



# ORDINARY MEETING AGENDA

Thursday 28 August 2025  
commencing at 9:00 AM

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie

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## Ordinary Meeting of Council

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21 August 2025

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 **Thursday 28 August 2025**, 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 **Thursday 28 August 2025**, commencing at **9:00 AM**.

The agenda for the ordinary meeting is attached for your information

Yours faithfully

Justin Hancock  
Chief Executive Officer





# ORDINARY MEETING OF COUNCIL AGENDA

Thursday 28 August 2025  
Quilpie Shire Council Boardroom  
50 Broilga Street, Quilpie

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

**6 RECEIVING AND CONFIRMATION OF MINUTES**

**6.1 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 15 JULY 2025**

**IX: 265583**

**Author: Callie Dabovich, Executive Assistant**

**Authorisers: Justin Hancock, Chief Executive Officer**

**Attachments: 1. Minutes of the Special Council Meeting held on 15 July 2025**

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**RECOMMENDATION**

That the Minutes of the Special Council Meeting held on 15 July 2025 be received and the recommendations therein be adopted.



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# Special Meeting of Council

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## MINUTES

Tuesday 15 July 2025

Quilpie Shire Council Boardroom  
50 Broilga Street, Quilpie



Unconfirmed

**MINUTES OF QUILPIE SHIRE COUNCIL  
SPECIAL COUNCIL MEETING  
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE  
ON TUESDAY, 15 JULY 2025 AT 8:00 AM**

## **1 OPENING OF MEETING**

The Mayor declared the meeting open at 8:21 AM

## **2 ATTENDANCE**

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

**In Attendance:** Mr Justin Hancock (Chief Executive Officer), Mr Brian Weeks (Deputy Director Engineering Infrastructure Services), Ms Sharon Frank (Manager Finance and Administration), and Ms Alisha Moody (Finance Support Officer – Receivables) and Ms Callie Dabovich (Secretariat).

## **3 APOLOGIES**

Ms Lisa Hamlyn (Director of Corporate and Community Services) and Mr Eng Lim (Director Engineering Infrastructure Services).

## **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.

## **5 FINANCE**

### **5.1 ADOPTION OF BUDGET 2025/26**

#### **EXECUTIVE SUMMARY**

The purpose of this report is to adopt the 2025/26 Budget (including the Revenue Statement).

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#### **RESOLUTION NO: (QSC153-07-25)**

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That Council:

- a) Pursuant to section 104 of the *Local Government Act 2009*, section 170 of the *Local Government Regulation 2012*, and as prepared in accordance with section 169 of the *Local Government Regulation 2012*, Council resolves to adopt the Budget for the 2025/26 financial year and Long-Term Financial Forecasts 2026-2035 as set out in the pages contained therein and incorporating:
  - The Statement of Income and Expenditure;
  - The Statement of Financial Position;

- The Statement of Cash Flow;
- The Statement of Changes in Equity;
- The Long-Term Financial Forecast;
- The relevant measures of Financial Sustainability for 2025/26 and the next 9 financial years;
- The Revenue Statement;
- The Revenue Policy (Adopted by Council on 20 May 2025 – Resolution No. QSC111-05-25); and
- The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the budget for the previous financial year;

as tabled, be adopted; and

- b) Pursuant to section 173(1) of the *Local Government Regulation 2012*, Council resolves that all money spent in the 2025/26 financial year prior to the adoption of the budget has been included in the budget.

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## 5.2 DIFFERENTIAL GENERAL RATING CATEGORIES AND DESCRIPTIONS 2025/26

### EXECUTIVE SUMMARY

The purpose of this report is to adopt categories of rateable land for the levying of differential general rates for the financial year ending 30 June 2026.

### RESOLUTION NO: (QSC154-07-25)

Moved: Deputy Mayor Roger Volz

Seconded: Cr Milan Milosevic

That Council:

1. Pursuant to section 81 of the *Local Government Regulation 2012*, the categories into which rateable land is categorised, the description of those categories and, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category below; and
2. Delegate to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs.

Category	Category Name	Category Description
1	Town of Quilpie - Residential <1Ha	Land within the township of Quilpie, which is: (a) less than 1 Hectare in size; (b) primarily used, or capable of being used, for residential purposes; (c) serviced, or can be serviced, with urban infrastructure; and (d) not included in any other category.

2	Town of Quilpie - Residential 1 to 10Ha	Land within the township of Quilpie, which is: (a) 1 Hectare or more, but less than 10 Hectares, in size; (b) primarily used, or capable of being used, for residential purposes; (c) serviced, or can be serviced, with urban infrastructure; and (d) not included in any other category.
3	Commercial	Land within the townships of Quilpie, Eromanga, Adavale or Toompine, which is: (a) used, or capable of being used, in whole or in part, and whether predominantly or not, for commercial purposes; and (b) serviced, or can be serviced, with urban infrastructure.
4	Industrial	Land within the townships of Quilpie, Eromanga, Adavale or Toompine, which is: (a) used, or capable of being used, in whole or in part, and whether predominantly or not, for industrial purposes; and (b) serviced, or can be serviced, with urban infrastructure.
5	Township of Eromanga - Residential	Land within the township of Eromanga, which is: (a) primarily used, or capable of being used, for residential purposes; (b) serviced, or can be serviced, with urban infrastructure; and (c) not included in any other category.
6	Other Rural Towns - Residential	Land within the townships of Adavale, Toompine or Cheepie, which is: (a) primarily used, or capable of being used for residential purposes; (b) serviced, or can be serviced, with urban infrastructure; and (c) not included in any other category.
7	Opal Mines	Land held under the <i>Mineral Resources Act 1989</i> used either for the purpose of extracting opals or for the purposes of extracting other precious metals and / or gemstones on a non-industrial scale.
8	Other	Land not included in any other category.
9	Rural - Pumps and Bore Sites	Land primarily used for the purposes of operating pumps or bore sites.
10	Rural and Residential Land - 10 to 100Ha	Land, 10Ha or more, but less than 100Ha in size, used, or capable of being used, in whole or in part, for residential, grazing, agriculture and not included in any other category.
11	Rural - Grazing and Agriculture $\geq 100\text{Ha}$	Land, 100Ha or greater in size, used, or capable of being used, in whole or in part, for rural purposes, including grazing and agriculture and not included in any other category.

12	Rural - Carbon Credits	Rural land, used, or capable of being used, in whole or in part, for rural purposes, including grazing and agriculture that has been issued with Carbon Credit Units.
13	Transformer Sites	Land primarily used for the purposes of transformer or communication facility.
14	Mining and Oil Production	All land held under the <i>Mineral Resources Act 1989</i> , the <i>Petroleum Act 1923</i> or the <i>Petroleum and Gas (Production and Safety) Act 2004</i> , other than land included in category 7.
15	Oil Distillation / Refining	Land primarily used for, or used in association or connection with the: <ul style="list-style-type: none"> <li>- distillation of crude oil or natural gas; or</li> <li>- storage or transport of crude oil or natural gas.</li> </ul>

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### 5.3 DIFFERENTIAL GENERAL RATES 2025/26

#### EXECUTIVE SUMMARY

The purpose of this report is to decide the differential general rate and minimum general rates for each differential general rate category, for the financial year ending 30 June 2026.

#### RESOLUTION NO: (QSC155-07-25)

Moved: Cr Milan Milosevic

Seconded: Cr Tony Lander

That pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category be as set out in the table below:

Category	Description	Minimum	General Rate (cents in the dollar)
1	Town of Quilpie - Residential <1Ha	\$498.48	2.0581
2	Town of Quilpie - Residential 1 to 10Ha	\$498.48	1.3945
3	Commercial	\$600.78	2.4264
4	Industrial	\$600.48	2.1934
5	Town of Eromanga - Residential	\$498.48	2.8644
6	Other Rural Towns - Residential	\$451.98	8.1459
7	Opal Mines	\$442.00	21.8239
8	Other	\$724.00	55.0652
9	Rural - Pumps and Bore Sites	\$376.00	2.6857
10	Rural and Residential Land - 10 to 100Ha	\$498.48	1.5909

11	Rural - Grazing and Agriculture $\geq 100\text{Ha}$	\$646.00	0.5016
12	Rural - Carbon Credits	\$1,292.00	0.4588
13	Transformer Sites	\$446.00	3.6757
14	Mining and Oil Production	\$52,418.52	180.4572
15	Oil Distillation / Refining	\$37,000.98	59.5312

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#### 5.4 SETTING THE LIMIT OF INCREASE IN THE AMOUNT OF GENERAL RATES 2025/26

##### EXECUTIVE SUMMARY

The purpose of this report is to set the limit of the increase in the amount of differential general rates to be levied for the 2025/26 financial year, on each rating category.

##### RESOLUTION NO: (QSC156-07-25)

Moved: Cr Tony Lander

Seconded: Cr Lyn Barnes

That pursuant to section 116 of the *Local Government Regulation 2012*, the amount of the differential general rate to be levied for the 2025/26 financial year on the categories of land identified in the table below, be limited to an amount no more than an amount equal to the amount of general rate levied on that land in the previous financial year increased by the percentage identified in the table below.

Category	Description	Limitation (cap)
1	Town of Quilpie – Residential $< 1\text{Ha}$	Does not apply
2	Town of Quilpie – Residential 1 to 10Ha	Does not apply
3	Commercial	Does not apply
4	Industrial	Does not apply
5	Town of Eromanga - Residential	Does not apply
6	Other Rural Towns - Residential	Does not apply
7	Opal Mines	Does not apply
8	Other	Does not apply
9	Rural - Pumps and Bore Sites	Does not apply
10	Rural and Residential Land 10 to 100Ha	60%
11	Rural – Grazing and Agriculture $\geq 100\text{Ha}$	Does not apply
12	Rural – Carbon Credits	Does not apply
13	Transformer Sites	Does not apply
14	Mining and Oil Production	Does not apply
15	Oil Distillation / Refining	Does not apply

For the avoidance of doubt, the limitation of increase in the differential general rate will not apply to land where:

- a) there has been a change in the differential general rating category during the 2025/26 financial year;
- b) the differential general rating category of the land in 2024/25 financial year, changes in the 2025/26 financial year;
- c) the rateable assessment is levied the minimum differential general rate for the 2025/26 financial year;
- d) there has been a change in the area of the lot/s comprising the rateable assessment during the current or previous financial year (including, for example, by way of amalgamation or separation of rateable assessments);
- e) the general rate was calculated on a valuation to which section 50 of the *Land Valuation Act 2010* applied (i.e. developers' concession);
- f) the general rate was calculated on a valuation issued pursuant to section 274 of the *Land Valuation Act 2010* (i.e. offset valuation); or
- g) there has been a change in the valuation of the rateable assessment, (other than the revaluation of the whole of the region) during the current or previous financial year.

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## 5.5 WILD DOG CONTROL SPECIAL RATE 2025/26

### EXECUTIVE SUMMARY

The purpose of this report is to make and levy a Wild Dog Control Special Rate for 2025/26.

### RESOLUTION NO: (QSC157-07-25)

Moved: Deputy Mayor Roger Volz  
 Seconded: Cr Milan Milosevic

That pursuant to section 94 of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*, Council make and levy a special rate to be known as the 'Wild Dog Control Special Rate' on all rateable rural land outlined in the table below. The special rate will fund the cost of one coordinated wild dog baiting program across the Quilpie shire.

The special rate to be made and levied for each differential rate category, and the minimum amount of the special rate to be fixed, is as follows:

Category	Description	Minimum	Rate (cents in the dollar)
11	Rural – Grazing and Agriculture ≥100Ha	\$115.50	0.0268
12	Rural Land - Carbon Credits	\$115.50	0.0268

The Overall Plan for the Wild Dog Control Special Rate is as follows:

- a) The service, facility or activity for which the plan is made is the cost of one coordinated wild dog baiting program across the Quilpie shire, including bait meat, areophane hire, staff and Avgas.
- b) The rateable land to which the special rate applies is all rateable land categorised as:

- Category 11 - Rural – Grazing and Agriculture ≥100Ha; and
  - Category 12 - Rural Land - Carbon Credits
- c) The estimated cost of carrying out the activity the subject of the overall plan is \$160,000. The Wild Dog Control Special Rate will levy an estimated \$105,415 towards the total estimated cost of carrying out the activity.
- d) The estimated time for carrying out the overall plan is one (1) year ending on 30 June 2026.

The rateable land or its occupier specially benefits from the service, facility or activity funded by the special rate because it will provide management of wild dogs, so as to improve the agricultural activities on the land which will increase productivity for landholders.

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## 5.6 WATER UTILITY CHARGES 2025/26

### EXECUTIVE SUMMARY

The purpose of this report is to make and levy Water Utility Charges for 2025/26.

### RESOLUTION NO: (QSC158-07-25)

Moved: Cr Milan Milosevic

Seconded: Cr Tony Lander

That:

- (1) Pursuant to section 92 and 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy water utility charges, for the supply of water services, as set out in the table below:

Utility Charge	Charge per Unit
Water	\$18.28

- (2) Pursuant to section 101(1)(a) and section 101(2) of the *Local Government Regulation 2012*, Council levies water charges wholly according to the water used by each ratepayer. Council has estimated each ratepayer's likely water usage by determining the average amount of water used for each different land use in accordance with the following unit schedule:

Description (Land Use Category)	Water Charging Units
Vacant land – infrastructure	15
Occupied residential land (includes one pedestal)	30
▪ For each extra pedestal	5
Occupied residential land – Cheepie	40
Flat, unit, aged persons home (each unit)	20

Motel (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Hotel, hotel/motel, club (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Fire Brigade/SES	150
Church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Other businesses (includes one pedestal/cistern)	25
▪ For each extra pedestal/cistern	5
Other businesses with attached dwelling	30
School (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
CWA, cultural society, non-profit	20
Convent, church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Railway station yards	100
Trucking yards	100
Swimming pool	200
John Waugh Park	600
Bulloo Park	600
Shire Office, Depot and Council owned Facilities – including library, public toilets, sport or recreation grounds, halls and museums (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Median strips	600
Washdown Bay – Quilpie	300
Industrial land	30
Rural and Residential land with no sewerage or waste management service and outside the service area	30
Bowling Green	100
Caravan Park (includes one pedestal/cistern)	20
▪ For each extra pedestal/cistern	10
Refinery (includes one pedestal/cistern)	450
Washdown – Eromanga	120
Visitor Accommodation (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Hospital - (including Multi-Purpose Health Services, GP Medical Practice, nurse accommodation units, Director of Nursing house)	240
Motel and Caravan Park (includes two pedestals/cisterns)	20

▪ For each extra pedestal/cistern	10
Commercial Stock Yards	200
Rural - Grazing and Agriculture ≥100Ha	200

And

3) The relevant details of the water utility charges to be made and levied are set out in Council's adopted Revenue Statement 2025/26.

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## 5.7 SEWERAGE UTILITY CHARGES 2025/26

### EXECUTIVE SUMMARY

The purpose of this report is to make and levy Sewerage Utility Charges for 2025/26.

### RESOLUTION NO: (QSC159-07-25)

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That Council:

1) Pursuant to section 92 and 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy sewerage utility charges for the supply of sewerage services, as set out in the tables below:

Utility Charge	Charge per Unit
Sewerage	\$17.48

2) The sewerage charge per unit will be in accordance with the following unit schedule:

Description (Land Use Category)	Sewerage Charging Units
Vacant land – infrastructure	15
Occupied residential land (includes one pedestal)	30
▪ For each extra pedestal	5
Occupied residential land – Cheepie	-
Flat, unit, aged persons home (each unit)	20
Motel (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	5
Hotel, hotel/motel, club (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Fire Brigade/SES	15

Church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Other businesses (includes one pedestal/cistern)	25
▪ For each extra pedestal/cistern	5
Other businesses with attached dwelling	30
School (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
CWA, cultural society, non-profit	20
Convent, church and residence (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Railway station yards	-
Trucking yards	-
Swimming pool	200
John Waugh Park	300
Bulloo Park	300
Shire Office, Depot and Council owned Facilities – including library, public toilets, sport or recreation grounds, halls and museums (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Median strips	-
Washdown Bay – Quilpie	-
Industrial land	-
Rural and Residential land with no sewerage or waste management service and outside the service area	-
Bowling Green	-
Caravan Park	300
Refinery (includes one pedestal/cistern)	30
▪ For each extra pedestal/cistern	5
Washdown – Eromanga	-
Visitor Accommodation (includes two pedestals/cisterns)	-
▪ For each extra pedestal/cistern	-
Hospital - (including Multi-Purpose Health Services, GP Medical Practice, nurse accommodation units, Director of Nursing house)	240
Motel and Caravan Park (includes two pedestals/cisterns)	20
▪ For each extra pedestal/cistern	10
Commercial Stock Yards	-
Rural - Grazing and Agriculture ≥100Ha	-

And

3) The relevant details of the sewerage utility charges to be made and levied are set out in Council's adopted Revenue Statement 2025/26.

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## 5.8 REFUSE REMOVAL AND DISPOSAL SERVICE CHARGES FOR 2025/26

### EXECUTIVE SUMMARY

The purpose of this report is to make and levy the Refuse Removal and Disposal Service Charges for 2025/26.

### RESOLUTION NO: (QSC160-07-25)

Moved: Deputy Mayor Roger Volz

Seconded: Cr Milan Milosevic

That pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy Refuse Removal and Disposal Service Charges for the 2025/26 financial year, as set out in the table below:

		First Bin Charge	Additional Bin Charge (Per Bin)
Number of Collections (Days Per Week)	1	\$688	\$328
	2	\$1,016	\$656
	3	\$1,344	\$984

The Refuse Removal and Disposal Service Charge shall be levied on:

- (a) Each rateable assessment comprising a house, unit or other residential dwelling, designed for separate residential occupation and whether occupied or not;
- (b) Each rateable assessment comprising a commercial or industrial use receiving, or capable of receiving, Council's kerbside waste collection service;
- (c) Any other rateable assessment receiving Council's kerbside waste collection service; and
- (d) All other properties receiving a Council kerbside waste collection service where the owner or occupier has requested that service.

The application of the Refuse Removal and Disposal Service Charges will be in accordance with the further detail provided in Council's adopted Revenue Statement 2025/26.

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## 5.9 WASTE MANAGEMENT LEVY 2025/26

**EXECUTIVE SUMMARY**

The purpose of this report is to make and levy a utility charge to be known as the "Waste Management Levy" for 2025/26.

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**RESOLUTION NO: (QSC161-07-25)**

Moved: Cr Milan Milosevic

Seconded: Cr Tony Lander

That pursuant to section 99 of the *Local Government Regulation 2012*, Council make and levy a utility charge for the 2025/26 financial year, to be known as the "Waste Management Levy", in the sum of \$299.00 per rateable assessment on all rateable land in the Shire that is not charged a Refuse Removal and Disposal Service Charge.

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**5.10 TOTAL VALUE OF CHANGE IN RATES AND UTILITY CHARGES****EXECUTIVE SUMMARY**

At its budget meeting each year, Council is required to report the total value of the change in Rates and Utility Charges, expressed as a percentage, pursuant to sections 169(7) and 169(8) of the *Local Government Regulation 2012*.

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**RESOLUTION NO: (QSC162-07-25)**

Moved: Cr Milan Milosevic

Seconded: Deputy Mayor Roger Volz

That pursuant to sections 169(7) and 169(8) of *Local Government Regulation 2012*, the total value of the change, in the rates and utility charges budgeted to be levied for the 2025/26 financial year compared with the rates and utility charges levied in the previous budget (2024/25 financial year) expressed as a percentage is 0.22%.

For the purpose of this calculation any discounts and rebates are excluded.

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**5.11 CONCESSION FOR NOT-FOR-PROFIT COMMUNITY ORGANISATIONS 2025/26****EXECUTIVE SUMMARY**

The purpose of this report is to adopt a concession for not-for-profit community organisations for the 2025/26 financial year.

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**RESOLUTION NO: (QSC163-07-25)**

Moved: Cr Milan Milosevic

Seconded: Cr Tony Lander

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, Council grant a 100% rebate on differential general rates for the financial year 30 June 2026 as identified in the table below and subject to the following:

- a) Property owners must notify Council immediately if there is a substantive change in land use for a property that is receiving a rate concession.
- b) Applications received during the current financial year that fall within this category, will be granted a rate concession following the passing of a resolution by Council.
- c) If a property has been granted a rate concession in the previous financial year, the owner will not be required to re-apply to receive the rate concession for the current financial year. However, proof of ongoing eligibility will be required if requested.

Assessment Number
00137-00000-000
00066-10000-000
00777-10000-000

5/0

## 5.12 WASTE MANAGEMENT LEVY CLASS CONCESSION 2025/26

### EXECUTIVE SUMMARY

The purpose of this report is to adopt a waste management levy class concession for the 2025/26 financial year.

### RESOLUTION NO: (QSC164-07-25)

Moved: Cr Milan Milosevic

Seconded: Cr Tony Lander

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, Council grant a concession, comprising a 100% rebate of the waste management levy, to the assessments identified in the below table, on the basis that Council is satisfied that none of Council's waste transfer or landfill facilities are utilised by the owners or occupiers of these assessments, and all waste generated or handled on these assessments is disposed of in a compliant alternative manner.

Table: Waste Management Levy Class Concession - Assessments

Assessment Number	Assessment Number	Assessment Number	Assessment Number
00007-55000-000	00614-10000-000	00763-10000-000	00879-00500-000
00012-00000-000	00614-20000-000	00763-11000-000	00879-00600-000
00113-50000-000	00614-50000-000	00764-00000-000	00882-00000-000
00114-00000-000	00615-00000-000	00764-20000-000	00882-00040-000
00123-00000-000	00618-00000-000	00764-40000-000	00883-00000-000
00165-20000-000	00619-00000-000	00764-41000-000	00884-00000-000
00168-50000-000	00621-10000-000	00765-00000-000	00885-00000-000
00233-00000-000	00625-00000-000	00774-10000-000	00886-00220-000
00234-00002-000	00626-00000-000	00775-00000-000	00886-00265-000
00337-30000-000	00627-00000-000	00775-20000-000	00886-00280-000

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00386-47000-000	00627-50000-000	00775-40000-000	00886-00290-000
00398-50000-000	00628-55000-000	00775-60001-000	00886-00300-000
00448-00000-000	00633-00000-000	00775-80000-000	00886-00310-000
00448-20000-000	00639-10000-000	00777-00000-000	00886-00320-000
00481-00000-000	00639-10050-000	00777-05000-000	00886-00330-000
00485-40000-000	00640-22000-000	00777-55000-000	00886-00400-000
00488-00000-000	00647-10000-000	00777-55500-000	00886-00500-000
00518-00000-000	00648-00000-000	00780-10000-000	00886-00610-000
00523-50000-000	00648-10000-000	00780-50000-000	00886-00620-000
00525-20000-000	00648-20000-000	00787-00000-000	00886-00630-000
00526-00000-000	00648-50000-000	00788-00000-000	00886-00640-000
00527-00000-000	00648-70000-000	00789-00000-000	00886-00700-000
00528-00000-000	00649-00000-000	00790-00000-000	00886-10000-000
00528-00500-000	00649-50000-000	00793-00000-000	00886-20000-000
00528-50000-000	00650-10000-000	00793-50000-000	01008-20000-000
00529-00000-000	00650-90000-000	00795-00000-000	01009-20000-000
00529-30000-000	00652-00000-000	00795-01000-000	01010-00000-000
00530-10000-000	00652-10000-000	00802-00000-000	01011-00000-000
00530-10010-000	00653-10000-000	00806-00000-000	01015-00000-000
00531-00000-000	00654-10000-000	00806-00050-000	01064-50000-000
00531-00060-000	00654-30000-000	00806-00100-000	01064-60000-000
00531-10000-000	00654-50000-000	00806-20000-000	01103-00000-000
00531-20000-000	00655-10000-000	00809-00000-000	01178-00000-000
00531-21000-000	00657-00000-000	00809-50000-000	01179-00000-000
00532-00000-000	00658-00000-000	00810-00000-000	01184-00000-000
00532-32000-000	00659-10000-000	00810-00000-200	01185-00000-000
00532-33000-000	00661-63000-000	00813-10000-000	01187-00000-000
00534-10000-000	00662-00000-000	00815-00000-000	01188-00000-000
00535-01000-000	00663-10000-000	00816-00000-000	01195-00000-000
00535-10000-000	00663-50000-000	00816-50000-000	01198-00000-000
00536-11100-000	00667-10000-000	00817-00000-000	01202-10000-000
00536-20000-000	00673-00000-000	00818-00000-000	01203-10000-000
00536-30000-000	00674-00000-000	00818-10000-000	01203-20000-000
00540-00000-000	00675-00000-000	00828-10000-000	11020-00000-000
00546-00000-000	00676-00000-000	00828-20000-000	11022-00000-000
00547-00000-000	00682-00000-000	00831-10000-000	11022-10000-000
00548-00000-000	00684-10000-000	00832-00000-000	11024-10000-000
00552-00000-000	00687-00000-000	00834-00000-000	11025-00000-000
00553-00000-000	00691-00000-000	00834-20000-000	11028-00000-000
00553-61300-000	00691-30000-000	00834-50000-000	11029-00000-000
00553-61500-000	00691-41000-000	00834-60000-000	11030-00000-000
00553-70000-000	00691-60000-000	00835-00000-000	11035-00000-000
00555-10000-000	00692-00000-000	00835-50000-000	11036-00000-000
00557-10000-000	00695-50000-000	00836-00000-000	11037-00000-000
00560-10000-000	00696-00000-000	00840-30000-000	11038-00000-000
00562-00000-000	00697-00000-000	00844-10000-000	11039-00000-000
00564-10000-000	00698-10000-000	00844-11000-000	11041-00000-000
00564-10001-000	00698-30000-000	00845-00000-000	11042-00000-000

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00565-10000-000	00698-40000-000	00845-01500-000	11043-00000-000
00566-00000-000	00698-50000-000	00845-02300-000	11044-00000-000
00569-10000-000	00698-55000-000	00845-02400-000	11045-00000-000
00569-11000-000	00699-10000-000	00845-02900-000	11046-00000-000
00570-00000-000	00700-00000-000	00845-03500-000	11047-00000-000
00573-00000-000	00702-00000-000	00845-91000-000	11048-00000-000
00573-20000-000	00702-50000-000	00845-91600-000	11049-00000-000
00573-30000-000	00703-00000-000	00846-10000-000	11051-00000-000
00573-40000-000	00704-20000-000	00848-10000-000	11052-00000-000
00574-50000-000	00707-00000-000	00849-00000-000	11053-00000-000
00576-10000-000	00711-00000-000	00850-00000-000	11054-00000-000
00576-12000-000	00724-50000-000	00852-00000-000	11055-00000-000
00576-13000-000	00726-00000-000	00852-10000-000	11056-00000-000
00576-20000-000	00727-00000-000	00853-00000-000	11059-00000-000
00576-50000-000	00728-60000-000	00854-00000-000	11060-00000-000
00581-14000-000	00730-15000-000	00854-10000-000	11061-00000-000
00581-17200-000	00731-00000-000	00855-00000-000	11063-00000-000
00581-50000-000	00732-00000-000	00856-10000-000	11065-00000-000
00583-10000-000	00732-20000-000	00858-00000-000	11066-00000-000
00591-10000-000	00732-50000-000	00858-00002-000	11068-00000-000
00592-10000-000	00736-00000-000	00858-10000-000	11069-00000-000
00599-50000-000	00738-00000-000	00858-13000-000	11070-00000-000
00600-00000-000	00738-10000-000	00863-00000-000	11071-00000-000
00601-00000-000	00742-00000-000	00872-00000-000	11072-00000-000
00605-00000-000	00745-00000-000	00872-50000-000	11073-00000-000
00605-10000-000	00748-10000-000	00874-10000-000	11074-00000-000
00605-20000-000	00750-00000-000	00875-00000-000	11075-00000-000
00606-00500-000	00755-00000-000	00875-10000-000	11076-00000-000
00606-50000-000	00757-11000-000	00875-50000-000	11077-00000-000
00607-10000-000	00757-14000-000	00876-00000-000	
00607-13000-000	00757-16000-000	00878-10000-000	
00609-10000-000	00757-20000-000	00879-00000-000	

5/0

### 5.13 SETTING OF CONCESSION ON RATES AND CHARGES FOR APPROVED PENSIONERS 2025/26

#### EXECUTIVE SUMMARY

The purpose of this report is to set the concession on rates and charges for approved pensioners for the 2025/26 financial year.

#### RESOLUTION NO: (QSC165-07-25)

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, Council grant a 50% rebate on differential general rates and utility charges, up to a total of \$600 per annum

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for land which is owned or occupied by a pensioner, in accordance with Council's Rates and Utility Charges - Pensioner Rebate and Concession Policy

5/0

#### 5.14 INTEREST ON ALL OVERDUE RATES AND CHARGES FOR 2025/26

##### EXECUTIVE SUMMARY

The purpose of this report is to set the level of interest on overdue rates and charges for the financial period ending 30 June 2026.

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##### RESOLUTION NO: (QSC166-07-25)

Moved: Cr Lyn Barnes

Seconded: Cr Milan Milosevic

1. That pursuant to section 133 of the *Local Government Regulation 2012* the level of interest is set as:
  - a) Compound interest on daily rests at the rate of 12.00% per annum; and
  - b) is to be charged on all overdue rates or charges.
2. Council has determined that rates or charges will be determined as overdue for the charging of interest from the day rates and charges become overdue.

5/0

#### 5.15 LEVY AND PAYMENT OF RATES AND CHARGES 2025/26

##### EXECUTIVE SUMMARY

Sections 107 and 118 of the *Local Government Regulation 2012* requires Council to determine:

1. The issue of and period covered by a rate notice; and
  2. The date by which rates or charges must be paid.
- 

##### RESOLUTION NO: (QSC167-07-25)

Moved: Cr Tony Lander

Seconded: Cr Milan Milosevic

That:

1. Pursuant to section 107 of the *Local Government Regulation 2012* and section 114 of the *Fire and Emergency Services Act 1990*, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:
    - for the half year 1 July 2025 to 31 December 2025 – in August / September 2025; and
    - for the half year 1 January 2026 to 30 June 2026 – in February / March 2026.
  2. Pursuant to section 118 of the *Local Government Regulation 2012*, the date that Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, must be paid is identified as within 31 days from the date of the issue of the rates notice.
-

5/0

#### **5.16 DEBT (BORROWING) POLICY 2025/26**

##### **EXECUTIVE SUMMARY**

It is a requirement of section 192 of the *Local Government Regulation 2012* that a local government prepare and adopt a debt policy for a financial year.

A draft policy is tabled for Council's consideration.

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##### **RESOLUTION NO: (QSC168-07-25)**

Moved: Deputy Mayor Roger Volz

Seconded: Cr Tony Lander

That Council adopt the Debt (Borrowing) Policy for 2025/26.

5/0

#### **5.17 RATES AND UTILITY CHARGES - PENSION REBATES AND CONCESSIONS POLICY**

##### **EXECUTIVE SUMMARY**

The purpose of this report is to adopt the Rates and Utility Charges – Pensioner Rebate and Concession Policy.

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##### **RESOLUTION NO: (QSC169-07-25)**

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That the Rates and Utility Charges – Pensioner Rebate and Concession Policy be adopted.

5/0

#### **5.18 SIGNIFICANT BUSINESS ACTIVITY ASSESSMENT 2025/26**

##### **EXECUTIVE SUMMARY**

The report presents the assessment of business activities against the threshold for Significant Business Activities for 2025/26.

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##### **RESOLUTION NO: (QSC170-07-25)**

Moved: Deputy Mayor Roger Volz

Seconded: Cr Milan Milosevic

That the result of the Significant Business Activity assessment be received, noting that no further action is required.

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**5.19 CODE OF COMPETITIVE CONDUCT 2025/26****EXECUTIVE SUMMARY**

The report presents the Code of Competitive Conduct prescribed under the *Local Government Act 2009* and *Local Government Regulation 2012* applicable to Quilpie Shire Council for the financial year 2025/26.

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**RESOLUTION NO: (QSC171-07-25)**

Moved: Deputy Mayor Roger Volz

Seconded: Cr Tony Lander

That:

1. Council determines that the business activities categorised as prescribed business activities and listed Table 1 within this report are those activities that meet the prescribed activity threshold of \$340,000 in accordance with Section 39 of the *Local Government Regulation 2012*; and
2. Council resolves not to apply the Code of Competitive Conduct to any business activity in 2025/26 in accordance with section 47(7) of the *Local Government Act 2009*.

Given the level of expenditure in the business activities and the little or no competition for the services' provided, Council sees no public benefit in applying the Code of Competitive Conduct at this time.

5/0

**5.20 PROMPT PAYMENT DISCOUNT****EXECUTIVE SUMMARY**

Council may decide to allow a discount for the payment of rates or charges before the end of the discount period. This report proposes that the prompt payment discount no longer be provided due to the challenges faced by ratepayers who unintentionally pay their rates late or short pay the amount.

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**RESOLUTION NO: (QSC172-07-25)**

Moved: Deputy Mayor Roger Volz

Seconded: Cr Lyn Barnes

That Council does not offer a discount pursuant to section 130 of the *Local Government Regulation 2012*.

5/0

**5.21 STATEMENT OF ESTIMATED FINANCIAL POSITION 2024/25**

**EXECUTIVE SUMMARY**

Section 205 of the *Local Government Regulation 2012* requires the Chief Executive Officer to present to Council at its annual budget meeting, a statement of estimated financial position for the previous financial year.

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**RESOLUTION NO: (QSC173-07-25)**

Moved: Cr Tony Lander  
Seconded: Cr Milan Milosevic

That pursuant to Section 205 of the *Local Government Regulation 2012*, the Statement of Estimated Financial Position for the previous financial year (2024/25) be received and its contents noted.

5/0

**6 GOVERNANCE****6.1 OPERATIONAL PLAN 2025/26****EXECUTIVE SUMMARY**

Pursuant to section 174 of the *Local Government Regulation 2012*, Council must prepare and adopt an operational plan for each financial year. Council must also discharge its responsibilities in a way that is consistent with the annual operational plan.

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**RESOLUTION NO: (QSC174-07-25)**

Moved: Cr Lyn Barnes  
Seconded: Deputy Mayor Roger Volz

That Council note:

1. There is no legislated timeframe for the adoption of the annual Operational Plan and;
2. The 2025/26 Operational Plan is scheduled to be presented at Council's August 2025 Ordinary meeting.

5/0

**7 LATE ITEMS****8 GENERAL BUSINESS**

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

There being no further business the Mayor declared the meeting closed at 8:37 AM.

These Minutes are to be confirmed at the next Special Meeting. In Accordance with the public notice of meetings published by Council, the next Ordinary Meeting will be held on Tuesday 15 July 2025 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9.30am.

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Unconfirmed

**6.2 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 15 JULY 2025**

**IX: 265584**

**Author: Callie Dabovich, Executive Assistant**

**Authorisers: Justin Hancock, Chief Executive Officer**

**Attachments: 1. Minutes of the Council Meeting held on 15 July 2025**

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**RECOMMENDATION**

That the Minutes of the Council Meeting held on 15 July 2025 be received and the recommendations therein be adopted.



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# Ordinary Meeting of Council

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## MINUTES

Tuesday 15 July 2025

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie



Unconfirmed

**MINUTES OF QUILPIE SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE  
ON TUESDAY, 15 JULY 2025 AT 9.50AM**

## **1 OPENING OF MEETING**

The Mayor declared the meeting open at 9:50 AM.

## **2 ATTENDANCE**

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

**In Attendance:** Mr Justin Hancock (Chief Executive Officer), Mr Eng Lim (Director Infrastructure Services), Mr Brian Weeks (Deputy Director Infrastructure Services), Ms Sharon Frank, (Manager Finance and Administration) and Ms Callie Dabovich (Secretariat).

## **3 APOLOGIES**

Ms Lisa Hamlyn (Director Corporate and Community Services).

## **4 CONDOLENCES**

Council has formally expressed its condolences to the families of Peter Jones and Charmain Murray.

## **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.

Nil

## **6 RECEIVING AND CONFIRMATION OF MINUTES**

### **6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 17 JUNE 2025**

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#### **RESOLUTION NO: (QSC175-07-25)**

Moved: Cr Lyn Barnes

Seconded: Cr Milan Milosevic

That the Minutes of the Council Meeting held on 17 June 2025 be received and the recommendations therein be adopted.

5/0

### **6.2 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 1 JULY 2025**

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#### **RESOLUTION NO: (QSC176-07-25)**

Moved: Cr Tony Lander

Seconded: Cr Milan Milosevic

That the Minutes of the Special Council Meeting held on 1 July 2025 be received and the recommendations therein be adopted.

5/0

## 7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

## 8 MAYORAL REPORT

Details	Date	Location	Hall	Volz	Barnes	Lander	Milosevic
Ordinary Meeting of Council	17.06.25	Boardroom	1	1	1	1	1
National General Assembly	24.06.25	Canberra	1		1		
Senator Anthony Chisholm meeting	24.06.25	Canberra	1		1		
Brendan Moon NEMA meeting	24.06.25	Canberra	1		1		
Special Meeting of Council	01.07.25	Boardroom	1	1	1	1	1
Councillor Briefing Session	01.07.25	Boardroom	1	1	1	1	1
Flood Event and Recovery Staff Appreciation BBQ	01.07.25	Quilpie	1	1	1	1	1
Toompine Community - Hon. Perrett MP and Hon. Leahy MP	02.07.25	Toompine	1	1	1	1	
Adavale Community - Hon. Leahy MP	03.07.25	Adavale	1	1	1		
Elders Community Event - Quilpie	03.07.25	Quilpie	1	1	1		1
Local Disaster Management Group - Flood Debrief Session	08.07.25	Boardroom	1	1			
DPI – Disaster Management & Economic Development	08.07.25	Boardroom	1	1	1		
LGAQ Elected Member Update	09.07.25	Boardroom	1	1	1		
Leonard 'Wacka' Williams Retirement Farewell	10.07.25	Depot	1	1	1		
Special Meeting of Council	15.07.25	Boardroom	1	1	1	1	1

## 9 COUNCILLOR PORTFOLIO REPORTS

Cr. Lyn Barnes spoke on the National General Assembly Conference in Canberra.

## 10 OPERATIONAL STATUS REPORTS

### 10.1 INFRASTRUCTURE SERVICES STATUS REPORTS

#### 10.1.1 INFRASTRUCTURE SERVICES STATUS REPORT

#### EXECUTIVE SUMMARY

This report provides an overview of the key activities and achievements of the Infrastructure Services Directorate during June 2025. It highlights routine maintenance operations, the progress of ongoing infrastructure projects across the Shire, and the continued delivery of flood-damage restoration works.

#### RESOLUTION NO: (QSC177-07-25)

Moved: Deputy Mayor Roger Volz

Seconded: Cr Tony Lander

5/0

## 10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

### 10.2.1 LIBRARY SERVICES STATUS REPORT

#### EXECUTIVE SUMMARY

This report provides an overview of Quilpie Library services, programs and statistics for the fourth quarter of 2024-2025 (April – June), providing Council with updates on community engagement and operational activities.

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#### RESOLUTION NO: (QSC178-07-25)

Moved: Cr Lyn Barnes  
Seconded: Cr Milan Milosevic

5/0

### 10.2.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORT

#### EXECUTIVE SUMMARY

This report presents a formal summary of operational activities, program deliverables and strategic initiatives progressed under the Director of Corporate and Community Services portfolio.

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#### RESOLUTION NO: (QSC179-07-25)

Moved: Cr Tony Lander  
Seconded: Deputy Mayor Roger Volz

5/0

### 10.2.3 PEST AND LIVESTOCK MANAGEMENT STATUS 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.

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#### RESOLUTION NO: (QSC180-07-25)

Moved: Deputy Mayor Roger Volz  
Seconded: Cr Tony Lander

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## 10.3 FINANCE SERVICES STATUS REPORTS

### 10.3.1 FINANCE SERVICES STATUS REPORT - JUNE 2025

**EXECUTIVE SUMMARY**

This report is to provide Council with an update on financial and administration services for the month of June 2025.

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**RESOLUTION NO: (QSC181-07-25)**

Moved: Cr Lyn Barnes  
Seconded: Cr Tony Lander

5/0

**10.4 GOVERNANCE SERVICES STATUS REPORTS****10.4.1 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.

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**RESOLUTION NO: (QSC182-07-25)**

Moved: Cr Lyn Barnes  
Seconded: Deputy Mayor Roger Volz

5/0

**11 INFRASTRUCTURE SERVICES****11.1 PRIORITISATION STRATEGY FOR IMPROVEMENT PROJECTS ON TOBERMORY ROAD - UPDATE****EXECUTIVE SUMMARY**

This report provides an update on the community consultation undertaken with Tobermory Road residents, following the previous report presented to Council in April 2025, and seeks Council's endorsement to proceed with the proposed prioritisation framework. The framework establishes a replicable methodology for evaluating and prioritising all future road improvement projects across the shire.

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**RESOLUTION NO: (QSC183-07-25)**

Moved: Cr Tony Lander  
Seconded: Cr Milan Milosevic

That Council:

1. Endorse the Prioritisation Strategy as the standard framework for evaluating future road improvement projects across the shire; and
-

2. Direct the Chief Executive Officer to undertake similar exercises on all other Council roads, incorporating the same prioritisation framework and report back to Council in future Council Meetings.

5/0

## 11.2 RFQL04 25-26 SCREENING MATERIAL- OLD CHARLEVILLE RD AREA

### EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQL 04 25-26 Screening of Material - Old Charleville Road Area for the material preparation for various maintenance on the shire road network.

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### RESOLUTION NO: (QSC184-07-25)

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That Council

1. Subject to successful negotiation on the final terms and conditions, award RFQL 04 25-26 Screening of Material for Old Charleville Road Area to Tolbra Earthmovers & Haulage Pty Ltd for an amount of \$550,431.99 including GST (\$500,392.72 excluding GST); and
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power 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 LOCAL GOVERNMENT BATTERY COLLECTION PROGRAM

### EXECUTIVE SUMMARY

The purpose of this report is for Quilpie Shire Council ("Council") to consider submitting a grant application under the Local Government Battery Collection program.

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### RESOLUTION NO: (QSC185-07-25)

Moved: Deputy Mayor Roger Volz

Seconded: Cr Tony Lander

That Council supports an application under the Local Government Battery Collection Program.

5/0

## 12 CORPORATE AND COMMUNITY SERVICES

### 12.1 COMMUNITY ASSISTANCE GRANT APPLICATION - MOTHERLAND AUSTRALIA

**EXECUTIVE SUMMARY**

Motherland Australia, in collaboration with the Quilpie Motherland subcommittee, has submitted a Community Assistance Grant Program application seeking Council sponsorship for *The Quilpie Motherland* event. The initiative, to be delivered in partnership with Farm Angels, is proposed to run during Queensland Mental Health Week at the Quilpie Shire Hall.

The event will address mental health needs and social connection for rural mothers impacted by the recent Western Queensland flood event, while generating funds for two national charities supporting Southwest Queensland communities. The application includes a request for waiver of Shire Hall hire fees to maximise the event's community benefit.

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**RESOLUTION NO: (QSC186-07-25)**

Moved: Deputy Mayor Roger Volz

Seconded: Cr Milan Milosevic

That Council:

1. Acknowledges receipt of the Community Assistance Application submitted by Motherland Australia and the Quilpie Motherland subcommittee, for the 2025 *Quilpie Motherland* Event with a fee waiver for the Quilpie Shire Hall venue and purchasing one of the Silver Sponsorship \$500.

5/0

**12.2 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE GOLF CLUB****EXECUTIVE SUMMARY**

The Quilpie Golf Club have submitted a Community Assistance Grant Application requesting a cash donation of \$4,000 and in-kind support of 1 x skip bin, 8 x wheelie bins, and 80 chairs. This request is to assist with the facilitation of the Quilpie Open Golf Weekend held on the 16 & 17 August 2025.

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**RESOLUTION NO: (QSC187-07-25)**

Moved: Cr Milan Milosevic

Seconded: Cr Lyn Barnes

That Council:

1. Acknowledges receipt of the Community Assistance Grant Application submitted by Quilpie Golf Club Inc. and approves the following for their annual Quilpie Open Golf Weekend:
  - (a) cash donation of \$4,000.00; and
  - (b) in-kind support comprising of 80 chairs, Skip bin, and 8 wheelie bins.

5/0

**12.3 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE & DISTRICT SPORT COMMITTEE**

**EXECUTIVE SUMMARY**

Quilpie & District Sport Committee has requested Community Assistance In-kind support from Council to help facilitate the 2025 Quilpie & District Athletics Carnival at John Waugh Park to be held Monday 21 July 2025.

**RESOLUTION NO: (QSC188-07-25)**

Moved: Cr Milan Milosevic

Seconded: Cr Lyn Barnes

That Council

1. Acknowledges receipt of the Community Assistance Grant Application submitted by Quilpie & District Sport Committee and approves the following for their 2025 Quilpie & District Sports Carnival to be held Monday 21 July 2025:
  - a) Waiver of the hire fee for the use of John Waugh Park
  - b) Provision of six waste bins, 4 tables and 20 chairs for the duration of the event
  - c) Supply and installation of 16 temporary fence panels to enclose the discus event area (no refundable bond required)
  - d) Supply of sand & construction of three long jump pits (maximum depth 200mm)
  - e) Temporary road closure in front of the toilet block to ensure safe student access
  - f) Suspension of mowing and watering of park lawns for five days prior to the event, commencing Wednesday 16th July
  - g) Council staff labour support with pack-down and equipment relocation at the conclusion of the event
  - h) Provision of temporary storage space at John Waugh Park for Athletics Carnival equipment

5/0

**13 FINANCE****13.1 FINANCIAL SERVICES REPORT MONTH ENDED 30 JUNE 2025****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 30 June 2025.

**RESOLUTION NO: (QSC189-07-25)**

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That Council receive and note the Monthly Finance Report for the period ending 30 June 2025.

5/0

**13.2 T05 24-25 SALE & REMOVAL OF TWO (2) TOILET BLOCKS- EROMANGA****EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation for the Sale and Removal of the two (2) Toilet Blocks located in Eromanga.

---

**RESOLUTION NO: (QSC190-07-25)**

Moved: Cr Tony Lander  
Seconded: Cr Milan Milosevic

That Council award the T05 24-25 Sale & Removal of Two Toilet Blocks - Eromanga to F.A Murray & Co for an amount of \$1300.00 including GST.

5/0

**13.3 REQUEST TO WAIVE APPLICATION FEE - BA17 24-25****EXECUTIVE SUMMARY**

The applicant has submitted a written request to Council seeking a waiver of the building application fee, advising that the approved structure has since been sold. This follows the standard assessment process and issuance of the building permit (BA17 24-25) on 23 October 2024.

---

**RESOLUTION NO: (QSC191-07-25)**

Moved: Deputy Mayor Roger Volz  
Seconded: Cr Lyn Barnes

That Council decline the request for a building application fee waiver, as the assessment and issuance of the decision notice were completed prior to being advised that the structure had been sold.

5/0

**13.4 REGISTER OF COST-RECOVERY FEES AND COMMERCIAL CHARGES****EXECUTIVE SUMMARY**

The purpose of this report is to present a new Register of Cost-Recovery Fees and Commercial Charges to be effective from 17 July 2025. Changes are proposed to Building fees and classification of a Council rental property.

---

**RESOLUTION NO: (QSC192-07-25)**

Moved: Cr Milan Milosevic  
Seconded: Cr Tony Lander

That Council:

1. Receive and note the report.

2. Adopt the fees in the Register of Cost-Recovery Fees and Commercial Charges effective from 17 July 2025.
3. Resolve that, in relation to those cost-recovery fees to which Section 97 of the *Local Government Act 2009* applies:
  - (i) the applicant is the person liable to pay these fees; and
  - (ii) the fee must be paid at or before the time the application is lodged; and
4. Delegate to the Chief Executive Officer the power to amend commercial charges to which section 262 (3) (c) of the *Local Government Act 2009* applies.

5/0

## 14 GOVERNANCE

### 14.1 LGAQ ANNUAL CONFERENCE 2025 - MOTION REQUEST

#### EXECUTIVE SUMMARY

The Local Government Association of Queensland (LGAQ) invites submissions of agenda items and motions for consideration at its Annual Conference in October 2025. All motions must be submitted by **Monday, 28 July 2025**. Following review by the Agenda Committee, a Preliminary Agenda will be distributed to Member Councils four weeks prior to the Conference.

---

#### RESOLUTION NO: (QSC193-07-25)

Moved: Deputy Mayor Roger Volz

Seconded: Cr Tony Lander

That Council:

1. Endorse the following motions for the LGAQ Annual Conference:
  - (a) That the LGAQ calls on the Queensland State Government to amend the *Local Government Act 2009* and the *City of Brisbane Act 2010* to establish a centralised online portal for the submission, storage, and public access of register of interests declarations.
  - (b) That the LGAQ calls on the State Government to:
    - (i) Undertake a review of the current \$150,000 (excluding GST) QLeave levy threshold for building and construction work;
    - (ii) Adjust the threshold to reflect cumulative increases in construction costs since 2014; and
    - (iii) Commit to a periodic review mechanism (e.g. every five years) to ensure the threshold remains aligned with industry movements and economic conditions.

5/0

**15 CONFIDENTIAL ITEMS****RECOMMENDATION**

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public to discuss a confidential item that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(3) of the *Local Government Regulation 2012*, the following table provides:

- (a) the matter that is to be discussed; and
- (b) an overview of what is to be discussed while the meeting is closed.

Agenda Item	Reasons Matters to be discussed (to close the meeting under the <i>Local Government Regulation 2012</i> )	Overview
15.1 Eromanga Natural History Museum - Lease Review	(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government	This report seeks Council's consideration to establish a new lease encompassing Lot 13 SP267595, Lot 14 SP267595, and Lot 14 SP253475, replacing the original lease dated 15 June 2017 and its subsequent amendment dated 24 July 2023. The proposed lease rectifies previous omissions and aligns the agreement with the intended scope of the Eromanga Natural History Museum (ENHM) project.
15.2 Assessment 00020-00000-000 Land - Adavale	(d.) rating concessions	Council has received correspondence from the owner of land in Adavale (Assessment 00020-00000-000) regarding rates.

**MOVE INTO CLOSED SESSION****RESOLUTION NO: (QSC194-07-25)**

Moved: Deputy Mayor Roger Volz  
 Seconded: Cr Lyn Barnes

That Council moves into closed session at 12:06 PM.

5/0

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**MOVE OUT OF CLOSED SESSION**

---

**RESOLUTION NO: (QSC195-07-25)**

Moved: Deputy Mayor Roger Volz

Seconded: Cr Tony Lander

That Council moves out of closed session and resumes the Ordinary Meeting at 12:09 PM.

5/0

**15.1 EROMANGA NATURAL HISTORY MUSEUM - LEASE REVIEW****EXECUTIVE SUMMARY**

This report seeks Council's consideration to establish a new lease encompassing Lot 13 SP267595, Lot 14 SP267595, and Lot 14 SP253475, replacing the original lease dated 15 June 2017 and its subsequent amendment dated 24 July 2023. The proposed lease rectifies previous omissions and aligns the agreement with the intended scope of the Eromanga Natural History Museum (ENHM) project.

---

**RESOLUTION NO: (QSC196-07-25)**

Moved: Cr Lyn Barnes

Seconded: Deputy Mayor Roger Volz

That Council resolve to:

1. Enter into a lease with the Outback Gondwana Foundation Limited on lots 13 SP267595, Lot 14 SP267595 & 14 SP253475; and
2. Delegate power to the Chief Executive Officer, pursuant to Section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this lease agreement.

5/0

Council broke for lunch at 12:11 PM

Council returned from lunch at 1:37 PM

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**MOVE INTO CLOSED SESSION**

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**RESOLUTION NO: (QSC197-07-25)**

Moved: Cr Lyn Barnes

Seconded: Cr Tony Lander

That Council moves into closed session at 1:40 PM.

5/0

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**MOVE OUT OF CLOSED SESSION**

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**RESOLUTION NO: (QSC198-07-25)**

Moved: Deputy Mayor Roger Volz  
Seconded: Cr Milan Milosevic

That Council moves out of closed session and resumes the Ordinary Meeting at 1:58 PM.

5/0

**15.2 ASSESSMENT 00020-00000-000 LAND - ADAVALE****EXECUTIVE SUMMARY**

Council has received correspondence from the owner of land in Adavale (Assessment 00020-00000-000) regarding rates.

---

**RESOLUTION NO: (QSC199-07-25)**

Moved: Cr Lyn Barnes  
Seconded: Cr Tony Lander

That Council:

1. That the owner make available Lot 81, 82, 83, 84, 85, 87, and 88 on A2656 as vacant land by removing all infrastructure and debris located on these Lots.
2. Delegate authority to the Chief Executive Officer to negotiate the acquisition of Lot 81, 82, 83, 84, 85, 87, and 88 on A2456 as vacant land; and
3. Reasonable legal and transfer costs associated with this acquisition will be borne by Council.

5/0

**16 LATE ITEMS****16.1 ANNUAL REVIEW - F.05 PROCUREMENT POLICY****EXECUTIVE SUMMARY**

A review of the Procurement Policy has been undertaken. The purpose of this report is to present a revised Procurement Policy for Council's consideration and adoption.

---

**RESOLUTION NO: (QSC200-07-25)**

Moved: Cr Milan Milosevic  
Seconded: Cr Tony Lander

That Council adopt the Procurement Policy.

5/0

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## 17 GENERAL BUSINESS

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

- Cr Lyn Barnes raised concerns about a Regional Arts Services Network (RASN) update email that did not include any board representation for South West Queensland. The DCCS will follow up to determine why SWQ is not represented.
- Cr Lyn Barnes reiterated the need to begin planning for a State Government deputation in February 2026. While sitting dates have yet to be announced, preparations should commence as soon as possible
- Cr Lyn Barnes requested an update on the Bob Young Memorial Park (BYMP) consultation process. Community feedback is currently being collected online, and the Director of Infrastructure Services (DIS) will hold in-person consultation sessions at BYMP on 30 and 31 July. The DIS will then collate all feedback and present it to Council.
- Cr Lyn Barnes requested an update on the Main Street upgrades at Quilpie's eastern entrance. The Deputy Director of Infrastructure Services (DDIS) advised that the Department of Transport and Main Roads (TMR) has provided in-principle support for the plans. Designs are now being finalised in collaboration with local contractors before submission to TMR for formal approval.
- Cr Lyn Barnes requested if Council has made further contact with Diamantina Drilling, CEO advised that an email was recently sent.
- Cr Lyn Barnes reported on recent discussions with Chad Taylor of Mumblebone regarding flood relief fundraising efforts. The funds raised will be allocated to establish a 'Legacy Project' across the Bulloo and Quilpie Shires
- Cr Lyn Barnes raised concerns about the free camping site on the Bulloo River, where non self-contained campers have been leaving rubbish and potentially causing environmental damage. In response, Council will install additional signage clarifying camping requirements while reaffirming its existing policy: the site is not actively promoted (omitted from Council's materials), and visitors are first directed to private camping establishments.

## 18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Tuesday 26 August 2025 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 2:27 PM.

These Minutes are to be confirmed at the next Ordinary Meeting. In Accordance with the public notice of meetings published by Council, the next Ordinary Meeting will be held on Tuesday 26 August 2025 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9.30am.

**6.3 SPECIAL MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 12 AUGUST 2025**

**IX: 265585**

**Author: Callie Dabovich, Executive Assistant**

**Authorisers: Justin Hancock, Chief Executive Officer**

**Attachments: 1. Minutes of the Special Council Meeting held on 12 August 2025**

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**RECOMMENDATION**

That the Minutes of the Special Council Meeting held on 12 August 2025 be received and the recommendations therein be adopted.



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# Special Meeting of Council

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## MINUTES

Tuesday 12 August 2025

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie



Unconfirmed

**MINUTES OF QUILPIE SHIRE COUNCIL  
SPECIAL COUNCIL MEETING  
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE  
ON TUESDAY, 12 AUGUST 2025 AT 4:00 PM**

**1 OPENING OF MEETING**

The Mayor declared the meeting open at 4:00 PM

**2 ATTENDANCE**

Mayor Ben Hall, Deputy Mayor Roger Volz, Cr Lyn Barnes, Cr Tony Lander, Cr Milan Milosevic (via phone)

**In Attendance:** Mr Justin Hancock (Chief Executive Officer), Ms Lisa Hamlyn (Director Corporate and Community Services), and Ms Callie Dabovich (Secretariat).

**3 APOLOGIES**

Mr Eng Lim (Director Infrastructure Services)

**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.

**5 CONFIDENTIAL ITEMS**

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**RECOMMENDATION**

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public at 4:01 PM to discuss a confidential item that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(3) of the *Local Government Regulation 2012*, the following table provides:

- (a) the matter that is to be discussed; and
- (b) an overview of what is to be discussed while the meeting is closed.

<b>Agenda Item</b>	<b>Reasons Matters to be discussed (to close the meeting under the <i>Local Government Regulation 2012</i>)</b>	<b>Overview</b>
5.1 Sale of Property - The Corporation of the Roman Catholic Diocese of Toowoomba	(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be	The purpose of this report is for Council to consider the Expression of Interest submitted by The Corporation

## MINUTES

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	likely to prejudice the interests of the local government	of the Roman Catholic Diocese of Toowoomba regarding the potential purchase of the property located at 65 Galah Street, Quilpie (Lot 21, SP242366).
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### MOVE INTO CLOSED SESSION

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#### RESOLUTION NO: (QSC201-08-25)

Moved: Cr Lyn Barnes  
Seconded: Cr Tony Lander

That Council moves into closed session at 4:01 PM.

5/0

### MOVE OUT OF CLOSED SESSION

---

#### RESOLUTION NO: (QSC202-08-25)

Moved: Cr Milan Milosevic  
Seconded: Deputy Mayor Roger Volz

That Council moves out of closed session and resumes the Special Meeting at 4:09 PM.

5/0

### 5.1 SALE OF PROPERTY - THE CORPORATION OF THE ROMAN CATHOLIC DIOCESE OF TOOWOOMBA

#### EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Expression of Interest submitted by The Corporation of the Roman Catholic Diocese of Toowoomba regarding the potential purchase of the property located at 65 Galah Street, Quilpie (Lot 21, SP242366).

---

#### RESOLUTION NO: (QSC203-08-25)

Moved: Cr Lyn Barnes  
Seconded: Deputy Mayor Roger Volz

That Council

1. Endorse the sale of 65 Galah Street, Quilpie (L21 SP242366) to The Corporation of the Roman Catholic Diocese of Toowoomba in accordance with section 236(1)(b)(ii) of the *Local Government Regulation 2012* (Qld).
2. Endorse the sale price of \$350,000.00 (GST inclusive).

## MINUTES

---

3. Endorse the Chief Executive Officer to notify South West Hospital & Health Services and provide alternative tenancy options; and
4. Delegate power to the Chief Executive Officer pursuant to Section 257 of the *Local Government Act 2009* (Qld) to negotiate, finalise and execute any, and all, matters associated with or in relation to this property sale.

5/0

### **6 LATE ITEMS**

### **7 GENERAL BUSINESS**

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

There being no further business the Mayor declared the meeting closed at 4:10 PM.

These Minutes are to be confirmed at the next Special Meeting. In Accordance with the public notice of meetings published by Council, the next Ordinary Meeting will be held on Wednesday 27 August 2025 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9.30am.

**7 ITEMS ARISING FROM PREVIOUS MEETINGS**

Nil

**8 MAYORAL REPORT**

Nil

**9 COUNCILLOR PORTFOLIO REPORTS**

Nil

**10 OPERATIONAL STATUS REPORTS**

**10.1 INFRASTRUCTURE SERVICES STATUS REPORTS**

**10.1.1 INFRASTRUCTURE SERVICES STATUS REPORT**

**IX: 264388**

**Author: Eng Lim, Director Infrastructure Services**

**Authorisers: Justin Hancock, Chief Executive Officer**

**Attachments: 1. Proterra Monthly Project Report - August 2025**

**KEY OUTCOME**

Nil

**EXECUTIVE SUMMARY**

This report provides an overview of the key activities and achievements of the Infrastructure Services Directorate during July 2025. It highlights routine maintenance operations, the progress of ongoing infrastructure projects across the Shire, and the continued delivery of flood-damage restoration works.

**ACTION ITEMS**

Nil

**OPERATIONAL UPDATE**

**General**

Council crews have largely returned to business-as-usual activities, while road crews continue to provide support for emergent works on the Department of Transport and Main Roads (TMR) managed roads.

**Roads**

- **New Lockabie Road** – Cultural heritage clearance has now been obtained, and vegetation clearing is progressing as planned. The new road alignment will include two concrete floodways to improve access and resilience. Affected residents have been kept informed of progress and will continue to receive updates as the project advances.
- **Roads to Recovery funded projects** – 93.46% FY 2024-2025 allocated funding of \$1,158,922 expended, only a small amount (\$75,792) carried forward to FY 2025-2026. Credit to the team in delivering these works, despite the challenges of the March flood event.
- **Regular Facebook update** – These provide timely information on the status of all Shire roads and the progress of emergent works. The updates have been well-received by the wider community, with many residents actively sharing Council posts within their own networks, helping to keep everyone informed.

**RMPC**

- **Shoulder Maintenance** – One road crew is currently undertaking works on the Quilpie–Thargomindah Road, while another crew is close to completing shoulder maintenance along the remaining sections of the Quilpie–Windorah Road.

### Flood Damage Works

- **Council Roads** - A detailed report for the works undertaken in July 2025 is attached for reference.
- **TMR Roads** – Emergent works on the Cooper Developmental Road is now completed. Emergent works on other TMR roads have been completed in previous months.

### Concrete and Structures

- **Quilpie Town** – The crew is involved in general maintenance, fixing fencing, pavements and footpaths around town.
- **Adavale Black Road Floodways** – Construction of three new concrete floodways commenced in early August 2025 and they are expected to be completed before end of September.

### Council Buildings and Facilities

- **1/2 Boobook Street (2BR)** – completed.
- **70 Galah Street (3BR)** – completed and occupied by the new grader operator
- **74 Galah Street (3BR)** – completed and allocated for the Fleet and Workshop Supervisor (currently advertised)
- **3 Boobook Street and 61 Dukamurra Street (3BR)** – landscaping works commenced and are expected to be completed by end of August 2025.
- **66 Galah Street, 11 and 20 Boobook Street (3BR Oly Homes)** – landscaping works have been lined up to commence in mid-September 2025.

### Water and Sewerage

- **Quilpie**
  - 3 broken services where corrosion of either the tapping band or ductile iron water main caused the tapping band to fail. These were predominantly caused by extensive corrosion of the water main installed approximately 12 years ago. This matter is being followed up.
  - Routing checks and maintenance on sewerage pump stations including desludging sewerage pumping station SPS3 (Sommerfield Road at Curlew estate near Bulloo Park) with works progressing on SPS 1 (Main station at Winchu Street)
  - Routine maintenance on public facilities including Bulloo Park and John Waugh Park
  - Replacement and upgrade of the water service to Sewerage Pump Station 1 including the installation of a RPZD valve (reduced pressure zone device for protection of the water supply)
- **Adavale**
  - Manage the causation of air in water mains and services. This appears to be a result of naturally occurring “gases” from the artesian water supply – this is now being monitored
  - Follow up repairs on council and public facilities at hall and depot
  - Reconnection on the public stand pipe and bore drain
  - Securing of the compound at the Bore Head – limiting access to approved persons only.
- **Toompine**
  - Installation of new ¼ turn valve on public supply connection – this connection is used by water trucks etc.
  - Review of water pressure at the public supply manifold. This is currently at full bore pressure circa 1000 Kpa and is a risk to users.

- **Eromanga**
  - Repair of water mains due to condition of existing AC water main.
  - Replacement of valves controlling the backwashing of the plant. Plans in place to replace all valves and actuators
- Provide base line information of the SWIM (Queensland Water Directorate) Annual reporting. This information is sourced from routine maintenance and data recording.

### **Town Services**

In addition to routine maintenance activities including watering, mowing, whipper-snipping, cleaning of public amenities, and ongoing waste management operations, the crew supported the following activities:

- **Bulloo Park** – the *Elders Party* event.
- **John Waugh Park** – both the *Sports Carnival and Football Carnival*.
- **Visitor Information Centre (VIC)** – a new garden bed was established in the inner yard.
- **Council Townhouses** – Cleaning services in preparation for incoming Deputy Directors.
- **41 Pegler Street** – General tidying and mowing
- **Skip bin requests** – 4 for Eromanga, 2 in Adavale and 2 in Toompine

### **Aerodromes**

- **Quilpie Aerodrome Runway Upgrade** – 80% design is close to completion (cost estimates remaining) and Fulton Hogan is working towards the 100% design drawing, expected to be completed by end of September.

### **CONSULTATION (Internal/External)**

Not applicable.

### **LEGAL IMPLICATIONS**

Nil.

### **FINANCIAL AND REVENUE IMPLICATIONS**

In accordance with Council budget.

### **RISK MANAGEMENT IMPLICATIONS**

In accordance with Council's Risk Management Policy and Risk Framework.



**MONTHLY PROJECT REPORT  
AUGUST 2025**

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

September 2022 Event-Completed

June 2023 Event - ongoing

March 2025 event-Emergent Works continuing

March 2025-REPA pick up and assessment started



## QSC – DFRA MONTHLY PROJECT REPORT

August 2025

**AMENDMENT, DISTRIBUTION and APPROVAL**

ISSUE	AUTHOR	REVIEWER	APPROVED FOR ISSUE		
			NAME	SIGNATURE	DATE
1	Peter Polizzi	David Bell	Peter Polizzi		1/08/2025

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**QSC – DFRA MONTHLY PROJECT REPORT**

**August 2025**

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## QSC – DFRA MONTHLY PROJECT REPORT

August 2025

## CONTRACT SUMMARY

<b>Contract Number</b>	RFQL13 24-25
<b>Principal Representative's Delegate</b>	PROTERRA GROUP
<b>Project Manager</b>	Peter Polizzi
<b>Target Date for Practical Completion of March 2025 event works</b>	30 June 2027
<b>Target Date for Practical Completion of 23/24 event works</b>	30 June 2026

## FINANCIAL STATEMENT

Description	Status	Percentage Completed
<b>2022-September event works Submissions</b>		
QSC.0042.2223C,	Approved	100%
QSC.0043.2223C, QSC.0047.2223C.	Approved	100%
QSC.0046/QSC.0048/QSC.0049.2223C.	Approved	100%
<b>2023-June event works Submissions</b>		
QSC.0051.2223C,	Approved	100%
QSC.0052.2223C,	Approved	9%
QSC.0053.2223C.	Approved	70%
<b>2024-January event works Submissions</b>		
QSC.0056.2324X,	Approved	37%
QSC.0057.2324X/58/59&60, Submission rolled over due to extensive damage caused during March 2025 event.	Approved	100%
QSC.0061.2324X.	Approved	5%
<b>2024-November event works Submissions</b>		
QSC.0062.2425 Emergent Works-,	Completed	100%
<b>2025-March event works Submissions</b>		
Emergent Works-	Still busy	95%
QSC. 71;72;73;74;75;76;77;78;79;80;81;82;83;84;85;86;88.2425	Lodged	
QSC.70.2425	Approved	1%



**QSC – DFRA MONTHLY PROJECT REPORT**

**August 2025**

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<b>Event date</b>	<b>Percent Complete</b>	<b>Estimated Final Cost</b>
26-February-2020	100%	\$16,720,732.34
31-March-2021	100%	\$11,782,366.74
04-February-2022	100%	\$9,364,425.29
15-September-2022	100%	\$11,438,714.84
16-June 2023	36%	\$2,512,619.52
4 January 2024	2%	\$12,852,077.00
March 2025	1%	\$85,000,000.00



## QSC – DFRA MONTHLY PROJECT REPORT

August 2025

### FINANCIAL DISCUSSION

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

For November 2024 event, several roads were rolled over and reassessed, and will be submitted under new submissions. This was as agreed with QRA. Costs to date on those submissions will be paid in full by QRA.

