEETING AGENDA

6.2	SPECIAL	MEET	ING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 23 APRIL 2024
IX:		2491	17
Author:		Beliı	nda Kindelan, Executive Assistant
Attachm	ents:	1.	Minutes of the Special Council Meeting held on 23 April 2024

RECOMMENDATION

That the Minutes of the Special Council Meeting held on 23 April 2024 be received and the recommendations therein be adopted.



Special Meeting of Council

MINUTES

Tuesday 23 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, 23 APRIL 2024 AT 9:30 AM

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:02am

2 ATTENDANCE

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

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Sharon Frank (Manager Finance & Administration) Ms Janelle Menzies (Manager Governance & Compliance) Mr Brian Weeks (Works Manager) Kasey Davie (Procurement Officer) Ms 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 ENGINEERING SERVICES

5.1 T10 23-24 SOUTH WEST QUEENSLAND FLOODING, 6-23 JANUARY 2024 REPA PROJECT MANAGEMENT SERVICES

EXECUTIVE SUMMARY

The purpose of this report is to provide council with a recommendation to award T10 23-24 for the Project Management of the Reconstruction of Essential Public assets from the South West Queensland Flooding, 6-23 January 2024 rain event.

254H Recording of reasons for particular decisions

As all schedule of rates within the top four (4) tenderers were deemed acceptable in accordance with the Queensland Disaster Funding Guidelines (QDFG) 2021, Council gave consideration to the Local Content and the development of competitive local business and industry in accordance with S104 (3) of the Local Government Act 2009.

RESOLUTION NO: (QSC068-04-24)

Moved: Cr Lyn Barnes Seconded: Cr Roger Volz

1. That Council:

- a) Subject to funding approval and finalisation, award T10 23-24 South West Queensland Flooding, 6-23 January 2024 Reconstruction of Essential Public Assets Project Management Services to Proterra Group noting the tendered Schedule of Rates; and
- b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the *Local Government Act 2009* to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's Procurement Policy.

5/0

6 LATE ITEMS

Nil

7 GENERAL BUSINESS

Nil

There being no further business the Mayor declared the meeting closed at 9:10am

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting held on the Tuesday, 23 April 2024.

Submitted to the Council Meeting held on Tuesday, 28 May 2024.

Cr Ben Hall

Date

Mayor of Quilpie Shire Council

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 APRIL 2024

IX: 247835

Author: Peter See, Director Engineering Services

Attachments: 1. Attachment One Proterra Group Monthly Report <u>U</u>

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

ACTION ITEMS

Nil

OPERATIONAL UPDATE

GENERAL

- The Director has resigned from the role of Chairman of the South West Queensland Water and Sewerage Alliance, and as deputy Chairman of the Regional Roads and Transport Group Technical Group as of 30 June 2024.
- Vandalism of Council infrastructure is on the rise with two flood cameras destroyed and the canteen at John Waugh Park damaged.

<u>Roads</u>

- Grading has been completed along the full length of the Adavale Charleville Road. Further rain has caused further damage.
- More Shire Road maintenance grading has occurred than normal due to the January 2024 Flood damage Project Managers not being appointed yet.
- A total of \$100,000 has been committed to cleaning out grids on Council roads using two vacuum truck contractors. Five grids on the Adavale Black Road were bitumen sealed as well.

RMPC

- Extensive shoulder grading works are underway on the Diamantina Developmental Road.
- The Diamantina Developmental road has been slashed from Woorbil Creek to the Murweh Shire boundary.

Other TMR Works

• Works are underway on the reconstruction of three culverts on the Diamantina Developmental Road at the Grey range immediately before the Cooper Developmental Road intersection. Sidetracks have been constructed after clearances for cultural heritage were carried out by Boonthamurra Monitors. All culvert works will be completed by 30 June 2024.

• Works has restarted to seal a further 1.5 km of the Quilpie Adavale Red Road after Murweh Shire relinquished \$145,000 of TIDS funding that they were unable to complete before 30 June 2024.

Flood Damage Works TMR

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

Flood Damage Works Shire Roads

• Please see attached report from Proterra Group.

Concrete and Structures

- The gang has completed the retaining wall works at the Eromanga Waste Transfer station.
- The gang has completed the wall at the Adavale Transfer station, and this is now being utilised. Bitumen sealing works will be done later.
- The Toompine Transfer station is also under construction.
- The gang has completed the removable fencing at Bulloo Park between the spectator area and the racetrack.
- The gang continues to supply concrete to Baguley Builders and Hoek Modular homes.

Council Buildings and Facilities

- Number 11 Gyrica Gardens had to have the ceiling replaced as it had begun to fall in. Baguley Builders assisted Council staff to do the works.
- The foundations for all four Oly Homes have been constructed.
- The first two Hoek Modular homes are on track for delivery.
- In total, four Oly Homes and two Hoek Modular homes have been placed on site.

Water and Sewerage

- Work has been concentrated at the Quilpie Sewage Treatment plant to improve the quality of the effluent being released.
- Components for the Toompine bore connection to the township have finally been delivered.
- The sewage pump station at Curlew Estate failed as did the pump station for the CED scheme in Eromanga.

Plant and Workshops

• A new venue trailer to cart and house tables and chairs has been delivered.

Town Services

- The permanent Supervisor is on four months leave. Two internal staff are sharing the duties.
- Irrigation is being installed at the Manager Finance's house.
- Dead trees in the tree line in Quilpie are being removed.
- Works are underway to relocate the animal waste area to be adjacent to the waste transfer area.
- Staff assisted in the preparation of the Quilpie Diggers Race.

CONSULTATION (Internal/External)

N/A

LEGAL IMPLICATIONS

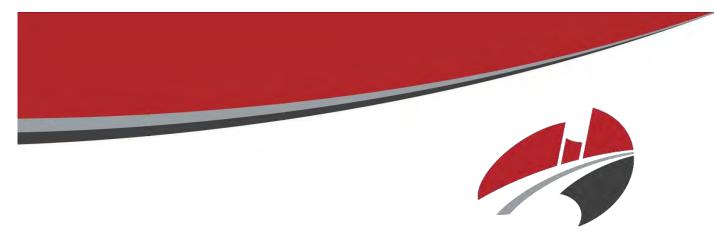
N/A

FINANCIAL AND REVENUE IMPLICATIONS

Works are carried out in accordance with the budget.

RISK MANAGEMENT IMPLICATIONS

Nil.

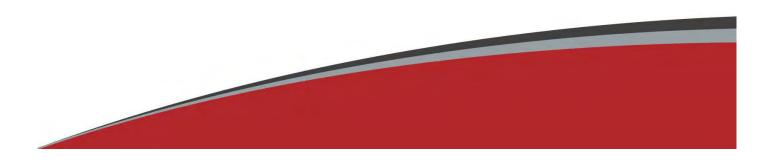


PROTERRA GROUP

MONTHLY PROJECT REPORT APRIL 2024

QUILPIE SHIRE COUNCIL DRFA – FLOOD RESTORATION PROJECTS

MARCH 2021 Event-Complete JANUARY 2022 Event-Complete SEPTEMBER 2022 Event June 2023 Event Emergent Works January 2024 Event-Complete COOMA ROAD BETTERMENT PROJECT-Complete





April 2024

AMENDMENT, DISTRIBUTION and APPROVAL

ISSUE		THOR REVIEWER	APPROVED FOR ISSUE			
ISSUE	AUTHOR		REVIEWER	NAME	SIGNATURE	DATE
1	Cameron Mocke	Cameron Mocke	Cameron Mocke	en lahi	20/4/2024	

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April 2024

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 Completed Completed	100% 100% 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% 45% 15%
2023-June event works Submissions QSC.0051.2223C, QSC.0052.2223C, QSC.0053.2223C.	Approved Approved Approved	3% 3% 3%

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April 2024

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	100%	\$9,364425.29
15-September-		
2022	34%	\$15,676,540.37
16-June 2023	3%	\$5,412,001.81

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April 2024

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 on Corowa Road and will then move to Raymore Road.

SL & SA Travers are currently delivering works on Beltram Park Road.

Tolbra Earthmoving and Haulage are currently busy with a screening package near Adavale

A day works crew consisting of men and equipment from contractors off the Preferred Suppliers List are busy on Adavale Black Road.

PROCUREMENT

6.1 UPCOMING TENDERS

- A tender will be issued shortly for screening of material for roads around Adavale.
- Another tender will be issued for the screening of material for roads in the South Eastern Quadrant below Quilpie.
- Further quotes will be issued via Vendor Panel to coincide with preparatory works being completed.

6.2 TENDERS/QUOTES AWARDED-2022 and 2022 September WORKS

Tender	Contractor	Value	GST	Total	

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April 2024

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
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April 2024

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
RFQL13 23-24 Flood Restoration Works 2022 South West Quadrant	APV Contracting	\$1,566,963.41	\$156,696.34	\$1,723659.51

6.3 GRAVEL SCREENING

Tolbra Earthmoving and haulage are currently delivering screenings near Adavale for works in Adavale. Two more Quotes have been issued in April 2024 for further screening.

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 Regional Liaison Officer by QRA. The temporary replacement is Patrick Dwyer.

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PHOTOS



Screening of material by local contractor near Adavale



Various machines operating on Adavale Black Road

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April 2024



Early morning loading of material for Adavale Black Road at Baldy Top pit

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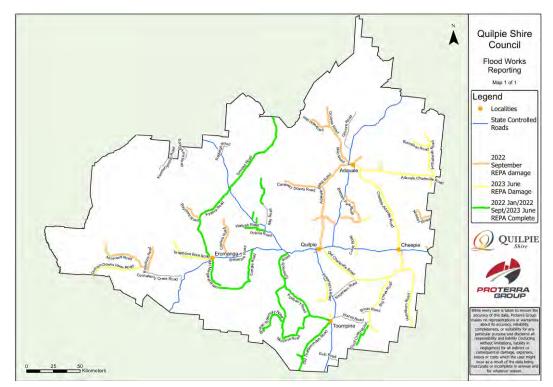
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APPENDIX A – 2021/2022/2022 SEPTEMBER/2023 JULY REPA WORKS MAP

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10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 TOURISM STATUS REPORT

IX: 249292

Author: Jessica Tully, Tourism Officer

Attachments: Nil

KEY OUTCOME

Nil

EXECUTIVE SUMMARY

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

OPERATIONAL UPDATE

New Visitor guides have arrived and have been distributed to various Visitor Centres through Queensland and New South Wales.

The VIC have been working on a small social media campaign 'Quilpie Shire – what's not to love'. This will involve sharing what we love about the Quilpie Shire and encouraging Visitors to share what they love with us. This included a back cover spread in the Visitor guide encouraging visitors to pop into the centre and tell us what they love to receive a discount on souvenirs.

Night Shows have commenced for 2024 and staff are looking into the possibility of hosting a movie night at the Centre during the June/July School holidays.

The Visitor Centre was successful in its grant application to the Accessible Tourism Elevate Fund and the Access Project Grants (APG) made in December 2023 and was approved to receive up to \$69,500 (GST exclusive) towards the Quilpie Visitor Information Centre Accessibility Master Plan - Stage 2 project.

The Visitor Centre submitted Quilpie in the 2024 Top Tourism Town Awards, Tiny Town category and was successfully shortlisted as a finalist. Winners are announced Friday 7th June. We worked with Roma and Longreach for the online voting portion of these awards to promote each other's regions as they are finalists in the other 2 categories.

We have nominated in the 2024 Queensland Tourism Awards for Visitor Information Services. Submissions are due 1st August with awards being held in Brisbane in November.

Gallery:

In April we hosted the Quilpie Cultural Society exhibition – featuring works from various RADF Funded workshops from 20023/2024.

Upcoming 2024 Exhibitions

20 th June – 26 th July	NAIDOC Exhibition	Exhibition title TBC
2 nd August – 6 th September	Images of the Outback	4 photographers exhibiting.
13 th September – 31 st Oct	Show Photos	
2 nd October – 25 th October	Combined Schools	
9 th November – Jan 2025	Christmas in the Gallery	

Social Media - INSTAGRAM

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REACH	595	48	616	900								
PROFILE VISITS	37	16	48	67								
NEW FOLLOWERS	9	6	12	15								

Social Media - FACEBOOK

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REACH	13,790	3076	145,877	24,964								
PAGE VISITS	704	576	2040	2153								
NEW	13	24	139	80								
FOLLOWERS												

Website views

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2022	1096	1314	1493	958	1864	1547	1638	1768	1313	913	996	642
2023	2026	1621	3287	2423	2058	2014	2009	1978	1456	1327	3621	1192
2024	1776	1396	1525	1416								

Visitation numbers - Visitor Information Centre

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2019	89	52	194	443	1130	1712	2725	1440	1450	548	241	97	10,121
2020	8	42	53	0	0	446	1688	1458	2172	1111	350	146	7,474
2021	64	59	295	894	2154	2657	2950	967	1515	842	290	108	12,795
2022	66	65	314	1191	1329	1573	2650	1546	1142	552	265	155	10,848
2023	80	66	279	758	1337	2372	2299	1848	1300	496	174	111	11120
2024	121	50	144	683									

Visitation number - Visitor Information Centre (Queensland only)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2019	2	5	3	196	479	530	943	480	614	234	52	35	3573
2020	5	23	39	0	0	419	1189	1518	1743	784	170	53	5943
2021	37	50	154	651	1157	1248	1327	823	1247	558	168	59	7420
2022	47	51	217	876	846	717	1197	654	558	275	130	43	5611
2023	53	49	159	506	631	1041	904	752	597	256	38	29	5015
2024	69	28	91	417									

CONSULTATION (Internal/External)

NIL

LEGAL IMPLICATIONS

No legal implications

FINANCIAL AND REVENUE IMPLICATIONS

Operating within budget

RISK MANAGEMENT IMPLICATIONS

Nil risk implications

10.2.2 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT

IX: 249717

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 30-04-2024.

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

Wild Dog Scalps - Comparative Data Table

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

Commons and Reserves

Reserve	Condition	Notes
Quilpie Common	Good	All reserves remain in good condition due to
Eromanga Common	Good	numerous showers of rain.
Adavale Common	Good	Summer grass is starting to die off with cooler weather approaching.
Warrabin Lane	Good	
Dillon's Well	Good	

Wild Dog Control Program

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

- North Comongin
- Moble
- Monler

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

- Coolbinga 1 male dog trapped
- Nerrigundah
 1 female dog trapped
- Monler
 1 female dog trapped
- North Comongin Traps laid
- Berellam 2 male dogs shot

Local Laws

- 1 active investigation menacing dog complaint
- 2 encroachment inspections
- 1 offensive odour complaint

Exclusion Fencing

• Exclusion fencing at Tenham has been completed (from previous round of funding)

Pest Weeds

Dactylopius Tomentosus continues to be spread as required to treat Coral Cactus infestations

<u>FeralScan</u>

• Due to difficulties organising workshops, I have been providing individual educational sessions to landholders in regard to FeralScan.

<u>General</u>

I attended the Southern Rural Lands Officers Group Meeting in St George on 9 & 10 April 2024. The meeting was very informative and a good opportunity to network with other industry and government representatives. Agenda topics included:

- Site inspection at Booligar, Cavillon & cultural burn site at Dirranbandi
- Master Class Cacti Identification (Dr Forster)
- Harrisia Cactus control methods (Tamara Taylor)
- Cactus management in Balonne Shire (John Conroy)
- Stock Routes vegetation management
- Codes of vegetation management
- Fire compliance stock routes / road reserves
- Weed Spray funding
- Emergency Animal Disease
- Rabbit GBO and control measures
- Impact of identified emerging weeds
- Council round up

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

OPERATIONAL STATUS REPORTS DIRECTOR OF CORPORATE AND COMMUNITY SERVICES STATUS REPORT ORDINARY COUNCIL MEETING AGENDA 28 MAY 2024

10.2.3 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES STATUS REPORT

IX: 249718

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

<u>Condolences</u>

Nil

ANZAC Day 2024

All ANZAC Day services were well attended by the Community and visitors. Thank you to Mayor, Councillors, CEO, Staff and the Community for their assistance and support of this special day of commemoration.

LT Declan Conlon and representatives of 2/14th Light Horse Regiment thanked Council for the invitation to attend and participate in Quilpie's 2024 ANZAC Day Services and the hospitality afforded to them by Council and the community.

Special mention and thanks must also be extended to Wendy Bodkin - Bagpiper, Hayley Forbes, representing 11th Lighthorse and the Quilpie Singing Group for their participation in the ANZAC Day Services.

Quilpie RSL Sub- Branch

I am in the process of assisting the Quilpie RSL Sub-Branch to become a Chapter of the Charleville Sub-Branch. There are some issues to address prior to achieving State approval.

<u>Qld Tourism Resilience Platform</u>

Department of Tourism and Sport and Project Partner AECOM presented a Queensland Tourism Resilience Platform user briefing during April. The QTRP seeks to support tourism development across all of Queensland by giving State Government agencies, regional tourism organisations, local councils and local disaster management groups the tourism, climate change, economic and market data they need to inform their decision making in respects to tourism investment, tourism strategy, emergency planning and other relevant areas of interest.

<u>NDIS</u>

Chris Houghton, NDIS Coordinator attended a meeting in Charleville during the month with Michelle Kunta – NDIS QLD Director Rural Remote Team based in Townsville and Karyn Jones – NDIS Assistant QLD Director Remote Team based in Rockhampton to discuss various issues in relation to NDIS issues and complexities experienced by participants, specific to rural and remote communities.

Council's NDIS Coordinator has also expressed interest in becoming a member of the Southwest Disability Advisory Group.

Local Laws / Animal Complaints

There have been several complaints received during the month in regard to animals. A responsible ownership campaign will be promoted via Council's media sources.

There is one active investigation in progress.

Commons / Reserves

Correspondence will be forwarded to all permit holders within the Shire reminding them of their responsibilities in accordance with Council's current Depasturage Policy and Permit conditions, including ensuring that Council's Pest and Livestock Management Coordinator is aware of all stock movements.

Get Ready Queensland

Council has received confirmation from Queensland Reconstruction Authority in regard to 2024-2025 Get Ready Queensland Grant - \$6,780 (Excluding GST). Toni will once again collate a calendar for 2025, working with QFES to ensure that updated disaster management messaging and awareness is included to promote preparedness within the community.

Regional Arts Development Fund (RADF)

Expressions of Interest for 2024/2025 RADF Program closed on 22 April 2024. Following consultation with the RADF Committee, a Public Notice was published inviting applications for Round 1 of the RADF Program, closing 31 May 2024.

Meetings / Events

16/04	QTRP User Briefing	Online
16/04	Fire / Evacuation Briefing	QSC Admin Office
17/04	SQ Local Government Arts Advisory Committee	Online
17/04	NAIDOC Committee Meeting	QSC Boardroom
17/04	The Cubby Circus	Quilpie Shire Hall
18/04	Staff Wellbeing Week #2	QSC Boardroom
29/04	WHS Due Diligence Training	QSC Boardroom
01/05	Warrego AFMG	Online
03/05	SW Primary Care Pilot – Community Services Coord.	QSC Boardroom
07/05	Opera Qld / Pre-Briefing	Baldy Top
10/05	Mother's Day High Tea	St Finbarr's

ORDINARY COUNCIL MEETING AGENDA

13/05	Sport & Rec Strategic Planning Workshop	Adavale
14/05	Sport & Rec Strategic Planning Workshops	Eromanga
15/05	Oz Help Peer Support Training	QSC Boardroom
17/05	DSDILGP Councillor Induction/ QTC Workshop	QSC Boardroom
17/05	WTC Workshops / Performance – The Twits	Quilpie Shire Hall
18/05	Quilpie Makerspace – Resin Jewellery Workshop	Quilpie Library
24/05	Qld Music Festival – Debrief	Online
25/05	Opera Qld – Do We Need Another Hero	Baldy Top
27/05	Staff Health & Wellbeing Week #2	

Meetings / Events Upcoming

29/05	Quilpie Local Disaster Management Group Meeting	QSC Boardroom
30/05	Western Qld Primary Health Network Meeting	QSC Boardroom
10/06	Quilpie Community Advisory Network Meeting	Quilpie MPHS
11/06	Charleville Disaster Recovery Meeting	Online

CONSULTATION (Internal/External)

Chief Executive Officer Community SWHHS Local, State & Commonwealth Government

LEGAL IMPLICATIONS

None Noted

FINANCIAL AND REVENUE IMPLICATIONS

In accordance with Council's 2023-2024 Budget

RISK MANAGEMENT IMPLICATIONS

Low - In accordance with Council's Risk Management Policy

ORDINARY COUNCIL MEETING AGENDA

10.3 FINANCE SERVICES STATUS REPORTS (LATE REPORT ITEM 16)

10.4 GOVERNANCE SERVICES STATUS REPORTS

10.4.1 WHS / QA STATUS REPORT

IX: 249788

Author: Mike Castles, Manager WHS / QA

Attachments: Nil

KEY OUTCOME

Key Outcome:	4.	Strong Governance
Кеу	4.3	Maintain good corporate governance

Initiative:

EXECUTIVE SUMMARY

To provide a report on the projects and activities of the Workplace Health and Safety Office.

ACTION ITEMS

Nil

OPERATIONAL UPDATE

New WHS Management System

LGW have introduced a new WHS Management System with a suite of documents which has been completed by consultation company Kitney OHS. These documents must be tailored to suit councils' operations, both management and operational. The new operational procedures are required to explain how we complete our operational work, record the required WHS records for evidence and audit purposes. We are now using new management software Safety Culture for all our WHS records.

I have been working on editing all the new documents over the past few months and once finalised, approve and adopted by the Executive Leadership Team and the WHS Consultation Group the new WHS Management System will be introduced on July 1.

Our current WHS Management Plan will expire on June 30 and our new WHS Management Plan will be introduced from Jully 1 2024 and expire on June 30, 2026.

I continue to work through our current WHS Management Plan and calendar to complete all the required actions each month.

Audit Actions Update

All of the 10 NCR's have been closed out.

14 of the 17 Opportunities for Improvement have been completed with the remain 3 to be completed with the introduction of our new WHS Management System in July.

QUARTERLY ACTION PLANS (QAPS)

All current QAP's are on track to be completed by June 30.

KEY PERFORMANCE INDICATORS (KPI'S – RECORDED BY FINANCAIL YEAR)

- Lost Time Injuries 4 YTD (Year to Date), Days Lost 6 YTD (Year to Date)
- 3 claims have been finalised
- May one new claim approved

Current Quarter Training completed

- First Aid
- CPR
- Due Diligence for Officers as required as an audit outcome OFI.

Safety Culture Reporting January – March Quarter

Total Inspections	421 (324 Workshop Job Cards)
WHS Issues	25
Maintenance	7
Minor Incident	6
Observations	1
Hazards	3
Property Damage	4
Near Hit	4
Quality Issue	0
WHS Actions	13
Personal Injury Incident	1
Reportable Incidents	1
Online Training Courses completed	311

Drug and Alcohol Management Policy Testing		Numbe	r Tested
	Staff	Other	Total
DAMP Testing	0	0	0

CONSULTATION (Internal/External)

- WHS Queensland regarding the recent reportable WHS Incident
- LGW consultant Hal Waddington on relevant WHS matters

Hal will be visiting council on Monday May 20 for consultation on WHS and work on our risk register

TMR QUALITY ASSURANCE

Non-Conformance

WHS	TMR Signage	TMR RMPC	TMR Construction
0	0	0	0

I am currently finalising the RMPC Quality documents in preparation for the 2024-26 RMPC Contract:

- 2024-26 RMPC Quality Management Plan
- 2024-26 RMPC Environmental & Cultural Heritage Plan
- 2024-26 RMPC Traffic Management Plan
- 2024-26 RMPC WHS Project Management Plan

I have completed site visits and documents, including Traffic Managements Plans (TMP's) and Traffic Guidance Schemes (TGS's) for various works. I will continue to update TGSs and complete a suite of Generic TGS's that meet the new ATTMG, QTTM, MUTCD Part 3 and Australian Standards for council road work so they are available in infoXpert for supervisors to access when required for regular works carried out on both TMR and shire roads.

LEGAL IMPLICATIONS

The improvements completed after the 2022 WHS QLD Audit, the introduction of the new WHS Management System including a new Risk Register, introducing Safety Culture as our online WHS reporting system, Safety Cultures online training and SHEQSY Remote and Isolated Worker tracking system have greatly improved councils WHS compliance reducing the likelihood of facing the consequences of WHS breaches including nonconformances, improvement notices and fines.

FINANCIAL AND REVENUE IMPLICATIONS

Our overall LGW Workcare claims cost and days lost have been minimal for several years which reflects in our premium however this may be impacted by the recent incident as it will result in an increase in the number of days lost due to the recovery time required and a longer period prior to a return-to-work date. The cost of the incident to LGW Workcare. May possibly result in an increase in our Workcare premium.

RISK MANAGEMENT IMPLICATIONS

I have had several conversations with LGW WHS consultant Hal Waddington in relation to completing a new WHS Risk Management Register. I will continue to work with Hal to complete the new register to complete our new WHS Management System. The improvements mentioned in the legal implications should also reduce our risk management implications.

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT

IX: 249924

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 April Council meeting that are not listed have been actioned.

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

ORDINARY COUNCIL MEETING AGENDA

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

OPERATIONAL UPDATE

Monthly Meetings

Date	Event	Location
2 April	Proposed Councillor Declaration of Office and Post Election Meeting	Quilpie
4 April	Federal Government - Department of Industries	Quilpie
5 April	Councillor Induction Day	Quilpie
9 April	Councillor Briefing Session	Quilpie
11 April	SWQROC EDAC Meeting	Online
12 April	State Library meeting	Online
15 April	Council Meeting	Quilpie
16 April	SES Meeting	Quilpie
17 April	LGAQ – Mayoral Induction – Parliament House	Brisbane
18-19 April	AICD – Mayoral Training	Brisbane
22 April	REFF - Stakeholder Advisory Committee (SAC) For DDSW and South Burnett agenda	Online
23 April	Special Meeting & Budget Workshop	Quilpie
26 April	Grant Commission	Quilpie
26 April	Federal Government - Department of Industries RPPP	Quilpie
29-30 April	SWQROC Meeting	Quilpie

Upcoming Meetings:

Date	Event	Location
1 May	Warrego AFMG Meeting	Online
3 May	LGAQ & AEC Webinar Council Feedback into Local Government Sustainability Submission	Online
3 May	Quarry Material Native Title Update	Online
7 May	Councillor Briefing Session	Quilpie
8-9 May	LGAQ – LGx Conference	Gold Coast
8 May	Quilpie State College – High School Meeting	Quilpie
13 May	Santos Meeting	Quilpie
13 May	Community Meetings – Quilpie	Quilpie
14 May	Community Meetings – Toompine & Adavale	Toompine & Adavale
15 May	Community Meeting – Eromanga	Eromanga
17 May	DSDILGP - Councillor Induction program	Quilpie
17 May	QTC - Councillor Induction program	Quilpie
21-22 May	LGAQ – Civic Leaders Conference	Gold Coast
27 May	Inquiry into Prehistoric, Dinosaur and Paleo Tourism in Outback Queensland.	Quilpie
28 May	Council Meeting	Quilpie
29 May	LDMG Meeting	Quilpie
30 May	Draft Budget Meeting	Quilpie
3 June	Brett De Chastel Workshop	Quilpie
4 June	Councillor Briefing Session	Quilpie
6-7 June	DDSWQCOM Meeting	Warwick
11 June	Council Meeting	Quilpie
27-28 June	SWQROC Meeting	Cunnamulla
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

Date	Event	Location
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
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 TOOMPINE WATER SUPPLY ANALYSIS AND USE

IX: 248887

Author: Peter See, Director Engineering Services

- 1. Attachment One Water Analysis 🕹
 - 2. Attachment Two NHMRC Standard excerpt <u>U</u>
 - 3. Attachment Three Livestock Water guidelines. J

KEY OUTCOME

Attachments:

Key Outcome:	4.	Strong Governance
Key Initiative:	4.5	Optimal asset management practices

EXECUTIVE SUMMARY

A new artesian bore has been constructed at Toompine for the supply of water to the Toompine village and adjoining rural properties. This report discusses the chemical and mineral analysis of the water. The report recommends that the water be deemed as non-potable for human consumption. The report further recommends that any rural landowners accessing the water be advised of potential affects to livestock.

RECOMMENDATION

- 1. That Council;
 - (a) receive the report;
 - (b) Deems the water as non-potable for human consumption and does not include the Toompine water supply in the Drinking Water Quality Management Plan; and
 - (c) Attaches the water analysis to the water agreements for landholder access.

BACKGROUND

A new artesian bore was constructed at Toompine. The bore is presently being connected to the village including the hotel, Shire Hall, sporting clubs, and to a manifold to disperse water to adjacent landowners under the terms of a legal agreement.

An analysis of the water composition has been carried out by the Queensland State Government Forensic and Scientific Services laboratory. The analysis is attached as Attachment One.

The water has some non-conforming limits in terms of human consumption as well as for animal consumption. In particular, the items are as follows:

Human Drinking Water consumption

The relevant standard for water supplies for human consumption is the National Health and Medical Research Council standard. This is the standard against which Council's town water supplies must be measured. The following items are beyond the standards set:

- Total Dissolved solids Result 650mg/l Standard 600 mg/l
- Sodium Result 260 mg/l Standard 180 mg/l (Aesthetic value only).
 - Fluoride Result 2.1 mg/l Standard 1.5 mg/l

Attachment Two shows the fact sheets for Sodium and Fluoride.

Animal Drinking Water consumption

The standard against which the analysis has been carried out is the Livestock Drinking Water Quality Guidelines -Australia and New Zealand Draft. The following items are beyond the standards suggested:

•	Total Dissolved solids	Result 650mg/l	Standard <500 mg/l
•	Fluoride	Result 2.1 mg/l	Standard <2.0 mg/l
•	рН	Result 8.65	Standard 6.5-8.5 *

*DPI NSW standard.

