



ORDINARY MEETING LATE ITEMS AGENDA

Tuesday 27 August 2024
commencing at 9:30 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Ordinary Meeting of Council

23 August 2024

The Mayor and Council Members
Quilpie Shire Council
QUILPIE QLD 4480

Dear Members

Reference is hereby made to the Ordinary Meeting of the Quilpie Shire Council scheduled to be held at the Council Chambers, on **Tuesday 27 August 2024**, commencing at **9:30 AM**.

An agenda for the Ordinary Meeting was forwarded to all Members on 20 August 2024. In addition to the agenda, please find attached a summary of "Late Items".

Yours faithfully

Julie Reitano
Acting Chief Executive Officer





ORDINARY MEETING OF COUNCIL AGENDA

Tuesday 27 August 2024
Quilpie Shire Council Boardroom
50 Broлга Street, Quilpie

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16 LATE ITEMS**16.1 COMMUNITY ASSISTANCE GRANT PROGRAM APPLICATION - QUILPIE & DISTRICT SHOW & RODEO****IX:** 253512**Author:** Toni Bonsey, Corporate and Community Administration Officer**Attachments:** 1. 2024 08 Community Assistance Program - Quilpie Show and Rodeo.pdf [↓](#)**KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes**EXECUTIVE SUMMARY**

The Quilpie and District Show & Rodeo Committee have submitted a Community Assistance Grant Program application requesting a waiver of hire fees for the Quilpie Shire Hall to facilitate Leather Workshops being offered to the community as part of the Quilpie & District Show & Rodeo Program from Thursday 12 September to Friday 13 September 2024. In addition, the Committee is also requesting a waiver of hire fees for the use of the Bulloo Park Complex as the primary location of the annual 2024 Quilpie and District Show & Rodeo from Sunday 1 September to Tuesday 17 September 2024.

RECOMMENDATION

That Council:

1. Note the Community Assistance Grant Program application received from the Quilpie and District Show & Rodeo Committee.
2. Approve the request to waive the hire fees for the Quilpie Shire Hall from Thursday, 12 September 2024 to Friday, 13 September 2024 to facilitate Belt Making Workshops.
3. Approve the Community Assistance Grant Program application to waive the hire fees for Bulloo Park Complex from Sunday 1 September to Tuesday 17 September 2024 for the Annual Quilpie and District Show & Rodeo.

BACKGROUND

The Quilpie and District Show & Rodeo is an annual event held in September at Bulloo Park. The event runs over two days and one night. The Show Committee works tirelessly each year to give the community new and exciting exhibitions, performances, workshops, rides and entertainment for children and adults.

OPTIONSOption 1 – Recommended

That Council note the Community Assistance Grant Program application received from the Quilpie and District Show & Rodeo Committee and approve the request to waive:

- the hire fees for the Quilpie Shire Hall from Thursday, 12 September 2024 to Friday, 13 September 2024 to facilitate Belt Making Workshops.
- the hire fees for Bulloo Park Complex from Sunday 1 September to Tuesday 17 September 2024 for the Annual Quilpie and District Show & Rodeo.

Option 2

That Council notes the Community Assistance Grant Program application received from the Quilpie and District Show & Rodeo Committee and approves a discount to the hire fees on the Quilpie Shire Hall and the Bulloo Park Complex.

Option 3

That Council notes the Community Assistance Grant Program application received from the Quilpie and District Show & Rodeo Committee and does not approve the waiver of hire fees for the Quilpie Shire Hall or the Bulloo Park Complex.

CONSULTATION (Internal/External)

Quilpie Shire Council

Quilpie and District Show & Rodeo Committee.

LEGAL IMPLICATIONS

N/A

POLICY AND LEGISLATION

C.01 Community Assistance Program Policy

This policy covers any request from the community or community organisations outside of established works programs and Council operations. The scope includes financial assistance to community organisations, assistance to businesses and sponsorship requests. Requests for funding will typically be capped at \$2,000, however each request will be considered on a “merit based” approach.

The identified priorities for funding under this program are:

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

To promote local procurement.

FINANCIAL AND RESOURCE IMPLICATIONS

Three requests in total have been received from the Committee.