### VARIATIONS / SCOPE CHANGES

Change of scopes have been conducted on 3 contracts which have been issued prior to the March 2025 event. Two of these contracts have commenced, namely Big Creek and Humeburn Road Packages.

Screening contract awarded previously have been changed to suit new submissions.

### PROGRAM

Following the March 2025 weather event, Proterra Group has commenced emergent works and road damage assessments across the network. Approximately 95% of the emergent works are now complete, with works on Adavale–Charleville Road still pending. The Ambathalla Road area remains inaccessible due to ongoing flooding.

At the same time, Proterra Group inspectors are conducting digital assessments of road damage. This data will inform the development of funding submissions to be lodged with the Queensland Reconstruction Authority (QRA) for approval, submission building is estimated at 92% complete.

The first round of submissions has already been lodged (refer table below for details) with several more nearing completion.

### PROCUREMENT

#### 6.1 UPCOMING TENDERS

- RFQL01 25-26 which covers REPA on Old Charleville Rd is being prepared.
- RFQL02 25-26 which covers REPA on Kyabra Rd is being prepared.
- RFQL03 25-26 which covers REPA on most of the sealed roads is being prepared.
- RFQL05 25-26 which covers REPA on Patricia Park Rd is out for tender.
- RFQL06 25-26 which covers preparation of material on Tobermory Rd area.



## QSC – DFRA MONTHLY PROJECT REPORT

August 2025

## 6.2 TENDERS/QUOTES AWARDED- June 2023 through to March 2025 event Works.

Tender	Contractor	Value	GST	Total	Status
RFQL 05 24-25 Flood Damage 2024 Big Creek Rd Pkg	Travers	\$1,892,631.16	\$189,263.12	\$2,081,894.28	Big Creek Rd 98% complete. Duck Creek Rd 99% complete. Wareo Road 2% Complete.
RFQL 06 24-25 Flood Damage 2024 -Screening Pkg	APV Contracting	\$394,457.70	\$39,445.77	\$433,903.47	Currently screening at Ch 85 Adavale Black Rd
RFQL 09 24-25 Flood Damage 2024 Adavale Charleville Rd Pkg	APV Contracting	\$882,432.36	\$88,243.24	\$970,675.60	Work to commence on 12 <sup>th</sup> August.
RFQL 10 24-25 Flood Damage 2024 Humeburn Rd Pkg	APV Contracting	\$1,308,553.28	\$130,855.33	\$1,439,408.61	Humeburn Rd 99% complete. Onion Creek Rd 2% Complete.
RFQL04 25-26 Screening Material – Old Charleville Rd area	Tolbra	\$500,392.72	\$ 50,039.7	\$550,431.99	To commence in August 2025.

Note: \*\* includes variations approved at May 2025 Council Meeting

## 6.3 GRAVEL SCREENING

RFQL06 24-25 was awarded to APV Contracting, with the scope being the preparation of material near Adavale Black Rd.

RFQL04 25-26 was awarded to Tolbra, with the scope being the preparation of material at Old Charleville Road.

**QSC – DFRA MONTHLY PROJECT REPORT****August 2025****6.4 WATER ISSUES**

Programme in place to sign post water sources that have agreements with local landowners and QSC.

**QRA**

QRA staff have visited Quilpie several times since the March 2025 event, and will support with fast tracking assessments and future financing of damage caused during March 2025 event.



QSC – DFRA MONTHLY PROJECT REPORT

August 2025

PHOTOS

Screening works at Adavale Black Road Pit Ch 60 photos by APV.





**QSC – DFRA MONTHLY PROJECT REPORT**

**August 2025**

The photo below shows REPA works being conducted on Big Creek Road by SL& SC Travers Contracting





QSC – DFRA MONTHLY PROJECT REPORT

August 2025

The photo below is on Duck Creek Road by SL& SC Travers Contracting.





QSC – DFRA MONTHLY PROJECT REPORT

August 2025

Photos below show REPA works being conducted on Humeburn Road by APV



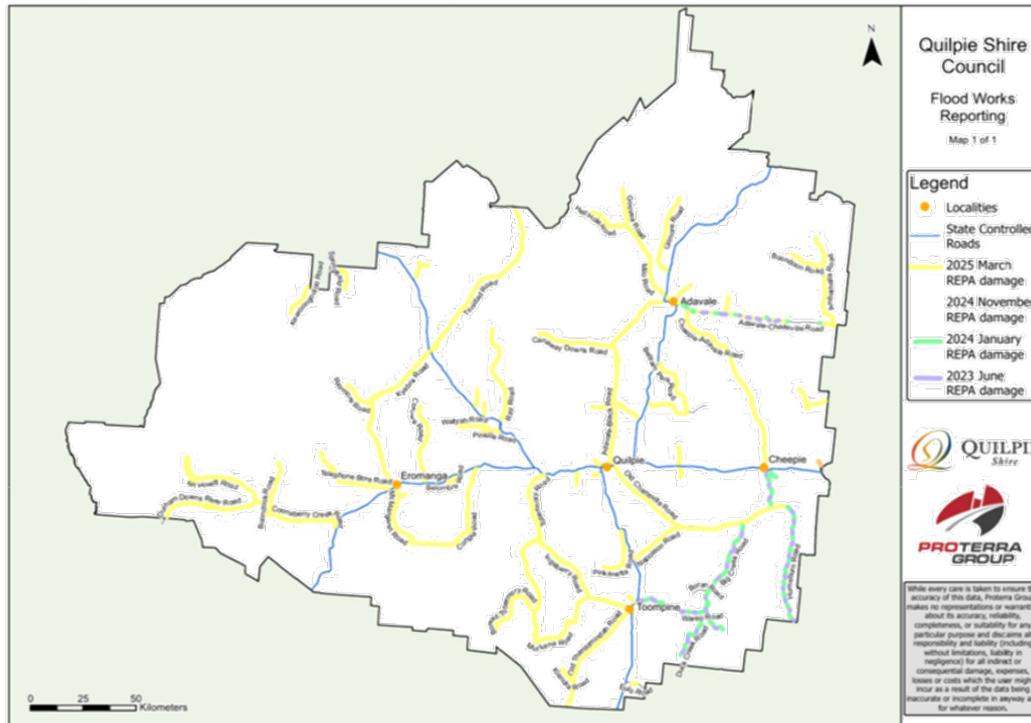


QSC – DFRA MONTHLY PROJECT REPORT

August 2025

APPENDIX A

- 2023 and 2024 REPA works are ongoing.
  - 2025 REPA works are on hold until individual assessments have been conducted and QRA approves funding.
- MAP



**OPERATIONAL STATUS REPORTS**  
**PEST AND LIVESTOCK MANAGEMENT STATUS REPORT**

**ORDINARY COUNCIL MEETING AGENDA**

**28 AUGUST 2025**

**10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS**

**10.2.1 PEST AND LIVESTOCK MANAGEMENT STATUS REPORT**

**IX: 265706**  
**Author: Damien McNair, Pest & Livestock Management Coordinator**  
**Authorisers: Justin Hancock, Chief Executive Officer**  
**Lisa Hamlyn, Director Corporate and Community Services**  
**Attachments: Nil**

**KEY OUTCOME**

**Key Outcome:** 3. Environmental Sustainability

**Key Initiative:** 3.1 Protect and enhance waterways and landscape biodiversity

**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**

*Table 1 Wild Dog Scalps Presented to Council 01-07-2025 to 31-07-2025*

Property	No of Scalps			Amount of Payment
	Male	Female	Pups	
-	-	-	-	Nil

*Table 2 Wild Dog Scalps – Comparative Data Table*

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<b>Male</b>	51	42	82	12	27	0
<b>Female</b>	44	17	39	7	16	0
<b>Pups</b>	4	8	8	-	20	0
<b>Total</b>	<b>99</b>	<b>67</b>	<b>129</b>	<b>19</b>	<b>63</b>	<b>0</b>

*Table 3 Commons and Reserves*

Reserve	Condition	Notes
Quilpie Common	Excellent	
Eromanga Common	Excellent	
Adavale Common	Excellent	.
Warrabin Lane	Excellent	
Dillon's Well	Excellent	Approved agistment application (commence September)

### Wild Dog Control Program

*Table 4 Submitted FeralScan Control Records*

Month	Number of Control Records Submitted to FeralScan
Prior entries	7
December 2024	2
January 2025	12
February 2025	48
March 2025	3
April 2025	2
May 2025	3
June 2025	8
July 2025	7
<b>Total</b>	<b>92</b>

*Table 5 Hotspot Baiting & Trapping*

Hotspot Baiting	Trapping
Whynot	North Comongin
Nerrigundah	Nerrigundah
Tallyabra	
North Comongin	

### Pest Weed Management

The following areas with identified pest weeds have been treated and monitoring will continue, particularly as the weather starts to warm.

- Wellclose (Parthenium)
- Mother of Millions (Armoobilla)

**Local Laws***Table 6 Local Laws*

Local Law	Action / Notes
LL2 (Animal Management) 2021	Responded to one request for assistance – dogs
	Peacocks / peahens to be re-located

**Adavale Common Muster**

An Adavale Common Muster took place on 25 & 26 July 2025.

52 head of cattle went to sale.

Substantial numbers of stock were lost during the March flood.

Correspondence will be sent to all stock owners regarding Council's Depasturage Policy and requirement for current permits.

**General**

- Fencing – the ground remains too wet in some areas to assess / repair
- An order for baiting meat has been placed to replenish stock in the bait freezer
- Stock Route Water Facility Audit Training will be held in Charleville 3 & 4 September.

**CONSULTATION (Internal/External)**

Director Corporate & Community Services

Deputy Director Infrastructure Services

Council Staff

Landholders

Community Members / Animal Owners

**LEGAL IMPLICATIONS**

No legal implications noted

**FINANCIAL AND REVENUE IMPLICATIONS**

This program operates in accordance with the Quilpie Shire Council 2025-26 Operational Budget.

**RISK MANAGEMENT IMPLICATIONS**

The program operates in accordance with the Quilpie Shire Council Risk Management Policy and Framework.

**10.2.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORT**

**IX: 265743**  
**Author:** Lisa Hamlyn, Director Corporate and Community Services  
**Authorisers:** Lisa Hamlyn, Director Corporate and Community Services  
 Justin Hancock, Chief Executive Officer  
**Attachments:** Nil

**KEY OUTCOME**

Nil

**EXECUTIVE SUMMARY**

This report presents a formal summary of operational activities, program deliverables and strategic initiatives progressed under the Director of Corporate and Community Services portfolio.

**ACTION ITEMS**

Nil

**OPERATIONAL UPDATE**

**Condolence Cards**

Council has formally expressed its condolences to the family of William (Sandy) Mackenzie.

**Western Queensland Primary Health Network / Quilpie Shire Council Health Promotions & Wellbeing Program Participation – July 2025**

<b>Programs</b>	<b>Participation</b>
After School Craft Activities	21
Youth Group	26
Healthy Minds	30
Wheelie Wiggle Walk	9
Footcare	9
Chair Exercises	6
Craft & Chat Sessions	14
Mens Group	11
Hot Pot Lunch	13
Yarning with Elders (NAIDOC)	8
Get Together -Outback Seniors Games	8
Doctors Welcome Pack	2

**NDIS Coordinator Program**

- There are currently 34 registered NDIS participants within Quilpie Shire and 3 applications in progress.
- A good range of Allied Health Service / Providers are currently visiting Quilpie. There is only 1 Occupational Therapist visiting at present, hopefully this will increase in the near future.
- NDIS Support Workers from Quilpie and Charleville continue to provide excellent service to participants.
- The recent announcement from the Federal Government (20/8/25) regarding changes to the NDIS mostly targeting children / people with Autism will cause concern to several participants and carers within the Quilpie Shire. Moving forward, there will need to be clear guidelines and pathways for these participants to receive the same supports as they are currently accessing.

**Quilpie Primary Care Collective Program**Quilpie Shire Health Survey 2025 – Community Needs Assessment Summary*Table 1 Survey Response*

Age Group	No of Responses
18-24	3
25-44	16
45-64	34
65+	17
<b>Total</b>	<b>70</b>

*Table 2 Top Five Health Concerns*

Rank	Issue
1	Dental / Oral Health Care
2	Women's Health
3	Transport to Services
4	Auditory Health
5	Mental Health

*Table 3 Community Priorities - Services to Expand / Improve*

Rank	Issue
1	Dental / Oral Health Care
2	Visiting Specialists
3	Vision / Eye Health
4	Mobile Clinics

*General Survey Comments:*

- More dental care for main stream community, no just for health care card holders

- Having consistent GP's and Nurse Practitioner is great!
- Closer access to basic scans

#### *Program Highlights:*

- Sleep Studies – Briefing note to the Alliance being collated by Community Services Coordinators (Quilpie, Paroo, Murweh)
- Audiology – Darling Downs Audiology was planning to regularly visit Quilpie, however updated information received confirmed that this service is no longer available.
- Cook & Connect – in discussions with SWHHS Healthy Communities Team and Council's Health Promotions & Wellbeing Officer to deliver a series of healthy cooking demonstrations in Quilpie.
- Healthy Walkabout - Lifeline & TRACC are organising healthy walk-about involving short walks round town, talking about health topics including the effects of the recent flood event. In addition, coffee / lunch opportunities at the CWA Hall and conducting activities for children to enable mothers are able to attend.
- Dental services – currently holding discussions with a dentist from rockhampton who is in the process of starting a private, mobile dental service and is interested in making trips to quilpie. Other dental service options that have also been explored eg. Rfds mobile dental service, roo dental (currently servicing mitchell), university placements.
- Quilpie health services directory sharing and access planning – physical copies of the directory have been distributed to some local businesses and council offices. There is a link to the services directory on council's website. A QR code to access the directory will be included in the 2026 get ready QLD calendar.

#### **Community Grants – Minor**

There has been nil Minor Community Assistance Grant Applications approved by the Chief Executive Officer during the month of July.

#### **Gyrica Gardens Independent Living Units**

Annual Inspections were conducted during the month. Currently sourcing tradesmen to undertake required maintenance and repairs

Unit 16 currently vacated and minor maintenance is being carried out. Applications being processed for new tenancy.

Units 7 and 9 are currently being renovated.

#### **Pest Control Services**

Pest Control Treatments were completed on all Council Housing and facilities.

#### **Grants / Funding Programs**

The following grant funding applications were submitted during the month:

- 2025-2026 Get Ready Queensland Funding Submission
- 2026 Australia Day Community Event Funding Submission
- 2026 RADF Funding Round 1 advertised – closing 22 September 2025

## Community Recovery

### Engagement with Organisations Regarding Recovery Progress

A series of meetings were held during the month with various government agencies, non-profit organisations, and service providers to assess and coordinate the ongoing recovery efforts in Adavale. Key discussion points included:

- Updates on infrastructure restoration timelines.
- Coordination of support services for affected residents.
- Identification of gaps in service delivery and potential solutions.

### Community Consultation with Residents

Discussions were conducted with residents in regard to challenges they are facing during the rebuild phase. Common issues raised included:

- Insurance Delays: Many residents reported slow processing of claims and lack of clarity from insurers.
- Grant Accessibility: Confusion around eligibility and application processes for recovery grants.
- Contractor Availability: Limited access to qualified builders and tradespeople in the region.

Follow-up actions include liaising with relevant departments / organisations to clarify grant information and advocating for increased support from insurance companies.

### Temporary Housing and Storage Facilities

Discussions are currently being held with Rotary in regard to temporary storage solutions for Adavale residents.

### Donations and Community Support

Contact was made with several organisations and philanthropic groups regarding the most effective way to support the community post flood. Efforts are ongoing to ensure equitable distribution and transparency in donation management.

*Table 4 Meeting and Events - July*

Date	Type	Title	Location
1 July	Meeting	Councillor Briefing Session	Boardroom
1 July	Meeting	WQPHN	TEAMS
3 July	Event	Elders Quilpie Community Day	Bulloo Park
4 July	Event	Western Touring Circuit – The Storyteller Fella	Library
4 July	Event	Western Touring Circuit – Seniors Musical	MPC -Gyrica Gardens
4 July	Event	Western Touring Circuit – Theatre Sports	Quilpie Shire Hall
7 July	Meeting	ELT	Boardroom
8 July	Meeting	LDMG – Western Qld Flood Event Debrief	Boardroom
8 July	Meeting	IGEM / EMC – LDMP Assessment	Boardroom
8 July	Meeting	DPI	Boardroom
8 July	Meeting	Community Recovery discussion	Boardroom
9 July	Meeting	LGAQ – Elected Member Update	Boardroom
9 July	Meeting	OQTA	Boardroom
10 July	Meeting	Department Communities / Housing – Adavale	Adavale

Date	Type	Title	Location
15 July	Meeting	Council Ordinary Meeting	Boardroom
17 July	Meeting	SWROC – Engagement SWQ Community Recovery Officer	TEAMS
17 July	Meeting	Briefing – Total Solar Eclipse 22 July 2028	Boardroom
18 July	Meeting	Get Ready Qld Week	TEAMS
21 July	Meeting	Lifeline – Services in Community	Boardroom
22 July	Meeting	Mark Mayfield – Santos	Boardroom
23 July	Meeting	Multi Agency Meeting – Adavale Recovery Progress	TEAMS
23 July	Meeting	VIC – Manager Tourism (Community Event Advertising)	Office
24 July	Meeting	IGEM – Disaster Event Community Forum Planning	TEAMS
25 July	Meeting	WQ Disaster Recovery Update (DETSI)	TEAMS
25 July	Meeting	Andrew Chesterman – Adavale Discussion	Boardroom
28 July	Meeting	SW Pilot Care Collective Program – Monthly Huddle	TEAMS
29 July	Meeting	Community Connector Meeting – Quilpie State College	State College
30 July	Meeting	2026 Land Valuation Program	TEAMS
30 July	Meeting	Ceremonies Queensland – Citizenship Ceremonies update	TEAMS
30 July	Meeting	SWHHS – Community Town Hall	TEAMS
31 July	Meeting	Outback Futures Board	Boardroom

Table 5 Upcoming Meeting and Events - August

Date	Type	Title	Location
1 August	Meeting	Garry Binding & Gary Klein - Donations to Adavale community	Boardroom
5 August	Meeting	District Disaster Management Group	TEAMS
7 August	Meeting	Australia Day Community Events Program Briefing	TEAMS
12 August	Meeting	IGEM - Disaster Event Community Forum	Supper Room
12 August	Meeting	Council – Special Meeting	Boardroom
14 August	Meeting	Rural Aid	Office
14 August	Meeting	Employer Branding	TEAMS
18 August	Meeting	Quilpie Community Advisory Committee (CAN)	Quilpie MPHS
20 August	Meeting	Alison Alexander	Office
22 August	Meeting	CUSP – Bob Young Memorial Park – Project update	TEAMS
23 August	Event	Humphrey B Bear Show – Quilpie Library	Library
31 August	Event	Australian Army Band	Quilpie Club
2 Sept	Event	Kanagaranga Do	Imperial Hotel
3 September	Event	Opera Queensland – Eromanga	ENHM
12/13 September	Event	Quilpie & District Show & Rodeo	Bulloo Park

Date	Type	Title	Location
24 September	Event	SW Rugby League Clinic – Cunnamulla Deadly Choices	JW Park
27&28 September	Event	Quilpie Motorbike Gymkhana & Enduro	Quilpie Golf Club
29 September	Event	Sunshine Coast Comedy Festival	QS Hall
19 October	Event	Easter In October – Toompine Annual Gunshoot	Toompine

### **CONSULTATION (Internal/External)**

Chief Executive Officer

Executive Leadership Team

Council Staff

Community

Program Stakeholders

Local, State and Commonwealth Governments

### **LEGAL IMPLICATIONS**

No legal implications noted.

### **FINANCIAL AND REVENUE IMPLICATIONS**

Programs operate in accordance with Council's Budget 2025-2026.

### **RISK MANAGEMENT IMPLICATIONS**

Programs operate in accordance with Council's Risk Management Policy and Framework.

**10.3 FINANCE SERVICES STATUS REPORTS**

Nil

**10.4 GOVERNANCE SERVICES STATUS REPORTS**

**10.4.1 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT**

**IX: 265747**

**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 June Ordinary Meeting of Council that are not listed have been actioned.

**OPERATIONAL UPDATE**

**Monthly Meetings**

*Table 1 Monthly Meetings*

<b>Date</b>	<b>Event</b>	<b>Location</b>
31 July – 1 Aug	DDSWQCOM Meeting	Online
1 August	Exclusion Fencing Taskforce	Online
5 August	Charleville District Disaster Management Group	Online
6 August	Southern Region Disaster Management Leadership Team Meeting	Online
6 August	Discuss flood exclusion fencing queries - DPI & RAPAD	Online
6 August	Twelve Mile Feast for Relief Donation	Online
7 August	LGMA Board Meeting	Brisbane
11 August	ERFG Discussion	Online
12 August	SWQROC Meeting	Online
12 August	IGEM Quilpie Shire Review	Quilpie
12 August	Special Council Meeting	Quilpie
14 August	QTC Economic Update	Online

Date	Event	Location
15 August	Exclusion Fencing Taskforce	Online
15 August	TMR/ QSC Update	Online
19-20 August	WQAC Conference	St George
22 August	DLG STP Discussion	Online
26 August	SWQROC Meeting with Trish O'Callaghan	Online
26 August	Flood Recovery Update – OQTA	Online
27 August	Ordinary Council Meeting	Quilpie
28 August	DPI Quarry Material Native Title Update Meeting	Online
29 August	Exclusion Fencing Taskforce	Online

Council have been notified of a number of grant outcomes including:

- Successful Residential Activation Fund application for the Rural Residential Estate in Quilpie.
- The Queensland Government has announced a \$155 million Betterment Fund which includes South Comongin Crossing.
- Council's application under the Country Roads Connect program was unsuccessful.

### Upcoming Meetings

*Table 2 Upcoming Meetings*

Date	Event	Location
2 September	Councillor Briefing Session	Quilpie
8 September	Audit Committee TBC	Quilpie
9-11 September	LGMA Annual Conference	Brisbane
11-12 September	Insurance in Rural and Regional Queensland Roundtable	Charleville
12 September	Exclusion Fencing Taskforce	Online
16 September	Ordinary Council Meeting	Quilpie
17 September	SES 50 Year Celebration	Quilpie
23 September	Charleville Area Fire Management Group Meeting	Charleville
26 September	Exclusion Fencing Taskforce	Online
26 September	Boonthamurra Native Title Aboriginal Corporation   Invitation to the 10 Year Determination Anniversary Celebrations	Eromanga

Date	Event	Location
29-30 September	SWQROC Meeting	Quilpie
30 Sept – 3 Oct	SWQROC - Charleville/ Roma/ St George Roadshow	
7 October	Councillor Briefing Session	Quilpie
20 October	SWQROC AGM	Gold Coast
20-22 October	LGAQ Annual Conference	Gold Coast
28 October	Ordinary Council Meeting	Quilpie
4-5 November	SWQROC Federal Delegation	Canberra
11 November	Councillor Briefing Session	Quilpie
18 November	Ordinary Council Meeting	Quilpie
27 November	LGMA CEO Forum	Brisbane
2 December	SWQROC Meeting	Zoom
2 December	Councillor Briefing Session	Quilpie
16 December	Ordinary 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 INFRASTRUCTURE SERVICES**

**11.1 PRIORITISATION STRATEGY FOR IMPROVEMENT PROJECTS ON HIGHER ORDER RURAL ROADS**

**IX:** 263388

**Author:** Eng Lim, Director Infrastructure Services

**Attachments:** Nil

**KEY OUTCOME**

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.3 Maintain good corporate governance

4.6 Inclusive community engagement and decision-making

4.5 Optimal asset management practices

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

**EXECUTIVE SUMMARY**

This report presents the draft prioritisation of six (6) higher-order rural roads in the shire, developed in accordance with Council's adopted Prioritisation Strategy (Resolution QSC183-07-25, July 2025). It seeks Council's endorsement to undertake targeted community consultation with residents and stakeholders along these identified routes.

---

**RECOMMENDATION**

That Council:

1. Note the draft prioritisation for the six higher order rural roads across the shire; and
2. Direct the Chief Executive Officer to undertake community consultation with the residents on those roads to incorporate local feedback and report back to Council in a future Council Meeting.

**BACKGROUND**

The *Local Government Act 2009* (Qld) requires councils to uphold transparent, effective decision-making that balances public interest, democratic representation, social inclusion, and meaningful community engagement.

Consistent with these obligations and Council's *Asset Management Plans*, infrastructure planning must adopt a life cycle approach to:

- Develop cost-effective, long-term management strategies,
- Deliver appropriate service levels, and
- Mitigate risks through continuous improvement in asset management practices.

To operationalise these principles—and in alignment with Council's governance processes and *Community Engagement Policy (G15)*—a draft *Prioritisation Framework* was tabled at the 17 December 2024 Council meeting and the final *Prioritisation Strategy* was adopted at the 15 July 2025 Council Meeting. This Framework establishes a standardised methodology for prioritising infrastructure projects, with initial focus on road improvements due to their high community visibility.

Figure 1 displays Council's resolution QSC183-07-25 from the July 2025 Ordinary Meeting, which adopts the *Prioritisation Strategy* as Council's standard framework for evaluating road improvement projects and mandates the Chief Executive Officer to implement this framework across all Council roads and report progress.

---

**RESOLUTION NO: (QSC183-07-25)**

Moved: Cr Tony Lander  
Seconded: Cr Milan Milosevic

That Council:

1. Endorse the *Prioritisation Strategy* as the standard framework for evaluating future road improvement projects across the shire; and
2. Direct the Chief Executive Officer to undertake similar exercises on all other Council roads, incorporating the same prioritisation framework and report back to Council in future Council Meetings.

5/0

*Figure 1 Extract from Council Meeting Minutes - Resolution QSC183-07-25 (July 2025)*

**Standard Framework Key Evaluation Criteria**

The standard framework employs a weighted scoring system across four key evaluation criteria, ensuring a structured, transparent, and consistent approach to project ranking and prioritisation.

1. Technical Considerations (30%)
  - Traffic volume, road safety risks, accessibility and connectivity priorities
  - Project urgency (e.g. safety hazards, asset deterioration)
  - Feasibility, including environmental and constructability factors
  - Compliance with adopted technical standards
2. Financial Costs (30%)
  - Initial scoring based on Do Minimum costs to ensure fiscal sustainability.
  - Do Preferred options will be revisited post-ranking, with potential funding explored either through Queensland Reconstruction Authority (QRA) Betterment grants or State / Federal infrastructure programs
3. Alignment with Council Goals and Broader Objectives (10%)
  - Contribution to strategic objectives outlined in Council's Corporate Plan, Operational Plan and other strategies or policies
  - Advancement of sustainability or innovation goals
  - Benefits to broader regional infrastructure networks
  - Regulatory or legislative requirements
  - Social equity considerations, ensuring fair access for disadvantaged groups.
4. Community Feedback and Support (30%)
  - Community input, gathered through surveys, consultations, or reported concerns, reflects the importance of each project from the perspective of residents and the community in the area.

**REPORT**

In accordance with Council's E02 – Register of Roads Policy, the higher order rural roads include:

- Road Class 3 refers to rural arterial roads that are considered Local Roads of Regional Significance (LRRS)—examples include Kyabra Road and Old Charleville Road.
- In contrast, Road Classes 4A and 4B represent rural collector roads, where:
  - Class 4A denotes major rural collectors; and
  - Class 4B denotes minor rural collectors, such as Tobermory Road.

### 3.3.2 Rural Road Classification

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

Road Class	Description	Function
3	Rural Arterial	High order local government roads, LRRS network roads
4A	Rural Collector – Major	LRRS network roads and high order local government roads that have or provide for:- - Greater than two Class 5 roads connecting along the length of the road; - Significant commercial agricultural activity to road and feeder roads; - Inter-shire or community connection road; - Major collector road for Class 1, 2 or 3 roads.
4B	Rural Collector - Minor	High order local government roads that have or provide for:- - Greater than two Class 5 roads connecting along the length of the road; - Significant commercial agricultural activity to road and feeder roads; - Significant collector road for Class 1, 2, 3 or 4 roads.
5A	Rural Access – Primary	Low order local government roads that have or provide for:- - No through access; - >5 properties serviced or significant commercial agricultural activity; - Access to a specific facility; - Local traffic only.
5B	Rural Access - Secondary	Low order local government roads that have or provide for:- - No through access; - <5 properties serviced; - Access to a specific facility; - Local traffic only.
	Minor Access	Local property access only
	Unformed Track	An unformed track within a road reserve used by the public

Figure 2 Excerpt of Rural Road Classification from Council's Register of Roads Policy (section 3.3.2, page 2)

In line with the resolution QSC183-07-25 at the July 2025 Council meeting, officers have focused their efforts on inspecting several higher-order roads within the Shire—specifically those classified as Road Class 3, 4A, and 4B—to identify potential locations in need of flood-resilience improvements, including:

- Road Class 3 - Kyabra Road and Old Charleville Road
- Road Class 4A – Cheepie Adavale Road
- Road Class 4B – Big Creek Road, Ingeberry Road and Wareo Road

A total of 76 initial locations on these roads were identified, as summarised in Table 1 accordingly.

Other higher-order roads will continue to be inspected in the next few months and similar prioritisation will be reported in future Council Meetings.

Table 1 Summary of the initial locations identified for prioritisation

Road Name	Road Class	Number of Initial Locations Identified
Kyabra Road	3	2
Old Charleville Road	3	7
Cheepie Adavale Road	4A	26
Big Creek Road	4B	16
Ingeberry Road	4B	8
Wareo Road	4B	17
<b>Total number of locations</b>		<b>76</b>

### Kyabra Road Improvements

Figure 3 (following page) identifies the initial two proposed improvement locations along the existing sealed section of Kyabra Road. Table 2 provides detailed specifications for these locations, including recommended treatment options and associated costs. Table 3 presents the evaluation results against the first three weighted criteria, incorporating cost considerations from the 'Do-Minimum' treatments, with sites ranked in descending order according to their total priority scores.

Table 2 Details of the initial locations on Kyabra Road, proposed treatment options and cost estimates

Location Reference	Chainage (km)	Length (m)	Option A1 Cost Ratwalls treatment only	Option A2 cost Stabilisation & Seal Treatment	Option B Cost Floodways Treatment
KYA-A	Ch 13.34	40	Not applicable	\$ 35,000	Not applicable
KYA-B	Ch 14.73	40	Not applicable	\$ 35,000	Not applicable
Range of costs			<b>\$ 70,000</b>		

Note: Option A1 refers to only Ratwalls i.e. concrete margins constructed on the edge of the road, 300 mm wide and 500 mm deep, while Option A2 provides stabilisation of the road material before a 2-coat bitumen seal. Option B is the more expensive option via concrete floodways 150 mm thick constructed on top of the gravel road.

Table 3 Summary of the scoring for each location on Kyabra Road and their priority ranking

Location Reference	Treatment	Score for Each Criterion			Total Priority Score	Initial Priority Ranking
		Technical (30%)	Financial (10%)	Alignment (10%)		
KYA-A	Stabilise and 2-coat seal	17	23.4	8	48.4	1
KYA-B	Stabilise and 2-coat seal	17	23.4	8	48.4	1



Figure 3 Locations identified for improvements on Kyabra Road

**Old Charleville Road**

Figure 4 identifies the initial seven proposed improvement locations along Old Charleville Road. The section north of Napoleon Road has been excluded from current considerations as it is already included in two active sealing funding applications: the Disaster Ready Fund (Round 3) and the Country Roads Connect program.

Table 4 details the proposed improvement locations along Old Charleville Road, including treatment options and associated costs. Table 5 presents the priority-ranked evaluation of these sites against the three primary weighted criteria, incorporating cost analysis of the 'Do-Minimum' treatment scenarios.

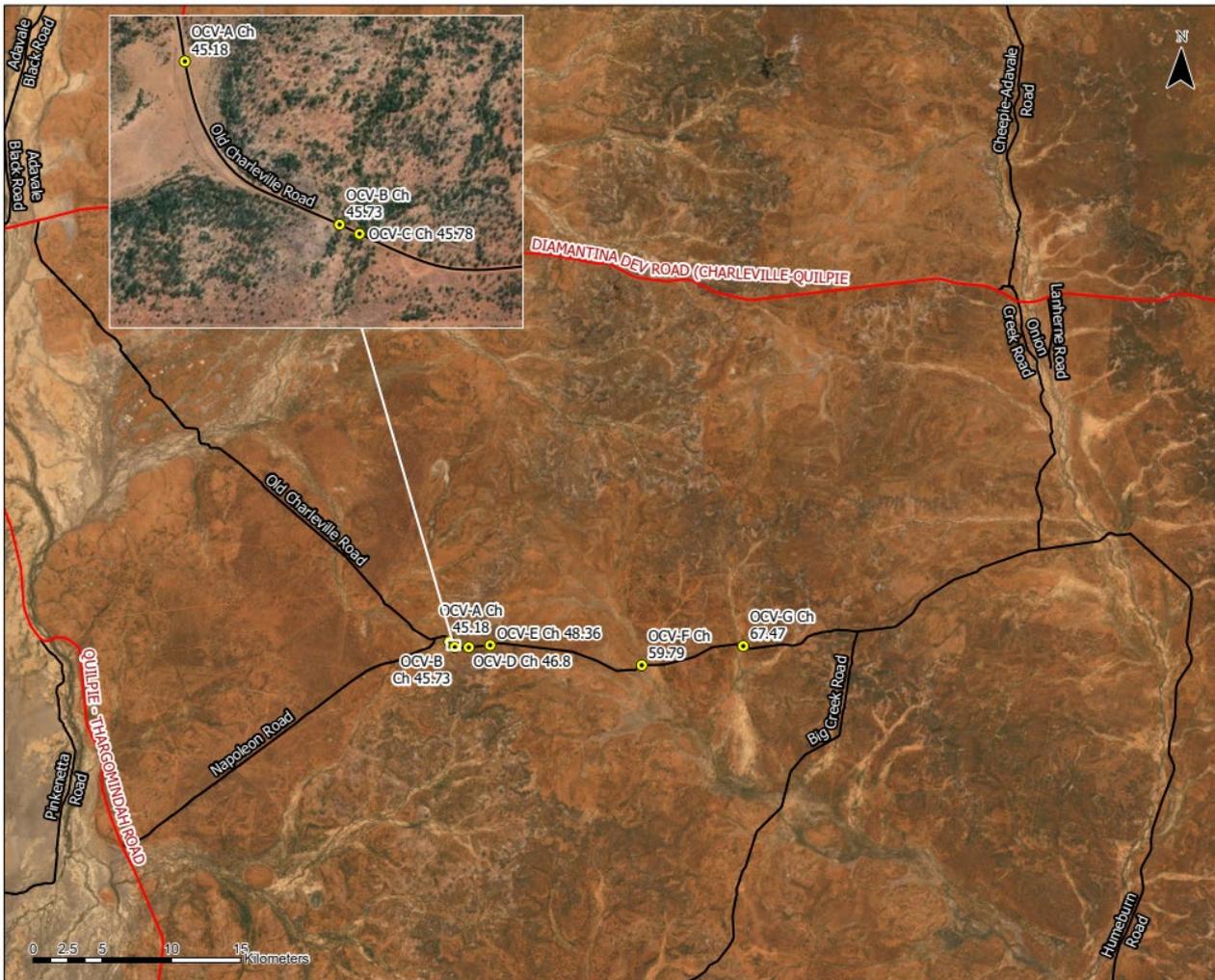


Figure 4 Locations identified for improvements on Old Charleville Road

Table 4 Details of the initial locations on Old Charleville Road, proposed treatment options and cost estimates

Location Reference	Chainage (km)	Length (m)	Option A1 Cost Ratwalls treatment only	Option A2 cost Ratwalls with Stabilisation & Seal Treatment	Option B Cost Floodways Treatment
OCV-A	Ch 45.180	15	\$ 3,000	\$ 18,000	\$ 30,000
OCV-B	Ch 45.730	15	\$ 3,000	\$ 18,000	\$ 30,000
OCV-C	Ch 45.780	40	\$ 8,000	\$ 48,000	\$ 80,000
OCV-D	Ch 46.800	15	\$ 3,000	\$ 18,000	\$ 30,000
OCV-E	Ch 48.360	20	\$ 4,000	\$ 24,000	\$ 40,000
OCV-F	Ch 59.790	40	\$ 8,000	\$ 48,000	\$ 80,000
OCV-G	Ch 67.470	50	\$10,000	\$ 60,000	\$ 100,000
Range of costs			<b>\$ 39,000 to \$ 390,000</b>		

Note: Option A1 refers to only Ratwalls i.e. concrete margins constructed on the edge of the road, 300 mm wide and 500 mm deep, while Option A2 includes stabilisation of the road material before a 2-coat bitumen seal in addition to ratwalls. Option B is the more expensive option via concrete floodways 150 mm thick constructed on top of the gravel road.

Table 5 Summary of the scoring for each location on Old Charleville Road and their priority ranking

Location Reference	Treatment	Score for Each Criterion			Total Priority Score	Initial Priority Ranking
		Technical (30%)	Financial (10%)	Alignment (10%)		
OCV-A	Ratwalls	17	29.4	8	54.4	1
OCV-B	Ratwalls	17	29.4	8	54.4	1
OCV-C	Ratwalls	17	28.5	8	53.5	3
OCV-D	Ratwalls	17	29.4	8	54.4	1
OCV-E	Ratwalls	17	29.3	8	54.3	2
OCV-F	Ratwalls	17	28.5	8	53.5	3
OCV-G	Ratwalls	17	28.1	8	53.1	4

**Cheepie Adavale Road**

Figure 5 shows the initial 26 locations identified for improvements on Cheepie Adavale Road.

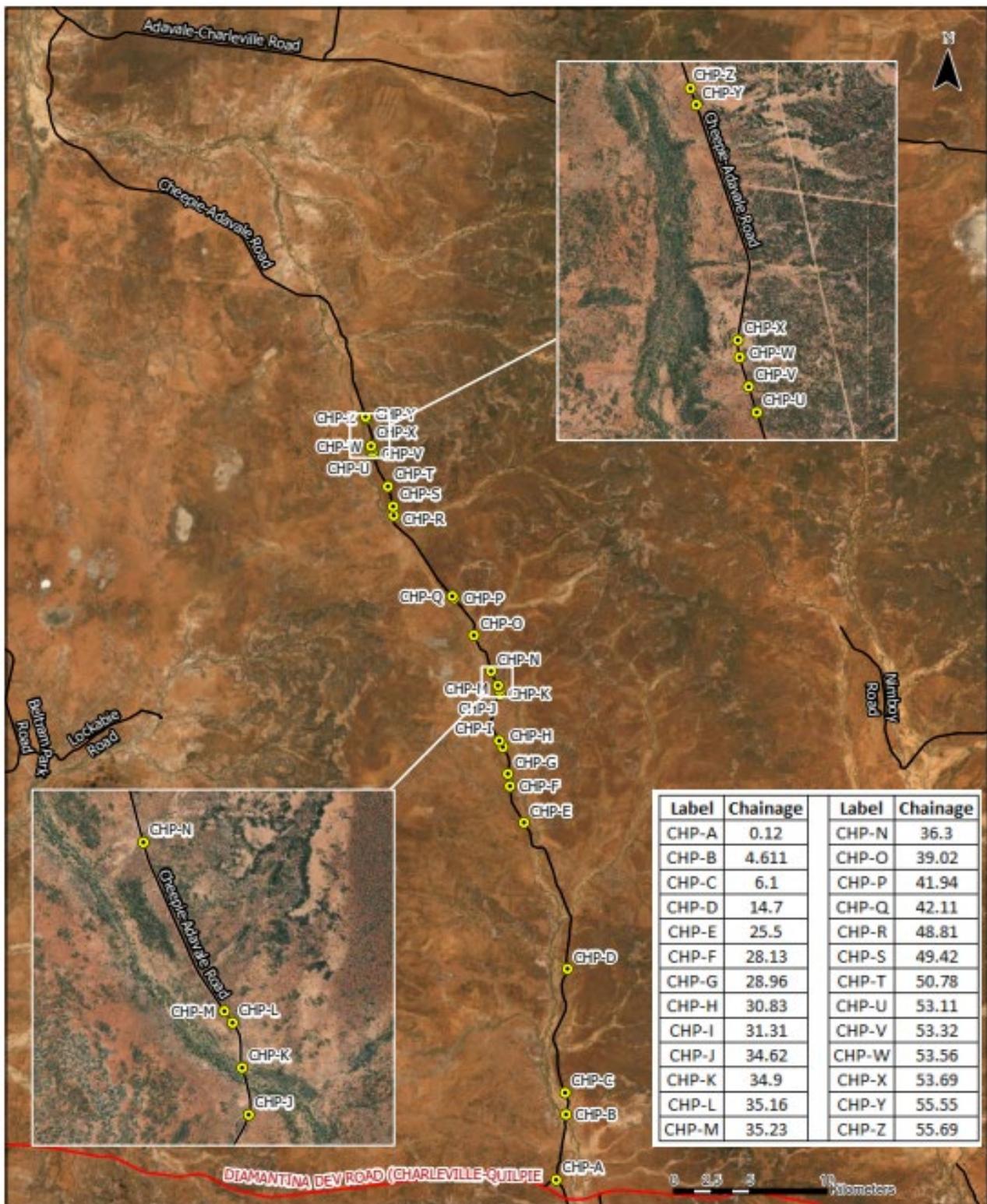


Figure 5 Locations identified for improvements on Cheepie Adavale Road

Table 6 details the proposed improvement locations, including treatment options and estimated costs. Table 7 presents the priority ranking of these sites, evaluated against the three primary criteria using cost data from 'Do-Minimum' treatment scenarios.

Table 6 Details of the initial locations on Cheepie Adavale Road, proposed treatment options and cost estimates

Location Reference	Chainage (km)	Length (m)	Option A1 Cost Ratwalls treatment only	Option A2 cost Cap rock area –Gravel & Seal Treatment	Option B Floodways Treatment Costs
CHP-A	Ch 0.12	20	Not applicable	\$ 20,000	Not applicable
CHP-B	Ch 4.61	10	Not applicable	\$ 10,000	Not applicable
CHP-C	Ch 6.10	15	Not applicable	\$ 15,000	Not applicable
CHP-D	Ch 14.70	25	Not applicable	\$ 20,000	Not applicable
CHP-E	Ch 25.50	20	Not applicable	\$ 10,000	Not applicable
CHP-F	Ch 28.13	15	Not applicable	\$ 15,000	Not applicable
CHP-G	Ch 28.96	15	Not applicable	\$ 20,000	Not applicable
CHP-H	Ch 30.83	15	Not applicable	\$ 10,000	Not applicable
CHP-I	Ch 31.31	10	Not applicable	\$ 15,000	Not applicable
CHP-J	Ch 34.62	25	Not applicable	\$ 20,000	Not applicable
CHP-K	Ch 34.90	10	Not applicable	\$ 10,000	Not applicable
CHP-L	Ch 35.16	20	Not applicable	\$ 15,000	Not applicable
CHP-M	Ch 35.23	40	Not applicable	\$ 20,000	Not applicable
CHP-N	Ch 36.30	10	Not applicable	\$ 10,000	Not applicable
CHP-O	Ch 39.02	20	Not applicable	\$ 15,000	Not applicable
CHP-P	Ch 41.94	10	Not applicable	\$ 20,000	Not applicable
CHP-Q	Ch 42.11	15	Not applicable	\$ 10,000	Not applicable
CHP-R	Ch 48.81	20	Not applicable	\$ 15,000	Not applicable
CHP-S	Ch 49.42	10	Not applicable	\$ 20,000	Not applicable
CHP-T	Ch 50.78	20	Not applicable	\$ 10,000	Not applicable
CHP-U	Ch 53.11	20	Not applicable	\$ 15,000	Not applicable
CHP-V	Ch 53.32	15	Not applicable	\$ 20,000	Not applicable
CHP-W	Ch 53.56	10	Not applicable	\$ 10,000	Not applicable
CHP-X	Ch 53.69	15	Not applicable	\$ 15,000	Not applicable
CHP-Y	Ch 55.55	70	Not applicable	\$ 70,000	Not applicable
CHP-Z	Ch 55.69	70	Not applicable	\$ 70,000	Not applicable
Range of costs			<b>\$ 545,000</b>		

Note: Due to its cap rock environment, the only applicable treatment is to place gravel and seal.

Table 7 Summary of the scoring for each location on Cheepie Adavale Road and their priority ranking

Location Reference	Treatment	Score for Each Criterion			Total Priority Score	Priority Ranking
		Technical (30%)	Financial (10%)	Alignment (10%)		
CHP-A	Gravel and seal	15	26.3	5	46.3	3
CHP-B	Gravel and seal	15	28.1	5	48.1	1
CHP-C	Gravel and seal	15	27.2	5	47.2	2
CHP-D	Gravel and seal	15	25.3	5	45.3	4
CHP-E	Gravel and seal	15	26.3	5	46.3	3
CHP-F	Gravel and seal	15	27.2	5	47.2	2
CHP-G	Gravel and seal	15	27.2	5	47.2	2
CHP-H	Gravel and seal	15	27.2	5	47.2	2
CHP-I	Gravel and seal	15	28.1	5	48.1	1
CHP-J	Gravel and seal	15	25.3	5	45.3	4
CHP-K	Gravel and seal	15	28.1	5	48.1	1
CHP-L	Gravel and seal	15	26.3	5	46.3	3
CHP-M	Gravel and seal	15	22.5	5	42.5	5
CHP-N	Gravel and seal	15	28.1	5	48.1	1
CHP-O	Gravel and seal	15	26.3	5	46.3	3
CHP-P	Gravel and seal	15	28.1	5	48.1	1
CHP-Q	Gravel and seal	15	27.2	5	47.2	2
CHP-R	Gravel and seal	15	26.3	5	46.3	3
CHP-S	Gravel and seal	15	28.1	5	48.1	1
CHP-T	Gravel and seal	15	26.3	5	46.3	3
CHP-U	Gravel and seal	15	26.3	5	46.3	3
CHP-V	Gravel and seal	15	27.2	5	47.2	2
CHP-W	Gravel and seal	15	28.1	5	48.1	1
CHP-X	Gravel and seal	15	27.2	5	47.2	2
CHP-Y	Gravel and seal	15	16.9	5	36.9	6
CHP-Z	Gravel and seal	15	16.9	5	36.9	6

**Big Creek Road**

Figure 6 shows the initial 16 locations identified for improvements on Big Creek Road.

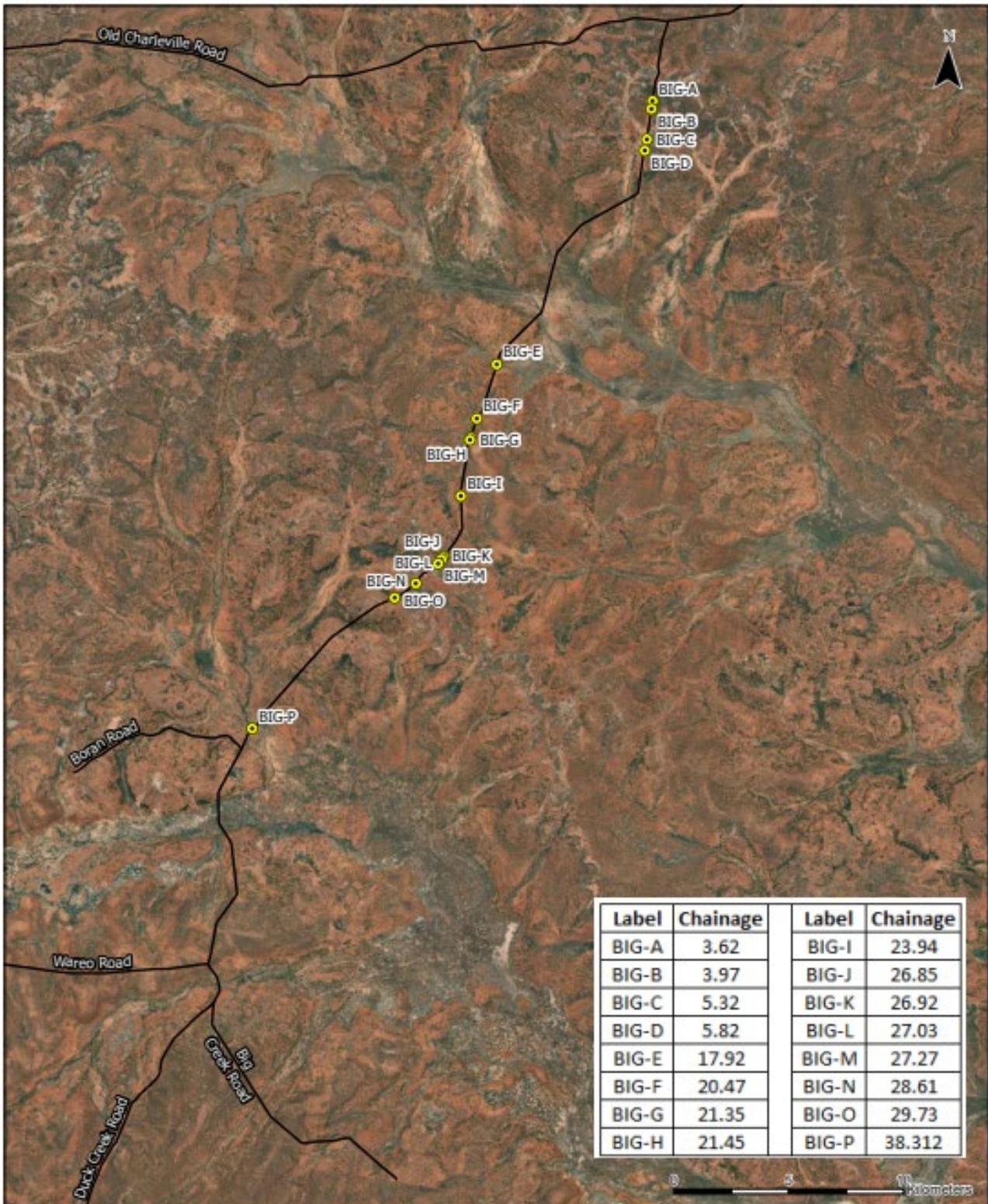


Figure 6 Locations identified for improvements on Big Creek Road

Table 8 summarises the details of the initial locations identified on Big Creek Road, their treatment options and costs while Table 9 shows their evaluation against the first three weighted criteria, considering the costs from the Do-Minimum treatments and then are ranked in descending order based on their total priority scores.

*Table 8 Details of the initial locations on Big Creek Road, proposed treatment options and cost estimates*

Location Reference	Chainage (km)	Length (m)	Option A1 Cost Ratwalls treatment only	Option A2 cost Ratwalls with Stabilisation & Seal Treatment	Option B Cost Floodways Treatment
BIG-A	Ch 3.62	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-B	Ch 3.97	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-C	Ch 5.32	15	\$ 3,000	\$ 18,000	Not applicable
BIG-D	Ch 5.82	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-E	Ch 17.92	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-F	Ch 20.47	50	\$ 10,000	\$ 60,000	\$ 120,000
BIG-G	Ch 21.35	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-H	Ch 21.45	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-I	Ch 23.94	60	Not applicable	\$ 60,000	\$ 120,000
BIG-J	Ch 26.85	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-K	Ch 26.92	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-L	Ch 27.03	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-M	Ch 27.27	20	\$ 4,000	\$ 24,000	\$ 40,000
BIG-N	Ch 28.61	15	\$ 3,000	\$ 18,000	Not applicable
BIG-O	Ch 29.73	25	\$ 5,000	\$ 30,000	\$ 50,000
BIG-P	Ch 38.31	25	Not applicable	\$ 25,000	\$ 50,000
Range of costs			<b>\$ 146,000 to \$ 756,000</b>		

*Note: Option A1 refers to only Ratwalls i.e. concrete margins constructed on the edge of the road, 300 mm wide and 500 mm deep, while Option A2 includes stabilisation of the road material before a 2-coat bitumen seal in addition to ratwalls. Option B is the more expensive option via concrete floodways 150 mm thick constructed on top of the gravel road.*

Table 9 Summary of the scoring for each location on Big Creek Road and their priority ranking

Location Reference	Treatment	Score for Each Criterion			Total Priority Score	Priority Ranking
		Technical (30%)	Financial (10%)	Alignment (10%)		
BIG-A	Ratwalls	13	29.3	5	47.3	2
BIG-B	Ratwalls	13	29.3	5	47.3	2
BIG-C	Ratwalls	13	29.4	5	47.4	1
BIG-D	Ratwalls	13	29.3	5	47.3	2
BIG-E	Ratwalls	13	29.3	5	47.3	2
BIG-F	Ratwalls	13	28.1	5	46.1	4
BIG-G	Ratwalls	13	29.3	5	47.3	2
BIG-H	Ratwalls	13	29.3	5	47.3	2
BIG-I	Gravel and seal	14	18.8	5	37.8	6
BIG-J	Ratwalls	13	29.3	5	47.3	2
BIG-K	Ratwalls	13	29.3	5	47.3	2
BIG-L	Ratwalls	13	29.3	5	47.3	2
BIG-M	Ratwalls	13	29.3	5	47.3	2
BIG-N	Ratwalls	13	29.4	5	47.4	1
BIG-O	Ratwalls	13	29.1	5	47.1	3
BIG-P	Gravel and seal	15	25.3	5	44.3	5

**Ingeberry Road**

Figure 7 shows the initial 8 locations identified for improvements on Ingeberry Road.



*Figure 7 Locations identified for improvements on Ingeberry Road*

Table 10 details the identified improvement locations along Ingeberry Road, including proposed treatments and associated costs. Table 11 presents the site evaluations, ranking locations by total priority scores after assessment against the three primary criteria using 'Do-Minimum' treatment cost data.

*Table 10 Details of the initial locations on Ingeberry Road, proposed treatment options and cost estimates*

Location Reference	Chainage (km)	Length (m)	Option A1 Cost Ratwalls treatment only	Option A2 cost Ratwalls with Stabilisation & Seal Treatment	Option B Cost Floodways Treatment
ING-A	Ch 40.49	20	\$ 4,000	\$ 24,000	\$ 40,000
ING-B	Ch 53.76	20	\$ 4,000	\$ 24,000	\$ 40,000
ING-C	Ch 54.39	25	\$ 5,000	\$ 30,000	\$ 50,000
ING-D	Ch 54.68	20	\$ 4,000	\$ 24,000	\$ 40,000
ING-E	Ch 57.55	20	\$ 4,000	\$ 24,000	\$ 40,000
ING-F	Ch 57.91	25	\$ 5,000	\$ 60,000	\$ 50,000
ING-G	Ch 59.42	15	\$ 3,000	\$ 30,000	Not applicable
ING-H	Ch 61.01	20	\$ 4,000	\$ 24,000	\$ 40,000
Range of costs			<b>\$ 33,000 to \$ 318,000</b>		

*Note: Option A1 refers to only Ratwalls i.e. concrete margins constructed on the edge of the road, 300 mm wide and 500 mm deep, while Option A2 includes stabilisation of the road material before a 2-coat bitumen seal in addition to ratwalls. Option B is the more expensive option via concrete floodways 150 mm thick constructed on top of the gravel road.*

*Table 11 Summary of the scoring for each location on Ingeberry Road and their priority ranking*

Location Reference	Treatment	Score for Each Criterion			Total Priority Score	Priority Ranking
		Technical (30%)	Financial (10%)	Alignment (10%)		
ING-A	Ratwalls	14	29.3	5	48.3	2
ING-B	Ratwalls	14	29.3	5	48.3	2
ING-C	Ratwalls	14	29.1	5	48.1	3
ING-D	Ratwalls	14	29.3	5	48.3	2
ING-E	Ratwalls	14	29.3	5	48.3	2
ING-F	Ratwalls	14	29.1	5	48.1	3
ING-G	Ratwalls	14	29.4	5	48.4	1
ING-H	Ratwalls	14	29.3	5	48.3	2

Wareo Road

Figure 8 shows the initial 17 locations identified for improvements on Wareo Road.

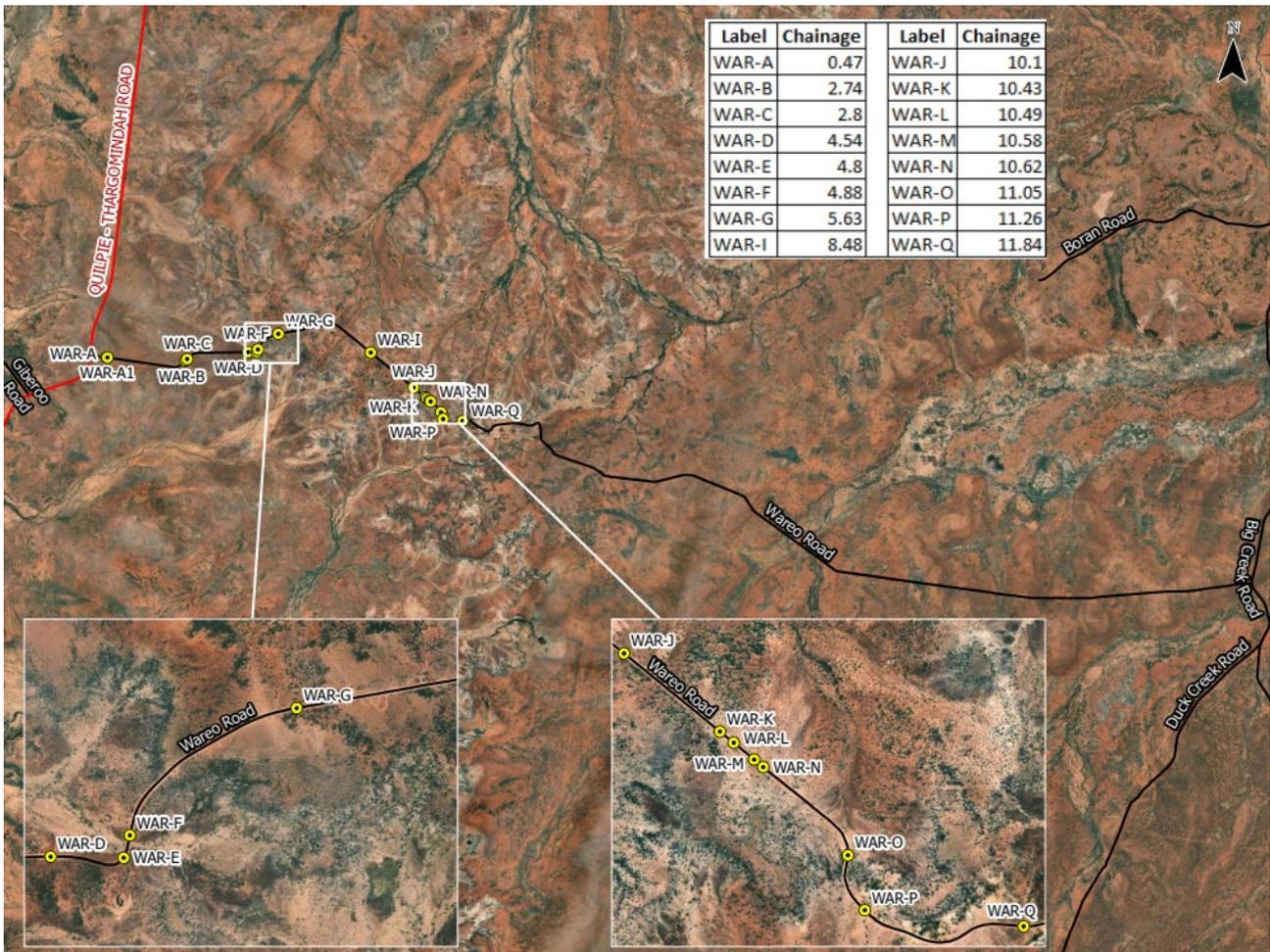


Figure 8 Locations identified for improvements on Wareo Road

Table 12 details the proposed improvement locations on Wareo Road, including treatment options and associated costs. Table 13 presents the evaluation results, ranking these locations by total priority scores after assessment against the three primary weighted criteria, incorporating cost data from 'Do-Minimum' treatment scenarios.

*Table 12 Details of the initial locations on Wareo Road, proposed treatment options and cost estimates*

Location Reference	Chainage (km)	Length (m)	Option A1 Cost Ratwalls treatment only	Option A2 cost Ratwalls with Stabilisation & Seal Treatment	Option B Cost Floodways Treatment
WAR-A	Ch 0.47	30	\$ 6,000	\$ 36,000	\$ 60,000
WAR-B	Ch 2.74	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-C	Ch 2.80	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-D	Ch 4.54	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-E	Ch 4.80	30	\$ 6,000	\$ 36,000	\$ 60,000
WAR-F	Ch 4.88	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-G	Ch 5.63	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-H	Ch 8.36	160	Not applicable	\$ 160,000	Not applicable
WAR-I	Ch 8.48	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-J	Ch 10.10	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-K	Ch 10.43	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-L	Ch 10.49	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-M	Ch 10.58	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-N	Ch 10.62	20	\$ 4,000	\$ 24,000	\$ 40,000
WAR-O	Ch 11.05	70	Not applicable	\$ 70,000	Not applicable
WAR-P	Ch 11.26	25	\$ 5,000	\$ 30,000	\$ 50,000
WAR-Q	Ch 11.84	15	\$ 3,000	\$ 18,000	Not applicable
Range of costs			<b>\$ 294,000 to \$ 858,000</b>		

*Note: Option A1 refers to only Ratwalls i.e. concrete margins constructed on the edge of the road, 300 mm wide and 500 mm deep, while Option A2 includes stabilisation of the road material before a 2-coat bitumen seal in addition to ratwalls. Option B is the more expensive option via concrete floodways 150 mm thick constructed on top of the gravel road.*

Table 13 Summary of the scoring for each location on Wareo Creek Road and their priority ranking

Location Reference	Treatment	Score for Each Criterion			Total Priority Score	Priority Ranking
		Technical (30%)	Financial (10%)	Alignment (10%)		
WAR-A	Ratwalls	10	28.9	5	43.9	4
WAR-B	Ratwalls	10	29.3	5	44.3	2
WAR-C	Ratwalls	10	29.3	5	44.3	2
WAR-D	Ratwalls	10	29.3	5	44.3	2
WAR-E	Ratwalls	10	28.9	5	43.9	4
WAR-F	Ratwalls	10	29.3	5	44.3	2
WAR-G	Ratwalls	10	29.3	5	44.3	2
WAR-H	Gravel and seal	11	10.0	5	26.0	6
WAR-I	Ratwalls	10	29.3	5	44.3	2
WAR-J	Ratwalls	10	29.3	5	44.3	2
WAR-K	Ratwalls	10	28.9	5	44.3	2
WAR-L	Ratwalls	10	29.3	5	44.3	2
WAR-M	Ratwalls	10	29.3	5	44.3	2
WAR-N	Ratwalls	10	29.3	5	44.3	2
WAR-O	Gravel and seal	11	16.9	5	32.9	5
WAR-P	Ratwalls	10	29.1	5	44.1	3
WAR-Q	Ratwalls	10	29.4	5	44.4	1

Building on the successful Tobermory Road model, officers will engage with residents through direct letters to all property owners, inviting feedback and offering optional discussions with the Director of Infrastructure Services. This community input will guide the strategic allocation of Council's supplementary funding to maximize the benefits of QRA disaster recovery funds. The proactive investment approach aims to: enhance long-term road network resilience through improved treatments, reduce recurring maintenance costs and service disruptions, and accelerate post-disaster recovery timelines.

## OPTIONS

### Option 1 (Recommended)

That Council:

1. Note the draft prioritisation for the six higher order rural roads across the shire; and
2. Direct the Chief Executive Officer to undertake community consultation with the residents on those roads to incorporate local feedback and report back to Council in a future Council Meeting.

### Option 2

That Council do not support this draft prioritisation for these six higher order rural roads and request Council officers to prepare a different approach to their priorities.

**CONSULTATION (Internal/External)**

Infrastructure Services directorate

**INTERESTED PARTIES**

Interested parties include property owners adjacent to Kyabra Road, Old Charleville Road, Cheepie Adavale Road, Big Creek Road, Ingeberry Road and Wareo Road.

Note: The identification of interested parties has been provided by Council Officers on a best endeavours basis and may not be comprehensive.

**LEGAL IMPLICATIONS**

Nil

**POLICY AND LEGISLATION**

Local Government Act 2009

Council's Corporate Plan

Council's Community Engagement Policy

Council's Asset Management Plan (Transport)

**FINANCIAL AND RESOURCE IMPLICATIONS**

This prioritisation strategy is developed using internal staff resources.

**ASSET MANAGEMENT IMPLICATIONS**

The phased implementation of the prioritisation strategy represents a significant advancement in Council's approach to road asset management. By establishing a structured and transparent framework for evaluating road improvement projects, this strategy enables evidence-based decision-making that is both scalable and responsive to community needs. It provides clear, objective criteria to guide investment decisions while maintaining alignment with Council's long-term strategic objectives as outlined in the Asset Management Plan.

A key aspect of this approach involves the strategic combination of Council funding with Queensland Reconstruction Authority (QRA) disaster recovery grants. This integrated funding model moves beyond conventional like-for-like repairs, instead facilitating more durable and flood-resilient road treatments. The benefits are substantial: improved network resilience that better withstands extreme weather events, reduced frequency of maintenance interventions, and faster restoration of access after flood events. These outcomes directly contribute to both operational efficiencies and enhanced community safety.