The copy of the relevant section of the Livestock Drinking Water Quality Guidelines -Australia and New Zealand Draft is Attachment Three.

Based on the above analysis, the water is unsuitable to be deemed a potable water supply for Human Consumption without treatment. Due to the small number of connections (four) for human use, it is considered that this is not a viable option. It is recommended that all persons being connected be advised that the water is not suitable for drinking.

It is also recommended that the adjoining property owners be advised that the chemical composition of the water does not meet the guidelines for animal consumption regarding Total Dissolved Solids, Fluoride and Ph.

OPTIONS

That Council receive the report and that.

- A) Deems the water as non-potable for human consumption and does not include the Toompine water supply in the Drinking Water Quality Management Plan and,
- B) Attaches the water analysis to the water agreements for landholder access.

LEGAL IMPLICATIONS

Council may carry liability if users of the water are not advised of the water chemical makeup and potential uncertainty.

POLICY AND LEGISLATION

Supply of potable water is controlled by the Water Supply (Safety and Reliability) Act 2008.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Some liability and health issues may occur if the users are not advised.

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icrons) may cause elevated metal and true colour results.

The result reported indicates that the value for Fluoride, iron, Sodium, Total Dissolved Solids and pH exceeds the Australian Drinking Water

Refer to ADWG section 10.3.7 and part V for details (https://www.nhmrc.gov.au/about-us/publications/australian-drinking-water-guidelines). Contact your local Public Health Unit for assistance with interpretation of results.

ゝ	NATA Accreditad Laboratory 41
	Accredited for compliance with ISO/IEC 17025 - Testing
ACCREDITATION	

Shu-los Hug

-Shu-Huei (Daphne) Huang Chemist, Inorganic Chemistry 27-Feb-2024

24NA1277

This report overrides all previous reports. The results relate solely to the sample/s as received and are limited to the specific tests undertaken as listed on the report. The results on this report are Queensland Health and the named recipient on this report. To the fullest extent permitted by law, Queensland Health will not be liable for any loss or claim (including legal costs calculated on an indemnity basis) or services provided by Queensland Health under this agreement (including the timing and/or method under which the sample/s were taken, stored or transported).

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PHYSICAL AND CHEMICAL CHARACTERISTICS – FACT SHEETS

Sodium

GUIDELINE

Based on aesthetic considerations (taste), the concentration of sodium in drinking water should not exceed 180 mg/L.

No bealth-based guideline value is proposed for sodium. Medical practitioners treating people with severe bypertension or congestive heart failure should be aware if the sodium concentration in the patient's drinking water exceeds 20 mg/L.

GENERAL DESCRIPTION

The sodium ion is widespread in water due to the high solubility of sodium salts and the abundance of mineral deposits. Near coastal areas, windborne sea spray can make an important contribution either by fallout onto land surfaces where it can drain to drinking water sources, or from washout by rain. Apart from saline intrusion and natural contamination, water treatment chemicals, domestic water softeners and sewage effluent can contribute to the sodium content of drinking water.

Sodium salts are used in the paper, glass, soap, pharmaceutical and general chemical industries, and for a variety of other purposes. Sodium is also used in the food industry and for culinary purposes. Considerable amounts are excreted by humans and it is a common constituent of domestic sewage.

Sodium, as sodium salts such as sodium chloride or sodium sulfate, has a taste threshold of about 135 mg/L. The taste becomes appreciable when the sodium concentration exceeds 180 mg/L.

In most countries the majority of water supplies contain less than 20 mg/L but concentrations of up to 250 mg/L have been reported.

Food is the major contributor to sodium intake. In Australia the average dietary sodium intake has been estimated at about 4 g/day. Low-sodium diets may restrict this to less than 2 g/day.

TYPICAL VALUES IN AUSTRALIAN DRINKING WATER

In major Australian reticulated supplies, sodium concentrations vary from 3 mg/L to 300 mg/L, with a typical value of 50 mg/L. Concentrations can vary markedly with local conditions.

TREATMENT OF DRINKING WATER

Sodium salts cannot be easily removed from drinking water; however, any steps to reduce sodium concentrations are encouraged (such as the use of alternative salts in domestic water softeners). Processes such as reverse osmosis or distillation can be employed but are costly to operate.

MEASUREMENT

The sodium concentration in drinking water can be determined by flame atomic absorption spectroscopy, inductively coupled emission spectroscopy or flame emission spectroscopy (APHA Method 3500-Na Parts B, C or D 1992). The limits of determination are less than 0.1 mg/L.

Fact Sheets Physical and Chemical Characteristics

HEALTH CONSIDERATIONS

Whether water is consumed directly or with food or beverages, virtually all of the sodium in it will be absorbed. Sodium is present in all body tissues and fluids and its concentration is maintained by the kidney; increases in the sodium concentration in plasma give rise to the sensation of thirst.

Sodium is essential to human life but there is no agreement on the minimum daily amount needed to maintain health. It has been estimated that a total daily intake of less than 200 mg/person is required to meet the needs of growing infants and children.

Excessive sodium intake, usually via diet, can severely aggravate chronic congestive heart failure.

While it is clear that reduced sodium intake can reduce the blood pressure of some individuals with hypertension, it is equally clear that this type of therapy is not effective in all cases. Health authorities are of the opinion, however, that reduced sodium intake is beneficial.

DERIVATION OF GUIDELINE

The guideline value for sodium in drinking water is based on the taste threshold for sodium in water of 180 mg/L.

While there is evidence linking excess sodium intake with cardiovascular disease, it must be recognised that sodium intake via the water supply makes only a modest contribution to total intake. Nevertheless, water authorities are strongly encouraged to keep sodium concentrations as low as possible.

People with severe hypertension or congestive heart failure may need to restrict their overall dietary intake of sodium further if the concentration in drinking water exceeds 20 mg/L. Medical practitioners treating people with these conditions should be aware of the sodium concentration in the patient's drinking water.

REFERENCES

APHA Method 3500-Na Part B (1992). Sodium: Atomic Absorption Spectrometric method. Standard Methods for the Examination of Water and Wastewater, 18th edition. American Public Health Association, Washington.

APHA Method 3500-Na Part C (1992). Sodium: Inductively Coupled Plasma method. Standard Methods for the Examination of Water and Wastewater, 18th edition. American Public Health Association, Washington.

APHA Method 3500-Na Part D (1992). Sodium: Flame emission photometric method. Standard Methods for the Examination of Water and Wastewater, 18th edition. American Public Health Association, Washington.

NOTE: Important general information is contained in PART II, Chapter 6

PHYSICAL AND CHEMICAL CHARACTERISTICS -FACT SHEETS

Fluoride

feugoises (a.

GUIDELINE

Based on health considerations, the concentration of fluoride in drinking water should not exceed 1.5 mg/L.

GENERAL DESCRIPTION

Fluoride occurs naturally in seawater (1.4 mg/L), soil (up to 300 parts per million) and air (from volcanic gases and industrial pollution). Naturally occurring fluoride concentrations in drinking water depend on the type of soil and rock through which the water drains. Generally, concentrations in surface water are relatively low (<0.1–0.5 mg/L), while water from deeper wells may have quite high concentrations (1–10 mg/L) if the rock formations are fluoride-rich.

Inorganic fluorine compounds are used in aluminium production, as a flux in the steel and glass fibre industries, and in phosphate fertilisers, bricks, tiles and ceramics.

Virtually all foodstuffs contain traces of fluoride. In particular, high amounts can be found in dried tea leaves because of natural concentration by the tea plant. Total daily intake from all sources varies considerably, but has been estimated at 0.46 mg to 5.4 mg, with about 10% coming from unfluoridated drinking water.

Fluoride is used to protect teeth against dental caries. It is present in most brands of toothpaste, and it is often added to drinking water supplies.

TYPICAL VALUES IN AUSTRALIAN DRINKING WATER

In unfluoridated supplies, fluoride concentrations are typically less than 0.1 mg/L, but can range from less than 0.05 mg/L up to 1.5 mg/L, with the higher values reported from groundwater sources.

In fluoridated supplies, the target fluoride concentration is between 0.7 and 1 mg/L, with the lower concentrations applying where the climate is hot, to allow for a higher average consumption of water.

TREATMENT OF DRINKING WATER

Fluoride concentrations in drinking water can be reduced by dilution with other sources, or by using activated alumina or bone char. Conventional coagulation with alum is much less effective.

MEASUREMENT

The fluoride concentration in drinking water can be determined using an ion-specific electrode (APHA Method 4500-F⁻ Part C 1992). The limit of determination is 0.1 mg/L.

HEALTH CONSIDERATIONS

Because fluoride is widely dispersed in the environment, all living organisms are exposed to it and all tolerate modest amounts. It has been claimed that fluoride is an essential trace element for humans, but this is difficult to establish conclusively, and no data are available on the minimum amount needed. Fluoride is absorbed quickly following ingestion. It is not metabolised, but diffuses passively into all body compartments. About 40% is excreted in urine within 9 hours, and about 50% over 24 hours. Fluoride has an affinity for mineralising tissues of the body: in young people, bone and teeth; in older people, bone. Thus excretion is somewhat greater in adults because they have proportionately less mineralising tissue than children.

Fact Sheets Physical and Chemical Characteristics

Fluoride has been shown to prevent dental caries very effectively, and knowledge of its anti-caries effect came from the observed association of low caries prevalences with naturally occurring fluoride in drinking water (at about 1 mg/L). The NHMRC has extensively reviewed health aspects of fluoride and its prevention of dental disease. Many health authorities around the world recommend fluoridation of public water supplies as an important public health measure.

Concentrations above 1.5 mg/L may disturb tooth mineralisation in children up to about 6 to 8 years, leading to dental fluorosis, a mottling of the teeth which can occasionally occur to an unsightly degree.

Skeletal fluorosis, characterised by hypermineralisation and thus brittle bones, has occurred in association with high fluoride concentrations in drinking water, and also with occupational exposure to fluoridecontaining dust. It generally occurs after prolonged exposure (several years) and is reversible: if the exposure is removed, the fluoride levels in bones gradually decline.

Regular consumption of water with fluoride concentrations above about 4 mg/L involves progressively increasing risks of skeletal fluorosis. The United States Environmental Protection Agency has set this level as the maximum acceptable for drinking water: above it, communities are required to lower the fluoride concentration by treatment to remove it, or by dilution.

People with kidney impairment have a lower margin of safety for fluoride intake. Limited data indicate that their fluoride retention may be up to three times normal.

There is no substantiated epidemiological evidence that fluoride or fluoridation causes cancer. One animal study showed an increased incidence of bone tumours in some male rats that were exposed to very high concentrations of fluoride in water, but female rats and mice were not affected.

Tests for mutagenicity with strains of bacteria have been negative. Chromosome aberrations have been reported in tests with mammalian cells but only at extremely high fluoride concentrations.

The International Agency for Research on Cancer has concluded that fluoride is not classifiable as to its carcinogenicity in humans (Group 3, inadequate evidence in humans and in animals) (IARC 1987).

DERIVATION OF GUIDELINE

It was recognised in setting the guideline value of 1.5 mg/L that there is a narrow margin between concentrations producing beneficial effects to teeth and those producing objectionable fluorosis.

The minimum concentration required for a protective effect against dental caries is about 0.5 mg/L, and concentrations around 1 mg/L in temperate climates are optimal for caries prevention. At concentrations between 1.5 and 2 mg/L, mottling of teeth due to dental fluorosis may occur, sometimes to an objectionable degree.

The guideline value of 1.5 mg/L has been set to protect children from the risk of dental fluorosis. If this value is exceeded in circumstances where it is not practical to defluoridate, then parents should be advised to use rainwater or bottled water for children up to about 6 years to limit or prevent dental fluorosis.

The guideline value should not be regarded as a recommended value for fluoridation of water supplies.

REFERENCES

APHA Method 4500-F⁻ Part C (1992). Fluoride: Ion-selective electrode method. Standard Methods for the Examination of Water and Wastewater, 18th edition. American Public Health Association, Washington.

IARC (International Agency for Research on Cancer) (1987). IARC Monographs on the Evaluation of Carcinogenic Risks to Humans: Overall Evaluations of Carcinogenicity. An updating of IARC monographs volumes 1 to 42. World Health Organization, IARC, Supplement 7.

NHMRC (1991). The effectiveness of water fluoridation. National Health and Medical Research Council, and Department of Health, Housing and Community Services, Canberra.

NOTE: Important general information is contained in PART II, Chapter 6

1 Summary

Livestock production in Australia and New Zealand relies on surface water, groundwater and reclaimed water supplies. All water for livestock must be fit-for-purpose and adhere to the relevant regulatory and technical requirements.

The *Livestock drinking water guidelines* provide recommended values for biological, chemical and radiological substances that may occur in livestock drinking water (Table 1.1). The guideline values are based on the current evidence and literature, with preference given to data from Australia and New Zealand.

If levels of the substance in drinking water are below these values, there should be little risk of harmful effects on animal health. Indeed, many of the ions and metals in drinking water are essential for animal health, but can be toxic at higher levels.

The values may not be appropriate for all stock types, ages and feeding systems. For example, young livestock or non-ruminant species may be more sensitive to some substances. In addition, higher concentrations may sometimes be tolerated (e.g. aluminium concentrations higher than the given value may be tolerated if dietary phosphorus levels are adequate).

If values are exceeded, potential management actions include water treatment, changes to water sources, changes to livestock diet, or veterinary treatment. The action to be taken will depend on the risk level, which will in turn depend on the type of substance and the livestock species and age. Regular assessment of water quality and livestock health are important to ensure producers continue to provide the water quality that is essential for successful livestock production.

Substance		Guideline value	Notes	
Biological parameters	Cyanobacteria	Toxin-producing cyanobacteria <0.4 mm ³ /L, (equivalent to 5,000 cells/mL of <i>Microcystis</i> <i>aeruginosa</i> , or 1 µg/L of total microcystins-LR)	Algal blooms should be treated as toxic; remove livestock from the water source until the algae are identified and toxicity is determined	
	Pathogens and parasites	<100 cfu/100 mL (median value) of <i>E. coli</i>	<i>E. coli</i> is a critical indicator to manage pathogenic infection risk	
Main ions of concern	Calcium	<1,000 mg/L	If dietary phosphorus levels are adequate	
	Magnesium <500 mg/L (ruminants in general)			
		<250 mg/L (lactating cows and ewes with lambs)		
		<125 mg/L (poultry)		
	Nitrate and nitrite	<100 mg/L nitrate and <10 mg/L nitrite (livestock in general)	Levels of nitrate tolerance are lowest in poultry, medium in pig	
		<25 mg/L (poultry)	and highest in cattle	
		<400 mg/L (cattle)		
	Sulfate	<500 mg/L (livestock in general)	Pigs may tolerate higher levels	
		<250 mg/L (poultry)		
	Total dissolved solids (salinitγ)	<500 mg/L		

Table 1.1 Summary of guideline values for livestock drinking water

Livestock drinking water quality guidelines - Australia and New Zealand

Metals and metalloids	Aluminium	<5 mg/L <3.6 mg/L (chickens)	If dietary phosphorus levels are adequate
	Arsenic	<0.025 mg/L	Level should not be exceeded Arsenic is a carcinogen; assessments should be conservative and consider the potential accumulation of arsenic
			in edible tissues Consider all factors in assessing the risk of toxicity (e.g. bioavailability, levels in feed
	Beryllium	<60 μg/L	
	Boron	<5 mg/L	
	Cadmium	<0.01 mg/L	Level should not be exceeded Consider all factors in assessing
			the risk of toxicity (e.g. bioavailability, levels in feed
	Chromium (III) or Chromium (VI)	<0.05 mg/L	
	Cobalt	<1 mg/L	
	Copper	<0.5 mg/L (sheep) <1 mg/L (cattle) <5 mg/L (pigs) <5 mg/L (poultry)	If livestock diets are high in copper, the concentration in drinking water should be reduced
	Fluoride	<2 mg/L	If livestock feed also contains fluoride, the guideline value should be reduced to 1.0 mg/L
	Iron	No guideline value (not sufficiently toxic)	
	Lead	<0.1 mg/L	Level should not be exceeded
			Lead is accumulative, and livestock health problems may begin at 0.05 mg/L
			Consider all factors in assessing the risk of toxicity (e.g. bioavailability, levels in feed
	Manganese	<10 mg/L	
	Mercury	<0.002 mg/L	Level should not be exceeded
			Assessments should be conservative and consider the potential accumulation of mercury in edible tissues
			Consider all factors in assessing the risk of toxicity (e.g. bioavailability, levels in feed
	Molybdenum	<0.01 mg/L	If dietary copper levels are low, molybdenum is toxic at lower concentrations
	Nickel	<1 mg/L	
	Selenium	<0.02 mg/L	Level should not be exceeded

Livestock drinking water quality guidelines - Australia and New Zealand

			Consider all factors in assessing the risk of toxicity (e.g. bioavailability, levels in feed
	Uranium	<0.2 mg/L	
	Vanadium	<0.1 mg/L	Level should not be exceeded
	-		Consider all factors in assessing the risk of toxicity (e.g. bioavailability, levels in feed
	Zinc	<20 mg/L	
Pesticides and c	ther organic contaminants	Guideline values for specific chemicals used in pesticides are provided in fact sheets attached to the <u>Australian</u> <u>Drinking Water Guidelines</u>	*
Radionucleotide	25	<5 Bq/L (radium 226)	Levels of radioactivity in livestock
		<5 Bq/L (radium 228)	drinking water are unlikely to be
		<2.5 Bq/L (uranium 238)	a direct threat to animal health
		<1 Bq/L (gross alpha)	
		<5 Bq/L (gross beta excluding k-40)	
		<10 Bg/L (thorium 230/232/228)	

The guideline values are usually presented as concentrations that should not be harmful to animal health if they are not exceeded. For example, 'Aluminium concentrations <5 mg/L in livestock drinking water should not be harmful to animal health.'

However, several metals and metalloids are highly toxic at very low levels. For arsenic, cadmium, lead, mercury, selenium and vanadium, the guideline values are instead presented as concentrations that are hazardous to animal health if they are exceeded. For example, 'Total arsenic concentrations >0.025 mg/L in livestock drinking water may be hazardous to stock health.' This indicates that caution must be taken with these substances, and management action may be needed even if levels are very low.

Other contaminants are emerging as potential concerns and will be captured in future editions of these guidelines. These include various substances used in industry, farms and households, such as endocrine-disrupting chemicals, per- and polyfluoroalkyl substances (PFAS), and pharmaceuticals and personal care products.

Livestock drinking water quality guidelines – Australia and New Zealand

2 Introduction

Good water quality and sufficient water quantity are essential for successful livestock production. Livestock production in Australia and New Zealand relies on surface water, groundwater and reclaimed water supplies.

Poor-quality water may reduce animal production and impair fertility. In extreme cases, livestock may die. Contaminants in drinking water can produce residues in animal products (e.g. meat, milk, eggs), adversely affecting saleability and/or creating human health risks.

2.1 Water quality

Many factors influence the suitability of water for livestock watering.

Requirements and tolerances of contaminants may differ between monogastric and ruminant animals; between animal species (generally tolerances decrease in the order sheep, cattle, horses, pigs, poultry); and by animal condition and stage of growth. Moreover, stock accustomed to goodquality water can initially suffer ill effects or refuse to drink water of poorer quality, but may adjust if introduced gradually.

Surface water quality (e.g. streams and dams) is influenced by catchment land use (e.g. agriculture, mining and other industries), geology, topography, soil type and climate. Groundwater, which is used as livestock drinking water throughout Australia and in parts of New Zealand, may contain large quantities of dissolved salts, metals or other pollutants (e.g. pesticides), depending on the soil and rock of the surrounding area and factors such as rainfall, evaporation, vegetation; land use and topography. Reclaimed water used for livestock is commonly derived from wastewater and mining.

Animal industries themselves may impair water quality downstream (e.g. through faecal contamination), highlighting the need for an integrated approach to land and water management in rural catchments.

2.2 Water quantity

If water has any contaminants, the amount of contaminant ingested by livestock will depend on how much water they drink.

Daily water intake varies widely among different forms of livestock. It is also influenced by various factors, such as:

- season and weather (warmer weather increases water intake)
- livestock diet (livestock eating dry feed are likely to have higher water needs)
- breed of animals (larger breeds may have higher water needs)
- age of animals (growing animals typically have higher water needs than mature animals)
- water quality (livestock may drink less if water quality is poor, for example if the water has high levels of salinity)
- lactation (a lactating female needs at least 50% more water than a dry animal)
- recent conditions (water intake can increase dramatically if animals are allowed unrestricted access following a period of deprivation).

Livestock drinking water quality guidelines - Australia and New Zealand

ORDINARY COUNCIL MEETING AGENDA

11.2 CONDITION ASSESSMENT OF THE QUILPIE SWIMMING PO
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IX:		249842	
Author:		Peter See, Director Engineering Services	
Attachme	ents:	1. Condition Assessment Report U	
KEY OUT	СОМЕ		
Key	4.	Strong Governance	

Key Initiative:	4.5	Optimal asset management practices
Initiative:		

EXECUTIVE SUMMARY

Outcome:

An engineering inspection of the Quilpie Swimming Pool has been carried out. If the recommended repairs are carried out, the pool will have an extended life for a further 20 years.

RECOMMENDATION

- 1. That Council receive the report and that.
 - (a) Council budget for the repairs to be carried out in the off-swimming season in the 24-25 Financial year.

REPORT

The Quilpie Swimming Pool has been the subject to conjecture as to the physical condition of the pool structure. It appears that this has been the basis for discussions of the need to build a new swimming pool. A contractor was engaged to carry out a full inspection of the pool to determine its current condition and its likely life span.

The Contractor, Fibreglaze was engaged to do the inspection and provide a report. The report is attached. The report has identified some maintenance requirements that need to be carried out. The report also states that the main swimming pool has an expected life span of greater than 10 years.

The report also recommends relining with the Fibreglaze Fibretech System to provide another >20years life (10year warranty).

In summary, with suitable repairs, the pool will have a further life of 20 years.

OPTIONS

Option One

That Council receive the report and that.

a) Council budget for the repairs to be carried out in the off-swimming season in the 24-25 Financial year.

Option Two

That Council receive the report and that Council does not proceed with the recommended repairs.

CONSULTATION (Internal/External)

Nil

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

A budget allocation will need to be made in the 2024-2025 Budget.

RISK MANAGEMENT IMPLICATIONS

If no action is taken the pool will continue to deteriorate.



4/33 Central Dr Burleigh Heads QLD 4220 admin@fibreglaze.com

CONDITION REPORT

- Quilpie & Eromanga Aquatic Centres -

Date: 27/03/24

This report focuses on the current condition of 3 components of the Quilpie Aquatic Centre and 1 component of the Eromanga Aquatic Centre.

OVERVIEW

- 1. Quilpie Aquatic Centre Lap Pool
 - Reinforced concrete shell with sealed expansion joints.
 - Lined with fibreglass interior (likely to be Fibretech System)
 - Raised coping with wet deck added subsequent to original pool construction
 - 25m long x 12m wide x 1.4 2.1m deep.
 - 6no. marked lanes with diving blocks.



2. Quilpie Aquatic Centre - Wading Pool

- Reinforced concrete shell with sealed expansion joints.
- Lined with fibreglass interior.
- Wet deck entrance bench with adjacent step entrance.
- 12m long x 5m wide x 1.1m deep.
- 2no. marked lanes.



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Page 1 of 5



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3. Quilpie Aquatic Centre - Kids Water Play Area

- Fenced off out of service fibreglass slide
- Out of service fibreglass water features
- Fibreglass rock surrounds
- Approximately 7m long x 6m wide x shallow depth at ground level



4. Eromanga Aquatic Centre – Swimming Pool

- Three section moulded fibreglass shell stitched together
- Resurfaced fibreglass interior
- Fibreglass coping flush with concrete surrounds
- Fibreglass step entrance constructed during interior resurfacing stage
- 20m long x 6m wide x 1.2m deep.



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1. QUILPIE LAP POOL ASSESSMENT

4/33 Central Dr Burleigh Heads QLD 4220 admin@fibreglaze.com

Item	Condition	Expected Life	Photo
Reinforced Concrete Shell	No signs of structural damage due to movement or deterioration. No evidence of rust stains originating from reinforcement	>10years	
Sealed Expansion Joints	Resealed in January 2024 with Nitoseal SC600	>10years	
Fibreglass Interior	Inspected in January 2024 while pool was empty. Minimal signs of structural damage / delamination. Colour coats are still in good condition. No obvious signs of colour coats wearing thin revealing fibreglass composite layer. Osmosis Blisters caused by inadequate wetting out of fibreglass mat. Suggested Repair: Relining with Fibreglaze Fibretech System to provide another >20years life (10year warranty).	<5years	
Coping / Wet Deck	Showing signs of structural and aesthetic damage. Several crack repairs conducted in January 2024. Possibility of additional cracks forming in other areas. Significant evidence of colour coats wearing thin and revealing fibreglass composite layer. Suggested Repair: Relining with double 300gsm Fibreglaze Fibretech System to provide another >20years life (10year warranty).	Repair Required	

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Fixtures	Ladders and depth marker plaques in fair condition. Some ladders rusting in areas. Some plaques deteriorating. Suggested Repair: Replace ladders with stainless steel ladders. Replace depth markers with new plaques.	Repair Required	

2. QUILPIE WADING POOL ASSESSMENT

Item	Condition	Expected Life	Photo
Reinforced Concrete Shell	No signs of structural damage due to movement or deterioration. No evidence of rust stains originating from reinforcement	>10years	
Sealed Expansion Joints	Resealed in January 2024 with Nitoseal SC600	>10years	
Fibreglass Interior	Inspected in January 2024 while pool was empty. Minimal signs of structural damage / delamination. Some signs of colour coats wearing thin revealing fibreglass composite layer. Osmosis present on step entry wall Suggested Repair: Relining with Fibreglaze Fibretech System to provide another >20years life (10year warranty).	<5years	

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Coping /	Showing signs of structural and	Repair	
Wet Deck	aesthetic damage. Several crack	Required	
Entrance	repairs conducted in January 2024.		
	Possibility of additional cracks		
	forming in other areas. Evidence of		
	colour coats wearing thin and		
	revealing fibreglass composite layer.		
	Suggested Repair: Relining with double 300gsm Fibreglaze Fibretech System to provide another >20years life (10year warranty).		

3. QUILPIE KIDS WATER PLAY AREA ASSESSMENT

Item	Condition	Expected Life	Photo
Slide	Out of service. Currently fenced off as it is a hazard. Suggested Repair: Demolish slide and reconstruct interfacing areas with polyurethane foam and fibreglass. Cap off slide plumbing to allow adjacent water features to operate.	Repair required	

4. EROMANGA POOL ASSESSMENT

Item	Condition	Photo
Fibreglass Shell	Backfill material behind the moulded pool walls has failed resulting in excessive pressure deforming the fibreglass walls. This is likely due to the installation of incorrect backfill material coupled with ground water causing the material to become unstable. This is also reflected in movement cracks throughout surrounding concrete pavement. Suggested Repair: Remove affected concrete pavement and backfill material with excavator. Cut and realign all deformed areas. Reline pool with Fibreglaze Fibretech System (using two layers of 300gsm chop strand mat). Backfill walls with stabilised material while refilling pool. Reconstruct concrete pavement.	

FIBREGLAZE PRODUCTS PTY LTD ABN 84 086 366 841

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ORDINARY COUNCIL MEETING AGENDA

11.3 RFQM 17 23-24 SUPPLY AND DELIVERY OF 72" OUT FRONT MOWER

IX:	249929
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Author: Brian Weeks, Works Coordinator

Attachments: 1. John Deere Mower 🕹

- 2. John Deere Extended warranty J
- 3. John Deere Comprehensive Warranty 😃
- 4. Toro Groundmaster 🕹
- 5. Toro Protection Plus <u>J</u>

KEY OUTCOME

Key	4.	Strong Governance
Outcome:		

Key 4.5 Optimal asset management practices Initiative:

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQM 17 23-24, Supply and Delivery of 72" Out Front Mower as part of 2023-2024 fleet replacement program

RECOMMENDATION

- 1. That Council resolves to:
 - (a) Award RFQM 17 23-24, Supply and Delivery of 72" Out Front Mower to Toro Australia for the amount of \$74,116.22, including extended warranty Ex GST;
 - (b) Dispose of Asset PLANT4001 Hustler zero turn mower at auction; 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 and contract including without limitation any options and/or variations as per Council's procurement policy

BACKGROUND

The Quilpie Shire Council (QSC) adopted the original Council budget on for the 2023/2024 Financial Period on 6 July 2022. This budget included a total plant replacement budget of \$3.881M.

Plant 4001 – Hustler Zero Turn Mower was forecasted for replacement as part of this budgeted amount.

Procurement process

In accordance with Council's Procurement Policy and Section 225 Local Government Regulation 2012, Council invited four (4) suppliers registered on the Vendor Panel, LB282 Tractors, Mowers & General Powered Equipment Category to quote for the supply of a 72" Out Front Mower, with air-conditioned cab.

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Monday 8 April 2024
Supplier Query Cut-Off	2:00pm Monday 22 April 2024
Tender Close	2:00pm Thursday 25 April 2024

Suppliers Invited	Responses
Husqvarna Australia PTY LTD	No Response
John Deere Equipment	Response Received
Kubota Australia	No Response
Toro Australia Group Sales PTY LTD	Response Received

At the close of the request process on 23 August 2022, Council received two conforming submissions from the following suppliers:

- John Deere Equipment
- Toro Australia

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.