The values in total: \$1,786.00

Facility / Equipment	Hire Dates			Cost	
Quilpie Shire Hall – only	12-13/9/2024	Hire Fee	Per Hire	\$82.00	Fee Waiver
		Bond	Per Hire	\$163.00	
Bulloo Park – Complete Facility	01–17/9/2024	Hire Fee	Per Hire	\$331.00	Fee Waiver
		Bond	Per Hire	\$163.00	
Requested Fee Waivers				\$739.00	
Generator Hire	14/9/2024 (require delivery 13/9/24)	Hire Fee	Per Day	\$100.00	Approved under delegation
		Bond	Per Hire	\$150.00	
Equipment Hire <ul style="list-style-type: none"> ▪ Skip Bin ▪ Rubbish Bins x 20 ▪ Portable Lighting 	12-17/9/2024	Cleaning Delivery	+Delivery	\$347.00	Approved under delegation
			Approx.	\$200.00	
			Approx.	\$250.00	
Requested In Kind Assistance - Approved under delegation				\$1,047.00	
Total Community Assistance Grants Requested				\$1,786.00	

2024/2025 COMMUNITY ASSISTANCE GRANT PROGRAM - APPROVED APPLICATIONS BUDGET \$53,000				
MONTH	ORGANISATION/EVENT	CASH CONTRIBUTION	GENERATOR	IN-KIND VALUE
JULY	QUILPIE GOLF CLUB OUTBACK MASTERS		SMALL BUS (1 DAY) 1 SKIP BIN 10 WHEELIE BONS 37 TABLES 220 CHAIRS GENERATOR 2 X GRANDSTANDS SAND FOR BALDY TOP 12 WITCHES HATS	\$4,000.00
JULY	QUILPIE GOLF CLUB OPEN	\$2,000.00	10 WHEELIE BINS 1 X SKIP BIN	\$1,300.00
JULY	QUILPIE SPORTING CLAYS CLUB	\$1,000.00	10 TABLES 40 CHAIRS BAIN MARIE GENERATOR SKIP BIN ATV BUS HIRE (1 DAY)	\$3,000.00
JULY	QCWA SPONSORSHIP	\$500.00		
TOTAL		\$3,500.00		\$8,300.00
COMBINED TOTAL			\$11,800.00	

RISK MANAGEMENT IMPLICATIONS

Low Risk – Responsibility of the Quilpie and District Show & Rodeo Committee



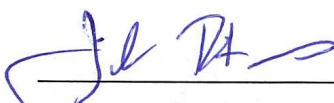
Community Assistance Program



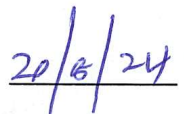
Applicant	Quilpie & District Show & Rodeo
Contact	Danielle Stevenson – President
Event / Activity	2024 Quilpie & District Show & Rodeo
Date of Event / Activity	Thursday 12/09/2024 – Saturday 14/09/2024
Location of Event / Activity	Bulloo Park
Assistance Requested	Waiver of hire fees
Financial	
In-Kind	Hall Only - \$82.00 Bulloo Park Complete Hire – \$331.00 Portable Lighting (w/ sound) 20x Rubbish Bins Skip Bin - \$347.00 + delivery charge Generator hire - \$100 per day (needed for 2 days)
Job No	772-2425-0

(please tick)

Approved	
Not Approved	


 Justin Hancock – Chief Executive Officer
 Julie REYANO- ACTING CEO

excluding fee waivers


 Date

Doc ID: 221587



Quilpie Shire Council
 P: 07 4656 0500
 E: bookings@quilpie.qld.gov.au
 A: 50 Brolga Street, Quilpie Q 4480
 P: PO Box 57, Quilpie Q 4480
 W: quilpie.qld.gov.au
 ABN 53 680 434 639

Generator Hire


Use this form to apply for the hire of Council Generator.
 Quilpie Shire Council states that Council will comply with the Information Privacy Act 2009 (Qld) (IP Act).
 NOTE: Bookings to be submitted at least one (1) week prior to use. Paperwork and must be completed prior to the hire date.


Hirer Information	
Organisation Name Quilpie District Show & Rodeo	Contact Name Hannah Tully
Postal Address PO Box 222 QUILPIE QLD 4480	
Contact Number	
Email Address quilpieshow@gmail.com	
Is this a Community Funded Grant? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Hire Details			
Event and Location Quilpie District Show & Rodeo 2024			
Start date 12/09/2024	Start time 8 am	Finish date 17/09/2024	Finish time 8 am

Refund Details	
Are you a new Hirer? <input type="checkbox"/> Yes (if yes, please provide banking information) <input checked="" type="checkbox"/> No	Account Name
BSB	Account Number