When embedded within Council's broader asset planning processes, this prioritisation framework supports more sustainable infrastructure investments through its whole-of-life cycle perspective. The methodology not only considers immediate project needs but also evaluates long-term performance, maintenance requirements and climate adaptation. This comprehensive approach will progressively enhance the reliability and service quality of the local road network across the shire, while ensuring optimal use of available resources. Ultimately, the strategy represents a proactive shift towards more resilient infrastructure that meets both current and future community needs.

**RISK MANAGEMENT IMPLICATIONS**

An adopted project prioritisation strategy reduces strategic risk to Council and ensure transparency of decision-making through a more structured approach, meeting the following objectives:

- **Equity:** Ensures all community voices are considered
- **Transparency:** Provides clear rationale for why certain projects are prioritized over others
- **Strategic Alignment:** Balances short-term needs with long-term Council goals.

Adopting this strategy demonstrates Council's commitment to fairness, transparency, and responsible stewardship of public assets as well as financial resources.

### HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

*Table 14 Human Rights*

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

**11.2 THE LAKE HOUDRAMAN ACCESS ROAD AND INTERSECTION WITH DIAMANTINA DEVELOPMENTAL ROAD**

**IX: 264416**  
**Author: Eng Lim, Director Infrastructure Services**  
**Authorisers: Justin Hancock, Chief Executive Officer**  
**Attachments:**

- 1. TMR conditional approval**
- 2. Intersection design drawings**
- 3. Traffic Impact Statement**

**KEY OUTCOME**

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.3 Maintain good corporate governance  
4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

**EXECUTIVE SUMMARY**

This report provides an update to previous council resolutions in 2024 on this matter and seeks direction from Council based on the analysis provided.

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**RECOMMENDATION**

That Council:

1. Note the Department of Transport and Main Roads (TMR) conditional approval of the intersection design of the Lake Access Road with Diamantina Developmental Road, with no financial contribution from TMR.
2. Note the request for inclusion of The Lake access road in Council's Road Register.
3. Acknowledge the significant financial and long-term asset management implications, specifically:
  - (a) An estimated \$785,000 (excl. GST) capital cost for the intersection works;
  - (b) An estimated annual maintenance cost of \$8,000 to \$10,000 if the unsealed access road is added to Council's Road Register, equating to a perpetuity liability of \$160,000 to \$200,000;
  - (c) Sealing the access road as an all-weather road is estimated to incur a capital cost of \$220,000 to \$220,000;
  - (d) Additional liability considerations relating to the railway crossing on the access road;
  - (e) The potential precedent created, which may encourage similar requests from other landowners.
4. Consider and determine a preferred course of action from the four options outlined in the report.

## BACKGROUND

The access road connecting Lot 2 W524 ("The Lake Houdraman" property) to the Diamantina Developmental Road has the alignment shown on Figure 1.

The access road sits within a 1,030-metre Crown land road reserve that:

- Bisects Lot 3 SP336898 (Wanko Station)
- Connects to the TMR-managed Diamantina Developmental Road
- Crosses a stock grid and railway line



*Figure 1 Alignment Plan - Lake Houdraman Access Road to Lot 2 W524*

The new road reserve (hereinafter known as "The Lake Access Road") is not currently listed on Council's Road Register, meaning Council has no construction or maintenance obligations under the *Local Government Act 2009* unless and until a formal resolution is made to include it.

Given that this matter has been the subject of repeated consideration at Council meetings dating back to 2016, it is appropriate to extract the relevant resolutions and present them in chronological order for clarity.

### Chronological order of previous Council resolutions

The first of these is shown in **Figure 2** on the following page. Resolution QSC15-12-16 (December 2016) records Council's decision to apply for the road opening to Lot 2 W524 via Diamantina Development Road through another private property (Lot 3 NK100). This resolution was subject to the condition that the owners of Lot 2 W524 bear all associated costs—including legal, survey, and infrastructure expenses—as well as securing all required permits and approvals.

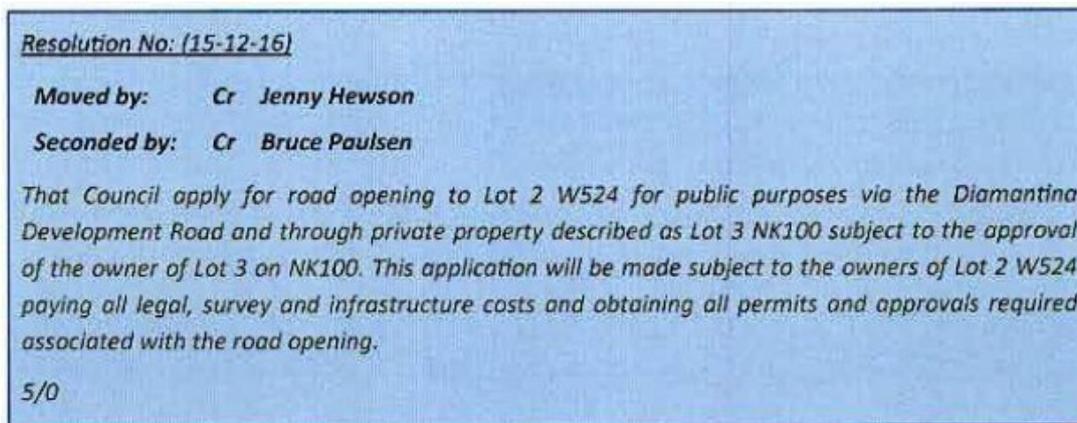


Figure 2 Extract from Council Meeting Minutes - Resolution QSC15-12-16)

This is followed by Council's resolution QSC145-08-22 (August 2022) as shown in Figure 3 where Council supported the previous conditions set as per resolution QSC15-12-16 and consider support towards infrastructure costs associated with the intersection and road upgrades if required.

#### 7.1 LOT 2 W524 ACCESS ROAD

##### EXECUTIVE SUMMARY

This report is for Council to consider the correspondence received on 14 August 2022 from the owners of Lot 2 W524 requesting Council pay for all costs associated with opening and sealing an access road.

##### RESOLUTION NO: (QSC145-08-22)

Moved: Cr Roger Volz  
Seconded: Cr Lyn Barnes

That Council resolve to:

1. support the previous conditions set for a road opening to Lot 2W524 as per resolution 15-12-16; and
2. consider support towards infrastructure costs associated with intersection and road upgrades if required by Transport and Main Roads and Council.

5/0

Figure 3 Extract from Council Meeting Minutes - Resolution QSC145-08-22)

Figure 4 displays the following Council resolution QSC045-03-23 (March 2023) that Council approves a once-off minor maintenance works on the access road.

#### 14.2 REQUEST - THE LAKE - ACCESS ROAD MAINTENANCE

##### EXECUTIVE SUMMARY

This report is to consider the request from Dan and Louise Hoch, owners of The Lake, regarding the maintenance and upgrade to the 'access road' from the Diamantina Development Road.

##### RESOLUTION NO: (QSC045-03-23)

Moved: Cr Bruce Paulsen  
Seconded: Cr Jenny Hewson

That Council approve a once off minor maintenance works to be undertaken on the 'lake access road' located on Lot 3 on NK100 and Lot 2 W524 equivalent to a Light Maintenance Grading subject to the approval of the owners of both properties.

5/0

Figure 4 Extract from Council Meeting Minutes - Resolution QSC145-08-22)

Figure 5 displays a more recent Council's resolution QSC006-01-24 (January 2024) approving: (1) intersection and floodway design commencement, (2) stakeholder consultation, (3) road reserve grading works, and (4) future budget reporting requirements.

### 11.5 PROPOSED CONSTRUCTION OF ROAD ON NEW ROAD RESERVE

#### EXECUTIVE SUMMARY

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

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#### RESOLUTION NO: (QSC006-01-24)

Moved: Cr Bruce Paulsen  
Seconded: Cr Roger Volz

That Council:

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

5/0

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*Figure 5 Extract from Council Meeting Minutes - Resolution QSC006-01-24 (January 2024)*

After the January 2024 decision, another two reports went to Council in February and July 2024 regarding maintenance and grading The Lake access road.

Figure 5 and 6 display Council's Resolution QSC138-07-24 (February 2024) and QSC138-07-24 (July 2024) respectively.

### 16.3 ROAD RESERVE - MAINTENANCE REQUEST

#### EXECUTIVE SUMMARY

For Council to consider a request to substitute a heavy formation grade maintenance works with the supply of gravel for small causeways on the road reserve between the Diamantina Developmental Road to Lot 2 W524.

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#### RESOLUTION NO: (QSC032-02-24)

Moved: Cr Jenny Hewson  
Seconded: Cr Bruce Paulsen

1. That Council:

- (a) Withhold on undertaking a heavy formation grade on the road reserve between the Diamantina Development Road and the boundary of Lot 2 W524 for a period of 12 months; and
- (b) Alternatively supply gravel to small causeways within the road reserve between the Diamantina Development Road and the boundary of Lot 2 W524.

5/0

*Figure 6 Extract from Council Meeting Minutes - Resolution QSC032-02-24*

**14.2 REQUEST FOR GRADING - THE LAKE****EXECUTIVE SUMMARY**

The purpose of this report is for Council to consider a request from Dan & Louise Hoch from The Lake to undertake road works on the road reserve from the Diamantina Development Road to Lot 2 W524 (through Lot 3 NK100).

**RESOLUTION NO: (QSC138-07-24)**

Moved: Cr Milan Milosevic

Seconded: Cr Tony Lander

Option 1

That Council:

1. Complete the design of the intersection and upgrade to the floodway as per resolution QSC001-01-24;
2. Consult with relevant parties relating to the construction of the intersection and upgrade to the floodway as per resolution QSC001-01-24;
3. Provide Council with a report for future budget consideration once items 1 & 2 have concluded as per resolution QSC001-01-24;
4. Supply gravel to small causeways within the road reserve between the Diamantina Development Road and the boundary of Lot 2 W524 in accordance with QSC032-02-24; and
5. Do not undertaking a heavy formation grade on the road reserve between the Diamantina Development Road and the boundary of Lot 2 W524.

4/0

*Figure 7 Extract from Council Meeting Minutes - Resolution QSC138-07-24*

**REPORT**

Following the July 2024 Council Meeting, the existing gravel floodway was reconstructed by boxing out approximately 200 mm of unsuitable material and replacing it with 20 bins of high-quality gravel. This rectified the road formation to roughly halfway along its length, with a maintenance grade completed from that point to the existing grid.

**The Lake Intersection**

In line with the resolutions in January and July 2024, Council engaged a surveyor to undertake an engineering survey of the intersection with the Diamantina Developmental Road. The survey was completed in late February 2025.

Using this data, GBA Consultants commenced the design of the intersection, which was subsequently extended to also include the Old Charleville Road, due to its proximity.

While the intersection design was in progress, the Shire experienced significant impacts from the Western Queensland Surface Trough and associated rainfall and flooding event in late March 2025. Following the flood event, a local contractor, APV, assisted the owners of The Lake Houdraman property by grading the access road to address areas where material had been washed away.

GBA submitted the draft intersection design in mid-June 2025. In line with the resolution, the draft design was forwarded to the Department of Transport and Main Roads (TMR) for preliminary review.

In late June, TMR has provided preliminary feedback, including a request for a Traffic Impact Statement (TIS) to support the proposal.

As part of the consultation process, Council officers also held preliminary discussion with Queensland Rail in early July to understand the potential implications of the proposed upgrade, particularly regarding the management of Level Crossing ID\_3082 and the respective responsibilities for Queensland Rail, TMR and Quilpie Shire Council.

A revised design, incorporating TMR's preliminary feedback, was resubmitted to TMR on 8 July 2025, followed by the submission of the TIS report on 7 August 2025 for further review.

On 18 August 2025, TMR issued a letter to Council granting conditional approval (**Attachment 1**) for the intersection design (**Attachment 2**). One of the key conditions is that all works are to be delivered at no cost to TMR.

Following TMR's conditional approval, the consultant has prepared an engineering cost estimate of approximately \$785,000 (excluding GST), allowing for contingencies of 10%.

Given the scale of this cost, it is important that Council carefully considers the financial and resourcing implications, particularly in the context of competing community priorities.

As outlined in the Traffic Impact Statement (**Attachment 3**), the following points are noted:

- The existing intersection has no recorded crash history in the past five years, based on TMR data.
- The intersection provides good horizontal and vertical alignment in both directions.
- The available sight distance exceeds the required Safe Intersection Sight Distance (SISD) of 285 metres.
- The existing intersection has been operating safely under the current geometric conditions.

It should also be noted that proceeding with this project may establish a precedent, potentially leading to similar requests from other landowners for Council-funded intersection upgrades on State-controlled corridors.

### **The Lake Access Road**

On 29 July 2025, the owners of the Lake Houdraman property formally requested that Council undertake additional maintenance on their access road and include it in Council's Road Register. They have previously submitted request for an all-weather access road, including sealing.

It is important to note that Council has no legal obligation to provide multiple access points to a property, particularly when formal access already exists. In this case, access is available via Adavale Black Road, which is maintained and is already included in the Road Register.

It is also common practice that councils generally do not support requests for new road construction or inclusion in the Road Register where properties already have adequate legal access through existing Council-maintained roads.

The Lake access road, while located within a road reserve, contains no Council-maintained infrastructure. Under the *Local Government Act*, Council has no statutory duty to construct or maintain roads within reserves solely for private property access unless formally adopted.

Responsibility for maintaining such access roads therefore remains with the landowner unless and until Council resolves otherwise.

Supporting the current request of The Lake access road for inclusion in the Road Register would create long-term financial and operational liabilities as well as asset management implications, including:

- **Ongoing maintenance and life cycle costs**

It creates an ongoing maintenance cost estimated at \$8,000 to \$10,000 annually based on an unsealed road formation. At a 5% discount rate, this represents a perpetuity liability of \$160,000 to \$200,000, in addition to Council's existing maintenance obligations for Adavale Black Road which already provides formal access to Lake Houdraman.

If this access road is to be sealed, then the total capital cost can be in the order of \$200,000 to \$220,000 based on a 6-metre width.

Additional long-term renewal cost (e.g. gravel re-sheeting or bitumen reseals, depending on whether it is unsealed or sealed) would also add to Council's future asset renewal backlog.

- **Additional maintenance accountabilities**

Council will need to assume some responsibility associated with the road's railway crossing (Level Crossing ID\_3082) including pavement repairs and vegetation clearance on approaches to the crossing as well as rail-related warning signage.

These accountabilities will need to be confirmed by further coordination with Queensland Rail and TMR.

- **Service level and equity concerns**

Adding the road commits Council to providing a higher level of service to one property beyond the standard single access obligation.

This may create inequity with other landowners, generating similar requests and hence increase pressure on Council to adopt inconsistent or unsustainable service levels across the road network.

- **Risk of asset expansion**

Each additional kilometre of road expands Council's asset base, thereby increasing Council's exposure to risks particularly flood damage as evidence by local experience.

Additional assets also increase Council's liability exposure under workplace health and safety legislation and road safety obligations, if an incident were to occur on a road infrastructure that Council has formally adopted.

Without dedicated or offsetting funding sources, these additional liabilities would need to be absorbed into Council's general budget, create long-term financial constraints and more importantly reduce flexibility in prioritising other projects that will deliver higher community benefits.

## OPTIONS

### Option 1

That Council:

1. Include the construction of the intersection as part of budget consideration in future financial years;
2. Approve the inclusion of the access road in Council's Road Register.

### Option 2

That Council:

1. Defer consideration of the intersection project pending external funding opportunities;
2. Decline the request to include the access road in Council's Road Register but consider assistance through private works arrangement.

### Option 3

That Council:

1. Consider cost-sharing arrangement for the intersection works with benefitting property owners;
2. Resolves not to include the access road in Council's Road Register, noting there is a formal access road to Lake Houdraman via Adavale Black Road.

### Option 4

That Council:

1. Resolves not to proceed with delivering the intersection works the basis that the intersection is currently operating safely, has no crash history, and that the cost would significantly impact other Council priorities; and
2. Resolves not to include the access road in Council's Road Register, noting there is a formal access road to Lake Houdraman via Adavale Black Road.

## CONSULTATION (Internal/External)

Chief Executive Officer

Infrastructure Services Directorate

### INTERESTED PARTIES

Consultation will be required with the property owners of The Lake and Wanko Station, as well as with Queensland Rail.

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

### LEGISLATION / LEGAL IMPLICATIONS

If Council builds a roadway for unrestricted public use, then suitable engineering standards must apply, and Council will own the liability for its use.

### POLICY IMPLICATIONS

*Local Government Act 2009* (Qld)

### FINANCIAL AND RESOURCE IMPLICATIONS

To date, Council has incurred a total cost of around \$ 53,000 including road maintenance, survey and design costs. A budget allocation will need to be made by Council to carry out the decision made for the intersection and the access road.

### ASSET MANAGEMENT IMPLICATIONS

The following asset management implications should be noted:

- **Lifecycle Costs**

Inclusion of a new road into Council's Road Register obligates Council to manage it through its full lifecycle (inspection, routine maintenance, rehabilitation, and eventual renewal).

While the annual maintenance cost of an unsealed The Lake access road is estimated at \$8,000 to \$10,000, the long-term renewal cost (e.g., gravel re-sheeting, drainage works, potential future sealing) is not currently budgeted and would add to Council's asset renewal backlog.

The decision increases Council's long-term financial liability with a minimum perpetuity cost of \$160,000 to \$200,000 at a 5% discount rate.

If similar precedents are set, the cumulative impact may create a material gap between asset service levels and Council's resourcing capacity.

- **Service Level and Equity Considerations**

Adding The Lake access road commits Council to providing an additional service level to one property beyond the standard single access obligation. This may create inequality with other landowners with Council adopting inconsistent or unsustainable service standards across the network.

- **Risk of Asset Expansion**

Each additional kilometre of road increases Council's exposure to risks such as flooding damage, safety incidents, and future upgrade requests. Without offsetting funding sources, these risks increase Council's liability and reduce flexibility in prioritising higher community-benefit projects.

### RISK MANAGEMENT IMPLICATIONS

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.

2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils’ business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils’ risk appetite and tolerance.

**Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment, consider that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the Overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls
- Reconsider objectives

*Table 1 Risk Calculator*

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 2 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Capital cost over-runs if Council is to deliver the intersection works	Cost estimate with 10% contingencies	Additional funding required from Council	Possible	Moderate	High	Budget amendments
Long term asset maintenance and renewals if Council is to include access road in the Road Register	No ongoing maintenance for the access road	Additional budget allocation is required	Likely	Minor	High	Allocate higher road maintenance budget in future financial years
Financial impact	Decision at Council meetings	Support for either request creates precedent for other landowners to submit similar requests	Possible	Moderate	High	May need a policy

## HUMAN RIGHTS IMPLICATIONS

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance. In the decision-making process, Council is to consider the 23 human rights.

Table 3 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.



Our ref TMR24-041542  
 Your ref  
 Enquiries Danny Duncan

Department of  
**Transport and Main Roads**

18 August 2025

Quilpie Shire Council  
 PO Box 57  
 Quilpie QLD 4480

Dear Eng Lim

**Conditional approval of works**

**This is not an authorisation to commence any works within a state-controlled road.**

I refer to Quilpie Shire Council's application for approval pursuant to section 42 of the *Transport Infrastructure Act 1994* (TIA) for proposed road works at the intersections of Lake Houdraman Road and Old Charleville Road that impacts on the Diamantina Developmental Road 93A, received by the Department of Transport and Main Roads (the department) on 19 January 2024.

The department has assessed your application, including the following Preliminary Drawings:

Drawing Number	Revision	Date	Series Number	Drawing Description
DI-01	A	JUL-2025	DI-01	LOCALITY PLAN AND DRAWING INDEX
TC-01	A	JUL-2025	TC-01	TYPICAL CROSS SECTIONS AND DETAILS
CL-01	A	JUL-2025	CL-01	CONTROL LINE SETOUT
WP-01	A	JUL-2025	WP-01	WORKING PLAN SHEET 1 OF 2
WP-02	A	JUL-2025	WP-02	WORKING PLAN SHEET 2 OF 2
DD-01	A	JUL-2025	DD-01	DRAINAGE DETAILS
IS-01	A	JUL-2025	IS-01	INTERSECTION LAYOUT SHEET 1 OF 2
IS-02	A	JUL-2025	IS-02	INTERSECTION LAYOUT SHEET 2 OF 2
SL-01	A	JUL-2025	SL-01	SIGNS AND LINEMARKING
SF-01	A	JUL-2025	SF-01	SIGN SCHEDULE
CP-01	A	JUL-2025	CP-01	ROAD SURFACE CONTOUR PLAN
TP-01	A	JUL-2025	TP-01	TURNING PATH SHEET 1 OF 2
TP-02	A	JUL-2025	TP-02	TURNING PATH SHEET 2 OF 2
XS-01 to XS-08	AS MARKED	JUL-2025	XS-01 to XS-08	ANNOTATED CROSS SECTIONS (FOR INFORMATION ONLY)

And Traffic Impact Statement, prepared by Rytenskild Traffic Engineering, Dated 7 August 2025, RTE Ref: 25189.

The department advises that it has decided to provide its written approval of the proposed road works, subject to the following conditions:

Program Delivery and Operations  
 Southwest Region  
 30 McDowall Street Roma QLD 4455  
 PO Box 126 Roma QLD 4455

**Telephone** (07) 4622 9592  
**Website** www.tmr.qld.gov.au  
**Email** southwest.office@tmr.qld.gov.au  
 ABN: 39 407 690 291

No.	Conditions of Approval	Condition Timing
<b>Road Works</b>		
<b>A. General</b>		
1	Nominate a RPEQ who will inspect, certify, and issue RPEQ certified as-constructed drawings at the completion of the works.	Prior to the Prestart Meeting.
2	All works within the State-controlled road must be supervised by a professional civil engineer, i.e., must be a RPEQ and eligible for corporate membership of the Institution of Engineers Australia. The name, contact details and RPEQ No. for the supervising professional engineer must be provided to TMR.	At all times during construction.
3	Road Works comprising Basic Left (BAL) and Basic Right (BAR) turn treatments must be provided at both intersections generally in accordance with the Preliminary Intersection Upgrade Drawings prepared by GBA Consulting Engineers, dated JUL-2025 reference GBA No. 250032.	At all times.
4	The Road Works are to be constructed in accordance with TMR's Road Planning and Design Manual 2nd Edition, Road Drainage Manual, Road Pavement Manual, TMR's Technical Specifications, Standards, Standard Drawings Roads and Quilpie Shire Councils requirements.	At all times during construction.
5	This conditional approval is valid for one year from the date of this letter.	At all times.
6	The Road Works are to be constructed at no cost to TMR.	At all times.
7	TMR officers are to be allowed access to the project site for the purpose of ensuring compliance with TMR's conditions of approval.	At all times during construction.
8	Any damage to the existing road infrastructure caused by carrying out the Road Works is to be rectified/repared at no cost to TMR.	At all times during construction and to be maintained during the "on-maintenance" period.
<b>B. Documents for Approval</b>		
9	<p>Submit to TMR for approval, a Traffic Management Plan (TMP) prepared by an accredited Traffic Management Designer for the Road Works. The TMP must address the following:</p> <ul style="list-style-type: none"> <li>- TMR's Specification MRTS02;</li> <li>- TMR's Queensland Guide to Temporary Traffic Management (QGTTM);</li> <li>- TMR's Queensland Manual of Uniform Traffic Control Devices Part 3: Traffic Control for Works on Roads (MUTCD);</li> <li>- TMR's Guideline Traffic Management at Works on Roads;</li> <li>- Austroads Guide to Temporary Traffic Management (AGTTM);</li> </ul> <p>and</p>	Prior to the Prestart Meeting.

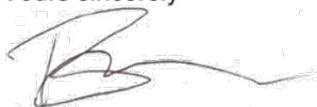
No.	Conditions of Approval	Condition Timing
	<p>- Australian Standard AS1742.3: Manual of uniform Traffic Control Devices. The TMP must also include, but is not limited to, the following details:</p> <ul style="list-style-type: none"> <li>(a) Work site access/Site Plan;</li> <li>(b) Stages of road works;</li> <li>(c) Relevant Traffic Guidance Scheme(s) for each stage that address during and aftercare periods</li> <li>(d) Storing of Plant and materials; and</li> <li>(e) And any other matters relevant to the works.</li> </ul>	
10	<p>Construction of the Road Works is to proceed without unreasonable interruption to traffic and in accordance with TMR’s Manual of Uniform Control Devices (2003) – Part 3, Works on Roads. This includes but is not limited to:</p> <ul style="list-style-type: none"> <li>a) taking all steps necessary to protect the public during construction; and</li> <li>b) provision of adequate signage and barriers</li> </ul>	At all times during construction.
11	<p>Submit to TMR for approval, a Construction Management Plan (CMP) for the works. The CMP is to detail what steps are necessary to protect the public and how they will be implemented during construction of the works. The CMP must include, but is not limited to, the following details:</p> <ul style="list-style-type: none"> <li>(a) A program schedule of works (including staging if necessary);</li> <li>(b) Location and standard of construction access;</li> <li>(c) Location of any temporary material stockpiles;</li> <li>(d) Key Personnel and their roles and responsibilities; and</li> <li>(e) Stakeholder consultation plan.</li> </ul>	Prior to the Prestart Meeting.
12	<p>Submit to TMR for approval, a Quality Management Plan (QMP) for the works. The QMP must include, but us not limited to, the following details:</p> <ul style="list-style-type: none"> <li>(a) Prepared in generally accordance with TMR Specification MRTS50 Specific Quality System Requirements;</li> <li>(b) Identify all hold points, witness points and milestones for the works;</li> <li>(c) Testing frequencies, lot sizes and numbers required for the works;</li> <li>(d) Identify the suppliers for materials/products used as part of the works;</li> <li>(e) Name and address of laboratory, accredited by the National Association of Testing Authorities (NATA), carrying out samplings; and</li> <li>(f) For any electrical works, prepared in accordance with and address TMR’s Standard Specifications relevant to Category 4 Electrical and ITS including certification and associated quality requirements under the Electrical Safety Regulations 2002; and</li> <li>(g) Any other quality matters.</li> </ul>	Prior to the Prestart Meeting.
<b>B. Documents for Approvals</b>		

No.	Conditions of Approval	Condition Timing
13	The proposed final pavement design is to be submitted to TMR for approval prior to installation and only once the California Bearing Ratio values have been obtained on site and the pavement design has been assessed/ revised accordingly by the RPEQ taking into consideration the existing road pavement condition with the pavement design suitable for a 20-year design life.	Prior to the Prestart Meeting.
<b>C. Principal Contractor</b>		
14	Submit to TMR, a completed 'Principal Contractors Details and Bond Estimate' using the attached form F5084. Please note that the nominated Principal Contractor must have sufficient expertise to carry out the proposed road works and include evidence they hold a current public liability insurance policy in the amount of not less than \$20 million that notes TMR's interest on the policy for the duration of the works.	Prior to the Prestart Meeting.
15	Submit to TMR, a completed Deed of Indemnity for the Road Works using the attached form F5109.	Prior to the Prestart Meeting.
<b>D. Prestart Meeting</b>		
16	A Prestart Meeting attended by the applicant's representative and/or the principal contractor and TMR's representative is to be held. The prestart meeting will include but is not limited to the following: a) Introduction of stakeholders. b) Review of Road Works approved drawings and management plans. c) Construction activities and program. d) Issues pertaining to a Zero Harm working environment. e) Advices and documentation required at the completion of the Road Works. To arrange a Prestart Meeting, please contact: Sujith Surapaneni, Principal Engineer Charleville Office P: 07 4622 9518, M: 0437 344 552 <a href="mailto:sujith.z.surapaneni@tmr.qld.gov.au">sujith.z.surapaneni@tmr.qld.gov.au</a>	A minimum of five (5) business days prior to the commencement of the Road Works.
<b>E. Practical Completion</b>		
17	A Certificate of Practical Completion of the Road Works by a RPEQ is to be submitted. The Certificate of Practical Completion must include but is not limited to the following details: a) Testing and inspection plans b) Documentation of dimensional check c) As-constructed plans certified by a RPEQ.	Within five (5) days of the completion of the Road Works.
<b>F. Maintenance Period</b>		

No.	Conditions of Approval	Condition Timing
18	A 3-month (90 day) maintenance period will apply to the Road Works. Any defect which manifests in the Road Works during the "on-maintenance" period must be rectified by the applicant at no cost to TMR before the road works will be accepted by TMR "off-maintenance".	Until TMR has formally accepted the Road Works "off-maintenance".

If you would like to discuss this application, please contact Danny Duncan, Senior Advisor (Access and Corridor Management) by email at [southwest.office@tmr.qld.gov.au](mailto:southwest.office@tmr.qld.gov.au) or on (07) 4622 9592.

Yours sincerely



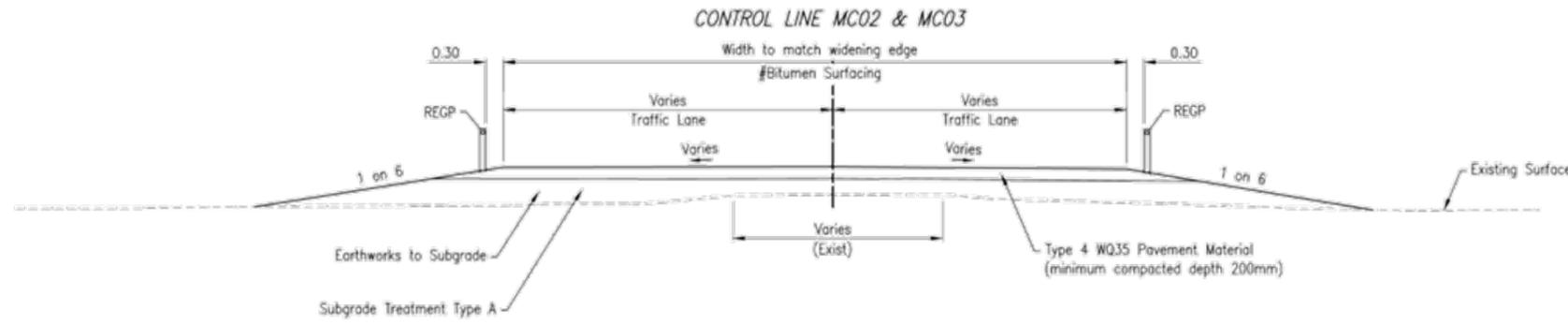
Brendan Morgan  
Manager (PP&CM)



Department of Transport and Main Roads MTR\_Useful (10/7/23)

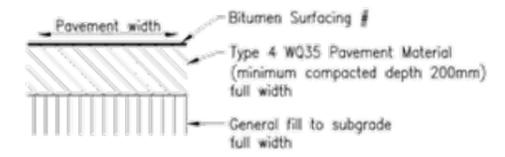


GBA No. 250032-1/02

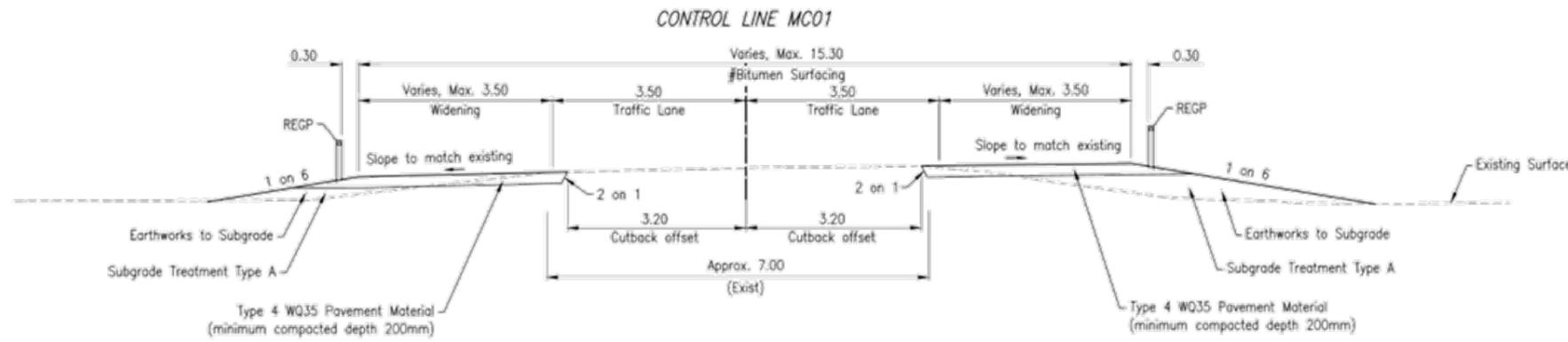


**TYPE B - NEW PAVEMENT**

MC02 CH 7 - CH 22  
MC03 CH 7 - CH 38

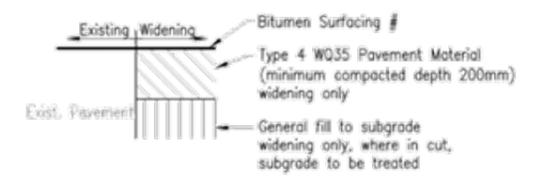


**TYPE B - NEW PAVEMENT**



**TYPE A - WIDENING**

CH 205300 - CH 205720



**TYPE A - WIDENING**

**#BITUMEN SURFACING**  
Primer - Seal  
Bitumen Class C170  
Bitumen Spray Rate = 1.2L/m<sup>2</sup>  
Aggregate Size = 10mm  
Aggregate Spread Rate = 150m<sup>2</sup>/m<sup>3</sup>  
  
1st Coat Bitumen Seal  
Bitumen Class PMB (S35E)  
Bitumen Spray Rate = 2.0L/m<sup>2</sup>  
Aggregate Size = 16mm  
Aggregate Spread Rate = 90m<sup>2</sup>/m<sup>3</sup>  
  
**NOTE**  
Bitumen Surfacing to be confirmed by Administrator prior to sealing

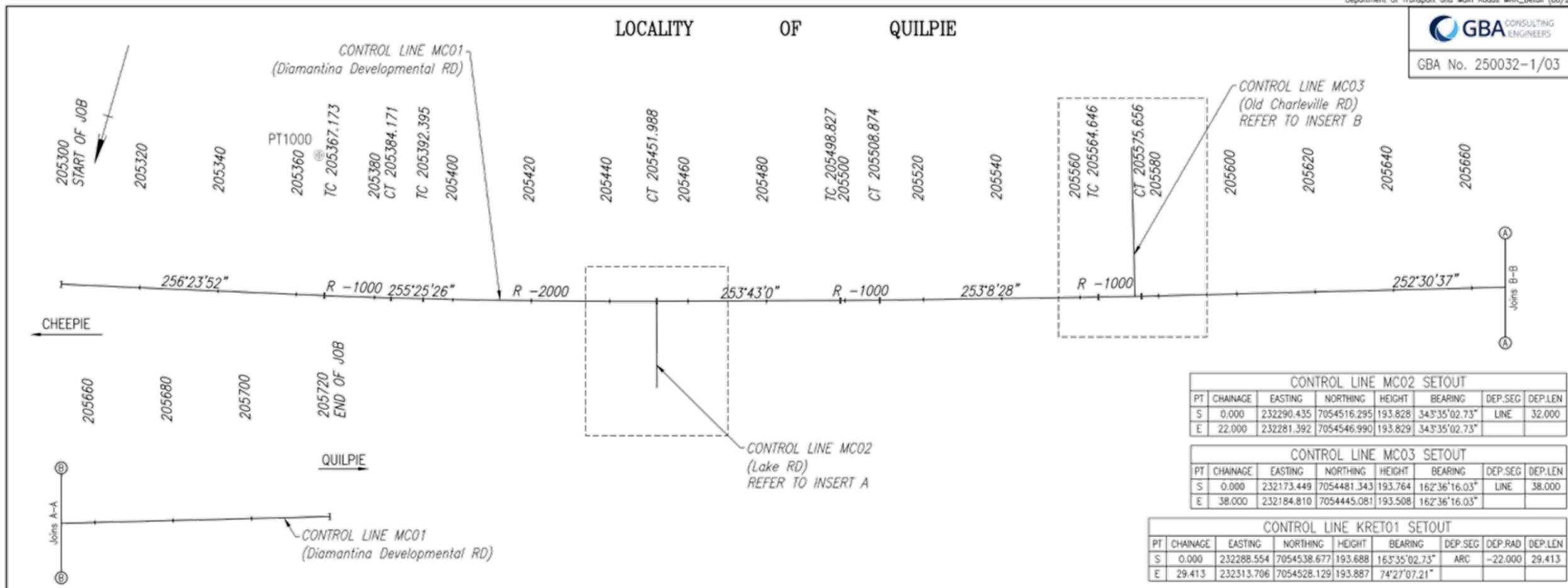
- CONSTRUCTION NOTES**
- Batter slope may be altered at culvert headwalls to a maximum of 1 on 2.
  - REGP = Road Edge Guide Post. Refer to TMR Std. Dwg. No. 1356, spacing as per MUTCD Part 2. In addition to that shown on TMR standard drawing No. 1356, and detailed in MUTCD Part 2 Cl. 4.2.4.4 (f).
  - As depicted on the working plans, REGP's are to be installed at culverts with headwall outside the formation edge/hinge point.
  - All existing REGP's impacted by new works to be removed and demolished.
  - Seal design to be determined.

Last Modified: 01 Jul 2025 11:54am x8075.m

Associated Job Nos		Survey Data		Scales		QUILPIE SHIRE COUNCIL			Queensland Government	
		Horiz. Datum: GDA2020		0 1.0 2.0m		DIAMANTINA DEVELOPMENTAL ROAD			Job No.	
Auxiliary Drg Nos		Horiz. Grid: MGA2020 255				CTL CHGE 205300-205720			Contract No.	
DI-01		Height Datum: AHD Derived				Reference Points			ENGINEERING CERTIFICATION (RPEO)	
TP-02		Survey Books		Dimensions shown in metres except where shown otherwise		Preceding RP			Job No.	
Revisions/Descriptions		Signatory: - (RPEO Full Name, Exp. Area and RPEO No. or Full Name and Position Title)		Date		Dist. to start of job (km)			Contract No. TC-01   A	
						From start to end of job			Drawing No.	
						From end to Following RP			Series Number TC-01 of 01	
						Following RP				
						0.390			<b>PRELIMINARY</b>	
						Through Change from before and after intersecting with Lake Road			1 July 2025	

Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/03



**CONTROL LINE MC02 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.LEN
S	0.000	232290.435	7054516.295	193.828	34°35'02.73"	LINE	32.000
E	22.000	232281.392	7054546.990	193.829	34°35'02.73"		

**CONTROL LINE MC03 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.LEN
S	0.000	232173.449	7054481.343	193.764	162°36'16.03"	LINE	38.000
E	38.000	232184.810	7054445.081	193.508	162°36'16.03"		

**CONTROL LINE KRETO1 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.RAD	DEP.LEN
S	0.000	232288.554	7054538.677	193.688	163°35'02.73"	ARC	-22.000	29.413
E	29.413	232313.706	7054528.129	193.887	74°27'07.21"			

**CONTROL LINE KRETO2 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.RAD	DEP.LEN
S	0.000	232263.451	7054515.705	193.913	73°43'00.22"	ARC	-22.000	27.421
E	27.421	232279.268	7054535.938	193.565	34°35'02.73"			

**CONTROL LINE KRETO3 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.RAD	DEP.LEN
S	0.000	232200.610	7054482.305	193.560	25°30'27.98"	ARC	-22.000	34.764
E	34.764	232185.997	7054454.673	193.464	162°36'16.03"			

**CONTROL LINE KRETO4 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.RAD	DEP.LEN
S	0.000	232177.717	7054454.342	193.378	342°36'16.03"	ARC	-22.000	34.594
E	34.594	232150.111	7054468.748	193.491	252°30'36.87"			

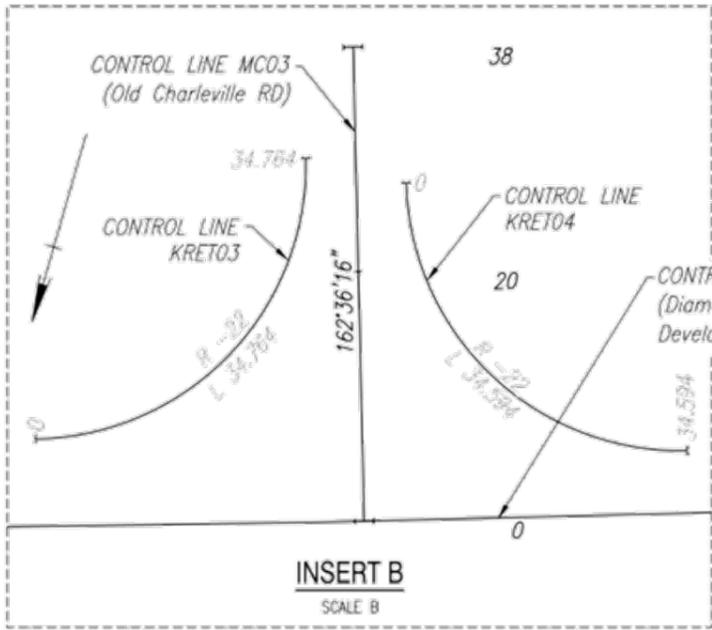
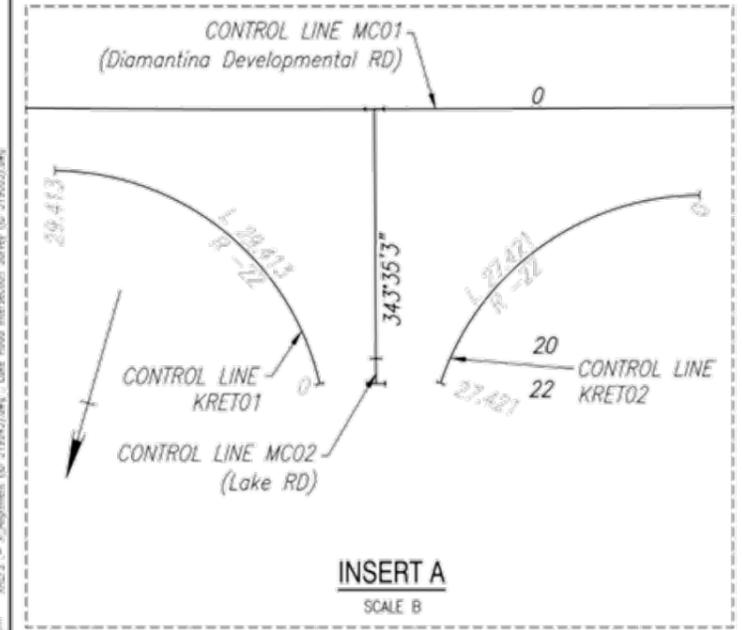
**CONTROL LINE MC01 SETOUT**

PT	CHAINAGE	EASTING	NORTHING	HEIGHT	BEARING	DEP.SEG	DEP.RAD	DEP.LEN
S	205300.000	232437.542	7054554.134	193.698	256°23'52.21"	LINE		67.173
TC	205367.173	232372.253	7054538.336	193.784	256°23'52.21"	ARC	-1000.000	16.998
CT	205384.171	232355.767	7054534.198	193.754	255°25'26.18"	LINE		8.224
TC	205392.395	232347.807	7054532.128	193.755	255°25'26.18"	ARC	-2000.000	59.593
CT	205451.988	232290.365	7054516.274	193.827	253°43'00.22"	LINE		46.839
TC	205498.827	232245.405	7054503.141	193.824	253°43'00.22"	ARC	-1000.000	10.046
CT	205508.874	232235.775	7054500.276	193.826	253°08'27.98"	LINE		55.772
TC	205564.646	232182.400	7054484.101	193.782	253°08'27.98"	ARC	-1000.000	11.011
CT	205575.656	232171.881	7054480.850	193.760	252°30'36.87"	LINE		144.344
E	205720.000	232034.210	7054437.469	192.992	252°30'36.87"			

**NOTE**  
Refer to Drg. IS-01 to IS-02 for intersection setout.

**PERMANENT MARKS**

NAME	EASTING	NORTHING	HEIGHT
PT1000	232383.436	7054504.307	193.24

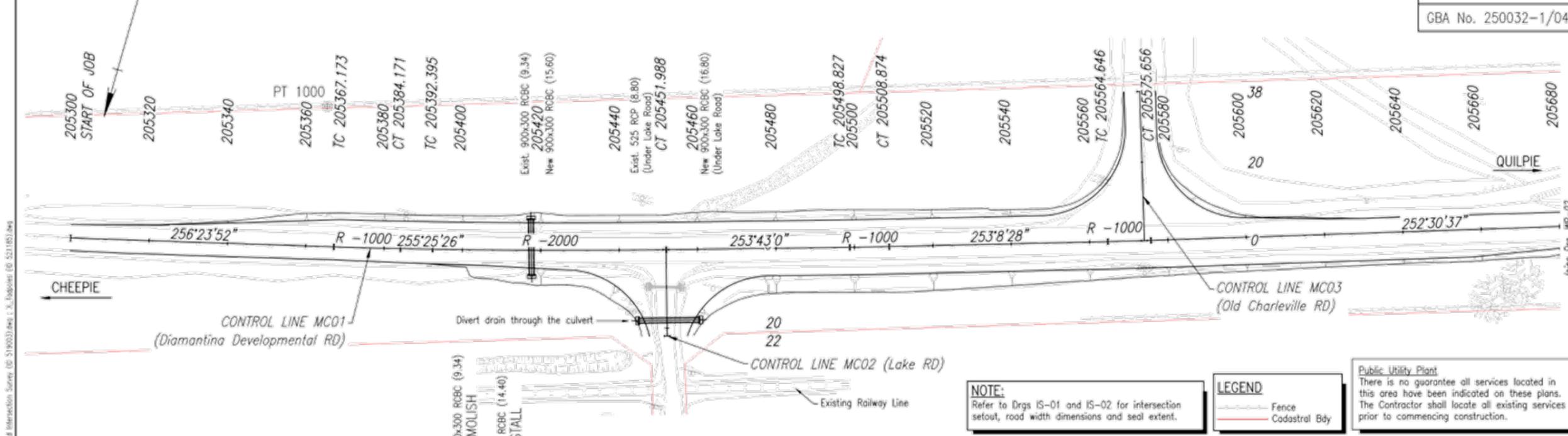


Associated Job Nos Survey Data Horiz. Datum: GDA2020 Auxillary Drg Nos Horiz. Grid: MGA2020 255 DI-01 TO TP-02 Height Datum: AHD Derived Survey Books:	Scales 0 5 10 15 20m SCALE A 0 2 4 6 8 10m SCALE B Dimensions shown in metres except where shown otherwise	<b>QUILPIE SHIRE COUNCIL</b> DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720		CONTROL LINE SETOUT ENGINEERING CERTIFICATION (RPEO)		Queensland Government Job No. Contract No. Drawing No. CL-01   A Series Number CL-01 of 01
		Reference Points Preceding RP: Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to following RP: 0.390 Following RP:		PRELIMINARY 1 July 2025		

Department of Transport and Main Roads MRN\_Useful (10/2/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/04

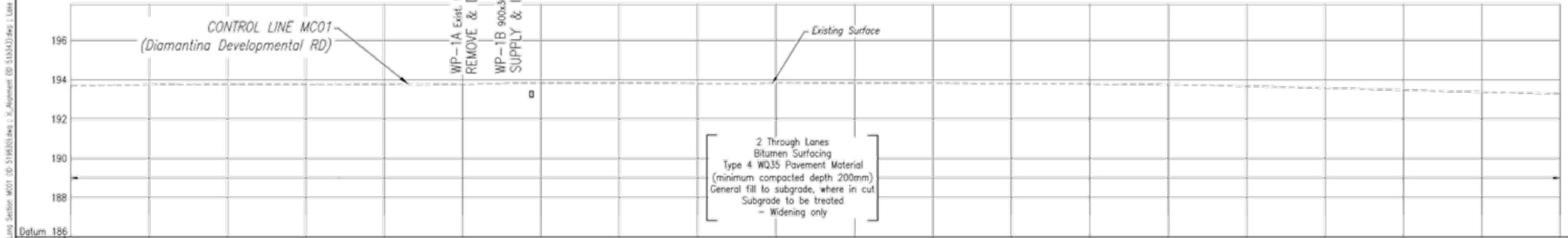
LOCALITY OF QUILPIE



**NOTE:**  
Refer to Drgs IS-01 and IS-02 for intersection setout, road width dimensions and seal extent.

**LEGEND**  
 - Fence  
 - Cadastral Bdy

**Public Utility Plant**  
There is no guarantee all services located in this area have been indicated on these plans. The Contractor shall locate all existing services prior to commencing construction.



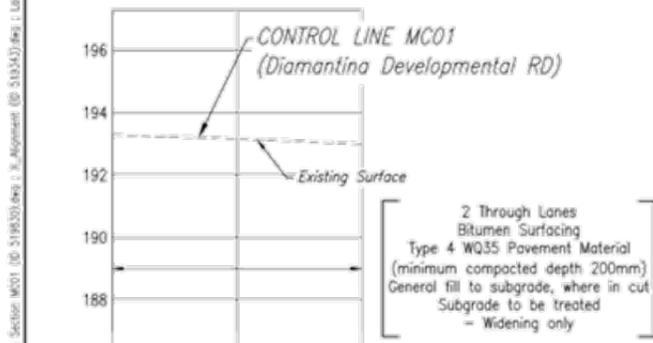
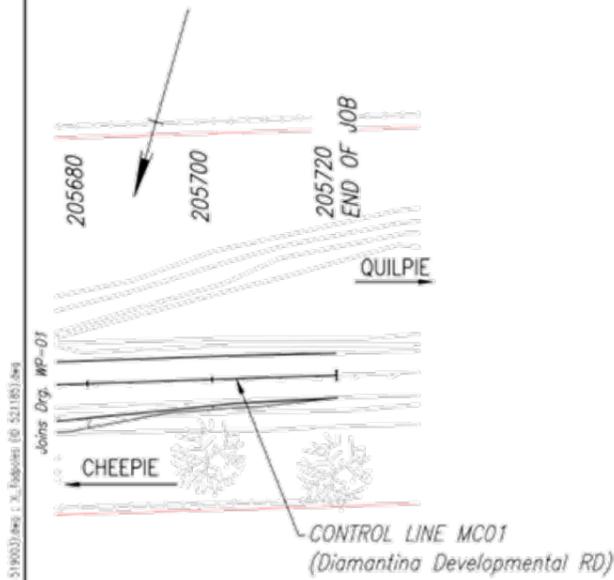
Stationing	205300	205320	205340	205360	205380	205400	205420	205440	205460	205480	205500	205520	205540	205560	205580	205600	205620	205640	205660	205680					
Design Height	191.698	191.750	191.789	191.775	191.784	191.781	191.784	191.785	191.778	191.847	191.827	191.824	191.825	191.826	191.819	191.807	191.790	191.787	191.780	191.749	191.673	191.580	191.470	191.373	191.282
Existing Surface	191.698	191.750	191.789	191.775	191.784	191.781	191.784	191.785	191.778	191.847	191.827	191.824	191.825	191.826	191.819	191.807	191.790	191.787	191.780	191.749	191.673	191.580	191.470	191.373	191.282
Chainage	205300	205320	205340	205360	205380	205400	205420	205440	205460	205480	205500	205520	205540	205560	205580	205600	205620	205640	205660	205680					
Horiz. Data				R-1000			R-2000				R-1000				R-1000										
Operating Speed	Design Speed 110 km/h																								
Superelev.																									

Associated Job Nos Survey Data Horiz. Datum: GDA2020 Auxillary Drg Nos Horiz. Grid: MGA2020 255 DI-01 TO TP-02 Height Datum: AHD Derived Survey Books:	Scales 0 5 10 15 20m HORIZONTAL SCALE 0 1 2 3 4m VERTICAL SCALE Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720		WORKING PLAN SHEET 1 OF 2 ENGINEERING CERTIFICATION (RPEQ) <b>PRELIMINARY</b> 1 July 2025	Queensland Government Job No. Contract No. WP-01 A Drawing No. WP-01 of 02 Series Number
		Reference Points Preceding RP: 0.390 Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to Following RP: 0.390 Following RP:			

Department of Transport and Main Roads MRN\_Uetm (1/07/21)

LOCALITY OF QUILPIE

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/05



Datum	186
Pvt. Mkg.	DL1
Type (TC)	A
Ewks. Cut	0 0 0 0
Ewks. Fill	2 0 0 0
Design Height	191.267 191.157 192.997
Existing Surface	191.267 191.157 192.997
Chainage	205680 205700 205720
Horiz. Data	■
Operating Speed	Design Speed 110 km/h
Superelev.	

**NOTE:**  
Refer to Drgs IS-01 and IS-02 for intersection setout, road width dimensions and seal extent.

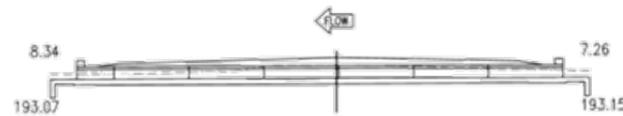
**LEGEND**

**Public Utility Plant**  
There is no guarantee all services located in this area have been indicated on these plans. The Contractor shall locate all existing services prior to commencing construction.

Revisions/Descriptions Issued For Construction Signature: - (PPE) Full Name, Eng. Area and PPEG No. or Full Name and Position Title Date	Associated Job Nos. Survey Data Horiz. Datum: GDA2020 Horiz. Grid: MGA2020 255 Height Datum: AHD Derived Survey Books:	Scales 0 5 10 15 20m HORIZONTAL SCALE 0 1 2 3 4m VERTICAL SCALE Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720 Reference Points Preceding RP: Dist. to start of job (km) From start to end of job: 0.390 From end to Following RP: Following RP:	WORKING PLAN SHEET 2 OF 2 ENGINEERING CERTIFICATION (RPEQ) <b>PRELIMINARY</b> 1 July 2025	Queensland Government Job No. Contract No. WP-02 A Drawing No. WP-02 of 02 Series Number
	Through Chainage from before and after intersecting with Lake Road				

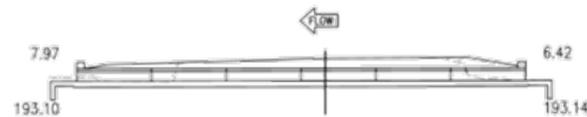
Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/06



**WP-1D**  
*CH 18.0 (MC02)*  
900x300 RCBC (1/1.20 6/2.40) (15.60 outside of walls)  
External Box Wd. 1054mm, Internal Ht. 304mm, Deck Thick. 89mm  
Leg Thick. 73mm, Headwall Ht. 200mm, Base Thick. 180mm Exposure Classification: B2  
SUPPLY AND INSTALL

**WP-1C**  
*CH 9.5 (MC02)*  
Existing 525 RCP (8.80)  
REMOVE AND DEMOLISH



**WP-1B**  
*CH 205417.6 (MC01)*  
900x300 RCBC (6/2.40) (14.40 outside of walls)  
External Box Wd. 1054mm, Internal Ht. 304mm, Deck Thick. 89mm  
Leg Thick. 73mm, Headwall Ht. 200mm, Base Thick. 180mm Exposure Classification: B2  
SUPPLY AND INSTALL

**WP-1A**  
*CH 205417.6 (MC01)*  
Existing 900x300 RCBC (9.34)  
REMOVE AND DEMOLISH

- NOTES:**
1. Cutoff walls to be provided upstream and downstream at/with all end structures.
  2. If culvert support type is changed the contractor is to notify the contract administrator and confirm culvert class required prior to installation of culverts.
  3. Concrete exposure classification is B2 as a minimum.
  4. Due allowance is to be made for laps and wastage which is deemed to be included in the reinforced concrete scheduled items.
  5. Refer TMR standard drawings 1260, 1043 and 1359.
  6. Quantities are given for information only.

**DRAINAGE SCHEDULE**

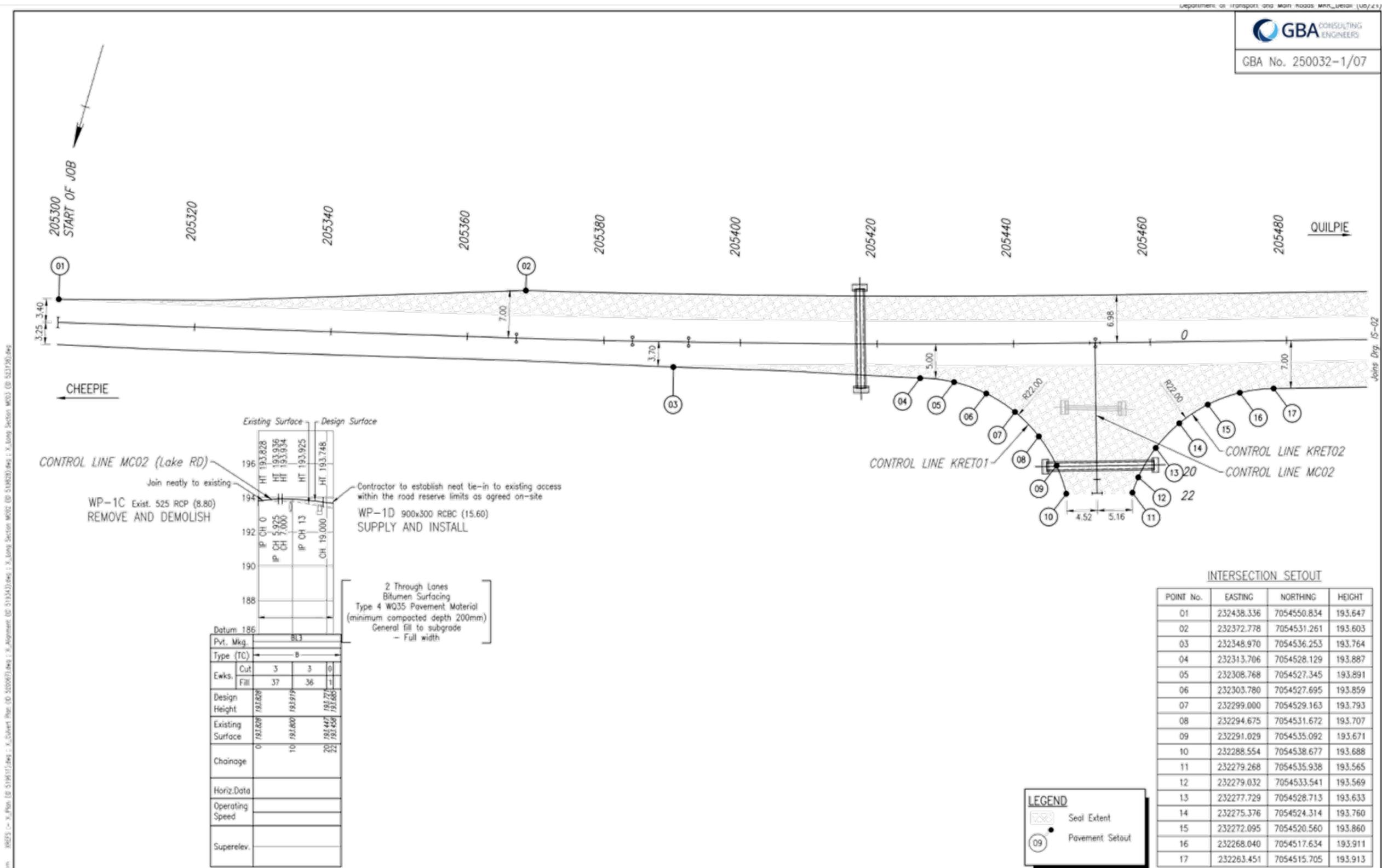
Culvert No.	Chainage	Drainage Structure	Wingwalls		Endwalls / Wingwalls			Concrete Bases			Aprons				Blinding Conc. N20/20 (50mm) (m³)	Cut Off Walls (m³)	Excavation (m³)			Fill / Backfill				No. Fines Conc. Block	Reo. Bar Mass (kg)	BSP = Bedding Steel Pipes BHM = Bedding / Haunch Material FBM = Fill / Backfill / Side Material OLM = Overlay Material			
			Skew	Type	W1 (m)	W2 (m)	(U)Conc. (m³) 30359	(R)Conc. (m³) 30358	Reinforcing (m) (SL92) (N12/N16)	Conc. (m³) 30352	RL1218 (m²)	N12 (m)	Nibs (m)	Area (m²) 2315			Wire Matt. Area (m²) 2316	Thick (mm)	Conc. (m³) 30362	Reinforcing (m) (N12/N16)	Conc. (m³)	Conc. (m³) 30362	Culv.				Ends	Inlet Outlet	OLM (m³)
WP-1B MC01	205417.6	900x300 RCBC (6/2.4)	0.7				0.47	8m N10 11.8m N12 25.8m N16	4.2	21.1	109.8				0.38	72m N12 19.2m N16			1.3	0.38							1.3	485	Install New
WP-1D MC02	18.0	900x300 RCBC (1/1.2 & 6/2.4)	0				0.47	8m N10 11.8m N12 25.8m N16	3.9	19.4	101.4				0.38	72m N12 19.2m N16			1.2	0.38							1.2	459	Install New
<b>Total Quantities</b>							0.94		8.1	40.5	211.2				0.75			2.5	0.76							2.5	944		
<b>Total Mesh</b>																													

Last Modified: 01 Jul 2025 10:25:56 AM XREFS := X: Culvert Cross Section: DD-5194991.dwg

Associated Job Nos		Survey Data		Scales		<b>QUILPIE SHIRE COUNCIL</b> <b>DIAMANTINA DEVELOPMENTAL ROAD</b> <b>CTL CHGE 205300-205720</b>			<b>DRAINAGE DETAILS</b> ENGINEERING CERTIFICATION (RPEO)				
Auxiliary Drg Nos		Horiz. Datum		0 1 2 3 4m		Reference Points			Job No.			Contract No.	
DI-01 TO TP-02		MGA2020 255		AHD Derived		Preceding RP    Dist. to start of job (km)    From start to end of job    From end to following RP    Following RP			<b>PRELIMINARY</b> 1 July 2025			Drawing No. <b>DD-01</b>   A Series Number DD-01 of 01	
Revisions/Descriptions		Signatory: - (RPEO Full Name, Reg. Area and RPEO No. or Full Name and Position Title)		Date		Dimensions shown in metres except where shown otherwise			Through Change from before and after intersecting with Lake Road				

Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/07



Existing Surface — Design Surface

CONTROL LINE MC02 (Lake RD)

Join neatly to existing

WP-1C Exist. 525 RCP (8.80) REMOVE AND DEMOLISH

Contractor to establish neat tie-in to existing access within the road reserve limits as agreed on-site

WP-1D 900x300 RCBC (15.60) SUPPLY AND INSTALL

2 Through Lanes Bitumen Surfacing Type 4 WQ35 Pavement Material (minimum compacted depth 200mm) General fill to subgrade - Full width

Datum	186
Pvt. Mkg.	B13
Type (TC)	B
Ewks.	Cut 3 3 0
	Fill 37 36 1
Design Height	192.828 193.925 193.748
Existing Surface	192.800 193.919 193.727 193.668
Chainage	0 10 20 22
Horiz. Data	
Operating Speed	
Superelev.	