The table below provides a comparison of the price and delivery times of responses received:

	Budget	John Deere Australia	Toro Australia
Make/ Model	Front Deck Mower	John Deere 1585	Toro Groundsmaster 3310
Purchase Price (Ex GST)	\$75,000.00	\$94,500.00 - \$99,000.00 (Dependant on Stock)	\$70,498.18
Extended Warranty		\$5,704.00 (48 Months)	\$3,618.22 (60 Months)
Final Price (Ex GST) Council Contribution		\$100,204.00	\$74,116.22
Delivery Time		10-24 Weeks	24-28 Weeks

In accordance with S225 (3) of the LGR 2012, Council may decide not to accept any of the quotes it receives.

In accordance with S236 (d) of the LGR 2012, Council may dispose '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'.

OPTIONS

Option 1 – Recommended

- 1. That Council resolves to:
 - a. Award RFQM 17 23-24, Supply and Delivery of 72" Out Front Mower to Toro Australia for the amount of \$74,116.22, including extended warranty Ex GST;
 - b. Dispose of Asset PLANT4001 Hustler zero turn mower at auction
 - 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 and contract including without limitation any options and/or variations as per Council's procurement policy

Option 2

- 1. That Council resolves to:
 - a. Award RFQM 17 23-24, Supply and Delivery of 72" Out Front Mower to John Deere Australia for the amount of \$100,204.00, including extended warranty Ex GST;
 - b. Dispose of Asset PLANT4001 Hustler zero turn mower at auction
 - 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 and contract including without limitation any options and/or variations as per Council's procurement policy

Option 3

That Council resolves to not accept any quotes received for RFQM 17 23-24, Supply and Delivery of 72" Out Front Mower in accordance with S225 (3) of the LGR 2012

CONSULTATION (Internal/External)

Director Engineering Services, Peter See

Workshop Supervisor, Daniel Varley

Acting Town Services Supervisor, Daniel Luxford

Procurement Officer, Kasey Davie

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012 – S225 Medium-sized contractual arrangement—quotes needed first

(1) A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.

(2) The invitation must be given to at least 3 persons who the local government considers can meet the local government's requirements at competitive prices.

(3) The local government may decide not to accept any of the quotes it receives.

(4) However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.

(5) This section is subject to division 3.

FINANCIAL AND RESOURCE IMPLICATIONS

Council's total budget for plant replacement in the 2022-2023 Financial Year is \$3,881,000. To Date, a total of \$70,437.87 has been expended and an additional \$300,792.50 has been committed towards plant replacement

RISK MANAGEMENT IMPLICATIONS

Low Risk – Within Council's standard operations.

Commercial Mowing Equipment







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ALL-ROUND SUPPORT

From advice and sales to maintenance and repairs, your local John Deere partner has everything you need to keep your investment running like clockwork. Find your nearest John Deere dealer today at **dealerlocator.deere.com**



A global community

The people at your local John Deere dealership are always there for you—with personal service you can rely on. As part of the John Deere community, they combine their own individual style with all the benefits of a strong global company.



Tailor made financing

John Deere Financial has been helping customers grow their businesses for more than 150 years. Based on our unique understanding of your market and the challenges you face, we offer competitive, tailor-made financing for the machines you need to raise your game.



John Deere financing solutions are not available in all countries. Conditions apply. John Deere Financial Limited. Approved commercial applicants only.

PowerGard Protection Plan[™]

Relax—you're covered

Powergard Protection Plan offers valuable extended warranty coverage to protect you from unforeseen future repair bills and the costly downtime that a breakdown can cause.

Protection plan coverage

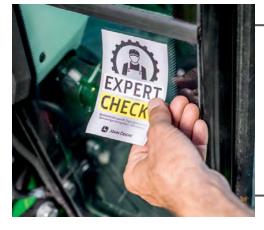
Limited	Comprehensive
Coverage for main components of the engine and powertrain	Comprehensive coverage for main components of the full machine



Our Experts: Know more, see more

Your uptime is our priority. Keep your machine running like a Deere with an Expert Check by our certified technicians. They perform comprehensive technical diagnostics, using John Deere Service ADVISOR[™], up-to-date factory checklists and field data that are exclusive to John Deere dealers. Our experts are there to offer advice on the latest field kits, attachments and machine optimisation to help maximise your uptime, investment and productivity.







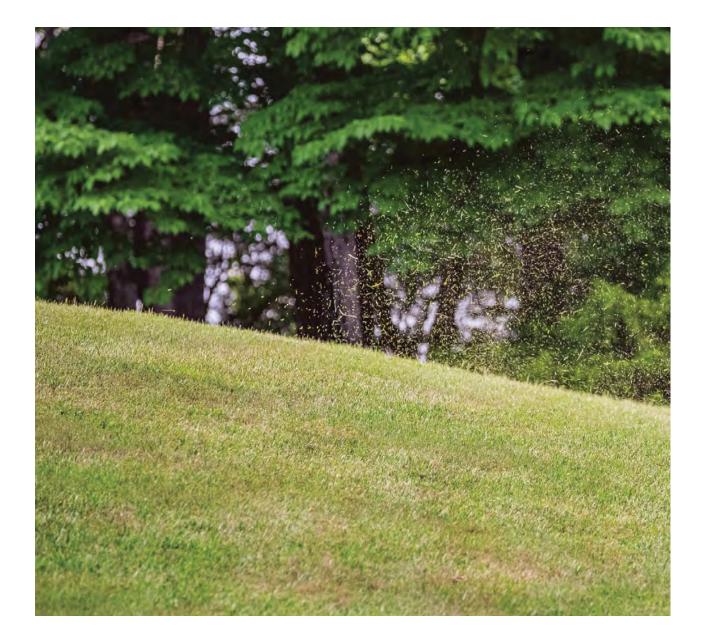
Genuine and guaranteed

Your local John Deere Dealer offers a comprehensive parts inventory, highly trained service technicians, and the expertise to help you get the most out of your equipment. All John Deere O.E.M turf parts sold carry a 6-month warranty.

The PowerGard Protection Plan (Limited or Comprehensive) does not cover attachments, maintenance or high-wear items, other non-covered components specifically mentioned in the contract terms. EXPERT CHECK is not available in all countries.

Zero-Turn Mowers

Perfect control—instantly



Turn on a dime thanks to the exceptional control offered by our Zero-Turn Mowers. Get the job done faster without sacrificing any of the precision you've come to expect from John Deere.



28 MAY 2024

Z994R & Z997R

A quick, professional cut

8

Our Diesel Zero-Turn Mowers do the job faster than a front mower, saving you money every time you use them. The Z997R and the Z994R combine incredible manoeuvrability with a powerful engine and a high-capacity deck—plus outstanding build quality for years of faithful service.

360°



Turn on the spot

Nothing compares with the manoeuvrability of our Zero Turn Mowers. They're so nimble, operators can navigate trees, flowerbeds and other obstacles without missing a beat—and without slowing down.



Easy servicing

Key engine components are easily accessible under the bonnet. The seat tips up for easy access to the hydraulic system and the foot platform tips up for easy access to the deck spindles.



Simple mowing deck operation

The mowing deck lift (left hand) and PTO switch (right hand) controls are conveniently placed for easy use (Z997R only).







7-IronTM PRO Side Discharge Mower Deck

Stamped from 7-gauge steel, these side discharge decks can be converted to mulching and are shaft-driven to handle demanding commercial applications.



FastbackTM PRO rear-discharge mower deck

For operators requiring rear discharge placement of grass and debris, John Deere Fastback PRO rear-discharge mower decks are available in 1.52 m (60 in.) and 1.83 m (72 in.).



Work in comfort

The ComfortGlide seat with additional fore/aft suspension is fully adjustable for all-day comfort and productivity. It has armrests, dial-adjustable suspension response, and three levers—one for fore/aft adjustment, one for lumbar support and one for seat-back tilt.

Powerful diesel engine

The Z997R diesel engine is liquid cooled, and features direct fuel injection for efficient combustion and improved starting. The steel oil cooler eliminates potential fin damage from pressure washing and cleaning, and easily flips out for cleaning and radiator access.



Z994R

18.4 kW (24.7 hp) at 3,200 rpm (Diesel)

Forward speed: 16.9 km/h

Mowing width: 1.52 m (60 in.), side and rear discharge

Mowing width: 1.83 m (72 in.), rear discharge

Optional Michelin X Tweel rear drive tyres available



Z997R

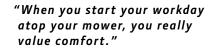
27.5 kW (37.4 hp) at 3,000 rpm (Diesel)

Forward speed: 18.5 km/h

Mowing width: 1.52 m (60 in.), side and rear discharge

Mowing width: 1.83 m (72 in.), side and rear discharge

Optional Michelin X Tweel rear drive tyres available



Maurus Kayser



Z900E, M & R

Tough work needs a tough mower

Get dependability and a superior cut with the commercial range of ZTrak[™] Zero-Turn Mowers. Designed for customers who want productivity in tough working conditions, choose from the Z900 E, M and R model range.

ZTrak[™] E Series

Get the basics. So you can do basically anything. The Z915E comes with more features and quality John Deere components as standard equipment. Including things like a larger fuel tank, so you can power through large jobs. Professional-grade seats, so operators can stay comfortable from start to finish. Superb weight distribution for enhanced maneuverability. And, larger rear tyres for a balanced ride.





ZTrak[™] M Series

The Z920M, Z930M, Z950M and Z960M hit the sweet spot where value-driven performance and day-in, day-out driving durability come together. They deliver all the power you need, the effortless Mulch On Demand[™] (MOD) you want, and build quality that ensures years of reliable operation at every turn.



FastbackTM PRO rear-discharge mower deck

For operators requiring rear discharge placement of grass and debris, John Deere Fastback PRO rear-discharge mower decks are available in 1.52 m (60 in.) and 1.83 m (72 in.). (Available on Z930M, Z950M, Z950R, and Z970R.)



Height-cut range

The expanded height-of-cut range is easy to adjust and lock in place.



Brake-N-Go System

The Brake-N-Go System makes it a snap to get started—just set the parking brake and turn the key.



Comfort and convenience package

The comfort and convenience package features padded, ergonomically angled control levers complete with electronic controls that let you raise and lower the deck, or disengage the mower blades, at the push of a button. Available on select models.

Control panel

Controls are grouped together on the right hand console, providing one central location for key switch, throttle, PTO engagement, height-of-cut, diagnostics, and hour meter.

Height-of-cut adjustment

An easy-to-use cutting-height lift system allows the operator to adjust the mower deck height with no tools and minimal effort. Cutting height can be adjusted from approximately 25 to 140 mm (1–5.5 in.).



ZTrak[™] R Series

Our Z900R Petrol Series comes with everything you need to keep working your best from start to finish, including available Mulch On Demand[™] and a power deck lift. The only hard part? Picking the perfect package among the Z930R, Z950R, and Z970R.





The Michelin® X® Tweel® Turf Airless Radial Tyre —long-lasting toughness

Forget punctures and uneven tyre pressures. The optional Michelin X Tweel Turf Airless Radial Tyres are immune to sharp objects, glide smoothly over obstacles, and last 3 times longer than conventional pneumatic tyres.

Consistent cut

for you and your operators.

Uneven tyre pressures can cause an uneven cut by tilting the mower deck. That can't happen with Michelin X Tweel Turf Airless Radial Tyres—one less worry

Steady ride

Michelin X Tweel Turf Airless Radial Tyres are much better at cushioning jolts than a conventional wheel-and-tyre setup. So when operators drive up against obstacles or over curbs, they won't feel it so much—and neither will your machine.

Tread lightly

The radial contact patch on a Michelin X Tweel Turf Airless Radial Tyre lasts 3 times longer than a conventional pneumatic tyre. It's also wider, which improves traction and lightens your machine's footprint.



Stay on track

The full width poly-resin spokes deform until your machine is practically running on tracks! That makes a big difference to traction—and takes the pressure off your valuable turf.

Fit and forget

Airless Michelin X Tweel Turf Airless Radial Tyres can roll over thorns or broken glass. No more expensive downtime for wheel changes or tyre repairs!



E Series





18.6 kW (25.0 hp*) at 3,600 rpm (Petrol)

Forward speed: 16.1 km/h

Available widths: 1.22 m (48 in.), 1.37 m (54 in.), 1.52 m (60 in.) side discharge

Optional Michelin X Tweel rear drive tyres available

M Series



Z920M

17.5 kW (23.5 hp*) at 3,600 rpm (Petrol)

Forward speed: 16.1 km/h

Available widths: 1.22 m (48 in.), 1.37 m (54 in.), 1.52 m (60 in.) side discharge

Optional Michelin X Tweel rear drive tyres available



Z930M

19.0 kW (25.5 hp*) at 3,600 rpm (Petrol)

Forward speed: 16.1 km/h

Mowing width: 1.37 m (54 in.), 1.52 m (60 in.) side discharge

1.52 m (60 in.) rear discharge

Z950M

20.1 kW (27.0 hp*) at 3,600 rpm (Petrol)

Forward speed: 16.1 km/h

Mowing width: 1.52 m (60 in.), 1.52 m MOD (60 in. MOD), 1.83m (72 in.), side discharge

Mowing width: 1.83 m (72 in.) rear discharge



23.1 kW (31.0 hp) at 3,600 rpm (Petrol)

Forward speed: 16.1 km/h

Mowing width: 1.52 m (60 in.), 1.52 m MOD (60 in. MOD), 1.83 m (72 in.), side discharge

Optional Michelin X Tweel rear drive tyres available

R Series



Z930R

19.0 kW (25.5 hp*) at 3,600 rpm (Petrol)

Forward speed: 19.3 km/h

Mowing width: 1.37 m (54 in.), 1.37 m MOD (54 in. MOD), 1.52 m (60 in.), side discharge

Optional Michelin X Tweel rear drive tyres available

Z950R

20.1 kW (27.0 hp*) at 3,600 rpm (Petrol)

Forward speed: 19.3 km/h

Mowing width: 1.52 m (60 in.), 1.52 m MOD (60 in. MOD), 1.83 m (72 in.), side discharge

Mowing width: 1.52m (60 in.) rear discharge

Z970R

26.1 kW (35.0 hp) at 3,600 rpm (Petrol)

Forward speed: 19.3 km/h

Mowing width: 1.52 m (60 in.), 1.83 m (72 in.), side discharge

Mowing width: 1.83 m (72 in.) rear discharge

*The engine horsepower and torque information are provided by the engine manufacturer to be used for comparison purposes only. Actual operating horsepower and torque will be less. Refer to the engine manufacturer's website for additional information.

Front Mowers

Fast, quality performance in the rough



With 4-wheel drive and high-performance, 3-cylinder diesel engines, our front mowers are powerful enough to carve through tough terrain quickly. The 60 litre fuel tank enables up to 10 hours of continuous mowing, meaning you'll tire before your mower does.



1500 Series

Flexible and dependable





Better cooling

The rear mounted radiator keeps noise away from the operator and makes the mower easy to service.



Works as hard as you do

The 1500 series TerrainCut[™] commercial front mowers are specially designed for an enviable cut quality when mowing thick grass at high speeds. Highlights include the high-capacity 7-IRON decks, efficient high-torque diesel engines and exceptional

4-wheel drive—plus optimal safety and comfort for operators.

Our front mowers have a quiet, efficient cooling system that's easy to clean and service. The 60 litre fuel tank enables up to ten hours of non-stop mowing and the liquid cooled 3-cylinder diesel engine uses direct injection for outstanding economy and mowing performance.

More traction, more staying power

With an oversize hydrostatic module, large radiator-style oil cooler, oil immersed disc and wet PTO clutch, this transmission is ready for anything. Kerbs, slopes and slippery grass are no problem either: the 4-wheel drive system uses a mechanical axle and has a differential lock as standard.

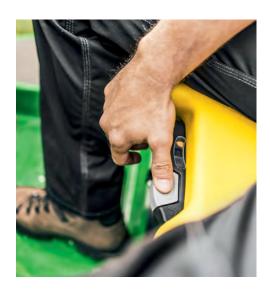
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Intuitive, ergonomic controls

The central display and colour-coded controls make operation easy and intuitive. The Twin Touch transmission pedal follows the natural motion of your foot. Standard features include an electric PTO switch to engage the mower deck and individual foot turn brakes on the left side of the platform.



High-comfort ride

Thanks to the tilt steering wheel and adjustable seat, operators can find their ideal driving position in seconds. Choose either an ergonomic mechanical seat or the Air Ride suspension seat with armrests for peak productivity all day long.



Long-lasting performance

With a high-strength 7-IRON deck made from a single piece of stamped, reinforced steel, we built the 1500 series to handle the big, heavy jobs. The deck has a smooth underside for reduced material buildup, and a deep design that delivers excellent airflow. The long-lasting hydrostatic transmission and heavy-duty transaxle maximize performance and uptime, saving you time and money.



Easy height of cut adjustment: Quick and simple changes between cutting heights save you time.



Run-Flat Deck Tyres: Why let tough conditions slow you down? Even when punctured, these semi-pneumatic caster tyres will not go flat.



High-strength frame

The self-reinforcing design spreads stress over a larger area to increase overall strength and allows components to be placed closer to the ground for a low centre of gravity.



Easy to service: Servicing has never been so simple! All daily checkpoints are easy to find and access and the deck rotates for fast cleaning and blade changes.



7-Iron[™] PRO Side Discharge Deck

Stamped from 7-gauge, 4.6 mm (0.179 in.) steel, this side discharge deck is designed for tough commercial applications and can also be converted to mulching.



7-Iron[™] V-Flex Side Discharge Deck*

Stamped from 7-gauge, 4.6 mm (0.179 in.) steel, this side discharge deck is capable of following the undulations and mounding in rough or uneven areas. The V-Flex has a patented vertical belt drive system, which allows for the deck to articulate 20 degrees above and below center.

*Not compatible with the 1550 model.

Optional equipment

Comfort cab

However hard your machine works, the Comfort Cab lets you operate in comfort. This fully integrated cab solution combines a wide range of innovative features to create a premium workspace. The spacious interior is encased by curved glass for 360° visibility and stays quiet thanks to measures that include acoustic foam floor mats.

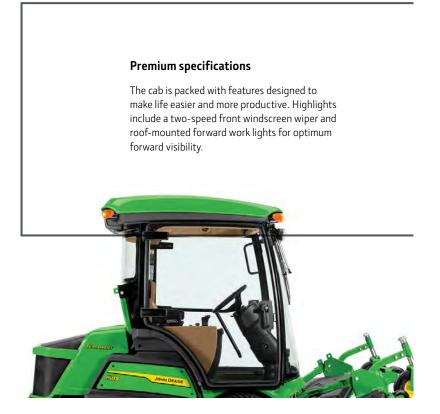


Intelligent design

Operators enjoy an unobstructed view no matter what task is being performed. Generous headroom and curved glass on all four sides provide a roomy interior and give operators a big-cab feel. This helps reduce operator fatigue, leading to increased overall productivity.

Climate controlled comfort

No matter what the weather is doing outside, you're working in comfort in our factory-installed cab. With fully integrated heat and air conditioning, the cab features an upholstered air ride seat, dual forward work lights, a two speed windscreen wiper and front and rear warning lights.



1500 Series

1550





18.4 kW (25 hp) at 3,000 rpm

Single range speed

Optional Full-Time 4WD/On Demand



Single range speed

Full-Time 4WD/On Demand



27.5 kW (37.4 hp) at 3,000 rpm

Full-Time 4WD/On Demand



1575

27.5 kW (37.4 hp) at 3,000 rpm

ComfortCab

Single range speed

Full-Time 4WD/On Demand



1585

1580

Dual range speed

27.5 kW (37.4 hp) at 3,000 rpm

ComfortCab

Dual range speed

Full-Time 4WD/On Demand



Wide-Area Mowers

Uncompromising productivity



A quality machine is one you can count on to do great work every single day. With extra-wide cutting widths and high-torque diesel engines, our wide-area mowers offer excellent performance over the long haul.



1600T TerrainCut[™]

Covers serious ground

With its outstanding traction and a cutting width of up to 3.25 m, this high-torque diesel can cover an amazing 3.4 ha (8.5 acres) per hour. The 1600T TerrainCut masters slopes with ease, and delivers a premium cut even in the thickest grass.



Terrific traction on slopes

The 1600T TerrainCut offers a choice between on-demand or full-time 4-wheel drive. The wing decks can mow at a 45-degree upward angle and a 20-degree downward angle for a flawless cut.



Durable deck design

The 7-gauge steel decks have isolated deck motors and a 19 mm protection bar to drastically reduce vibration—even on highly uneven terrain.



1600T TerrainCut 44kW (60 hp) at 3,000 rpm Max mowing speed up to 23 km/h

High-performance engine

The 44kW (60 hp) 4 cylinder 16 valve turbocharged direct inject diesel engine provides plenty of power and torque to give superior performance. It also benefits from isolated mounting to minimise vibration exposure.

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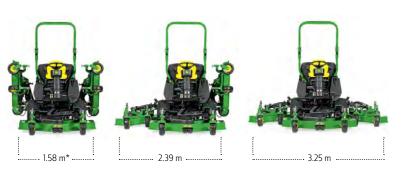


Specifications

Models	1600T TerrainCut
	Wide-Area Rotary Mower
Engine	
Туре	4 cylinder Diesel, 4 cycle, inline, turbocharged
Rated Engine kW (hp), gross SAE J1995	44 (60) at 3,000 rpm
Max. Torque (Nm) at rpm	159 Nm (117.3 lb-ft) at 3,000 rpm
Displacement, L	2.09
Injection Type	Direct injection diesel
Air Cleaner	Dual-element dry type
Fuel Tank Capacity, L	83.3
Transmission	
Hydrostatic, Wheel Motors	
Travel Speeds	
Vehicle Speed Forward, km/h	High = 0–23 Low = 0–13.7
Vehicle Speed Reverse, km/h	High = 0–11.6 Low = 0–7.2
Speed and Direction Control	Two pedal
Brakes	Internal wet disc
4WD	On demand or full time
Differential Lock	Standard
Weight Transfer	No
Dimensions	
Vehicle Height with ROPS, mm (in.)	2,490 (98)
Vehicle Height with ROPS folded, mm (in.)	1,880 (74)
Overall Length with Mowing Decks, mm (in.)	3,350 (132)
Ground Clearance, mm (in.)	165 (6.5)
Wheelbase, mm (in.)	1,520 (60)
Mowing Width, mm (in.)	1,580 (62) / 2,390 (94)/3,250 (128)
Weight	
Weight (with Fluids), kg	1,893
Tyres	
Front	26×12–12
Rear	18×9.5-8
Seat Type	
Seat	Comfort Seat, air ride seat standard

Flexible productivity

To mow narrow lanes, use either one wing and the centre deck, or the centre deck alone. The optional tricycler mulching kit adds even more flexibility.



*1.58 m cutting width. Transport width is 2.20 m.

Specifications				
Models	Z994R	Z997R	Z915E	
		Zero-Turn Mowers		
F				
Engine Maximum Rated Power, kW (hp)	18.4 (24.7) at 3,200 rpm	27.5 (37.4) at 3,000 rpm	18.6 (25.0) at 3,600 rpm	
Displacement. L	1.27	1.64	0.75	
Cylinders	Three	Three	Тwo	
Injection	Indirect	Direct	N/A	
Lubrication	Full Pressure	Full Pressure	Full Pressure	
Cooling	Liquid	Liquid	Air	
Air Cleaner	Dry-Type, replaceable	Dry-Type, replaceable	Heavy-Duty canister	
Fuel Type	Diesel	Diesel	Petrol	
Fuel Tank Capacity, L	43.5	43.5	43.5	
Electrical System	75	75 -	15	
Charge System	75 amp	75 amp 12 Volt	15 amp	
Battery Voltage	12 Volt		12 Volt	
Hour Meter Operator Presence Starting System	Standard Multi-Function Display Standard	Standard Multi-Function Display Standard	Standard, Digital Brake-N-Go (hand)	
Operator Presence starting system	Standard	Standard	Brake-N-Go (hand)	
Drive Train				
Hydraulic Pumps	Dual Hydrostatic Cross Boarding	Kanzaki Dual-Unitised Pumps	Tuff Torq Heavy-Duty Integrated Piston Pump	
Wheel Motors	TuffTorq	Parker Ross	TuffTorq	
Hydraulic Capacity, L	12.1	12.1	5.58	
Travel Speed Forward, km/h	0–16.9	0-18.5	0–16.1	
Travel Speed Reverse, km/h	0-7.2	0-8.1	0-7.2	
PTO				
PTO		Under die Christe		
Type Drive	Electrical Clutch V-Belt	Hydraulic Clutch	Electro-Magnetic V-Belt	
	v-beit		v-beit	
Brakes				
Park Brake	Internal Wet Dics Brake integrated	Caliper Disk Brake	Internal Wet Dics Brake integrated	
Park Brake Actuation	in the Transmission Hand Lever	Hand Lever	in the Transmission Hand Lever	
	Hand Level	nalio Level	Hallu Level	
Mower Decks				
Available Widths/Type, m (in.)				
	1.52 (60) Side Discharge 1.52 (60) Mulch On Demand 1.52 (60) Rear Discharge 1.83 (72) Rear Discharge	1.52 (60) Side Discharge 1.52 (60) Rear Discharge 1.83 (72) Side Discharge 1.83 (72) Rear Discharge	1.22 m (48 in.) 1.37 m (54 in.) 1.52 m (60 in.)	
Deck Construction		Side Discharge: 7-Iron PRO (One-Piece Stamped Steel with Reinforcements); Rear Discharge: Fastback Pro (Fabricated)	7-Iron PRO (One-Piece Stamped Stee with Reinforcements)	
			7-gauge (4.6 mm) Stamped Steel	
	7-gauge (4.6 mm) Steel	7-gauge (4.6 mm) Steel	7-gauge (4.01111) Stamped Steel	
Height-of-Cut Range/Increment, mm (in.)	7-gauge (4.6 mm) Steel 25.4–140 (1–5.5)/6 (0.25)	7-gauge (4.6 mm) Steel 38–127 (1.5–5.0)/6 (0.25)	25.4–140 (1–5.5)/6 (0.25)	
Blades	25.4–140 (1–5.5)/6 (0.25)	38–127 (1.5–5.0)/6 (0.25)	25.4–140 (1–5.5)/6 (0.25)	
Height-of-Cut Range/Increment, mm (in.) Blades Number				
Blades Number Wheels And Tyres	25.4–140 (1–5.5)/6 (0.25)	38–127 (1.5–5.0)/6 (0.25)	25.4–140 (1–5.5)/6 (0.25) Three	
Blades Number Wheels And Tyres	25.4–140 (1–5.5)/6 (0.25)	38–127 (1.5–5.0)/6 (0.25)	25.4–140 (1–5.5)/6 (0.25)	
Blades Number Wheels And Tyres Drive (Rear) Tyres	25.4–140 (1–5.5)/6 (0.25) Three	38–127 (1.5–5.0)/6 (0.25) Three	25.4-140 (1-5.5)/6 (0.25) Three 24 x 9.5-12 (48 in.)	
Blades Number Wheels And Tyres Drive (Rear) Tyres Drive (Rear) Tyres—Optional Tweel	25.4–140 (1–5.5)/6 (0.25) Three 24 × 12–12	38–127 (1.5–5.0)/6 (0.25) Three 26 × 12–12	25.4–140 (1–5.5)/6 (0.25) Three 24 x 9.5–12 (48 in.) 24x12–12 (54 in., 60 in.)	
Blades Number Wheels And Tyres Drive (Rear) Tyres Drive (Rear) Tyres—Optional Tweel Caster (Front) Wheel Size	25.4–140 (1–5.5)/6 (0.25) Three 24 × 12–12 24 × 12N12	38–127 (1.5–5.0)/6 (0.25) Three 26 × 12–12 26 × 12N12	25.4-140 (1-5.5)/6 (0.25) 25.4-140 (1-5.5)/6 (0.25) Three 24 x 9.5-12 (48 in.) 24x12-12 (54 in., 60 in.) 24x12-12 (54 in., 60 in.)	
Blades Number Wheels And Tyres Drive (Rear) Tyres Drive (Rear) Tyres—Optional Tweel Caster (Front) Wheel Size Dimensions	25.4–140 (1–5.5)/6 (0.25) Three 24 × 12–12 24 × 12N12 13 × 6.5–6 flat-free design	38–127 (1.5–5.0)/6 (0.25) Three 26 × 12–12 26 × 12N12 15 × 6–6 Pneumatic	Three 24 x 9.5-12 (48 in.) 24x12-12 (54 in., 60 in.) 24x12-12 (54 in., 60 in.) 13 × 6.5-6 flat-free design	
Blades Number Wheels And Tyres Drive (Rear) Tyres Drive (Rear) Tyres—Optional Tweel Caster (Front) Wheel Size	25.4–140 (1–5.5)/6 (0.25) Three 24 × 12–12 24 × 12N12 13 × 6.5–6 flat-free design 2,250 (88) 60 in. Side Discharge Deck:	38–127 (1.5–5.0)/6 (0.25) 38–127 (1.5–5.0)/6 (0.25) Three 26 × 12–12 26 × 12–12 15 × 6–6 Pneumatic 2,510 (99) 60 in. Side Discharge Deck: 1,880 (74)	25.4–140 (1–5.5)/6 (0.25) 25.4–140 (1–5.5)/6 (0.25) Three 24 x 9.5–12 (48 in.) 24x12–12 (54 in., 60 in.) 24x12–12 (54 in., 60 in.)	
Blades Number Wheels And Tyres Drive (Rear) Tyres Drive (Rear) Tyres—Optional Tweel Caster (Front) Wheel Size Dimensions Overall Length, mm (in.)	25.4–140 (1–5.5)/6 (0.25) Three 24 × 12–12 24 × 12N12 13 × 6.5–6 flat-free design 2,250 (88)	38–127 (1.5–5.0)/6 (0.25) Three 26 × 12–12 26 × 12N12 15 × 6–6 Pneumatic 2,510 (99)	25.4-140 (1-5.5)/6 (0.25) 25.4-140 (1-5.5)/6 (0.25) Three 24 x 9.5-12 (48 in.) 24x12-12 (54 in., 60 in.) 24x12-12 (54 in., 60 in.) 13 × 6.5-6 flat-free design 2,134 (84)	