Fees and Charges – 2024 / 2025 Financial Year		
Generator Hire		Non-Refundable - For applicable fees and charges, please refer to Quilpie Shire Council's Fees and Charges quilpie.qld.gov.au/fees-and-charges/
Fuel		Is the responsibility of the hirer during the hire period.
Damages / Repairs		All costs incurred with repairs to, or damage caused whilst on hire will be at the expense of the Hirer

Please use QR CODE to report any damages or repairs 
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Terms and Conditions	
<ul style="list-style-type: none"> All bookings to be made through the Quilpie Shire Administration Office or via email at bookings@quilpie.qld.gov.au All forms must be fully completed and signed prior to hire. Bookings will be taken on a 'first come, first served' basis although Council take precedence over all hires. Bond and Hire Fee is to be paid prior to hire date. Council staff have no authority to waive deposit/hire fees, a written application to council is required. Any items hired are to be returned undamaged and in working order. Cancellation should be notified promptly and before the event. The Hirer is responsible for collection and return of the equipment hired. The hirer shall be responsible for and make good and repair, to the satisfaction of the Council, all damages to the equipment occurring during the use and caused by the negligence or default of the hirer, their servants, agents, or any other person using the equipment pursuant to or in exercise of the rights of or the rights hereby granted to the hirer. If the hirer shall fail or neglect or refuse to make good or repair any damages for which they are responsible as referred to above. Council shall make good the equipment and the hirer shall pay the Council upon demand all costs reasonable, incurred by the Council in doing so. The hirer will indemnify and keep indemnified, the Council from and against all actions, suits, proceedings, claims and demands which may be brought and maintained or made against the council. <ul style="list-style-type: none"> a) By any of the servants or agents of the hirer for any cost occasioned or arising from the use of the bus. b) By any person, or persons, arising out of loss, theft or damage to any property brought on to the bus by the hirer, his servants or agents. c) By any person, when using the equipment 	
I, <u>Hannah Tully</u>	On this date: <u>19/08/2024</u>
(Print name)	(Today's date)
Agree to all of the terms and conditions stated above.	
Signature: 	

If any Mechanical issues arise while the generator is in your possession call the Quilpie Shire Council's Workshop Supervisor on 0448 649 387.



Quilpie Shire Council
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 A: 50 Brolga Street, Quilpie Q 4480
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 W: quilpie.qld.gov.au
 ABN 53 680 434 639

Quilpie Shire Hall Hire

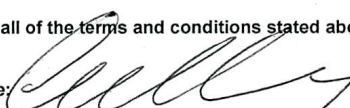
Use this form to apply for the Hire of Quilpie Shire Hall.
 Quilpie Shire Council states that Council will comply with the *Information Privacy Act 2009 (Qld) (IP Act)*.
 NOTE: Bookings to be submitted at least one (1) week prior to use. Payment of the hire fee, bond and paperwork must be completed prior to the hire date.
 The facility should be hired from the date that you will be in possession of the key(s) until the date the key(s) are returned.


Hirer Information	
Organisation Name Quilpie District Show & Rodeo	Contact Name Hannah Tully
Postal Address PO Box 222 QUILPIE QLD 4480	
Contact Number	
Email Address quilpieshow@gmail.com	
Is this a Community Funded Grant? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will alcohol be consumed at this function? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Hire Details			
Event and Location Belt Making Workshops			
Start date 12/09/2024	Start time 3 am pm	Finish date 13/09/2024	Finish time 5 am pm
Please select areas of facility to be hired			
<input type="checkbox"/> Entire Facility	<input type="checkbox"/> Small Bar		
<input checked="" type="checkbox"/> Hall Only	<input type="checkbox"/> Stage		
<input type="checkbox"/> Supper Room	<input checked="" type="checkbox"/> Chairs (Please provide quantity below)		
<input type="checkbox"/> Kitchen	<input checked="" type="checkbox"/> Tables (Please provide quantity below)		
<input type="checkbox"/> Main Bar			
Tables Required 15	Chairs Required 15		

Refund Details	
Are you a new Hirer? <input type="checkbox"/> Yes (if yes, please provide banking information) <input checked="" type="checkbox"/> No	Account Name
BSB	Account Number

Fees and Charges – 2024 / 2025 Financial Year		
Complex Hire		Non-Refundable - For applicable fees and charges, please refer to Quilpie Shire Council's Fees and Charges quilpie.qld.gov.au/fees-and-charges/
Bond		Refundable - For applicable fees and charges, please refer to Quilpie Shire Council's Fees and Charges quilpie.qld.gov.au/fees-and-charges/ . Must be paid upon booking, prior to the hire date. Provided conditions of hire are adhered to, the Bond will be refunded OR held in Trust for further use
Damages / Repairs		All costs incurred with repairs to, or damage caused whilst on hire will be at the expense of the Hirer