INTERSECTION SETOUT

POINT No.	EASTING	NORTHING	HEIGHT
01	232438.336	7054550.834	193.647
02	232372.778	7054531.261	193.603
03	232348.970	7054536.253	193.764
04	232313.706	7054528.129	193.887
05	232308.768	7054527.345	193.891
06	232303.780	7054527.695	193.859
07	232299.000	7054529.163	193.793
08	232294.675	7054531.672	193.707
09	232291.029	7054535.092	193.671
10	232288.554	7054538.677	193.688
11	232279.268	7054535.938	193.565
12	232277.032	7054533.541	193.569
13	232277.729	7054528.713	193.633
14	232275.376	7054524.314	193.760
15	232272.095	7054520.560	193.860
16	232268.040	7054517.634	193.911
17	232263.451	7054515.705	193.913

**LEGEND**

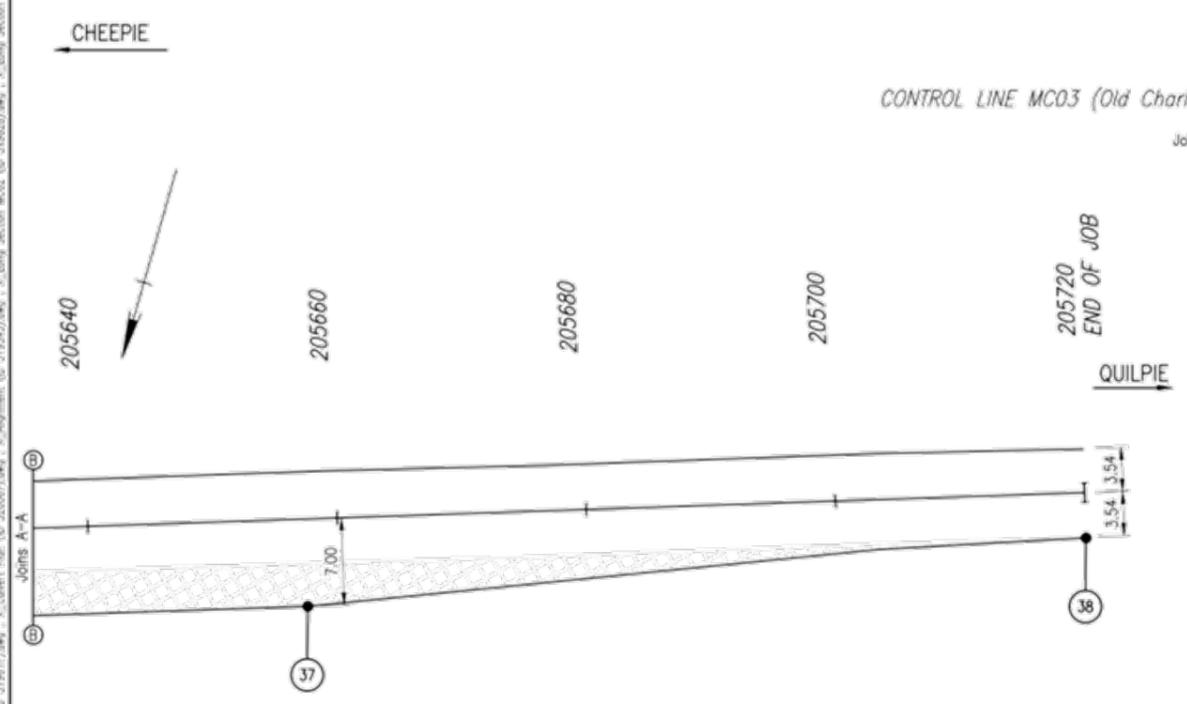
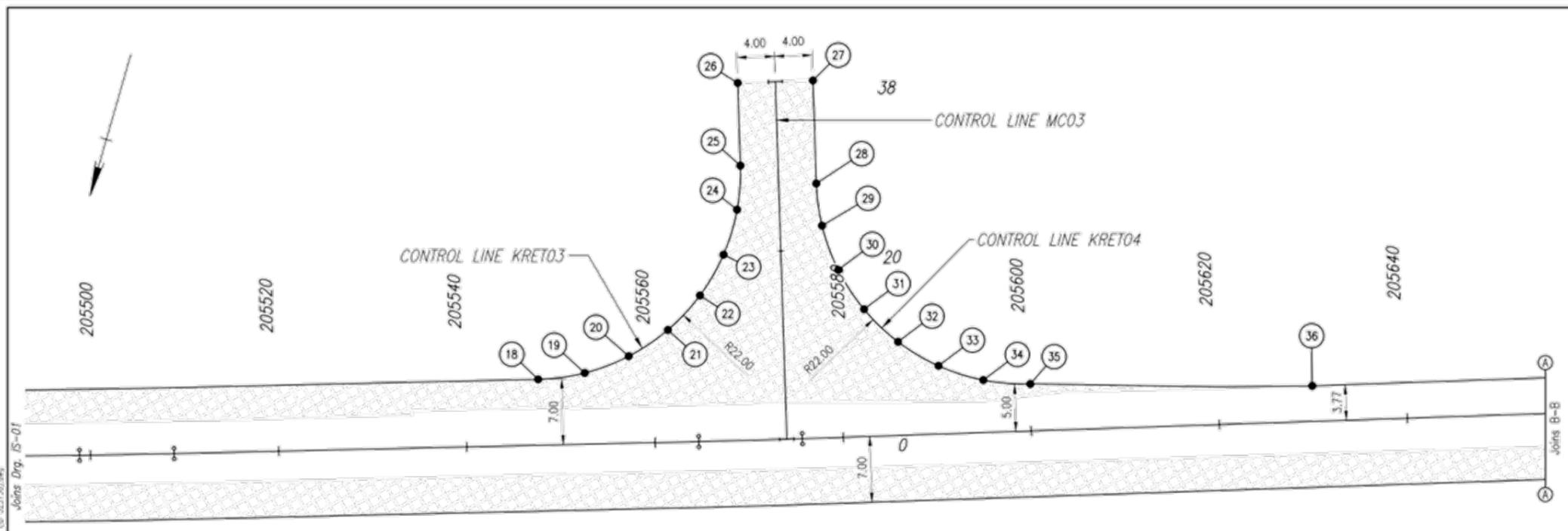
Seal Extent

Pavement Setout

Associated Job Nos Survey Data GDA2020 MGA2020 255 DI-01 TO TP-02 AHD Derived Survey Books	Scales 0 2 4 6 8 10m HORIZONTAL SCALE 0 1 2 3 4m VERTICAL SCALE Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720	INTERSECTION LAYOUT SHEET 1 OF 2 ENGINEERING CERTIFICATION (RPEQ) <b>PRELIMINARY</b> 1 July 2025	Queensland Government Job No. Contract No. Drawing No. IS-01 A Series Number IS-01 of 02
		Preceding RP Dist. to start of job (km) From start to end of job 0.390 From end to Following RP Following RP		

Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/08



**Vertical Curve Data**

Point	HT	CH	IP
18	193.764	10.000	193.764
19	193.535	10.000	193.535
20	193.307	10.000	193.307
21	193.441	10.000	193.441
22	193.475	10.000	193.475
23	193.508	10.000	193.508

**INTERSECTION SETOUT**

POINT No.	EASTING	NORTHING	HEIGHT
18	232200.610	7054482.305	193.560
19	232196.017	7054480.321	193.537
20	232191.994	7054477.351	193.504
21	232188.746	7054473.550	193.461
22	232186.439	7054469.114	193.415
23	232185.195	7054464.271	193.398
24	232185.075	7054459.272	193.416
25	232185.997	7054454.673	193.464
26	232188.623	7054446.277	193.548
27	232180.989	7054443.885	193.469
28	232177.717	7054454.342	193.378
29	232175.925	7054458.494	193.357
30	232173.006	7054462.554	193.375
31	232169.246	7054465.850	193.436
32	232164.839	7054468.211	193.525
33	232160.013	7054469.517	193.569
34	232155.016	7054469.699	193.558
35	232150.111	7054468.748	193.491
36	232121.170	7054460.918	193.496
37	232091.797	7054462.956	193.203
38	232033.118	7054440.936	192.934

**LEGEND**

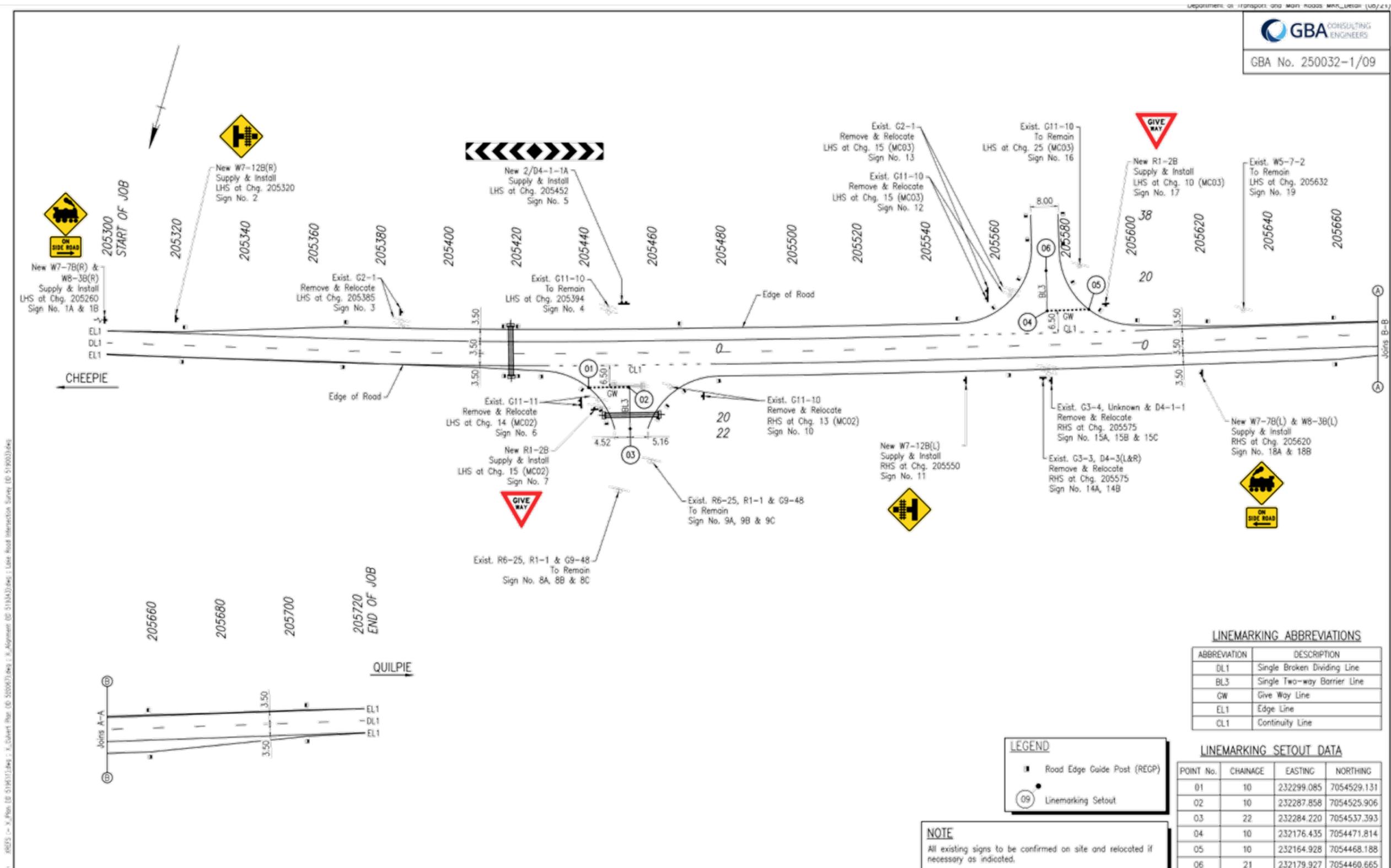
- Seal Extent
- Pavement Setout

**Notes:**  
Contractor to establish neat tie-in to existing access within the road reserve limits as agreed on-site.  
2 Through Lanes Bitumen Surfacing Type 4 WQ35 Pavement Material (minimum compacted depth 200mm) General fill to subgrade - Full width

Associated Job Nos DI-01 TO TP-02		Survey Data Horiz. Datum: GDA2020 Horiz. Grid: MGA2020 255 Height Datum: AHD Derived		Scales HORIZONTAL SCALE: 0 2 4 6 8 10m VERTICAL SCALE: 0 1 2 3 4m		QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720		INTERSECTION LAYOUT SHEET 2 OF 2 ENGINEERING CERTIFICATION (RPEQ)		Queensland Government Job No.	
Revisions/Descriptions		Signatory: - (RPEQ Full Name, Eng. Area and PREG No. or Full Name and Position Title)		Dimensions shown in metres except where shown otherwise		Reference Points Preceding RP: 0.390 From start to end of job: 0.390 From end to Following RP: 0.390		PRELIMINARY 1 July 2025		Contract No. Drawing No. IS-02 A Series Number IS-02 of 02	

Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/09



Job No. 250032-1/09, Date: 11 July 2025, Scale: 1:500, Project: DIAMANTINA DEVELOPMENTAL ROAD, Station: 205300-205720, Drawing: SIGNS AND LINEMARKING, Status: PRELIMINARY, Date: 11 July 2025.

**LINEMARKING ABBREVIATIONS**

ABBREVIATION	DESCRIPTION
DL1	Single Broken Dividing Line
BL3	Single Two-way Barrier Line
GW	Give Way Line
EL1	Edge Line
CL1	Continuity Line

**LINEMARKING SETOUT DATA**

POINT No.	CHAINAGE	EASTING	NORTHING
01	10	232299.085	7054529.131
02	10	232287.858	7054525.906
03	22	232284.220	7054537.393
04	10	232176.435	7054471.814
05	10	232164.928	7054468.188
06	21	232179.927	7054460.665

**LEGEND**

- Road Edge Guide Post (REGP)
- Linemarking Setout

**NOTE**  
All existing signs to be confirmed on site and relocated if necessary as indicated.

Associated Job Nos. Survey Data Horiz. Datum: GDA2020 Horiz. Grid: MGA2020 255 Height Datum: AHD Derived Survey Books:		Scales 0 5 10 15 20m Dimensions shown in metres except where shown otherwise	<b>QUILPIE SHIRE COUNCIL</b> DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720 Reference Points Preceding RP: 0.390 Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to following RP: 0.390 Following RP:	<b>SIGNS AND LINEMARKING</b> ENGINEERING CERTIFICATION (RPEQ) <b>PRELIMINARY</b> 11 July 2025	Queensland Government Job No.: Contract No.: SL-01 Drawing No.: SL-01 Series Number: SL-01 of 01
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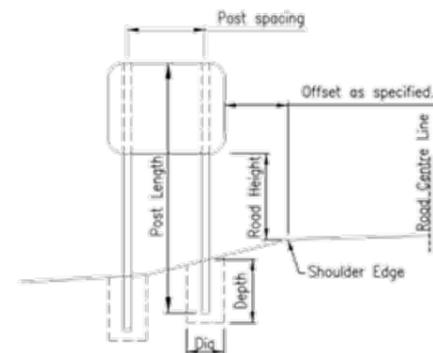
Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/10

**SIGN SCHEDULE**

SIGN No.	LHS OR RHS	EXISTING OR NEW	SIGN DESCRIPTION	SIGN TYPE	WORK DESCRIPTION	SIGN DETAILS						STIFFENER DETAILS				POSTS			SUPPORT LEIGHT DETAILS			NEW FOOTING DETAILS						
						CONTROL LINE	CHAINAGE (m)	SIGN FACE WIDTH (mm)	SIGN FACE HEIGHT (mm)	AREA (m <sup>2</sup> )	OFFSET (FROM SHOULDER HINGE) (m)	HEIGHT ABOVE ROAD SURFACE (m)	TYPE	No.	SPACING (mm)	No. OF BRACKETS	No.	SPACING (mm)	DIMENSION OD (mm)	MATERIAL	(KERB) POST 1 LENGTH (mm)	POST 2 LENGTH (mm)	POST 3 LENGTH (mm)	SLEEVE LENGTH (mm)	SLEEVE DIA. (mm)	HOLE DIA. (mm)	HOLE DEPTH (mm)	
1A	LHS	New	Railway Crossing	W7-7B(R)	Supply & Install	MC01	205260	750	750	0.56	2.0	2.0	1	0	0	0	1	0	60.3 OD	CHS Steel	3730				Normal	300	750	
1B	LHS	New	On Side Road	W8-3B(R)	Supply & Install	MC01	205260	750	500	0.38																		
2	LHS	New	Railway Crossing on T-Junction (Diagrammatic)	W7-12B(R)	Supply & Install	MC01	205320	750	750	0.56	2.0	2.0	1	0	0	0	1	0	60.3 OD	CHS Steel	3406				Normal	300	750	
3	LHS	Existing	Toopline	G2-1	Remove & Relocate	MC01	205385																					
4	LHS	Existing	Sign for Tourist Facility	G11-10	To Remain	MC01	205445																					
5	LHS	New	Unidirectional Hazard Marker	2/D4-1-1A	Supply & Install	MC01	205452	1600	400	0.64	2.0	#1	2.0	1	2	350	6	2	#2	60.3 OD	CHS Steel	3856	4282			Normal	300	750
6	RHS	Existing	Reassurance Tourist	G11-11	Remove & Relocate	MC02	14																					
7	RHS	New	Give Way	R1-2B	Supply & Install	MC02	15	900	900	0.81	2.0	2.0	1	0	0	0	1	0	60.3 OD	CHS Steel	3730				Normal	300	750	
8A	RHS	Existing	Railway Crossing	R6-25	To Remain																							
8B	RHS	Existing	Stop	R1-1	To Remain																							
8C	RHS	Existing	Look for Train	G9-4B	To Remain																							
9A	LHS	Existing	Railway Crossing	R6-25	To Remain																							
9B	LHS	Existing	Stop	R1-1	To Remain																							
9C	LHS	Existing	Look for Train	G9-4B	To Remain																							
10	LHS	Existing	Sign for Tourist Facility	G11-10	Remove & Relocate	MC02	13																					
11	RHS	New	Railway Crossing on T-Junction (Diagrammatic)	W7-12B(L)	Supply & Install	MC01	205550	750	750	0.56	2.0	2.0	1	0	0	0	1	0	60.3 OD	CHS Steel	3730				Normal	300	750	
12	LHS	Existing	Sign for Tourist Facility	G11-10	Remove & Relocate	MC03	15																					
13	LHS	Existing	Toopline	G2-1	Remove & Relocate	MC03	15																					
14A	RHS	Existing	Intersection Direction	G3-3	Remove & Relocate	MC01	205575																					
14B	RHS	Existing	Width Marker	D4-3(L&R)	Remove & Relocate	MC01	205575																					
15A	RHS	Existing	Road Name	G3-4	Remove & Relocate	MC01	205575																					
15B	RHS	Existing	Unknown	Unknown	Remove & Relocate	MC01	205575																					
15C	RHS	Existing	Unidirectional Hazard Marker	D4-1-1	Remove & Relocate	MC01	205575																					
16	RHS	Existing	Sign for Tourist Facility	G11-10	To Remain	MC03	25																					
17	RHS	New	Give Way	R1-2B	Supply & Install	MC03	10	900	900	0.81	2.0	2.0	1	0	0	0	1	0	60.3 OD	CHS Steel	3730				Normal	300	750	
18A	RHS	New	On Side Road	W8-3B(L)	Supply & Install	MC01	205620	750	500	0.38	2.0	2.0	1	0	0	0	1	0	60.3 OD	CHS Steel	3730				Normal	300	750	
18B	RHS	New	Railway Crossing	W7-7B(L)	Supply & Install	MC01	205620	750	750	0.56																		
19	LHS	Existing	Floodways	W5-7-2	To Remain	MC01	205632																					

#1 Offset from the shoulder represent distance to face of sign running parallel to control line  
#2 For support spacing & placement details refer to TMR standard drawing 1452



FIXED BASE - SIGN PLACEMENT DETAIL

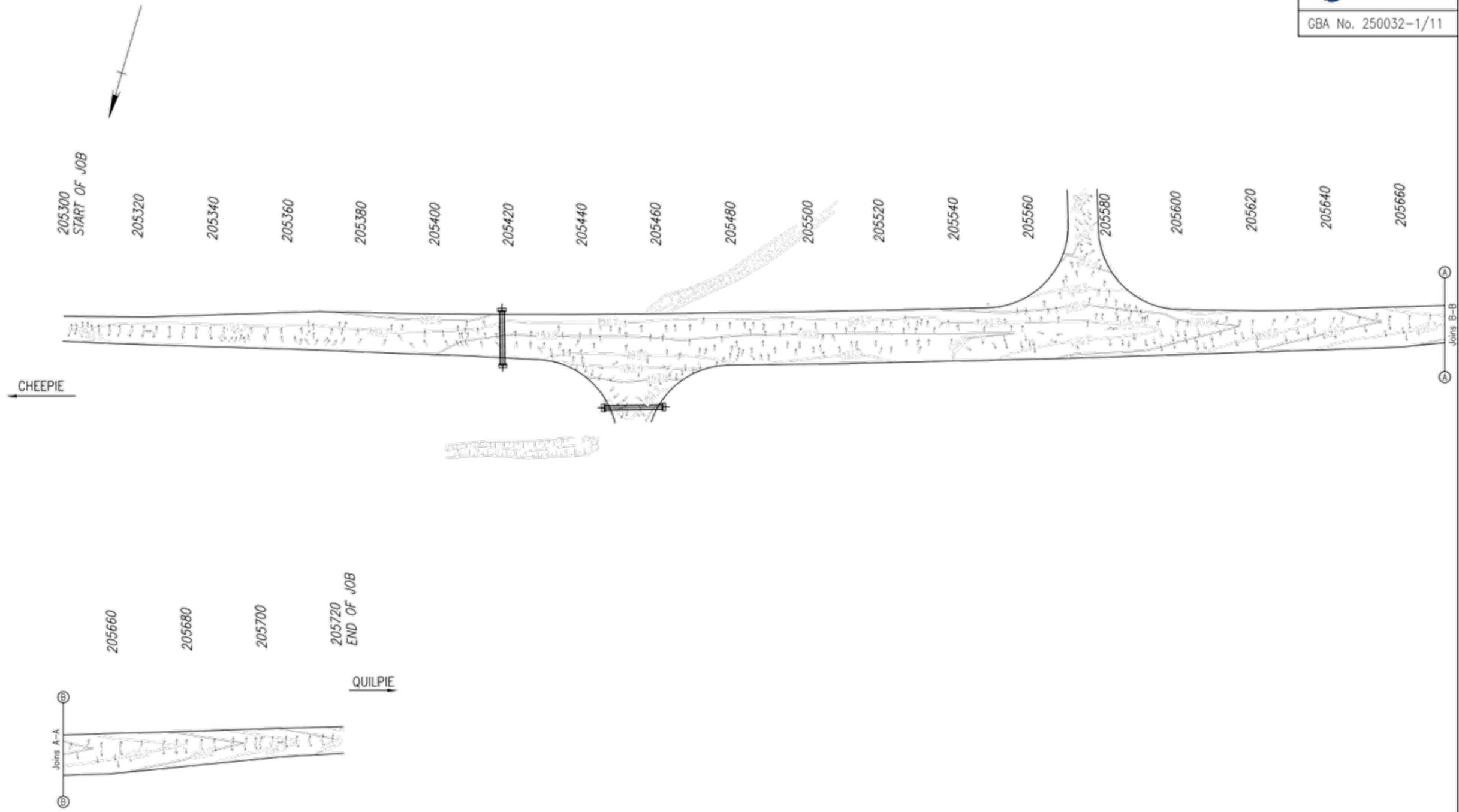
- NOTES**
- It is the responsibility of the Contractor to determine whether a sign needs to be removed while construction takes place.
  - Sign location to be confirmed on site by Contract Administrator.
  - Refer to standard drawings
    - 1363 Traffic Sign - Multiple Traffic Signs Support
    - 1364 Traffic Sign - Connection Straps and Erection Cleats Details
    - 1368 Traffic Sign - Single Traffic Sign Support
    - 1369 Traffic Sign - Details of Sign Stiffening Extrusion.

Last Modified: Jul 24, 2025 11:05am x8075.m

Associated Job Nos		Survey Data		Scales		<b>QUILPIE SHIRE COUNCIL</b> <b>DIAMANTINA DEVELOPMENTAL ROAD</b> <b>CTL CHGE 205300-205720</b>				<b>SIGN SCHEDULE</b> ENGINEERING CERTIFICATION (RPEO)					
Auxiliary Org Nos		Horiz. Datum		NTS		Reference Points Preceding RP    Dist. to start of job (km)    From start to end of job    From end to following RP    Following RP				Job No.				Contract No.	
DI-01 TO TP-02		MGA2020 255				0.390				Drawing No. <b>SF-01</b>				Series Number SF-01 of 01	
Height Datum		AHD Derived				Through Change from before and after intersecting with Lake Road				<b>PRELIMINARY</b> 1 July 2025					
Survey Books				Dimensions shown in metres except where shown otherwise											

Department of Transport and Main Roads MRR\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/11

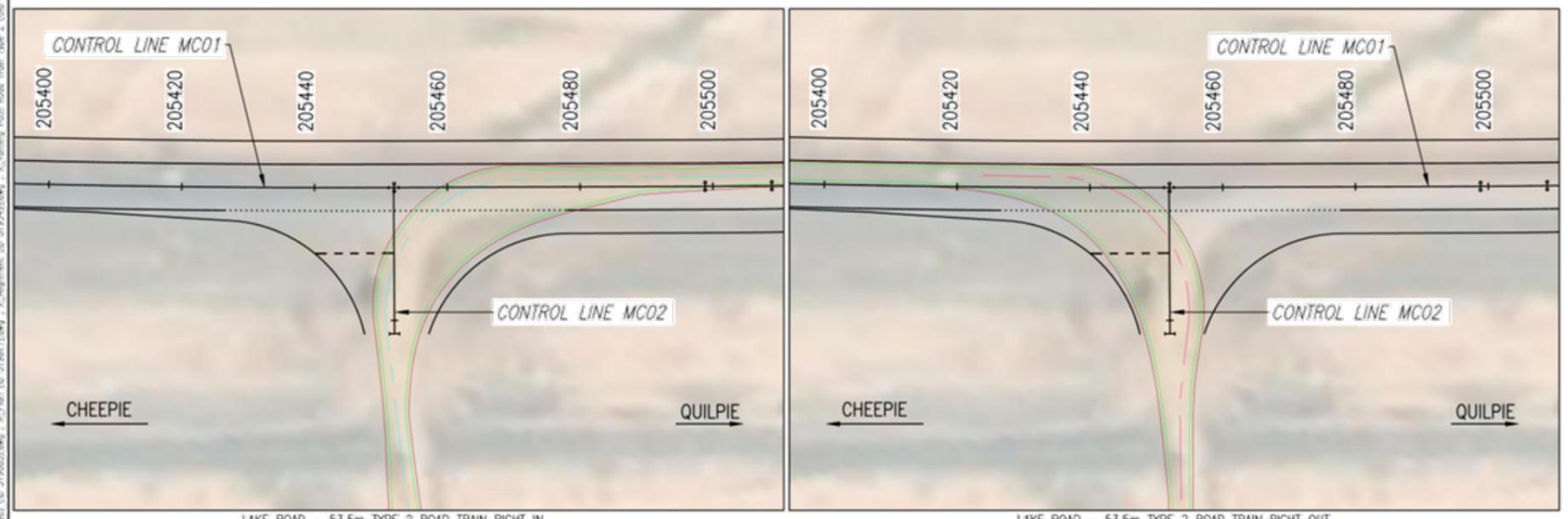
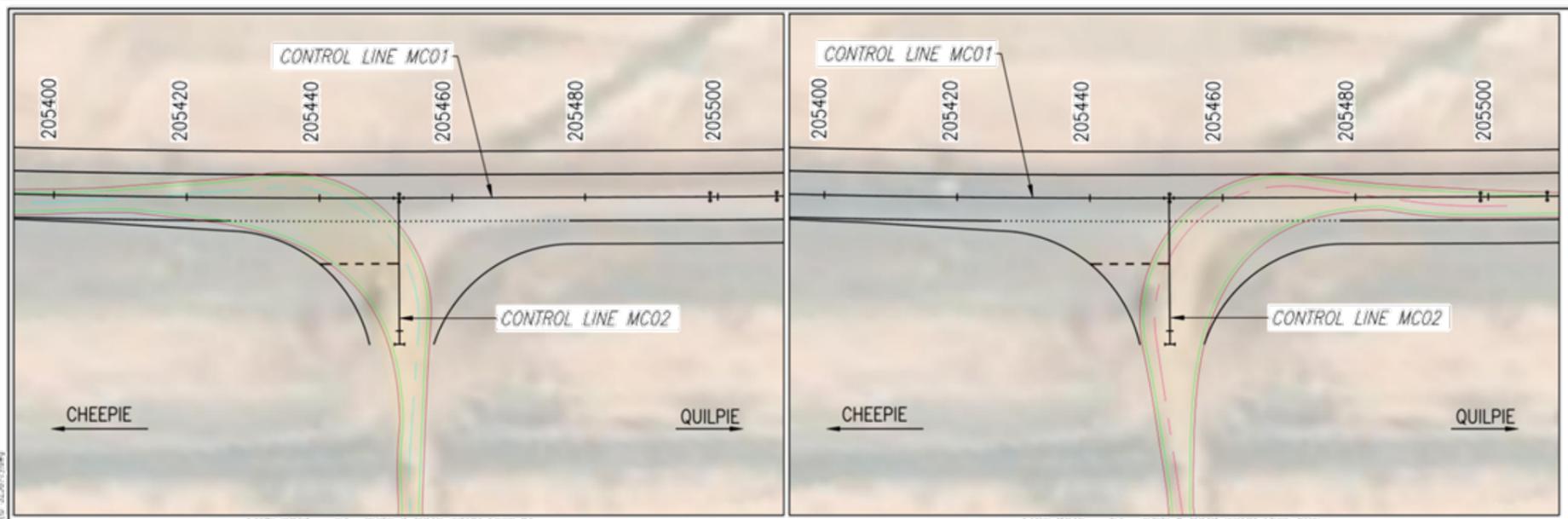


Last Modified: 1 Jul 2025 11:55am  
 XREFS: - X\_Plan (ID: 519031) (Rev: 1) - X\_Cover Plan (ID: 502067) (Rev: 1) - X\_Alignment (ID: 513543) (Rev: 1) - Laser Road Intersection Survey (ID: 519033) (Rev: 1)

Associated Job Nos		Survey Data		Scales		QUILPIE SHIRE COUNCIL		ROAD SURFACE CONTOUR PLAN		Queensland Government	
		Horiz. Datum: GDA2020		0 5 10 15 20m		DIAMANTINA DEVELOPMENTAL ROAD		ENGINEERING CERTIFICATION (RPEO)		Job No.	
Auxiliary Drg Nos		Horiz. Grid: MGA2020 255		Dimensions shown in metres except where shown otherwise		CTL CHGE 205300-205720		PRELIMINARY		Contract No.	
DI-01 TO TP-02		Height Datum: AHD Derived				Reference Points		1 July 2025		Drawing No. CP-01 A	
Survey Books						Preceding RP				Series Number CP-01 of 01	
Revisions/Descriptions		Signatory: - (RPEO Full Name, Eng. Area and RPEO No. or = Full Name and Position Title)				Dist. to start of job (km)					
		Date				From start to end of job		0.390			
						From end to Following RP					
						Following RP					
						Through Change from before and after intersecting with Lake Road					

Department of Transport and Main Roads MRN\_Useful (10/2/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/12



**LEGEND - TURN PATHS**

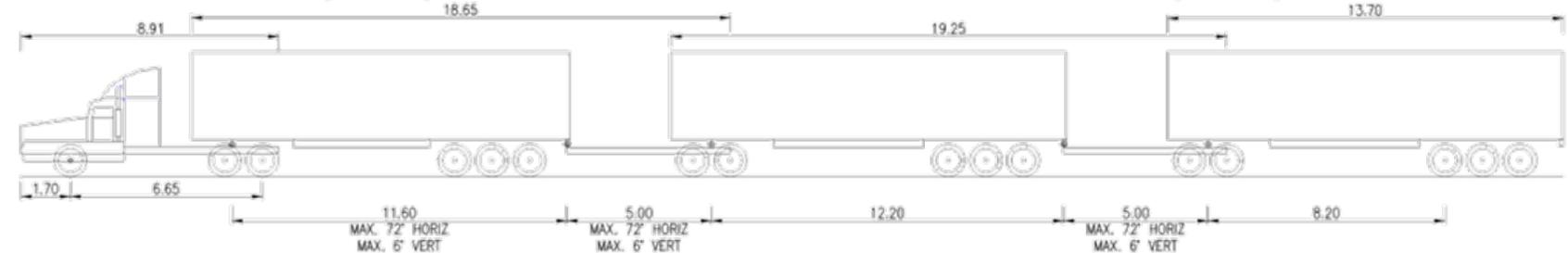
- Vehicle Profile
- Vehicle Centre - Turn In
- Vehicle Centre - Turn Out
- Vehicle Body
- Vehicle Body Clearance - 0.5m

**LEGEND - ROAD FORMATION**

- Road Edge

**ACCESS TURN PATH ASSESSMENT**

DESIRABLE RADIUS	53.5m TYPE 2 ROAD TRAIN (R20m)			
	RIGHT IN	RIGHT OUT	LEFT IN	LEFT OUT
	PASS	PASS	PASS	PASS



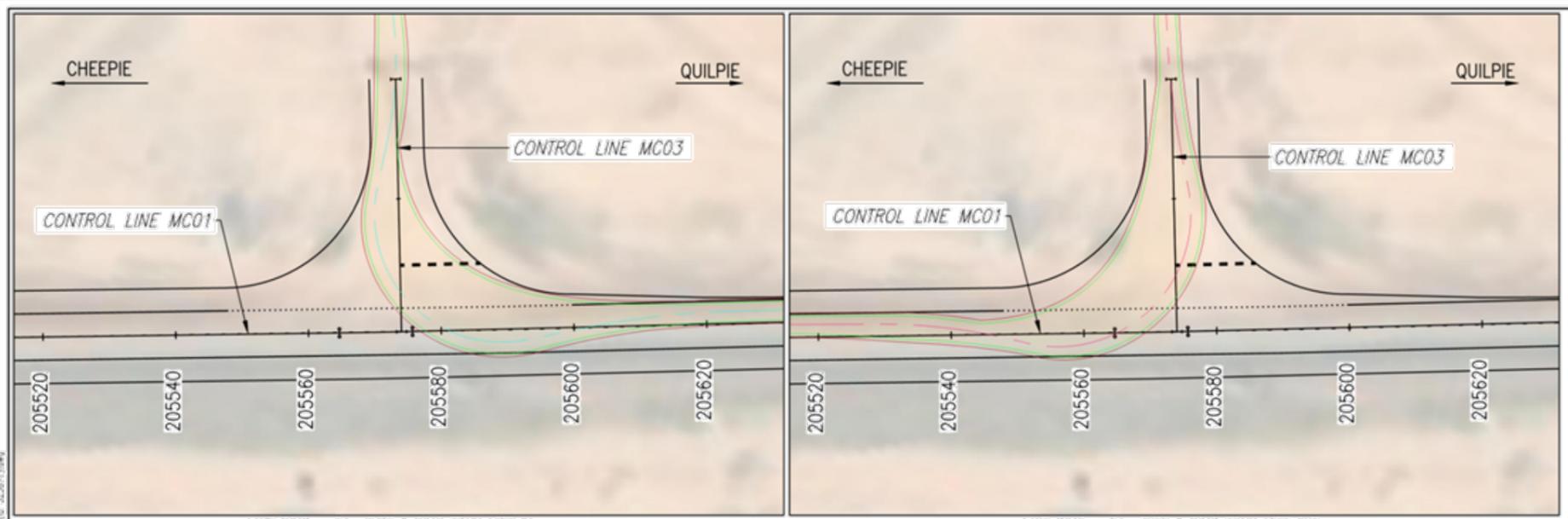
**TYPE 2 ROAD TRAIN (53.5m)**

OVERALL WIDTH	2.500m
TRACK WIDTH	2.500m
LOCK-TO-LOCK TIME	6.00s
DESIRABLE RADIUS	20.000m

Revisions/Descriptions Signatory: - (PPE) Full Name, Eng. Area and PPEG No. or Full Name and Position Title Date	Associated Job Nos. DI-01 TO TP-02	Survey Data Horiz. Datum: GDA2020 Horiz. Grid: MGA2020 255 Height Datum: AHD Derived Survey Books:	Scales 0 4 8 12 16m Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720 Reference Points Preceding RP: 0.390 Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to Following RP: Following RP:	TURNING PATH SHEET 1 OF 2 ENGINEERING CERTIFICATION (RPEQ) <b>PRELIMINARY</b> 1 July 2025	Queensland Government Job No. Contract No. Drawing No. TP-01 A Series Number TP-01 of 02
	Through Change from before and after intersecting with Lake Road					

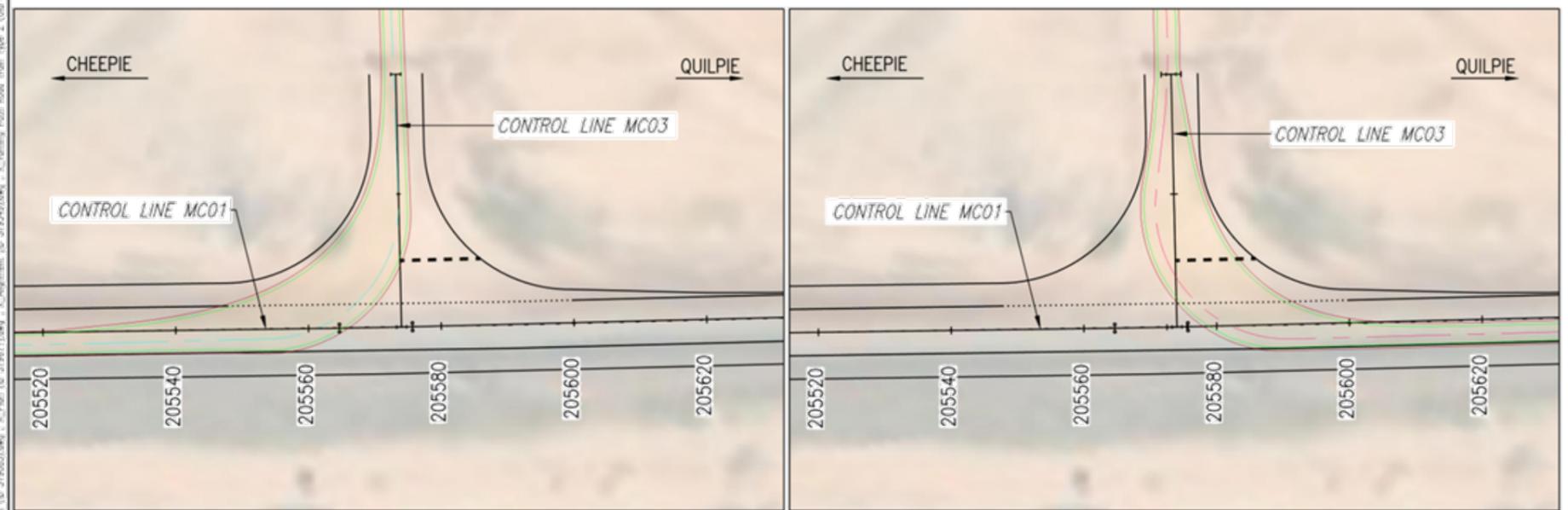
Department of Transport and Main Roads MRN\_Useful (10/07/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/13



LAKE ROAD - 54m TYPE 2 ROAD TRAIN LEFT IN  
MINIMUM TURNING RADIUS 20m (OUTSIDE WHEEL)

LAKE ROAD - 54m TYPE 2 ROAD TRAIN LEFT OUT  
MINIMUM TURNING RADIUS 20m (OUTSIDE WHEEL)



LAKE ROAD - 53.5m TYPE 2 ROAD TRAIN RIGHT IN  
MINIMUM TURNING RADIUS 20m (OUTSIDE WHEEL)

LAKE ROAD - 53.5m TYPE 2 ROAD TRAIN RIGHT OUT  
MINIMUM TURNING RADIUS 20m (OUTSIDE WHEEL)

**LEGEND - TURN PATHS**

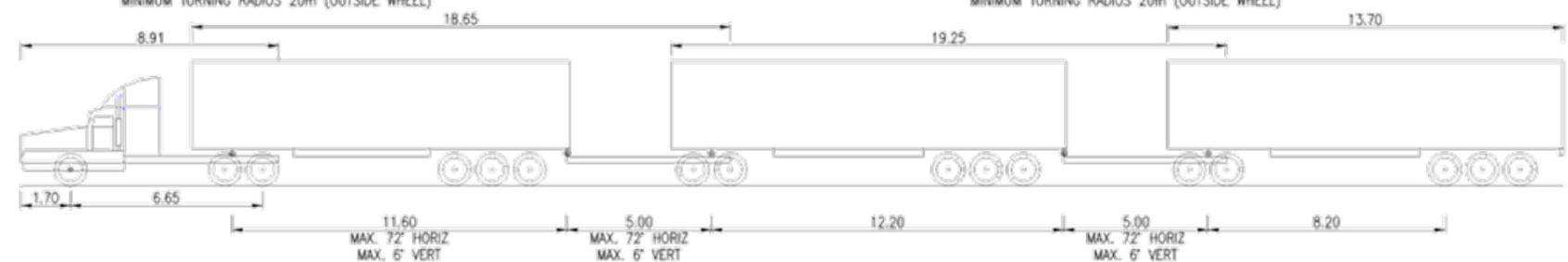
- Vehicle Profile
- Vehicle Centre - Turn In
- Vehicle Centre - Turn Out
- Vehicle Body
- Vehicle Body Clearance - 0.5m

**LEGEND - ROAD FORMATION**

- Road Edge

**ACCESS TURN PATH ASSESSMENT**

53.5m TYPE 2 ROAD TRAIN (R20m)				
	RIGHT IN	RIGHT OUT	LEFT IN	LEFT OUT
DESIRABLE RADIUS	PASS	PASS	PASS	PASS



**TYPE 2 ROAD TRAIN (53.5m)**

OVERALL WIDTH	2.500m
TRACK WIDTH	2.500m
LOCK-TO-LOCK TIME	6.00s
DESIRABLE RADIUS	20.000m

Revisions/Descriptions Issued for Construction	Signatory: - (RPEO) Full Name, Eng. Area and RPEO No. or Full Name and Position Title Date	Associated Job Nos	Survey Data Horiz. Datum: GDA2020 Auxillary Drg Nos: MGA2020 255 DI-01 TO TP-02 Height Datum: AHD Derived Survey Books	Scales 0 4 8 12 16m Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720 Reference Points Preceding RP: 0.390 Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to following RP: 0.390 Following RP: 0.390	TURNING PATH SHEET 2 OF 2 ENGINEERING CERTIFICATION (RPEO) <b>PRELIMINARY</b> 1 July 2025	Queensland Government Job No. Contract No. Drawing No. TP-02 A Series Number TP-02 of 02
		Through Change from before and after intersecting with Lake Road					

Department of Transport and Main Roads MTR\_Useful (10/7/21)



GBA No. 250032-1/14

CONTROL LINE MC01  
X = 232415.494  
Y = 7054548.799  
Z = 193.759

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE								
OFFSETS								

CHAINAGE 205322.684

CONTROL LINE MC01  
X = 232370.950  
Y = 7054538.020  
Z = 193.781

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE								
OFFSETS								

CHAINAGE 205368.515

CONTROL LINE MC01  
X = 232418.104  
Y = 7054549.430  
Z = 193.750

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE								
OFFSETS								

CHAINAGE 205320.000

CONTROL LINE MC01  
X = 232379.226  
Y = 7054540.023  
Z = 193.775

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE								
OFFSETS								

CHAINAGE 205360.000

CONTROL LINE MC01  
X = 232437.542  
Y = 7054554.134  
Z = 193.698

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE								
OFFSETS								

CHAINAGE 205300.000

CONTROL LINE MC01  
X = 232398.665  
Y = 7054544.727  
Z = 193.769

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE								
OFFSETS								

CHAINAGE 205340.000

Last Modified: 1 Jul 2025 11:56am XREFS: \\X-Cross Sections M001 (ID: 5191411.dwg), X-Cross Sections M002 (ID: 5192010.dwg), X-Cross Sections M003 (ID: 5211401.dwg)

Associated Job Nos DI-01 TO TP-02		Survey Data Horiz. Datum: GDA2020 Horiz. Grid: MGA2020 255 Height Datum: AHD Derived Survey Books:		Scales 0 1 2 3 4m Dimensions shown in metres except where shown otherwise		QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720 Reference Points Preceding RP: Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to Following RP: Following RP:			ANNOTATED CROSS SECTIONS SHEET 1 OF 8 ENGINEERING CERTIFICATION (RPEO) <b>PRELIMINARY</b> 1 July 2025		Queensland Government Job No. Contract No. XS-01 A Drawing No. XS-01 of 08 Series Number	
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Department of Transport and Main Roads MTR\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/15

CONTROL LINE MC01  
X = 232340.451  
Y = 7054530.201  
Z = 193.778

Datum 192.00

DESIGN HEIGHT			193.769																	
SUBGRADE HEIGHT			193.300																	
EXISTING SURFACE		193.269	193.270	193.300	193.300	193.349	193.549													
OFFSETS		-8.681	-8.493	-7.000	-4.000	-3.200	0.000	3.200	3.881	4.413	4.413									

CHAINAGE 205400.000

CONTROL LINE MC01  
X = 232314.394  
Y = 7054523.130  
Z = 193.839

Datum 192.00

DESIGN HEIGHT			193.323																	
SUBGRADE HEIGHT			193.391																	
EXISTING SURFACE		193.323	193.327	193.391	193.391	193.434	193.634													
OFFSETS		-8.866	-8.456	-7.000	-4.000	-3.200	0.000	3.200	4.000	5.009	5.009									

CHAINAGE 205427.000

CONTROL LINE MC01  
X = 232350.126  
Y = 7054532.731  
Z = 193.747

Datum 192.00

DESIGN HEIGHT			193.289																	
SUBGRADE HEIGHT			193.323																	
EXISTING SURFACE		193.289	193.290	193.323	193.323	193.361	193.561													
OFFSETS		-8.628	-8.429	-7.000	-4.000	-3.200	0.000	3.200	3.694	3.694										

CHAINAGE 205390.000

CONTROL LINE MC01  
X = 232321.140  
Y = 7054524.997  
Z = 193.842

Datum 192.00

DESIGN HEIGHT			193.235																	
SUBGRADE HEIGHT			193.412																	
EXISTING SURFACE		193.235	193.248	193.412	193.412	193.451	193.651													
OFFSETS		-9.495	-8.435	-7.000	-4.000	-3.200	0.000	3.200	4.672	5.781	8.912									

CHAINAGE 205420.000

CONTROL LINE MC01  
X = 232359.806  
Y = 7054535.240  
Z = 193.761

Datum 192.00

DESIGN HEIGHT			193.300																	
SUBGRADE HEIGHT			193.347																	
EXISTING SURFACE		193.300	193.303	193.347	193.347	193.385	193.585													
OFFSETS		-8.700	-8.420	-7.000	-4.000	-3.200	0.000	3.466												

CHAINAGE 205380.000

CONTROL LINE MC01  
X = 232334.341  
Y = 7054528.577  
Z = 193.797

Datum 192.00

DESIGN HEIGHT			193.256																	
SUBGRADE HEIGHT			193.285																	
EXISTING SURFACE		193.256	193.257	193.285	193.285	193.341	193.541													
OFFSETS		-8.711	-8.517	-7.000	-4.000	-3.200	0.000	3.200	4.000	5.151	7.273									

CHAINAGE 205406.322

Last Modified: 1 Jul 2025 11:56am  
 XREFS :- X-Cross Sections M01 [D: 5191411.dwg], X-Cross Sections M02 [D: 5192031.dwg], X-Cross Sections M03 [D: 5211401.dwg]  
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Associated Job Nos		Survey Data		Scales		QUILPIE SHIRE COUNCIL		ANNOTATED CROSS SECTIONS		Queensland Government	
Auxiliary Drg Nos		Horiz. Datum		0 1 2 3 4m		DIAMANTINA DEVELOPMENTAL ROAD		SHEET 2 OF 8		Job No.	
DI-01		GDA2020				CTL CHGE 205300-205720		ENGINEERING CERTIFICATION (RPEO)		Contract No.	
TP-02		MGA2020 255				Reference Points		PRELIMINARY		Drawing No. XS-02   A	
Signatory: - (RPEO) Full Name, Exp. Area and RPEO No. or Full Name and Position Title		Height Datum		Dimensions shown in metres except where shown otherwise		Preceding RP		1 July 2025		Series Number XS-02 of 08	
Date		AHD Derived				Dist. to start of job (km)					
Revisions/Descriptions		Survey Books				From start to end of job					
						From end to Following RP					
						Following RP					
						Through Chainage from before and after intersecting with Lake Road					







Department of Transport and Main Roads MRR\_Useful (10/7/23)



GBA No. 250032-1/19

CONTROL LINE MC01  
X = 232034.210  
Y = 7054437.469  
Z = 192.992

Datum 192.00

DESIGN HEIGHT		192.855	192.867	192.992	192.943	192.937	192.934
SUBGRADE HEIGHT					192.943	192.937	192.934
EXISTING SURFACE		192.855	192.859	192.992	192.944	192.936	192.934
OFFSETS		-3.538	-3.503	0.000	3.200	3.619	3.635

CHAINAGE 205720.000

CONTROL LINE MC01  
X = 232050.193  
Y = 7054442.506  
Z = 193.136

Datum 192.00

DESIGN HEIGHT		192.994	193.136	193.061	193.042	193.042	192.937
SUBGRADE HEIGHT				193.061	192.842	193.042	192.937
EXISTING SURFACE		192.994	193.136	193.064	193.004	192.842	192.937
OFFSETS		-3.690	0.000	3.200	4.000	4.000	4.631

CHAINAGE 205703.242

CONTROL LINE MC01  
X = 232053.285  
Y = 7054443.480  
Z = 193.157

Datum 192.00

DESIGN HEIGHT		193.018	193.157	193.071	193.049	193.044	192.943
SUBGRADE HEIGHT				193.071	192.849	193.044	192.943
EXISTING SURFACE		193.017	193.157	193.074	193.021	192.844	192.943
OFFSETS		-3.684	0.000	3.200	4.212	4.814	4.814

CHAINAGE 205700.000

Last Modified: 1 Jul 2025 11:56am  
 XREFS: X - Cross Sections M01, [D: 519141] (dwg), X - Cross Sections M02, [D: 519203] (dwg), X - Cross Sections M03, [D: 521140] (dwg)

Associated Job Nos Survey Data Horiz. Datum: GDA2020 Auxillary Org Nos Horiz. Grid: MGA2020 255 DI-01 TO TP-02 Height Datum: AHD Derived Survey Books:	Scales 0 1 2 3 4m Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720	ANNOTATED CROSS SECTIONS SHEET 6 OF 8 ENGINEERING CERTIFICATION (RPEQ)	Job No. Contract No. XS-06 A Drawing No. XS-06 of 08 Series Number
		Reference Points Preceding RP: Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to Following RP: 0.390		

Department of Transport and Main Roads MRA\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/20

CONTROL LINE MC02  
X = 232282.869  
Y = 7054541.976  
Z = 193.695

Datum 192.00

DESIGN HEIGHT			193.376					
SUBGRADE HEIGHT			193.620					
EXISTING SURFACE		193.376	193.395	193.600	193.442	193.404	193.360	
OFFSETS		-5.576	-4.119	0.000	4.000	5.090	6.406	

CHAINAGE 26.773

CONTROL LINE MC02  
X = 232281.392  
Y = 7054546.989  
Z = 193.829

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE		193.624	193.669	193.829	193.621	193.570	193.539	
OFFSETS		-4.747	-4.000	0.000	4.000	5.072	6.222	

CHAINAGE 31.999

CONTROL LINE MC02  
X = 232284.783  
Y = 7054535.479  
Z = 193.722

Datum 192.00

DESIGN HEIGHT			193.257					
SUBGRADE HEIGHT			193.369					
EXISTING SURFACE		193.257	193.266	193.290	193.447	193.405	193.380	
OFFSETS		-8.045	-7.277	-5.952	0.000	5.069	6.926	

CHAINAGE 20.000

CONTROL LINE MC02  
X = 232281.957  
Y = 7054545.072  
Z = 193.772

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE		193.396	193.528	193.748	193.532	193.489	193.440	
OFFSETS		-5.606	-4.000	0.000	4.000	5.078	6.440	

CHAINAGE 30.000

CONTROL LINE MC02  
X = 232286.196  
Y = 7054530.683  
Z = 193.847

Datum 192.00

DESIGN HEIGHT	193.150							
SUBGRADE HEIGHT								
EXISTING SURFACE	193.150	193.196	193.470	193.641	193.467	193.358	193.287	
OFFSETS	-14.107	-10.672	-9.079	0.000	7.415	8.852	10.491	

CHAINAGE 15.000

CONTROL LINE MC02  
X = 232282.223  
Y = 7054544.171  
Z = 193.745

Datum 192.00

DESIGN HEIGHT								
SUBGRADE HEIGHT								
EXISTING SURFACE		193.396	193.451	193.707	193.492	193.456	193.402	
OFFSETS		-5.654	-4.000	0.000	4.000	5.082	6.491	

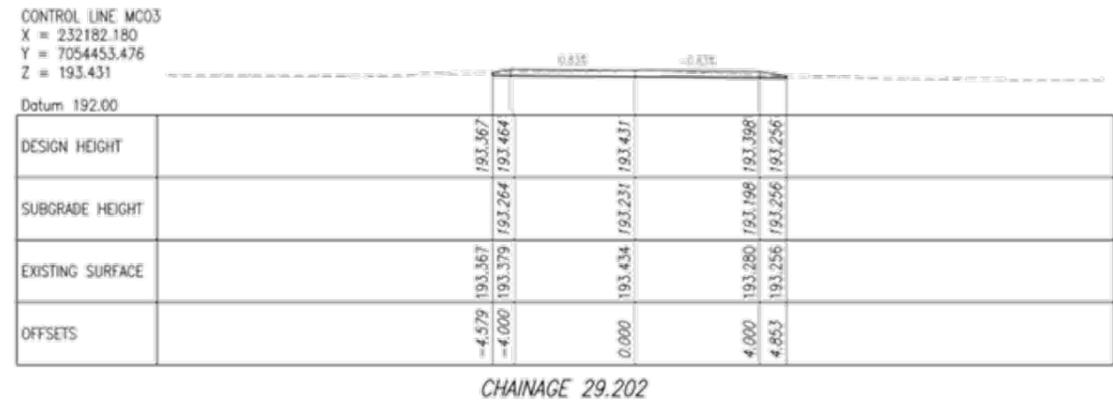
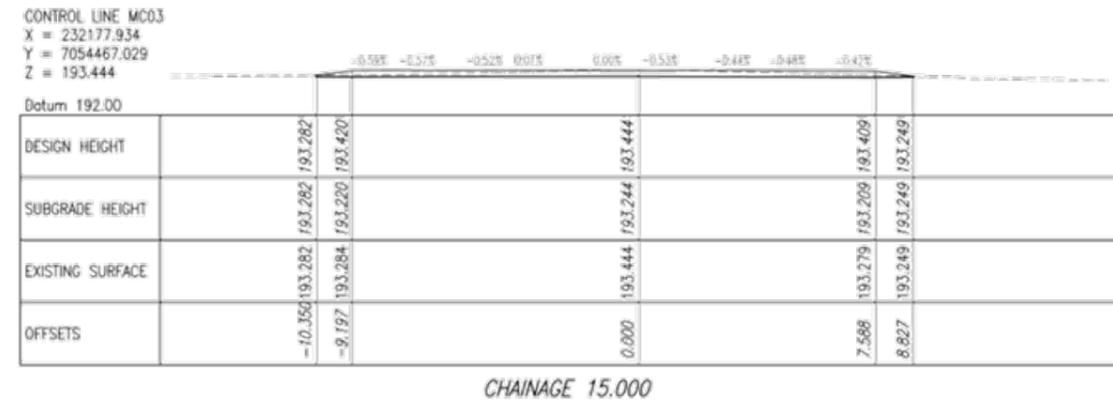
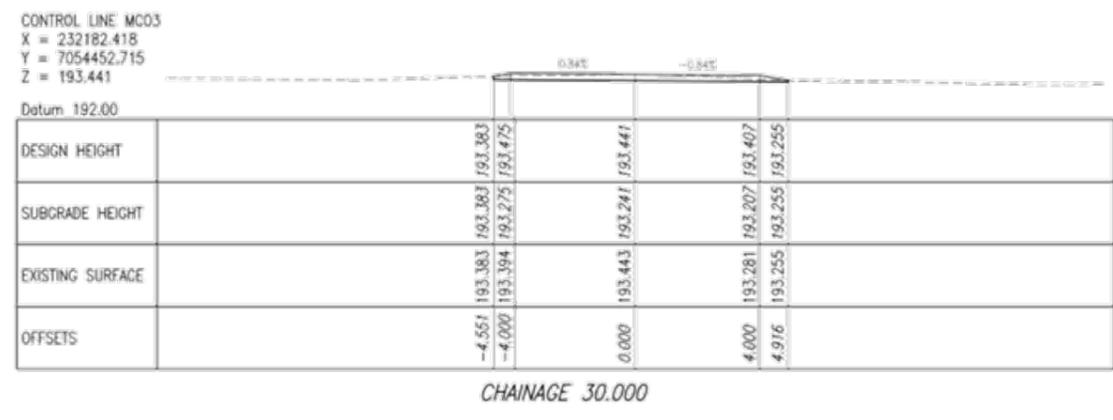
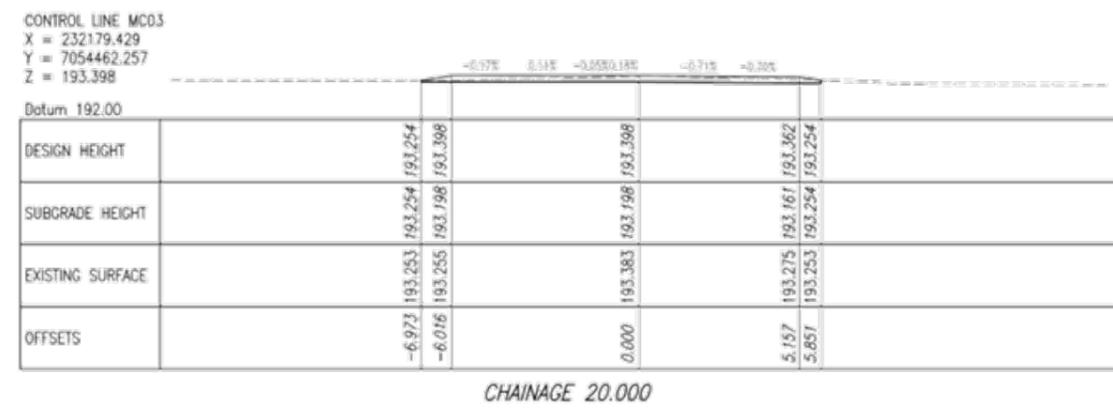
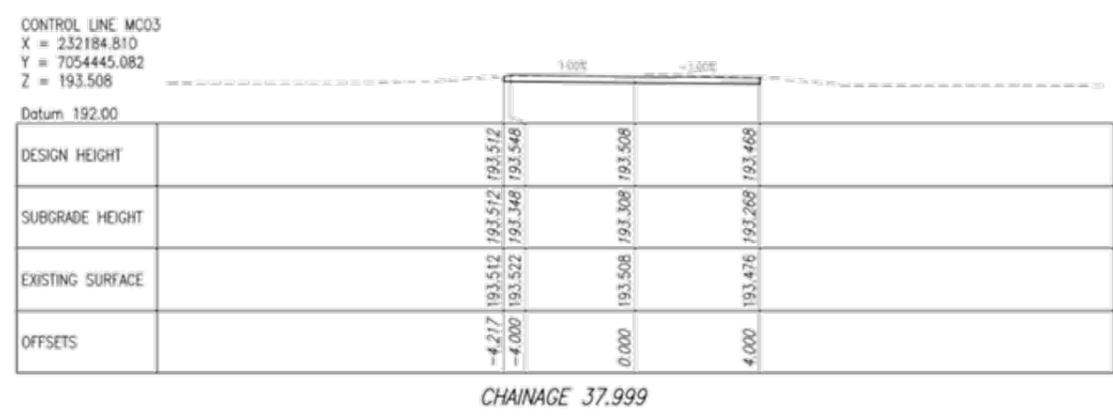
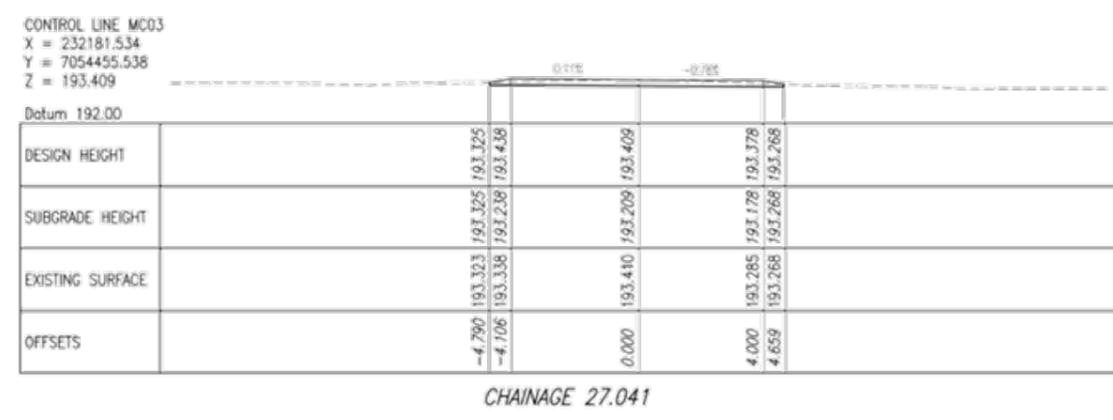
CHAINAGE 29.061

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Associated Job Nos Auxiliary Drg Nos DI-01 TO TP-02	Survey Data Horiz. Datum: GDA2020 Horiz. Grid: MGA2020 255 Height Datum: AHD Derived Survey Books:	Scales 0 1 2 3 4m Dimensions shown in metres except where shown otherwise	QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720 Reference Points Preceding RP: Dist. to start of job (km): 0.390 From start to end of job: 0.390 From end to following RP: Following RP:	ANNOTATED CROSS SECTIONS SHEET 7 OF 8 ENGINEERING CERTIFICATION (RPEO) <b>PRELIMINARY</b> 1 July 2025 Through Chainage from before and after intersecting with Lake Road	Queensland Government Job No. Contract No. Drawing No. XS-07   A Series Number XS-07 of 08
	Revisions/Descriptions Signatory: - (RPEO Full Name, Eng. Area and RPEO No. or Full Name and Position Title) Date				

Department of Transport and Main Roads MRN\_Useful (10/7/21)

**GBA CONSULTING ENGINEERS**  
GBA No. 250032-1/21



Issue: For Construction  
 Revisions/Descriptions  
 Signatory: -- PPEG Full Name, Eng. Area and PPEG No. or Full Name and Position Title  
 Date  
 Job No. 250032-1/21  
 Job Title: DIAMANTINA DEVELOPMENTAL ROAD  
 Project: 205300-205720  
 Drawing No. XS-08 of 08  
 Date: 11 July 2025  
 Scale: 1:1000  
 Author: GBA  
 Checker: GBA  
 Approver: GBA  
 Date: 11 July 2025

Associated Job No.		Survey Data		Scales		QUILPIE SHIRE COUNCIL DIAMANTINA DEVELOPMENTAL ROAD CTL CHGE 205300-205720			ANNOTATED CROSS SECTIONS SHEET 8 OF 8 ENGINEERING CERTIFICATION (RPEQ)			Queensland Government Job No.	
Auxiliary Drg No.		Horiz. Datum		0 1 2 3 4m		Reference Points Preceding RP Dist. to start of job (km) From start to end of job From end to Following RP Following RP			PRELIMINARY 11 July 2025		Contract No. XS-08 A Drawing No. XS-08 of 08 Series Number XS-08 of 08		
DI-01 TO TP-02		MGA2020 255		AHD Derived		Through Chainage from before and after intersecting with Lake Road 0.390							



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## TRAFFIC IMPACT STATEMENT PROPOSED INTERSECTION UPGRADES DIAMANTINA DEVELOPMENTAL ROAD (CHARLEVILLE – QUILPIE)

7 AUGUST 2025  
 RTeref: 25189

### 1.0 INTRODUCTION

Rytenskild Traffic Engineering (RTE) has been engaged by GBA Consulting Engineers to prepare a Traffic Impact Statement (TIS) to assist with the design of intersection upgrade works along along Diamantina Developmental Road at the Lake Houdraman Road and Old Charleville Road junctions.

This report provides an assessment of existing and projected traffic conditions and identifies the required turn treatments at the subject intersections, in accordance with the Austroads Guide to Road Design and the Queensland Department of Transport and Main Roads (TMR) Road Planning and Design Manual (RPDM).

### 2.0 SUBJECT SITE

#### 2.1 Location

As shown in Figure 2.1, the subject intersections are located along the Diamantina Developmental Road, approximately 3.5km east of Quilpie, where it intersects with Lake Houdraman Road and Old Charleville Road. The intersections currently operate under priority control with low existing traffic volumes.

#### 2.2 Road Network

Diamantina Developmental Road functions as a rural highway under State control, with a posted speed limit of 100 km/h. It serves as a key regional connector for freight and tourism traffic across western Queensland.

Lake Houdraman Road provides access primarily to a single tourist accommodation facility. While daily traffic volumes are generally low, the site generates moderate traffic during peak occupancy periods.

Old Charleville Road serves a small number of rural properties and currently generates minimal traffic movements.

The existing intersection comprises a basic T-intersection layout, with Basic Left (BAL) and Basic Right (BAR) turn treatments provided on the Diamantina Developmental Road. These treatments are consistent with typical rural standards for low-volume intersections.

Images of the existing intersection layouts are shown in Figure 2.1.

TRAFFIC IMPACT STATEMENT  
PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
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FIGURE 2.1 – LOCATION OF SUBJECT SITE

### 2.3 Surveyed Traffic Volumes

Traffic count data for Diamantina Developmental Road (93A) was sourced from the Queensland Department of Transport and Main Roads, covering the section approximately 4.7 km west of Quilpie (Site ID 40216). The data, collected in 2023, provides a detailed breakdown of Annual Average Daily Traffic (AADT) and Vehicle Kilometers Traveled (VKT).

Key statistics for the surveyed location are as follows:

- Total AADT (both directions): 168 vehicles per day
- Light Vehicles: 61% of total AADT
- Heavy Vehicles: 37% of total AADT
- Trucks and Buses: 8% of total AADT
- Growth over last 5 years: +5.92%
- Growth over last 10 years: +2.74%

The full traffic data set is provided in Appendix A.

### 2.4 Projected Future Base Traffic Volumes

To assess future traffic demands, a conservative annual growth rate of 3.5% has been adopted, based on observed 5-year and 10-year trends and allowing for potential increases in freight and tourism activity.

Using this rate, projected volumes for 2035 are estimated as follows:

**2035 AADT projection:**

$$168 * (1 + 0.035)^{12} = 254vpd$$

These volumes will be used to assess turn treatment requirements in Section 4.0. Even under conservative growth assumptions, traffic volumes are expected to remain low, consistent with the rural context of the road.

### 2.5 Estimated Traffic Volumes

Traffic count data provided for Diamantina Developmental Road indicates low baseline volumes, with peak hour volumes under 300 vehicles per day. Existing turning volumes at Lake Houdraman Road and Old Charleville Road are expected to be minimal.

#### Estimated Traffic Using Lake Houdraman Road

Traffic generated by The Lake tourist park was estimated using a first-principles approach, based on information provided by the site operator.

- The site contains 22 powered sites, 250 unpowered sites, and accommodation for approximately 20 guests.
- During the tourist season, the site experiences high occupancy across both powered and unpowered sites, with substantially lower occupancy during the summer off-season.

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PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
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- For assessment purposes, a conservative scenario assumes around 100 occupied sites and rooms during peak periods. Based on an estimated 1 – 2 vehicle trips per site per day, this equates to approximately 100 – 200 vehicle movements per day, with 10 – 20 vehicle movements during the peak hour.
- In addition to overnight guests, the site attracts a notable number of day visitors to its artesian bath house, bar, and lake, as well as group bookings for meals and sunset drinks, including coach groups. While these visits are variable and seasonal, they may add modest traffic volumes outside traditional commuter peak hours.

Overall, traffic generation associated with the tourist park is expected to be highest during the tourist season and in the evening hours when group meals and functions occur. However, impacts during the road network's typical weekday peak hours are expected to remain low.

#### Estimated Traffic Using Old Charleville Road

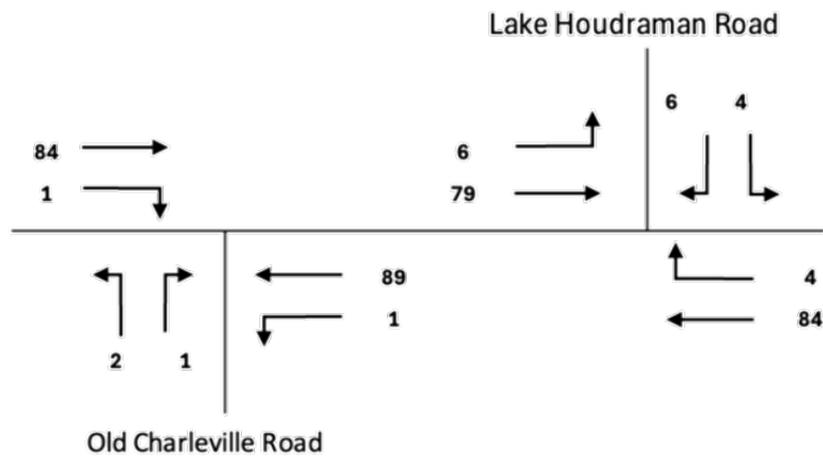
Old Charleville Road primarily services a small number of rural properties and agricultural land. Based on typical rural dwelling activity and low dwelling density, traffic volumes on this road are estimated to be less than 50 vehicles per day, or fewer than 5 vehicle movements per peak hour.

The estimated 2035 peak hour volumes, including background growth and traffic from The Lake, are summarised in Figure 2.2.