Zero-Turn Mowers

		23.1 (31.0) at 3,600 rpm
19.0 (25.5) at 3,600 rpm		
0.85	0.85	1.0
Тwo	Two	Тwo
N/A	N/A	N/A
		Full Pressure
		Air
		Heavy-Duty Canister
		Petrol
43.5	43.5	43.5
20 amp	20 amp	20 amp
12 Volt	12 Volt	12 Volt
Standard, Digital	Standard, Digital	Standard, Digital
Brake-N-Go (hand)	Brake-N-Go (hand)	Brake-N-Go (hand)
Tuff Torq Heavy-Duty integrated Piston Pump	Tuff Torq Heavy-Duty integrated Piston Pump	Tuff Torq Heavy-Duty integrated Piston Pump
Tuff Torq	TuffTorq	TuffTorq
5.58	5.58	5.58
0–16.1	0–16.1	0–16.1
0-7.2	0-7.2	0–7.2
Electro-Magnetic	Electro-Magnetic	Electro-Magnetic
V-Belt	V-Belt	V-Belt
Internal Wet Dics Brake integrated in the Transmission	Internal Wet Dics Brake integrated in the Transmission	Internal Wet Dics Brake integrated in the Transmission
Handbrake	Handbrake	Handbrake
1.37 (54) Side Discharge 1.52 (60) Side Discharge 1) Side Discharge 1.52 (60) Side Discharge 1) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1) Side Discharge 1.52 (60) Rear Discharge 1) Side Discharge 1.83 (72) Rear Discharge		1.52 (60) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1.83 (72) Side Discharge 1.52 (60) Rear Discharge 1.83 (72) Rear Discharge
	Side discharge: 7-Iron PRO (One-piece	
7-Iron PRO (One-piece stamped steel with reinforcements)	stamped steel with reinforcements) Rear discharge: FastBack PRO (fabricated)	7-Iron PRO (One-Piece Stamped Steel with Reinforcements)
	stamped steel with reinforcements)	
	12 Volt Standard, Digital Brake-N-Go (hand) Tuff Torq Heavy-Duty integrated Piston Pump Tuff Torq 5.58 0–16.1 0–7.2 Electro-Magnetic V-Belt Internal Wet Dics Brake integrated in the Transmission Handbrake 1.37 (54) Side Discharge 1.52 (60) Side Discharge 1.52 (60) Mulch On Demand Side Discharge	Air Air Heavy-Duty Canister Heavy-Duty Canister Petrol Petrol 43.5 43.5 20 amp 20 amp 12 Volt 12 Volt Standard, Digital Standard, Digital Brake-N-Go (hand) Brake-N-Go (hand) Tuff Torq Heavy-Duty integrated Piston Pump Tuff Torq Heavy-Duty integrated Piston Pump Tuff Torq Heavy-Duty integrated Piston Pump Tuff Torq Heavy-Duty integrated Piston Pump Tuff Torq Heavy-Duty integrated Piston Pump Tuff Torq Tuff Torq Heavy-Duty integrated Piston Pump 0-16.1 0-16.1 0-16.1 0-7.2 0-7.2 Electro-Magnetic Electro-Magnetic V-Belt V-Belt Internal Wet Dics Brake integrated in the Transmission Internal Wet Dics Brake integrated in the Transmission 1.37 (54) Side Discharge 1.52 (60) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1.52 (60) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1.52 (60) Side Discharge

2,134 (84)	2,134 (84)	2,134 (84)	2,134 (84)
1,575, 1,727, 1,880 (62, 68, 74)	1,727, 1,880 (68, 74)	1,880, 2,184 (74, 86)	1,880, 2,184 (74, 86)
ROPs up: 1,854 (73)	ROPs up: 1,854 (73)	ROPs up: 1,854 (73)	ROPs up: 1,854 (73)
582 (1,283)	619.2 (1,365)	619.2 (1,365)	619.2 (1,365)

Models	Z930R	Z950R	Z970R
models	25501	Zero-Turn Mowers	25/01
Engine		Zero-lulli Mowers	
Engine Maximum Rated Power, kW (hp)	19.0 (25.5) at 3,600 rpm	20.1 (27.0) at 3,600 rpm	26.1 (35.0) at 3,600 rpm
Displacement, L	0.85	0.85	1.0
Cylinders	Two	Тwo	Тwo
Injection	N/A	N/A	N/A
Lubrication	Full Pressure	Full Pressure	Full Pressure
Cooling	Air	Air	Air
Air Cleaner	Heavy-Duty Canister	Heavy-Duty Canister	Heavy-Duty Canister
Fuel Type	Petrol	Petrol	Petrol
Fuel Tank Capacity, L	43.5	43.5	43.5
Electrical System			
Charge System	20 amp	20 amp	20 amp
Battery Voltage	12 Volt	12 Volt	12 Volt
Hour Meter	Standard, Digital	Standard, Digital	Standard, Digital
Operator Presence Starting System	Brake-N-Go (foot)	Brake-N-Go (foot)	Brake-N-Go (foot)
Drive Train			
Hydraulic Pumps	Tuff Torq Heavy-Duty integrated Piston Pump	Tuff Torq Heavy-Duty integrated Piston Pump	Tuff Torq Heavy-Duty integrated Piston Pump
Wheel Motors	TuffTorq	TuffTorq	TuffTorg
Hydraulic Capacity, L	5.58	5.58	5.58
Travel Speed Forward, km/h	0-19.3	0–19.3	0–19.3
Travel Speed Reverse, km/h	0-7.2	0-7.2	0–7.2
РТО			
Туре	Electro-Magnetic	Electro-Magnetic	Electro-Magnetic
Drive	V-Belt	V-Belt	V-Belt
Brakes Park Brake	Internal Wat Disk integrated	Internal Wet Dick integrated	Internal Wat Disk integrated
Рагк втаке	Internal Wet Disk integrated in the Transmission	Internal Wet Disk integrated in the Transmission	Internal Wet Disk integrated in the Transmission
Park Brake Actuation	Foot Brake	Foot Brake	Foot Brake
Mower Decks			
Available Widths/Type, m (in.)	1.37 (54) 1.37 (54) Mulch On Demand 1.52 (60)	1.52 (60) Side Discharge 1.52 (60) Mulch On Demand Side Discharge 1.83 (72) Side Discharge 1.52 (60) Rear Discharge	1.52 (60) Side Discharge 1.83 (72) Side Discharge 1.83 m (72) Rear Discharge
Deck Construction	7-Iron PRO (One-Piece Stamped Steel with Reinforcements)	7-Iron PRO ((One-Piece Stamped Steel with Reinforcements)	7-Iron PRO (One-Piece Stamped Steel with Reinforcements)
Deck Thickness	7-gauge (4.6 mm) Stamped Steel	7-gauge (4.6 mm) Steel	7-gauge (4.6 mm) Steel
Height-of-Cut Range/Increment, mm (in.)	25.4–140 (1–5.5)/6 (0.25)	25.4–140 (1–5.5)/6 (0.25)	25.4–140 (1–5.5)/6 (0.25)
Blades			
Number	Three	Three	Three
Wheels and tyres			
Drive (Rear) Tyres	24 × 12–12	24 × 12–12	24 × 12–12
		24 × 12-12	24 × 12-12
Drive (Rear) Tyres—Optional Tweel	24 × 12–12	21 12 12	
Drive (Rear) Tyres—Optional Tweel Caster (Front) Wheel Size	24 × 12–12 13 × 6.5–6 Flat-Free Design	13 × 6.5–6 Flat-Free Design	13 × 6.5–6 Flat-Free Design
			13 × 6.5–6 Flat-Free Design
Caster (Front) Wheel Size			13 × 6.5–6 Flat-Free Design 2,134 (84)
Caster (Front) Wheel Size Dimensions	13 × 6.5–6 Flat-Free Design	13 × 6.5–6 Flat-Free Design	
Caster (Front) Wheel Size Dimensions Overall Length, mm (in.)	13 × 6.5–6 Flat-Free Design 2,134 (84)	13 × 6.5–6 Flat-Free Design 2,134 (84)	2,134 (84)

	-				
Models	1550	1570	1575	1580	1585
		Terra	ainCut™ Front Rotary Mo	owers	
Engine					
Туре	3 cylinder Diesel	3 cylinder Diesel	3 cylinder Diesel	3 cylinder Diesel	3 cylinder Diesel
Maximum Rated Power Per, SAE J1995, kW (hp)	18.4 (25) at 3,000 rpm	27.5 (37.4) at 3,000 rpm	27.5 (37.4) at 3,000 rpm	27.5 (37.4) at 3,000 rpm	27.5 (37.4) at 3,000 rpi
Displacement, L	1.26	1.64	1.64	1.64	1.64
Injection	Indirect	Direct	Direct	Direct	Direct
Fuel Tank Capacity, L	61	61	61	61	61
T					
Transmission Type	Hydrostatic 2WD				
туре	Optional Full Time or On Demand 4wd	Hydrostatic	Hydrostatic	Hydrostatic	Hydrostatic
Traction Drive	Single Speed	Single Speed 4WD	Single Speed 4WD	Two Speed 4WD	Two Speed 4WD
Differential Lock	Standard	Standard	Standard	Standard	Standard
Travel speeds					
Vehicle Speed Forward, km/h	0–19.3	0–19.3	0–19.3	Low = 0–13.7 High = 0–24.1	Low = 0–13.7 High = 0–24.1
Vehicle Speed Reverse, km/h	0-8	0-8	0-8	0-8	0-8
Brake Type	Internal Wet Disc	Internal Wet Disc	Internal Wet Disc	Internal Wet Disc	Internal Wet Disc
Park Brake	Yes	Yes	Yes	Yes	Yes
Turning Brakes	Standard	Standard	Standard	Standard	Standard
Power Take Off	Front	Front	Front	Front	Front
PTO Clutch	Wet Multi-Disc, Modulated	Wet Multi-Disc, Modulated	Wet Multi-Disc, Modulated	Wet Multi-Disc, Modulated	Wet Multi-Disc, Modula
Power Steering	Standard	Standard	Standard	Standard	Standard
Tyres					
Front Tyres	23 × 10.5–12	23 × 10.5–12	23×10.5–12	26 × 12.0-12	26 × 12.0-12
Rear Tyres	18 × 8.5–10	18 × 8.5–10	18 × 8.5–10	20 × 10.0-10	20×10.0-10
Cab					
Comfort	Tilt Steering Wheel	Tilt Steering Wheel	Tilt Steering Wheel	Tilt Steering Wheel	Tilt Steering Wheel
ComfortCab	Tilt Steering Wheel No	No	Yes	No	Yes
	INU	INU	162	INU	162
Dimensions					
Ground Clearance, mm (in.)	165 (6.5)	165 (6.5)	165 (6.5)	199 (7.8)	199 (7.8)
Height with ROPS, mm (in.)	2,121 (83.5)	2,121 (83.5)	N/A as Cab Standard	2,155 (84.8)	N/A as Cab Standard
Height with ROPS folded, mm (in.)	1,494 (58.8)	1,494 (58.8)	N/A as Cab Standard	1,532 (60.3)	N/A as Cab Standard
Height with Cab, mm (in.)	N/A	N/A	2,127 (83.7)	N/A	2,164 (85.2)
Overall length without Mower Deck, mm (in.)	2,218 (87.3)	2,218 (87.3)	2,218 (87.3)	2,218 (87.3)	2,218 (87.3)
Overall width of Power Unit, mm (in.)	1,314 (51.7)	1,314 (51.7)	1,314 (51.7)	1,314 (51.7)	1,314 (51.7)
Wheelbase, mm (in.)	1,250 (49.2)	1,250 (49.2)	1,250 (49.2)	1,250 (49.2)	1,250 (49.2)
Weight	aaa (r)		- (
Weight (without Mower Deck and Fuel), kg (Ib)	832 (1,835)	889 (1,960)	2,435 (1,105.5)	962 (2,120)	1,177 (2,595)
		1.58m (62-in.) Fastback Pear	1.83m (72-in.) Factback Poar	1.53m (60-	

Туре	Fastback Rear Fastback Rear Discharge Discharge	7-Iron Pro Side 7-Iron Pro Side Discharge Discharge
Fits	1550, 1570, 1575, 1580, 1585	1570, 1580, 1585
Cutting Width, m (in.)	1.58 (62) 1.83 (72)	1.53 (60) 1.83 (72)
Cutting Height, mm (in.)	25.4–152.4 (1–6) 25.4–152.4 (1–6)	25.4–152.4 (1–6) 25.4–152.4 (1–6)
Caster Wheels	Flat Free Flat Free	Semi-Pneumatic Semi-Pneumatic

Item 11.3 - Attachment 1

ORDINARY COUNCIL MEETING AGENDA



This literature has been compiled for worldwide circulation. While general information, pictures and descriptions are provided, some illustrations and text may include finance, credit, insurance, product options and accessories NOT AVAILABLE in all countries or regions. In some countries, products and accessories may require modifications or additions to ensure compliance with the local regulations of those countries. PLEASE CONTACT VOLK ICOAL DEALER FOR DETAILS. John Deere reserves the right to change specification and design of all products described in this literature without notice. John Deere's green and yellow colour scheme, the leaping deer symbol, and JOHN DEERE are trademarks of Deere & Company. All photography and illustrations contained herein are copyrighted assets of Deere & Company.

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JohnDeere.com.au JohnDeere.co.nz

PowerGard[™] Protection Plan:

Extended warranty protection for John Deere commercial mowers





Buy with confidence and peace of mind

Now you can purchase new John Deere commercial mowing equipment with more confidence than ever. The PowerGard Protection Plan offers valuable extended warranty coverage to protect you from unforeseen future repair bills and the costly downtime that a breakdown can cause.

PowerGard offers flexible coverage options for all new John Deere commercial mowers.

Choose the extended coverage plan that you prefer:*

Limited – Engine & Powertrain (Broad coverage: For main components of the engine and powertrain) Comprehensive (Comprehensive coverage: For main components of the full machine)

*The PowerGard Protection Plan (Limited or Comprehensive) does not cover attachments, maintenance or high-wear items, nor other non-covered components specifically mentioned in the contract terms.

- Choose your terms Select from a variety of flexible term lengths, in total months and total hours. Choose the terms that fit your individual needs, depending on how long you plan to own your equipment and your estimated annual usage hours.
- No pre-approval of claims necessary Call or visit any authorised John Deere dealership for service.
- Repaired with genuine John Deere parts We'll fix it right, with exactly the right John Deere parts to fit your mower.
- Increase the value of your equipment when you sell or trade Any remaining PowerGard coverage is fully transferable to a new owner, with no transfer fee.

PowerGard[™] Protection Plan:

Extended warranty protection for John Deere commercial mowers



Which commercial mowers qualify for the PowerGard Protection Plan?

New commercial front mowers, Z-Traks / Quik-Traks, and wide-area mowers qualify for PowerGard Protection*.

Commercial Front Mowers	Z-Traks / Quik-Traks	Wide-Area Mowers	
F1145	710A 920A	1600 Turbo	
F1420	720A 925A		
F1435	997 930A		
F1445	840A 950A		
F1545	850A 960A		
F1565	860A 970A		
	9104		

*Are only eligible for the PowerGard Protection Plan if the unit has an hour meter.

Purchase Intervals: When you buy a new commercial mower, you can purchase a PowerGard plan anytime from the date of delivery up to 120 days or 100 engine hours, for the lowest possible price. After this interval, you can purchase PowerGard Protection anytime up to 12 months or 300 engine hours after the start of the John Deere basic warranty, for a surcharged rate.

What does the PowerGard Protection Plan cover?¹

Both Limited and Comprehensive plans cover mechanical breakdown caused by a defective component, due to faulty materials, or original workmanship.

Limited – Engine & Powertrain coverage: Main components of the engine and powertrain are covered.

Comprehensive coverage: Main components of the full machine are covered.

Is there a deductible fee?

No! There is \$0 deductible on PowerGard covered repairs for commercial mowers.

If the dealership transports your equipment, you'll receive a \$35 transportation allowance per covered repair visit during the PowerGard coverage period.

What coverage terms are available for new commercial mowers?

All PowerGard Protection Plans for new, in-warranty units include the underlying basic warranty terms,² and can be extended to the following maximum coverage terms:

Coverage Terms for New Units: Limited (Engine & Powertrain) OR Comprehensive (Full Machine)											
Total Months	30	30	36	36	36*	36**	* 42	42	48	48**	48*
Total Hours	750	1250	1000	1500	2000	2500	1000	1750	1200	1500	2250

*Not available for Z-Traks / Quik Traks. **Only available for Z-Traks / Quik Traks. ***Not available for Z-Traks / Quik Traks or F700s. Note: Z700 and Z900 Series that come with a 36 Total Month Basic Warranty are not eligible for 30 or 36 total month PPP Coverage Terms

1. Maintenance, high-wear items, and attachments are excluded on all PowerGard Protection Plan coverage forms, in addition to specifically excluded parts or components. Always check the actual PowerGard Protection Plan contract for details, exclusions and limitations.

 All new John Deere commercial mowers come with a standard basic warranty on the full machine of 24 months/unlimited hours. The warranty does not include mower decks (except 7-Iron decks) and items covered by other manufacturers' warranties, such as radios, batteries or tyres.

This brochure is not a contract. All protection plan coverage and benefits described herein are subject to the specific terms, conditions and exclusions of the actual PowerGard Protection Plan Agreement. In the case of any discrepancies between this document and the Agreement, the Agreement terms prevail.

For more information about the John Deere PowerGard Protection Plan, see your local John Deere dealer or call:

AU - 1800 642 389 NZ - 0800 303 113

Available in Australia and New Zealand.

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Australia: JohnDeere.com.au New Zealand: JohnDeere.co.nz

PowerGard[™] Protection Plan



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Pricing Page

Commercial Mower

Quoted in AU Dollars Effective Date: 21 Apr 2024

Model: 1585 TerrainCut New (Plan A) - Comprehensive New - Grace Period: Under 120 days & 100 hours					
Plan Term	Dealer Reference Number	Deductible	Protection Fee	GST	Total With GST
30 Months / 750 Hours	00K457	\$ 0	\$ 571	\$ 57.10	\$ 628.10
30 Months / 1250 Hours	00K867	\$ 0	\$ 1084	\$ 108.40	\$ 1192.40
36 Months / 1000 Hours	01K049	\$ 0	\$ 1311	\$ 131.10	\$ 1442.10
36 Months / 1500 Hours	01K684	\$ 0	\$ 2105	\$ 210.50	\$ 2315.50
36 Months / 2000 Hours	02K779	\$ 0	\$ 3474	\$ 347.40	\$ 3821.40
36 Months / 2500 Hours	04K061	\$ 0	\$ 5076	\$ 507.60	\$ 5583.60
42 Months / 1000 Hours	01K278	\$ 0	\$ 1598	\$ 159.80	\$ 1757.80
42 Months / 1750 Hours	02K643	\$ 0	\$ 3304	\$ 330.40	\$ 3634.40
48 Months / 1200 Hours	01K780	\$ 0	\$ 2225	\$ 222.50	\$ 2447.50
48 Months / 2250 Hours	04K563	\$ 0	\$ 5704	\$ 570.40	\$ 6274.40

TORO_•

Groundsmaster® 3000 Series **Out-Front Rotary Mower**

A REVOLUTION IN OUT-FRONT ROTARIES.

Toro has been creating world-class out front rotary mowers for over 45 years. We are continuing this legacy with the new Groundsmaster 3000 Series.

The Groundsmaster 3000 Series delivers unparalleled productivity. Featuring powerful 27.9 kW (37.4 HP) or 18.4 kW (24.7 HP) engines, CrossTrax® all-wheel drive and legendary Groundsmaster decks, the Groundsmaster 3000 Series makes quick work in even the toughest terrain while delivering an exceptional quality of cut. From the fully-adjustable suspension seat and steering column, the fingertip engine controls and optional all-season cab, this new mower is designed for all-day comfort. Routine maintenance is also easy with the Groundsmaster 3000 Series. The innovative Tilt-Up Deck design makes blade maintenance and deck cleaning simple. Additionally, all engine maintenance points are easily accessible to help ensure your Groundsmaster runs smoothly and reliably for years. Productivity, comfort, reliability. That's the all-new Groundsmaster 3000 Series.



FEATURES

Power & Durability

- Powerful 18.4 kW (24.7 HP) or 27.9 kW (37.4 HP) Yanmar[®] diesel engines
- Rugged 7-gauge high-strength steel rotary decks
- Available 152 cm (60") or 183 cm (72") width of cut. Side and rear discharge options.

Performance

- CrossTrax[®] all-wheel drive provides superior traction
- 19.8 cm (7.8") ground clearance for exceptional manoeuvrability

Productivity

- · Innovative tilt-up deck for easy cleaning and maintenance
- Up to 24 km/h (15 mph) ground speed
- 24-152 mm (1"-6") height of cut with a

simple pin adjustment

• Comfortable operator platform

· Easy to access maintenance points

- available

Versatility

- Year-round versatility with a variety of multi-season attachments
 - Cab option helps keep operators comfortable and productive all season long

• Rotary and Fine Cut Flail mowing decks

toro.com.au

GROUNDSMASTER® 3200/3300 SPECIFICATIONS*

	GROUNDSMASTER 3200 AWD, MODEL 31901	GROUNDSMASTER 3300 AWD, MODEL 31907	GROUNDSMASTER 3310 AWD CAB, MODEL 31909			
ENGINE	Yanmar®, 3 Cylinder, liquid cooled diesel, Power: 18.4 kW (24.7 HP) @ 3000 rpm, Torque peak: 69 Nm (50.9 ft-lbs.) @ 2100 rpm. Displacement 1267cc. High Idle: 3230 rpm (no load). Remote mounted Donaldson air cleaner. Fuel filter water seperator. EPA Tier 4 / Stage V compliant	Yanmar, 3 Cylinder, liquid cooled diesel, Power: 27.9 kW (37.4 HP) @ 3000 rpm, Torque peak: 107.7 Nm (98.8 ft-lbs.) @ 1800 rpm. Displacement 1642cc. High Idle: 3210 rpm (no load). Remote mounted Donaldson air cleaner. Fuel filter water seperator.				
RADIATOR	Rear mo	unt, cross flow, 8.5 fins per 25mm (1"), 6.6 litre (7 quart)	capacity			
FUEL CAPACITY		45 L (12 gallon)				
TRACTION DRIVE	Patented CrossTrax® all-	wheel drive system, which optimises power distribution t	o each wheel individually.			
GROUND SPEED	Up to 20 km/h (12.5 MPH)	Up to 24 km	n/h (15 MPH)			
MAIN FRAME		All welded tubular and formed steel				
IMPLEMENT DRIVE	Engine mounted 475 Nm Rotary deck co	(350 ft. lb.) rated electro-magnetic PTO clutch drives 5 c nnection allows for tip-up service position without discor	m (2") telescoping shaft. nnection of PTO.			
IMPLEMENT LIFT	Twin 6.4 cm (2.5") bore, 3.2 cm (1.25") roo	Twin 6.4 cm (2.5") bore, 3.2 cm (1.25") rod hydraulic cylinders operate lift arms. Hydraulic counterbalance for optimum traction and stability.				
TYRES	Front: 23 x 10.5 - 12 4-ply, Rear: 18 x 9.5 - 8, 4-ply	Front: 24 x 12 - 12, 4-ply. Rear: 18 x 9.5 - 8, 4-ply				
BRAKES	Dynamic braking through hydrostat and foot pedal. Parking Brake: Hand-actuated drum type on front left and right traction wheels					
SEAT	Deluxe Bolstered Seat (model 31	Deluxe Bolstered Seat (model 31980), Mechanical Suspension Seat (Model 31981), Air Ride Suspension Seat (Model 31982)				
STEERING	Hydraulic Power Steering. Tilt steering wheel released and locked by a foot actuated lever					
OPERATOR AREA	Operator step, beverage holder, control arm, retractable seat belt, standard					
INSTRUMENTATION	InfoCenter™: Onboard LCD display shows gauges, a	lerts/faults, service reminders, electrical system diagnost voltage, engine hours, (27.9 kW models, engine RPM).	ics. Indicates coolant temps, oil pressure, alternator			
CONTROLS	Foot-operated pedal for forward and reverse. Manually adjustable forward speed limiter. Control arm includes hand-operated throttle, PTO switch, deck/implement lift lower switch, ignition switch, (18.4 kW models, glow plug switch)					
ELECTRICAL	12V maintenance-free battery with 540 cold cranking amps at -18 degrees C (0 degrees F). 80 minute reserve capacity at 27 degrees C (80 degrees F). 40-amp alternator on 18.4 kW models, 55-amp alternator on 27.9 kW models. Seat, PTO, lift/lower, traction and parking brake interlock switches. Easy access to fuse panel.					
GROUND CLEARANCE		21 cm (8.3") traction unit only				
LENGTH		271.7 cm (107")				
WIDTH	132 cm (52")	134.8 ci	m (53.1")			
HEIGHT	200.6 cm (79") with ROPS up	226 ci	m (89")			
WHEELBASE		130.8 cm (51.5")				
WEIGHT	794 kg (1,751 lbs.) 846 kg (1,866 lbs.) 1109 kg (2,466 lb		1109 kg (2,466 lbs.)			
SAFETY CAB	Factory installed, ROPS certified cab with AC and heat. Tempered curved windshield, tinted side and rear glass (50% tint); front wiper/washer; interior mirror and exterior side mirrors; SMV sign; road light kit and work light kit sold separately. All gla windows meets ANSI Z-26.1999 and ECE R43					
WARRANTY	Two-year	limited warranty. Refer to operator's manual for further in	formation.			
ACCESSORIES	LED work	k light kit, LED road light kit, beacon, recycler kits, slope s	sensor kit			

ORDINARY COUNCIL MEETING AGENDA

GROUNDSMASTER® 3200/3300 SPECIFICATIONS* CUTTING DECKS (SOLD SEPARATELY) 183 CM (72") SIDE DISCHARGE DECK, 152 CM (60") SIDE DISCHARGE DECK, 152 CM (60") REAR DISCHARGE DECK, 183 CM (72") REAR DISCHARGE DECK, 152 CM (60") REAR DISCHARGE DECK, 183 CM (72") REAR CUTTING DECK DISCHARGE DECK, CONFIGURATIONS MODEL 31970 MODEL 31972 MODEL 31971 MODEL 31973 MODEL 31974 MODEL 31975 4.5 mm (7-gauge) high-strength steel, 14 cm (5.5") deep; welded deck with grass discharged on the right side. A 8 mm (5/16") thick rubber discharge chute covers the discharge opening to limit the 4.5 mm (7-gauge) high-strength steel, 14cm (5.5') deep; welded deck with a rear rubber flap to direct clippings down through the rear of the machine CONSTRUCTION throw distance of clippings. Adjustable baffle SERVICE POSITION Cutting deck can tip up to the service position from the transport position to conduct routine maintenance quickly. Driveshaft stays connected during tip up. HEIGHT OF CIT 25 - 152 mm (1"-6") adjustable in 12 mm (0.5") increments Up to 2.1 hectares Up to 1.7 hectares Up to 1.7 hectares Up to 2.1 hectares Up to 1.7 hectares Up to 2.1 hectares (4.2 acres) MOWING RATE* (4.2 acres) (5 acres) (4.2 acres) (5 acres) (5 acres) per hour per hour per hour per hour per hour per hour Ductile Aluminum 20.3 cm (8") diameter conical Ductile cast iron 23 cm (9") diameter conical spindle housing; Dual greaseable tapered roller bearings; Spindle shaft is 3.2 cm (1.25") diameter, solid cold finished steel, splined connection between spindle shaft spindle housing; Dual sealed maintenance-free ball bearings; Spindle shaft is 2.5 cm (1") diameter, SPINDLE ASSEMBLY and pulley; Welded blade retainer plus anti-scalp cups. solid cold finished steel **CUTTER DRIVE** Solid mounted, splined PTO-driven gearbox transfers power to three separate spindles via one "B" section belt Three 5.2 mm (0.204") thick, 63 mm (2.5") wide, BLADES Three 6 mm (0.25") thick, 63 mm (2.5") wide, heat-treated steel blades. heat-treated steel blades. BLADE TIP SPEED (3000 RPM) 17.500 14.700 16 000 DECK SUSPENSION Independent, 5 cm (2") square tubing, lift/push arms each attached to separate castor arms. BELT IDLER Spring-loaded (torsion) idler Welded steel bumperon both sides of rear Replaceable, bolt-on, non-marking UHMW skid on both sides for rear discharge decks and on left side only DECK SKID for side discharge decks. Interchangeable left to right. discharge deck. ANTI SCALP Anti-scalp cup located on each blade spindle. Additional anti-scalp gauge wheels. Anti-scalp gauge wheels DECK COVERS Quick-release type latches Sinale bolt secures covers LIFT ARMS Independent lift arms and hydraulic weight transfer provide deck flotation SHIPPING WEIGHT 204 kg (450 lbs.) 231 kg (510 lbs.) 208 kg (460 lbs.) 232 kg (512 lbs.) 195 kg (430 lbs.) 218 kg (480 lbs.) Recycler kits, blade options (low sail, medium sail, **OPTIONAL ACCESSORIES** Recycler kits, blade options (low sail, medium sail, high sail, atomic) high sail, atomic), blowout baffle, roller striper **OPTIONAL ATTACHMENTS** 152 CM (60") F60 FLAIL CUTTING DECK, MODEL 02835 UNIVERSAL SUNSHADE Universal sunshade, red or white FRAME CONSTRUCTION Welded, high strength steel frame 100 mm (4") diameter, dynamically balanced flail rotor. Greaseable tapered roller bearings mounted in rigid mounted bearing housings. Rotor can be removed from frame without ROTOR CONSTRUCTION prior removal of bearings and bearing housings. **HEIGHT OF CUT** 20-100 mm (0.75"- 4") **MOWING RATE**** Up to 1.7 hectares (4.2 acres) per hour BLADES 32x TEMPEST™ paddle-style flail blades **BELT IDLER** Mechanical adjustable Idler. Locked with M20 bolt. DECK SKID Replaceable, bolt-on steel skid **CASTOR WHEELS** 8 x 3.5-4 4-Ply , pneumatic, sealed ball bearings. *Specifications and design subject to change without notice. Products depicted in this Independent lift arms and hydraulic weight transfer provide deck floatation. Supplied complete with the flail. LIFT ARMS literature are for demonstration purposes only. Actual products offered for sale may vary in use, design, required attachments and safety features. All trademarks are SHIPPING WEIGHT 256 kg (564 lbs.) property of their respective owners. **Assumes 11.3 km/h (7 mph) mow speed, no overlap and 100% efficiency Fine Cut Baffle Kit, Mulching Bar, Back to Back Flail Blades, Replacement Blade Kits, choice of 2x blades or 16x blades (2x per flail required) **OPTIONAL ACCESSORIES** Products depicted in this literature are for demonstration purposes only. Actual products offered for sale may vary in use, design, required attachments and safety features. We reserve the right to improve our products and make changes in specifications, designs, and standard equipment without notice and without incurring obligation. The gross horsepower of this engine have been laboratory rated by the engine manufacturer. As configured to meet safety, emission and operating requirements, the actual engine horsepower on this class may be significantly lower. Many of the products you will find in certified Toro dealers' stores come with a warranty or quarantee from The Toro

Many of the products you will find in certified Toro dealers' stores come with a warranty or guarantee from The Toro Company. In addition, our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entified to a replacement or refund for a major failure and for compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure. Full details of your consumer rights may be found at www.consumerlaw.gov.au

See your certified Toro dealers for details on all of our warranties.