Terms and Conditions	
<ul style="list-style-type: none">• All bookings to be made through the Quilpie Shire Administration Office or via email at bookings@quilpie.qld.gov.au• All forms must be fully completed and signed prior to hire.• Bookings will be taken on a 'first come, first served' basis although Council take precedence over all hires.• Bond and Hire Fee is to be paid prior to hire date.• Council staff have no authority to waive deposit/hire fees, a written application to council is required.• Camping is not permitted at the facility, unless prior approval is obtained• It is the responsibility of the hirer to obtain required permits when the event includes the consumption of alcohol. A permit must be obtained from the Department of Liquor, Gaming and Racing when a non-profit, community event includes the consumption of alcohol for eight hours or more and is between 7am and midnight.• Cancellation should be notified promptly and before the event.• All facilities are to be left clean and tidy. Rubbish is to be removed and floors swept and mopped (where applicable) if facilities are not left in a condition that is acceptable to Council, a cleaning fee will be deducted from the deposit.• The hirer shall be responsible for and make good and repair, to the satisfaction of the Council, all damages to the equipment occurring during the use and caused by the negligence or default of the hirer, their servants, agents, or any other person using the equipment pursuant to or in exercise of the rights or of the rights hereby granted to the hirer.• If the hirer shall fail or neglect or refuse to make good or repair any damages for which they are responsible as referred to above. Council shall make good the equipment and the hirer shall pay the Council upon demand all costs reasonable, incurred by the Council in doing so.• The hirer will indemnify and keep indemnified, the Council from and against all actions, suits, proceedings, claims and demands which may be brought and maintained or make against the council.<ul style="list-style-type: none">a) By any of the servants or agents of the hirer for any cost occasioned or arising from the use of the bus.b) By any person, or persons, arising out of loss, theft or damage to any property brought on to the bus by the hirer, his servants or agents.c) By any person, when using the equipment	
I, <u>Hannah Tully</u>	On this date: <u>19/08/2024</u>
(Print name)	(Today's date)
Agree to all of the terms and conditions stated above.	
Signature: 	

Please use QR CODE to report any damages or repairs	
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 W: quilpie.qld.gov.au
 ABN 53 680 434 639

Bulloo Park Hire

Use this form to apply for the Hire of Bulloo Park.
 Quilpie Shire Council states that Council will comply with the *Information Privacy Act 2009 (Qld) (IP Act)*.
 NOTE: Bookings to be submitted at least one (1) week prior to use. Payment of the hire fee, bond and paperwork must be completed prior to the hire date.
 The facility should be hired from the date that you will be in possession of the key(s) until the date the key(s) are returned.

Hirer Information	
Organisation Name Quilpie District Show & Rodeo	Contact Name Hannah Tully
Postal Address PO Box 222 QUILPIE QLD 4480	
Contact Number	
Email Address quilpieshow@gmail.com	
Is this a Community Funded Grant? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will alcohol be consumed at this function? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Hire Details			
Event and Location Quilpie District Show & Rodeo 2024			
Start date 01/09/2024	Start time 8 am pm	Finish date 17/09/2024	Finish time 8 am pm
Please select areas of facility to be hired			
<input checked="" type="checkbox"/> All Facilities	<input type="checkbox"/> BBQ	<input type="checkbox"/> Bar	
<input type="checkbox"/> Bain Marie & Trays	<input type="checkbox"/> Rodeo Bar	<input type="checkbox"/> Racecourse	
<input type="checkbox"/> Pie Warmer	<input type="checkbox"/> Heaters	<input type="checkbox"/> Jockey Rooms	
<input type="checkbox"/> Microphone	<input type="checkbox"/> Stables	<input type="checkbox"/> Polocrosse Field	
<input type="checkbox"/> Toilets	<input type="checkbox"/> Rodeo Toilets	<input type="checkbox"/> Polocrosse Toilets	
<input checked="" type="checkbox"/> Tables (Please provide quantity below)	<input checked="" type="checkbox"/> Chairs (Please provide quantity below)		
Tables Required All in Pavilion	Chairs Required All in Pavilion		
Do you require Gas Bottles? <input type="checkbox"/> Yes <input type="checkbox"/> No	Gas Bottles Required (6 Available)		