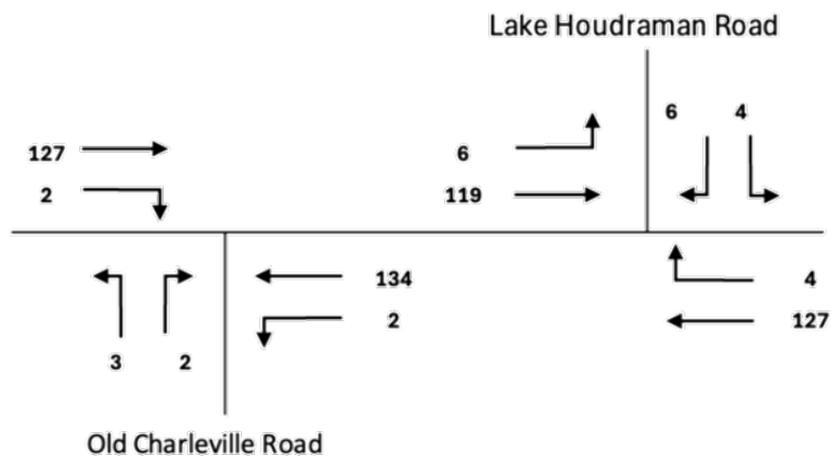
TRAFFIC IMPACT STATEMENT  
 PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
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**PEAK HOUR TRAFFIC VOLUMES**  
**2023 Surveyed Traffic Volumes**



**PEAK HOUR TRAFFIC VOLUMES**  
**2035 Traffic Volumes**



**FIGURE 2.2 – PROJECTED FUTURE PEAK HOUR VOLUMES AT THE DIAMANTINA DEVELOPMENTAL ROAD / LAKE HOUDRAMAN ROAD AND DIAMANTINA DEVELOPMENTAL ROAD / OLD CHARLEVILLE ROAD INTERSECTIONS**

**3.0 ASSESSMENT OF REQUIRED TURN TREATMENTS**

**3.1 Warrants for Turn Treatments**

In accordance with Austroads Part 6, the following turn treatments are warranted at the Diamantina Developmental Road / Lake Houdraman Road and Diamantina Developmental Road / Old Charleville Road intersections under year 2035 traffic conditions:

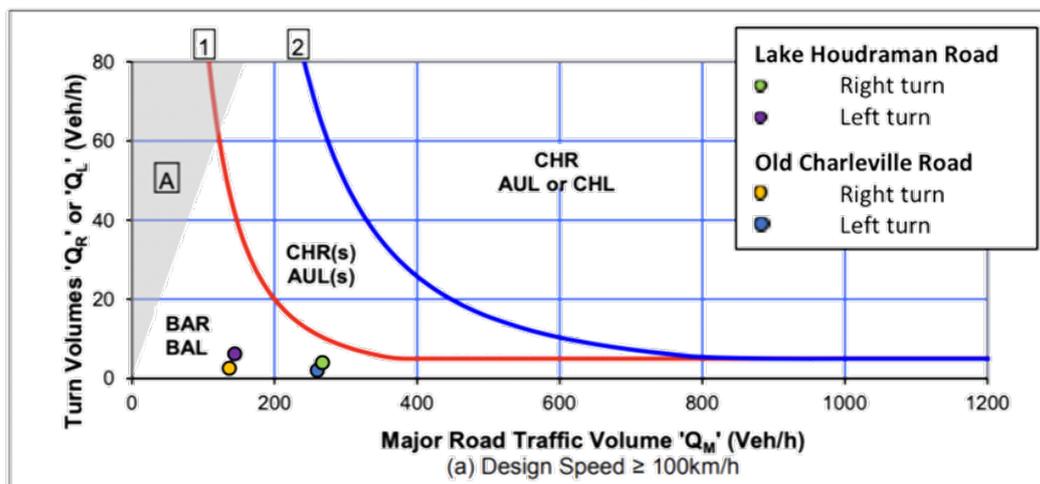
**2035 Projected Conditions -**

Left turn treatment - Type BAL (Basic Left)

Right turn treatment - Type BAR (Basic Right)

Given the low turning volumes at both intersections, only basic turn treatments (BAL and BAR) are warranted. These treatments are appropriate for the rural context and are sufficient to safely and efficiently accommodate the forecast traffic volumes without requiring auxiliary or channelised treatments.

**Figure 2.25: Warrants for turn treatments on major roads at unsignalised intersections**



**FIGURE 3.1 – TURN WARRANTS ASSESSMENT FOR THE DIAMANTINA DEVELOPMENTAL ROAD / LAKE HOUDRAMAN ROAD AND DIAMANTINA DEVELOPMENTAL ROAD / OLD CHARLEVILLE ROAD INTERSECTIONS**

### 3.2 Crash History

Crash history for the subject intersections was reviewed using the Queensland Globe Road Crash Locations layer, which provides official crash data from the Department of Transport and Main Roads.

As shown in Figure 3.2, a review of the most recent available data indicates no recorded crashes within a 1.5 km radius of either the Lake Houdraman Road or Old Charleville Road intersections over the past five years.

This absence of recorded incidents indicates that the intersections are currently operating safely under existing conditions, including traffic associated with the nearby Lake Houdraman tourist accommodation. Despite periods of increased traffic during the tourist season, there is no evidence of elevated crash risk or operational deficiencies.

### 3.3 Sight Distance

As shown in Figure 3.3, a sight distance assessment has been undertaken for the intersections of Lake Houdraman Road and Old Charleville Road with Diamantina Developmental Road, in accordance with Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections.

Given the 100 km/h posted speed limit, a design speed of 110 km/h has been adopted for the purpose of sight distance assessment. Under this design speed, the required Safe Intersection Sight Distance (SISD) is 285 metres.

As shown in Figure 3.4, Diamantina Developmental Road is generally flat and straight in both directions adjacent to the intersections, with no horizontal or vertical alignment constraints.

The available sight distances at both intersections comfortably exceed the required SISD of 285 metres. This indicates that the intersections provide adequate visibility for turning vehicles and approaching traffic, and operate safely under existing geometric conditions.

### 3.4 Other Factors

It is noted that dedicated turn treatments may still be considered appropriate based on site-specific characteristics, such as:

- The type of vehicles turning at the intersections (e.g. tourist-related traffic such as caravans and motorhomes);
- Road users who may be unfamiliar with the intersections.

Accordingly, while the presence of tourist-related vehicles such as caravans and motorhomes may warrant consideration, the low turning volumes, favourable sight distances, and absence of crash history confirm that the provision of higher-order treatments beyond those warranted under Austroads Part 6 is not justified in this context.

TRAFFIC IMPACT STATEMENT  
 PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
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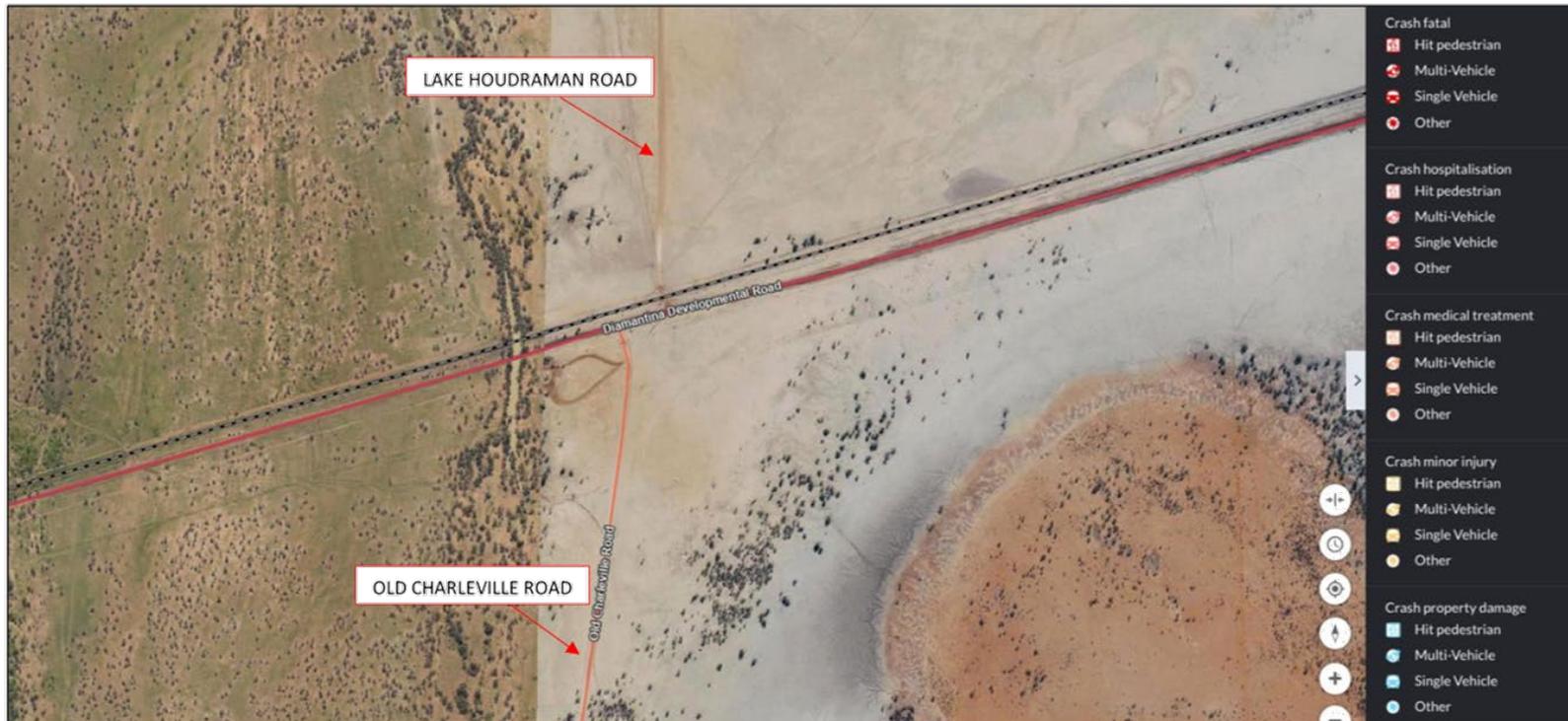


FIGURE 3.2 – ROAD CRASH DATA (QUEENSLAND GLOBE)

TRAFFIC IMPACT STATEMENT  
PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
RTE REF: 25189

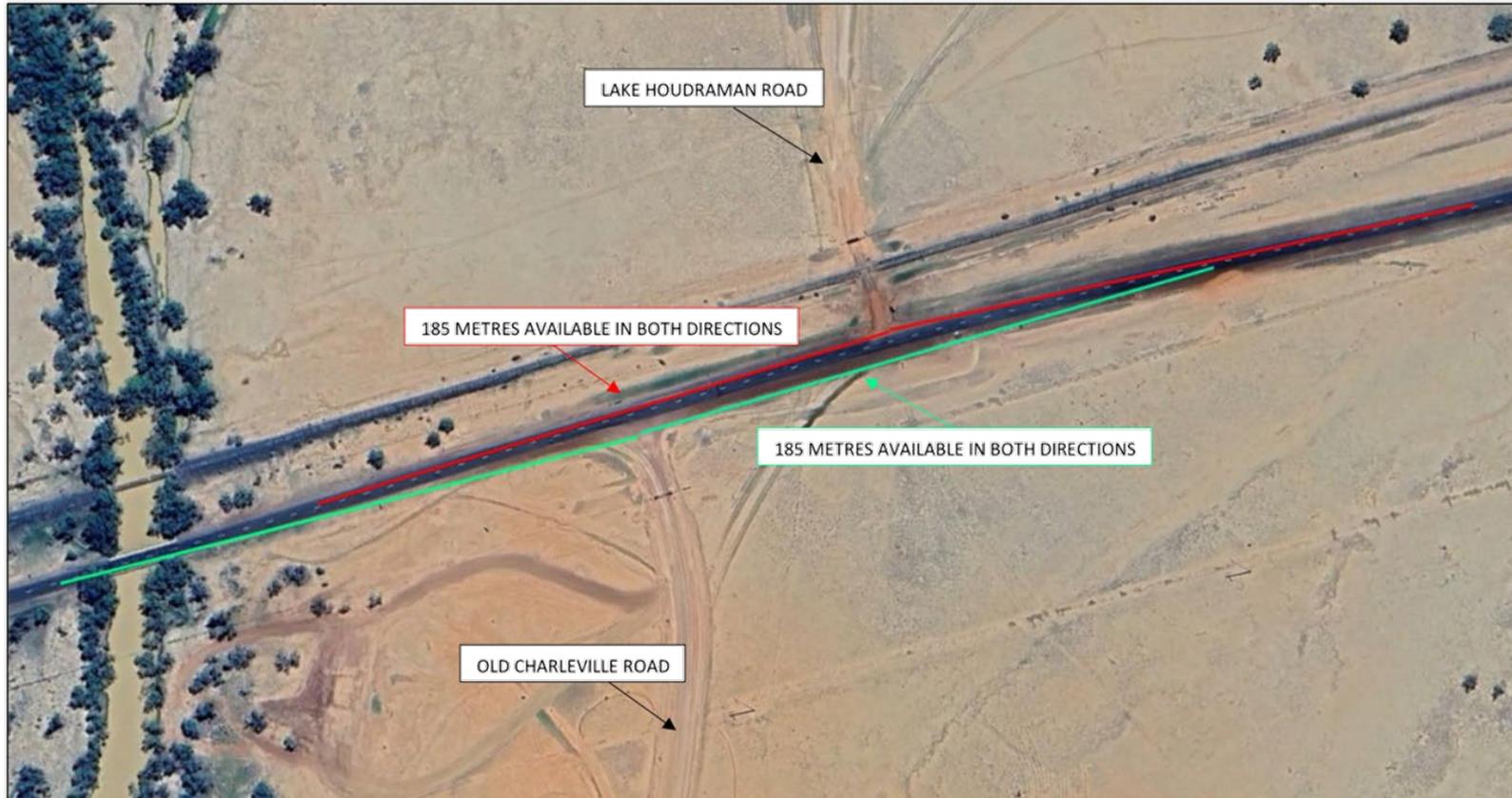


FIGURE 3.3 – AVAILABLE SIGHT DISTANCE AT THE LAKE HOUDRAMAN ROAD AND OLD CHARLEVILLE ROAD INTERSECTIONS

TRAFFIC IMPACT STATEMENT  
PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
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FIGURE 3.4 – IMAGES OF DIAMANTINA DEVELOPMENTAL ROAD ADJACENT TO THE LAKE HOUDRAMAN ROAD AND OLD CHARLEVILLE ROAD INTERSECTIONS

#### 4.0 SUMMARY OF CONCLUSIONS & RECOMMENDATIONS

- The subject intersections are located on Diamantina Developmental Road, approximately 3.5 km east of Quilpie, at the junctions with Lake Houdraman Road and Old Charleville Road.
- Diamantina Developmental Road functions as a rural highway under State control, providing a key route for regional freight and tourism. The intersections currently operate under basic T-intersection configurations with existing BAL/BAR treatments.
- Traffic count data from the Department of Transport and Main Roads indicates low baseline volumes (168 vpd in 2023), with a conservative annual growth rate of 3.5% adopted for 2035 projections (254 vpd).
- Traffic generated by The Lake (Lake Houdraman tourist accommodation) was estimated using a first-principles approach, resulting in an estimated daily generation of 100–200 vehicle movements, or 10–20 vehicle movements during peak hours, based on peak-season occupancy.
- Old Charleville Road is assumed to generate less than 50 vehicles per day, with under 5 vehicles during peak hours, reflecting its low-density rural land use.
- In accordance with Austroads Part 6, the projected 2035 traffic volumes warrant Basic Left (BAL) and Basic Right (BAR) turn treatments at both intersections. Higher-order treatments are not justified based on current and projected volumes.
- It is therefore concluded that the proposed upgrades (maintaining or improving existing BAL/BAR treatments) are sufficient to accommodate future traffic demands without compromising safety or efficiency on the road network.
- A review of official crash data via Queensland Globe confirms no recorded crashes within 1.5 km of either intersection over the past five years, indicating safe operation under existing traffic conditions - including during tourist peak periods.
- A sight distance assessment undertaken in accordance with Austroads Part 4A confirms that Safe Intersection Sight Distance (SISD) requirements are comfortably met. Diamantina Developmental Road is straight and flat in both directions near the intersections, providing excellent visibility for turning and through vehicles.

#### APPENDICES

ATTACHMENT A - TMR SURVEYED TRAFFIC VOLUME DATA (SITE ID: 40216)

TRAFFIC IMPACT STATEMENT  
 PROPOSED INTERSECTION UPGRADES – DIAMANTINA DEVELOPMENTAL ROAD  
 RTE REF: 25189



APPENDIX A – TMR SURVEYED TRAFFIC VOLUME DATA (SITE ID: 40216)

**ADT: Complete Report**

Area:  
Region: 316 - Southern Queensland  
District: 411 - South West  
Road: 93A - DIAMANTINA DEVELOPMENTAL ROAD (CHARLEVILLE - QUILPIE)

Site:  
ID: 40216  
Type: C - Coverage  
Description: 93A-4.7km West of Quilpie-Adevale Rd

Spatial:  
TDist: 201.59 km  
Latitude: -26.596588  
Longitude: 144.349246

**Site selection: 40216**  
Click anywhere on the map to Deselect a site or click on a different site to CHANGE selection.

**Segments overview for 93A - DIAMANTINA DEVELOPMENTAL ROAD (CHARLEVILLE - QUILPIE)**  
Selected road section with segment width and height proportional to length and ADT respectively.

**ADT History: 40216**  
Historical Annual Average Daily Traffic (AADT) values for the Site by Year and Direction of Travel.

**AADT and VKT totals by Vehicle Class and Direction of Travel: 40216**  
The below chart displays Annual Average Daily Traffic (AADT) and yearly Vehicle Kilometers Travelled (VKT - millions) by Vehicle Class and Direction of Travel.

**Quick Facts (Both Directions only)**

AADT: 168

Collection year: 2023

Week day % of AADT: 104.99%

Weekend day % of AADT: 87.52%

# total days in year: 365

# days with data: 34

% of year with data: 9.32%

Average daily traffic: 187.3

Growth % last year: -9.68%

Growth % last 5 years: 4.92%

Growth % last 10 years: 2.74%

Vehicle Class	With Gazetteal			Against Gazetteal			Both Directions		
	AADT	% of AADT Total	VKT	AADT	% of AADT Total	VKT	AADT	% of AADT Total	VKT
00 - All Vehicles	82	100.00%	0.3873	86	100.00%	0.4062	168	100.00%	0.7935
0A - Light Vehicles	61	73.86%	0.2861	56	64.87%	0.2635	116	69.28%	0.5497
0B - Heavy Vehicles	21	26.14%	0.1012	30	35.13%	0.1427	52	30.72%	0.2438
1A - Short Vehicles	61	73.86%	0.2861	56	64.87%	0.2635	116	69.28%	0.5497
1B - Truck and Buses	7	8.69%	0.0337	13	16.89%	0.0684	20	12.88%	0.1022
1C - Articulated Vehicles	5	5.93%	0.0230	8	9.31%	0.0355	12	7.36%	0.0584
1D - Road Trains	9	11.52%	0.0446	8	9.51%	0.0384	18	10.48%	0.0832
2A - Short 2-Axle Vehicles	45	55.39%	0.2145	39	44.89%	0.1823	84	50.03%	0.3970
2B - Short 4-Axle Tractors	15	18.47%	0.0715	17	19.99%	0.0812	32	19.25%	0.1527
2C - 2-Axle Trucks and Buses	7	7.99%	0.0309	14	15.81%	0.0642	20	11.99%	0.0951
2D - 3-Axle Trucks and Buses	0	0.57%	0.0022	1	0.93%	0.0026	1	0.60%	0.0046
2E - 4-Axle Trucks	0	0.13%	0.0005	0	0.45%	0.0018	0	0.29%	0.0023
2F - 3-Axle Articulate	1	1.46%	0.0057	2	2.48%	0.0101	3	1.99%	0.0157
2G - 4-Axle Articulate	1	1.80%	0.0070	3	3.53%	0.0143	5	2.68%	0.0213
2H - 5-Axle Articulate	0	0.57%	0.0022	0	0.51%	0.0021	0	0.54%	0.0043
2I - 6-Axle Articulate	2	2.10%	0.0081	2	2.21%	0.0090	4	2.16%	0.0171
2J - 8-Axle	1	1.43%	0.0055	1	1.20%	0.0049	2	1.31%	0.0104
2K - Double Road Trains	4	5.26%	0.0204	4	4.72%	0.0192	8	4.98%	0.0395
2L - Triple Road Trains	4	4.83%	0.0187	13	15.59%	0.0146	7	4.19%	0.0332

**11.3 QUILPIE SHIRE ADMINISTRATIVE CENTRE - LANDSCAPE DESIGN AND FLAG OPTIONS**

**IX: 264475**  
**Author: Eng Lim, Director Infrastructure Services**  
**Authorisers: Justin Hancock, Chief Executive Officer**  
**Attachments:**

1. Admin Centre landscape design
2. Flag Options
3. 2024 Australian Flags booklet

**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  
1.6 Celebration of the arts, culture, and local and natural history

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.5 Optimal asset management practices

**EXECUTIVE SUMMARY**

This report presents an update on the development of the landscape design in front of the Quilpie Shire Administrative Building and provides an analysis of flagpole options to assist Council in making an informed decision whether to include one or three flagpoles in the final landscape design.

---

**RECOMMENDATION**

1. That Council:
  - (a) endorse the Landscape Design for the Quilpie Shire Administrative Centre at 50 Brolga Street as detailed in Attachment 1, for implementation subject to the final decision of the flagpole configuration, and
  - (b) Decide on the flagpole arrangement to be relocated to the right side of the building frontage, either
    - (i) Option 1: Three Flagpoles, to display the Australian National Flag, Queensland State Flag, and Aboriginal Flag
    - (ii) Option 2: Single Flagpole, to display the Australian National Flag only.

**BACKGROUND**

As part of the Council's 2024/25 Operational Plan, a landscape concept design was developed for the frontage of the Quilpie Shire Administrative Centre at 50 Brolga Street, in collaboration with CUSP, a consulting studio specialising in landscape architecture and urban design.

The design process commenced in February 2025, with initial concept sketches presented for discussion. Following multiple rounds of refinement and internal workshops with Council, the final draft design was completed in June 2025.

## REPORT

The final draft design, dated June 2025, features a revitalized landscape fronting the Administrative Centre. Key elements of the proposed landscape plan include:

- New turf and garden beds surrounding the building to enhance visual appeal and greenery
- A water feature incorporating decorative sculptures of a family of three brolgas, reflecting the Shire's natural heritage
- Upgraded pathways and accessible entry points to improve safety and inclusivity
- Relocation of the existing three flagpoles from the left to the right of the main entrance, creating a more balanced and prominent frontage.

Further details of the landscape design are provided in **Attachment 1**.

During the most recent Council discussion, a query was raised about amending the design to feature a single flagpole displaying only the Australian National Flag, instead of the current three-flagpole configuration.

To assist in supporting further consideration, **Attachment 2** provides a plan illustrating both the original three-flag layout and the alternative single-flag option. Both single and three-flag options are feasible from a design perspective.

This report provides a comparative analysis of both options to assist Council in making an informed decision.

### Flagpole History at 50 Brolga Street

Historical records indicate that, prior to March 2020, the Administrative Centre had two flagpoles displaying the Australian National Flag and the Aboriginal Flag.

At the Ordinary Meeting of Council on 13 March 2020, a proposal to install a third flagpole was approved, enabling the addition of the Queensland State Flag. The current configuration of three flagpoles has been in place since then.

### Legislative and Protocol Context

The following legislative and protocol guidelines govern flag displays at civic buildings:

- **Flags Act 1953 (Cth):**
  - Defines the Australian National Flag (blue ensign) as the official national flag.
  - Proclaims the Aboriginal Flag and Torres Strait Islander Flag as official "Flags of Australia" (14 July 1995, by then Governor-General William Hayden).
- **Commonwealth Flag Protocols** (Department of the Prime Minister and Cabinet, refer **Attachment 3**):
  - The Australian National Flag takes precedence and should occupy the position of highest honour when multiple flags are flown.
  - When two flagpoles are available, the guidance as is that "it is at the discretion of the authority concerned to determine which flag should be flown with the Australian National Flag".
  - Commonwealth protocols encourage flying the Aboriginal and Torres Strait Islander Flags, where possible, to recognise Australia's Indigenous heritage and promote inclusivity.
- **Queensland Government Protocols:**

- Align with Commonwealth guidance, recommending that state facilities and local councils fly the Queensland State Flag alongside the Australian National Flag and, where appropriate, Indigenous flags to reflect cultural inclusivity.

### Comparative Analysis of Flagpole Options

#### *Option 1: Three Flagpoles*

- The plan currently accommodates three flagpoles along the frontage and relocate them to the right side of the frontage, displaying:
  - Australian National Flag
  - Queensland State Flag
  - Aboriginal Flag
- Rationale:
  - Protocol Compliance: Aligns with Commonwealth and Queensland protocols, which encourage displaying the Australian National Flag, Queensland State Flag, and Aboriginal and/or Torres Strait Islander Flags at civic buildings to reflect national pride, state identity, and Indigenous recognition.
  - Cultural Inclusivity: Reflects Quilpie Shire's commitment to reconciliation and respect for First Nations peoples, particularly the local Mardigan communities, by prominently displaying the Aboriginal Flag.
  - Community Practice: Research indicates that most Queensland councils, such as Toowoomba Regional Council, Cairns Regional Council, and Sunshine Coast Council, display three flagpoles at their administrative centres to represent national, state, and Indigenous identities.
  - A 2023 survey by the Local Government Association of Queensland (LGAQ) noted that over 80% of Queensland councils with administrative centres display three flagpoles to include the Australian National Flag, Queensland State Flag, and Aboriginal and/or Torres Strait Islander Flags. This reflects a statewide commitment to cultural inclusivity, particularly in regions with Indigenous populations.
  - Visual Balance: Three flagpoles provide a symmetrical and formal appearance, complementing the revitalized frontage and enhancing the civic prominence of the Administrative Centre.
  - Community Expectations: Feedback from community consultations in similar Queensland councils (e.g., Bundaberg Regional Council) suggests that displaying Indigenous flags fosters community pride and cultural recognition, particularly in regions with significant Indigenous populations such as Quilpie.
- Considerations:
  - Higher maintenance costs for three flags (e.g., replacement, cleaning, and handling).
  - Requires ongoing adherence to flag protocols (e.g., lowering to half-mast during mourning periods).

#### *Option 2: Single Flagpole (Australian National Flag only)*

- The design provides an alternative for council deliberation: a single flagpole displaying the Australian National Flag placed prominently on the right side of the frontage.
- Rationale:
  - Simplicity and Cost Efficiency: Reduces maintenance costs (e.g., flag replacement, estimated at \$100–\$200 per flag annually, plus staff time) and simplifies flag-handling procedures.

- Aesthetic Minimalism: Offers a clean, uncluttered visual outcome, emphasising the Australian National Flag as the primary symbol of national identity.
- Considerations:
  - Protocol Deviation: Excluding the Queensland State Flag and Aboriginal Flag may deviate from Commonwealth and Queensland protocol recommendations, potentially signalling reduced emphasis on state identity and Indigenous recognition.
  - Community Perception: Reducing to one flagpole could be perceived as diminishing the Council's commitment to reconciliation, particularly given the Aboriginal Flag's significance in Quilpie Shire's cultural landscape.

In summary, both the one- and three-flagpole options are viable within the proposed landscape design. Any decision by Council to reduce from three flags to one should be approached with an understanding it may differ from established practice in other councils, especially regarding cultural inclusivity and representation, noting many Australian councils now display all three flags as a sign of respect and to reflect inclusive cultural recognition, particularly at civic precincts and administrative centres.

## OPTIONS

### Option 1

That Council endorse the Landscape Design for the Quilpie Shire Administrative Centre at 50 Brolga Street as detailed in Attachment 1, for implementation and opt for Option 1: Three Flagpoles to display the Australian National Flag, Queensland State Flag, and Aboriginal Flag

### Option 2

That Council endorse the Landscape Design for the Quilpie Shire Administrative Centre at 50 Brolga Street as detailed in Attachment 1, for implementation and opt for Option 2: Single Flagpole to display the Australian National Flag only.

## CONSULTATION (Internal/External)

Councillors

Chief Executive Officer

Director Infrastructure Services

Director Corporate and Community Services

## INTERESTED PARTIES

Community members in the Shire.

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

## LEGISLATION / LEGAL IMPLICATIONS

*Flags Act 1953 (Cth)*

## POLICY IMPLICATIONS

Councils are free to fly only one flag, though most local governments choose to display multiple to reflect community and cultural values. Protocol guidance from the Department of the Prime Minister and Cabinet (PM&C) advises the Australian National Flag must always take precedence, flown aloft on its own pole if others are present.

It should be noted that the Flags Act 1953 does not regulate the number of flags flown, only establishing the official status of Australian National Flag.

## FINANCIAL AND RESOURCE IMPLICATIONS

The recently adopted budget for current financial year FY2025/26 allocates \$75,000 for the implementation of the landscaping design in front of Quilpie Shire Administrative Centre.

## ASSET MANAGEMENT IMPLICATIONS

The turf areas, pathways, and other landscaping features will be incorporated into routine maintenance schedules, including mowing, watering, pruning, cleaning, and repairs.

New elements such as the water feature and decorative broilga sculptures will be added to the council's asset register, necessitating periodic valuation and potentially specialist maintenance tasks—such as water treatment, pump servicing, and cleaning—that must be accounted for in both budgeting and staffing.

Additionally, all new landscape assets have defined useful lives and will require planned renewal or replacement over time; thus, asset management plans must forecast and allocate resources for these future costs accordingly.

## RISK MANAGEMENT IMPLICATIONS

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

### Determining Likelihood

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

### Determining Consequence

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

### Determining the Overall Risk Rating

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

### Evaluate Risks

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls

- Reconsider objectives

Table 1 Risk Calculator

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 2 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Community and cultural risks if Council decides to move from three to a single flagpole	Analysis for both options provided in this report Decision lies with Council.	Potential public criticism or impact of relationship with some cultural groups	Possible	Moderate	High	Decision by Council to be communicated clearly to the community
Insufficient funding	Budget of \$75,000 is allocated.	If actual costs are higher, then there will be an amended budget for consideration	Possible	Minor	Medium	Some works can be undertaken inhouse to reduce costs.
Asset maintenance risk	Include in maintenance plans	Unexpected degradation of certain assets (water feature, brologa sculptures)	Unlikely	Minor	Low	Request specialist maintenance if required

**HUMAN RIGHTS IMPLICATIONS**

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 3 Human Rights

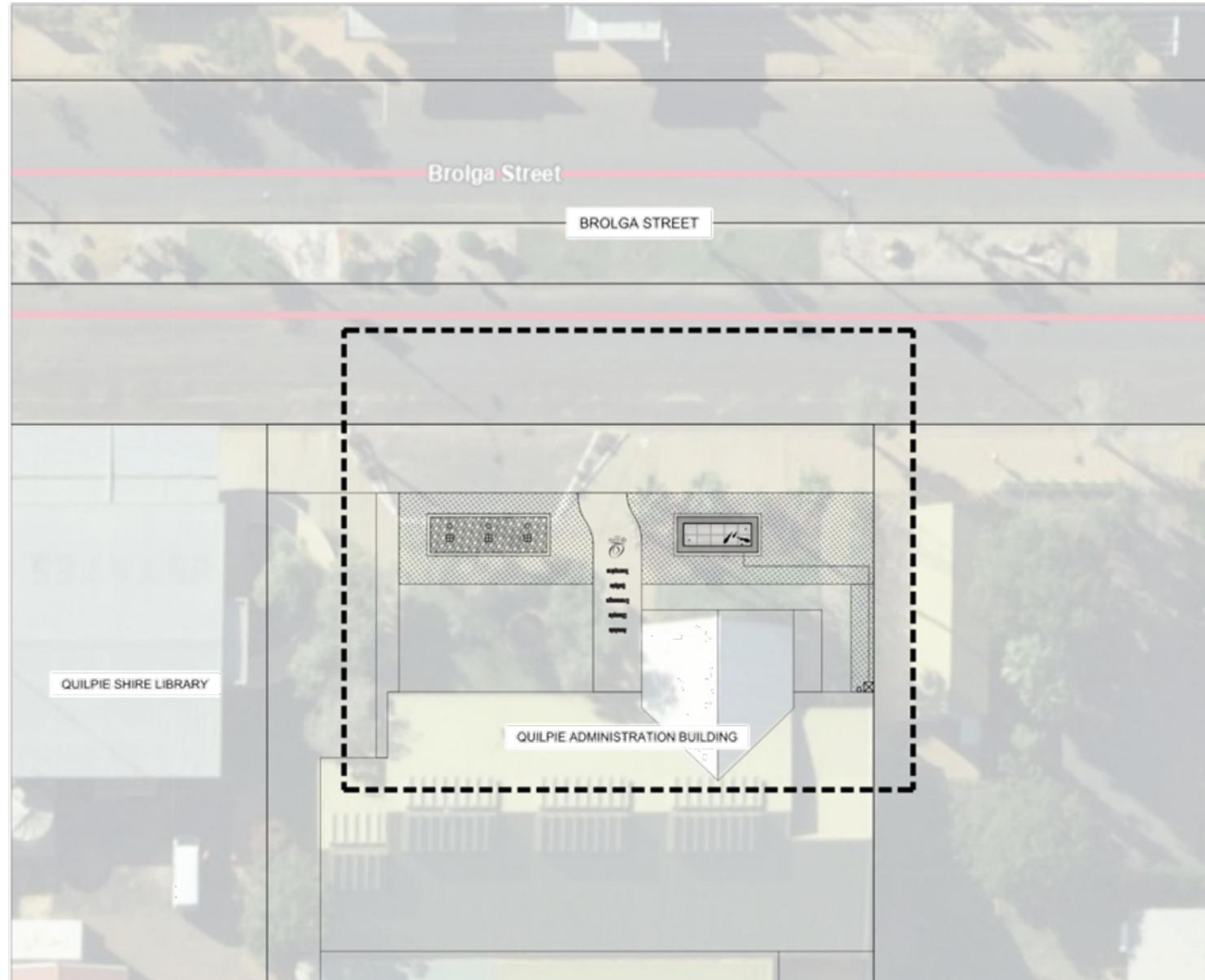
Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

# 25007: QUILPIE ADMINISTRATION BUILDING

DRAWING REGISTER

25007-100	Cover Sheet	C
25007-101	General Notes and Safety in Design	C
25007-102	Legend and Material and Finishes Schedule	C
25007-201	Demolition Plan	C
25007-301	Landscape Plan	C
25007-601	Landscape Details	C
25007-602	Landscape Details	C
25007-603	Landscape Details	C
25007-604	Landscape Details	C
25007-605	Landscape Details	C



KEY PLAN - NTS 

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Issue	Date	Details	Approved
A	28.03.25	70% DETAILED DESIGN	CP
B	27.05.25	100% DETAILED DESIGN	CP
C	05.06.25	FOR CONSTRUCTION	CP

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Client:  
**QUILPIE SHIRE COUNCIL**

Contact Name: JUSTIN HANCOCK  
 Client Address: 50 BROLGA STREET  
 QUILPIE  
 QLD, 4490

Project:  
**QUILPIE ADMINISTRATION BUILDING**

Designed by:	Drawn by:	Checked:
CP	DD	CP

Drawing Title:  
**COVER SHEET**

Issue Detail:  
**FOR CONSTRUCTION**

Sheet No.:	Issue:
100	C

GENERAL NOTES

Refer any discrepancy, ambiguity, omission, or inconsistency in this package to CUSP before proceeding with any works.

1. Safety

The Contractor is to meet site specific WH&S requirements. The Landscape Contractor is to perform all works in accordance with Quilpie Shire Council's OHS manual and relevant WH&S legislation.

The extent of works is to be fenced to exclude public access. Falls greater than 1m in height are to be fenced. Ensure that the work site complies with all requirements from health authorities regarding COVID-19.

2. Protection of services

The Contractor is to confirm the location of proposed and existing services prior to construction of landscape works.

Excavation near services is to be carried out in compliance with service providers requirements (i.e., the use of non-mechanical location and excavation may be required). Should services be live during landscape construction, the Landscape Contractor should allow for vacuum excavation surrounding services. All services and works shall be protected from damage. Should the Landscape Contractor damage any services they are to immediately contact Quilpie Shire Council.

3. Set out

Set out all works is to be in accordance with the drawings. Should site conditions be different to that documented, the Contractor is to seek direction from CUSP before proceeding with the works. Digital cad drawings for set out purposes can be provided if required. The Contractor shall be responsible for the accuracy of the set out and make good any errors.

4. Coordination of Service Connections

Any works required to be approved or carried out by authorities shall be managed by the Contractor (i.e., water or electrical connections). The Contractor shall pay for all expenses associated for such works.

5. Finished levels

Unless otherwise shown on the drawings the finished surface levels of turf and mulched areas are to finish flush with adjacent surfaces. Falls are to be consistent to avoid ponding. The Landscape Contractor is to maintain, through to off-maintenance, the correct finished level of mulch and turf. Mulch is to be topped up when and where required. Turf can be top dressed with a sandy loam to a maximum depth of 10mm each application.

Prior to practical completion, where the level of turf is to be raised more than 10mm, the turf is to be lifted and re-laid. Top dressing will not be accepted.

6. Subgrade and Topsoil

Subgrade to all softscape areas to be ripped. The Contractor is to ensure the subgrade ripping is acceptable and the levels allow the minimum depth of topsoil over. Subgrade to all hardscape areas to be of an adequate bearing capacity and fit for purpose.

For all other areas:

The Contractor will be responsible for all subgrade preparation and topsoil works. Subgrade preparation to include ripping.

Where imported topsoil is to be used, it is to meet AS4419. If requested, the Landscape Contractor is to supply a certificate and delivery docket for the volume supplied.

7. Establishment

Establishment will start at the date of acceptance of the works for Practical Completion by Quilpie Shire Council. The period for establishment will be a minimum of 3 months.

The Contractor will be responsible for the whole of the works until the relevant Quilpie Shire Council approvals are granted. Delays in achieving these milestones due to defective work or unsatisfactory establishment will not give rise to a variation for additional establishment costs.

Establishment is to ensure the works present to a high standard and will include, but not limited to, the following:

- Replacement of dead, dying, damaged or missing turf and plants.
- Apply fertiliser to promote the health and vigour of turf.
- Regularly inspect sediment and erosion control fencing to ensure works are protected.
- Repair any damage resulting from a rain event.
- Regular mowing to maintain a sward length no longer than 30mm.
- No weeds and rubbish present.
- Turf showing signs of strong establishment, health and vigour and are regularly watered, free of pests, free of disease and have no sign damage.
- Mulch is topped up where required to maintain minimum depths.
- Turf is top dressed to maintain an even surface.

It is expected that the Contractor will undertake routine establishment runs monthly. During these routine runs it is expected that the Landscape Contractor reports back to Quilpie Shire Council on the quality of the works, identifying any issues that may impact presentation of the works or the ability to achieve Council milestones. Failure to undertake routine establishment tasks may result in the monthly establishment claim being reduced or rejected.

\*When damage is caused by events outside the control of the Contractor e.g., builder or delivery vehicle damage, the Contractor is to record and advise Quilpie Shire Council. It is expected that no damage will be left unnoticed for more than one month between routine establishment runs.

8. Irrigation

Turf areas are to be irrigated with pop up sprinklers. The Contractor is to design and construct the irrigation system.

SAFETY IN DESIGN

Project: Quilpie Administration Building		Date: 05.06.25		Page: 101		 41 Commercial Road, Newstead QLD 4006 Locked Bag 4, Fortitude Valley BC QLD 4006 Ph: 07 3257 4645 admin@cusp.net.au www.cusp.net.au		
Location/Field	No.	Category	Identified risk or hazard	Who is at risk	RISK LEVEL	RISK MITIGATION	RISK LEVEL	RESPONSIBILITY
					Likelihood Consequence Designers Assessment Rank (A) acute, (H) high, (M) moderate, (L) low	Suggested/ required actions or design solutions to eliminate hazard or reduce risk	Likelihood Consequence Designers Assessment Rank (A) acute, (H) high, (M) moderate, (L) low	Risk Manager
	1	Site Access	Potential for site access from residential streets to cause conflict with residential traffic & pedestrians	Client Contractor User Public	6 Medium	Implement traffic control. Conduct site induction to all parties involved.	2 Low	Client Contractor
	2	Demolition of existing site features	Risk of injury from excavation of hidden or buried elements not on survey	Client Contractor	6 Low	Demolition by experienced contractors	2 Low	Client Contractor
	3	Services	Injury or damage caused by excavation of live services	Client Contractor User Public	6 Medium	Coordination of proposed tree locations with existing & proposed underground service plans (overlay). Contractor to confirm the locations of all services prior to excavation (Dial before you Dig).	2 Low	Client Contractor
	4	Lighting	Injury or security issue caused by insufficient lighting	Client Contractor User Public	6 Medium	Lighting levels to be provided to meet relevant codes and standards.	2 Low	Client Contractor
	5	Lighting	Damage to light fittings resulting in insufficient lighting levels	Client Contractor User Public	3 Low	Lighting elements are located out of reach of vandals or are designed to withstand reasonable vandal attack. Durable fittings are selected. Light globes and fittings are readily available and accessible to facilitate quick replacement.	1 Low	Client Contractor
	6	Services - Excavation of works with existing and proposed services	Services - Excavation of works with existing and proposed services	Client Contractor	4 Low	Dial before you dig	4 Low	
	7	Open water body	Risk of injury of drowning	Client Contractor User Public	4 Low	Water trough 100mm deep to minimise drowning	4 Low	
	8	Vandalism	Damage of structures from vandalism	Client User Public	6 Medium	Materials and fixtures are robustly designed and detailed, utilising high quality durable materials appropriate to their use and location. Detailing does not rely upon levels of maintenance over and above the normal procedures expected in order to maintain an appropriate visual appearance. Where appropriate, anti-graffiti strategies have been integrated into the design of urban elements.	3 Low	Client Contractor

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A	28.03.25	70% DETAILED DESIGN	CP
B	27.05.25	100% DETAILED DESIGN	CP
C	05.06.25	FOR CONSTRUCTION	CP

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Client:  
**QUILPIE SHIRE COUNCIL**

Contact Name: JUSTIN HANCOCK  
Client Address: 50 BROOLGA STREET  
QUILPIE  
QLD, 4490

Project:  
**QUILPIE ADMINISTRATION BUILDING**

Designed by:	Drawn by:	Checked:
CP	DD	CP

Drawing Title:  
**GENERAL NOTES AND SAFETY IN DESIGN**

Issue Detail:  
**FOR CONSTRUCTION**

Sheet No.:	Issue:
101	C

LEGEND

WT1 WALL TYPE 1  
REFER TO MATERIAL AND FINISHES SCHEDULE

TU1 TURF TYPE 1

PT1 PAVEMENT TYPE 1 - COLOURED CONCRETE  
REFER TO MATERIAL AND FINISHES SCHEDULE

PT2 PAVEMENT TYPE 2 - LOOSE GRAVEL  
REFER TO MATERIAL AND FINISHES SCHEDULE

SP SPECKLED FINISH  
REFER TO MATERIALS AND FINISHES PLANS

UP OUTDOOR UPLIGHTS  
REFER TO MATERIAL AND FINISHES SCHEDULE

FP FLAGPOLE FOOTING  
REFER TO MATERIAL AND FINISHES SCHEDULE

WF WATER FEATURE PIPES  
REFER TO MATERIAL AND FINISHES SCHEDULE

HC HOSE COCK TAP  
REFER TO MATERIALS AND FINISHES SCHEDULE

PH PUMP HOUSE  
REFER TO MATERIALS AND FINISHES SCHEDULE

ST BROILGA STATUE  
REFER TO MATERIALS AND FINISHES SCHEDULE

MATERIALS AND FINISHES SCHEDULE

Key	Descriptions / Material	Type / Colour	Finish / Texture	Remarks / Comments	Sample for approval
WT1	Wall Type 1	200 series Besser Block (390x190x190) core filled wall.	Exterior: Concrete Render Color: Dulux 'Charcoal Fusion' Finish: Dulux 'Weather Shield 'semi-gloss' As per manufacturer specification.	Install as per manufacturers specification. Reinforcement to Engineer specification.	1 lin m
PT1	Pavement Type 1	In situ Concrete Pavement. Colour: CCS Obsidian 125mm thick, min N32, mesh 50mm top cover including jointing	Medium Broom Finish. All control joints to be saw cut 4mm thick.	Fill joints with flexible sealant to match concrete colour. Pavement to achieve required slip resistance for outdoor areas.	1 x 1 m sample
PT2	Pavement Type 2	Red Loose Laid Gravel Aggregate size: 20-25mm Supplier: Quilpie Shire Council	To be 100mm thick.		
SP	Speckled Finish	Brick N Pave 'Streetbond' pavement finish speckled finish applied to existing concrete pathway.	Colour: Base: Dulux 'Teahouse' Speckles: Dulux 'Timeless Grey 30%'	Install as per Brick and Pave specification	
LT	Pavement Lettering	Brick n Pave 'Streetbond' stencil lettering application over pathway finish	Font Colour: Brick'n Pave 'Black' Logo Colour: Brick'n Pave 'QLD Maroon' Font: Big Shoulders Bold as per Quilpie Shire Council brand guidelines	Install as per Brick and Pave specification. DWG file can be provided upon request for lettering	
WF	Water Feature	Inner: Custom Stainless Steel Trough Dimensions: 4200x2200 Manufacturer: Focal Point Water Features or approved equal. Email: office@aquascapesupplies.com.au	Trough Material: 2mm thick 316 Stainless Steel Finish: Brushed	All connections to be seam welded Plumbing connection to be all HPDE standard fittings  CONTRACTOR TO PROVIDE SHOP DRAWINGS OF WATER FEATURE AND SURROUNDING WALL AND FITTINGS FOR APPROVAL PRIOR TO FABRICATION.	
ST	Broilga Statues	3no Stainless Steel Cast Broilga statues Supplier: Sethius Art or approved equivalent Email: sethius.art@gmail.com	Material: Galvanised sheet metal Hot Dip Galvanised	Refer to DWG 604. Contractor to engage specialist manufacturer.	
FG	Flagpole	Existing steel flagpole with square concrete footings and 4 steel fins		Existing flagpoles to be dismantled from existing footings (see DWG 200 for reference). Footings to be destroyed and demolition area to be made good and level to accommodate for new turf. Suitable footing is to be constructed	
FF	Flagpole Footing	Concrete base for attachment to existing flagpole		Contractor to construct adequate footing, similar to existing to accommodate attachment to existing flagpoles.	
PH	Pump House with Pump	Custom Pump House Pump: Oase Premium Eco 3000 or approved equal Filter: Oase Pro Filto Clear 5000 or approved equal Dosing system: Aquascape or approved equal	Exterior Material: Colourbond corrugated cladding Colour: Woodland Grey	Plumber to provide connection to pump. Pump and pump house to be determined by water feature manufacturer. Plumbing to be installed by certified plumber. All pump equipment to be housed in pump house  Pumphouse to be lockable with universal council key	
HC	Hose Cock Tap	Hosecock tap fixed to 100x100 timber post		Plumber to provide connection	
UP	Lighting Fixtures	Marlin 11.5W Inground Uplight Product code: IG11-30 Supplier: Alera  Website: <a href="https://www.aleralight.com.au/product/marlin-11-5w-inground-uplight">https://www.aleralight.com.au/product/marlin-11-5w-inground-uplight</a>	Material: Stainless Steel face with anodised aluminum body Dimensions 90mm width x 119mm depth	Connection by Electrician	1 no
LT	Laser Cut Stainless Steel Lettering	Lettering 'Quilpie Shire Council', 'Administration building' and Quilpie Shire Council logo	Material: 316 SS 4mm wide Finish: Brushed Font: Mrs Eaves OT as per Quilpie Shire Logo brand guidelines	Fixing to wall contractor to determine. DWG file can be provided upon request for lettering	
P	Paint	Building Exterior: Colourbond Woodland Grey	Finish: Dulux Weathershield		
TU1	Turf Type 1	Subgrade: Cultivate and ameliorate subgrade as per Agronomist recommendation. Topsoil: Min. 100mm depth ameliorated site topsoil. Contractor to ameliorate topsoil as per Agronomist recommendation. Turf: A grade 'Wintergreen' turf or match existing	Top-dress regularly and where necessary to achieve smooth and even appearance	Turf to be flush with adjacent hard surfaces. Use turf to make good disturbed areas from channel rehabilitation works and cover existing damaged tree roots from council mowing practice.	1 m2

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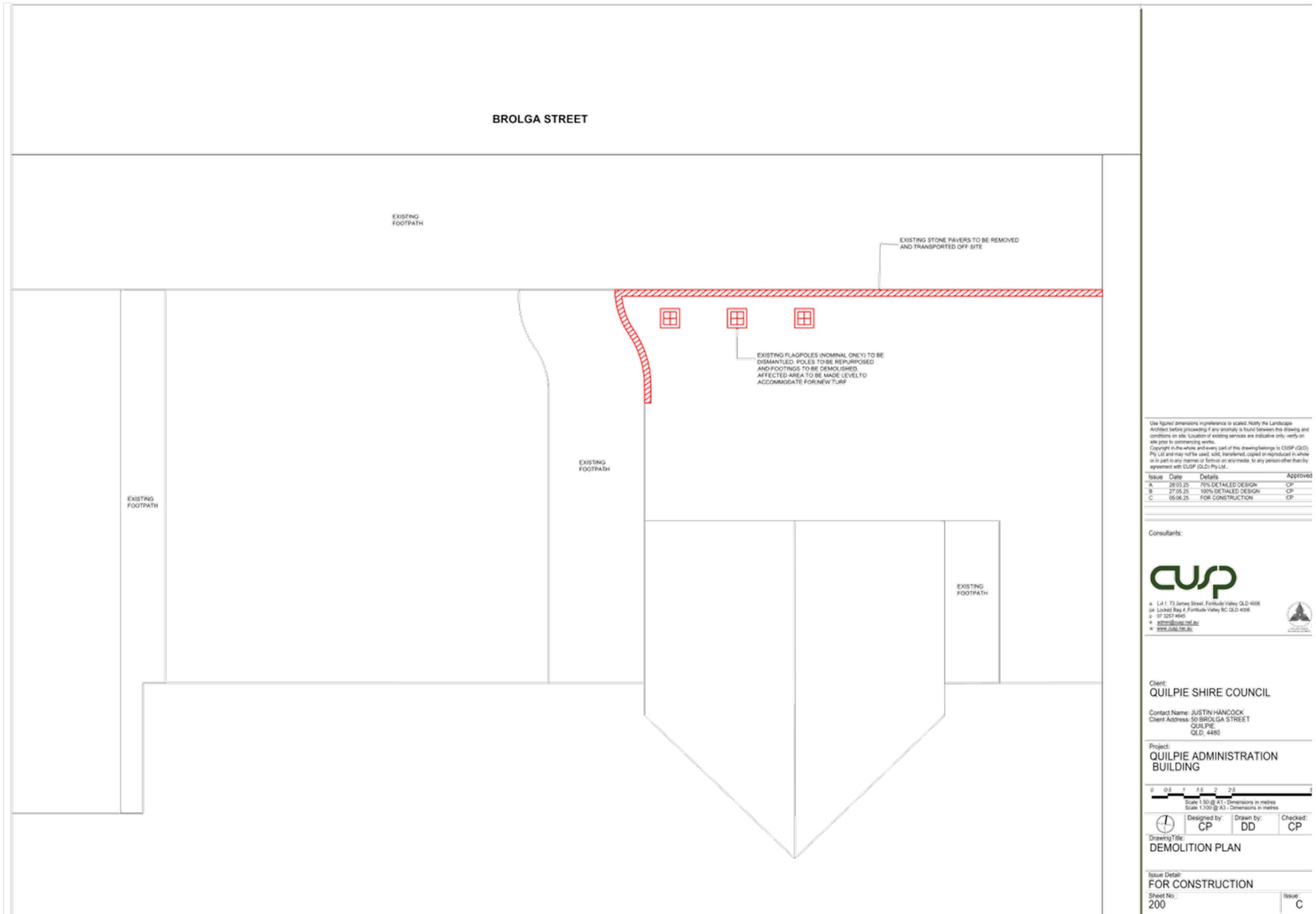
Project:  
**QUILPIE ADMINISTRATION BUILDING**

Designed by:	Drawn by:	Checked:
CP	DD	CP

Drawing Title:  
**LEGEND AND MATERIALS AND FINISHES**

Issue Detail:  
**FOR CONSTRUCTION**

Sheet No.:	Issue:
102	C



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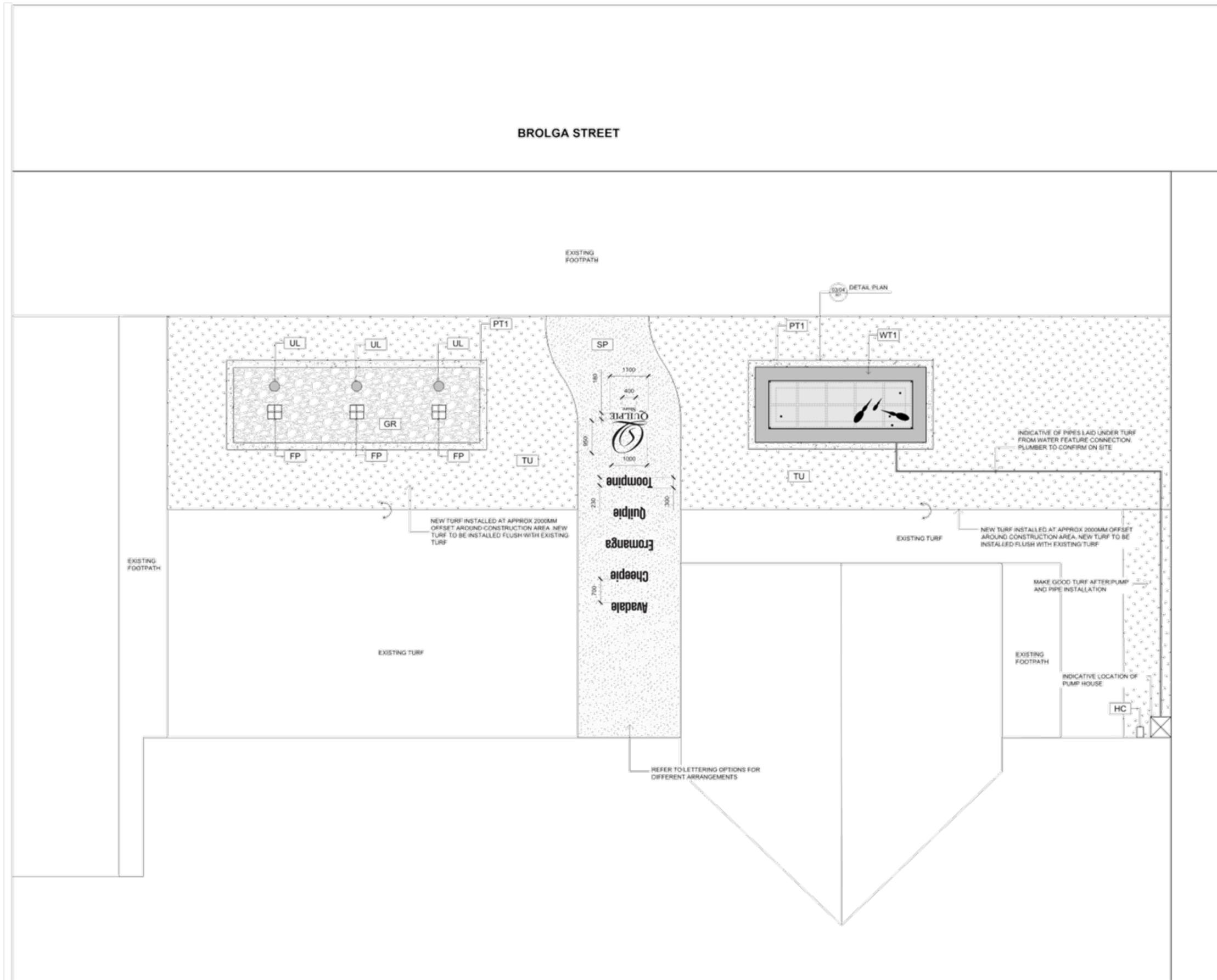
Project:  
**QUILPIE ADMINISTRATION BUILDING**



Designed by:	Drawn by:	Checked:
CP	DD	CP

Drawing Title:  
**DEMOLITION PLAN**

Issue Detail:	
Sheet No.:	Issue:
200	C



REFER TO LEGEND ON 101

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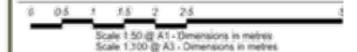


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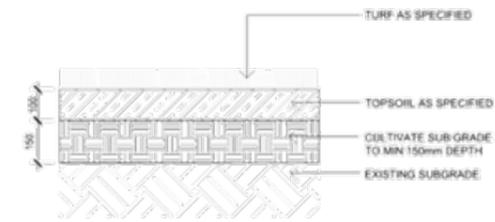
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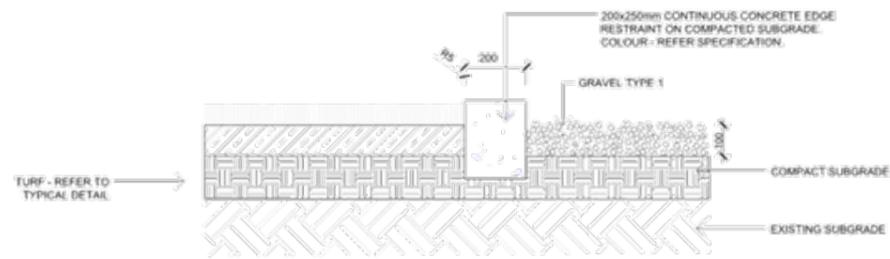
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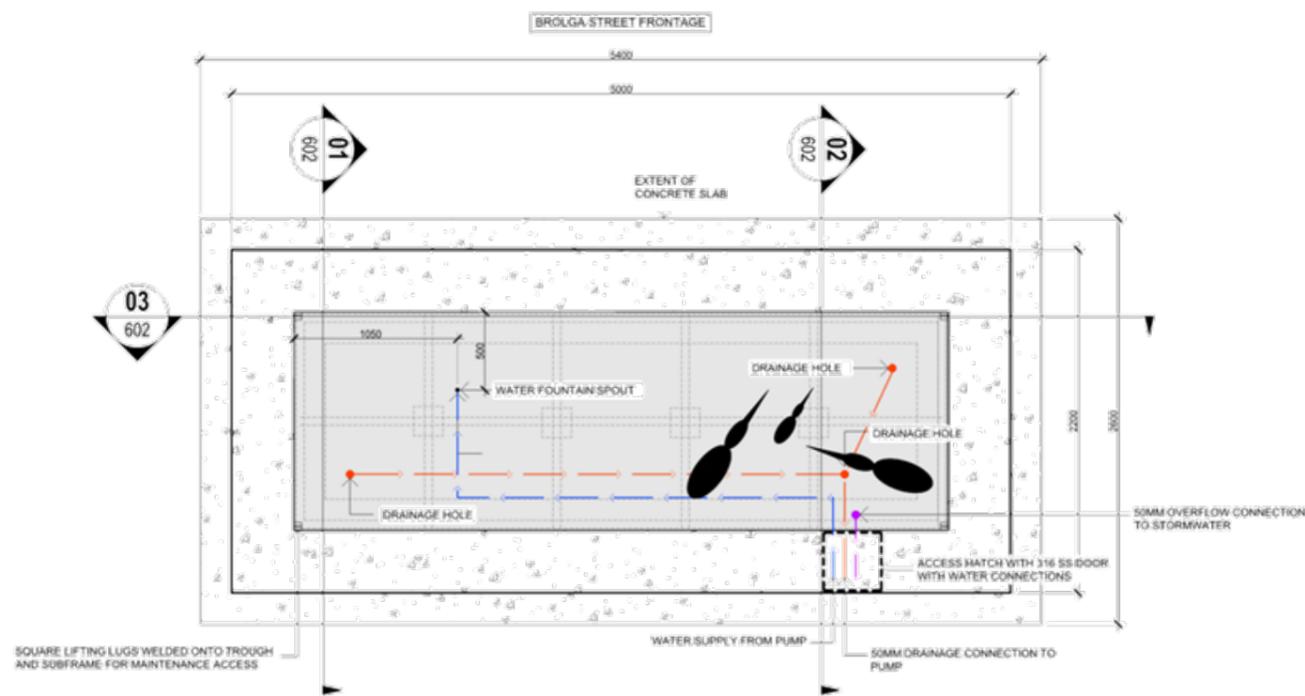
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300	



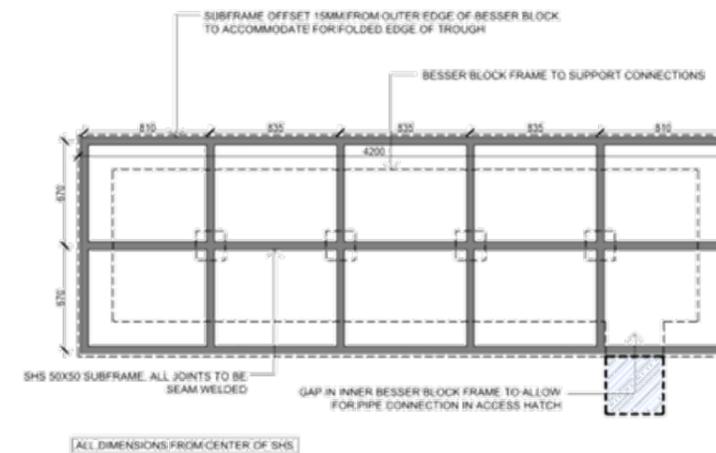
**01** TURF - TYPICAL DETAIL  
601 1:10 @ A1



**02** PAVEMENT TYPE 2 - LOOSE LAID GRAVEL WITH CONCRETE EDGE  
601 1:10 @ A1



**03** WATER FEATURE - PLAN  
601 1:20 @ A1



**04** WATER FEATURE SUBFRAME - PLAN  
601 1:20 @ A1

CONTRACTOR TO PROVIDE SHOP DRAWINGS OF WATER FEATURE AND SURROUNDING WALL FOR APPROVAL PRIOR TO FABRICATION.

WATER FEATURE MANUFACTURER: FOCAL POINT WATER FEATURES OR APPROVED EQUAL

STAINLESS STEEL TROUGH TO BE 2MM THICK 316 STAINLESS STEEL, BRUSHED FINISH. ALL CONNECTIONS TO BE SEAM WELDED. PLUMBING CONNECTIONS TO BE ALL HDPE STANDARD FITTINGS. PLUMBING TO BE INSTALLED BY CERTIFIED PLUMBER. ALL PUMP AND EQUIPMENT TO BE HOUSED IN PUMP HOUSE.