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28 MAY 2024



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Your new Toro equipment re-defines quality, reliability and productivity. Toro Protection Plus™ (TPP) gives you confidence running your equipment day-in and day-out, after the standard warranty has expired.

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- All Operational Parts, Components and Assemblies
- Toro Manufactured Options, Accessories and Attachments
- AGM Hybrid Batteries
- Wire Harnesses Cooling Components
- Electrical Components
- Power Transmission Components

Toro Protection Plus[™] is also available for selected Toro Construction products, Z Master® and GrandStand® Stand-On mower range. See your local Toro distributor for more information.



Transportation Allowance

*Based on Groundsmaster® 5900 Tier IV model mower. ^Exclusions and conditions apply. See Toro distributor for more details.

28 MAY 2024



Toro equipment is designed and built to deliver years of performance and maximise your staff's productivity. Pre-owned equipment that are still covered by the standard warranty (calendar and hours) can take up drivetrain coverage for an additional 1, 2 or 3 years after the standard warranty. Extra charges may apply.

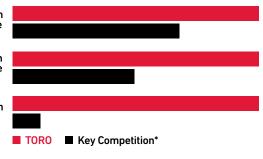
Drivetrain Coverage[^]

• Equipment Drivetrain • Engine

- Transmission/Transaxle Final Drive Assemblies
- AGM Hybrid Batteries Wire Harnesses
- Cooling Components Electrical Components
- Power Transmission Components

Did You Know?

- There is \$0 deductible for parts and labour on covered repairs
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- Repairs made by a certified Toro technician using only Genuine Toro parts
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*Graphic represents competitive information available at the time of publication. Estimated repair cost based on parts and labour.





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Products depicted in this literature are for demonstration purposes only. Actual products offered for sale may vary in use, design, required attachments and safety features. We reserve the right to improve our products and make changes in specifications, designs, and standard equipment without notice and without incurring obligation. The gross horsepower of the engines have been laboratory rated by the various engine manufacturers. As configured to meet safety, emission and operating requirements, the actual engine horsepower on this class may be significantly lower.

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*See your certified Toro dealers / distributor for details on all of our warranties.

12 CORPORATE AND COMMUNITY SERVICES

12.1	COMMUNITY ASSISTA	ANCE APPLICATION - TOOMPINE POLOCROSSE CLUB
IX:	249487	

Author:	Toni Bonsov	Corporate and Communit	v Administration Officer
Author.	TOTIL DOTISEY,	Corporate and Communit	y Auministration Onicer

Attachments: 1. Application Toompine Polocrosse Club.pdf <u>J</u>

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

An application has been received from the Toompine Polocrosse Club requesting a direct cash contribution of \$5000 to contribute towards all expenses involved in running their annual Polocrosse Carnival being held on 22/23 June 2024 including, Ambulance Hire, Field Construction Costs, Entertainment and Prizes.

RECOMMENDATION

1. That Council notes the Community Assistance Grant Application submitted by the Toompine Polocrosse Club and approves the request for \$5000 direct cash contribution towards expenses associated with hosting their annual Polocrosse Carnival.

BACKGROUND

The Toompine Polocrosse Club association hosts an annual Polocrosse carnival in June/July and continues to make improvements to the facility as funds allow. All profits from the annual carnival are invested into improvements to the facility for future carnivals. Future plans for the facility include additional stalls for horses, additional toilet/shower blocks, grandstands and an undercover area. The Toompine Polocrosse Club has applied on numerous occasions for grants to assist them with achieving these goals but unfortunately to date have not been successful with their applications.

Previous Approved Applications

2023

• \$5000 cash contribution

2022

- In-kind use of Generator for 2023 Carnival
- In-kind supply of 12 wheelie bins.

2021

- The connection of plumbing for new toilets to connect in with existing waste facility.
- Plant/equipment and gravel to be used to prepare the shed site.

- Council to assist with Building Approval wavering of fees; and
- Make provision in the 2022-23 Budget under Town Infrastructure.
- In-kind Skip bins.

OPTIONS

Option 1: (recommended)

That Council notes the Community Assistance Grant Application submitted by the Toompine Polocrosse Club and approves the request for \$5000 direct cash contribution towards expenses associated with hosting their annual Polocrosse Carnival.

Option 2:

That Council notes the Community Assistance Grant Application submitted by the Toompine Polocrosse Club and approves an alternative direct cash contribution towards expenses associated with hosting their annual Polocrosse Carnival.

Option 3:

That Council notes the Community Assistance Grant Application submitted by the Toompine Polocrosse Club and does not approve the request for a direct cash contribution towards expenses associated with hosting their annual Polocrosse Carnival.

CONSULTATION (Internal/External)

Quilpie Shire Council

Toompine Polocrosse Club Association

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Regulation 2012

Part 5 Community grants

Section 194 Grants to community organisations

A local government may give a grant to a community organisation only —

- (a) if the local government is satisfied
 - (i) the grant will be used for a purpose that is in the public interest; and
 - *(ii) the community organisation meets the criteria stated in the local government's community grants policy; and*
- (b) in a way that is consistent with the local government's community grants policy.

Section 195 Community grants policy

A local government must prepare and adopt a policy about local government grants to community organisations (a **community grants policy**), which includes the criteria for a community organisation to be eligible for a grant from the local government.

Council Policy:

C.01 Community Assistance Program Policy

The identified priorities for funding under this program are:

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 a "merit based" approach.

- To assist a community organisation where there is a genuine need or hardship preventing them from operating or undertaking core activities;
- To enhance existing events or programs to increase the benefits to the community;
- To enhance economic development and skills base in the Shire;
- To develop open spaces and sport and recreation facilities within the Shire;
- To promote active participation from a range of community sectors such as youth, aged, family, urban, rural etc; and
- To promote local procurement.

FINANCIAL AND RESOURCE IMPLICATIONS

2023 2024 Budget \$53,000

Month	Organisation/Event	Cash Contribution	In-kind Contribution	In-kind value
August	Community Yoga		Fee Waiver Supper Room	\$3,400.00
August	Quilpie & District Show & Rodeo	\$10,000.00		
August	Quilpie & District Show & Rodeo		50,000 Liters potable water, water truck, operator, generator, and portable lighting.	
August	Quilpie Motorcyclist Association	\$2,500.00	100Chairs,10tables,bainmarie,generator,15wheeliebins,3 popuptents& 1 x 18m2Skipbin	\$860.00
August	Quilpie Sporting Clays		Cam -Am Buggy	
September	St Finbarr's Mystery Holiday Sponsorship	\$500.00		
September	All About Aquatics - Halloween	\$1,000.00		

November	Care Outreach		Bullo Park hire fee, 5 tables, use of BBQ and gas	
November	St Finbarr's School		Bain-Marie, generator	
December	Quilpie Cricket Club		50 Chairs, 3 x portable shade structures, use of kiosk at JW Park	
January	Fly2Health		50% discount on Hire Fees for the Quilpie Shire Hall supper Room fortnightly from Feb - Dec	\$1,575.00
February	Adavale Sport & Rec		In-kind 90 cubic meters sandy loam, 1 x 12ms skip bin, and 10 wheelie bins	\$2,000.00
February	Kos Siwers - Blokarts in Adavale		Grading between sandy areas near the town bore (amount possibly minor but would consult with operator on this).	\$2,000.00
			Clear rake of some low growth.	
February	Eromanga District Rodeo Assoc.	\$4,300.00	In-kind, Whippersnip and Mow, inspect water and plumbing at the facility, and engage electrician to do electrical inspection at facility	\$5,000.00
February	Quilpie Diggers Club Sponsorship	\$2,000.00		
March	Toompine Progress 2024 Gunshoot	\$5,000.00		
March	Adavale Sport & Rec	\$8,500.00		
March	Quilpie Cultural Society	\$3,000.00		
March	Quilpie Triathlon Club	\$2,500.00		
April	Quilpie Golf Club		Donation of a shed located at 49 Boonkai St Quilpie	

April	Quilpie Sport & Rec Inc		Support of grant funding application by way of letter of support and a contribution of in- kind administrative support in relation to the project	
TOTAL		\$39,300.00		\$14,835.00
COMBINED TOTAL			\$54,135.00	

RISK MANAGEMENT IMPLICATIONS

Low Risk – Risk to be worn by the Toompine Polocrosse Club



COMMUNITY ASSISTANCE PROGRAM APPLICATION FORM

Type of Support

"In Kind" support -	generally means a provision of goods or services or a waiver of fees etc. and is not a direct cash contribution (for example plant or equipment hire, waiver of fees or charges and provision of materials such as loam or gravel).		
"Financial" support -	means a direct cash donation to an organisation or person for a Council approved event, project or fundraising activity.		
The following local organisations will be eligible for assistance under this policy:			

Charities, Not for Profit or Religious Organisations, Sporting or Hobby Groups / Bodies.

In determining the level of assistance required, Council shall:

- Establish the level of funding available in terms of its coming budget requirements;
- Apportion such funding across each application eligible for funding.

Council shall have sole discretion in determining the type and level of support to be provided to each applicant.

Notification of the assistance to be provided by Council will be in written format to the nominated contact person as detailed in the application.

Applications will be assessed against the following Program priorities:

Program Priorities

The identified priorities for funding under this program are:

- To assist a community organisation where there is a genuine need or hardship preventing them from operating or undertaking core activities;
- To enhance existing events or programs to increase the benefits to the community;
- To enhance economic development and the skills base in the Shire;
- To develop open spaces, sport and recreation facilities within the Shire; and
- To promote active participation from a range of community sectors such as youth, aged, family, urban, rural etc.

1.1	Type of assistance being sought:
	Direct cash contribution
	Provision of assets
	Concession
	In-kind

1.2 Applicant details:	
Organisation / Individual Name:	Toompine Polocrosse Club
Contact Person for Project:	James Bignell - President
Postal Address:	C/- Wambin Quilpie QLD 4480
Email Address:	wambin2@bigpond.com
Telephone No:	0429497720

1.3 Brief description of the project / activity for which assistance is being requested:

Toompine Polocrosse Club is holding it's annual Carnival on 22nd & 23rd June. We are seeking assistance to cover expenses in running this carnival. Funds would contribute towards all expenses including, Ambulance Hire, Field Constructions Costs, Entertainment and Prizes.

(Please attach additional information if required)

1.4 Event Details	
Name of Event:	Toompine Polocrosse Carnival
Date of Event:	22nd & 23rd June 2024

Amount of Funding Requested:	\$ 5000		
Amount of Funding Provided by the Applicant	\$ Approx 10000		
Amount of Funding Provided by Others	^{\$} Unknown		
Total Estimated Cost of Project:	\$ 15000		
Are you GST registered?	Yes 🗹 No		
Note: Please ensure your figures include GST, as this will be the final figure paid			

1.5 Project timeframe				
Project Start Date	22nd June (However works will commence before this date)			
Project End Date	23rd June (Cleanup and maintenance will continue after this date			
Acquittal Report Due (8 weeks after end date)				

1.6 Details of other endeavours to raise funds

The club will continue to source further sponsorship for contribute to cover the costs of this event. We will hold a bar during the event to also contribute to raising funds for the Club.

1.7 Financial position of applicant as at the date of this application <u>including a copy of a recent bank</u> <u>statement</u> and supporting information on why funds are required:

Cheque A/C - \$8882.72 (\$7500 has just been received for an Active Womens Grant so will be spent with guidelines. Savings A/C - \$35301.25 Our aim is to not spend the clubs money so that this can be used in the future to improve the facilities including more horse stalls, additional toilet blocks and an undercover area near the fields. (Please attach additional information if required)

Community Assistance Application

1.8 Previous Assistance?					
Have you received previous Council Assistance?					
Please list previous Council Assistance	Rece addit	eived assistance with last year ional bins and use of the skip	s carn over tl	ival. We will require ne weekend.	
Have previous programs been acquitted?		Yes		No	

1.9 Please outline the aims of the project and the direct benefits to the community as a result of this project:

Any assistance received helps to raise funds for the club. Any profit that is made from a carnival will go back into improving the facilities for future carnivals etc. We are hoping to make several improvements to the grounds at Toompine including more stalls for horses, more toilet/shower blocks, grandstands and an undercover area. We have been unsuccessful in obtaining grants to cover these on numerous occasions so are trying to raise funds to cover the costs. All of these will benefit the Toompine Community and any events held at these facilities in the future.

1.10 Bank details

1.10 Dalik de					
Name:	Name: TOOMPINE POLOCROSSE CLUB ASSOCIATION INC				
Bank	National Australia Bank	Branch:	Quilpie		
BSB:	084 829	Account Number:	495887095		

1.11 DECLARATION

We, the undersigned do hereby certify that we believe the information contained in this application to be accurate and reliable.

James Bignell - President Toompine Polocrosse Club

<u>lme/(</u> /Signature/

04/05/2024 Date

Name

Committee Member	/ Authorised	Persons:	

Name

Signature

Date

Note: The Community Assistance Acquittal Form must be postmarked or hand delivered to the Quilpie Shire Council NO LATER than eight (8) weeks after the completion of your project. Further assistance will not be given until Acquittal reports are received.

Community Assistance Application

12.2 SPONSORSHIP REQUEST - CHANNEL COUNTRY LADIES DAY 2024

IX:	249716
Author:	isa Hamlyn, Director Corporate and Community Services
Attachments:	 CCLD 2024 Case for Support <u>1</u> CCLD 2024 Partnership Packages <u>1</u>

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 consider a request received from the Channel Country Ladies Day Committee to purchase a sponsorship package to support the 2024 Channel Country Ladies Day event being held in Bulloo Shire.

RECOMMENDATION

1. That Council supports the 2024 Channel Country Ladies Day event being held in Bulloo Shire by purchasing a Bronze Sponsorship package valued at \$1,000.00.

BACKGROUND

The Channel Country Ladies Day Committee has written to Council requesting sponsorship for its 2024 Channel Country Ladies Day Event being held in October at Noccundra, Bulloo Shire. This will be CCLD's 11th physical event.

Channel Country Ladies Day in 2023 provided a platform and safe environment for women to openly share and discuss emotions and access women's health services. At the same time, this event offers women opportunities to have fun, form new friendships and engage in creative arts experiences which, in turn, promote positive emotional and physical wellbeing while reducing stress and social isolation.

The positive interactions experienced at the event also have a beneficial flow-on effect for the participants families, communities and businesses living and working in the Channel Country region. The event rotates between the four key Shires of the Channel Country to ensure access to as many women as possible across the region.

Channel Country Ladies Day Committee is in the organisational stage for this year's event and as a group, cannot organise an event of such calibre without such generous supporters such as Council. CCLDC would like to invite Council to partner with them in 2024, to help create another memorable 'Inspiration in Isolation' weekend for the women of the Channel Country.

2024 Sponsorship Packages

Principal Partner – P.O.A

Exclusive position as Principal Partner, including prominent branding leading up to and during the weekend event, with benefits as negotiated.

Platinum - \$15,000 and over or in-kind equivalent

- Prominent branding, including:
- Recognition in pre-event and post-event media release
- Logo in printed program and on website
- Banner on display at the event
- Featured in Facebook posts (minimum 10)
- Two complimentary registrations for attendance at the event
- Inclusion of promotional material in Goodies Bag
- Opportunity to introduce the speaker or activity sponsored.
- Photobook with record of the event

Gold - \$10,000 and over or in-kind equivalent

- Branding, including:
- Logo in printed program and on website
- Banner on display at the event
- Recognition in media release following the event
- Featured in Facebook posts (minimum five)
- One complimentary registration for attendance at the event
- Inclusion of promotional material in Goodies Bag
- Photobook with record of the event

Silver - \$5,000 and over or in-kind equivalent

- Logo in printed program and on website plus featured in two Facebook posts
- Inclusion of promotional material in Goodies Bag
- Photo Report of the event

Bronze - \$1,000 and over or in-kind equivalent

- Mention in printed program and on website plus tagged in two Facebook posts
- Inclusion of promotional material in Goodies Bag
- Photo Report of the event

Event - Under \$1000 or in-kind equivalent

Mention in printed program and on website plus tagged in one Facebook post

Since 2012, this annual event has provided an immersive experience of care, creativity, and fun for women of all ages. For many, this is their only opportunity during the year to focus on themselves, their health, and their mental wellbeing.

In order to reach as many women as possible, the event is held in a different area of the Channel Country each year. From its inception at Durham Downs Station with 100 attendees, the tents and lights that herald Ladies Day have appeared at Noccundra, Eromanga and Betoota. By its' seventh year, at Thargomindah the event had more than doubled, hosting 250 women from properties and towns up to fifteen hours' drive away.

Since 2012, in some remote shires of Queensland, **40% of the female population have attended a Channel Country Ladies Day.**

Increased social connection is recognised as being vital in creating positive mental health outcomes, while providing early support as close to the home as is safe is key to reducing the impact, severity and duration of problems (Queensland Rural and Remote Mental Health and Wellbeing Action Plan 2016-2018).

Previous Support Provided By Council

2016/2017 Silver Sponsorship Package	\$ 1,000.00
2017/2018 Silver Sponsorship Package	\$ 1,000.00
2018/2019 Silver Sponsorship Package	\$ 1,000.00
2021/2022 Platinum Sponsorship Package	\$12,000.00 (cash contribution)
	\$ 4,000.00 (In-kind support)
2022/2023 Silver Sponsorship Package	\$ 1,000.00

OPTIONS

Option 1 – Recommended

That Council supports the 2024 Channel Country Ladies Day event being held at Noccundra, Bulloo Shire by purchasing a Bronze Sponsorship package valued at \$1,000.00.

Option 2

That Council supports the 2024 Channel Country Ladies Day event being held at Noccundra, Bulloo Shire by purchasing an alternative Sponsorship package.

Option 3

That Council does not support the 2024 Channel Country Ladies Day event being held at Noccundra, Bulloo Shire.

CONSULTATION (Internal/External)

Channel Country Ladies Day Committee

Quilpie Shire Council staff

LEGAL IMPLICATIONS

NA

POLICY AND LEGISLATION

Local Government Regulation 2012

Part 5 Community grants

Section 194 Grants to community organisations

A local government may give a grant to a community organisation only —

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 - (i) the grant will be used for a purpose that is in the public interest; and
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Council Policy

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- To develop open spaces and sport and recreation facilities within the Shire;
- To promote active participation from a range of community sectors such as youth, aged, family, urban, rural etc; and
- To promote local procurement.

FINANCIAL AND RESOURCE IMPLICATIONS

2023 2024 Budget \$53,000

2023/2024	2023/2024 Community Assistance Approved Applications							
Month	Organisation/Event	Cash Contribution	In-kind Contribution	In-kind value				
August	Community Yoga		Fee Waiver Supper Room	\$3,400.00				
August	Quilpie & District Show & Rodeo	\$10,000.00						
August	Quilpie & District Show & Rodeo		50,000 Liters potable water, water truck, operator, generator, and portable lighting.					
August	Quilpie Motorcyclist Association	\$2,500.00	100Chairs,10tables,bainmarie,generator,15wheeliebins,3 popuptents & 1 x 18m2Skipbin	\$860.00				
August	Quilpie Sporting Clays		Cam -Am Buggy					

September	St Finbarr's Mystery Holiday Sponsorship	\$500.00		
September	All About Aquatics - Halloween	\$1,000.00		
November	Care Outreach		Bullo Park hire fee, 5 tables, use of BBQ and gas	
November	St Finbarr's School		Bain-Marie, generator	
December	Quilpie Cricket Club		50 Chairs, 3 x portable shade structures, use of kiosk at JW Park	
January	Fly2Health		50% discount on Hire Fees for the Quilpie Shire Hall supper Room fortnightly from Feb - Dec	\$1,575.00
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February	Kos Siwers - Blokarts in Adavale		Grading between sandy areas near the town bore (amount possibly minor but would consult with operator on this).	\$2,000.00
			Clear rake of some low growth.	
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March	Toompine Progress 2024 Gunshoot	\$5,000.00		
March	Adavale Sport & Rec	\$8,500.00		
March	Quilpie Cultural Society	\$3,000.00		

ORDINARY COUNCIL MEETING AGENDA

March	Quilpie Triathlon Club	\$2,500.00		
April	Quilpie Golf Club		Donation of a shed located at 49 Boonkai St Quilpie	
April	Quilpie Sport & Rec Inc		Support of grant funding application by way of letter of support and a contribution of in- kind administrative support in relation to the project	
TOTAL		\$39,300.00		\$14,835.00
COMBINED TOTAL			\$54,135.00	

RISK MANAGEMENT IMPLICATIONS

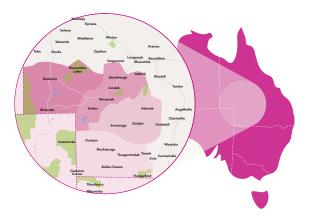
Low Risk – Risk to be worn by Channel Country Ladies Day Committee



28 MAY 2024

ABOUT THE CHANNEL COUNTRY LADIES DAY

The Channel Country Ladies Day, run through the incredible contributions of our local volunteer Committee, is creating health and wellbeing benefits for women across the remote Channel Country of western Queensland, northern South Australia and the north west corner of New South Wales.



In the vast landscapes of the Channel Country, the isolation of property life can cause personal stress and family issues, which are exacerbated by drought and extreme weather.

The Channel Country Ladies Day is a weekend long annual event delivered in close partnership with regional arts organisation, Red Ridge Interior Queensland, developed to increase access to health and wellbeing services and reduce social isolation. The diverse program of events is developed and coordinated each year by a dedicated volunteer committee of women from around the Channel Country, who have first-hand experience of the challenges of life in the bush.

Since 2012, this annual event has provided an immersive experience of care, creativity and fun for women of all ages. For many, this is their only opportunity during the year to focus on themselves, their health, and their mental wellbeing.

In order to reach as many women as possible, the event is held in a different area of the Channel Country each year. From its inception at Durham Downs Station with 100 attendees, the tents and lights that herald Ladies Day have appeared at Noccundra, Eromanga and Betoota. By it's seventh year, at Thargomindah, the event had more than doubled, hosting 250 women from properties and towns up to fifteen hours drive away.

Since 2012, in some remote shires of Queensland, **40% of the female population** have attended a Channel Country Ladies Day.

"The biggest challenge and danger is losing yourself, losing your identity amongst everything and not being able to develop yourself." - Lindy, a past attendee, who Increased social connection is recognised as being vital in creating positive mental health outcomes, while providing early support as close to the home as is safe is key to reducing the impact, severity and duration of problems (Queensland Rural and Remote Mental Health and Wellbeing Action Plan 2016-2018).

"We were really dry at home, I had a new baby, bi-polar and probably more than a touch of post-natal depression. My mum was going through a really tough time with it being so dry and we'd just sort of had enough.

A family friend nominated me for a scholarship to attend the Channel Country Ladies Day. After nine hours drive, I registered, went and put my baby to sleep and came to the cocktail party. **Everyone** was so excited to be here and nothing else really existed outside this wonderful bubble.

When I went home I felt amazing!

This event is really rewarding for so many ladies. They take so much away from it and it really does mean a lot to a lot of ladies."

- Ashlee, a CCLD scholarship recipient, who lives on a property 868km from Adelaide.





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LAUGHTER, SELF-EXPRESSION AND PERSONAL DEVELOPMENT

The restorative benefits of gathering women together and facilitating connections between them cannot be overstated. Having space and time to reflect and share common life experiences in a non-judgemental environment with laughter and positivity is rare for Channel Country women who live and work in an often very male dominated and demanding environment.

"I laugh so much throughout each event ...it is an important part of feeling positive and makes the whole weekend so uplifting.

There is just so much to smile about!" – Megan, a Committee member, who lives on a property 1280 kilometres from Brisbane.

The benefits of taking part in art and creative activities for therapy or pleasure are well documented, but such opportunities for self-expression and time away from work and family expectations are rarely available to the women who live in the Channel Country.

A key aspect of Ladies Day, since it's inception, are the opportunities for personal development, self-expression and creative connection through arts and cultural workshops, teaching skills in forms such as poetry, silversmithing, photography, singing, millinery, performing, dancing and silk painting. Each year innovative and new art forms are chosen to challenge and extend participants outside of their comfort zone. Community art projects like the collective painting of a public canvas are ways for the ladies to contribute to a piece that lasts within the community for years to come.

Keynote speakers and workshops at Ladies Day focus on empowering and skilling women to be leaders in their communities, covering topics from financial practices to body image and healthy relationships. Speakers have featured the likes of former Governor General, Dame Quentin Bryce, relationships and sex therapist Dr Rosie King, writer and director Taryn Brumfitt, Jane Cay, CEO of Birdsnest and succession planning advisor Jill Rigney.

Evaluations have shown that women leave the Channel Country Ladies Day with a greater sense of self-acceptance, empowerment and connection with their sense of self; which, research has shown, are all important factors for resilience.

"Mental health is a really big issue... we always seem to be in drought again, you might have one or two good seasons and then you'll be in drought again. To be able to get away from that and get support from the many different workshops here that deal with every single issue you can think of is great." – Past attendee, Fiona, who lives on a property 1061 kilometres from Brisbane.





HEALTH SERVICES GO WHERE THE WOMEN ARE

"One of the biggest issues we deal with out here is mental health. At the Channel Country Ladies Day I see the looks on the ladies faces. I see the stress and tension dropping off them and that's got to be great for their mental health." - Stephen Pursell, Police Officer, Birdsville.

For many Channel Country women, the nearest health service is a day's drive away.

Research from the Royal Flying Doctor Service (RFDS) shows that remote Australians face poorer health outcomes than those living in cities, with reduced access to health care, greater rates of ill health, and higher levels of mortality, morbidity and disease risk factors. People living in the bush also access mental health services at about a fifth of the rate of city residents (Mental Health in Remote and Rural Communities. RFDS. March 2017).

Ladies Day provides women with opportunities to access both physical and mental health services. They can book sessions with allied health and primary health professionals, including mental health workers, the RFDS team, a women's health nurse, female doctor, massage therapist and naturopath. Access to regular health checks like pap smears and breast check education have already had worthwhile results, with one attendee having had pre-cancerous cells picked up from her pap smear at CCLD.

There is also evidence that the event is successfully challenging the culture of stoicism so characteristic of people in the bush, providing health education and promotion, which has helped attendees to acknowledge the importance of self-care and seeking help when needed.

The women can also take part in workshops which teach strategies and skills for coping with stress including mindfulness, processing grief and loss, sexuality, fitness, health and nutrition.



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ORDINARY COUNCIL MEETING AGENDA

28 MAY 2024



DIRECTION, STRENGTH AND CLARITY IN HARD TIMES

Liz Lynch, a Royal Flying Doctor Service Health Promotion Officer from Longreach, says it's not always easy to build relationships with other service providers for the women and families who live in the area. "Because of the distance it can take quite some time to build relationships and this event has just been a brilliant catalyst."

This aspect of the event became hugely important in the life of Emma, a past attendee.

"I went from living in a town I grew up in, with a huge support network of friends and family, to being a mother in a setting that was entirely foreign to me. No visits to a station can ever prepare you for life living on a property.

A couple of weeks after attending my first Channel Country Ladies Day, I got in the car to drive to Broken Hill, our closest major centre, 500 kilometres away. I got 120 kilometres from town and thought, 'I need to do something while I'm away or I'm not coming back'.

I got to mobile reception and thought, 'I'm going to ring that lady from Longreach mental health that spoke on the stage at Ladies Day'. At the time I didn't know she was going to be an important person to me. But I thought, that lady will know who would be able to help me.

It's when hurdles come up later in your life when you go back to the station that you pull on those things that you're exposed to at Ladies Day, and that gives you direction, or gives you strength, or gives you clarity on things that you didn't even know were going to come up for you." – Emma, who lives on a property 730km from Adelaide.