Refund Details	
Are you a new Hirer? <input type="checkbox"/> Yes (if yes, please provide banking information) <input checked="" type="checkbox"/> No	Account Name
BSB	Account Number

Fees and Charges – 2024 / 2025 Financial Year		
Complex Hire		Non-Refundable - For applicable fees and charges, please refer to Quilpie Shire Council's Fees and Charges quilpie.qld.gov.au/fees-and-charges/
Bond		Refundable - For applicable fees and charges, please refer to Quilpie Shire Council's Fees and Charges quilpie.qld.gov.au/fees-and-charges/ Must be paid upon booking, prior to the hire date. Provided conditions of hire are adhered to, the Bond will be refunded OR held in Trust for further use
Damages / Repairs		All costs incurred with repairs to, or damage caused whilst on hire will be at the expense of the Hirer
Gas Bottles		Refills – Is the responsibility of the Hirer during the hire period

Terms and Conditions


- All bookings to be made through the Quilpie Shire Administration Office or via email at bookings@quilpie.qld.gov.au
- All forms must be fully completed and signed prior to hire.
- Bookings will be taken on a 'first come, first served' basis although Council take precedence over all hires.
- Bond and Hire Fee is to be paid prior to hire date.
- Council staff have no authority to waive deposit/hire fees, a written application to council is required.
- Gas Bottle Refills are the responsibility of the Hirer during the hire period.
- It is the responsibility of the hirer to obtain required permits when the event includes the consumption of alcohol. A permit must be obtained from the Department of Liquor, Gaming and Racing when a non-profit, community event includes the consumption of alcohol for eight hours or more and is between 7am and midnight.
- Cancellation should be notified promptly and before the event.
- All facilities and Equipment are to be left clean and tidy. Rubbish is to be removed and floors swept and mopped (where applicable) if facilities are not left in a condition that is acceptable to Council, a cleaning fee will be deducted from the deposit.
- The hirer shall be responsible for and make good and repair, to the satisfaction of the Council, all damages to the equipment occurring during the use and caused by the negligence or default of the hirer, their servants, agents, or any other person using the equipment pursuant to or in exercise of the rights or of the rights hereby granted to the hirer.
- If the hirer shall fail or neglect or refuse to make good or repair any damages for which they are responsible as referred to above. Council shall make good the equipment and the hirer shall pay the Council upon demand all costs reasonable, incurred by the Council in doing so.
- The hirer will indemnify and keep indemnified, the Council from and against all actions, suits, proceedings, claims and demands which may be brought and maintained or made against the council.
 - a) By any of the servants or agents of the hirer for any cost occasioned or arising from the use of the bus.
 - b) By any person, or persons, arising out of loss, theft or damage to any property brought on to the bus by the hirer, his servants or agents.
 - c) By any person, when using the equipment

I, Hannah Tully On this date: 19/08/2024
 (Print name) (Today's date)

Agree to all of the terms and conditions stated above.

Signature: 

Please use QR CODE to report any damages or repairs





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 W: quilpie.qld.gov.au
 ABN 53 680 434 639

Equipment Hire

Use this form to apply for the hire of Quilpie Shire Council Equipment.


Quilpie Shire Council states that Council will comply with the Information Privacy Act 2009 (Qld) (IP Act).

NOTE: Bookings to be submitted at least one (1) week prior to use. Payment of the hire fee, bond and paperwork and must be completed prior to the hire date.

Hirer Information	
Organisation Name Quilpie District Show & Rodeo	Contact Name Hannah Tully
Postal Address PO Box 222 QUILPIE QLD 4480	
Contact Number	
Email Address quilpieshow@gmail.com	
Is this a Community Funded Grant? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Hire Details			
Event and Location Quilpie District Show & Rodeo 2024			
Start date 12/09/2024	Start time 8 am	Finish date 17/09/2024	Finish time 8 pm
Equipment Required <input type="checkbox"/> Outdoor Theatre <input type="checkbox"/> Projector <input type="checkbox"/> Portable PA system <input type="checkbox"/> Other (please list below) <ul style="list-style-type: none"> • Skip Bin & 20 Rubbish Bins • Portable Lighting • • 			

Fees and Charges – 2024 / 2025 Financial Year
For applicable fees and charges, please refer to Quilpie Shire Council's Fees and Charges quilpie.qld.gov.au/fees-and-charges/

Please use QR CODE to report any damages or repairs 

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I, <u>Hannah Tully</u> (Print name)	On this date: <u>19/08/2024</u> (Today's date)
Agree to all of the terms and conditions stated above.	
Signature: 