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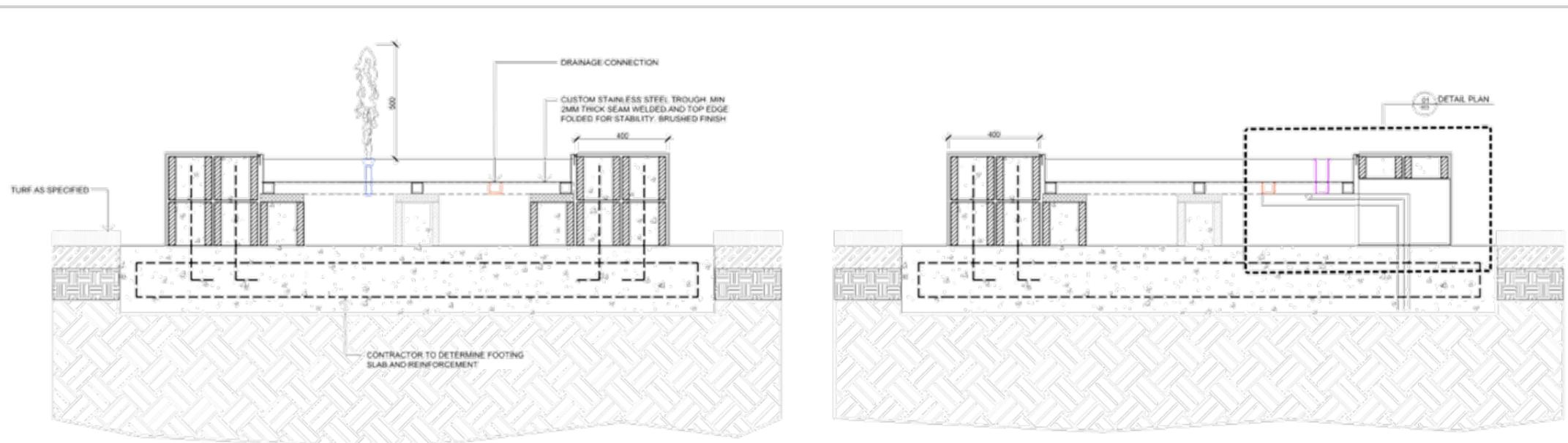
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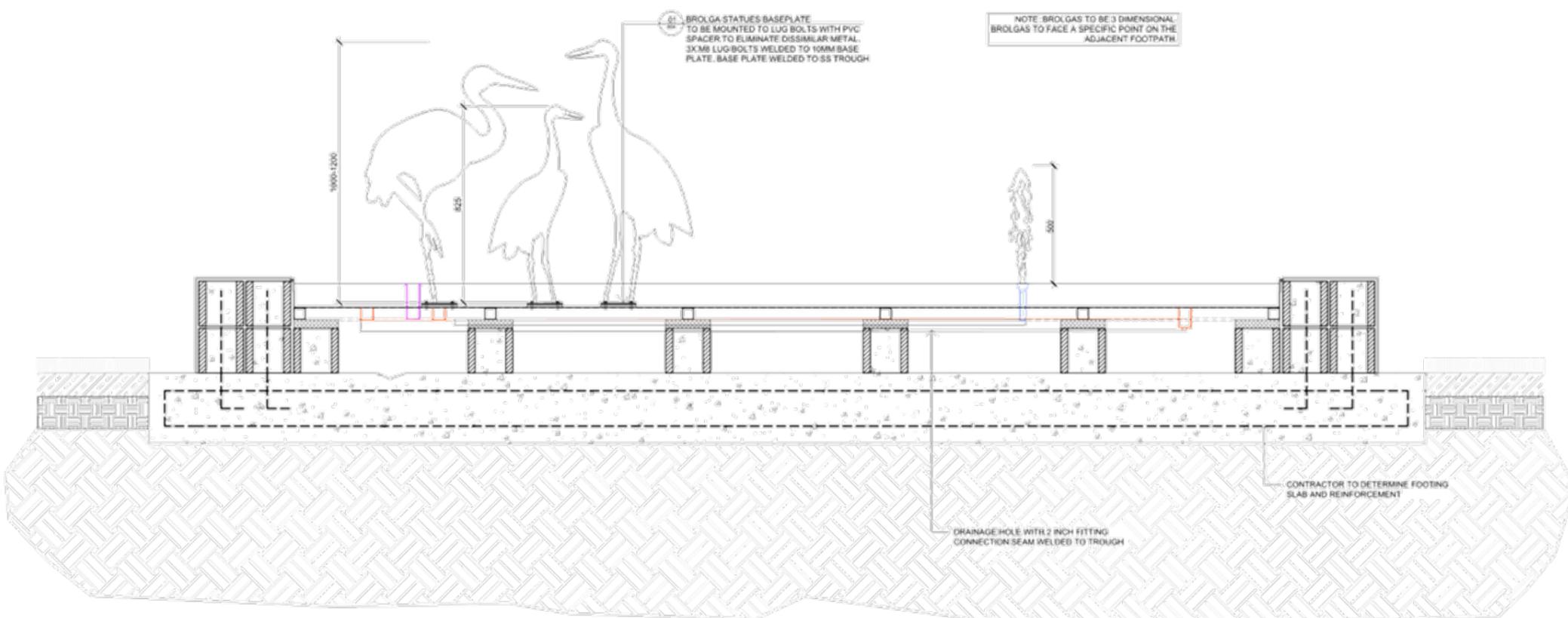
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Sheet No.:	Issue:
601	C



**01** WALL TYPE 1 - WATER FEATURE CROSS SECTION A  
602 1:10 @ A1

**02** WALL TYPE 1 - WATER FEATURE CROSS SECTION B  
602 1:10 @ A1



**03** WALL TYPE 1 - WATER FEATURE SECTION  
602 1:10 @ A1

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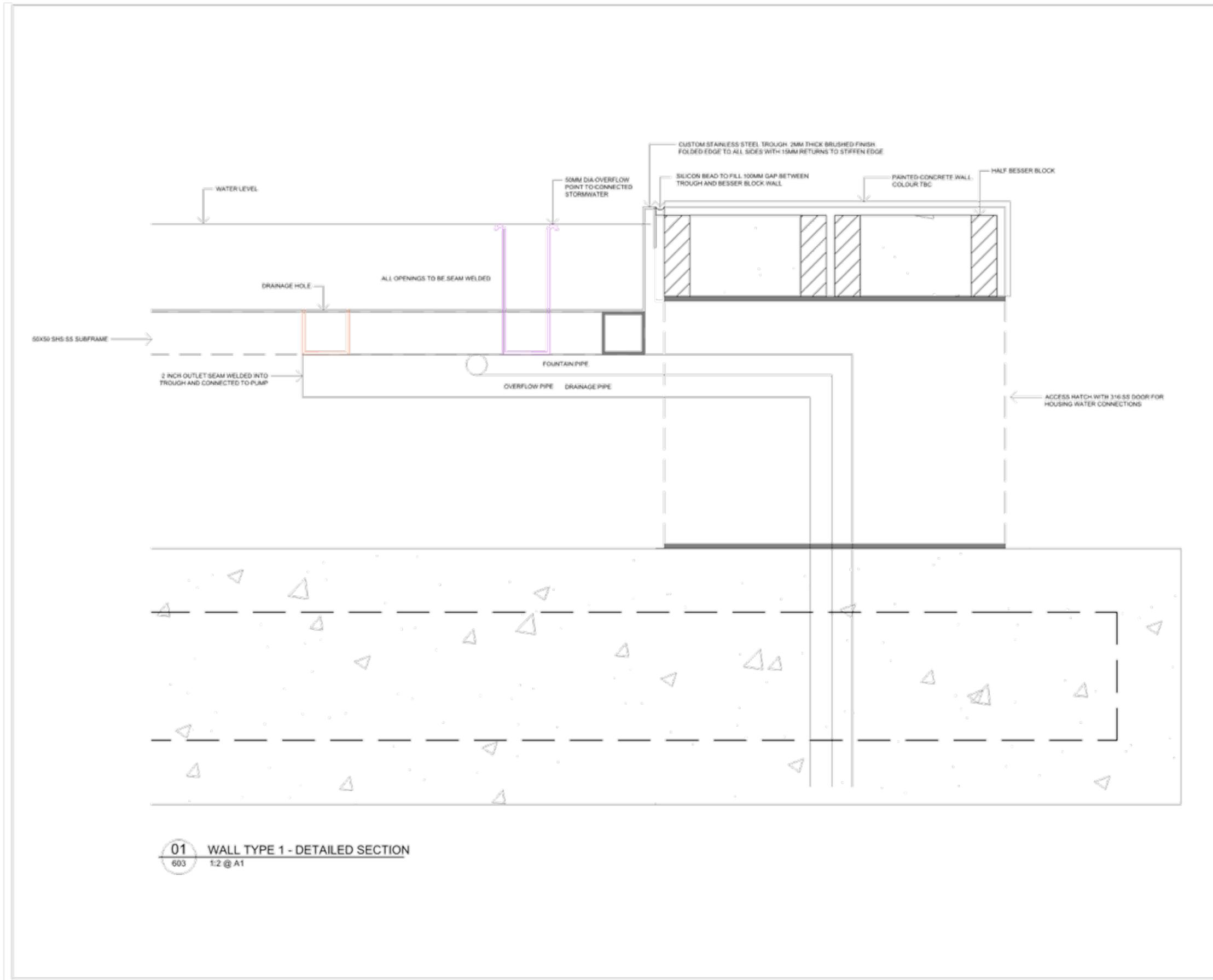
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**FOR CONSTRUCTION**  
 Sheet No.: 602 Issue: C



**01** WALL TYPE 1 - DETAILED SECTION  
603 1:2 @ A1

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WATER FEATURE MANUFACTURER: FOCAL POINT WATER FEATURES OR APPROVED EQUAL

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Sheet No.: 603 Issue: C



(APPROXIMATE SIZE AND STANCE OF STATUES)



EXAMPLE OF ARTISTS ENGAGED TO PRODUCE BROLGA STATUES

NOTE: BROLGAS TO BE 3 DIMENSIONAL. BROLGAS TO FACE A SPECIFIC POINT ON THE ADJACENT FOOTPATH.

REFER TO MATERIALS AND FINISHES SCHEDULE FOR FINISH AND SUPPLIER DETAIL. REFER TO DETAIL 02/604 FOR FOOTING DETAILS TO ATTACH TO TROUGH

CONTRACTOR TO PROVIDE SHOP DRAWINGS OF WATER FEATURE AND SURROUNDING WALL FOR APPROVAL PRIOR TO FABRICATION.

**01** BROLGA STATUE - ABSTRACT WELDED SHEET METAL  
604 1:10 @ A1

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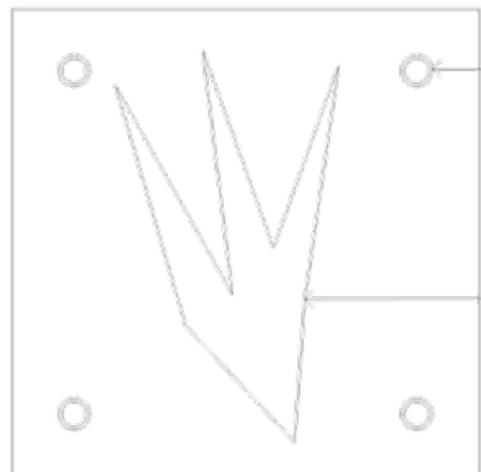
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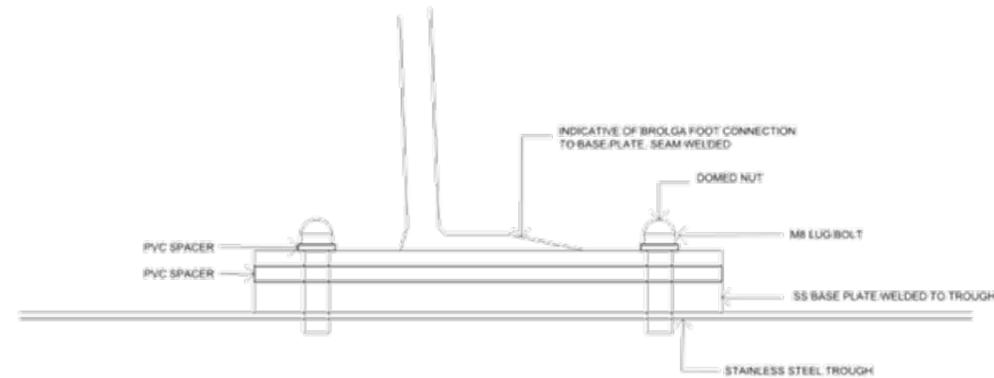
Drawing Title:  
**LANDSCAPE DETAILS**

Issue Detail:  
**FOR CONSTRUCTION**  
Sheet No.: 604 Issue: C



BASE PLATE TO BE MOUNTED TO LUG BOLTS WITH PVC SPACER TO ELIMINATE DISSIMILAR METALS. 4NO. LUG BOLTS WELDED TO 10MM BASE PLATE WELDED TO SS TROUGH

INDICATIVE OF BROLGA FOOT CONNECTION TO BASE PLATE. SEAM WELDED



INDICATIVE OF BROLGA FOOT CONNECTION TO BASE PLATE. SEAM WELDED

DOMED NUT

M8 LUG BOLT

SS BASE PLATE WELDED TO TROUGH

STAINLESS STEEL TROUGH

PVC SPACER

PVC SPACER

**02** BASE PLATE FOR BROLGA STATUE - PLAN  
604 1:1 @ A1

**A** BASE PLATE FOR BROLGA STATUE - SECTION  
1:1 @ A1



# ADMINISTRATION BUILDING

**01** STAINLESS STEEL LETTERING  
605 1:20 @ A1

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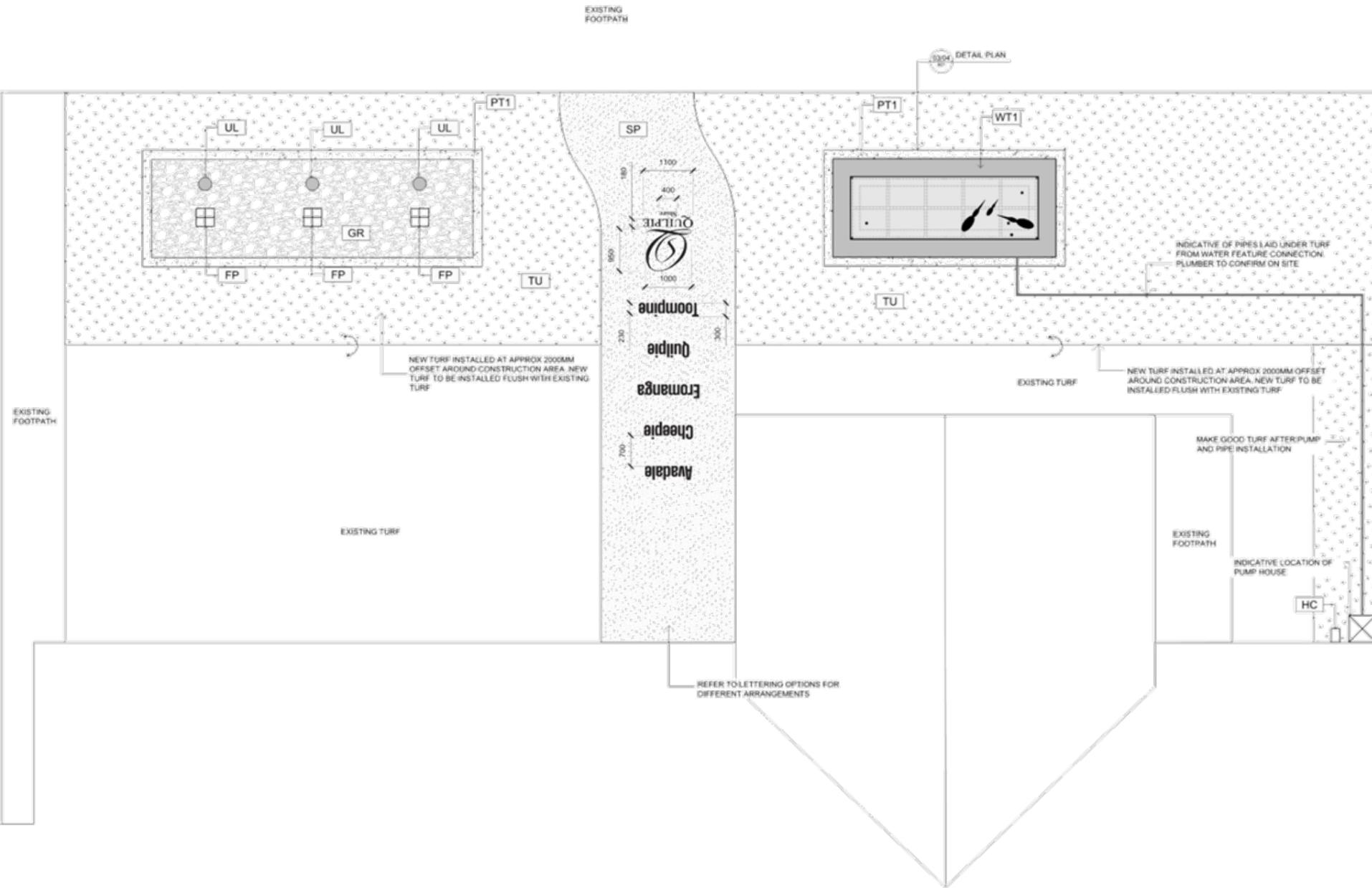
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Sheet No.:	Issue:
605	C

# OPTION 1 - THREE FLAGS

BROLGA STREET

REFER TO LEGEND ON 101



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 QLD, 4490

Project:  
**QUILPIE ADMINISTRATION BUILDING**

Scale 1:50 @ A1 - Dimensions in metres  
 Scale 1:100 @ A3 - Dimensions in metres

Designed by: CP Drawn by: DD Checked by: CP

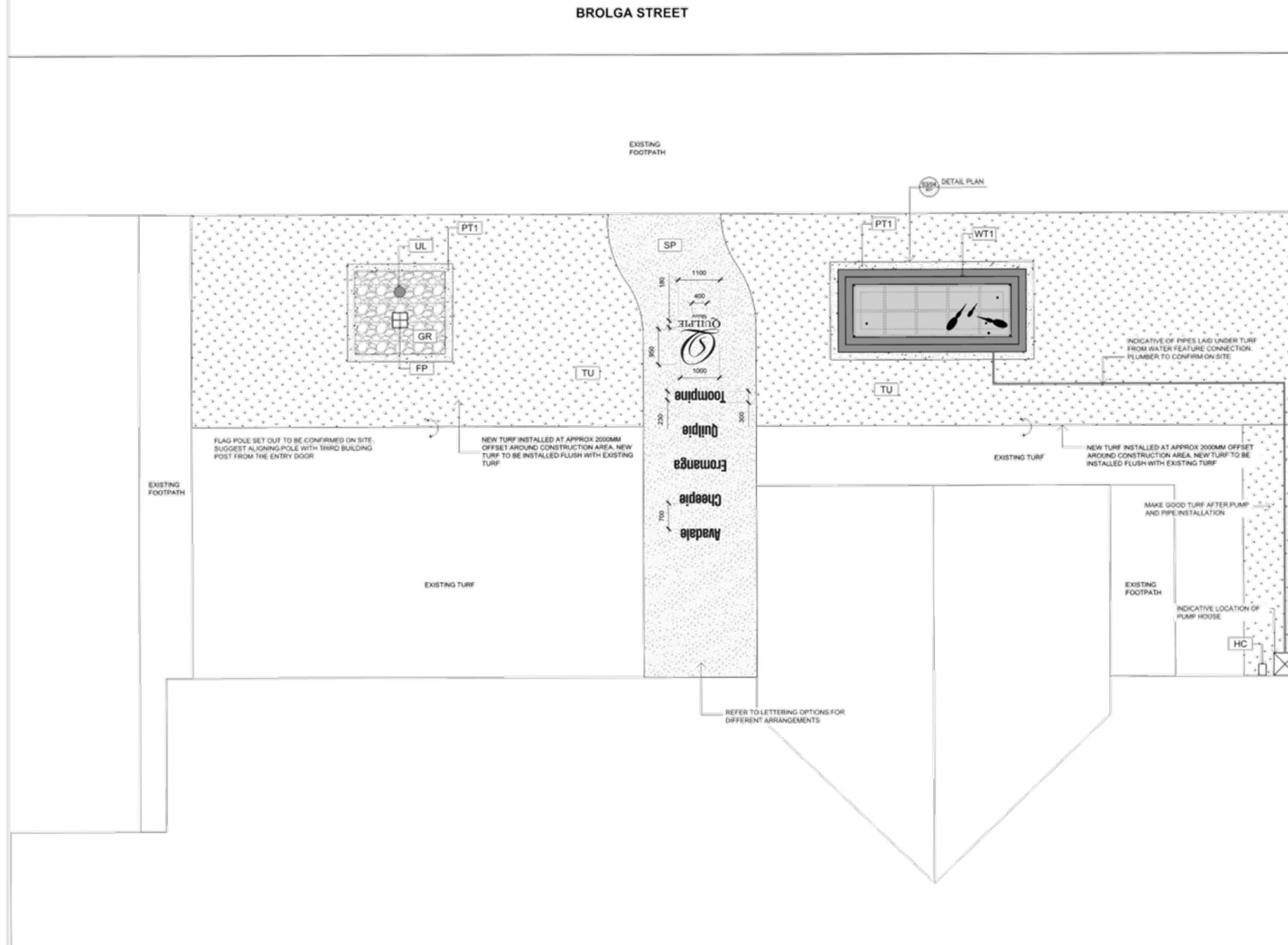
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**LANDSCAPE PLAN**

Issue Detail:  
**FOR CONSTRUCTION**

Sheet No.: 300 Issue: C

# OPTION 2 - SINGLE FLAG

REFER TO LEGEND ON 101



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 Contact Name: JUSTIN HANCOCK  
 Client Address: 50 BROLGA STREET  
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 QLD, 4490

Project:  
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NB	GG	PK

Drawing Title:  
**LANDSCAPE PLAN  
 SINGLE FLAG OPTION**

Issue Detail:  
**OPTION FOR QSC REVIEW**

Sheet No.:	Issue
301	A



Australian Government  
Department of the Prime Minister and Cabinet

# Australian Flags





## Foreword

***Australian Flags* was first published under the auspices of the Department of the Prime Minister and Cabinet in 1995 to provide information about the Australian National Flag, official Australian flags such as the Australian Aboriginal Flag and the Torres Strait Islander Flag, state and territory flags, and other flags flown in Australia.**

A 2nd edition of *Australian Flags* was published in 1998.

This 3rd edition of *Australian Flags* has a new structure to make the book easier to read and new illustrations to describe flag protocol:

- Part 1 outlines the elements of the Australian National Flag
- Part 2 explains the protocols for the appropriate use and the flying of the Australian National Flag
- Part 3 details other official flags of Australia
- Part 4 outlines the history of the Australian National Flag.

*Australian Flags* can be used as an educational resource and a source of general information about the history and proper use of the Australian National Flag and other flags of Australia by the Australian community, flag marshals and visitors to Australia.

A hard copy of *Australian Flags* can be obtained free of charge by contacting the electorate office of your local Senator or Member of the House of Representatives.

### **About the Parliamentary and Government Branch**

The Parliamentary and Government Branch is part of the Department of the Prime Minister and Cabinet and is responsible for providing advice on flag protocol.

Further information about the Branch's activities is available on our website or by contacting:

**Parliamentary and Government Branch**  
Department of the Prime Minister and Cabinet  
PO Box 6500  
Canberra ACT 2600  
Telephone: (02) 6271 5601  
Email: [nationalsymbols@pmc.gov.au](mailto:nationalsymbols@pmc.gov.au)

### **Commonwealth Flag Network**

The Parliamentary and Government Branch is responsible for the administration of the Commonwealth Flag Network.

This free service notifies flag marshals of flag protocol when flying the Australian National Flag on special occasions such as Anzac Day and Australian National Flag Day or occasions when flags should be flown at half-mast.

Flag marshals and those interested in flying the Australian National Flag are encouraged to register to become members of the Commonwealth Flag Network.

### **Free issue of Australian flags**

The Australian National Flag, the Australian Aboriginal Flag and the Torres Strait Islander Flag can be obtained free of charge by contacting the electorate office of your [local Senator or Member of the House of Representatives](#).

Please note that provision of a flag or flags is subject to each Parliamentarian's annual budget for office expenses and their own internal policies, and the number of flags available may be limited which may mean prioritising particular individuals.

### **Who can obtain a flag**

Flags are available to constituents and eligible organisations, please contact the electorate office of your local Senator or Member of the House of Representatives to request a flag.

### Acknowledgements

The Parliamentary and Government Branch would like to express its thanks to the people and organisations that contributed their knowledge and expertise to each edition of *Australian Flags*:

- Aboriginal and Torres Strait Islander Commission
- Australian Border Force
- Australian Defence Force
- Australian Federal Police
- Australian Institute of Aboriginal and Torres Strait Islander Studies
- Australian Maritime Safety Authority
- Australian Olympic Committee
- Australian War Memorial
- Ballarat Fine Art Gallery
- Christmas Island Shire Council
- Cocos (Keeling) Islands Shire Council
- Mr Harold Thomas
- Mr John Vaughan, Vexillographer
- National Archives of Australia
- National Library of Australia
- National Indigenous Australians Agency
- Norfolk Island Government
- Office of the Administrator of the Indian Ocean Territories
- Offices of State Governors
- Queen Victoria Museum and Art Gallery, Launceston
- Rigby Ltd
- Sporting Pix Australia
- State and territory government protocol officers

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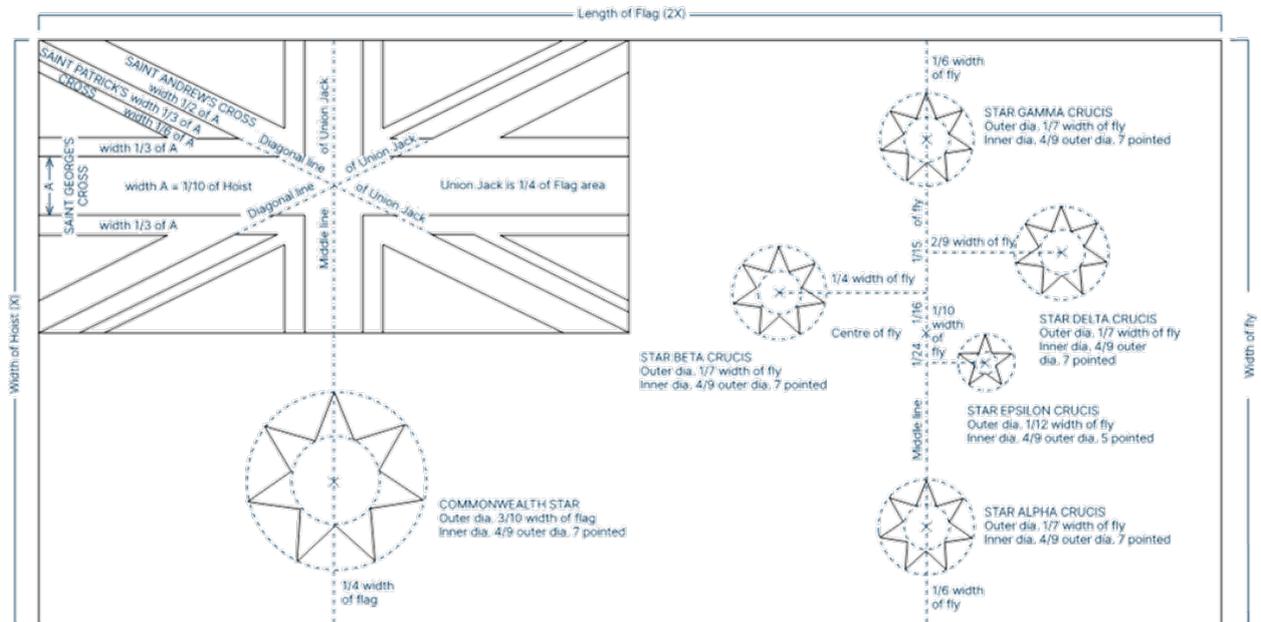
Part 1

# The Australian National Flag





# The Elements of the Australian National Flag



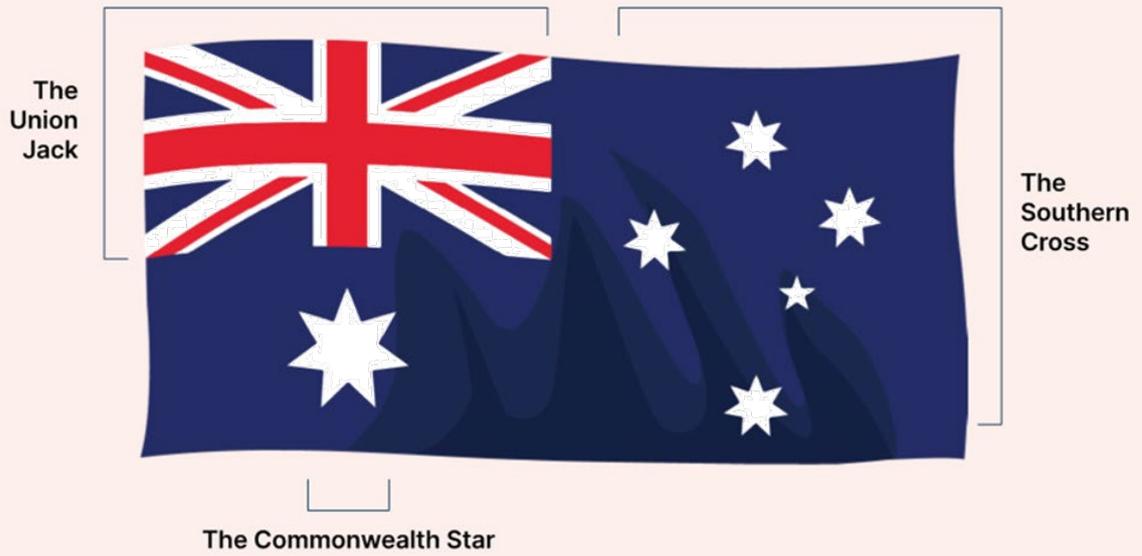
Flag specifications are as outlined in the Flags Act 1953 (Schedule 1).

**The Australian National Flag consists of three elements:**

- the Union Jack
- the Commonwealth Star
- the Southern Cross.

**Colour references for the Australian National Flag are:**

- Blue: PANTONE® 280
- Red: PANTONE® 185.



## THE ELEMENTS OF THE AUSTRALIAN NATIONAL FLAG

**The Union Jack**

The Australian National Flag has the Union Jack in the upper left-hand quarter nearest the flagpole (the 'canton') to acknowledge the history of British settlement in Australia. The rest of the background (the 'field') is coloured dark blue. The Union Jack, the commonly used name for the Union Flag, is the flag of the United Kingdom of Great Britain and Northern Ireland and has its own history.

The first Union Flag, created in 1606, combined the red cross of St George (England) on a white background and the white diagonal cross of St Andrew (Scotland) on a dark blue background. When Ireland became part of the United Kingdom in 1801, the red diagonal cross of St Patrick was added to the Union Jack.

**The Commonwealth Star**

The Commonwealth Star on the Australian National Flag created in 1901 had six points representing the states (formerly colonies). The seventh point was added in 1908 to represent Commonwealth territories. Another reason for this change was for the star to match the crest of the Commonwealth Coat of Arms, the first version of which was created in 1908. The Commonwealth Star is sometimes referred to as the Federation Star.

**The Southern Cross**

Four seven-pointed stars arranged in a cross, together with a smaller five-pointed star appear on the right-hand side (the 'fly') of the flag to represent the Southern Cross. The Southern Cross is a constellation that can be easily seen in the night skies of the Southern Hemisphere. It was a common feature of many of the early unofficial Australian flags. The formal name of the Southern Cross is *Crux Australis* and the individual stars are known by the first five letters of the Greek alphabet in order of brightness: (clockwise from the bottom star) *Alpha*, *Beta*, *Gamma*, *Delta* and *Epsilon*.

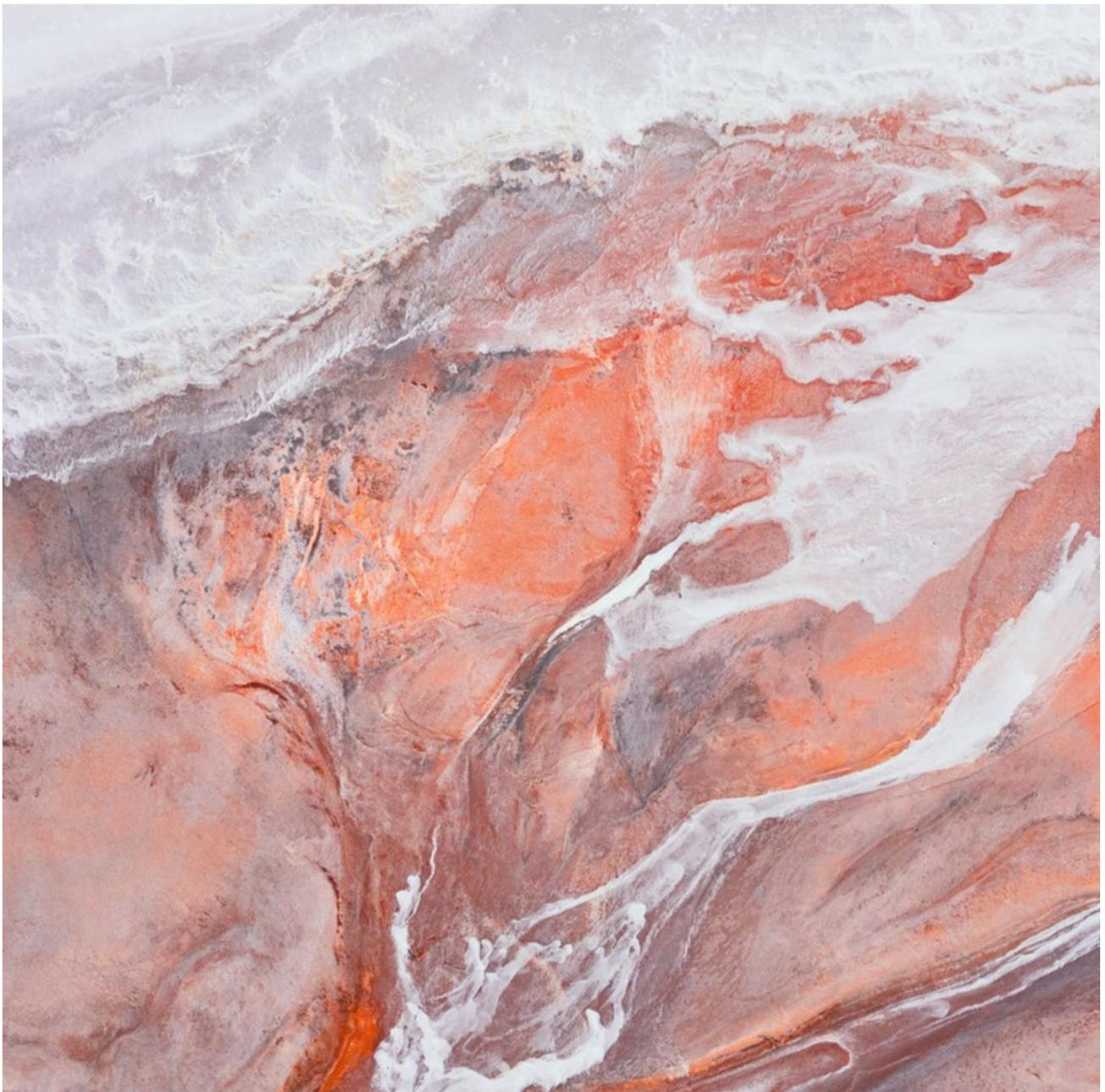
The original competition-winning design had each star with a different number of points, ranging from nine to five, to reflect their brightness. The number of points was simplified and the official drawing in the *Commonwealth of Australia Gazette* on 23 February 1903 showed the four larger stars of the same size with seven points each and one smaller star with five points.

**Australian National Flag Day**

Australian National Flag Day was proclaimed by the Governor-General on 28 August 1996 and has been observed since 3 September 1996.

Australian National Flag Day acknowledges the first time the flag was officially flown on 3 September 1901.

Australians can celebrate Australian National Flag Day by flying or displaying the Australian National Flag on 3 September each year.





Part 2

# The protocols for the appropriate use and the flying of the flag



## Flying and use of the Australian National Flag

**The Australian National Flag may be flown on every day of the year. It is important to observe correct flag protocol when flying the flag. The following guidelines apply to the Australian National Flag and to flags generally.**



**Who can fly the Australian National Flag?**

Any person may fly the Australian National Flag. However, the flag should be treated with the respect and dignity it deserves as the nation's most important national symbol.

Flag protocol is based on longstanding international and national practice.

**Dignity of the flag**

The flag should not be allowed to fall or lie on the ground.

The flag should not be used to cover a statue, monument or plaque for an unveiling ceremony; to cover a table or seat; or to mask boxes, barriers or the space between the floor and the ground level on a dais or platform.

The flag should never be flown when in damaged, faded or dilapidated condition. When the material of the flag deteriorates to a point where it is no longer suitable for use, it should be destroyed privately, in a dignified way.

**Flying and handling**

When flown in Australia or on Australian territory the Australian National Flag takes precedence over all other flags. See the order of precedence when flying the Australian National Flag in company with other flags.

The flag should not be flown in a position inferior to that of any other flag or ensign. The superior position is based on the formation of the flagpoles in the set, not the height of the flag on the flagpole.

The flag should not be smaller than that of any other flag or ensign.

The flag should be raised briskly and lowered with dignity.

The flag should always be flown aloft and free as close as possible to the top of the flag mast, with the rope tightly secured.

Unless all the flags can be raised and lowered simultaneously, the Australian National Flag should be raised first and lowered last when flown with other flags.

When the flag is raised or lowered, or when it is carried in a parade or review, all present should face the flag and remain silent. Those in uniform should salute.

The flag should be raised no earlier than first light and should be lowered no later than dusk.

The flag may only be flown at night when illuminated.

Two flags should not be flown from the same flagpole.

The flag should not be flown upside down, even as a signal of distress.

**Disposal of flags**

When a flag becomes dilapidated and no longer suitable for use, it should be destroyed privately and in a dignified way. For example, it may be cut into small unrecognisable pieces, placed in an appropriate sealed bag or closed container then disposed of with the normal rubbish collection.

Alternatively you may conduct a flag retirement ceremony for a significant occasion. Further information is available on the Department of the Prime Minister and Cabinet's website.

## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG



### Displaying the Australian National Flag

Whether the flag is displayed flat against a surface (either horizontally or vertically), on a staff, on a flag rope, or suspended vertically in the middle of a street, the canton should be in the uppermost left quarter as viewed by a person facing the flag.

In the case of the Australian National Flag, the Union Jack should be seen in the top left quarter of the flag. <sup>1</sup>



Even when the flag is displayed vertically, this rule must be followed, although to the casual observer the flag appears to be back to front. The reason for this is that the canton is the position of honour on the flag.

When the Australian National Flag is displayed alone on a speaker's platform, it should be flat against the wall or on a staff on the right of the speaker as he or she faces the audience. <sup>2</sup>



When displayed on a flag rope (a 'halyard'), the flag should be as close as possible to the top, with the flag rope tight.

If the national flag is vertically suspended in an east-west street, the canton should be towards the north. In a north-south street the canton should be towards the east. <sup>3</sup>



#### Use of the flags on conference tables

Should it be decided to place the flags of nations on a conference table, a single flag representative of each nation present should be placed in front of the leader of that country's delegation. <sup>4</sup>



#### Flying the Australian National Flag alone

When the Australian National Flag is flown alone, on top of, or in front of a building with two flagpoles, it should be flown on the flagpole to the left of a person facing the building. <sup>5</sup>



When flown alone, on top of, or in front of a building with more than two flagpoles, the Australian National Flag should be flown in the centre or as near as possible to it. <sup>6</sup>



## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Flying the Australian National Flag with other nations' flags**

When the Australian National Flag is flown with the flags of other nations, all the flags should, if possible, be the same size and flown on flagpoles of the same height. According to international practice, no national flag should fly above another in peacetime.

The Australian National Flag must, however, take the position of honour.

When flying with only one other national flag, the Australian National Flag should fly on the left of a person facing the building. <sup>7</sup>

When flying the Australian National Flag along with several other national flags, the flags should follow the Australian National Flag in alphabetical order.

The Australian Government's policy in relation to the flying of other nations' flags is to fly only the official flags of nations recognised by Australia.

In a line of several national flags, and where there is an odd number of flags and only one Australian National Flag is available, the Australian National Flag should be flown in the centre. <sup>8</sup>



FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG



If there is an even number of flags and only one Australian National Flag is available, the Australian National Flag should be flown on the far left of a person facing the building. <sup>9</sup>



If there is an even number of flags and two Australian National Flags are available, one should be flown at each end of the line. The flagpoles must be of uniform height. <sup>10</sup>



When crossed with another national flag, the Australian National Flag should be on the left of a person facing the flags and its staff should cross in front of the staff of the other flag. <sup>11</sup>



In a semi-circle of flags, the Australian National Flag should be in the centre. 12



In an enclosed circle of flags, the Australian National Flag should be flown on the flagpole immediately opposite the main entrance to the building or arena. 13



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17

## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Flying the Australian National Flag with state and other flags**

When flying the Australian National Flag with state flags and/or other flags (such as the Australian Aboriginal Flag, the Torres Strait Islander Flag, local government flags, house flags, club pennants, corporate and company flags) in a line of flagpoles, the order of the flags should follow the rules of precedence. The Australian National Flag should always be flown on the far left of a person facing the building. <sup>14</sup> With the exception of a flagpole fitted with a gaff, a house flag or club pennant should never be flown above a national flag.

For example, if the Australian National Flag was being flown with a state flag, the Australian Aboriginal Flag and a local government flag, the Australian National Flag would be flown on the far left (the position of honour), followed by the state flag, the Australian Aboriginal Flag and the local government flag.

If there are two Australian National Flags, one can be flown at each end of a line of flags. <sup>15</sup>

If one flagpole is higher than other poles, the Australian National Flag should be flown on that flagpole.

For example, when displaying the Australian National Flag, the Australian Aboriginal Flag and the Torres Strait Islander Flag on a flag stand where the centre flagpole is highest, the Australian National Flag should be placed in the centre.

In a single or double row of flagpoles, arranged at right angles from a structure, such as a building or memorial, the Australian National Flag should be flown on the far left flagpole nearest the kerb. <sup>16</sup> If two Australian National Flags are available the second flag should be flown on the flagpole on the right nearest the kerb.

In a double row of flagpoles, where there is no formal focal point, such as a building or memorial, the Australian National Flag should be flown on the diagonal corners of the arrangement, with all other flags being arranged according to precedence as for a single row. <sup>17</sup>

FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG



**Flying the Australian National Flag on a yardarm**

When the Australian National Flag is being displayed from a flagpole fitted with a yardarm and is flying with another national flag, the Australian National Flag should be flown on the left of the yardarm and the flag of the other nation should be flown on the right of the yardarm, as viewed from the front of the flagpole/gaff combination. 18

If the Australian National Flag is being displayed from a flagpole fitted with a yardarm and is flying with a state flag and a house flag or pennant, the Australian National Flag should be flown from the top of the flagpole, the state flag on the left of the yardarm, and the house flag or pennant on the right of the yardarm, as viewed from the front of the flagpole/gaff combination. 19



20

**Flying the Australian National Flag on a flagpole with a gaff**

If the flagpole is fitted with a gaff, the Australian National Flag should be flown from the peak of the gaff, which is the position of honour, even though the Australian National Flag is then lower than the flag flying from the masthead of the flagpole. This international tradition originates from the days of sailing ships, when it was necessary to keep the flag free of the ship’s rigging. 20

The next position of prominence is the masthead of the flagpole, then the left-hand side of the yardarm, then the right-hand side, as viewed from the front of the flagpole/gaff combination.



21

**Flying the Australian National Flag and red ensign on ships**

The Australian red ensign is the flag to be flown by Australian-registered merchant ships. Either the Australian National Flag or the Australian red ensign can be flown by government ships, fishing vessels, pleasure craft, small craft and commercial vessels under 24 metres in tonnage length, but not both ensigns at the same time. 21



22

The rules for flying flags on non-defence ships are set out in sections 29 and 30 of the *Shipping Registration Act 1981* and regulation 22 of the *Shipping Registration Regulations*. Foreign vessels may, as a courtesy, fly from the foremast either the Australian National Flag or the Australian red ensign when berthed in an Australian port. 22



FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG



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26

**Carrying the Australian National Flag in a procession**

In a line of flags carried in single file, the Australian National Flag should always lead. Flags are carried so that the right hand of the carrier is above the left hand. 23

In a line of flags carried abreast, it is preferable to have an Australian National Flag carried at each end of the line. 24

If, however, only one Australian National Flag is available, the following applies:

- If there is an odd number of flags, the Australian National Flag should be carried in the centre of the line.
- The flag next highest in order of precedence should be flown to the left of the Australian National Flag (as seen by a viewer facing the flag bearers), the next ranking flag to the right of the Australian National Flag and so on. 25

- If there is an even number of flags, the Australian National Flag should be carried on the right-hand end of the line facing the direction of movement (that is, the left end of the line as viewed by a person facing the flags). 26

**Lowering the Australian National Flag in a procession**

The Australian National Flag should not be lowered as a form of salute, even when it is appropriate for other flags or ensigns being carried in a procession to be lowered as a form of salute.

## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Flying the Australian National Flag at half-mast**

Flags are flown in the half-mast position as a sign of mourning. <sup>27</sup>

To bring the flag to the half-mast position, the flag must first be raised to the top of the mast (the 'peak'), then immediately lowered slowly to the half-mast position. This position is estimated by imagining another flag flying above the half-masted flag – in European mythology, the flag flying above is the flag of death. The flag must be lowered to a position recognisably half-mast so that it does not simply appear to have slipped down from the top of the flagpole. An acceptable position would be when the top of the flag is a third of the distance down from the top of the flagpole.

When lowering the flag from a half-mast position, it should first be raised briefly to the peak, then lowered ceremoniously.

A flag should not be flown at half-mast at night, whether or not the flag is illuminated, unless direction to half-mast the flag for an extended period of time has been issued.

When flying the Australian National Flag with other flags, all flags in the set should be flown at half-mast. The Australian National Flag should be raised first and lowered last.

There are occasions when direction will be given by the Australian Government for all flags to be flown at half-mast.

Some examples of these occasions are:

- On the death of the Sovereign (King or Queen) – the flag should be flown from the time of announcement of the death up to and including the funeral. On the day the accession of the new Sovereign is proclaimed, it is customary to raise the flag to the top of the mast from 11 am until the usual time for closure of business.
- On the death of a member of the royal family – by special command of the Sovereign and/or by direction of the Australian Government.
- On the death of the Governor-General or a former Governor-General.
- On the death of a distinguished Australian citizen, in accordance with protocol.
- On the death of the head of state of another country with which Australia has diplomatic relations – the flag would be flown at half-mast on the day of the funeral or as directed.
- On days of national commemoration such as Anzac Day and Remembrance Day.

Flags in any locality may be flown at half-mast on the death of a local citizen or on the day, or part of the day, of their funeral without direction from the Australian Government.



## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Draping a coffin**

The Australian National Flag may be used to cover the coffin of any deceased Australian citizen at their funeral. The canton should be draped over the 'left shoulder' of the coffin, representing the heart. The flag should be removed before the coffin is lowered into the grave or, at a crematorium, after the service. The deceased's service headdress, sword or baton, awards or medals if any and family flowers may be placed on the flag covering the coffin. Care should be taken during the interment to maintain the dignity of the flag. 28



**Flying the Australian National Flag on public holidays**

All organisations and individuals are encouraged to fly the Australian National Flag on public holidays.

**Display at polling places**

Where possible, the Australian National Flag should be displayed in or near every polling place on days when votes are being cast in a national election or referendum.

**Flying the Australian National Flag on Australian Government buildings**

The Australian Government has directed that the Australian National Flag be flown on its buildings during normal working hours on normal working days. This will vary on days of mourning, when the flag is flown at half-mast, and on days of national commemoration.

If more than one flagpole is available at an Australian Government building, other flags, such as house flags, may be flown from the additional flagpole, with the Australian National Flag in the pre-eminent position.

**Commercial use of the flag or flag image**

The Australian National Flag, or representation of the flag, may be used for commercial or advertising purposes without formal permission, subject to the following guidelines:

- The flag should be used in a dignified manner and reproduced completely and accurately.
- The flag should not be defaced by overprinting with words or illustration.
- The flag should not be covered by other objects in displays.
- All symbolic parts of the flag should be identifiable.

It is not necessary to seek formal permission to use the Australian National Flag for commercial purposes. However, the Parliamentary and Government Branch is available to provide advice on the appropriate use or representation of the Australian National Flag for commercial purposes.

In regard to the importation of items bearing an image of the Australian National Flag, importers must consult the Department of the Prime Minister and Cabinet for approval of the item before importing the items into Australia.

FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Flag folding**

The following diagrams show how to fold the flag properly:



Start like this.



Fold lengthwise bottomside to topside once and then once again.



## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Special days for flying flags**

The following list shows days of commemoration on which the flying of the Australian National Flag and, where appropriate, other flags, is particularly encouraged. Unless noted otherwise, these days are celebrated nationally.

**1 January** — Anniversary of the establishment of the Commonwealth of Australia

**26 January** — Australia Day

**13 February** — Anniversary of the Apology to Members of the Stolen Generations

**March, second Monday** — Commonwealth Day

**21 March** — Harmony Day – Harmony Day began in 1999 and celebrates Australia's success as a diverse society united as one family by a common set of values.

**25 April** — Anzac Day – Flags are flown at half-mast until noon then at the peak until the usual time for closure of business.

**9 May** — Anniversary of the inauguration of Canberra as the seat of government (Australian Capital Territory only)

**27 May to 3 June** — National Reconciliation Week – In recognition of 27 May as the anniversary of the 1967 Referendum which successfully removed from the Constitution clauses that discriminated against Indigenous Australians and 3 June as the anniversary of the High Court decision in the Eddie Mabo land rights case of 1992.

**June, second Monday** — Celebrated as the Queen's Birthday, except in Queensland and Western Australia, where it is observed later in September or October.

**July, nominated week** — NAIDOC Week (originally an acronym for National Aboriginal and Islanders' Day Observance Committee, the acronym has since become the name of the week) – NAIDOC Week is held every year to celebrate and promote a greater understanding of Aboriginal and Torres Strait Islander peoples and culture.

The Australian Aboriginal Flag and the Torres Strait Islander Flag should be flown on additional flagpoles, where available, next to or near the Australian National Flag on Australian Government buildings and establishments.

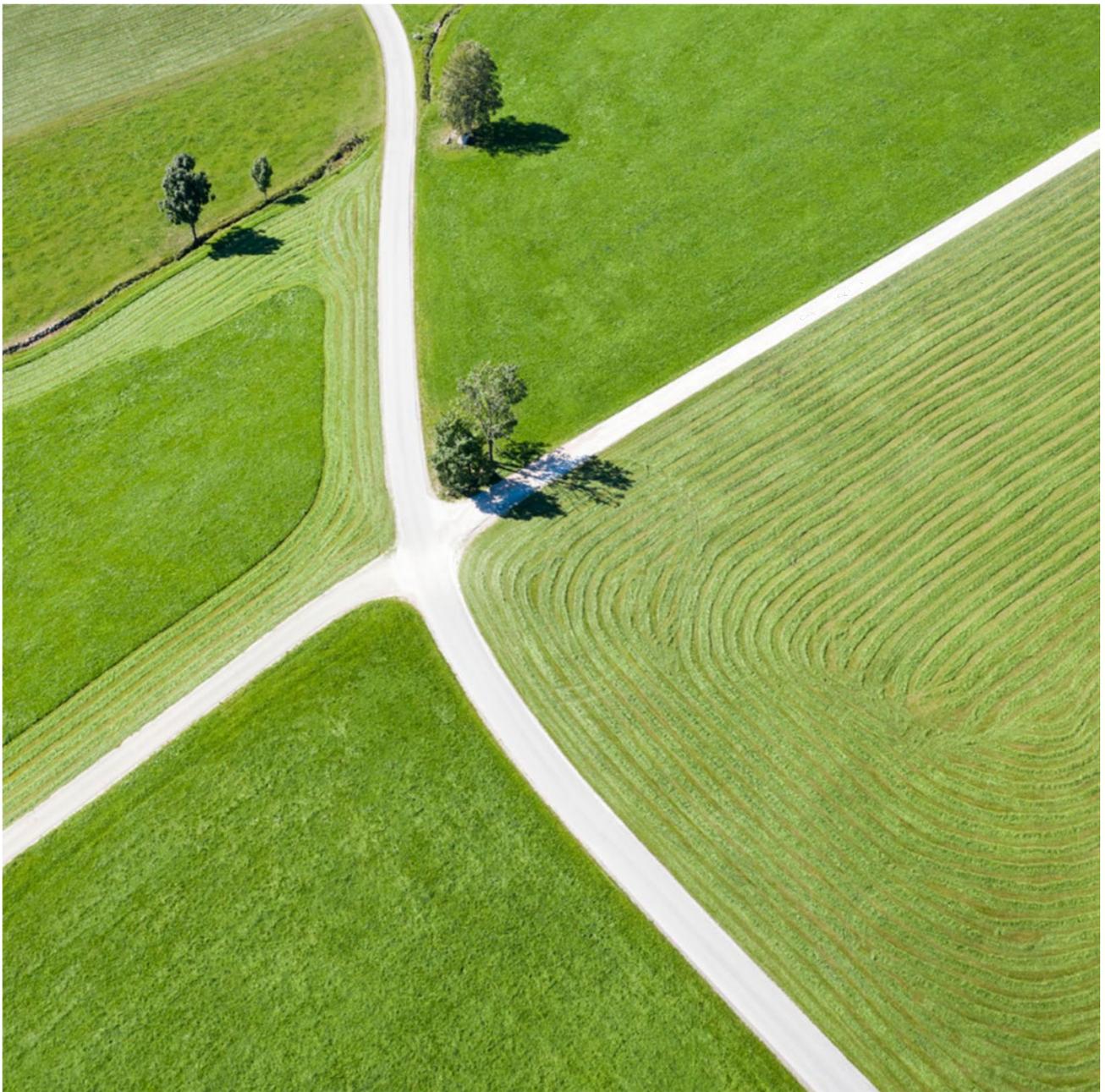
If there is only one flagpole available, the Australian Aboriginal Flag and the Torres Strait Islander Flag should not replace the Australian National Flag. If there are two flagpoles available, it is at the discretion of the authority concerned to determine which flag should be flown with the Australian National Flag.

**3 September** — Australian National Flag Day

**17 September** – Citizenship Day - Citizenship Day was introduced in 2001 and is an opportunity for all Australians to take pride in our citizenship and reflect on the meaning and importance of being Australian.

**24 October** — United Nations Day – If there are two or more flagpoles of equal height available, the United Nations Flag should be flown together with the Australian National Flag all day. The Australian National Flag should be flown in the pre-eminent position with the United Nations Flag on the second flagpole for the day. The United Nations Flag should be of the same size as the Australian National Flag.

**11 November** — Remembrance Day – Flags are flown at the peak from 8:00 am, at half-mast from 10:30 am to 11:02 am, and at the peak again from 11:02 am until the usual time for closure of business.



## FLYING AND USE OF THE AUSTRALIAN NATIONAL FLAG

**Order of precedence**

The Australian National Flag takes precedence in Australia over all other flags when it is flown in company with other flags.

When flown in the community the order of precedence of flags is:

- 1:** The Australian National Flag
- 2:** National flag of other nations
- 3:** State and territory flags
- 4:** Other flags prescribed by the *Flags Act 1953* including:
  - the Australian Aboriginal Flag and the Torres Strait Islander Flag in either order and
  - the Defence ensigns which should be flown in the following order:
    - the Australian Defence Force ensign
    - the Australian white ensign
    - the Royal Australian Air Force ensign.
- 5:** Ensigns and pennants – local government; Commonwealth, state and territory agencies; non-government organisations.

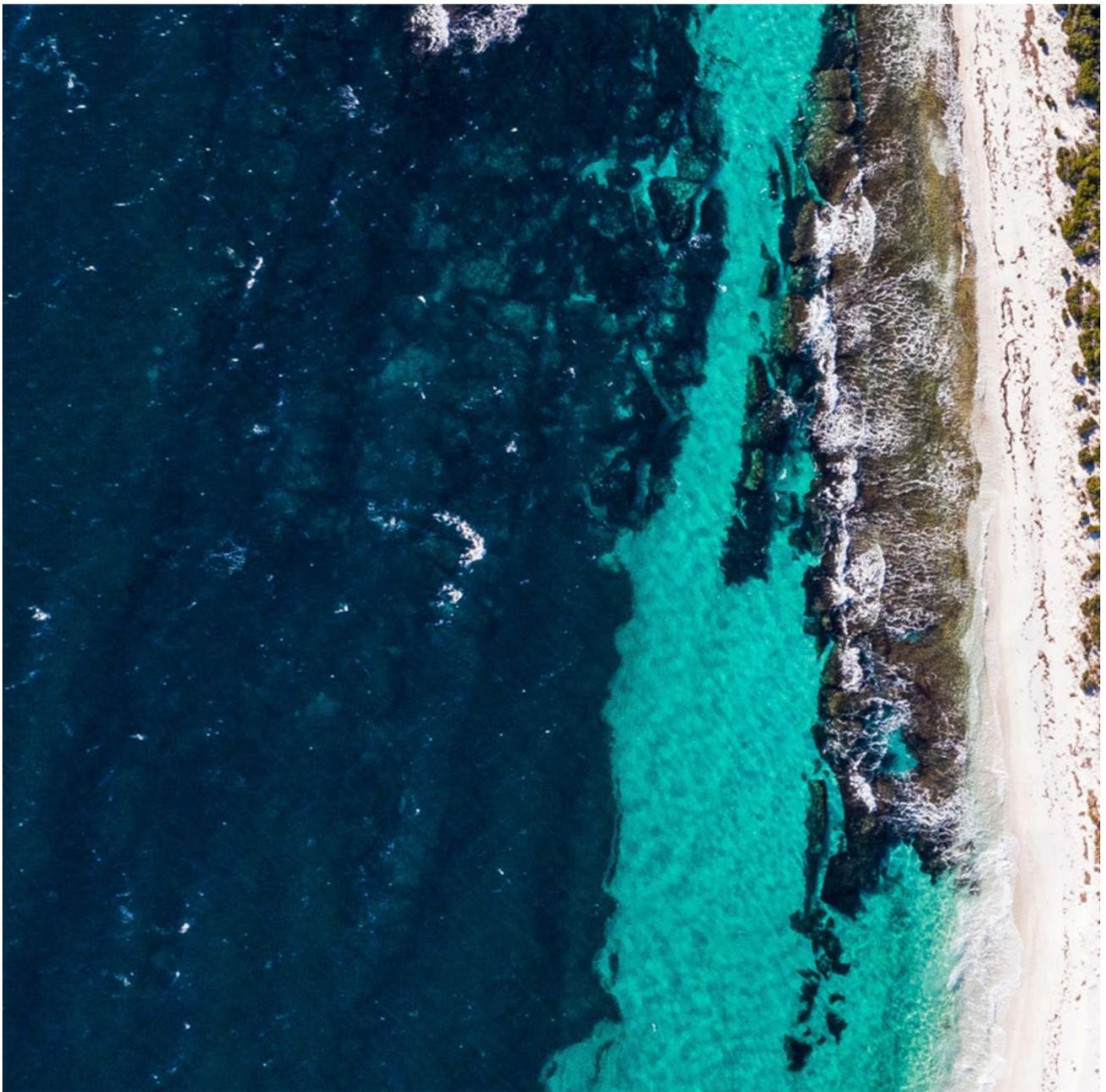
The order of precedence may be varied in the following circumstances:

- On military occasions or establishments, the Australian National Flag may be followed in the order of precedence by the prescribed Defence ensigns and military pennants ahead of other flags, ensigns and pennants.
- On Commonwealth occasions and Aboriginal or Torres Strait Island occasions for their peoples, the Australian Aboriginal Flag or the Torres Strait Islander Flag may follow the Australian National Flag ahead of other flags prescribed under the *Flags Act 1953*, state and territory flags and other ensigns and pennants.

The order of the State flags is New South Wales, Victoria, Queensland, South Australia, Western Australia, Tasmania (the order in which the State badges appear on the Commonwealth Coat of Arms) with flags of the Australian Capital Territory and the Northern Territory following in alphabetical order.

In the absence of a flag or flags higher in the order, a flag shall follow the flag being flown that is higher in the order.

The order of precedence does not require that a flag listed in the order must be flown in company with other flags in the order.





Part 3

# Other official flags of Australia



# The Centenary Flag

**The Centenary Flag was proclaimed a flag of Australia under section 6 of the *Flags Act 1953* on 20 September 2001.**



The Centenary Flag. Presented to the Hon John Howard MP, Prime Minister of Australia on behalf of the people of Australia by the Australian National Flag Association on 3 September 2001 at the Royal Exhibition Building, Melbourne to commemorate the first flying of the Australian National Flag on 3 September 1901 attended by the Rt Hon Sir Edmund Barton MHR, Prime Minister of Australia.

The Australian National Flag Association presented the Centenary Flag to the Hon John Howard MP, the then Prime Minister of Australia, on behalf of the people of Australia, on Australian National Flag Day 2001 at the Royal Exhibition Building in Melbourne. The occasion commemorated the centenary of the first flying of the flag of the Commonwealth of Australia on 3 September 1901. Since then, the Centenary Flag has been flown in each state and territory and was also flown in London at the opening of the Australian War Memorial at Hyde Park on 11 November 2003.

The Centenary Flag is the Australian National Flag with the addition on the headband of an inscription that refers to the first flying of the Australian National Flag on 3 September 1901, and a crimson stripe to represent the thread of kinship that stands at the heart of the federation.

The Centenary Flag is the Commonwealth's flag of State and is flown on ceremonial occasions, such as the opening of Parliament and when visiting Heads of State are present.

### **A flag for Australia**

On 1 January 1901, the six colonies united to form the Commonwealth of Australia. In search of a flag for the new nation, the Commonwealth Government announced a worldwide competition.

Entrants were invited to submit colour sketches for a design for two flags – one for official and naval purposes, the other for merchant ships.

More than 30,000 designs were submitted. From these, the judges chose five designs, which were almost identical, and the £200 prize was divided among the winners. These designs were the beginning of the Australian National Flag as we know it today.

# Flags of Australia's Indigenous Peoples

**The Australian Aboriginal Flag and  
Torres Strait Islander Flag were proclaimed  
flags of Australia under section 5 of the  
*Flags Act 1953* on 14 July 1995.**



*Australian Aboriginal Flag*



*Torres Strait Islander Flag*

### **The Australian Aboriginal Flag**

The Australian Aboriginal Flag was first raised on 9 July 1971, National Aborigines' Day, at Victoria Square in Adelaide. It was also used at the Aboriginal Tent Embassy in Canberra in 1972. The flag was designed by Mr Harold Thomas, an Aboriginal artist from the Northern Territory.

On 25 January 2022, the Prime Minister announced the copyright of the Australian Aboriginal Flag was transferred from Mr Harold Thomas to the Commonwealth of Australia.

The flag, designed in proportions approximating one to two, is divided horizontally into equal halves of black (top) and red (bottom), and has a yellow circle in the centre. The black symbolises the Aboriginal people, the red represents the earth and the colour of ochre used in Aboriginal ceremonies, and the circle of yellow represents the sun, the constant renewer of life.

The flag is flown or displayed permanently at Aboriginal centres throughout Australia. It is popularly recognised as the flag of the Aboriginal peoples of Australia.

The flag is protected by copyright and may only be reproduced in accordance with the provisions of the *Copyright Act 1968*. Carroll & Richardson-Flagworld Pty Ltd is the exclusive licensed manufacturer and provider of the Australian Aboriginal Flag on flags and pennants, banners and buntings. As the owner of the copyright in the design of the flag, the Commonwealth allows the design to be freely reproduced by the public on all other mediums.

Colour references for the Australian Aboriginal Flag are:

- Red: PANTONE® 179
- Yellow: PANTONE® 123.

### **The Torres Strait Islander Flag**

The Torres Strait Islander Flag was adopted in May 1992 during the Torres Strait Islands Cultural Festival. Its origin is attributed to the late Mr Bernard Namok of Thursday Island.

The flag has three horizontal panels: the top and bottom panels are green and the middle one blue. These panels are divided by thin black lines. The green represents the land, the blue represents the sea, and the black symbolises the people.

In the centre of the flag is a white Dhari (traditional headdress), which is a symbol for all Torres Strait Islanders. Underneath the Dhari is a white five-pointed star: the five points represent the island groups in Torres Strait and the white represents peace. The star is an important symbol for a seafaring people.

The flag stands for the unity and identity of all Torres Strait Islander peoples of Australia.

The flag is protected by copyright and may only be reproduced in accordance with the provisions of the *Copyright Act 1968*, or with the permission of the Torres Strait Island Regional Council.

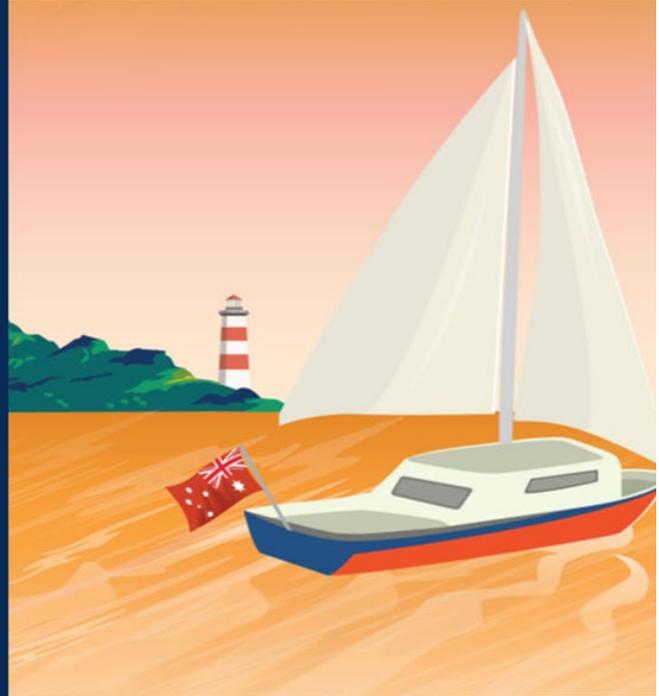
Colour references for the Torres Strait Islander Flag are:

- Blue: PANTONE® 280
- Green: PANTONE® 342.



## Australian ensigns

An ensign is another term for a flag. Originally, an ensign was a flag flown at the stern of a ship to denote nationality. The term ensign is now associated with flags flown by government services on land as well.





### **The ensigns of the Australian Defence Force**

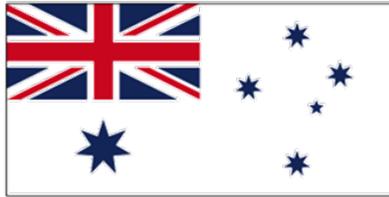
The Australian Army has no separate ensign but has the ceremonial role of protector of the Australian National Flag. The Australian Defence Force ensign represents the Australian Defence Force as a whole. The Royal Australian Navy and the Royal Australian Air Force have their own distinctive ensigns, which have evolved from the flags of their counterpart British services.

#### **Use of Defence ensigns**

The Department of Defence issues instructions on the proper use of the defence ensigns.

### **The Australian Defence Force ensign**

The Australian Defence Force ensign represents the three services of the Australian Defence Force: the red stripe represents the Australian Army, the dark blue stripe represents the Royal Australian Navy and the light blue stripe represents the Royal Australian Air Force. The defence force emblem in the centre of the flag also represents the three services: the crossed swords represent the army, the anchor represents the navy and the eagle represents the air force. The Commonwealth Star and the boomerang represent Australia.



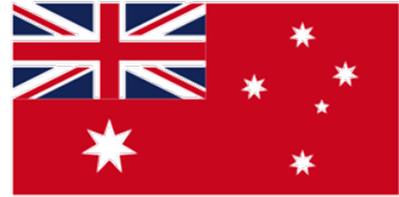
### The Royal Australian Navy ensign

The Royal Australian Navy adopted the Australian white ensign in 1967. The white ensign of the British Royal Navy had been used since 1911, when the Royal Australian Navy was formed. The Australian white ensign is usually flown from the stern of a navy vessel, while the Australian National Flag is flown from the bow of the vessel.



### The Royal Australian Air Force ensign

The Royal Australian Air Force ensign was approved by King George VI in 1948 and formally adopted in Australia in 1949. Previously, the ensign of the British Royal Air Force had been used. The Australian ensign was distinguished from the British ensign by the addition of the Southern Cross and Commonwealth Star. The light blue background symbolises the sky. A leaping red kangaroo was added to the rounded decorative panel (the 'roundel') in 1982.



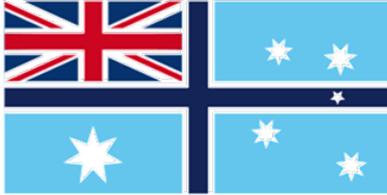
### The Australian red ensign

The *Shipping Registration Act 1981* confirms the Australian red ensign as the official flag to be flown by Australian-registered merchant ships. Historically, the Australian red ensign was used on land and at sea and Australians have fought under it during the First and Second World Wars.



### Other Australian Government flags

A number of Australian Government flags are flown to represent specific government services, among them the civil air ensign, the Australian Border Force flag and the Australian Federal Police flag.



#### The Civil Air ensign

Dating from 1935, the civil air ensign represents the Australian Government organisations responsible for civil aviation. This ensign can be seen flying from civil aviation buildings, boats, aircraft and airports. In 1947, the ensign's stars were changed from yellow to white, to make it more easily recognised from a distance. These changes were publicly notified in the *Commonwealth of Australia Gazette (No 39)* of 4 March 1948. The use of the civil air ensign is set out under the *Civil Aviation Act 1988*.

#### The Australian Border Force flag

Ships and aircraft used by the Australian Border Force display the Australian Border Force flag. The flag is the Australian National Flag with the addition of the words 'Australian Border Force' in prominent white lettering between the Commonwealth Star and the Southern Cross.

The use and design of the Australian Border Force flag is set out under the *Customs Act 1901* and the *Customs Regulations 2015*.