For a little window of time on a weekend in October, the women of the Channel Country come and camp for the weekend in tents set up for them, eat gourmet meals someone else has prepared for them, and are given the opportunity to explore their creativity, revive their health and wellbeing, pamper themselves and be inspired.

It's about taking that inspiration away with them, to experience again, even in the isolation of daily life on a property. The ladies leave the "wonderful bubble" of Ladies Day:

"Knowing that it's okay to speak out about self-care, personal development and health in general."

"Feeling very positive and able to face the challenges of a hot, dry summer."







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"Knowing that it's okay to speak out about self-care, personal development and health in general."

"Feeling very positive and able to face the challenges of a hot, dry summer."

We'd love to talk to you about how you can help us c

Our Committee of dedicated volunteers are continually focused on the sustainabilit want to ensure we are able to have a lasting impact on the lives of women in the Cl

As the event evolves, it requires greater inputs of time, resource and knowledge. W and financial contributions of our volunteer Committee through administration sup magnitude has an annual budget in excess of \$150,000, along with in-kind contriburange of financial and in-kind support are:

- Continuing to increase the social, cultural and health outcomes we have achiev holding the event annually.
- Maintain the professionalism and quality of our event through innovative guest social service providers.
- To continue to deliver an event with ticket prices affordable for women in the (

As we grow the social and cultural health of women in the Channel Country, we are community as a whole.

We invite you to partner with us in creating a sustainable future for t



The Channel Country Ladies Day has an extensive, engaged featured in local and national online, print and radio media. We and donor recognition options.

Please get in touch to discuss how you can po admin@channelcountryladiesday.com.au | www.channel

n myself."



SPONSORSHIP PACKAGES

Our event is only made possible by the support of our sponsors. We would like to work with you to ensure that your contribution is recognised in a way that will add value to your business and organisation. Whilst the following packages are presented as a guide, we love collaborating; if you have ideas about ways that you could add value to our event, or could leverage your input, we are keen to work with you to make it happen.

All sponsors are acknowledged by our MC over the course of the weekend.

Principal Partner - P.O.A

Exclusive position as Principal Partner, including prominent branding leading up to and during the weekend event, with benefits as negotiated.

Platinum - \$15,000 and over or in-kind equivalent

- Prominent branding, including:
 - O Recognition in pre-event and post-event media release
 - Logo in printed program and on website
 - O Banner on display at the event
 - Featured in Facebook posts (minimum 10)
 - Two complimentary registrations for attendance at the event
- Inclusion of promotional material in Goodies Bag
- Opportunity to introduce the speaker or activity sponsored.
- Photobook with record of the event

Gold - \$10,000 and over or in-kind equivalent

- Branding, including:
 - O Logo in printed program and on website
 - O Banner on display at the event
 - O Recognition in media release following the event
 - Featured in Facebook posts (minimum five)
- One complimentary registration for attendance at the event
- Inclusion of promotional material in Goodies Bag
- Photobook with record of the event

Silver - \$5,000 and over or in-kind equivalent

- Logo in printed program and on website plus featured in two Facebook posts
- Inclusion of promotional material in Goodies Bag
- Photo Report of the event

Bronze - \$1,000 and over or in-kind equivalent

- Mention in printed program and on website plus tagged in two Facebook posts
- Inclusion of promotional material in Goodies Bag
- Photo Report of the event

Event - Under \$1000 or in-kind equivalent

Mention in printed program and on website plus tagged in one Facebook post

<u>www.channelcountryladiesday.com.au</u>

Mission

Channel Country Ladies Day is an event which provides access to our three pillars of Health & Wellbeing, Creative & Performing Arts and Business Skill & Personal Development to the ladies of the Channel Country Region

We strive to overcome the barriers of isolation by providing face to face opportunities to these women which are not readily available.

We endeavour to have women leave the event with a greater sense of self-acceptance, empowerment, and connection with their sense of self, this is shown

ORDINARY COUNCIL MEETING AGENDA

13 FINANCE

13.1 ANNUAL	NUAL LAND VALUATIONS	
IX:	248947	
Author:	Alisha Moody, Rates Officer	
Attachments:	 2024 04 Consideration for the 2025 land valuation program effective 30 June 2025.pdf <u>U</u> 	

KEY OUTCOME

Key Outcome:	4.	Strong Governance
Key Initiative:	4.4	Long-term financial sustainability underpinned by sound financial planning and accountability
	4.3	Maintain good corporate governance

EXECUTIVE SUMMARY

Council received correspondence from the Valuer-General on 15 April 2024 seeking Council's views in relation to the proposed inclusion of Quilpie Shire in the 2025 revaluation program.

Council's last land revaluation assessment was completed in 2020 with an effect date of 30 June 2021 and a significant number of valuations were amended.

A response to the Valuer-General is due by Wednesday 29 May 2024.

The Valuer-General will consider Council's views in deciding whether a revaluation should take place in the area.

RECOMMENDATION

That Council recommend to the Valuer-General that a valuation of all rateable land in Quilpie Local Government Area be undertaken effective 30 June 2025.

BACKGROUND

In accordance with the *Land Valuation Act 2010*, the Department of Resources is responsible for issuing valuations on land in Queensland for Councils.

Councils must use these land valuations when calculating general rates, by applying the 'rate' (or cents per dollar) to the valuation, and also set minimums and apply other rating tools approved in the legislation.

The valuations provide a basis for fair and equitable rating systems between ratepayers. It is important that the valuations of land are as up to date as possible and reflective of the market.

The Land Valuation Act 2010 (the Act) requires the Valuer-General to undertake an annual statutory valuation of all rateable land in Queensland except in unusual circumstances or after consideration of:

- a) market survey report of the Local Government Area which reviews sales of land since the last valuation and the probable impact of the sales on the value of land since the last annual valuation; and
- b) the results of consultation with the local government for the area, and appropriate local and industry groups.

Under the Act, annual valuations are required to be issued prior to 31 March in the year the valuation is to take effect.

OPTIONS

- 1. That Council requests a valuation be undertaken by the Valuer-General of all rateable land in Quilpie effective June 2025.
- 2. That Council requests a valuation not be undertaken by the Valuer-General of all rateable land in Quilpie effective June 2025.
- 3. That Council advises the Valuer-General that it makes no submission in this regard.

CONSULTATION (Internal/External)

Chief Executive Officer and Manager of Finance and Administration

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Land Valuation Act 2010

74 Exceptions to annual valuation requirement

- (1) The valuer-general need not make an annual valuation of land in a local government area if the valuer-general considers it is not possible to do so because of unusual circumstances.
- (2) The valuer-general may decide not to make an annual valuation of land in a local government area after considering—
 - (a) a market survey report for the area; and
 - (b) the results of consultation with the local government for the area, and appropriate local groups and industry groups.

Example of local group—

the local Chamber of Commerce

Examples of industry groups—

AgForce, Queensland Industrial Union of Employers and Queensland Canegrowers Organisation Limited

(3) In this section—

market survey report, for a local government area, means a report to the valuer-general giving—

- (a) details of sales of land, including sales of land outside the area, since the last annual valuation was made; and
- (b) the probable impact of the sales on the value of land in the area if an annual valuation were to be made.

Local Government Regulation 2012

72 What is the value of land

The **value**, of land for a financial year, is its value under the Land Valuation Act when a liability for payment of rates or charges for the land arises for the financial year.

74 Rateable value of land

(1) A local government must calculate the rates for land by using the rateable value of the land.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

In accordance with Council's Risk Management Policy.

15 April 2024



Mr Justin Hancock Chief Executive Officer Quilpie Shire Council 50 Brolga Street QUILPIE Queensland 4480

By email: admin@quilpie.qld.gov.au

Dear Mr Hancock

Consideration for the 2025 land valuation program effective 30 June 2025

I am seeking your views in relation to the revaluation of your local government area as part of the 2025 land valuation program that will take effect on 30 June 2025.

The Land Valuation Act 2010 requires that the Valuer-General undertakes an annual valuation of rateable land, but they may decide not to do so in a local government area after considering:

- a market survey report for the local government area that reviews the sales of land and the probable impact of those sales on the value of land since the last annual valuation
- the results of consultation with the local government for the area and appropriate local and industry groups.

The State Valuation Service (SVS) is currently considering a range of factors, including the timing of the last valuation, any extreme weather events that occurred over the last year and market movements. The SVS will continue to monitor the property market.

Consistent with the Act, please advise me of your support or otherwise for a revaluation in 2025. You may also wish to provide me with any additional information relevant for consideration. Please provide your response to me **by Friday 24 May 2024** by email at <u>valuer-general@resources.qld.gov.au</u>. The results of this consultation will be used to inform my final decision about the 2025 revaluation program.

If you have any further enquiries regarding the revaluation program, please contact John Thomas, Area Manager, State Valuation Service on telephone 4529 1383 or email John.Thomas@resources.qld.gov.au.

Yours sincerely

Rmo_

Laura Dietrich Valuer-General Department of Resources

1 William Street, Brisbane Qld 4000 PO Box 15216, City East Qld 4002 <u>www.resources.qld.gov.au</u> ABN 59 020 847 551

14 GOVERNANCE

14.1 CONVE	RTING	LOT 23 ON NK12 ON TITLE 40046049 TO FREEHOLD
IX:	249	008
Author:	Jan	elle Menzies, Manager Governance and Compliance
Attachments:	1. 2.	Letter for Department of Resources <u>U</u> Site of Lot 23 on NK12 <u>U</u>

KEY OUTCOME

Key Outcome:	1.	Great Place to Live
Key Initiative:	1.1	Well-planned and highly liveable communities

EXECUTIVE SUMMARY

To advise Council that Lot 23 on NK12 on Title 40046049 will be converted from Leasehold to Freehold

RECOMMENDATION

That Council note that Lot 23 on NK12 on Title 40046049 will be converted from Leasehold to Freehold.

BACKGROUND

The Department of Resources have written to Council to advise that they have received an application for Lot 23 on NK 12 on Title 40046049 Sommerfield Road being converted from Leasehold to Freehold.

This correspondence was received on 9 April 2024 and the April 2024 meeting agenda was closed.

The Department required any objections by 30 April 2024.

CONSULTATION (Internal/External)

N/A

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Land Act 1994

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

N/A

Author Alison Bell File / Ref number: 2023/000692 Unit: Land & Surveying Services Phone 07 4837 3330

26 March 2024

Chief Executive Officer Quilpie Shire Council PO Box 57 Quilpie Qld 4480

Via email: admin@quilpie.qld.gov.au

Dear Justin,

Proposed Dealing of Unallocated State Land to Freehold

The Department is seeking your views on converting Lot 23 on NK12 on Title 40046049 Sommerfield Road, Quilpie Qld to freehold.

Please advise the Department of your views or requirements that the department should consider when assessing this proposed dealing. Objections to this dealing, and any views or requirements that may affect the future use of the land should be received by close of business on **30 April 2024.** If you offer an objection to this dealing, a full explanation stating the reason for the objection should be forwarded to this Office.

Note - If land is required for a public purpose, it can be acquired at any time by negotiation and where necessary acquisition.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Alison Bell on (07) 48373330 or email Alison.Bell@resources.qld.gov.au. Please quote reference number 2023/000692 in any future correspondence.

Yours faithfully,

Alison Bell Land Officer

Postal : Resources Rockhampton PO Box 1762 Rockhampton 4700 QLD Telephone : 07 4837 3330 Email: Alison.Bell@resources.qld.gov.au



Department of Resources



14.2 PROPOSE	ED CHANGE ORDINARY COUNCIL MEETING DATES 2024
IX:	249669
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 November 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	Wednesday	20	9.30am
December	Tuesday	17	9.30am

BACKGROUND

The meeting dates for 2024 were set at the Council Meeting on 15 April, 2024 are 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	27	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 November 2024 Meeting date from Tuesday 19 November 2024 to Wednesday 20 November 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.
- August meeting to be held on Tuesday 27 August 2024 due to a Councillor with personal commitment.
- 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 May to December 2024 and advertises accordingly.

Month	Day	Date	Time
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	Wednesday	20	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
May	Tuesday	28	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

14.3 POLICY REVIEW

IX: 249689

Author: Janelle Menzies, Manager Governance and Compliance

Attachments:

- 1. Audit Committee Charter **1**
- 2. Audit Committee Charter Marked up Version J
- 3. Internal Audit Policy 🕹
- 4. Private Use of Council's Plant & Equipment Policy J.
- 5. Private Use of Council's Plant & Equipment Marked Up Version J.
- 6. Road Network Standard Policy <u>J</u>
- 7. Road Network Standard Policy Marked up Version J

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 Audit Committee Charter, the Internal Audit Policy, the Private use of Council's Plant Policy and the Road Network Standard Policy.

RECOMMENDATION

That the Council adopt the Council the Audit Committee Charter, the Internal Audit Policy, the Private use of Council's Plant Policy and the Road Network Standard Policy.

BACKGROUND

As part of the Council's policy review program the Audit Committee Charter, the Internal Audit Policy, the Private use of Council's Plant Policy and the Road Network Standard Policy have been reviewed and amended.

The Policies has been updated to the new format and now includes the Human Rights declaration. The amendments.

The changes to the policies are as follows:-

<u>Audit Committee Charters</u> – Initial changes have been highlighted in yellow and some final adjustments are highlighted in blue in the final version. A marked up version of the policy is also attached.

Internal Audit Policy – Changes have been highlighted in yellow in the final version.

<u>Private Use of Councils Plant & Equipment Policy</u> – Changes have been highlighted in yellow in the final version. A marked up version of the policy is also attached.

<u>Road Network Standards Policy</u> – Changes have been highlighted in the yellow in the final version. A market up version of the policy is also attached.

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



1	OBJ	ECTIVE	. 1
2	sco)PE	. 1
3	STA	TEMENT	. 1
	3.1	AUTHORITY	. 1
	3.2	DUTIES AND RESPONSIBILITIES	. 1
	3.3	MEMBERSHIP AND MEETINGS	. 3
	3.4	RELATIONSHIPS	. 4
		REVIEW OF THE CHARTER	
4	HUN	IAN RIGHTS COMPATIBILITY STATEMENT	. 5
5	DEF	INITIONS	. 5
6	REL	ATED POLICIES LEGISLATION OTHER DOCUMENTS	. 5
7		SION CONTROL	

Responsible Officer: Manager Governance & Compliance Document Owner: Council Policy No: F.01A Version: 1 Council Resolution Number: QSC XXX-XX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2026 IX: 248952

I OBJECTIVE

This charter sets out the objectives, authority, responsibilities, reporting and administrative arrangements associated with the Audit Committee.

2 SCOPE

The primary objective of the Audit Committee is to act as an advisory body which contributes to the improved performance of Council through the provision of independent assurance, oversight and advice to Council and the Chief Executive Officer on matters listed in Section 3.2 - Duties and Responsibilities.

3 STATEMENT

3.1 AUTHORITY

As an advisory committee of Council, the Audit Committee is independent of management and does not have any executive powers, delegated responsibility or authority to implement action.

The Audit Committee has authority to review and make recommendations to Council on any matters within its scope of responsibility. In doing so the Audit Committee has the authority to seek information it requires and has full right of access to all levels of management through the Chief Executive Officer.

3.2 DUTIES AND RESPONSIBILITIES

The audit committee's duties and responsibilities are to:

3.2.1 FINANCIAL STATEMENTS

- Review the appropriateness of accounting policies adopted by Council and ensure the accounting policies adopted are relevant to Council and its specific circumstances.
- Review the appropriateness of significant assumptions and critical judgements made by management, particularly around estimations which impact on reported amounts of assets, liabilities, income and expenses in the financial statements.
- Review the financial statements for compliance with prescribed accounting and other requirements.
- Review, with management and the external auditors, the results of the external audit and any significant issues identified.
- Exercise skepticism by questioning and seeking full and adequate explanations for any unusual transactions and their presentation in the financial statements.
- Analyse the financial performance and financial position and seek explanation for significant trends or variations from budget or forecasts.
- Ensure that assurance with respect to the accuracy and completeness of the financial statements is given by management.

3.2.2 RISK MANAGEMENT

- Review the risk management framework for identifying, monitoring and managing significant risks, including fraud.

Responsible Officer: Manager Governance & Compliance Document Owner: Council Policy No: F.01-A Version: 2 Council Resolution Number: QSC XXX-XXX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2026 IX: 248952

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- Satisfy itself that insurance arrangements are appropriate for the risk management framework, where appropriate.
- Liaise with management to ensure there is a common understanding of the key risks to Council. These risks will be clearly documented in a risk register which will be regularly reviewed to ensure it remains up-to-date.
- Assess and contribute to the audit planning processes relating to the risks and threats to Council.
- Review the effectiveness of Council's processes for identifying and escalating risks, particularly strategic risks.

3.2.3 INTERNAL CONTROL

- Review the adequacy of the internal control structure and systems, including information technology security and control.
- Review whether relevant policies and procedures are in place and up-to-date, including those for the management and exercise of delegations, and whether they are complied with.

3.2.4 PERFORMANCE MANAGEMENT

- Review Council's compliance with the performance management and reporting requirements of the *Financial Accountability Act 2009*, the *Financial and Performance Management Standard 2009* and the Annual Report Requirements for Queensland Local Governments.
- Review whether performance management systems in place reflect Council's role/purpose and objectives as stated in its Corporate Plan.
- Identify that the performance reporting and information uses appropriate benchmarks, targets and trend analysis.

3.2.5 INTERNAL AUDIT

- Review the budget, staffing and skills of the internal audit function.
- Review and approve the internal audit plan, its scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.
- Review the proposed internal audit annual plan to ensure they cover key risks and that there is appropriate co-ordination with the external auditor.
- Review the findings and recommendations of internal audit and the response to them by management.
- Review the implementation of internal audit recommendations accepted by management.
- Ensure that there is no material overlap between the internal and external audit functions.

3.2.6 EXTERNAL AUDIT

- Consult with external audit on the function's proposed audit strategy, audit plan and audit fees for the year.
- Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.

Responsible Officer: Manager Governance & Compliance Document Owner: Council Policy No: F.01-A Version: 2 Council Resolution Number: QSC XXX-XXX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2026 IX: 248952

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- Review responses provided by management to ensure they are in line with Council's risk management framework.
- Review the implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.

3.2.7 COMPLIANCE

- Determine whether management has considered legal and compliance risks as part of Council's risk assessment and management arrangements.
- Review the effectiveness of the system for monitoring Council's compliance with relevant laws, regulations and government policies.
- Review the findings of any examinations by regulatory agencies, and any auditor observations.

3.2.8 REPORTING

- Submit reports to the Chief Executive Officer outlining relevant matters that have been considered by it as well as the committee's opinions, decisions and recommendations.
- Circulate minutes of the committee meetings to the Chief Executive officer, committee members and invited guests as appropriate.

3.3 MEMBERSHIP AND MEETINGS

3.3.1 MEMBERSHIP

- Members, including the Chair, are appointed by the Chief Executive Officer.
- Membership of the committee will consist of a minimum of three and a maximum of six.
- At least one, but not more than two members must be Councillors.
- A minimum of one member will be external to Council.
- At least one member will have significant experience and skills in financial matters.
- The Chief Executive Officer cannot be a member of the committee but would ordinarily be present at meetings.
- The term of appointment is for four years and can be extended for a further term subject to the composition and skill requirements of the committee.
- A review of the membership will take place at the beginning of each election term and independent members may be called by an expression of interest.
- Members are appointed on the basis of personal qualities and skills.
- Member terms and conditions are to be disclosed in the Letter of Appointment.

3.3.2 CHAIR

- The Chair will be a Councillor nominated by Council.
- The Chair presides or another member as chosen by the members present, if the chair is absent.

Responsible Officer: Manager Governance & Compliance
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3.3.3 ETHICAL PRACTICES

 Members are required to declare any interests that could constitute a real, potential or apparent conflict of interest with respect to participation on the committee. The declaration must be made on appointment to the committee and in relation to specific agenda items at the outset of each committee meeting, and be updated as necessary.

3.3.4 MEETINGS AND QUORUM

- The committee will meet at least two (2) times per year and the schedule of meetings will be agreed in advance.
- A quorum will consist of more than half of the members.
- The chairperson has the casting vote if there is an equal number for and against the motion.
- External auditors, Internal Auditors and the Queensland Audit Office will be notified of all meetings.
- Other interested parties may attend.
- All non-member Councillors are invited to attend all meetings but have no voting rights.
- Meetings of the Committee are not open to the public.
- The use of teleconferencing (including videoconferencing) is approved.
- All Committee members and other attendees will be required to disclose conflicts of interests at the commencement of each meeting.
- All information acquired during the Committee member's term of appointment is to be regarded as confidential to Council and is not to be disclosed to third parties.

3.3.5 MEETING AGENDA

- The agenda and relevant papers will be distributed to members prior to the meetings.

3.4 RELATIONSHIPS

3.4.1 INTERNAL AUDIT

- The internal auditor will have a standing invitation to attend committee meetings.
- The Chair and an independent member will hold executive sessions with internal audit as required.

3.4.2 EXTERNAL AUDIT

- The committee has no power of direction over external audit or the manner in which the
 external audit is planned or undertaken, but will act as a forum for the consideration of
 external audit findings and will ensure that they are balanced with the views of management.
- The external auditor will have a standing invitation to attend committee meetings.

3.5 REVIEW OF THE CHARTER

- The charter will be reviewed at the beginning of every council election term to ensure it remains consistent with the committee's authority, objectives and responsibilities.
- All amendments to the charter will be discussed and approved by the Council Resolution.

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4 HUMAN RIGHTS COMPATIBILITY STATEMENT

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

5 DEFINITIONS

Nil

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX # Details

248955 F.02 Internal Audit Policy

7 VERSION CONTROL

Version	Date	Actions
V1	18-Feb-22	Developed and Adopted
V2	28-May-24	Reviewed

Responsible Officer: Manager Governance & Compliance Document Owner: Council Policy No: F.01-A Version: 2 Council Resolution Number: QSC XXX-XXX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2026 IX: 248952

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F.01A Audit Committee Charter Style Definition: TOC 2: Tab stops: 1.78 cm, Left OBJECTIVE 1 1 2 STATEMENT 1 3 3.2 DUTIES AND RESPONSIBILITIES 3.3 MEMBERSHIP AND MEETINGS 3 3.4 4 5 6 7 Formatted: English (Australia)

 Responsible Officer: Manager Governance & Compliance
 UNCONTROLLED DOCUMENT WHEN PRINTED

 Document Owner: Council
 Review Due: May 20268

 Policy No: F.01A Version: 1
 IX: 248952xxxxxx

 Council Resolution Number: QSC XXX-XX-XX
 IX: 248952xxxxxx

 Effective Date: 28 May 2024
 Effective Date: 28 May 2024

RESPECT | CONHUNCATION | VIAL IN MOTO (PRICE | TRUET) TEAMWORK

1 OBJECTIVE

This charter sets out the objectives, authority, responsibilities, reporting and administrative arrangements associated with the Audit Committee.

2 SCOPE

The primary objective of the Audit Committee is to act as an advisory body which contributes to the improved performance of Council through the provision of independent assurance, oversight and advice to Council and the Chief Executive Officer on matters listed in Section 3.2 - Duties and Responsibilities.

3 STATEMENT

As an advisory committee of Council, the Audit Committee is independent of management and does not have any executive powers, delegated responsibility or authority to implement action.

The Audit Committee has authority to review and make recommendations to Council on any matters within its scope of responsibility. In doing so the Audit Committee has the authority to seek information it requires and has full right of access to all levels of management through the Chief Executive Officer.

3.2 DUTIES AND RESPONSIBILITIES

The audit committee's duties and responsibilities are to:

3.2.1 FINANCIAL STATEMENTS

- Review the appropriateness of accounting policies adopted by Council and ensure the
 accounting policies adopted are relevant to Council and its specific circumstances.
- Review the appropriateness of significant assumptions and critical judgements made by management, particularly around estimations which impact on reported amounts of assets, liabilities, income and expenses in the financial statements.
- Review the financial statements for compliance with prescribed accounting and other requirements.
- Review, with management and the external auditors, the results of the external audit and any significant issues identified.
- Exercise skepticism by questioning and seeking full and adequate explanations for any unusual transactions and their presentation in the financial statements.
- Analyse the financial performance and financial position and seek explanation for significant trends or variations from budget or forecasts.
- Ensure that assurance with respect to the accuracy and completeness of the financial statements is given by management.

3.2.2 RISK MANAGEMENT

 Review the risk management framework for identifying, monitoring and managing significant risks, including fraud.

Responsible Officer: Manager Governance & Compliance	UNCONTROLLED DOCUMENT WHEN PRINTED
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RESPECT | COMMUNICATION | FLORE IN ADDID | PRIDE | TRUET | TEAMWORK

- Satisfy itself that insurance arrangements are appropriate for the risk management framework, where appropriate.
- Liaise with management to ensure there is a common understanding of the key risks to Council. These risks will be clearly documented in a risk register which will be regularly reviewed to ensure it remains up-to-date.
- Assess and contribute to the audit planning processes relating to the risks and threats to Council.
- Review the effectiveness of Council's processes for identifying and escalating risks, particularly strategic risks.

3.2.3 INTERNAL CONTROL

- Review the adequacy of the internal control structure and systems, including information technology security and control.
- Review whether relevant policies and procedures are in place and up-to-date, including those for the management and exercise of delegations, and whether they are complied with.

3.2.4 PERFORMANCE MANAGEMENT

- Review Council's compliance with the performance management and reporting requirements of the *Financial Accountability Act* 2009, the *Financial and Performance Management Standard* 2009 and the Annual Report Requirements for Queensland Local Governments.
- Review whether performance management systems in place reflect Council's role/purpose and objectives as stated in its Corporate Plan.
- Identify that the performance reporting and information uses appropriate benchmarks, targets and trend analysis.

3.2.5 INTERNAL AUDIT

- Review the budget, staffing and skills of the internal audit function.
- Review and approve the internal audit plan, its scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.
- Review the proposed internal audit annual plan to ensure they cover key risks and that there is appropriate co-ordination with the external auditor.
- Review the findings and recommendations of internal audit and the response to them by management.
- Review the implementation of internal audit recommendations accepted by management.
- Ensure that there is no material overlap between the internal and external audit functions.

3.2.6 EXTERNAL AUDIT

- Consult with external audit on the function's proposed audit strategy, audit plan and audit fees for the year.
- Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.

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F.01A Audit Committee Charter	
Review responses provided by management to ensure they are in line with Council's risk management framework.	
Review the implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.	
2.7 COMPLIANCE	
Determine whether management has considered legal and compliance risks as part of Council's risk assessment and management arrangements.	
Review the effectiveness of the system for monitoring Council's compliance with relevant laws, regulations and government policies.	
Review the findings of any examinations by regulatory agencies, and any auditor observations.	
2.8 REPORTING	
Submit reports to the Chief Executive Officer outlining relevant matters that have been considered by it as well as the committee's opinions, decisions and recommendations.	
Circulate minutes of the committee meetings to the Chief Executive officer, committee members and invited guests as appropriate.	
3 MEMBERSHIP AND MEETINGS	
3.1 Membership	
Members, including the Chair, are appointed by the Chief Executive Officer.	
Membership of the committee will consist of a minimum of three and a maximum of six.	
At least one, but not more than two members must be Councillors.	
A minimum of one member will be external to Council.	
At least one member will have significant experience and skills in financial matters.	
The Chief Executive Officer cannot be a member of the committee but would ordinarily be present at meetings.	
The term of appointment is for <u>four-three</u> years and can be extended for a further term subject to the composition and skill requirements of the committee. The maximum term is extended for a further term is a subject to the composition and skill requirements of the committee.	Formatted: Highlight
A review of the membership will take place at the beginning of each election term and	Formatted: Highlight
independent members may be called by an expression of interest.	
Members are appointed on the basis of personal qualities and skills.	
Member terms and conditions are to be disclosed in the Letter of Appointment.	
3.2 Chair	
_The Chair will be a Councillor nominated by Council	Commented [JM1]: Independent Chair ???
The Chair presides or another member as chosen by the members present, if the chair is	
absent.	
Responsible Officer: Manager Governance & Compliance UNCONTROLLED DOCUMENT WHEN PRINTED Document Owner: Council Review Due: May 202	
Policy No: F.01-A Version: 2 IX: 248952XXXXXX Council Resolution Number: QSC XXX-XXX-XX	
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	3.3 ETHICAL PRACTICES	
-	Members are required to declare any interests that could constitute a real, potential or apparent conflict of interest with respect to participation on the committee. The declaration must be made on appointment to the committee and in relation to specific agenda items at the outset of each committee meeting, and be updated as necessary.	
3.3	3.4 MEETINGS AND QUORUM	
-	The committee will meet at least two (2) times per year and the schedule of meetings will be agreed in advance.	
-	_A quorum will consist of two-more than half of the members.	
-	The chairperson has the casting vote if there is an equal number for and against the motion.	Formatted: Highlight
-	External auditors, Internal Auditors and the Queensland Audit Office will be notified of all meetings.	
-	Other interested parties may attend.	
-	All non-member Councillors are invited to attend all meetings but have no voting rights.	
-	Meetings of the Committee are not open to the public.	
-	The use of teleconferencing (including videoconferencing) is approved.	
-	All Committee members and other attendees will be required to disclose conflicts of interests at the commencement of each meeting.	
-	All information acquired during the Committee member's term of appointment is to be regarded as confidential to Council and is not to be disclosed to third parties.	
3 3	3.5 MEETING AGENDA	
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-	The agenda and relevant papers will be distributed to members prior to the meetings,	Formatted: Font: (Default) Arial, Ligatures: None
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Version V1	Date 18-Feb-22	Actions Developed and Adopted		
Version V1 V2 Responsible	Date 18-Feb-22 28-May-24	Actions Developed and Adopted		
Version V1 V2 Responsible Document O Policy No: F	Date Date 18-Feb-22 28-May-24	Actions Developed and Adopted Reviewed	UNCONTROLLED DOCUMENT WHEN PRINT Review Due: May 202 IX: 248952XXXX	<u>6</u> 8
Version V1 V2 Responsible Document O Policy No: F Council Res	Date 18-Feb-22 28-May-24	Actions Developed and Adopted Reviewed	Review Due: May 202	<u>6</u> 8 XX



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Responsible Officer: Manager Governance & Compliance Policy Owner: Council Policy No: F.02 Version: Council Resolution Number: QSC XXX-XX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: 28 May 2027 IX: 248955

F.02 Internal Audit Policy

1 OBJECTIVE

The internal audit function provides independent assurance to council that the organisation's operations have been evaluated for the effectiveness of risk management, controls and governance processes.

This purpose of this policy is to clarify the appointment of internal auditors for the Quilpie Shire Council (Council), and to ensure compliance with auditing requirements in the Section 105 (1) Local Government Act 2009 and associated regulations.

2 SCOPE

The scope of internal audit function extends to all departments, programs, sub-programs, functions, funded schemes and entities over which council has direct management, sponsorship or financial control.

Any dispute as to whether an activity falls within the scope of Council's internal audit function shall be determined by the CEO.

3 STATEMENT

The internal audit function will provide Council with oversight and recommendations related to key areas of governance, risk and compliance. The internal audit will assess the organisation's operation and performance and report on these functions.

A program of Internal Audit must be established to provide Council with a greater level of confidence in internal control practices and procedures throughout Council operations. The Internal Audit program will be presented to the Audit Committee for endorsement following a review and identification of key areas of risk for Council.

All internal audit reports will be directed to relevant members of the Leadership Team and reported to Council through the Audit Committee for consideration and action where appropriate.

Appointment of the Internal Auditor

The Internal Auditor shall be appointed by the Audit Committee in accordance with the Council's procurement practices.

4 HUMAN RIGHTS COMPATIBILITY STATEMENT

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

5 DEFINITIONS

Nil

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Local Government Act 2009

Local Government Regulations 2012

IX #	Details
248952	F.01-A Audit Committee Charter

Responsible Officer: Manager Governance & Compliance Policy Owner: Council Policy No: F.02 Version: 3 Council Resolution Number: QSC XXX-XXX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 248955

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F.02 Internal Audit Policy

7 VERSION CONTROL

Version	Date	Cmment
V1	18-Feb-22	Developed and adopted
V2	28-May-24	Reviewed and adopted

Responsible Officer: Manager Governance & Compliance Policy Owner: Council Policy No: F.02 Version: 3 Council Resolution Number: QSC XXX-XXX-XX Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 248955

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6	RELATED POLICIES LEGISLATION OTHER DOCUMENTS	2
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Responsible Officer: Director Engineering Services Policy Owner: Council Policy No: E.03 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241377

OBJECTIVE

The objective of this policy is to ensure that the private use of Quilpie Shire Council's (Council) plant and equipment is transparent and to retain community confidence that the hire of plant and equipment is consistent for both Council employees and the general public.

SCOPE 2

This policy shall apply to all parties wishing to utilise any of Council's plant and / or equipment for private or commercial use.

3 STATEMENT

Council will not "dry hire" any large plant or equipment to outside parties for commercial use or for community use. Wet Hire of plant or equipment for commercial purposes will be charged in accordance with plant hire and labour rates as detailed in Council's Fees and Charges. Only "wet hire" is allowed.

Permission for the hire of all plant or equipment by any party must be authorised by the Director Engineering Services.

Small plant, and general plant and equipment, may be utilised by community groups or individual employees of Council in accordance with the following conditions:

- The user shall enter into a Private Works Agreement with Council prior to any plant or equipment being obtained for use;
- In the case of a club or other organisation wishing to utilise Council plant at no cost, a community grants form must be completed and approved prior to use.
- Appropriately ticketed employees (operators) may operate plant and equipment outside work hours for private use (including operating plant for clubs or organisations in the Shire) with no labour hire component being applied to cost (Council's preference is not to do this as we have no way of knowing the competence of the operators);
- Actual hours and/or kilometres associated with the use of the plant, equipment and/or operator is recorded on the Private Works Agreement immediately after return so the item can be charged out appropriately;
- Council's external Plant Hire Rates shall apply for private use and/or where no community grant approval has been received;
- The plant and equipment is available and does not adversely inconvenience or delay Council's Works Program. No private works shall take precedence over the completion of Council's Works Program;
- The plant and equipment is utilised for private use only and not for commercial gain and not to interfere with private contractors;
- The operator is appropriately licensed, trained and qualified for the operation of the plant or equipment;
- The plant or equipment is returned to Council premises in a clean and fully serviceable condition; and
- Any damage to plant or equipment will be repaired at the hirer's cost and any necessary cleaning will also be charged..

Where plant and equipment is operated by a Council employee in accordance with this policy:

Responsible Officer: Director Engineering Services	UNCONTROLLED DOCUMENT WHEN PRINTED
Policy Owner: Council	Review Due: May 2027
Policy No: E.03 Version: 6	IX : 241377
Council Resolution Number: QSC	
Effective Date: 28 May 2024	Page 1 of 2

- Council does not take any responsibility in relation to break downs, faults or mishaps that may occur while the plant is being used nor for any workplace Health and Safety responsibilities;
- Where plant is required to be towed by a private vehicle it is the responsibility of the user to
 ensure that the vehicle has the capacity to handle the additional towing load. All plant and
 equipment must be secured when being transported; and
- Where Personal Protective Equipment (PPE) (eg ear plugs) is required it is the responsibility
 of the user to ensure such PPE is used when operating the plant. The hirer is responsible for
 their own Worker's Compensation and insurances.

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			
Employee	includes all employees, salaried staff and elected members		
<u>Dry Hire</u>	Hire of equipment without an operator		
Private Use	is where an employee uses the plant or equipment outside of normal operating hours		
Private Works Agreement	An agreement with Council that is binding on the employee to pay all necessary costs in relation to the activity		
<u>Wet Hire</u>	Hire of equipment with an operator		

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Nil

IX # Details

7 VERSION CONTROL			
V1	19-Mar-15	Developed and adopted	
V2	10-Jun-16	Reviewed and adopted	
V3	13-Apr-18	Reviewed – no changes	
V4	17-May-19	Reviewed – no changes	
V5	19-Feb-21	Reviewed and adopted	
V6	28-May-24	Reviewed, new format and adopted	

Responsible Officer: Director Engineering Services Policy Owner: Council Policy No: E.03 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241377

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Responsible Officer: Director Engineering Services Policy Owner: Council Policy No: E.03 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241377

OBJECTIVE

The objective of this policy is to ensure that the private use of <u>Quilpie Shire</u> Council's (<u>Council</u>) plant and equipment is transparent and to retain community confidence that the hire of plant and equipment is consistent for both Council employees and the general public.

2 SCOPE

This policy shall apply to all parties wishing to utilise any of Council's plant and / or equipment for private or commercial use.

3 STATEMENT

Council will not "dry hire" any <u>large plant</u> or equipment to outside parties for commercial use <u>or</u> <u>for community use</u>. <u>Wet</u> Hire of plant or equipment for commercial purposes will be charged in accordance with plant hire and labour rates as detailed in Council's Fees and Charges. Only "wet hire" is allowed.

Permission for the hire of all plant or equipment by any party must be authorised by the Director Engineering Services.

Small plant, and general plant and equipment, may be utilised by community groups or individual employees of Council in accordance with the following conditions:

- The user shall enter into a Private Works Agreement with Council prior to any plant or equipment being obtained for use;
- In the case of a club or other organisation wishing to utilise Council plant at no cost, a community grants form must be completed and approved prior to use.
- Appropriately ticketed employees (operators) may operate plant and equipment outside work hours for private use (including operating plant for clubs or organisations in the Shire) with no labour hire component being applied to cost <u>(Council's preference is not to do this as we have no way of knowing the competence of the operators);</u>
- Actual hours and/or kilometres associated with the use of the plant, equipment and/or operator is recorded on the Private Works Agreement immediately after return so the item can be charged out appropriately;
- Council's external Plant Hire Rates shall apply for private use and/or where no community grant approval has been received;
- The plant and equipment is available and does not adversely inconvenience or delay Council's Works Program. No private works shall take precedence over the completion of Council's Works Program;
- The plant and equipment is utilised for private use only and not for commercial gain and not to interfere with private contractors;
- The operator is appropriately licensed, trained and qualified for the operation of the plant or equipment;
- The plant or equipment is returned to Council premises in a clean and fully serviceable condition; and
- Any damage to plant or equipment will be repaired at the hirer's cost<u>and any necessary</u> cleaning will also be charged.

Where plant and equipment is operated by a Council employee in accordance with this policy:

Responsible Officer: Director Engineering Services	UNCONTROLLED DOCUMENT WHEN PRINTED
Policy Owner: Council	Review Due: May 2027
Policy No: E.03 Version: 6	IX: 241377
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- Council does not take any responsibility in relation to break downs, faults or mishaps that may occur while the plant is being used nor for any workplace Health and Safety responsibilities;
- Where plant is required to be towed by a private vehicle it is the responsibility of the user to
 ensure that the vehicle has the capacity to handle the additional towing load. All plant and
 equipment must be secured when being transported; and
- Where Personal Protective Equipment (PPE) (eg ear plugs) is required it is the responsibility
 of the <u>employee_user</u> to ensure such PPE is used when operating the plant. The hirer is
 responsible for their own Worker's Compensation and insurances.

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		
<u>Employee</u>	includes all employees, salaried staff and elected members	
<u>Dry Hire</u>	Hire of equipment without an operator	
Private Use	is where an employee uses the plant or equipment outside of normal operating hours	
Private Works Agreement	An agreement with Council that is binding on the employee to pay all necessary costs in relation to the activity	
<u>Wet Hire</u>	Hire of equipment with an operator	

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Nil

IX # Details

7 VERSION CONTROL			
V1	19-Mar-15	Developed and adopted	
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Responsible Officer: Director Engineering Services Policy Owner: Council Policy No: E.04 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241418

OBJECTIVE

The purpose of this policy is to provide direction as to the frequency of maintenance, upgrade and renewal works on roads managed by Quilpie Shire Council (Council).

2 SCOPE

This Policy applies to all roads in Council's adopted Road Register.

3 STATEMENT

3.1 GENERAL

Within the financial constraints of Council, Council roads will generally be designed and maintained to comply with a geometric standard to satisfy a driving speed of at least 80 kph. Geometric standards to cater for vertical and horizontal curves, sight and stopping distances will be applied where possible, but may not be possible for an 80 km/hr design speed. The overarching principle however is that on all gravel or natural soil roads, the motorist must drive to the conditions on the road on the day they encounter them. Council cannot guarantee the condition of the road at all times.

In general advisory or mandatory speed signs will be placed at locations where hazards exist. The principle that drivers should travel at speeds which suit the prevailing road conditions at all times must be recognised and observed by all road users.

Maintenance practices are intended to maintain driver/passenger safety at design speeds however because of maintenance frequency or weather this may not always be possible. Maintenance frequency is always based on budgetary financial considerations.

Maintenance works will be carried out as resources and funding allows with priority given to those sites where it is considered that there is a higher risk to the safety of users. Scheduled maintenance will be prioritised according to the volume of traffic using the road and the function of the road within the established hierarchy. There is no specified time between mainatenance treatments set down by Council.

3.2 RURAL ROADS

3.2.1 Scheduled Maintenance – Unsealed ROADS

Road Class	Description	Maintenance Frequency	
		Light Maintenance Grade	Heavy Maintenance Grade
3	Rural Arterial	*	*
4A	Rural Collector – Major	*	*
4B	Rural Collector - Minor	*	*
5A	Rural Access – Primary	*	#

As a guide scheduled maintenance frequency for paved or formed roads may be undertaken as per the schedule below.

Responsible Officer: Director Engineering Services Policy Owner: Chief Executive Officer Policy No: E.04 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241418

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5B	Rural Access - Secondary	*	#
	Minor Access	-	-
	Unformed Track	-	-

Maintenance on roads in the category of Minor Access will only be undertaken when external funds are available to fund the works. Roads in this category will not be renewed or upgraded at the cost of Council.

- * Light maintenance grading is dependent upon funding availability and the condition of the road..
- # Heavy maintenance grades on Rural Access class roads will be carried out on an asneeded basis as determined through inspection by a Council Officer. In general, these works will be scheduled at a maximum of approximately every 5 years however actual scheduling will be as funds and resources allow.

3.2.2 Scheduled Maintenance – Sealed roads

Maintenance of sealed rural roads will be undertaken as required to rectify defects identified through regular inspection of all components.

Consideration will be given to the hierarchical function of the road and volume of traffic impacted by the defect when prioritising the works. Local Roads of Regional Significance will receive higher prioritisation.

3.3 URBAN STREETS

3.3.1 Scheduled Maintenance

Maintenance of urban streets will be undertaken as required to rectify defects identified through regular inspection of all components.

Consideration will be given to the function of the street and volume of traffic, both vehicular and pedestrian, impacted by the defect when prioritising the works.

Maintenance on streets deemed to be in the category of Minor Access will only be undertaken only when external funds are available to fund the works. Streets in this category will not be renewed or upgraded at the cost of council.

3.4 RENEWAL OF ROADS

Renewal of council's road network, specifically gravel resheeting and bitumen resealing, will be undertaken as funds and resources permit. Prioritisation of works will consider the overall condition of the component and any increase in maintenance costs that would result should the renewal work not be undertaken.

As with road network maintenance, the volume of traffic on the road and the function of the road will be considered prior to determining what renewal works can be funded and undertaken.

3.5 UPGRADE OF ROADS

Wherever possible Council will actively pursue external sources of funding (grants) to upgrade rural roads and urban streets.

3.6 **PRIORITY OF WORKS**

Responsible Officer: Director Engineering Services	UNCONTROLLED DOCUMENT WHEN PRINTED
Policy Owner: Chief Executive Officer	Review Due: May 2027
Policy No: E.04 Version: 6	IX: 241418
Council Resolution Number: QSC	
Effective Date: 28 May 2024	Page 2

Upgrade, renewal and maintenance works on council roads will be scheduled as funds and resources allow. After consideration of works necessary to manage road sections which present a high risk to the safety of users, priority will be given to projects and works on those roads on which higher traffic volumes and those considered to have a higher function in the road hierarchy.

3.7 REVIEW OF STANDARDS

Council will, where possible, review the volume of traffic using a public road as a means to determine the standard required for the road.

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

Road	a) an area of land that is dedicated to public which contains 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 <i>road</i> does not include-
	a) a State-controlled road; or
	b) a public thoroughfare easement;
	c) an undeveloped Road Reserve or Stock Route Reserve
<u>Urban</u>	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;
<u>Rural</u>	Sparsely developed area which may comprise rural development, rural residential lots greater than 1ha and isolated industrial sites. In general this is characterised by un-kerbed streets, both sealed and unsealed roads, infrequent driveways and large tracts of undeveloped land.
<u>Hierarchical</u>	Refer to E.02 Register of Roads Policy
Classification	
<u>Light</u> <u>Maintenance</u> <u>Grade</u>	includes a light grading to remove transverse scours and wheel ruts and the clearing of drains as required. Machinery – Grader only

Responsible Officer: Director Engineering Services	UNCONTROLLED DOCUMENT WHEN PRINTED
Policy Owner: Chief Executive Officer	Review Due: May 2027
Policy No: E.04 Version: 6	IX: 241418
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Heavy
Maintenanceincludes ripping the existing pavement, mixing water, relaying and compacting
with a roller. All diversion drains are to be reinstated. Machinery – Grader,
Water Truck, Roller.

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX #Details241268E.02 Register of Roads Policy

7 VERSION CONTROL

V1	19-Mar-15	Developed and adopted
V2	10-Jun-16	Reviewed and adopted
V3	13-Apr-18	Reviewed - no changes
V4	17-May-19	Reviewed – no changes
V5	19-Feb-21	Reviewed and adopted
V6	28 May-24	Reviewed, new format and adopted

Responsible Officer: Director Engineering Services Policy Owner: Chief Executive Officer Policy No: E.04 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241418

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	SCO STA 3.1 3.2 3.3 3.4 3.5 3.6 3.7 HUN DEF REL	OBJECTIVE

Responsible Officer: Director Engineering Services Policy Owner: Council Policy No: E.04 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241418

OBJECTIVE

The purpose of this policy is to provide direction as to the frequency of maintenance, upgrade and renewal works on roads managed by Quilpie Shire Council (Council).

2 SCOPE

This Policy applies to all roads in Council's adopted Road Register.

3 STATEMENT

3.1 GENERAL

Within the financial constraints of Council, Council roads will generally be designed and maintained to comply with a geometric standard to satisfy a driving speed of at least 80 kph. Geometric standards to cater for vertical and horizontal curves, sight and stopping distances will be applied where possible, but may not be possible for an 80 km/hr design speed. The overarching principle however is that on all gravel or natural soil roads, the motorist must drive to the conditions on the road on the day they encounter them. Council cannot guarantee the condition of the road at all times.

In general advisory or mandatory speed signs will be placed at locations where hazards exist. The principle that drivers should travel at speeds which suit the prevailing road conditions at all times must be recognised and observed by all road users.

Maintenance practices are intended to maintain driver/passenger safety at design speeds however as a result of because of maintenance frequency or weather this may not always be possible. Maintenance frequency is always based on budgetary financial considerations.

Maintenance works will be carried out as resources and funding allows with priority given to those sites where it is considered that there is a higher risk to the safety of users. Scheduled maintenance will be prioritised according to the volume of traffic using the road and the function of the road within the established hierarchy. <u>There is no specified time between mainatenance treatments set down by Council.</u>

3.2 RURAL ROADS

3.2.1 Scheduled Maintenance – Unsealed ROADS

As a guide scheduled maintenance frequency for paved or formed roads may be undertaken as per the schedule below.

Road Class	Description	Maintenance Frequency	
		Light Maintenance Grade	Heavy Maintenance Grade
3	Rural Arterial	4*	4*
4A	Rural Collector – Major	4*	4*
4B	Rural Collector - Minor	4*	4*
5A	Rural Access – Primary	4*	#

Responsible Officer: Director Engineering Services Policy Owner: Chief Executive Officer Policy No: E.04 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241418

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5B	Rural Access - Secondary	4*	#
	Minor Access	-	-
	Unformed Track	-	-

Maintenance on roads in the category of Minor Access will only be undertaken when external funds are available to fund the works. Roads in this category will not be renewed or upgraded at the cost of Council.

* Light maintenance grading is dependent upon funding availability and the condition of the road.

Heavy maintenance grades on Rural Access class roads will be carried out on an asneeded basis as determined through inspection by a Council Officer. In general, these works will be scheduled at a maximum of approximately every 5 years however actual scheduling will be as funds and resources allow.

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Consideration will be given to the hierarchical function of the road and volume of traffic impacted by the defect when prioritising the works. Local Roads of Regional Significance will receive higher prioritisation.

3.3 URBAN STREETS

3.3.1 Scheduled Maintenance

Maintenance of urban streets will be undertaken as required to rectify defects identified through regular inspection of all components.

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Renewal of council's road network, specifically gravel resheeting and bitumen resealing, will be undertaken as funds and resources permit. Prioritisation of works will consider the overall condition of the component and any increase in maintenance costs that would result should the renewal work not be undertaken.

As with road network maintenance, the volume of traffic on the road and the function of the road will be considered prior to determining what renewal works can be funded and undertaken.

3.5 UPGRADE OF ROADS

Wherever possible Council will actively pursue external sources of funding (grants) to upgrade rural roads and urban streets.

3.6 **PRIORITY OF WORKS**

Responsible Officer: Director Engineering Services	UNCONTROLLED DOCUMENT WHEN PRINTED
Policy Owner: Chief Executive Officer	Review Due: May 2027
Policy No: E.04 Version: 6	IX: 241418
Council Resolution Number: QSC	
Effective Date: 28 May 2024	Page 2

Upgrade, renewal and maintenance works on council roads will be scheduled as funds and resources allow. After consideration of works necessary to manage road sections which present a high risk to the safety of users, priority will be given to projects and works on those roads on which higher traffic volumes and those considered to have a higher function in the road hierarchy.

3.7 REVIEW OF STANDARDS

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

5 DEFINITIONS

Road	a) an area of land that is dedicated to public which contains 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 <i>road</i> does not include-
	a) a State-controlled road; or
	b) a public thoroughfare easement;
	c) an undeveloped Road Reserve or Stock Route Reserve
<u>Urban</u>	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;
<u>Rural</u>	Sparsely developed area which may comprise rural development, rural residential lots greater than 1ha and isolated industrial sites. In general this is characterised by un-kerbed streets, both sealed and unsealed roads, infrequent driveways and large tracts of undeveloped land.
<u>Hierarchical</u>	Refer to E.02 Register of Roads Policy
Classification	
<u>Light</u> <u>Maintenance</u> <u>Grade</u>	includes a light grading to remove transverse scours and wheel ruts and the clearing of drains as required. Machinery – Grader only

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Policy Owner: Chief Executive Officer	Review Due: May 2027
Policy No: E.04 Version: 6	IX: 241418
Council Resolution Number: QSC	
Effective Date: 28 May 2024	Page 3

Heavy
Maintenanceincludes ripping the existing pavement, mixing water, relaying and compacting
with a roller. All diversion drains are to be reinstated. Machinery – Grader,
Water Truck, Roller.

6 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

IX #Details241268E.02 Register of Roads Policy

7 VERSION CONTROL

V1	19-Mar-15	Developed and adopted
V2	10-Jun-16	Reviewed and adopted
V3	13-Apr-18	Reviewed - no changes
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Responsible Officer: Director Engineering Services Policy Owner: Chief Executive Officer Policy No: E.04 Version: 6 Council Resolution Number: QSC Effective Date: 28 May 2024 UNCONTROLLED DOCUMENT WHEN PRINTED Review Due: May 2027 IX: 241418

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14.4 TENURE OF CURRENT AUDIT COMMITTEE MEMBERS

IX:	249764
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

This report shall provide the Council with an update in relation to the tenure of the current Audit Committee members.

RECOMMENDATION

- 1. That Council
 - (a) call Expressions of Interests for Independent Audit Committee Members, with one member with significant experience and skills in financial matters; and
 - (b) that all positions of the Audit Committee be declared vacant at the Council Meeting on 16 July 2024 and new members appointed.

BACKGROUND

Council's current Audit Committee members consist of:

Name	Position	Tenure Start	Tenure End
Roger Volz	Chair	March 2020	April 2024
Jenny Hewson	Internal Member	March 2020	April 2024
Kerri Mooring	External Member (Financial)	April 2018	April 2024
Bob Hall	External Member	April 2021	April 2024
Bob Hall	Chair	April 2016	April 2020

The Audit Committee Charter states that the term of appointment for a member is three (3) years and can be further extended for the maximum term of six (6) years. All current members have serviced six (6) or more years.

The Audit Committee Charter is currently being reviewed and there is a recommendation that the membership to be reviewed at the beginning of each election term and the term of appointment being four (4) years.

The Audit committee will consist of a minimum of three (3) and a maximum of six members.

At least one member, but not more than two members must be Councillors.

At least one external member will have significant experience and skills in financial matters.

All Audit Committee positions should be declared vacant as they have all served six years on the Committee.

A maximum of six (6) members are allowed in the Audit Committee. There is currently one Councillor position vacant.

It is recommended that Council call for expressions of interests for the independent positions and all positions be declared vacant at the next Council meeting on 18 June 2024 and all positions to be appointed at this meeting.

CONSULTATION (Internal/External)

N/A

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

Local Government Act 2009

Local Government Regulations 2012

FINANCIAL AND RESOURCE IMPLICATIONS

External Members are reimbursed for a given fee for their membership.

RISK MANAGEMENT IMPLICATIONS

N/A

14.5 REQUEST FOR MINISTERIAL EXEMPTION FROM COMPLYING WITH THE TENDERING REQUIREMENTS OF SECTION 227 OF THE LOCAL GOVERNMENT REGULATIONS 2012

IX: 249854

Author: Janelle Menzies, Manager Governance and Compliance

Attachments: Nil

KEY OUTCOME

Key
Outcome:1.Great Place to LiveKey
Initiative:1.1Well-planned and highly liveable communities

EXECUTIVE SUMMARY

To Request for Ministerial Exemption from complying with the tendering requirements of Section 227 of the Local Government Regulations 2012 for the sale of surplus housing stock to staff members.

RECOMMENDATION

That Council write to the Minister for Local Government and Request for Ministerial Exemption from complying with the tendering requirements of Section 227 of the Local Government Regulations 2012 for the sale of 4 surplus houses to staff members.

BACKGROUND

A housing shortage was first identified in late 2020, with Council ordering two (2) transportable dwellings, 1 x 3-bedroom home and 1 x 4-bedroom home, to help address the need for additional staff housing. These shortages were experienced firsthand by Councils new Chief Executive Officer, Justin Hancock, who was required to live in a Council owned retirement complex for the first seven (7) months in the community, until these dwellings were available.

Council have overseen the delivery of two (2) self-funded new homes in 2022, and five (5) new homes in 2023. These dwellings were co-funded by Council and the State Government through the Works for Queensland 2021-24 program.

Council is currently overseeing the construction of fifteen (15) additional dwellings in 2024, this includes the delivery of a 1 x 2-bedroom home and 8 x 3-bedroom homes, all self-funded by Council. Construction has also commenced on six (6) new town houses which have been co-funded by Council and the State Government through the 2022-24 Local Government Grants and Subsidies Program.

Housing growth is essential to support local employment and the long-term sustainability of our shire which is why council has committed more than \$11.8 million of its own cash funds towards additional housing since 2022.

In addition to Council's commitments to expanding housing stock, it has been identified that private investment is also required to keep up with the demand. Therefore, in 2021, Council introduced a 'New Homeowner Grant' to provide financial support for newly constructed owner-occupied dwellings in the Shire. This initiative gained world-wide interest, inundating Council with over 600 enquiries within the first month alone. To date, Council have sold eleven (11) residential blocks in the Quilpie Township, five (5) residential blocks in the Adavale Township and awarded the first home owner grant in late 2023.

The Quilpie Shire community is experiencing challenges to acquire private finance from banks or building societies to buy established houses, units, townhouses or duplex's, or to build new houses. At the 2022 LGAQ Annual Conference, Council submitted a motion to call on the State Government to reform the eligibility criteria for the Queensland Housing Finance Loan. On 6 February 2024, Premier Steven Miles MP, announced reforms to the Queensland Housing Finance Loan as part of the Homes for Queenslander plan. These reforms are much welcomed and will provide an opportunity for our locals to buy existing, build new or renovate an existing house, supporting the State's objective of increasing owner-occupied tenancy rates in the State.

Council ran a public survey to capture the demand from local community members to buy an established house, unit, townhouse or duplex, to build a new house or significantly renovate an existing home. From the results received, Council identified 22 individuals or couples who were looking to acquire finance within the next 5 years for the purpose of buying, building, or renovating an existing house. From the data gathered through the survey, Council estimates access to \$3.1M in financing is required to service the community to buy existing, build new or renovate an existing house. Without the ability to access lending facilities, the Shire is facing the possibility of at least 22 residents being long term renters, or the likely option of residents moving to metropolitan areas where lending standards are lower. Quilpie Shire residents should be able to choose where they want to live, not dictated to by banks and building societies, forcing them to leave town to buy their own home.

QSC was also one of the first Councils as part of the WQAC to adopt a Local Housing Action Plan. The success of this plan has led Council to self-fund a new LHAP which is currently being drafted, this plan will identify a ten-year projection of new residential land developments, new housing developments and the planned disposal plan of old housing stock to increase and support home ownership in the Shire. Council have identified the first four (4) dwellings for disposal and are seeking guidance from the State as to the best practice moving forward to support this plan.

The Council has identified four existing staff as retaining staff is critical for Councils operations and long-term retention strategy. As these homes will be vacated upon new homes being delivered, Council proposes the following process be undertaken with the support of a S236 exemption from the Minister. Council has already appointed a Valuer and is awaiting the independent valuations for the following properties: -

- a. 7 Kookaburra Street
- b. 41-43 Pegler Street
- c. 64 Pegler Street
- d. 66 Pegler Street
- e. 65 Galah Street

Council already has a ministerial exemption for 64 Pegler Street and Council will continue with the process to selling that house to the current resident.

Council will in the meantime undertake an EOI for all staff interested in purchasing the above listed properties for a value no less than the independent valuation. This process will also include special details surrounding the disposal, including but not limited to:

- a. The residence must become the principle place of residence for the purchaser;
- b. The purchaser must not own or part-own another property in Australia;
- c. If the property is listed for sale within two (2) years of purchase, Council holds the Right of First Offer up to the purchase price paid; and
- d. Has been an employee of Quilpie Shire Council for a minimum period of twelve (12) months.

OPTIONS

- 1. That Council write to the Minister for Local Government and requestRequest for Ministerial Exemption from complying with the tendering requirements of Section 227 of the Local Government Regulations 2012 for the sale of 4 surplus houses to staff members
- 2. Not apply for a Ministerial Exemption.

CONSULTATION (Internal/External)

Councillors

Council Staff

Department of Housing, Local Government, Planning and Public Works

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

Section 227 of the Local Government Regulations 2012

FINANCIAL AND RESOURCE IMPLICATIONS

Income will be generated from the Sale of the Houses. Potential Loss on Sale of Houses.

RISK MANAGEMENT IMPLICATIONS

Loss of Staff if they cannot secure long term accommodation.

14.6	SOUTH WEST QLD REGIONAL ORGANI	SATION OF COUNCIL'S SECOND NOMINEE
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IX: 249938

Author: Janelle Menzies, Manager Governance and Compliance

Attachments: 1. SWROC Constitution <u>J</u>

KEY OUTCOME

Key Outcome:	4.	Strong Governance
Key Initiative:	4.3	Maintain good corporate governance

EXECUTIVE SUMMARY

Council is required to appoint a Second Nominee for the South West Queensland Regional Organisation of Councils

RECOMMENDATION

That Council appoint Cr XXXXXXXXX as the second nominees for the South West Queensland Organisation of Councils.