#### The Australian Federal Police flag

First adopted in 1981, the flag of the Australian Federal Police is flown on buildings of the Australian Federal Police. The flag is predominantly black, with its centre third a white vertical panel on which is placed the badge of the Australian Federal Police, based on the Commonwealth Star, the Crown and the Commonwealth Coat of Arms. The flag has on all four edges a narrow black and white chequer commonly used to represent police services around the world.



## State and territory flags

**The flags of the Australian states all bear the Union Jack on a dark blue background and each is distinguished by a state badge. These flags were created between 1870 and 1904. The territory flags were introduced more recently.**

**The flags of the states, or colonies as they were before federation, were first flown on the various colonial governments' ships. By the *Colonial Naval Defence Act 1865*, the colonies were authorised to fly their own flag on their ships – this was the British blue ensign with the badge of the colony in the fly (portion of the flag furthest from the staff). Designs for the badges were sent to the British Admiralty for approval.**

## STATE AND TERRITORY FLAGS



### New South Wales

The first badge of New South Wales, authorised in 1869, was simply the red cross of St George on a white field. The current badge on the New South Wales flag has been used on the flag since 1876, and was proclaimed in the *New South Wales Gazette* on 18 February 1876. It shows a gold lion of England in the centre of the red cross of St George on a white background.

The cross also bears four eight-pointed stars, one on each arm. The stars represent the Southern Cross, and the gold lion and St George Cross reflect the British heritage of the first European settlers. The St George Cross is also the traditional badge of the British Royal Navy.



### Victoria

The Victorian flag was proclaimed by the Governor in 1870. The first reported flying of the flag was on one of the colony's first warships, HMVS *Nelson*.

The badge on that flag comprised the five stars of the Southern Cross.

From 12 November 1877 the badge was changed to include an imperial crown above the Southern Cross. In 1901, with the accession of Edward VII, this crown was replaced with the crown of St Edward, and the flag has not changed since. The Southern Cross stars on Victoria's state flag differ from those on the Australian National Flag. The stars of the Southern Cross on Victoria's flag have differing numbers of points, to show their varying brightness.



### Queensland

The badge of Queensland's state flag is made up of the crown of St Edward in the centre of a light blue Maltese Cross. The flag dates back to 1876, when the British Admiralty approved a design submitted by the Governor of Queensland.

Its adoption was notified in the *Queensland Government Gazette* of 20 November 1876. The first design considered for the badge included a depiction of Queen Victoria's head, facing right. The Queensland Government considered, however, that this would be too difficult to reproduce well on a flag and an alternative design was proposed.



### South Australia

The South Australian state flag was proclaimed on 13 January 1904. Its badge shows an Australian piping shrike (white-backed magpie) on the branch of a gum tree, set against a golden background representing the rising sun.

Originally, the state flag was meant to be flown only from government buildings and vessels, but in 1908 the government of the day encouraged wider use by both government institutions and private citizens.



### Western Australia

The state badge of Western Australia depicts a black swan on a circle of yellow. The black swan has been used as a symbol in Western Australia since the 1830s: the colony was commonly called the Swan River Colony in the early days of settlement. The black swan badge was proposed for adoption in 1870 and its use on the flag was confirmed in 1875.

Originally facing away from the flagpole, the swan was reversed in 1953.



### Tasmania

On 25 September 1876, the Governor of Tasmania decreed that the distinguishing flag for vessels employed by the Government of Tasmania would be the blue ensign with a red lion superimposed on a white shield. This ratified a proclamation made by Queen Victoria on 7 August 1869.

The flag was subsequently adopted for general state government use, but it was not until 3 December 1975 that the design was gazetted.

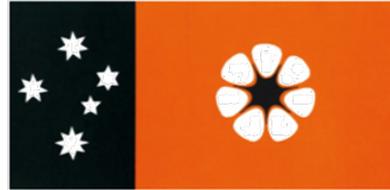


### The Australian Capital Territory

The Australian Capital Territory flag was adopted by the territory's Legislative Assembly on 25 March 1993, after a public selection process.

Blue and gold are the regional colours. The blue and white swans symbolise Aboriginal and European Australians. The castle alludes to Australia's capital city, Canberra, and the royal crown (the crown of St Edward) represents the role of the Sovereign in government. The sword of justice, the parliamentary mace and the rose of York are depicted on the shield.

From 1927 until this new design became the official flag of the Australian Capital Territory, the city of Canberra's flag had been used as a de facto flag. This flag features the full coat of arms of Canberra, including the swans as supporters.



### The Northern Territory

The Northern Territory flag was adopted on 1 July 1978, when self-government was proclaimed.

Mr Robert Ingpen, a prominent Australian artist, was commissioned to design the flag. He based his design on a number of designs entered in a competition organised by the Northern Territory Government in 1978.

A black panel on the left of the flag bears the Southern Cross. On the right-hand ochre-coloured panel is a stylised Sturt's desert rose in white with a black star in the centre. The seven petals of the desert rose and the seven points of the star symbolise the six Australian states and the Northern Territory.

The Southern Cross stars, in white, have the same number of points as on the Victorian state flag. Black, white and ochre are the official colours of the Northern Territory and the Sturt's desert rose is its floral emblem.



Norfolk Island

Christmas Island

Cocos (Keeling) Islands

### The external territories

Australia has seven external territories: Norfolk Island, Heard Island and McDonald Islands, Christmas Island, the Cocos (Keeling) Islands, the Australian Antarctic Territory, the Coral Sea Islands, and Ashmore and Cartier Islands.

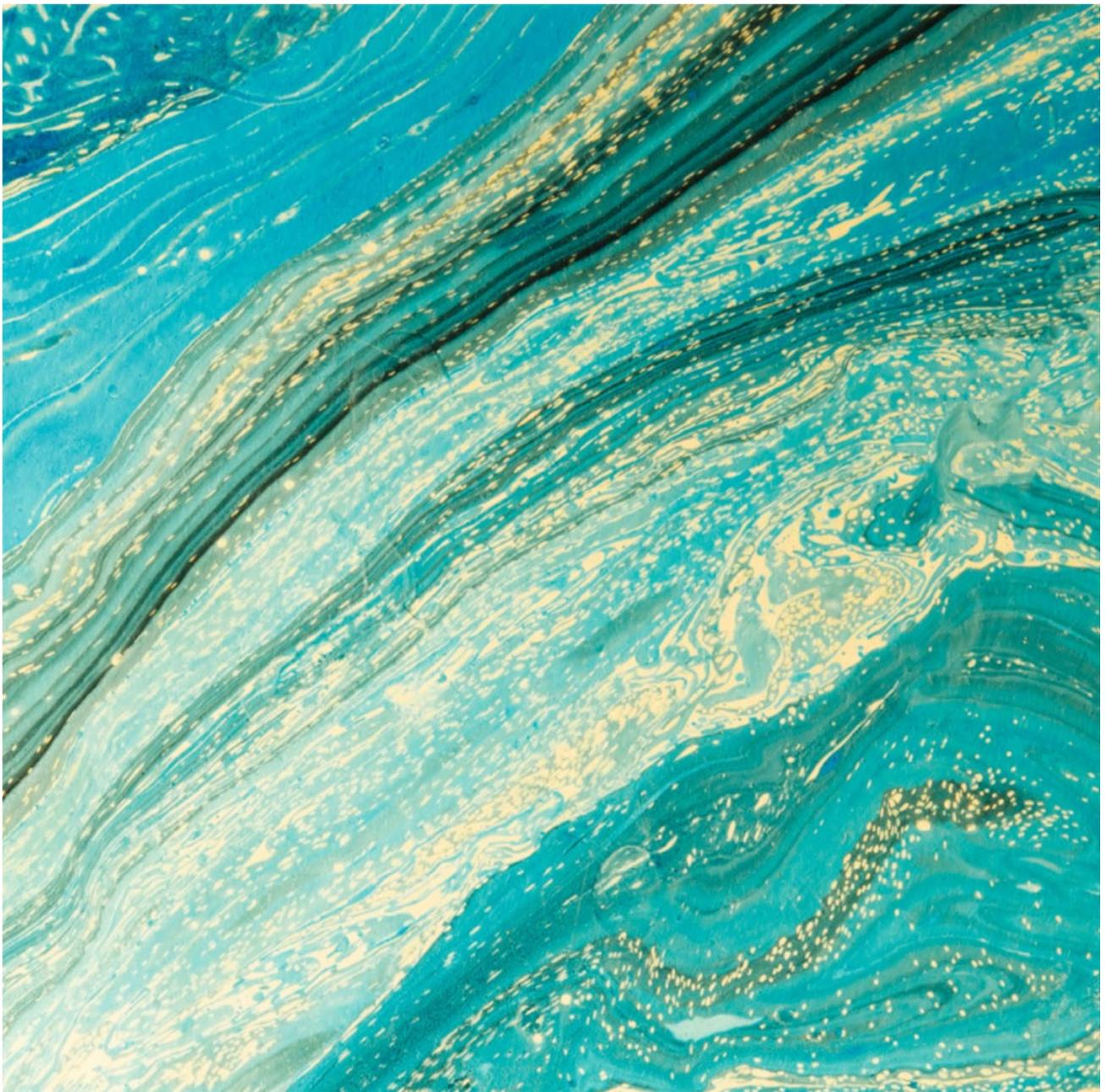
Norfolk Island is the only external territory with its own official flag. Adopted on 11 January 1980, this flag has three vertical panels: the outer two are deep green, while the central panel is white and bears a deep green Norfolk Island pine.

Christmas Island and the Cocos (Keeling) Islands have flags that are used in the community but have not been formally adopted.

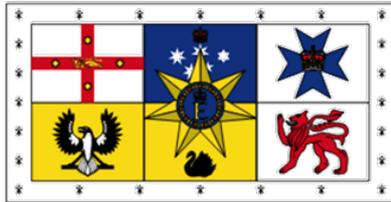
The Australian National Flag is flown at all Australian bases in the Australian Antarctic Territory. It is also flown with the flags of other Antarctic Treaty nations at the South Pole.

### Jervis Bay

Jervis Bay, the only Australian internal territory without self-government, does not have its own flag.



## Royal and Vice-Regal flags



### Her Majesty The Queen's personal flag for Australia

Her Majesty Queen Elizabeth II has a special flag that is flown to acknowledge her role as Queen of Australia.

Her Majesty gave her approval for the flag's design on 20 September 1962 and it was first used during the 1963 royal visit. It is flown only when she is visiting Australia.

The flag consists of the Commonwealth Coat of Arms with a large gold seven-pointed Commonwealth Star in the centre. Within the Commonwealth Star, Her Majesty's initial 'E' in gold, above which rests a stylised crown (the crown of St Edward), is enclosed by a garland (a 'chaplet') of gold roses. These elements are set on a blue roundel.

Her Majesty's personal flag for Australia is used in the same way as the Royal Standard in the United Kingdom. When it is flown on or outside a building, no other flag should be flown with it. The flag signifies the presence of The Queen.

On 7 July 2000, to celebrate the 100th anniversary of the passage of the *Commonwealth of Australia Constitution Act 1900* by the British Parliament, Her Majesty The Queen attended a church service at Westminster Abbey in London. Her Majesty The Queen's personal flag for Australia flew at the Abbey, the first time it has flown in the United Kingdom.



*The Governor-General's flag*



*The Governor-General's flag pre 1936*

### **The Governor-General's flag**

The Queen's representative in the Commonwealth of Australia, the Governor-General of Australia, also has a personal flag. In 1930 King George V had approved the use of a new personal flag by governors-general of the dominions, to reflect their changed status from representatives of the British authorities to personal representatives of the Sovereign. The Australian version of the new flag was adopted on 16 July 1936 and first used in that year, by Lord Gowrie.

The flag shows the Royal Crest, which consists of the crown of St Edward beneath a crowned lion. Beneath the crest is a golden scroll inscribed with the words 'Commonwealth of Australia'. The background is dark blue. The proportions are one to two.

The Governor-General's flag is flown continuously when the Governor-General is in residence. It is also flown on the vehicle in which the Governor-General is travelling.

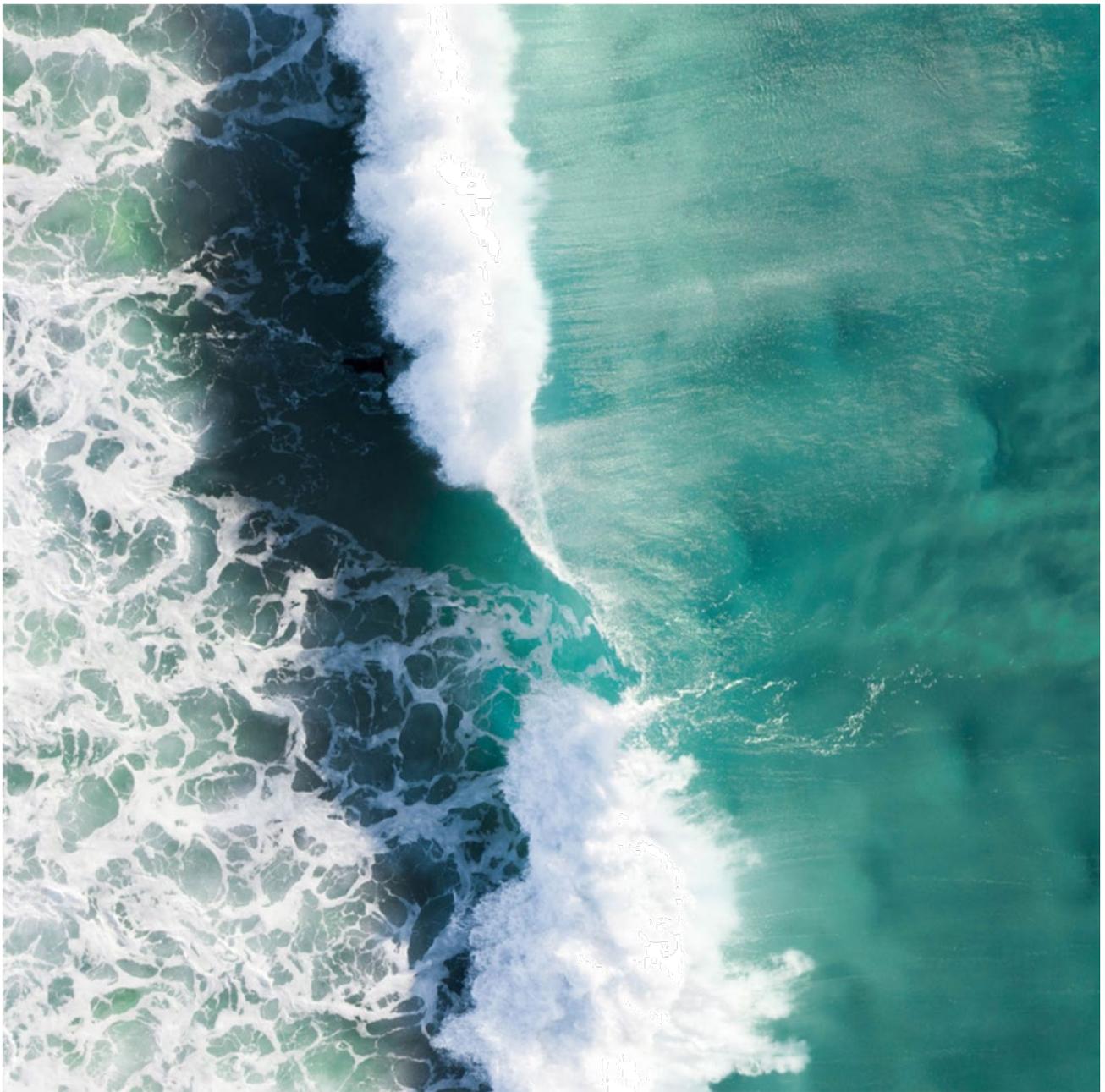
Governors-general, between 1909 and 1936, used as their personal flag a Union Jack with a badge at its centre showing a seven pointed gold star, surmounted by an Imperial Crown and surrounded by a laurel wreath.

*New South Wales**Victoria**Queensland**South Australia**Western Australia**Tasmania*

### **State Governors' flags**

The Governor of each Australian state has a personal flag or standard, generally the state flag with the addition of a crown above the badge, as illustrated here.

The Administrator of the Northern Territory flies the Australian National Flag.



## The United Nations flag

The United Nations flag is not an Australian flag, but it is flown in Australia and elsewhere according to special rules set out in the United Nations Flag Code.

In accordance with a proclamation made by the Governor-General on 19 August 1948, 24 October each year is observed throughout Australia and its territories as United Nations Day, being the anniversary of the coming into force of the Charter of the United Nations. The United Nations flag is flown on this day where possible. If only one flagpole is available, the Australian National Flag should be the flag flown on that day.

The United Nations emblem originated in 1945, when a button design was sought for the San Francisco conference at which the United Nations Charter was drafted and approved. The Presentation Branch of the United States Office of Strategic Services prepared the design and, on 7 December 1946, the General Assembly accepted a modified design as the official seal and emblem of the United Nations. On 20 October 1947, the General Assembly approved the design of the United Nations flag, using the emblem on a light blue background.



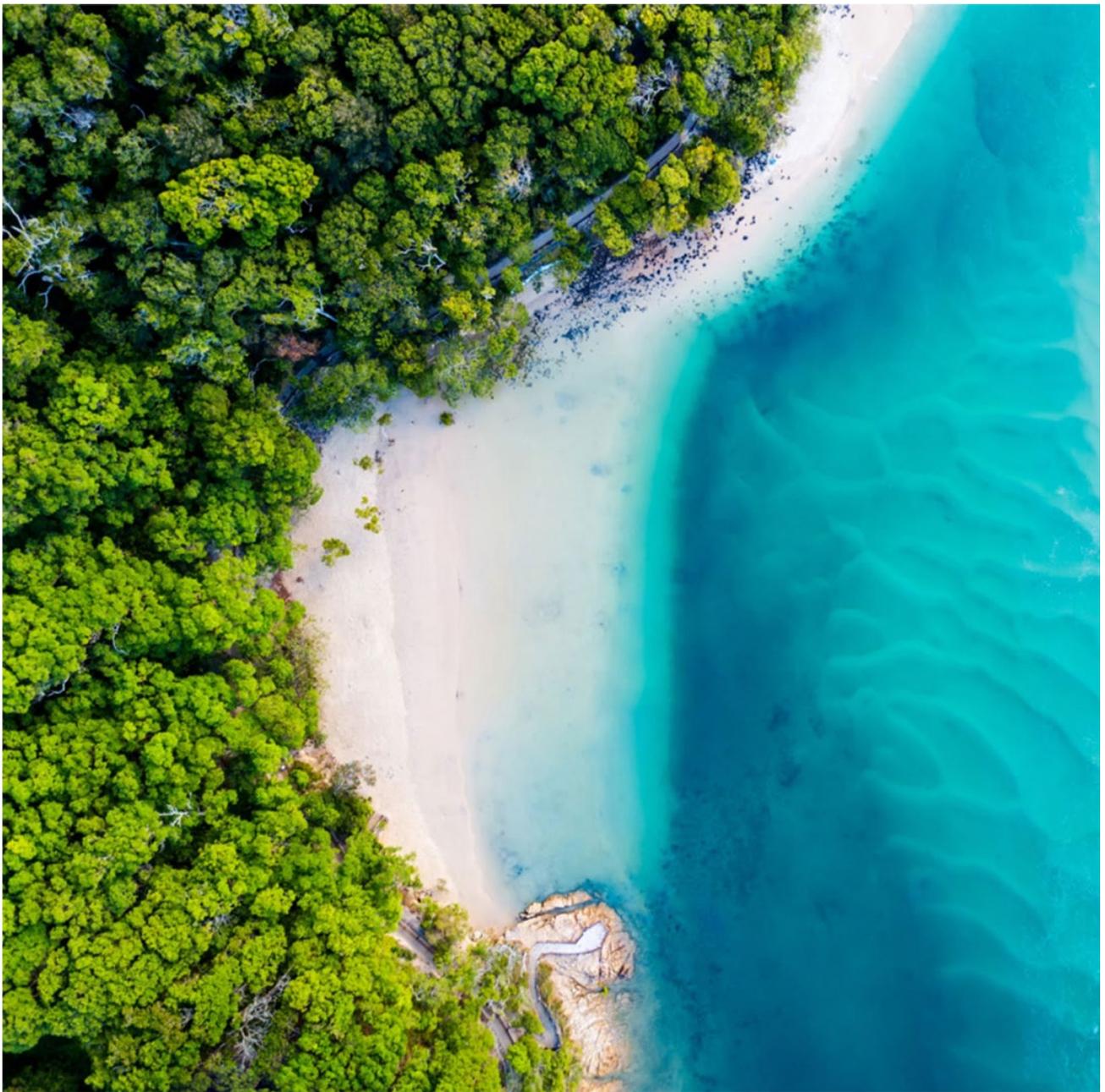




Part 4

# History of the Australian National Flag





## Evolution of a national flag

Before federation, Australia's colonies flew the flags of the United Kingdom: the Union Jack (more formally called the Union Flag) and its other flags.

The Union Jack was first raised in Australia on 29 April 1770 by Captain Cook at Stingray Harbour (later renamed Botany Bay). Cook raised it again at Possession Island, off Cape York, when he claimed the east coast of Australia in the name of King George III. Governor Phillip hoisted this flag again on 26 January 1788 at Sydney Cove, marking the first European settlement of Australia.

Growing Australian nationalism in the 1890s inspired the use of many unofficial flags. A common feature was the Southern Cross, a constellation unique to southern skies. Among the better known flags in Australia's early colonial history are the national colonial flag (1823), the Anti-Transportation League flag (1851), the Murray River flag (1853), the Eureka flag (1854) and the Australian federation flag (1880s-1890s).

From 1870, each Australian colony adopted as its flag a British blue ensign incorporating a different badge to distinguish it from the other colonies.



### The national colonial flag

Captain John Bingle and Captain John Nicholson are credited with the first recorded attempt to design a 'national' flag for Australia. Their flag featured four stars of the Southern Cross on a red cross, against a white background, with the Union Jack in the canton.

In his diary, Captain Bingle claimed that this design, created in 1823 or 1824, was accepted as the national colonial flag of Australia by the Government of Sir Thomas Brisbane.

## EVOLUTION OF A NATIONAL FLAG



### The Anti-Transportation League flag

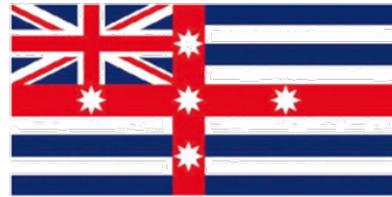
The Australasian Anti-Transportation League was formed to organise protests against the transportation of convicts from Britain to Australia and New Zealand. Its flag was flown at the League's first meeting in Melbourne on 28 February 1851.

This flag is preserved at the Queen Victoria Museum and Art Gallery in Launceston. Made of silk, it measures about 274 centimetres by 366 centimetres. It has a deep blue background with the Union Jack in the canton and five stars arranged in the pattern of the Southern Cross.

The Union Jack is hand-sewn in rose-red, white and blue and the stars are gold. The five stars represent Tasmania, Victoria, New South Wales, South Australia and New Zealand. A white silk border runs across the top and bottom and the right-hand side.

A gold inscription around the edges reads, 'Australasian League, Tasmania, Instituted 1851'.

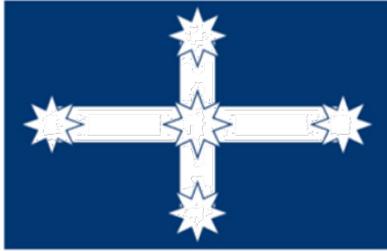
In 1853, when transportation ended, the League dissolved and its flag did not fly again.



### The Murray River flag

Another unofficial flag, the Murray River flag, was flown on some of the paddle-steamers that were part of the Murray River trade in the 1850s. Featuring the Southern Cross and stripes, this flag's design was influenced by earlier flags such as the national colonial flag and the New South Wales merchant flag of the 1830s.

Today there are two versions of the Murray River flag which are flown from vessels travelling on the Murray River: the Upper Murray flag and the Lower Murray flag. The Upper Murray flag is the original flag design and is flown above Wentworth in New South Wales. The Lower Murray flag is a newer design based on the original flag and is flown below Wentworth and into South Australia.



### The Eureka flag

The Eureka flag is important because of its early use of the Southern Cross but not of the Union Jack. Some would claim the Eureka flag as the first 'Australian' flag of a distinctive design and differing from flags that had previously been used. The flag was plain blue with five white stars, one at the centre and one at each tip of a white cross.

The Eureka flag was that used by gold miners at the Eureka Stockade at Ballarat in Victoria from November 1854. At a meeting at Bakery Hill on 29 November that year, the miners raised the Eureka flag and swore an oath to fight to defend their rights. They were protesting against the expense of a Miner's Licence Fee and other perceived political and economic injustices.

Although the miners lost the battle at the Eureka Stockade, they succeeded in having many oppressive laws repealed. This event played a part in the development of democracy in Australia. The original flag is kept at the Ballarat Fine Art Gallery.

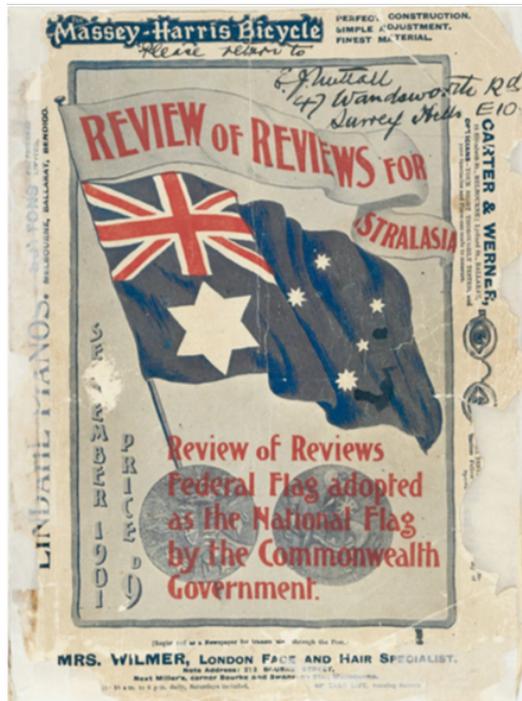


### The Australian federation flag

In the 1880s and 1890s, the Australian federation flag was a popular symbol of the movement for federation of the six colonies. The flag featured the stars of the Southern Cross in white placed on a blue cross against a white background. In the canton was the Union Jack.

The design was based on the New South Wales ensign of the 1830s, which was a popular local banner until the 1890s, when it was adopted as the Australian federation flag. Also known as the Australian ensign, it was still seen as late as the 1920s. Prime Minister the Right Hon Edmund Barton submitted it to the British authorities in 1902 as an alternative to the design chosen for the Australian National Flag through the 1901 competition.

## A flag competition

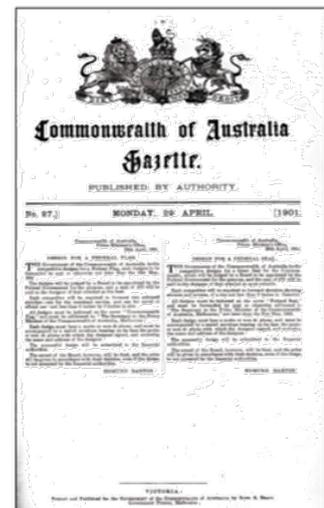


In 1900, with federation looming, the search for a national flag began. A Melbourne journal, *the Review of Reviews for Australasia*, launched a competition in November 1900, offering a first prize of £50. The journal suggested that entries in the flag competition incorporate both the Union Jack and the Southern Cross.

Upon federation in 1901, the Commonwealth Government also announced it would run a flag competition, and the *Review of Reviews* agreed to combine its entries with those submitted to the government competition. The prize money (£75 from the *Review of Reviews* and £75 from the Government) was boosted to £200 by a donation from the Havelock Tobacco Company.

The conditions of the government competition were set out in the *Commonwealth of Australia Gazette of 29 April 1901*. The notice also stated that the successful design would be submitted to the imperial authorities for approval.

*Reproduced courtesy of The National Archives of Australia*



### More than 30,000 entries

In all, 32,823 entries were received from all over the world and from people of all ages and backgrounds, even an unnamed state Governor. The size of the entries also varied, from two postage-stamp-sized ones (which were disqualified for being too small) to a pair of entries using about 60 square metres of bunting.

The majority of the designs contained the Union Jack and Southern Cross but native animals were also popular. Among the more quirky designs were a kangaroo leaping through the constellation of the Southern Cross, a scene depicting native animals playing cricket with a winged cricket ball, a six-tailed kangaroo representing the six Australian states, and a kangaroo aiming a gun at the Southern Cross.

### Judging the designs

All the designs were displayed at the Exhibition Building in Melbourne, where the first Commonwealth Parliament had opened. The judges spent six days viewing the entries, looking for a design that incorporated the Union Jack, the Southern Cross, and a representation of the six states joined in federation.

The judging criteria included historical relevance, compliance with the conventions of heraldry, originality, utility, and the cost of manufacture. The judges also sought a design that would be acceptable to the British Admiralty.

### Five winners found

The judges settled on five almost identical designs. The prize money of £200 was divided among the winners: Annie Dorrington from Perth, who became a quite well-known artist; Ivor Evans from Melbourne, a 14-year-old schoolboy whose father owned a flag-making business; Leslie Hawkins, a teenager from Leichhardt in New South Wales; Egbert Nuttall, from Prahran in Victoria; and William Stevens, First Officer in the Union Steamship Company of New Zealand.



*The competition winning design*

# The national flag flies

The Australian flag flew for the first time on 3 September 1901, the day on which Prime Minister the Right Hon Edmund Barton announced the competition winners. It was a large flag, 5.5 metres by 11 metres, and was flown over the dome of the Exhibition Building, where all the designs were on display. The Australian National Flag as we know it today is based on this design. The canton featured the Union Jack, underneath it was a six-pointed star representing the six states, while the five stars of the Southern Cross occupied the fly. The background was dark blue.

At first, this flag was known as the Commonwealth blue ensign; later it became the Australian National Flag. The Commonwealth red ensign, or merchant flag, was identical except that its background was red instead of blue.



## Australian National Flag Day

To commemorate the day on which the Australian National Flag was first flown, 3 September of each year is officially recognised as Australian National Flag Day.

*Photograph Courtesy of the National Australia Day Council*

## Changes to the national flag

The design of the Southern Cross was simplified when the blue and red ensigns were gazetted in February 1903. The four main stars, which originally had different number of points to reflect their varying brilliance, all became seven pointed stars. The smallest star remained a five-pointed star.

In 1908, the six-pointed star representing the six states was replaced by a seven pointed star, the additional point representing the territories. At that time, Papua was the only territory of the Commonwealth, but the symbolism was intended to include any territories created in the future. The change was gazetted in December 1908.

## Blue or red ensign?

For the next several decades there was confusion surrounding the use of the two Australian flags. At first, the blue ensign was intended for official and naval purposes only and the red ensign was to be used by the merchant fleet. However, the general public also began using the red ensign on land. The flag placed in the time capsule left by Antarctic explorer Sir Hubert Wilkins in 1939 was the red ensign.

The Union Jack also continued to be used widely in the community. For example, in 1931 it was draped over the coffin of one of Australia's most famous soldiers, General Sir John Monash.

On 15 March 1941, Prime Minister the Right Hon Robert Menzies issued a press statement recommending the flying of the blue ensign as a national emblem on public buildings and schools and by private citizens, provided it was used with respect. The red ensign was to continue to be used by Australian merchant ships. On 24 February 1947, Prime Minister the Right Hon Ben Chifley expressed his support for this wider use of the blue ensign.

The *Flags Act 1953* ended the confusion about which ensign to use.



The Australian red ensign



The Australian blue ensign

### The *Flags Act 1953*

In 1951 King George VI had endorsed the Australian Government's recommendation to use the Commonwealth blue ensign as the Australian National Flag. The *Flags Act 1953*, passed by the Australian Parliament in December, proclaimed the Australian blue ensign as the national flag and the Australian red ensign as the flag for merchant ships registered in Australia. The Act was signed into law by Queen Elizabeth II on 14 February 1954, after she opened the Australian Parliament.

The *Shipping Registration Act 1981* which came into operation on 26 January 1982 confirmed the Australian red ensign as the official flag to be flown by Australian-registered merchant ships.

Today, the Australian National Flag is a symbol of the entire nation. Australians also recognise other important flags that represent areas or groups within the nation, such as the state and territory flags, the Australian Aboriginal Flag, the Torres Strait Islander Flag, and the ensigns of the Australian Defence Force.

### Protection for the Australian National Flag

On 24 March 1998, the *Flags Amendment Bill* became law. It amended the *Flags Act 1953* to ensure that the Australian National Flag can only be changed with the agreement of the Australian people.

In the event that a poll is required, the existing design of the Australian National Flag must be one of the designs in any selection put to the people.

*Photo Courtesy of the National Archives of Australia: A1559, 1954/1*



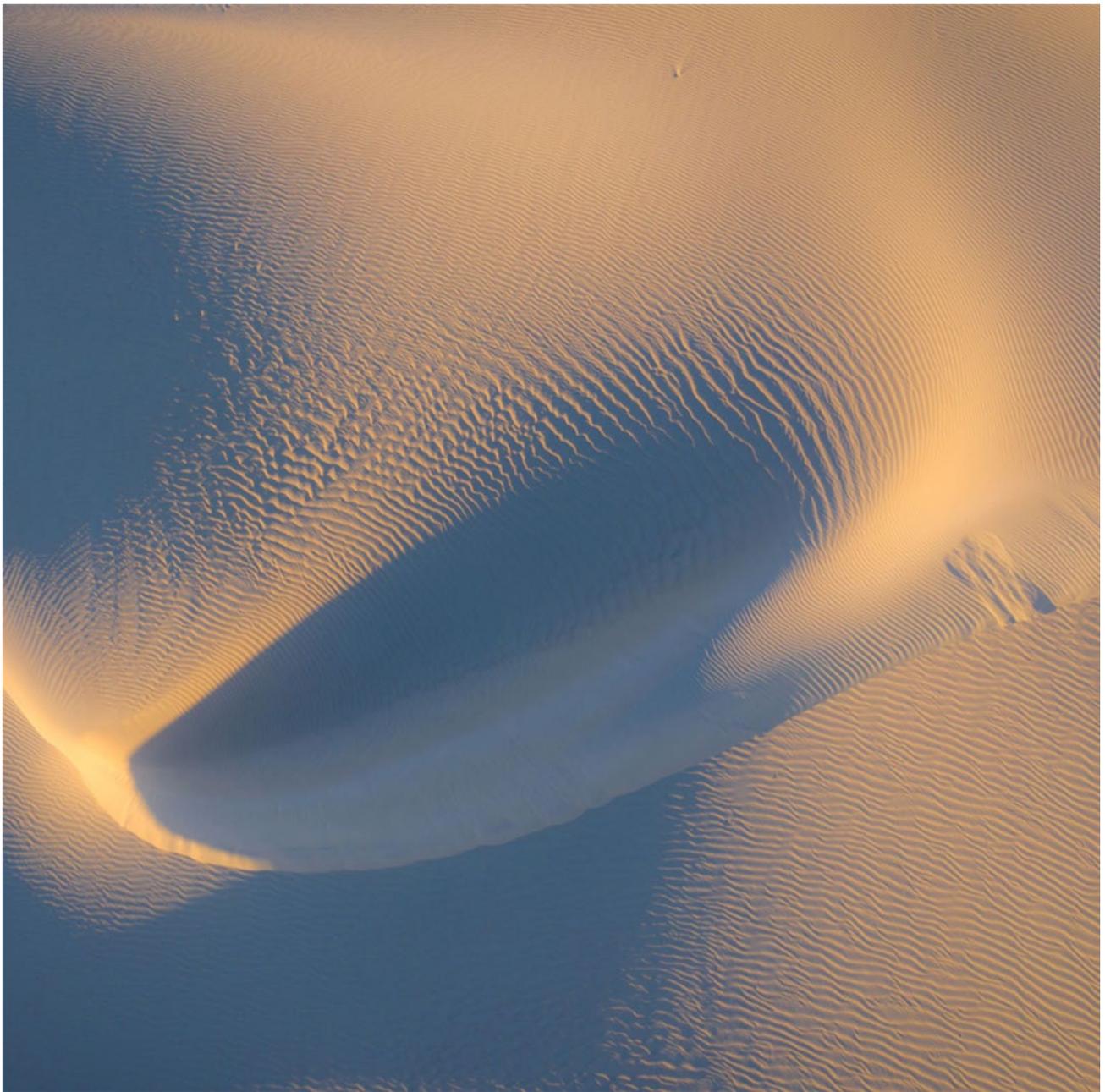


## Timeline

- 29 April 1770** Queen Anne Union Flag raised by Captain Cook at Stingray Harbour, later renamed Botany Bay
- 22 August 1770** Queen Anne Union Flag raised by Captain Cook at Possession Island off Cape York, claiming the entire east coast of Australia in the Name of King George III
- 26 January 1788** Governor Phillip raises the Queen Anne Union Flag at Sydney Cove
- 4 June 1801** Union Jack (in current form) flown in Australia as national flag for the first time
- 28 February 1851** Australasian Anti-Transportation League flag unfurled
- 29 November 1854** Eureka Flag raised
- August 1869** Badge of New South Wales flag authorised, using simply the red cross of St George on a white field (later addition of gold lion of England and four eight-pointed stars of the Southern Cross)
- 3 January 1870** Western Australian flag adopted (later change to direction of swan)
- 4 February 1870** Victorian flag adopted, using simply the Southern Cross as a badge (later addition of imperial crown, which itself was replaced by the crown of St Edward)
- 18 February 1876** New South Wales flag proclaimed
- 25 September 1876** Tasmanian flag adopted for use on Tasmanian government vessels (later detail of lion changed)
- 20 November 1876** Queensland flag gazetted (later change to crown)
- 1 January 1901** Federation – Australian colonies join to form the Commonwealth of Australia
- 3 September 1901** Winning design of public flag competition announced by Prime Minister the Right Hon Edmund Barton – first time Australian National Flag is flown
- 20 February 1903** Announced in Commonwealth of Australia Gazette No 8 that King Edward VII has approved a design for the flag of Australia (Commonwealth blue ensign) and one for the flag of the merchant navy (Commonwealth red ensign) with Southern Cross stars simplified to four seven-pointed stars and one five-pointed star
- 13 January 1904** South Australian flag proclaimed
- 23 February 1908** Australian flag modified to current form, with seven-pointed Federation Star (*Commonwealth of Australia Gazette* No 29 of 22 May 1909)

- 1908** Australian Army Military Order, No 58/08, directs all military establishments to fly the 'Australian Ensign' in place of the Union Jack
- 1911** Following the granting of the Royal title to Australia's naval forces, Naval Order 78/1911 directs all vessels of the Royal Australian Navy to fly the flag of the 'Australian Commonwealth' at the jack staff and the White Ensign of the Royal Navy at the stern as the symbol of the authority of the Crown
- 23 March 1934** Dimensions of national flag specified (*Commonwealth of Australia Gazette* No 18)
- 6 June 1935** Civil air ensign adopted (*Commonwealth of Australia Gazette* No 30)
- 16 July 1936** Australian Governor-General's flag adopted (*Commonwealth of Australia Gazette* No 56)
- 15 March 1941** Prime Minister the Right Hon Robert Menzies issues a press statement encouraging the Australian public to fly the Commonwealth blue ensign on land. Australian merchant ships are to continue to fly the Commonwealth red ensign.
- 24 February 1947** Prime Minister the Right Hon Ben Chifley issues a statement in support of Prime Minister the Right Hon Robert Menzies' earlier statement, encouraging more general use of the Commonwealth blue ensign.
- 20 October 1947** United Nations Flag adopted
- 4 March 1948** Civil air ensign modified – stars altered from yellow to white (*Commonwealth of Australia Gazette* No 39)
- 1949** Royal Australian Air Force adopts Royal Australian Air Force ensign, approved by King George VI in 1948. In 1982, ensign is modified with the addition of a kangaroo to the roundel.
- 4 December 1950** Australian Cabinet decides to adopt the Commonwealth blue ensign as the Australian National Flag
- 1951** King George VI approves the Government's recommendation that the Commonwealth blue ensign be adopted as the Australian flag
- 3 December 1953** Flags bill passed by the Australian Parliament
- 14 April 1954** *Flags Act 1953* takes effect and declares the Commonwealth blue ensign as the Australian National Flag
- 20 September 1962** Her Majesty The Queen's personal flag for Australia approved
- 1 March 1967** Australian white ensign adopted as flag of the Royal Australian Navy (*Commonwealth of Australia Gazette* No 18)
- 9 July 1971** Australian Aboriginal Flag first raised

- 3 December 1975** Tasmanian flag gazetted
- 1 July 1978** Northern Territory flag adopted
- 11 January 1980** Norfolk Island flag adopted
- 25 March 1981** *Shipping Registration Act 1981* confirms the use of the Australian red ensign as the flag for use by Australian-registered merchant ships. (Act operative from 26 January 1982)
- 6 May 1982** Royal Australian Air Force ensign amended by the addition of a kangaroo in flight to the roundel (*Commonwealth of Australia Gazette* S89)
- 29 May 1992** Torres Strait Islander Flag adopted during Torres Strait Islands Cultural Festival
- 25 March 1993** Australian Capital Territory flag adopted
- 21 March 1995** *Anzac Day Act 1995* comes into effect. The Act declares 25 April as a national day of commemoration to recognise and commemorate the contribution of all those who have served Australia (including those who died) in time of war and in war-like conflicts
- 14 July 1995** Australian Aboriginal Flag and Torres Strait Islander Flag proclaimed as flags of Australia under section 5 of the *Flags Act 1953* (*Commonwealth of Australia Gazettes* S259 and S258)
- 3 September 1996** Australian National Flag Day proclaimed (*Commonwealth of Australia Gazette* S321)
- 20 October 1997** Remembrance Day on 11 November proclaimed as a national day of commemoration, with one minute's silence to be observed (*Commonwealth of Australia Gazette* S437)
- 24 March 1998** Flags Amendment Bill amends the *Flags Act 1953* to ensure that the Australian National Flag can only be changed if the electorate approves
- 14 April 2000** Australian Defence Force ensign proclaimed as a flag of Australia under section 5 of the *Flags Act 1953* (*Commonwealth of Australia Gazette* S190)
- 7 July 2000** Her Majesty The Queen's personal flag for Australian flies in the United Kingdom for the first time at a church service at Westminster Abbey, London, attended by Her Majesty The Queen, to celebrate the 100th anniversary of the passage of the *Commonwealth of Australia Constitution Act 1900* by the British Parliament
- 20 September 2001** Centenary Flag proclaimed as a flag of Australia under section 6 of the *Flags Act 1953* (*Commonwealth of Australia Gazette* S283)
- 25 January 2022** Correcting an administrative oversight to the 1995 proclamation, the Torres Strait Islander Flag and Australian Aboriginal Flag were proclaimed again by the Governor-General to ensure the flags remained as official flags of Australia.
- 25 January 2022** Copyright of the Australian Aboriginal Flag was acquired by the Commonwealth of Australia to enable its image to be freely used.



## Glossary

**Bunting** – Strong, coarse cloth used to make flags. Can also refer to a string of small festive flags

**Canton** – The top left quarter of a flag, also known as the first quarter or upper hoist. It is the position of honour on a flag

**Ensign** – A flag flown (or ‘worn’) on a ship, signifying nationality

**Field** – The background of a flag

**Flag mast** – A free-standing pole used for flying of flags. Often also used to describe a flagpole equipped with a yardarm and gaff

**Fly** – That portion of a flag furthest from the staff

**Gaff** – A spar set diagonally on the after side of a mast or flagpole

**Half-mast** – The flying of the flag below the top of a flagpole to indicate mourning

**Halyard** – The rope used to raise or lower a flag

**Heraldry** – The practice of designing signs involving symbols and devices on shields and flags as a means of identification, according to specific design protocols. Probably dates back to the 12th century, when warriors and joustiers began wearing helmets that covered their faces, thereby obscuring their identity

**Hoist** – The half of a flag closest to the staff. Also to raise a flag

**House flag** – Generally, a flag flown by a trading or pleasure craft, identifying the company or person to which it belongs, but which may also be flown on buildings and vehicles

**Jack** – Originally, a national flag that was flown from the bow of a ship from the jack staff. Through custom, the Union Flag of the United Kingdom came to be known as the Union Jack

**Masthead** – The upper tip (the truck) of a flag mast fitted with a yardarm and/or a gaff

**Peak** – The tip of a gaff or flagpole

**Roundel** – A round decorative or identifying symbol, such as that used by the Royal Australian Air Force on its aircraft

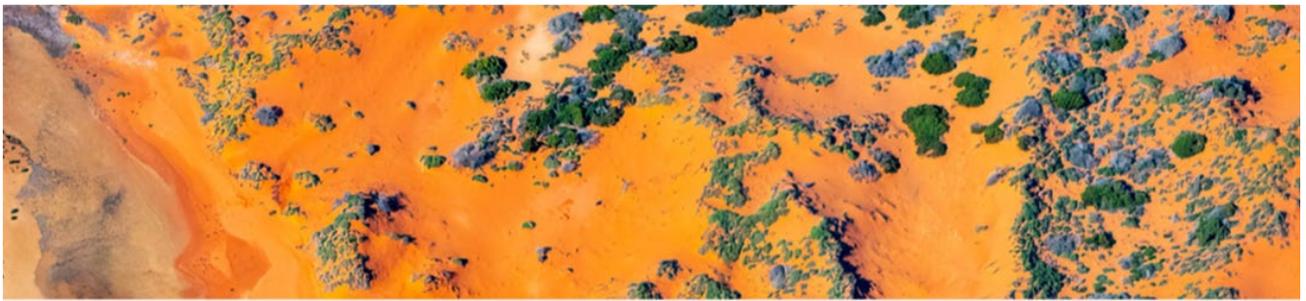
**Shield** – A shield-shaped badge used in heraldry and often applied in the field of a flag

**Staff** – A short pole on which a flag is flown, for example, an ensign staff

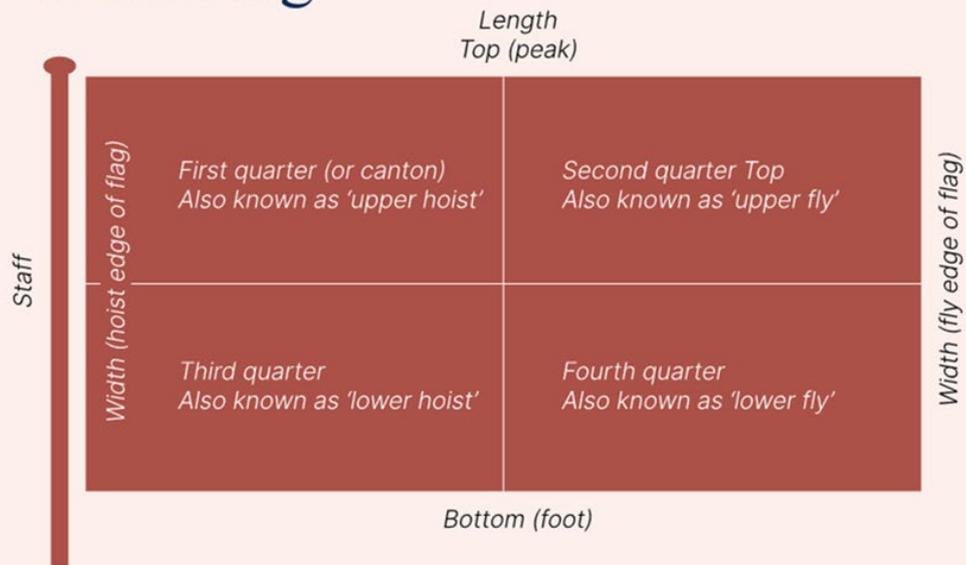
**Standard** – Originally the banner of an important noble or member of a royal house. Now generally used to describe the banner of a head of state, for example the Royal Standard is the personal flag of The Queen in the United Kingdom

**Yardarm** – Sometimes called a cross arm. Either end of a yard





# Parts of the Flag





**11.4 RFQL05 25-26 FLOOD DAMAGE PATRICIA PARK RD PKG**

**IX:** 265406

**Author:** Kasey-Lee Davie, Procurement Officer

**Authorisers:** Eng Lim, Director Infrastructure Services  
Sharon Frank, Manager Finance & Administration  
Justin Hancock, Chief Executive Officer

**Attachments:** Nil

**KEY OUTCOME**

**Key Outcome:** 2. Flourishing Economy

**Key Initiative:** 2.3 Maintain safe and efficient transport networks

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award RFQL05 25-26 Flood Damage Patricia Park Rd Pkg for the Reconstruction of Essential Public Asset Works on Adavale Airport Road, Klugh Street, Nelson Street, Patricia Park Road and Shepherd Street.

---

**RECOMMENDATION**

That Council:

1. Subject to successful negotiation on the final terms and conditions, award RFQL05 25-26 Flood Damage Patricia Park Rd Pkg to APV Contracting Pty Ltd for an amount of \$756,941.90 including GST (\$688,129.00 excluding GST); and
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power 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**

Council is undertaking restoration of the sealed and unsealed road networks throughout the shire that sustained damage following the Western Queensland Surface Trough and Associated Rainfall and Flooding 21 March - 19 May 2025 event.

Council has successfully secured funding from the Queensland Reconstruction Authority (QRA) to repair essential public assets. The approved sites will be reconstructed to enhance safety and resilience against future flood damage. Council has engaged Proterra Group to provide Project

Management Services for the emergent and restoration works of damage caused by qualifying events up until 30 June 2028.

## REPORT

### Work Scope

The works involve the Reconstruction of Essential Public Assets (REPA), focusing on local roads being restored to their original condition prior to storm damage. The roads included in the REPA works for this RFQ includes:

- Adavale Airport Road
- Klugh Street, Adavale
- Nelson Street, Adavale
- Shepherd Street, Adavale
- Patricia Park Road

### Schedule Of Work

A Project Plan for RFQL 05 25-26 works has been developed and is scheduled.

*Table 1 Project Plan for RFQL 05 25-26*

Mobilisation	Start of Works	Duration	Practical Completion
1/09/2025	2/08/2025	90 days	Program of Works completion ~ December 2025

## PROCUREMENT PROCESS

In accordance with Council's Procurement Policy and Part 3 of the *Local Government Regulation 2012* (Qld), Council invited four (4) prequalified suppliers from T02 24-25 Panel of Prequalified Suppliers of Road & Civil Construction.

*Table 2 Procurement Process*

Description	Details
Advertising	Vendor Panel Portal
RFQ Open	Friday 04 July 2025
RFQ Close	2:00PM Friday 25 July 2025

*Table 3 Prequalified Supplier Responses*

Suppliers Invited	Responses
APV Contracting Pty Ltd	RFQ Opened                      Response Received
K.G Bowen & S.C Bowen	RFQ Not Opened                      No Response
SA Travers & SL Travers	RFQ Opened                      Response Received
Tolbra Earthmovers & Haulage Pty Ltd	RFQ Opened                      Response Received

At the close of the request process on 25 July 2025, Council received three (3) conforming submissions from APV Contracting Pty Ltd, SA Travers & SL Travers and Tolbra Earthmovers & Haulage. The request was assessed in accordance with the evaluation criteria below.

Table 4 Assessment Evaluation Criteria

Criteria	Weighting
Price	40%
Experience (Proven Performance)	30%
Quality/Environmental/Safety and Management processes	30%

### Evaluation Process

Evaluation Panel (three officers) were invited to evaluate responses via VendorPanel Multiparty.

The final assessment and evaluation scores for the three responses have been collated, and a summary of the evaluation is provided in the table below.

Table 5 Submission Evaluation Scores

Suppliers			APV Contracting PTY LTD	SA Travers & SL Travers	Tolbra Earthmovers & Haulage Pty Ltd
Price including GST			\$756,941.90	\$943,481.07	\$1,253,003.65
Price excluding GST			\$688,129.00	\$857,710.06	\$1,139,094.23
Evaluation Criteria	Price	40%	40	32.1	24.2
	Experience (Proven Performance)	30%	24	24	24
	Quality/Environmental/Safety and other management processes	30%	24	24	21
<b>Overall Score</b>			<b>88</b>	<b>80.1</b>	<b>69.2</b>

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

In accordance with s. 104(3) of the *Local Government Act 2009* (Qld), Council must also consider the following sound contracting principles:

- (a) value for money; and
- (b) open and effective competition; and
- (c) the development of competitive local business and industry; and
- (d) environmental protection; and
- (e) ethical behaviour and fair dealing.

### OPTIONS

#### Option 1 (Recommended)

That Council:

1. Subject to successful negotiation on the final terms and conditions, award RFQL05 25-26 Flood Damage Patricia Park Rd Pkg to APV Contracting Pty Ltd for an amount of \$756,941.90 including GST \$688,129.00 excluding GST); and
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in

relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

#### Option 2

That Council:

1. Subject to successful negotiation on the final terms and conditions, award RFQL05 25-26 Flood Damage Patricia Park Rd Pkg to SA Travers & SL Travers for an amount of \$943,481.07 including GST (\$857,710.06 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009*, delegate to the Chief Executive Officer the power 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:

1. Subject to successful negotiation on the final terms and conditions, award RFQL05 25-26 Flood Damage Patricia Park Rd Pkg to Tolbra Earthmovers & Haulage for an amount of \$1,253,003.65 including GST (\$1,139,094.23 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009*, delegate to the Chief Executive Officer the power 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 4

That Council:

1. Resolve not to award RFQL05 25-26 Flood Damage Patricia Park Rd Pkg.

*If Council makes a decision inconsistent with the recommendation, Council is required to provide a reason for the decision in accordance with Part 2, Division 1A of the Local Government Regulation 2012 (Qld). A statement of the reasons for not adopting the recommendation must be recorded in the minutes.*

#### **CONSULTATION (Internal/External)**

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Supervisor- Concrete & Structures

Procurement Officer

Proterra Group

#### **INTERESTED PARTIES**

APV Contracting Pty Ltd

SA Travers & SL Travers

Tolbra Earthmovers & Haulage

Residents of listed roads included in Work Scope

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive

**LEGISLATION / LEGAL IMPLICATIONS**

If a decision is made that is inconsistent with the above recommendation, Council is required to provide reason as per Part 2, Division 1A of the *Local Government Regulation 2012* (Qld).

*254H Recording of reasons for particular decisions*

- (1) *This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—*
- (a) *the decision is about entering into a contract the total value of which is more than the greater of the following—*
- (i) *\$200,000 exclusive of GST;*
- (ii) *1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report;*
- (b) *the decision is inconsistent with a policy of the local government, or the approach ordinarily followed by the local government for the type of decision.*

*Examples of decisions to which this section might apply—*

- *the grant of a licence, permit or approval, however named, under an Act or local law*
  - *the grant of a concession, rebate or waiver in relation to an amount owed to the local government*
  - *the disposal of land or a non-current asset*
- (2) *The chief executive officer must ensure the minutes of the local government meeting include a statement of the reasons for not adopting the recommendation or advice.*
- (3) *In this section—*
- advisor**, *of a local government, means a person—*
- (a) *who is an employee of the local government or is otherwise engaged to provide services to the local government; and*
- (b) *whose duties include giving a recommendation or advice.*

For the purposes of Section 254H (1)(a)(ii), 1% of Council's net rate and utility charges as stated in Council's audited Financial Statements in the 2023/24 adopted Annual Report is \$75,528.36 (net rates, levies, and charges - \$7,552,836 x 1%).

**POLICY IMPLICATIONS**

*Local Government Act 2009* (Qld)

*Local Government Regulations 2012* (Qld)

Procurement Policy

**FINANCIAL AND RESOURCE IMPLICATIONS**

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

Table 6 T02 24-25 Previously Awarded Flood Damage Projects

RFT/RFQ#	Project Details	Contractor Awarded	Value (\$) excl. GST	Number of Conforming Submissions	Comments
RFQL 07 24-25	Flood Damage 2024 Ambathalla Road Pkg	SA Travers & SL Travers	\$1,109,572.72	2	Works Complete
RFQL 08 24-25	Flood Damage 2024 Cheepie Adavale Road Pkg	APV Contracting Pty Ltd	\$1,010,737.54	2	Works Complete
RFQL 05 24-25	Flood Damage 2024 Big Creek Road	SA Travers & SL Travers	\$1,628,368.13	2	Works Complete
RFQL09 24-25	Flood Damage 2024 Adavale Charleville Road Pkg	APV Contracting Pty Ltd	\$882,432.36	2	Not Started
RFQL10 24-25	Flood Damage 2024 Humeburn Road Pkg	APV Contracting Pty Ltd	\$1,308,553.28	2	Works complete
RFQL05 24-25	Flood Damage 2024 Big Creek Road- Variation 1	SA Travers & SL Travers	\$453,526.15		99% Complete
RFQL10 24-25	Flood Damage 2024 Humeburn Road Pkg- Variation 1	APV Contracting Pty Ltd	\$495,559.55		Works Complete
RFQL09 24-25	Flood Damage 2024 Adavale Charleville Road Pkg- Variation 1	APV Contracting Pty Ltd	\$1,060,721.73		Not Started

### ASSET MANAGEMENT IMPLICATIONS

The proposed works are essential to restore Patricia Park Road, and Adavale Airport Road and Klugh Street, Nelson Street, & Shepherd Street of Adavale to their pre-disaster condition, ensuring continued serviceability and accessibility for local communities relying on these roads.

### RISK MANAGEMENT IMPLICATIONS

Council will manage risks in accordance with G.11 Enterprise risk management policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance - To ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity - To ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality - To ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

### Determining Likelihood

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other

can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the Overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- do nothing further;
- consider risk treatment options;
- undertake further analysis to better understand the risk;
- maintain existing controls;
- reconsider objectives.

*Table 7 Risk Calculator*

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 8 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	None	<i>Delays purchasing to</i>	C Possible	4 Major	High	<i>Ensure funding approvals obtained at start of project.</i>
<b>Limited access to information, no record keeping</b>	<i>Records management procedure, allocated location for project</i>	<i>Approval delays, stakeholder objectives do not align, miss communication</i>	Possible	Minor	Medium	<i>Allocating a staff member who registers all relevant documentation to allocated folder , regular communication between stakeholders</i>
<b>No response to the request</b>	<i>Review plan, amend, repost</i>	<i>Delay in contract completion, funding become unavailable</i>	Unlikely	Minor	Medium	<i>Ensuring planning of the request is adequate to promote attractiveness of the tender</i>
<b>Lack of availability of suppliers</b>	<i>Evaluation Criteria set to determine the ability of suppliers</i>	<i>Delays in meeting project deadlines</i>	Unlikely	Minor	Medium	<i>Conduct evaluation and market research ensuring suppliers availability to deliver WUC to Council</i>
<b>Conflict of interest</b>	<i>Conflict of interest checks/declaration in place requesting officer and evaluation team</i>	<i>Reputational risk, failure to act in the best interest of the entity and public sector, poor governance.</i>	Possible	Moderate	High	<i>Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept</i>
<b>Weather</b>	<i>Possibility for deadline variation</i>	<i>Delays in meeting project deadlines</i>	Possible	Minor	Medium	<i>Ensuring the documentation to allow variation in project timeline is available</i>
<b>Contractor delays (machinery break downs/ injury)</b>	<i>Possibility for deadline variation, contract allows appointment of additional contractors</i>	<i>Delays in meeting project deadlines</i>	Possible	Minor	Medium	<i>Ensuring there is the documentation to allow variation in project timeline . assigning additional contractors</i>
<b>Response Non-conformance</b>	<i>Competitive process allowing multiple suppliers from Councils pre-qualified list to respond. Clear response criteria</i>	<i>No suitable supplier, different procurement approach, additional administrative cost</i>	Possible	Minor	Medium	<i>Ensuring the documentation is clear and the response schedule meets the request criteria</i>

## HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 9 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**11.5 RFQL 01 25-26 FLOOD DAMAGE ADAVALE BLACK- GRAVEL RD PKG**

**IX: 265409**

**Author: Kasey-Lee Davie, Procurement Officer**

**Authorisers: Eng Lim, Director Infrastructure Services  
Sharon Frank, Manager Finance & Administration  
Justin Hancock, Chief Executive Officer**

**Attachments: Nil**

**KEY OUTCOME**

- Key Outcome:** 2. Flourishing Economy
- Key Initiative:** 2.3 Maintain safe and efficient transport networks
- Key Outcome:** 4. Strong Governance
- Key Initiative:** 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award RFQL01 25-26 Flood Adavale Black- Gravel Rd Pkg for the Reconstruction of Adavale Black Road, Adavale Link Road and Nickavilla Road.

---

**RECOMMENDATION**

That Council:

1. Subject to successful negotiation on the final terms and conditions, award RFQL01 25-26 Flood Adavale Black - Gravel Rd Pkg to SA Travers & SL Travers for an amount of \$4,631,131.63 including GST (\$4,210,119.66 excluding GST); and
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power 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**

Council is undertaking restoration of the sealed and unsealed road networks throughout the shire that sustained damage following the Western Queensland Surface Trough and Associated Rainfall and Flooding 21 March - 19 May 2025 event.

Council has successfully secured funding from the Queensland Reconstruction Authority (QRA) to repair essential public assets. The approved sites will be reconstructed to enhance safety and resilience against future flood damage. Council has engaged Proterra Group to provide Project Management Services for the emergent and restoration works of damage caused by qualifying events up until 30 June 2028.

**REPORT****Work Scope**

The works involve the Reconstruction of Essential Public Assets (REPA), focusing on local roads being restored to their original condition prior to storm damage. The roads included in the REPA works for this RFQ includes:

- Adavale Black Road,
- Adavale Link Road
- Nickavilla Road

**Schedule Of Work**

A Project Plan for RFQL 01 25-26 works has been developed and is scheduled.

*Table 1 Project Plan for RFQL 01 25-26*

Mobilisation	Start of Works	Duration	Practical Completion
1/09/2025	2/08/2025	180 days	Program of Works completion ~ March 2026

**Procurement Process**

In accordance with Council's Procurement Policy and Part 3 of the *Local Government Regulation 2012* (Qld), Council invited four (4) prequalified suppliers from T02 24-25 Panel of Prequalified Suppliers of Road & Civil Construction.

*Table 2 Procurement Process*

Description	Details
Advertising	Vendor Panel Portal
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*Table 3 Prequalified Supplier Responses*

Suppliers Invited	Responses
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SA Travers & SL Travers	RFQ Opened                      Response Received
Tolbra Earthmovers & Haulage Pty Ltd	RFQ Opened                      Response Received

At the close of the request process on 25 July 2025, Council received three (3) conforming submissions from APV Contracting Pty Ltd, SA Travers & SL Travers and Tolbra Earthmovers & Haulage. The request was assessed in accordance with the evaluation criteria below.

*Table 4 Assessment Evaluation Criteria*

Criteria	Weighting
Price	40%
Experience (Proven Performance)	30%
Quality/Environmental/Safety and Management processes	30%

## Evaluation Process

Evaluation Panel (three officers) were invited to evaluate responses via VendorPanel Multiparty.

The final assessment and evaluation scores for the three responses have been collated, and a summary of the evaluation is provided in the table below.

*Table 5 Submission Evaluation Scores*

Suppliers			APV Contracting PTY LTD	SA Travers & SL Travers	Tolbra Earthmovers & Haulage Pty Ltd
Price including GST			\$4,764,863.60	\$4,631,131.63	\$8,721,573.03
Price excluding GST			\$4,331,694.18	\$4,210,119.66	\$7,928,702.75
Evaluation Criteria	Price	40%	38.9	40	21.2
	Experience (Proven Performance)	30%	24	24	24
	Quality/Environmental/Safety and other management processes	30%	24	24	24
<b>Overall Score</b>			<b>86.9</b>	<b>88</b>	<b>69.2</b>

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

In accordance with s. 104(3) of the *Local Government Act 2009* (Qld), Council must also consider the following sound contracting principles:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

## OPTIONS

### Option 1 (Recommended)

That Council:

- Subject to successful negotiation on the final terms and conditions, award RFQL01 25-26 Flood Adavale Black - Gravel Rd Pkg to SA Travers & SL Travers for an amount of \$4,631,131.63 including GST (\$4,210,119.66 excluding GST); and
- Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

### Option 2

That Council:

- Subject to successful negotiation on the final terms and conditions, award RFQL01 25-26 Flood Adavale Black - Gravel Rd Pkg to APV Contracting Pty Ltd for an amount of \$4,764,863.60 including GST (\$4,331,694.18 excluding GST); and

2. Pursuant to section 257 of the *Local Government Act 2009*, delegate to the Chief Executive Officer the power 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

1. Resolve not to award RFQL01 25-26 Flood Adavale Black- Gravel Rd Pkg.

*If Council makes a decision inconsistent with the recommendation, Council is required to provide a reason for the decision in accordance with Part 2, Division 1A of the Local Government Regulation 2012 (Qld). A statement of the reasons for not adopting the recommendation must be recorded in the minutes.*

### **CONSULTATION (Internal/External)**

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Supervisor- Concrete & Structures

Procurement Officer

Proterra Group

### **INTERESTED PARTIES**

APV Contracting Pty Ltd

SA Travers & SL Travers

Tolbra Earthmovers & Haulage

Residents of listed roads included in Work Scope

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

### **LEGISLATION / LEGAL IMPLICATIONS**

If a decision is made that is inconsistent with the above recommendation, Council is required to provide reason as per Part 2, Division 1A of the *Local Government Regulation 2012 (Qld)*.

*254H Recording of reasons for particular decisions*

- (1) *This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—*
- (a) *the decision is about entering into a contract the total value of which is more than the greater of the following—*
- (i) *\$200,000 exclusive of GST;*
- (ii) *1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report;*
- (b) *the decision is inconsistent with a policy of the local government, or the approach ordinarily followed by the local government for the type of decision.*

*Examples of decisions to which this section might apply—*

- *the grant of a licence, permit or approval, however named, under an Act or local law*
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- *the disposal of land or a non-current asset*

- (2) *The chief executive officer must ensure the minutes of the local government meeting include a statement of the reasons for not adopting the recommendation or advice.*
- (3) *In this section—*  
**advisor**, of a local government, means a person—  
 (a) *who is an employee of the local government or is otherwise engaged to provide services to the local government; and*  
 (b) *whose duties include giving a recommendation or advice.*

For the purposes of Section 254H (1)(a)(ii), 1% of Council's net rate and utility charges as stated in Council's audited Financial Statements in the 2023/24 adopted Annual Report is \$75,528.36 (net rates, levies, and charges - \$7,552,836 x 1%).