BACKGROUND

Under the South West Queensland Regional Organisation of Councils (SWQROC) Constitution, Rule 5 sets out the membership classes. Each member council is entitled to two (2) ordinary members one of which is specified as the May. The Mayoral Group constitutes the Management Committee of SWQROC, which meets in accordance with SWROC's annual meeting Calander.

The second ordinary member can be any elected representative from a member council, but in most cases has been the Deputy Mayor.

The Ex-Officio (non-voting) members of SWQROC are Council CEO's.

Other Councillors and council officer are able to attend meetings as observers and act as proxies if the nominated ordinary members are unavailable to attend.

CONSULTATION (Internal/External)

Chief Executive Officer

Mayor and Councillors

LEGAL IMPLICATIONS

Nil

POLICY AND LEGISLATION

SWQROC Constitution

FINANCIAL AND RESOURCE IMPLICATIONS

Representation on the Committee is provided for in the annual budget.

RISK MANAGEMENT IMPLICATIONS

N/A



Constitution

SOUTH WEST QUEENSLAND REGIONAL ORGANISATION OF COUNCILS INC.

February 2021



1. Interpretation

(1) In these rules—

Act means the Associations Incorporation Act 1981.

present-

- a) at a management committee meeting, see rule 23(6); or
- b) at a general meeting, see rule 37(2).
- (2) A word or expression that is not defined in these rules, but is defined in the Act has, if the context permits, the meaning given by the Act.

2. Name

The name of the incorporated association is South West Queensland Regional Organisation of Councils (SWQROC) (*the association*).

3. Objects

The objects of the association are-

The SWQROC is a non-profit local government based organisation that works with the councils, communities and relevant stakeholders of the South West of Queensland creating and shaping the future of the region.

It includes 6 local government areas:

- 1. Balonne Shire Council
- 2. Bulloo Shire Council
- 3. Maranoa Regional Council
- 4. Murweh Shire Council
- 5. Paroo Shire Council
- 6. Quilpie Shire Council

The objectives for which the SWQROC is established are:

- a) to support, facilitate, promote and encourage the social, environmental, economic, technological and cultural development of the region;
- b) to formulate, develop, facilitate, maintain and implement, or cause to be implemented, strategies, policies, programs and plans relating to the objects in Rule 3(a);





- c) to advocate to, consult with, and advise relevant State and Federal Ministers, government agencies and other key stakeholders on matters of regional concern, and on the priorities of such matters and the means to ensure effective co-ordination and implementation of the policies, activities and programs of those State and Federal agencies and key stakeholders; and
- d) to facilitate, support, implement, or cause to be implemented, collaborative regional discussion and associated desired outcomes amongst, but not limited, to members.

4. Powers

- (1) The association has the powers of an individual.
- (2) The association may, for example
 - a) enter into contracts; and
 - b) acquire, hold, deal with and dispose of property; and
 - c) make charges for services and facilities it supplies; and
 - d) do other things necessary or convenient to be done in carrying out its affairs.
- (3) The association may take over the funds and other assets and liabilities of the present unincorporated association known as the South West Queensland Local Government Association (the *unincorporated association*).
- (4) The association may also issue secured and unsecured notes, debentures and debenture stock for the association.

5. Classes of members

- (1) The membership of the association consists of:
 - Ordinary Members, and any of the following classes of members -
 - Ex Officio Members or Non-Voting Members
- (2)
- a) The number of ordinary members is limited to two (2) representatives from each Shire or Regional Council with one representative being the Mayor from each Shire or Regional Council and the second representative being a Councillor determined by each Shire or Regional Council.
- b) The number of Ex Officio or Non-Voting Members is limited to one (1) further member from each Shire or Regional Council with the third member being determined by each Shire or Regional Council.





6. Automatic membership

A person who, on the day the association is incorporated, was a member of the unincorporated association and who, on or before a day fixed by the management committee, agrees in writing to become a member of the incorporated association, must be admitted by the management committee—

- a) to the equivalent class of membership of the association as the member held in the unincorporated association; or
- b) if there is no equivalent class of membership—as an ordinary member.

7. New membership

- (1) An applicant for membership of the association must be proposed by 1 member of the association (the *proposer*) and seconded by another member (the *seconder*).
- (2) An application for membership must be
 - a) in writing; and
 - b) signed by the applicant and the applicant's proposer and seconder; and
 - c) in the form decided by the management committee.

8. Membership fees

- (1) The membership fee for each ordinary membership and for each other class of membership (if any)
 - a) is the amount decided by the members from time to time at a general meeting; and
 - b) is payable when, and in the way, the management committee decides.
- (2) A member of the incorporated association who, before becoming a member, has paid the members annual subscription for membership of the unincorporated association on or before a day fixed by the management committee, is not liable to pay a further amount of annual subscription for the period before the day fixed by the management committee as the day on which the next annual subscription is payable.

9. Admission and rejection of new members

- (1) The management committee must consider an application for membership at the next committee meeting held after it receives
 - a) the application for membership; and
 - b) the appropriate membership fee for the application.





- (2) The management committee must ensure that, as soon as possible after the person applies to become a member of the association, and before the management committee considers the persons application, the person is advised
 - a) whether or not the association has public liability insurance; and
 - b) if the association has public liability insurance—the amount of the insurance.
- (3) The management committee must decide at the meeting whether to accept or reject the application.
- (4) If a majority of the members of the management committee present at the meeting vote to accept the applicant as a member, the applicant must be accepted as a member for the class of membership applied for.
- (5) The secretary of the association must, as soon as practicable after the management committee decides to accept or reject an application, give the applicant a written notice of the decision.

10. When membership ends

- (1) A member may resign from the association by giving a written notice of resignation to the secretary.
- The resignation takes effect at
 - a) the time the notice is received by the secretary; or
 - b) if a later time is stated in the notice—the later time.
- The management committee may terminate a member's membership if the member
 - a) is convicted of an indictable offence; or
 - a) does not comply with any of the provisions of these rules; or
 - b) has membership fees in arrears for at least 12 months; or
 - c) conducts himself or herself in a way considered to be injurious or prejudicial to the character or interests of the association.
- (2) Before the management committee terminates a member's membership, the committee must give the member a full and fair opportunity to show why the membership should not be terminated.
- (3) If, after considering all representations made by the member, the management committee decides to terminate the membership, the secretary of the committee must give the member a written notice of the decision.

11. Appeal against rejection or termination of Membership

(1) A person whose application for membership has been rejected, or whose membership has been terminated, may give the secretary written notice of the person's intention to appeal against the decision.





- (2) A notice of intention to appeal must be given to the secretary within 1 month after the person receives written notice of the decision.
- (3) If the secretary receives a notice of intention to appeal, the secretary must, within 1 month after receiving the notice, call a general meeting to decide the appeal.

12. General meeting to decide appeal

- (1) The general meeting to decide an appeal must be held within 3 months after the secretary receives the notice of intention to appeal.
- (2) At the meeting, the applicant must be given a full and fair opportunity to show why the application should not be rejected or the membership should not be terminated.
- (3) Also, the management committee and the members of the committee who rejected the application or terminated the membership must be given a full and fair opportunity to show why the application should be rejected or the membership should be terminated.
- (4) An appeal must be decided by a majority vote of the members present and eligible to vote at the meeting.
- (5) If a person whose application for membership has been rejected does not appeal against the decision within 1 month after receiving written notice of the decision, or the person appeals but the appeal is unsuccessful, the secretary must, as soon as practicable, refund the membership fee paid by the person.

13. Register of members

- (1) The management committee must keep a register of members of the association.
- (2) The register must include the following particulars for each member
 - a) the full name of the member;
 - b) the postal or residential address of the member;
 - c) the date of admission as a member;
 - d) the date of death or time of resignation of the member;
 - e) details about the termination or reinstatement of membership;
 - f) any other particulars the management committee or the members at a general meeting decide.
- (3) The register must be open for inspection by members of the association at all reasonable times.
- (4) A member must contact the secretary to arrange an inspection of the register.
- (5) However, the management committee may, on the application of a member of the association, withhold information about the member (other than the members full name) from the register available for inspection if the management committee has reasonable grounds for believing the disclosure of the information would put the member at risk of harm.





14. Prohibition on use of information on register of members

- (1) A member of the association must not
 - a) use information obtained from the register of members of the association to contact, or send material to, another member of the association for the purpose of advertising for political, religious, charitable or commercial purposes; or
 - b) disclose information obtained from the register to someone else, knowing that the information is likely to be used to contact, or send material to, another member of the association for the purpose of advertising for political, religious, charitable or commercial purposes.
- (2) Subrule (1) does not apply if the use or disclosure of the information is approved by the association.

15. Appointment or election of secretary

- (1) The secretary must be an individual residing in Queensland, or in another State but not more than 65km from the Queensland border, who is
 - a) a member of the association elected by the association as secretary; or
 - b) any of the following persons appointed by the management committee as secretary
 - i. a member of the association's management committee;
 - ii. another member of the association;
 - iii. another person.
- (2) If the association has not elected an interim officer as secretary for the association the members of the management committee must ensure a secretary is appointed or elected for the association within 1 month after incorporation.
- (3) If a vacancy happens in the office of secretary, the members of the management committee must ensure a secretary is appointed or elected for the association within 1 month after the vacancy happens.
- (4) If the management committee appoints a person mentioned in subrule (1)(b)(ii) as secretary, other than to fill a casual vacancy on the management committee, the person does not become a member of the management committee.
- (5) However, if the management committee appoints a person mentioned in subrule (1)(b)(ii) as secretary to fill a casual vacancy on the management committee, the person becomes a member of the management committee.
- (6) If the management committee appoints a person mentioned in subrule (1)(b)(iii) as secretary, the person does not become a member of the management committee.
- (7) In this rule— casual vacancy, on the management committee, means a vacancy that happens when an elected member of the management committee resigns, dies or otherwise stops holding office.





16. Removal of secretary

- (1) The management committee of the association may at any time remove a person appointed by the committee as the secretary.
- (2) If the management committee removes a secretary who is a person mentioned in rule 15(1)(b)(i), the person remains a member of the management committee.
- (3) If the management committee removes a secretary who is a person mentioned in rule 15(1)(b)(ii) and who has been appointed to a casual vacancy on the management committee under rule 15(5), the person remains a member of the management committee.

17. Functions of secretary

The secretary's functions include, but are not limited to-

- a) calling meetings of the association, including preparing notices of a meeting and of the business to be conducted at the meeting in consultation with the president of the association; and
- b) keeping minutes of each meeting; and
- c) keeping copies of all correspondence and other documents relating to the association; and
- d) maintaining the register of members of the association.

18. Membership of management committee

- (1) The management committee of the association consists of a president, treasurer, and any other ordinary members the association's ordinary members elect at a general meeting.
- (2) A member of the management committee, other than a secretary appointed by the management committee under rule 15(1)(b)(iii), must be a member of the association.
- (3) At each annual general meeting of the association, the members of the management committee must retire from office, but are eligible, on nomination, for re-election.
- (4) An ordinary member of the association may be appointed to a casual vacancy on the management committee under rule 21.

19. Electing the management committee

- (1) A member of the management committee may only be elected as follows
 - a) any 2 ordinary members of the association may nominate another member (the *candidate*) to serve as a member of the management committee;





- b) each member of the association present and eligible to vote at the annual general meeting may vote for 1 candidate for each vacant position on the management committee;
- c) if, at the start of the meeting, there are not enough candidates nominated, nominations may be taken from the floor of the meeting.
- (2) A person may be a candidate only if the person
 - a) is an adult; and
 - b) is not ineligible to be elected as a member under section 61A of the Act.
- (3) If required by the management committee, balloting lists must be prepared containing the names of the candidates in alphabetical order.
- (4) The management committee must ensure that, before a candidate is elected as a member of the management committee, the candidate is advised
 - a) whether or not the association has public liability insurance; and
 - b) if the association has public liability insurance—the amount of the insurance.

20. Resignation, removal or vacation of office of management committee member

- (1) A member of the management committee may resign from the committee by giving written notice of resignation to the secretary.
- (2) The resignation takes effect at
 - a) the time the notice is received by the secretary; or
 - b) if a later time is stated in the notice—the later time.
- (3) A member may be removed from office at a general meeting of the association if a majority of the ordinary members present and eligible to vote at the meeting vote in favour of removing the member.
- (4) Before a vote of members is taken about removing the member from office, the member must be given a full and fair opportunity to show cause why he or she should not be removed from office.
- (5) A member has no right of appeal against the member's removal from office under this rule.
- (6) A member immediately vacates the office of member in the circumstances mentioned in section 64(2) of the Act.

21. Vacancies on management committee

- (1) If a casual vacancy happens on the management committee, the continuing members of the committee may appoint another member of the association to fill the vacancy until the next annual general meeting.
- (2) The continuing members of the management committee may act despite a casual vacancy on the management committee.





- (3) However, if the number of committee members is less than the number fixed under rule 24(1) as a quorum of the management committee, the continuing members may act only to
 - a) increase the number of management committee members to the number required for a quorum; or
 - b) call a general meeting of the association.

22. Functions of management committee

- (1) Subject to these rules or a resolution of the members of the association carried at a general meeting, the management committee has the general control and management of the administration of the affairs, property, and funds of the association.
- (2) The management committee has authority to interpret the meaning of these rules and any matter relating to the association on which the rules are silent, but any interpretation must have regard to the Act, including any regulation made under the Act. *Note—*
- The Act prevails if the association's rules are inconsistent with the Act—see section 1B of the Act.
- (3) The management committee may exercise the powers of the association
 - a) to borrow, raise or secure the payment of amounts in a way the members of the association decide; and
 - b) to secure the amounts mentioned in paragraph (a) or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the association in any way, including by the issue of debentures (perpetual or otherwise) charged upon the whole or part of the association's property, both present and future; and
 - c) to purchase, redeem or pay off any securities issued; and
 - d) to borrow amounts from members and pay interest on the amounts borrowed; and
 - e) to mortgage or charge the whole or part of its property; and
 - f) to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the association; and
 - g) to provide and pay off any securities issued; and
 - h) to invest in a way the members of the association may from time to time decide.
- (4) For subrule (3)(d), the rate of interest must not be more than the current rate being charged for overdrawn accounts on money lent (regardless of the term of the loan) by
 - a) the financial institution for the association; or
 - b) if there is more than 1 financial institution for the association—the financial institution nominated by the management committee.





23. Meetings of management committee

- (1) Subject to this rule, the management committee may meet and conduct its proceedings as it considers appropriate.
- (2) The management committee must meet at least once every 4 months to exercise its functions.
- (3) The management committee must decide how a meeting is to be called.
- (4) Notice of a meeting is to be given in the way decided by the management committee.
- (5) The management committee may hold meetings or permit a committee member to take part in its meetings, by using any technology that reasonably allows the member to hear and take part in discussions as they happen.
- (6) A committee member who participates in the meeting as mentioned in subrule (5) is taken to be present at the meeting.
- (7) A question arising at a committee meeting is to be decided by a majority vote of members of the committee present at the meeting and, if the votes are equal, the question is decided in the negative.
- (8) A member of the management committee must not vote on a question about a contract or proposed contract with the association if the member has an interest in the contract or proposed contract and, if the member does vote, the members vote must not be counted.
- (9) The president is to preside as chairperson at a management committee meeting.
- (10) If there is no president or if the president is not present within 10 minutes after the time fixed for a management committee meeting, the members may choose 1 of their number to preside as chairperson at the meeting.

24. Quorum for, and adjournment of, management committee meeting

- (1) At a management committee meeting, more than 50% of the members elected to the committee as at the close of the last general meeting of the members form a quorum.
- (2) If there is no quorum within 30 minutes after the time fixed for a management committee meeting called on the request of members of the committee, the meeting lapses.
- (3) If there is no quorum within 30 minutes after the time fixed for a management committee meeting called other than on the request of the members of the committee
 - a) the meeting is to be adjourned for at least 1 day; and
 - b) the members of the management committee who are present are to decide the day, time and place of the adjourned meeting.
- (4) If, at an adjourned meeting mentioned in subrule (3), there is no quorum within 30 minutes after the time fixed for the meeting, the meeting lapses.





25. Special meeting of management committee

- (1) If the secretary receives a written request signed by at least 33% of the members of the management committee, the secretary must call a special meeting of the committee by giving each member of the committee notice of the meeting within 14 days after the secretary receives the request.
- (2) If the secretary is unable or unwilling to call the special meeting, the president must call the meeting.
- (3) A request for a special meeting must state
 - a) why the special meeting is called; and
 - b) the business to be conducted at the meeting.
- (4) A notice of a special meeting must state
 - a) the day, time and place of the meeting; and
 - b) the business to be conducted at the meeting.
- (5) A special meeting of the management committee must be held within 14 days after notice of the meeting is given to the members of the management committee.

26. Minutes of management committee meetings

- (1) The secretary must ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each management committee meeting are entered in a minute book.
- (2) To ensure the accuracy of the minutes, the minutes of each management committee meeting must be signed by the chairperson of the meeting, or the chairperson of the next management committee meeting, verifying their accuracy.

27. Appointment of subcommittees

- (1) The management committee may appoint a subcommittee consisting of members of the association and other persons considered appropriate by the committee to help with the conduct of the association's operations.
- (2) A member of the subcommittee who is not a member of the management committee is not entitled to vote at a management committee meeting.
- (3) A subcommittee may elect a chairperson of its meetings.
- (4) If a chairperson is not elected, or if the chairperson is not present within 10 minutes after the time fixed for a meeting, the members of the subcommittee present may choose 1 of their number to be chairperson of the meeting.
- (5) A subcommittee may meet and adjourn as it considers appropriate.





(6) A question arising at a subcommittee meeting is to be decided by a majority vote of the members of the subcommittee present at the meeting and, if the votes are equal, the question is decided in the negative.

28. Acts not affected by defects or disqualifications

- (1) An act performed by the management committee, a subcommittee or a person acting as a member of the management committee is taken to have been validly performed.
- (2) Subrule (1) applies even if the act was performed when
 - a) there was a defect in the appointment of a member of the management committee, subcommittee or person acting as a member of the management committee; or
 - b) a management committee member, subcommittee member or person acting as a member of the management committee was disqualified from being a member.

29. Resolutions of management committee without meeting

- (1) A written resolution signed by each member of the management committee is as valid and effectual as if it had been passed at a committee meeting that was properly called and held.
- (2) A resolution mentioned in subrule (1) may consist of several documents in like form, each signed by 1 or more members of the committee.

30. First annual general meeting

The first annual general meeting must be held within 6 months after the end date of the association's first reportable financial year.

31. Subsequent annual general meetings

Each subsequent annual general meeting must be held-

- a) at least once each year; and
- b) within 6 months after the end date of the association's reportable financial year.





- 32. Business to be conducted at annual general meeting of level 1 incorporated associations and particular level 2 and 3 incorporated associations
 - (1) This rule applies only if the association is
 - a) a level 1 incorporated association; or
 - b) a level 2 incorporated association to which section 59 of the Act applies; or
 - c) a level 3 incorporated association to which section 59 of the Act applies.
 - (2) The following business must be conducted at each annual general meeting of the association
 - a) receiving the association's financial statement, and audit report, for the last reportable financial year;
 - b) presenting the financial statement and audit report to the meeting for adoption;
 - c) electing members of the management committee;
 - d) for a level 1 incorporated association—appointing an auditor or an accountant for the present financial year;
 - e) for a level 2 incorporated association, or a level 3 incorporated association, to which section 59 of the Act applies—appointing an auditor, an accountant or an approved person for the present financial year.

33. Business to be conducted at annual general meeting of other level 2 incorporated associations

- (1) This rule applies only if the association is a level 2 incorporated association to which section 59A of the Act applies.
- (2) The following business must be conducted at each annual general meeting of the association
 - a) receiving the association's financial statement, and signed statement, for the last reportable financial year;
 - b) presenting the financial statement and signed statement to the meeting for adoption;
 - c) electing members of the management committee;
 - d) appointing an auditor, an accountant or an approved person for the present financial year.

34. Business to be conducted at annual general meeting of other level 3 incorporated associations

- (1) This rule applies only if the association is a level 3 incorporated association to which section 59B of the Act applies.
- (2) The following business must be conducted at each annual general meeting of the association—





- a) receiving the association's financial statement, and signed statement, for the last reportable financial year;
- b) presenting the financial statement and signed statement to the meeting for adoption;
- c) electing members of the management committee.

35. Notice of general meeting

- (1) The secretary may call a general meeting of the association.
- (2) The secretary must give at least 14 days notice of the meeting to each member of the association.
- (3) If the secretary is unable or unwilling to call the meeting, the president must call the meeting.
- (4) The management committee may decide the way in which the notice must be given.
- (5) However, notice of the following meetings must be given in writing
 - a) a meeting called to hear and decide the appeal of a person against the management committee's decision
 - i. to reject the person's application for membership of the association; or
 - ii. to terminate the person's membership of the association;
 - b) a meeting called to hear and decide a proposed special resolution of the association.
- (6) A notice of a general meeting must state the business to be conducted at the meeting.

36. Quorum for, and adjournment of, general meeting

- The quorum for a general meeting is at least the number of members elected or appointed to the management committee at the close of the association's last general meeting plus 1.
- (2) However, if all voting members of the association are members of the management committee, the quorum is a simple majority of ordinary members of the Association.
- (3) No business may be conducted at a general meeting unless there is a quorum of voting members when the meeting proceeds to business.
- (4) If there is no quorum within 30 minutes after the time fixed for a general meeting called on the request of members of the management committee or the association, the meeting lapses.
- (5) If there is no quorum within 30 minutes after the time fixed for a general meeting called other than on the request of members of the management committee or the association
 - a) the meeting is to be adjourned for at least 7 days; and
 - b) the management committee is to decide the day, time and place of the adjourned meeting.





- (6) The chairperson may, with the consent of any meeting at which there is a quorum, and must if directed by the meeting, adjourn the meeting from time to time and from place to place.
- (7) If a meeting is adjourned under subrule (6), only the business left unfinished at the meeting from which the adjournment took place may be conducted at the adjourned meeting.
- (8) The secretary is not required to give the members notice of an adjournment or of the business to be conducted at an adjourned meeting unless a meeting is adjourned for at least 30 days.
- (9) If a meeting is adjourned for at least 30 days, notice of the adjourned meeting must be given in the same way notice is given for an original meeting.

37. Procedure at general meeting

- (1) A member may take part and vote in a general meeting in person, by proxy, by attorney or by using any technology that reasonably allows the member to hear and take part in discussions as they happen.
- (2) A member who participates in a meeting as mentioned in subrule (1) is taken to be present at the meeting.
- (3) At each general meeting
 - a) the president is to preside as chairperson; and
 - b) if there is no president or if the president is not present within 15 minutes after the time fixed for the meeting or is unwilling to act, the members present must elect 1 of their number to be chairperson of the meeting; and
 - c) the chairperson must conduct the meeting in a proper and orderly way.

38. Voting at general meeting

- (1) At a general meeting, each question, matter or resolution, other than a special resolution, must be decided by a majority of votes of the members present.
- (2) Each member present and eligible to vote is entitled to 1 vote only and, if the votes are equal, the chairperson has a casting vote as well as a primary vote.
- (3) A member is not entitled to vote at a general meeting if the member's annual subscription is in arrears at the date of the meeting.
- (4) The method of voting is to be decided by the management committee.
- (5) However, if at least 20% of the members present demand a secret ballot, voting must be by secret ballot.
- (6) If a secret ballot is held, the chairperson must appoint 2 members to conduct the secret ballot in the way the chairperson decides.





(7) The result of a secret ballot as declared by the chairperson is taken to be a resolution of the meeting at which the ballot was held.

39. Special general meeting

- (1) The secretary must call a special general meeting by giving each member of the association notice of the meeting within 14 days after
 - a) being directed to call the meeting by the management committee; or
 - b) being given a written request signed by
 - i. at least 33% of the number of voting members of the management committee when the request is signed; or
 - ii. at least the number of ordinary members of the association on the management committee when the request is signed; or
 - c) being given a written notice of an intention to appeal against the decision of the management committee
 - i. to reject an application for membership; or
 - ii. to terminate a person's membership.
- (2) A request mentioned in subrule (1)(b) must state
 - a) why the special general meeting is being called; and
 - b) the business to be conducted at the meeting.
- (3) A special general meeting must be held within 3 months after the secretary
 - a) is directed to call the meeting by the management committee; or
 - b) is given the written request mentioned in subrule (1)(b); or
 - c) is given the written notice of an intention to appeal mentioned in subrule (1)(c).
- (4) If the secretary is unable or unwilling to call the special meeting, the president must call the meeting.

40. Proxies

(1) An instrument appointing a proxy must be in writing and be in the following or similar form—

[Name of association]:

a member of the association, appoint

١,

of

, being

of as my proxy to vote for me on my behalf at the (annual) general meeting of the association, to be held on the day of 20 and at any adjournment of the meeting.





Signed this day of 20

Signature

- (2) The instrument appointing a proxy must
 - a) if the appointor is an individual—be signed by the appointor or the appointor's attorney properly authorised in writing; or
 - b) if the appointor is a corporation
 - i. be under seal; or
 - ii. be signed by a properly authorised officer or attorney of the corporation.
- (3) A proxy must be a member of the association.
- (4) The instrument appointing a proxy is taken to confer authority to demand or join in demanding a secret ballot.
- (5) Each instrument appointing a proxy must be given to the secretary before the start of the meeting or adjourned meeting at which the person named in the instrument proposes to vote.
- (6) Unless otherwise instructed by the appointor, the proxy may vote as the proxy considers appropriate.
- (7) If a member wants a proxy to vote for or against a resolution, the instrument appointing the proxy must be in the following or similar form—

[Name of association]:

I,of,beinga member of the association, appointaas my proxy to vote for me onofas my proxy to vote for me onas my proxy to vote for me onmy behalf at the (annual) general meeting of the association, to be held on theday of 20and at any adjournment of the meeting.

Signed this day of 20 .

Signature

This form is to be used *in favour of/*against [*strike out whichever is not wanted*] the following resolutions—

[List relevant resolutions]





41. Minutes of general meetings

- (1) The secretary must ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each general meeting are entered in a minute book.
- (2) To ensure the accuracy of the minutes
 - a) the minutes of each general meeting must be signed by the chairperson of the meeting, or the chairperson of the next general meeting, verifying their accuracy; and
 - b) the minutes of each annual general meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of the association that is a general meeting or annual general meeting, verifying their accuracy.
- (3) If asked by a member of the association, the secretary must, within 28 days after the request is made
 - a) make the minute book for a particular general meeting available for inspection by the member at a mutually agreed time and place; and
 - b) give the member copies of the minutes of the meeting.
- (4) The association may require the member to pay the reasonable costs of providing copies of the minutes.

42. By-laws

- (1) The management committee may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the association.
- (2) A by-law may be set aside by a vote of members at a general meeting of the association.

43. Alteration of rules

- (1) Subject to the Act, these rules may be amended, repealed or added to by a special resolution carried at a general meeting.
- (2) However, an amendment, repeal or addition is valid only if it is registered by the chief executive.

44. Common seal

- (1) The management committee must ensure the association has a common seal.
- (2) The common seal must be
 - a) kept securely by the management committee; and
 - b) used only under the authority of the management committee.





- (3) Each instrument to which the seal is attached must be signed by an ordinary member of the management committee and countersigned by
 - a) the secretary; or
 - b) another ordinary member of the management committee; or
 - c) someone authorised by the management committee.

45. Funds and accounts

- (1) The funds of the association must be kept in an account in the name of the association in a financial institution decided by the management committee.
- (2) Records and accounts must be kept in the English language showing full and accurate particulars of the financial affairs of the association.
- (3) All amounts must be deposited in the financial institution account as soon as practicable after receipt.
- (4) A payment by the association of \$100 or more must be made by cheque or electronic funds transfer.
- (5) If a payment of \$100 or more is made by cheque, the cheque must be signed by any 2 of the following
 - a) the president;
 - b) the secretary;
 - c) the treasurer;
 - d) any 1 of 3 other ordinary members of the association who have been authorised by the management committee to sign cheques issued by the association.
- (6) However, 1 of the persons who signs the cheque must be the president, the secretary or the treasurer.
- (7) Cheques, other than cheques for wages, allowances or petty cash recoupment, must be crossed not negotiable.
- (8) A petty cash account must be kept on the imprest system, and the management committee must decide the amount of petty cash to be kept in the account.
- (9) All expenditure must be approved or ratified at a management committee meeting.

46. General financial matters

- (1) On behalf of the management committee, the treasurer must, as soon as practicable after the end date of each financial year, ensure a financial statement for its last reportable financial year is prepared.
- (2) The income and property of the association must be used solely in promoting the association's objects and exercising the association's powers.





47. Documents

The management committee must ensure the safe custody of books, documents, instruments of title and securities of the association.

48. Financial year

The end date of the association's financial year is 30th June in each year.

49. Distribution of surplus assets to another entity

- (1) This rule applies if the association
 - a) is wound-up under part 10 of the Act; and
 - b) has surplus assets.
- (2) The surplus assets must not be distributed among the members of the association.
- (3) The surplus assets must be given to another entity
 - a) having objects similar to the association's objects; and
 - b) the rules of which prohibit the distribution of the entity's income and assets to its members.
- (4) In this rule— surplus assets see section 92(3) of the Act.

END OF DOCUMENT



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 Allowance of discount and write of accrued interest on assessment 00806-00100-00

This matter is considered to be confidential under Section 275 - 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.

15.2 Application for a Payment Arrangement Assessment 00225-00000-000

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.

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