## POLICY IMPLICATIONS

*Local Government Act 2009 (Qld)*

*Local Government Regulations 2012 (Qld)*

Procurement Policy

## FINANCIAL AND RESOURCE IMPLICATIONS

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

*Table 6 T02 24-25 Previously Awarded Flood Damage Projects*

RFT/RFQ#	Project Details	Contractor Awarded	Value (\$) excl. GST	Conforming Submissions	Comments
RFQL07 24-25	Flood Damage 2024 Ambathalla Road Pkg	SA Travers & SL Travers	\$1,109,572.72	2	Works Complete
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RFQL10 24-25	Flood Damage 2024 Humeburn Road Pkg- Variation 1	APV Contracting Pty Ltd	\$495,559.55	-	Works Complete
RFQL09 24- 25	Flood Damage 2024 Adavale Charleville Road Pkg- Variation 1	APV Contracting Pty Ltd	\$1,060.721.73	-	Not Started

## ASSET MANAGEMENT IMPLICATIONS

The proposed works are essential to restore Adavale Black Road, Adavale Link Road and Nickavilla Road to their pre-disaster condition, ensuring continued serviceability and accessibility for local communities relying on these roads.

## RISK MANAGEMENT IMPLICATIONS

Council will manage risks in accordance with G.11 Enterprise risk management policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance - To ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity - To ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality - To ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

### Determining Likelihood

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

### Determining Consequence

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

### Determining the overall Risk Rating

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

### Evaluate Risks

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- do nothing further;
- consider risk treatment options;
- undertake further analysis to better understand the risk;
- maintain existing controls;
- reconsider objectives.

Table 7 Risk Calculator

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4. Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 8 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Limited access to information, No record keeping	Records management procedure, allocated location for project	Approval delays, stakeholder objectives do not align, miss communication	Possible	Minor	Medium	Allocating a staff member who registers all relevant documentation to allocated folder , regular communication between stakeholders
No response to the request	Review plan, amend, repost	Delay in contract completion, funding become unavailable	Unlikely	Minor	Medium	Ensuring planning of the request is adequate to promote attractiveness of the tender
Lack of availability of suppliers	Evaluation Criteria set to determine the ability of suppliers	Delays in meeting project deadlines	Unlikely	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability to deliver WUC to Council
Conflict of interest	Conflict of interest checks/declaration in place requesting officer and evaluation team	Reputational risk, failure to act in the best interest of the entity and public sector, poor governance.	Possible	Moderate	High	Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept
Weather	Possibility for deadline variation	Delays in meeting project deadlines	Possible	Minor	Medium	Ensuring the documentation to allow variation in project timeline is available
Contractor delays (machinery break downs/ injury)	Possibility for deadline variation, contract allows appointment of additional contractors	Delays in meeting project deadlines	Possible	Minor	Medium	Ensuring there is the documentation to allow variation in project timeline . assigning additional contractors
Response Non-conformance	Competitive process allowing multiple suppliers from Councils pre-qualified list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria

## HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 9 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**12 CORPORATE AND COMMUNITY SERVICES**

**12.1 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE POLOCROSSE CLUB INC.**

**IX: 263960**

**Author: Toni Bonsey, Corporate and Community Administration Officer**

**Authorisers: Lisa Hamlyn, Director Corporate and Community Services  
Justin Hancock, Chief Executive Officer**

**Attachments: 1. Community Assistance Grant Application - Quilpie Polocrosse Club Inc.**

**KEY OUTCOME**

**Key Outcome:** 1. Great Place to Live

**Key Initiative:** 1.1 Well-planned and highly liveable communities

**EXECUTIVE SUMMARY**

The Quilpie Polocrosse Club Inc. submitted a Community Assistance Grant application on 19 June 2025, seeking financial support for its Annual Polocrosse Carnival held on 21–22 June 2025. Due to the timing of the submission, the application was received after the deadline for inclusion in the June Council meeting agenda and was subsequently overlooked for consideration at the July meeting.

The Club is requesting a retrospective assessment of its application at the August Council meeting.

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**RECOMMENDATION**

That Council:

1. Acknowledge the late submission of the Community Assistance Grant application from the Quilpie Polocrosse Club Inc. received on 19 June 2025, and the subsequent oversight in its inclusion in the July Council meeting agenda.
2. Approve, on this occasion, a retrospective Community Assistance Grant of \$3,000 to the Quilpie Polocrosse Club Inc. to support the cost of providing an ambulance and paramedic services at the Annual Quilpie Polocrosse Carnival held on 21–22 June 2025..

**BACKGROUND***Table 1 Previous Community Assistance Grant Funding - Quilpie Polocrosse Club Annual Carnival*

Year	Cash Contribution	In-Kind Support
2024	\$5,000.00	
2023		\$2,500 for polocrosse fields preparation, Bulloo Park fee waiver.
2022	\$500	\$2,000 for polocrosse fields preparation
2021	\$1,000	\$1,000 for polocrosse fields preparation

**REPORT**

The Quilpie Polocrosse Club Inc. have requested a direct cash contribution of \$3,000 to assist with the facilitation of the Quilpie Polocrosse Carnival held 21<sup>st</sup> & 22<sup>nd</sup> June 2025. The funds requested will assist with the cost recovery of the mandatory requirement of having an ambulance and paramedic on site for the event.

**OPTIONS**Option 1 (Recommended)

That Council:

1. Acknowledge the late submission of the Community Assistance Grant application from the Quilpie Polocrosse Club Inc. received on 19 June 2025, and the subsequent oversight in its inclusion in the July Council meeting agenda.
2. Approve, on this occasion, a retrospective Community Assistance Grant of \$3,000 to the Quilpie Polocrosse Club Inc. to support the cost of providing an ambulance and paramedic services at the Annual Quilpie Polocrosse Carnival held on 21–22 June 2025.

Options 2

That Council:

1. Decline the request from the Quilpie Polocrosse Club Inc. for a retrospective Community Assistance Grant of \$3,000 to support the cost of ambulance and paramedic services at the Annual Quilpie Polocrosse Carnival held on 21–22 June 2025, noting that the application was submitted after the designated deadline for the June Council meeting.

**CONSULTATION (Internal/External)**

Quilpie Polocrosse Club Inc.

Quilpie Community Services Team

Quilpie Shire Council

**INTERESTED PARTIES**

Quilpie Polocrosse Club Inc.

Quilpie Community Services Team

Quilpie Shire Council

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

**LEGISLATION / LEGAL IMPLICATIONS***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.

**POLICY IMPLICATIONS***C.01 Community Assistance Program Policy*

This policy applies to community and organisational requests outside Council's standard operations, including financial assistance, business support, and sponsorships. While funding is typically capped at \$2,000 per request, each application will be assessed on its merits.

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***Table 2 2025 / 26 Community Assistance Approved Application*

Budget	\$53,000
Direct Cash Contributions to date	\$4,500
In-kind Contributions to date	\$2,474

*Table 3 Community Assistance Application (Current) - Financial Implications*

Direct Cash Contribution	\$3,000.00
In-kind Contribution (approx.)	\$0

**ASSET MANAGEMENT IMPLICATIONS**

NA

**RISK MANAGEMENT IMPLICATIONS**

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

**Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls
- Reconsider objectives

Table 4 Risk Calculator

RISK CALCULATOR					
Consequence					
Likelihood	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 5 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Club may have decreased funds to support the 2026 Polocrosee Carnival	None	Reduced support for event Increased costs for community organisation & participants	Likely	Moderate	High	Quilpie Shire Council Community Grants Assistance Policy – C.01 Other sponsorship

**HUMAN RIGHTS CONSIDERATION**

Under Section 4(b) of the *Human Rights Act 2019* (Qld), public entities are required to act and make decisions in a manner that is compatible with human rights. The Act stipulates that human rights may only be limited in specific circumstances. It is important to note that the rights protected under the *Human Rights Act 2019* (Qld) are not absolute. As such, these rights must be carefully balanced against the rights of others and significant public policy considerations.

As part of this decision-making process, careful consideration has been given to the 23 human rights protected under the *Human Rights Act 2019* (Qld). It has been determined that this decision does not limit or adversely impact any of these rights.

Table 6 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		



## 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.

<input checked="" type="checkbox"/>	Direct cash contribution
<input type="checkbox"/>	Provision of assets
<input type="checkbox"/>	Concession
<input type="checkbox"/>	In-kind

Organisation / Individual Name:	Quilpie Polocrosse Club Inc.
Contact Person for Project:	Rebecca Thompson
Postal Address:	PO Box 65, Quilpie QLD 4480
Email Address:	quilpiepolox4480@gamil.com
Telephone No:	0458 577 859

Quilpie Polocrosse Carnival is an annual event. It is mandatory to have an ambulance and paramedic on site during play, which is expensive. With the funding we would not have to pass the cost on to the players and hope to enhance participation numbers.

*(Please attach additional information if required)*

Name of Event:	2025 Quilpie Polocrosse Carnival
Date of Event:	21 <sup>st</sup> and 22 <sup>nd</sup> June 2025

Amount of Funding Requested:	\$ 3000.00
Amount of Funding Provided by the Applicant	\$
Amount of Funding Provided by Others	\$
Total Estimated Cost of Project:	\$

Are you GST registered?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>Note: Please ensure your figures include GST, as this will be the final figure paid</i>		

Project Start Date	21 <sup>st</sup> June 2025
Project End Date	22 <sup>nd</sup> June 2025
Acquittal Report Due (8 weeks after end date)	18 <sup>th</sup> August 2025

The club runs a bar at the carnival and sells meals on the Friday night.

The club currently holds money from grants that will be expended by 30<sup>th</sup> June this year. There are larges costs involved in running a carnival and the club only makes money to be able to run a carnival the following year.

*(Please attach additional information if required)*

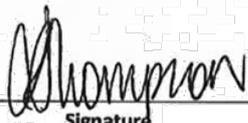
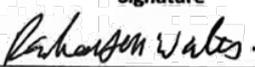
Community Assistance Application

Have you received previous Council Assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Please list previous Council Assistance	Field preparation from 2020 to 2024	
Have previous programs been acquitted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

The project will allow the club to keep the costs for the players to a minimum to encourage higher participation rates, therefore more people coming to Quilpie where there will be money spent in our community.

Name:	[Redacted]		
Bank	[Redacted]	Branch:	Quilpie
BSB:	[Redacted]	Account Number:	[Redacted]

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

REBECCA THOMPSON		19/6/2025
Name	Signature	Date
Committee Member / Authorised Persons: <i>President</i>		
Rachael M'Waters		19/6/25
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 OUTBACK QUEENSLAND TOURISM ASSOCIATION PARTNERSHIP AGREEMENT RENEWAL**

**IX: 265673**

**Author: Jessica Tully, Tourism Officer**

**Authorisers: Lisa Hamlyn, Director Corporate and Community Services  
Justin Hancock, Chief Executive Officer**

**Attachments: Nil**

**KEY OUTCOME**

**Key Outcome:** 2. Flourishing Economy

**Key Initiative:** 2.7 Provide a sought-after visitor experience and build experiential tourism

**EXECUTIVE SUMMARY**

This report seeks Council's decision regarding renewal of the partnership agreement with Outback Queensland Tourism Association (OQTA) for the 2025-2026 financial year, including consideration of the proposed \$15,840 funding commitment.

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**RECOMMENDATION**

That Council:

1. Approve renewal of the partnership agreement with the Outback Queensland Tourism Association (OQTA) for the 2025–2026 financial year, with a total funding commitment of \$15,840.
2. Note the outcomes of the July meeting with the OQTA, including commitments to:
  - (a) Enhanced communication and engagement with Council
  - (b) Improved reporting on regional tourism outcomes
  - (c) More targeted marketing support for Quilpie Shire and the South West region

**BACKGROUND**

Council has been a long-standing member of OQTA, which serves as the official Regional Tourism Organisation (RTO) for Outback Queensland. OQTA works in partnership with local councils, tourism operators, and government stakeholders to market the region, provide advocacy, and support tourism growth.

**REPORT**

In July 2025, Council representatives met with the OQTA Chief Executive Officer to discuss concerns regarding the value and return on investment of the partnership. This meeting provided an opportunity to clarify expectations, highlight areas for improvement and ensure that future engagement would deliver more measurable outcomes for the region. The OQTA CEO acknowledged Council's feedback and committed to increased communication, improved reporting, and more targeted marketing support moving forward.

**OPTIONS**Option 1 (Recommended)

That Council:

1. Approve renewal of the partnership agreement with the Outback Queensland Tourism Association (OQTA) for the 2025–2026 financial year, with a total funding commitment of \$15,840.
2. Note the outcomes of the July meeting with the OQTA, including commitments to:
  - (a) Enhanced communication and engagement with Council
  - (b) Improved reporting on regional tourism outcomes
  - (c) More targeted marketing support for Quilpie Shire and the South West region.

Option 2

That Council:

1. Does not renew its partnership with the Outback Queensland Tourism Association for the 2025/2026 financial year.

**CONSULTATION (Internal/External)**

OQTA

Quilpie Shire Councillors

Chief Executive Officer

Director Community & Business Development

**INTERESTED PARTIES**

Local Tourism Businesses/Operators

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive

**LEGISLATION / LEGAL IMPLICATIONS**

N/A

**POLICY IMPLICATIONS**

Outback Horizon 2024: QSC Economic Development and Tourism Strategy

**FINANCIAL AND RESOURCE IMPLICATIONS**

2025-2026 Budget -Subscriptions	\$15,000.00
2025-2026 OQTA Membership	\$15,840.00

**ASSET MANAGEMENT IMPLICATIONS**

N/A

**RISK MANAGEMENT IMPLICATIONS**

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.

2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils’ business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils’ risk appetite and tolerance.

**Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the Overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls
- Reconsider objectives

*Table 1 Risk Calculator*

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 2 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Agreement not made	None	Reduce regional visibility. Loss of strategic advocacy. Missed funding and development opportunities	Unlikely	Minor	Low	Develop a stakeholder communication plan to ensure regular updates and feedback loops. Document agreements and decisions to avoid misunderstandings.

## HUMAN RIGHTS IMPLICATIONS

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 3 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**12.3 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE MOTORCYCLING ASSOCIATION INC.**

**IX: 265700**  
**Author: Toni Bonsey, Corporate and Community Administration Officer**  
**Authorisers: Lisa Hamlyn, Director Corporate and Community Services**  
**Justin Hancock, Chief Executive Officer**  
**Attachments: 1. Community Assistance Grant Application - Quilpie Motorcycle Association Inc.**

**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 Motorcycling Association Inc. have submitted a Community Assistance Grant Application requesting a cash donation of \$2,500 and in-kind support of 2 x pop up tents, 10 x wheelie bins, 100 chairs, 10 tables, 1 x 12m<sup>2</sup> skip bin and large generator. This request is to assist with the facilitation of the Annual Quilpie Motorbike Gymkhana and Enduro being held 27 & 28 September 2025.

**RECOMMENDATION**

That Council:

1. Acknowledges receipt of the Community Assistance Grant Application submitted by Quilpie Motorcycling Association Inc. and endorses support for their annual Motorbike Gymkhana and Enduro event through:
  - (a) A cash donation of \$2,500; and
  - (b) An in-kind contribution comprising 2 pop up tents, 10 wheelie bins, 100 chairs, 10 tables, 1 x 12m<sup>2</sup> skip bin and a large generator.

**BACKGROUND**

*Table 1 Previously Awarded Community Assistance Grant Funding – Quilpie Motorcycling Association Inc.*

Year	Contribution	In-Kind Support
2024	\$2,000	15 wheelie bins, 1 skip bin, 100 chairs, 10 tables, 2 pop-up tents, generator, bain marie
2023	\$2,500	15 wheelie bins, 1 skip bin, 100 chairs, 10 tables, 2 pop-up tents, generator, bain marie
2022	\$2,500	15 wheelie bins, 1 skip bin, 100 chairs, 10 tables, 2 pop-up tents, generator, bain marie

Year	Contribution	In-Kind Support
2021	\$2,500	15 wheelie bins, 2 pop-up tents, 100 chairs

## REPORT

The Quilpie Motorcycling Association Inc. has applied for a Community Assistance Grant to support the annual Motorbike Gymkhana and Enduro event, scheduled for 27 and 28 September 2025. The grant funds would be applied to costs associated with hosting the event, purchasing track marking equipment and consumables, advertising and marketing, and procuring Age Champion Awards.

The previous event held in 2024 was successfully delivered without injury. The event hosted 92 riders on Saturday and 53 riders on Sunday, in addition to a good number of spectators, attracting people and families from across Queensland. The event was held on the No. 1 fairway. All trophies were purchased from local suppliers.

The Quilpie Motorcycling Association has also been advised by Motorcycling Queensland of its eligibility to host a Junior Enduro Development (JEDS) and a Women's Enduro (WEDS) event in 2025, which involve a coaching course and a competition and have the potential to bring 200-1000 participants to Quilpie.

Furthermore, a young member of the Association, Hayden Vagg was successful in becoming a finalist in the Motorcycling Queensland's Centenary Night of Champions in the "Youth Volunteer of the Year" held in Brisbane during December.

## OPTIONS

### Option 1 (Recommended)

That Council:

1. Acknowledges receipt of the Community Assistance Grant Application submitted by Quilpie Motorcycling Association Inc. and endorses support for their annual Motorbike Gymkhana and Enduro event through:
  - (a) A cash donation of \$2,500; and
  - (b) An in-kind contribution comprising 2 pop up tents, 10 wheelie bins, 100 chairs, 10 tables, 1 x 12m<sup>2</sup> skip bin and a large generator.

### Option 2

That Council:

1. Acknowledges receipt of the Community Assistance Grant Application submitted by the Quilpie Motorcycling Association seeking support for their 2025 annual Quilpie Motorbike Gymkhana and Enduro and does not approve the financial or in-kind assistance requested.

## CONSULTATION (Internal/External)

Quilpie Motorcycling Association Inc.

Quilpie Shire Council Community Services Team

Quilpie Shire Council

## INTERESTED PARTIES

Quilpie Motorcycling Association Inc.

Quilpie Shire Council Community Services Team

Quilpie Shire Council

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

**LEGISLATION / LEGAL IMPLICATIONS***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.

**POLICY IMPLICATIONS***C.01 Community Assistance Program Policy*

This policy applies to community and organisational requests outside Council's standard operations, including financial assistance, business support, and sponsorships. While funding is typically capped at \$2,000 per request, each application will be assessed on its merits.

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***Table 2 2025 / 26 Community Assistance Approved Application*

<b>Budget</b>	\$53,000.00
<b>Direct Cash Contributions to date</b>	\$4,500.00
<b>In-kind Contributions to date (approx.)</b>	\$2,474.00

*Table 3 Community Assistance Application (Current) - Financial Implications*

<b>Direct Cash Contribution</b>	\$2,500.00
<b>In-kind Contribution (approx.)</b>	\$658.00.00

**ASSET MANAGEMENT IMPLICATIONS**

N/A

**RISK MANAGEMENT IMPLICATIONS**

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

**Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the Overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls
- Reconsider objectives

Table 4 Risk Calculator

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 5 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Project objectives differ from community expectation	None	Reduced support for event Increased costs for community organisation	Rare	Minor	Low	Quilpie Shire Council Community Grants Assistance Policy – C.01 Other sponsorship

**HUMAN RIGHTS IMPLICATIONS**

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 6 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.



## 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:	
<input checked="" type="checkbox"/>	Direct cash contribution
<input type="checkbox"/>	Provision of assets
<input type="checkbox"/>	Concession
<input checked="" type="checkbox"/>	In-kind

1.2 Applicant details:	
Organisation / Individual Name:	Quilpie Motorcycling Association Inc.
Contact Person for Project:	Kerri Vagg
Postal Address:	P.O Box 251 Quilpie Q 4480
Email Address:	kerri@apvcontracting.com.au CC: quilpiemotorbikesports@gmail.com
Telephone No:	0417793426

1.3 Brief description of the project / activity for which assistance is being requested:
Annual motorbike sports weekend including a gymkhana and enduro for family entertainment And attraction event for visitors to the shire. 10 wheelie bins and 1 skip bin for the weekend. 2 tents and 100 Chairs - Large generator for catering purposes - Extension leads to accompany - 10 x large tables

1.4 Event Details	
Name of Event:	Quilpie Motorbike Gymkhana and Enduro
Date of Event:	27 and 28 September 2025

Amount of Funding Requested:	\$ 2 500.00
Amount of Funding Provided by the Applicant	\$ 20, 000.00
Amount of Funding Provided by Others	\$ 8 000.00
Total Estimated Cost of Project:	\$ 31 000.00

Are you GST registered?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Note: Please ensure your figures include GST, as this will be the final figure paid		

1.5 Project timeframe	
Project Start Date	27 september 2025
Project End Date	28 september 2025
Acquittal Report Due (8 weeks after end date)	07 December 2025

1.6 Details of other endeavours to raise funds
Personal requests for sponsorship from locally and afar businesses. Weekly raffles.

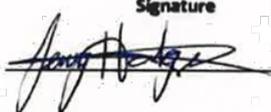
1.7 Financial position of applicant as at the date of this application including a copy of a recent bank statement and supporting information on why funds are required:
Please see copy of recent bank statement. Please also note we have recently updated our Situation and have therefore needed to also update our bank account details (reflected below).

The Community Assistance grant will assist us with costs associated in hosting the event, track marking equipment and other consumables, advertising and marketing for the event. Purchasing of Age Champion awards.

1.8 Previous Assistance?			
Have you received previous Council Assistance?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
Please list previous Council Assistance	assistance for the past 6 events		
Have previous programs been acquitted?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No

1.9 Please outline the aims of the project and the direct benefits to the community as a result of this project:	
<p>The aim of the project is to increase youth participation in events not previously offered in town, requiring a set of skills different to that of 'riding the common' in an uncontrolled environment compared to a controlled and officiated environment with a competitive yet fun focus. It is an event that all the family can participate in or be a spectator of. Future events in many different genres of motorbike sport events could potentially be held in Quilpie-thus also encouraging persons from out of town to come and enjoy what Quilpie has to offer them.</p>	

1.10 Bank details			
Name:	Quilpie Motorcycling Association Inc		
Bank	State	Branch:	Quilpie
BSB:	0200	Account Number:	3100 0000 0000

1.11 DECLARATION		
We, the undersigned do hereby certify that we believe the information contained in this application to be accurate and reliable.		
Kerri Vagg		19/08/2025
Name	Signature	Date
Committee Member / Authorised Persons:		
Jenny Hodges		19/08/2025
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

**13 FINANCE**

**13.1 T01.5 25-26 REGISTER OF PRE-QUALIFIED SUPPLIERS OF MOBILE PLANT AND EQUIPMENT FOR WET & DRY HIRE - REFRESH**

**IX:** 265438

**Author:** Kasey-Lee Davie, Procurement Officer

**Authorisers:** Sharon Frank, Manager Finance & Administration  
Justin Hancock, Chief Executive Officer

**Attachments:** Nil

**KEY OUTCOME**

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

4.3 Maintain good corporate governance

**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to accept pre-qualified suppliers with the technical, financial and managerial capability necessary to provide the services of mobile plant and equipment for wet and dry hire.

**RECOMMENDATION**

That Council:

1. Approve the selection of the suppliers listed in table 1 as 'pre-qualified suppliers' for the inclusion on the current Register of Pre-qualified Suppliers of Mobile Plant and Equipment for Wet and Dry Hire.
2. Approve the issuance of Notices of Successful Tender to the suppliers listed in Table 1 in respect of T01.5 25-26 Register of Prequalified Suppliers of Mobile Plant and Equipment for Wet And Dry Hire.
3. 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 contracts with the suppliers listed in Table 1 pursuant to T01.5 25-26 Register of Prequalified Suppliers of Mobile Plant and Equipment for Wet And Dry Hire, including without limitation, any options and/or variations as per Council's procurement policy.

*Table 1 Approved Suppliers of Mobile Plant and Equipment for Wet and Dry Hire*

No	Legal Entity	Business / Trading Name	ABN / ACN
1	RICHARDSON, VINCENT GILBERT	Vincent Gilbert Richardson	48 175 393 018
2	J V Butler & J F Tuddenham	Tuddenham's Contracting	54 658 633 041

No	Legal Entity	Business / Trading Name	ABN / ACN
3	QUILPIE TOWING PTY LTD	Gilby & Tonkin Mechanical	17 645 629 447
4	KUHN CONTRACTING PTY LTD	KUHN CONTRACTING PTY LTD	85 601 090 153
5	RL & MJ THOMPSON	Halliebec Towing & Contracting	49 920 865 604
6	THE HANDO FAMILY TRUST	Hando's Tank Hire	97 011 751 756
7	Ezyquip Hire Pty Ltd	Ezyquip Hire	39 129 600 308
8	Brooks Hire Service Pty Ltd	Brooks Hire Service Pty Ltd	20 008 975 988
9	The Trustee for Kemshead Family Trading Trust	Monster Hire	51 709 608 654
10	THE Stabilising Pty Ltd	THE Stabilising Pty Ltd	34 633 525 229
11	UNITED RENTALS AUSTRALIA PTY LTD	United Rentals Australia Pty Ltd	380 69 244 417
12	JL Gates Water & Gravel Pty Ltd	JL Gates Water & Gravel Pty Ltd	12 162 072 719

## BACKGROUND

Council invited tenders from suitably qualified tenderers for selection as a pre-qualified supplier of Mobile Plant and Equipment for Wet & Dry Hire.

The current T01 24-25 register is moving into the 12 month extension period to end 31 August 2026. The T01 24-25 has the option of refresh as per clause 5.3 of the contract:

*(Refresh) The Principal may, during the Term, select other suppliers to become preferred suppliers or pre-qualified suppliers of the same or similar services to the Services pursuant to the Local Government Regulation 2012 (Qld).*

The T01.5 25-26 tender invited tenders from suitably qualified tenderers to provide mobile plant and equipment for wet & Dry hire to be included on the current T01 24-25 Pre-Qualified Suppliers panel.

## REPORT

Pre-qualified suppliers will each be required to execute a contract setting out the terms under which Council may engage the supplier for the provision of services pursuant to the Register of Pre-qualified Suppliers. Where a Work Order is then issued, pre-qualified suppliers must hire the relevant Plant and Equipment, Operators and Extra Personnel in accordance with the work order.

The current T01 24-25 and the T01.5 25-26 contract terms end 31 August 2026.

## Procurement Process

In accordance with Section 232 of the *Local Government Regulation 2012*, Council undertook a tender for the establishment of a Register of Pre-qualified Suppliers (ROPS) of Mobile Plant and Equipment for Wet and Dry Hire.

In compliance with Section 232(5) and Section 232(6) of the *Local Government Regulation 2012*, the tender was released on the VendorPanel- Public Tenders platform, advertised on Council's website on the Tenders and Quotes page, and public notices were circulated throughout the Quilpie community and on Council's Facebook page.

*Table 2 Overview of Procurement Process*

Description	Details
Advertising	Vendor Panel Portal
Tender Open	Wednesday 02 July 2025
Mandatory Meeting	2:00 pm Thursday 10 July 2025
Supplier Query Cut-Off	21 July 2025
Tender Close	2:00 pm Monday 21 July 2025

In accordance with the Request for Tender document, a mandatory tender briefing was held at the Quilpie Shire Works Depot, Anzac Drive and via online teams meeting at 2:00 pm on Thursday 10 July 2025.

*Table 3 Tender Briefing Attendance Record*

Company	Representative
APH	Vin Richardson
Brooks Hire	Rebecca Druce
Bitum-mill	Jeffrey Lancaster
Charleville Construction	Colin Maher
Eziquip	Steven Lowry
Eziquip	Chris Tobery
Gilby & Tonkin Mechanical	Zach Tonkin
Halliebec	Rebecca Thopson
Handos Tank Hire	Shaun Lunn
JL Gates Water & Gravel	Sharon Zimmerman
Just Grazing	Daniel Stevenson
Kev Richardson Welding	Kev Richardson
Kuhn Contracting	Any & Troy Kuhn
Luke Maher Construct and Earthworks	Luke Maher
Monsterhire	Dianne Kemshead
Tuddenham's Contracting	Jack Tuddenham
The Stabilising	David Landsbury
United Rental	Paul Lewis

At the close of the tender at 2:00pm on Monday 21 July 2025, Council received a total of 25 responses.

Number of suppliers that viewed the tender – 118.

An initial assessment identified that 13 tenderers did not have a representative present at the mandatory tender briefing session, therefore non-complaint.

The 13 non-conforming tenders received:

- AUSROAD PLANT SERVICES PTY LTD

- FLEXIHIRE PTY. LTD.
- GHM ENERGY PTY LTD
- HASTINGS DEERING (AUSTRALIA) LIMITED
- HORN GRADERS PTY LTD
- HUNT EARTHMOVING CONTRACTORS
- KIWI EXCAVATIONS PTY LTD
- KOMATSU AUSTRALIA PTY LTD
- PVE CIVIL SOLUTIONS PTY LTD
- SHERIDAN ROAD RAIL TRUCK HIRE
- SUFFCON PTY LTD
- VANSITE HIRE PTY LTD
- VETTA PLANT HIRE PTY LTD

In accordance with Section 232(8) of the LGR 2012, a pre-qualified supplier is a supplier who has been assessed by the local government as having the technical, financial, and managerial capability necessary to perform contracts on time and in accordance with agreed requirements. Council did not apply a weighting criterion, rather have assessed each tenderer on their technical, financial and managerial capability to supply Mobile Plant and Equipment for Wet & Dry Hire.

An assessment of the tender was undertaken by two (2) officers, the summary of the evaluation is detailed in Table 4.

*Table 4 Tender Assessment Summary*

No	Legal Entity	Business / Trading Name	Conforming	Capability*
1	RICHARDSON, VINCENT GILBERT	Vincent Gilbert Richardson	Yes	Yes
2	J V Butler & J F Tuddenham	Tuddenham's Contracting	Yes	Yes
3	QUILPIE TOWING PTY LTD	Gilby & Tonkin Mechanical	Yes	Yes
4	KUHN CONTRACTING PTY LTD	KUHN CONTRACTING PTY LTD	Yes	Yes
5	RL & MJ THOMPSON	Halliebec Towing & Contracting	Yes	Yes
6	THE HANDO FAMILY TRUST	Hando's Tank Hire	Yes	Yes
7	Ezyquip Hire Pty Ltd	Ezyquip Hire	Yes	Yes
8	Brooks Hire Service Pty Ltd	Brooks Hire Service Pty Ltd	Yes	Yes
9	The Trustee for Kemshead Family Trading Trust	Monster Hire	Yes	Yes
10	THE Stabilising Pty Ltd	THE Stabilising Pty Ltd	Yes	Yes
11	UNITED RENTALS AUSTRALIA PTY LTD	United Rentals Australia Pty Ltd	Yes	Yes
12	JL Gates Water & Gravel Pty Ltd	JL Gates Water & Gravel Pty Ltd	Yes	Yes

\* Technical, Financial and Managerial Capability

**OPTIONS**Option 1 – Recommended

That Council:

1. Approve the selection of the suppliers listed in table 1 as 'pre-qualified suppliers' for the inclusion on the current Register of Pre-qualified Suppliers of Mobile Plant and Equipment for Wet and Dry Hire;
2. Approve the issuance of Notices of Successful Tender to the suppliers listed in Table 1 in respect of T01.5 25-26 Register of Prequalified Suppliers of Mobile Plant and Equipment for Wet And Dry Hire- Refresh; and
3. 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 contracts with the suppliers listed in table 1 pursuant to T01.5 26-26 Register of Prequalified Suppliers of Mobile Plant and Equipment for Wet And Dry Hire- Refresh including without limitation any options and/or variations as per Council's procurement policy.

Option 2

That Council does not approve the selection of any suppliers listed in Table 1.

**CONSULTATION (Internal/External)**

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Procurement Officer

**INTERESTED PARTIES**

All suppliers listed in Table 4.

All 25 Suppliers with submitted tenders

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

**LEGISLATION / LEGAL IMPLICATIONS**

If a decision is made that is inconsistent with the above recommendation, Council is required to provide reason as per Part 2, Division 1A of the *Local Government Regulation 2012* (Qld).

*254H Recording of reasons for particular decisions*

- (1) *This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—*
  - (a) *the decision is about entering into a contract the total value of which is more than the greater of the following—*
    - (i) *\$200,000 exclusive of GST;*
    - (ii) *1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report;*
  - (b) *the decision is inconsistent with a policy of the local government, or the approach ordinarily followed by the local government for the type of decision.*

*Examples of decisions to which this section might apply—*

- *the grant of a licence, permit or approval, however named, under an Act or local law*
- *the grant of a concession, rebate or waiver in relation to an amount owed to the local government*

- *the disposal of land or a non-current asset*
- (2) *The chief executive officer must ensure the minutes of the local government meeting include a statement of the reasons for not adopting the recommendation or advice.*
- (3) *In this section—*
  - advisor**, *of a local government, means a person—*
    - (a) *who is an employee of the local government or is otherwise engaged to provide services to the local government; and*
    - (b) *whose duties include giving a recommendation or advice.*

For the purposes of Section 254H (1)(a)(ii), 1% of Council's net rate and utility charges as stated in Council's audited Financial Statements in the 2023/24 adopted Annual Report is \$75,528.36 (net rates, levies, and charges - \$7,552,836 x 1%).

### **POLICY IMPLICATIONS**

*Local Government Act 2009 (Qld)*

*Local Government Regulations 2012 (Qld)*

Procurement Policy

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council is not obliged to enter into engagements with any of the pre-qualified suppliers that may be selected to the ROPS. Should Council engage a supplier pursuant to the ROPS such engagements will be in accordance with Council's procurement policy and approved budgets.

There are 13 suppliers on the current Wet & Dry hire Plant Pre-qualified supplier list.

### **ASSET MANAGEMENT IMPLICATIONS**

Streamline asset management

Improved reliability and consistency

Reduce Procurement process

Enhance operation efficiency

Efficient and predicable asset management environment

### **RISK MANAGEMENT IMPLICATIONS**

Council will manage risks in accordance with G.11 Enterprise risk management policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance - To ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity - To ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality - To ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

### **Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- do nothing further;
- consider risk treatment options;
- undertake further analysis to better understand the risk;
- maintain existing controls;
- reconsider objectives.

*Table 5 Risk Calculator*

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4. Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 6 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
<b>Limited access to information, No record keeping</b>	<i>Records management procedure, allocated location for project</i>	<i>Approval delays, stakeholder objectives do not align, miss communication</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Allocating a staff member who registers all relevant documentation to allocated folder, regular communication between stakeholders</i>
<b>No response to the request</b>	<i>Review plan, amend, repost</i>	<i>Delays in updating the list</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Ensuring planning of the request is adequate to promote attractiveness of the tender</i>
<b>Lack of availability of suppliers</b>	<i>Evaluation Criteria set to determine the ability of suppliers</i>	<i>Delays in meeting project deadlines</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>During the evaluation and the market research ensuring suppliers availability to deliver to Council sufficiently</i>
<b>Conflict of interest</b>	<i>Conflict of interest checks/declaration in place requesting officer and evaluation team</i>	<i>Reputational risk, failure to act in the best interest of the entity and public sector, poor governance.</i>	<i>Possible</i>	<i>Moderate</i>	<i>High</i>	<i>Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept</i>
<b>Suppliers going into receivership</b>	<i>Financial Stability conformation in tender response schedule</i>	<i>Uncompleted contracts/projects. Cost to Council to transfer contract to new supplier.</i>	<i>Possible</i>	<i>Moderate</i>	<i>High</i>	<i>KPI reviews and supplier monitoring</i>

## HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 7 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**13.2 EOI01 25-26 REGISTER OF PRE-QUALIFIED SUPPLIERS OF ROAD AND CIVIL CONSTRUCTION****IX: 265439****Author: Kasey-Lee Davie, Procurement Officer****Authorisers: Sharon Frank, Manager Finance & Administration  
Justin Hancock, Chief Executive Officer****Attachments: Nil****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance

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

**EXECUTIVE SUMMARY**

The purpose of this report is to provide council with a recommendation based on the results of the EOI01 25-26 Register of Pre-qualified Suppliers of Road and Civil Construction process.

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**RECOMMENDATION**

That Council:

1. Discontinue the current T02 24-25 Register of Pre-qualified Suppliers of Road and Civil Construction at the upcoming end of term date – 12 November 2025
2. Invite tenders via public tender to establish a new Register of Pre-qualified Suppliers of Road and Civil Construction.

**BACKGROUND**

To assess market capacity and identify potential new suppliers for Road and Civil Construction panel, Council conducted an Expression of Interest (EOI) process. This approach allowed for evaluation of whether maintaining the current pre-qualified supplier panel through its extension period would be preferable, or if terminating the existing arrangement and establishing a new panel through an open tender process would yield better value. The EOI outcomes were designed to provide clear evidence for determining the most advantageous procurement pathway, ensuring Council can secure capable contractors while promoting competition and achieving optimal value for infrastructure projects.

**REPORT**

At the Council Meeting held on 1 July 2025, Council resolved (Resolution No: QSC149-07-25) to:

- a) Invite EOI from suppliers for appointment to a panel of pre-qualified suppliers for Road and Civil Construction works;

- b) Subject to the EOI outcomes, proceed with inviting written tenders for the appointment to a panel of pre-qualified suppliers for Road and Civil Construction; or
- c) If appropriate, proceed with the 12-month extension of the current panel of pre-qualified suppliers for Road and Civil Construction.

The results of the EOI process will determine whether Council should:

1. Terminate and Renew the Panel
  - Conclude the current panel at its scheduled end date.
  - Commence a public tender process (open to both existing and new suppliers) to establish a new pre-qualified supplier panel.

OR

2. Exercise the 12-Month Extension Option
  - Retain all currently pre-qualified suppliers without re-tendering.
  - Extend the existing panel arrangement for an additional 12 months.

**Strategic Rationale**

The EOI process provides critical market intelligence to determine the most cost-effective and competitive pathway forward, while the extension option offers continuity of service delivery.

**Procurement Process for the EOI**

In compliance with Section 228 of the *Local Government Regulation 2012* (Qld), Council invited EOI from suppliers for appointment to a panel of pre-qualified suppliers for Road and Civil Construction works.

*Table 1 Procurement Process*

Description	Details
Advertising	Vendor Panel Portal
EOI Open	Friday 18 July 2025
EOI Close	2:00 PM Friday 8 August 2025

Council received 32 submissions by the close of the EOI period on 8 August 2025.

**Evaluation Process**

An evaluation panel comprising two Council officers assessed all submissions through VendorPanel. Each EOI was evaluated against the established criteria outlined in Table 2.

*Table 2 Assessment Evaluation Criteria*

Criteria	Compliant
Qualifications and Experience	Yes/No
Resources and Capabilities	Yes/No

**Evaluation Findings and Recommendations**

The evaluation process identified that 23 of the 32 submissions met all required qualifications, demonstrating sufficient experience, resources, and capabilities to serve as principal contractors for Road & Civil Construction projects.

Based on these results, the evaluation panel recommends that Council:

1. Discontinue the current T02 24-25 Road and Civil Pre-Qualified Panel effective its scheduled expiration date of 12 November 2025.

2. Commence a public tender process to establish a new pre-qualified supplier panel for Road & Civil Construction services.

This approach will:

- Enhance market competition
- Broaden participation opportunities
- Ensure access to the most capable contractors
- Maintain high standards for future infrastructure projects

The recommendation aligns with Council's procurement objectives of achieving value for money while maintaining transparent and competitive processes.

## OPTIONS

### Option 1 – (Recommended)

That Council:

1. Discontinue the current T02 24-25 Register of Pre-qualified Suppliers of Road and Civil Construction at the upcoming end of term date – 12 November 2025
2. Invite tenders via public tender to establish a new Register of Pre-qualified Suppliers of Road and Civil Construction

### Option 2

That Council:

1. Resolve to extend the current T02 24-25 Register of Pre-qualified Suppliers of Road and Civil Construction into the optional 12-month extension period, end of term date 12 November 2026.

## CONSULTATION (Internal/External)

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Manager Finance & Administration

Procurement Officer

## INTERESTED PARTIES

Suppliers of Road & Civil Construction

32 Suppliers with submitted expression of interest

Current T02 24-25 Register of Pre-qualified Suppliers of Road and Civil Construction

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

## LEGISLATION / LEGAL IMPLICATIONS

If a decision is made that is inconsistent with the above recommendation, Council is required to provide reason as per Part 2, Division 1A of the *Local Government Regulation 2012* (Qld).

### **254H Recording of reasons for particular decisions**

- (1) *This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—*
  - (a) *the decision is about entering into a contract the total value of which is more than the greater of the following—*
    - (i) \$200,000 exclusive of GST;

- (ii) 1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report;
- (b) the decision is inconsistent with a policy of the local government, or the approach ordinarily followed by the local government for the type of decision.

Examples of decisions to which this section might apply—

- the grant of a licence, permit or approval, however named, under an Act or local law
  - the grant of a concession, rebate or waiver in relation to an amount owed to the local government
  - the disposal of land or a non-current asset
- (2) The chief executive officer must ensure the minutes of the local government meeting include a statement of the reasons for not adopting the recommendation or advice.
- (3) In this section—  
**advisor**, of a local government, means a person—
- (a) who is an employee of the local government or is otherwise engaged to provide services to the local government; and
  - (b) whose duties include giving a recommendation or advice

## POLICY IMPLICATIONS

Local Government Act 2009 (Qld)

Local Government Regulations 2012 (Qld)

Procurement Policy

## FINANCIAL AND RESOURCE IMPLICATIONS

N/a

## ASSET MANAGEMENT IMPLICATIONS

N/a

## RISK MANAGEMENT IMPLICATIONS

Council will manage risks in accordance with G.11 Enterprise risk management policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance - To ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity - To ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality - To ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

## Determining Likelihood

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

## Determining Consequence

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the Overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- do nothing further;
- consider risk treatment options;
- undertake further analysis to better understand the risk;
- maintain existing controls;
- reconsider objectives.

*Table 3 Risk Calculator*

<b>RISK CALCULATOR</b>					
<b>Likelihood</b>	<b>Consequence</b>				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low- medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 4 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays purchasing to</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Responses received that do not meet the criteria	Evaluation Panel to assess against set criteria	Additional administrative resources	Possible	Insignificant	Low	Unsuccessful outcome, are not appointed to the Panel
Poor record keeping	Set process and procedures for record keeping	Poor Clarity and transparency. Miscommunication, objective not aligning	Possible	Moderate	High	Procurement checklist, procurement plan, records management
Conflict of interest	Conflict of interest checks/ declaration in place requesting officer and evaluation team	Reputational risk, failure to act in the best interest of the entity and public sector, poor governance.	Possible	Moderate	High	Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept

## HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 5 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**13.3 T04 25-26 SALE OF 41 PEGLER STREET, QUILPIE QLD 4480****IX: 265660****Author: Kasey-Lee Davie, Procurement Officer****Authorisers: Sharon Frank, Manager Finance & Administration  
Justin Hancock, Chief Executive Officer****Attachments: Nil****KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.1 Well-planned and highly liveable communities**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award T04 25-26 Sale of 41 Pegler Street, Quilpie QLD 4480.

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**RECOMMENDATION**

That Council:

1. Subject to successful negotiation on the final terms and conditions, award T04 25-26 Sale of 41 Pegler Street, Quilpie QLD 4480 to Kevin James Richardson for the amount of \$285,000.00 and;
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this contract.

**BACKGROUND**

In 2024, Council obtained Ministerial approval for the disposal of Council asset located at 41 Pegler Street, Quilpie in compliance with Section 227 of the *Local Government Regulations 2012 (QLD)*.

Council invited expression of interests internally from staff, request open Friday 15 November and closed 13 December 2024. There was no expression of interests submitted for 41 Pegler Street property.

Following the internal Expressions of Interest process, Council initiated a public tender process (T04 25-26) for the sale of 41 Pelger Street, inviting tenders from the public. This ensured transparent market testing and enables council to achieve optimal value for this asset disposal. This staged approach demonstrates Council's commitment to proper governance while fulfilling its obligations under the *Local Government Regulation 2012* (Qld) for asset sales.

**REPORT****Procurement Process**

In accordance with Sections 227(1) and 228 of the *Local Government Regulation 2012* (Qld), Council invited tenders via a public tenders process for the sale of council asset 41 Pegler Street, Quilpie, QLD 4480.

In compliance with section 228 (4) of the *Local Government Regulation 2012*, the tender was released on the VendorPanel- Public Tenders platform, advertised for minimum of 21 days via –

- Council's website,
- Council's Facebook page, and
- Community notices circulated throughout Quilpie Shire.

This multi-channel approach ensured maximum market exposure and equal opportunity for potential respondents.

*Table 1 Procurement Process*

Description	Details
Advertising	VendorPanel Portal
Tender Open	Wednesday 23 July 2025
Open House	9:00 am Saturday 2 August 2025
Supplier Query Cut-Off	12 August 2025
Tender Close	2:00 pm Friday 15 August 2025

*Table 2 Assessment Evaluation Criteria*

Criteria	Weighting
Price	70%
Special Conditions	30%

**Evaluation Process**

At the close of the tender 2 pm Friday 15 August 2025, Council received a total of 10 submissions.

The following tenderers submitted a response:

- Anthony and Kerri-Lee Vagg
- Kevin James Richardson
- Lincoln McClimon
- HogeKa Industries Pty Ltd ATF HogeKa Family Trust
- Dean Douglas Winters and Katie Louise Tully
- MG & LS Hall
- Zachariah and Stephanie Cochrane
- Isabelle & Daniel Springall
- OZ Comms Wide Pty Ltd
- Ethan Vallins

The evaluation panel (2 officers) assessed the tenders received, with an outcome of 8 conforming and 2 non-conforming tenders.

The summary of assessment on the 8 conforming and 2 non-conforming tenders (marked with N-C), is detailed in table 3.

*Table 3 Submission Evaluation Scores*

<b>Suppliers</b>			Anthony and Kerri-Lee Vagg	Kevin James Richardson	Lincoln McClimon	Hogeka Industries Pty Ltd ATF Hogeka Family Trust	Dean Douglas Winters and Katie Louise Tully
<b>Offer-</b>			<b>\$140,000.00</b>	<b>\$285,000.00</b>	<b>\$180,000.00</b>	<b>\$220,000.00</b>	<b>\$205,000.00</b>
<b>Evaluation Criteria</b>	<b>Price</b>	70%	35	70	42	56	49
	<b>Special Conditions</b>	30%	21	30	18	21	15
	<b>Total Score</b>		<b>56</b>	<b>100</b>	<b>60</b>	<b>77</b>	<b>64</b>
<b>Suppliers</b>			MG & LS Hall	Zachariah and Stephanie Cochrane	Isabelle & Daniel Springall	OZ Comms Wide Pty Ltd	Ethan Vallins
<b>Price-</b>			<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$110,000.00</b>	<b>\$52,000.00</b>	<b>\$150,000.00</b>
<b>Evaluation Criteria</b>	<b>Price</b>	70%	14	14	28	14	35
	<b>Special Conditions</b>	30%	0	6	12	15	0
	<b>Total Score</b>		<b>N-C</b>	<b>20</b>	<b>40</b>	<b>29</b>	<b>N-C</b>

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

In accordance with s. 104(3) of the *Local Government Act 2009* (Qld), Council must also consider the following sound contracting principles:

- (a) value for money; and
- (b) open and effective competition; and
- (c) the development of competitive local business and industry; and
- (d) environmental protection; and
- (e) ethical behaviour and fair dealing.

## OPTIONS

### Option 1 (Recommended)

That Council:

1. Subject to successful negotiation on the final terms and conditions, award T04 25-26 Sale of 41 Pegler Street, Quilpie QLD 4480 to Kevin James Richardson for the amount of \$285,000.00 and;

2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this contract.

#### Option 2

That Council:

1. Consider an alternative offer from the submissions received

#### Option 3

That Council

1. Resolve not to award T04 25-26 Sale of 41 Pegler Street, Quilpie QLD 4480.

*If Council makes a decision inconsistent with the recommendation, Council is required to provide a reason for the decision in accordance with Part 2, Division 1A of the Local Government Regulation 2012 (Qld). A statement of the reasons for not adopting the recommendation must be recorded in the minutes.*

### **CONSULTATION (Internal/External)**

Chief Executive Officer

Deputy Director Infrastructure Services

Manager Finance & Administration

Procurement Officer

### **INTERESTED PARTIES**

All tenderers

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive

### **LEGISLATION / LEGAL IMPLICATIONS**

If a decision is made that is inconsistent with the above recommendation, Council is required to provide reason as per Part 2, Division 1A of the *Local Government Regulation 2012* (Qld).

*254H Recording of reasons for particular decisions*

- (1) *This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—*
  - (a) *the decision is about entering into a contract the total value of which is more than the greater of the following—*
    - (i) *\$200,000 exclusive of GST;*
    - (ii) *1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report;*
  - (b) *the decision is inconsistent with a policy of the local government, or the approach ordinarily followed by the local government for the type of decision.*

*Examples of decisions to which this section might apply—*

- *the grant of a licence, permit or approval, however named, under an Act or local law*
- *the grant of a concession, rebate or waiver in relation to an amount owed to the local government*
- *the disposal of land or a non-current asset*

- (2) *The chief executive officer must ensure the minutes of the local government meeting include a statement of the reasons for not adopting the recommendation or advice.*
- (3) *In this section—*  
**advisor**, *of a local government, means a person—*  
(a) *who is an employee of the local government or is otherwise engaged to provide services to the local government; and*  
(b) *whose duties include giving a recommendation or advice.*

For the purposes of Section 254H (1)(a)(ii), 1% of Council's net rate and utility charges as stated in Council's audited Financial Statements in the 2023/24 adopted Annual Report is \$75,528.36 (net rates, levies, and charges - \$7,552,836 x 1%).

### **POLICY IMPLICATIONS**

*Local Government Act 2009 (Qld)*

*Local Government Regulations 2012 (Qld)*

Procurement Policy

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Asset: BSCOUNCH318

Fair Value in Asset Register - \$234,400

Annual Depreciation - \$6,697.14

Asset: LAND C095 L11/Q68022 - \$28,100

Asset: LAND C095A L12/Q68022 - \$28,100

### **ASSET MANAGEMENT IMPLICATIONS**

N/a – This report recommends the sale of 41 Pegler Street, Quilpie.

### **RISK MANAGEMENT IMPLICATIONS**

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

### **Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

### **Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

### **Determining the overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls
- Reconsider objectives

*Table 4 Risk Calculator*

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 5 Risk Register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Limited access to information, No record keeping	Records management procedure, allocated location for project	Approval delays, stakeholder objectives do not align, miss communication	Possible	Minor	Medium	Allocating a staff member who registers all relevant documentation to allocated folder , regular communication between stakeholders
No response to the request	Review plan, amend, repost	Delay in disposal	Possible	Minor	Medium	Ensuring planning of the request is adequate to promote attractiveness of the tender
Conflict of interest	Conflict of interest checks/declaration in place requesting officer and evaluation team	Reputational risk, failure to act in the best interest of the entity and public sector, poor governance.	Possible	Moderate	High	Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept
Limited access to information, No record keeping	Records management procedure, allocated location for project.	Approval delays, stakeholder objectives do not align, miss communication	Possible	Minor	Medium	Allocating a staff member who registers all relevant documentation to allocated folder, regular communication between stakeholders
Special conditions	Tender request tenderer to state any special conditions to the contract.	disposal delays, stakeholder objectives do not align, miss communication	Possible	Minor	Medium	Ensuring planning of the request is adequate to establish the boundaries of the proposal and allocate sufficient time for successful sale.

## HUMAN RIGHTS IMPLICATIONS

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

Table 6 Human Rights

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**14 GOVERNANCE****14.1 2025 CHRISTMAS SHUTDOWN PERIOD****IX:** 265363**Author:** Maree Radnedge, HR Officer**Authorisers:** Justin Hancock, Chief Executive Officer**Attachments:** Nil**KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.1 Excellence in customer service

4.3 Maintain good corporate governance

**EXECUTIVE SUMMARY**

The report outlines potential options for Council's consideration concerning the workforce shutdown period during the Christmas/New Year holidays.

---

**RECOMMENDATION**

1. That Council implement an organisation-wide shutdown (excluding essential critical services) from close of business Friday, 19 December 2025, with normal operations resuming on Monday, 5 January 2026.

**BACKGROUND**

Council has traditionally observed an annual shutdown between Christmas and New Year, during which employees utilise accrued leave entitlements. A limited number of staff continue working or remain on-call to ensure essential services are maintained throughout this period.

**REPORT**

In recent years, the shutdown duration has varied, with all departments closing for two weeks in both 2023 and 2024. Staff may request additional leave in conjunction with the shutdown period, subject to approval by their Manager, Director, and the Chief Executive Officer.

In 2025:

- Christmas Day (Thursday, 25 December) is a public holiday
- Boxing Day (Friday, 26 December) is a public holiday
- New Year's Day (Thursday, 1 January 2026) is a public holiday

**Employee Feedback**

Council sought staff input on proposed shutdown options, receiving 36 survey responses (representing over 55% of the workforce).

**Key Considerations**

The recommended shutdown period has been determined based on:

- Council's ability to maintain community services
- Operational requirements across departments
- Employees' accrued leave balances
- Staff feedback

**Recommendation**

A two-week shutdown period is proposed for all Council departments.

**Extended Leave Requests**

Where operational requirements permit, staff may discuss extended leave arrangements with their supervisor. Such requests must account for:

- Impacts on colleagues
- Council's ability to maintain appropriate service levels

**OPTIONS**Option 1 (Recommended)

That Council:

1. Implement an organisation-wide shutdown (excluding essential critical services) from close of business Friday, 19 December 2025, with normal operations resuming on Monday, 5 January 2026.

Option 2

That Council:

1. Implement an extended three-week organisation-wide shutdown (excluding essential critical services) from close of business Friday, 12 December 2025, with normal operations resuming on Monday, 5 January 2026.

Option 3

That Council:

1. Implement an extended three-week organisation-wide shutdown (excluding essential critical services) from close of business Friday, 19 December 2025, with normal operations resuming on Monday, 12 January 2026.

**CONSULTATION (Internal/External)**

Chief Executive Officer

Executive Leadership Team

Council employees

**INTERESTED PARTIES**

Council employees.

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

**LEGISLATION / LEGAL IMPLICATIONS**

Under the applicable Industrial Awards, Council is legally required to provide employees with a minimum of 90 days' written notice regarding any proposed shutdown period. This notification

requirement ensures compliance with employment regulations and allows staff adequate time to plan their leave arrangements.

### POLICY IMPLICATIONS

Nil

### FINANCIAL AND RESOURCE IMPLICATIONS

The proposed shutdown period has been accounted for within Council's current operational budget, with employee leave entitlements incorporated into existing financial provisions. This planned closure will not require additional budgetary allocations as all associated costs have been anticipated and accommodated in the current fiscal planning.

### ASSET MANAGEMENT IMPLICATIONS

Nil

### RISK MANAGEMENT IMPLICATIONS

Low in accordance with Council's Risk Management Policy.

### HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

*Table 1 Human Rights*

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

**14.2 PRESENTATION OF THE FINAL COMMUNITY SATISFACTION SURVEY 2025 ANALYSIS****IX: 265697****Author: Callie Dabovich, Executive Assistant****Authorisers: Justin Hancock, Chief Executive Officer****Attachments: 1. Quilpie Shire Council Community Perception Report 2025****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.6 Inclusive community engagement and decision-making**EXECUTIVE SUMMARY**

To formally present the final analysis report from the 2025 Community Satisfaction Survey conducted by McGregor Tan and to recommend that Council note its findings.

---

**RECOMMENDATION**

That Council:

1. Note the contents of this report.
2. Note the final analysis of the Community Satisfaction Survey 2025, prepared by McGregor Tan (Ref 12767), attached to this report.
3. Consider the findings of the survey in its ongoing strategic decision-making.

**BACKGROUND**

Council commissioned independent consultancy McGregor Tan to conduct the 2025 Community Satisfaction Survey, continuing a series of surveys undertaken in 2018, 2021, and 2023. The final report is now complete and attached to this report.

The survey provides a valuable snapshot of baseline community sentiment. It is important to contextualise that the data collection period (14 March to 9 June 2025) coincided directly with the significant March 2025 flood events and subsequent recovery efforts. While the survey instrument itself contained generic questions consistent with previous years and did not specifically capture sentiment regarding the flood response, the disaster had a clear operational impact: it significantly hampered participation rates, which is acknowledged as a likely factor in the lower number of completed responses (n=28).

Despite this challenging context, the findings that were captured indicate a stable and generally positive perception of Council's core performance and service delivery among those who participated.

Key themes from the attached report include enduring satisfaction with essential services, a strong sense of community identity, and identified opportunities for improvement in areas such as community consultation, communication channels, and specific service levels.

Periodic community satisfaction surveying is a key tool for Council to gauge resident perceptions, track performance over time, and align strategic priorities with community expectations. The methodology for this survey adhered to ISO 20252 market research standards.

The attached report provides comprehensive data analysis, year-on-year comparisons, and qualitative feedback from residents based on the standard survey instrument.

## REPORT

The *Quilpie Shire Council Community Satisfaction Survey July 2025 | Ref 12767* report, constitutes the final analysis. This report provides:

- Detailed Methodology: outlining the research approach and context.
- Executive Summary: a high-level overview of key findings.
- Detailed Analysis: broken down into:
  - Performance: Council's overall performance, communication, and customer service.
  - Services: An importance/satisfaction matrix prioritising service areas and tracking performance over time.
  - Community Vision & Identity: Key priorities for the community's future and perceived strengths of the Shire.
  - NBN and Final Feedback: Community connection rates and sentiment regarding the NBN rollout.
- Appendices: Including respondent profile and the survey tool.

Council is invited to review the attached document in detail. The analysis within will be a critical evidence-based input for future strategic planning, including the operational budget and community engagement strategy.

## OPTIONS

### Option 1 (Recommended)

That Council:

1. Note the contents of this report.
2. Note the final analysis of the Community Satisfaction Survey 2025, prepared by McGregor Tan (Ref 12767), attached to this report.
3. Consider the findings of the survey in its ongoing strategic decision-making.

### Option 2

That Council does not accept the *Quilpie Shire Council Community Satisfaction Survey July 2025 | Ref 12767* report.

## CONSULTATION (Internal/External)

McGregor Tan

Chief Executive Officer

## INTERESTED PARTIES

Quilpie Shire Councillors and Staff

Quilpie Shire community

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

**LEGISLATION / LEGAL IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

**RISK MANAGEMENT IMPLICATIONS**

Nil

**HUMAN RIGHTS CONSIDERATION**

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

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7.	Freedom of expression	8.	Peaceful assembly and freedom of association
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11.	Privacy and reputation;	12.	Protection of families and children
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15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
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19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.



# Quilpie Shire Council Community Satisfaction Survey

July 2025 | Ref 12767



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## Methodology

This research project was conducted by McGregor Tan from the 14th of March to the 9th June 2025



Community satisfaction surveys were conducted by Quilpie Shire in 2018, 2021, 2023, and 2025 to assess residents' views and levels of satisfaction with various Council services. These included parks and reserves, roads, communication and engagement with Council, as well as the overall performance and operations of the Council.



Market research has been conducted in accordance with ISO 20252.

The data was analysed using Q software.

The lower response rate likely reflects the timing of the survey, which coincided with the March 2025 floods. As Mayor Ben Hall noted, the region faced "extraordinary" stock losses and widespread disruption. With livelihoods under pressure - particularly in agriculture - many residents were understandably focused on recovery, limiting their capacity to participate.



McGregor Tan analysed data provided by council for the 2018 (n=81) and 2021 (n=101) surveys, while the 2023 (n=48) and 2025 (n=28) surveys were hosted via Voxco but data was collected by Council.

In 2025, 38 residents completed the first half of the survey, but participation declined in later stages, with only 28 completing it in full. When interpreting the results, it is important to consider the number of completed surveys.

Surveys took approximately 14 minutes on average.



Relevant statistically significant findings as well as other observations of interest are analysed in this report.

Please note that, because of rounding, answers in single response questions will not always sum precisely to 100%.

In addition, as the base for percentages is the number of respondents answering a particular question (rather than the number of responses) multiple response questions sum to more than 100%.



# EXECUTIVE SUMMARY

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## Executive summary

	<p><b>Overall:</b> The 2025 community insights reflect steady confidence in Council performance, with enduring satisfaction in core services and a strong sense of community identity. While areas like consultation, responsiveness, and community-based services show room for improvement, residents remain generally content - especially with key infrastructure delivery. Priorities continue to centre on health, transport, and business support, with cautious optimism surrounding new initiatives like the NBN rollout. These findings signal a stable civic environment, with opportunities for further engagement and service refinement.</p>
	<p><b>Performance:</b> Residents continue to view Council performance positively, especially in service delivery and approachability. Satisfaction has held steady since 2018, though community consultation and responsiveness remain areas for improvement, and digital engagement is growing steadily.</p>
	<p><b>Services:</b> Residents remain satisfied with core services like water, waste, and road upgrades, which are seen as high priority and well delivered. However, there is less satisfaction with community and environmental services, and areas like road maintenance and parks are flagged as needing extra focus. While most couldn't name a service to reduce, suggestions for additions included recycling, kids' programs, and improved shade.</p>
	<p><b>Community Vision and Identity:</b> In 2025, residents identified health, transport, and support for local business as top priorities. Community identity was seen as the Shire's strongest asset, followed by tourism appeal, service availability, collaboration, and stability. Technology and economic opportunity were less frequently recognised as strengths.</p>
	<p><b>NBN:</b> NBN connection remains moderate, but community sentiment is positive overall. Just 36% of Quilpie respondents reported connecting to the new NBN Fibre to the Premises (FTTP) service, while 64% had not - mainly due to alternative services. Despite this, community sentiment was cautiously optimistic: 39% expressed positive views and 61% were neutral, with no negative feedback reported.</p>



# DETAILED ANALYSIS

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# PERFORMANCE

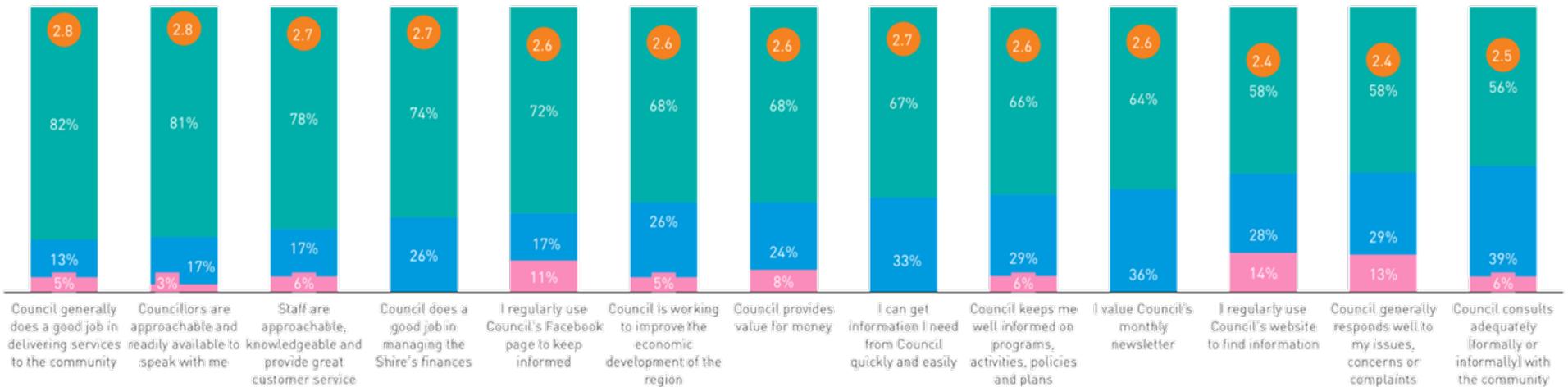
**MCGREGOR TAN**  
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## Most residents are satisfied with the Council’s overall performance and their interactions with councillors and staff

Overall, the community views the Council as effective in service delivery and approachable, with strong customer service and financial management. However, there are notable gaps in community consultation, digital engagement, and handling of issues or complaints, which may warrant focused improvement efforts.

**Council parameters - 2025**

● Average out of 3    ■ Agree    ■ Neutral    ■ Disagree



QUILPIE SHIRE COUNCIL | JULY 2025

Q8 Council parameters: General views about Council. Base: n=38

Q9 Council parameters: Community and customer service. Base: n=38

## Most residents continue to view the Council positively, but engagement and responsiveness remain areas needing attention

Community agreement with Council performance remained steady in 2025, with most results aligning with those from 2018 and 2021. Levels of satisfaction were highest in 2023 across several parameters, particularly communication and economic development, before returning to earlier levels in 2025.

Core strengths such as service delivery, councillor approachability, and customer service continue to perform well, while community consultation and responsiveness to issues remain key areas for improvement. Use of digital channels, especially Facebook and the Council website, continues to grow steadily.

**Agreement with Council parameters: Year-on-year comparison**

	2018 Agree	2021 Agree	2023 Agree	2025 Agree
Council generally does a good job in delivering services to the community	86%	77%	90%	82%
Councillors are approachable and readily available to speak with me	77%	76%	83%	81%
Staff are approachable, knowledgeable and provide great customer service	81%	70%	73%	78%
Council does a good job in managing the Shire's finances	66%	64%	71%	74%
I regularly use Council's Facebook page to keep informed	42%	63%	69%	72%
Council is working to improve the economic development of the region	76%	72%	83%	68%
Council provides value for money	62%	61%	77%	68%
I can get information I need from Council quickly and easily	73%	70%	75%	67%
Council keeps me well informed on programs, activities, policies and plans	66%	69%	83%	66%
I value Council's monthly newsletter	71%	68%	71%	64%
I regularly use Council's website to find information	47%	43%	64%	58%
Council generally responds well to my issues, concerns or complaints	74%	66%	67%	58%
Council consults adequately (formally or informally) with the community	64%	54%	69%	56%

QUILPIE SHIRE COUNCIL | JULY 2025

9

Q8 Council parameters: General views about Council. Base: n=38  
 Q9 Council parameters: Communication and customer service. Base: n=38

## General views about council - additional comments

Nine respondents utilised the opportunity to provide feedback, which reflects a broadly positive perception of Quilpie Shire Council’s governance and leadership, while also highlighting specific areas for enhancement - particularly in tourism diversity, communication responsiveness and childcare services.

### Council Leadership and Governance

Positive sentiments were shared regarding the leadership and operational transparency of Quilpie Shire Council:

*“Well balanced council with strong leadership.”*

*“Very transparent.”*

*“Generally, a well-run Council.”*

*“Quilpie Shire Council should be proud.”*

### Tourism Development and Economic Diversification

Two respondents express concerns regarding the lack of diversity in the Shire’s tourism strategy, highlighting a perceived imbalance in investment and promotional efforts:

*“There is no diversification when it comes to tourism in Quilpie. So much time, effort, advertising and finances has been fed into the ex Mayor’s enterprise in Eromanga. Not everyone is interested in dinosaurs.”*

*“Tourism development has been biased over the last decade.”*

### Communication and Community Engagement

Concerns were also raised regarding Council’s responsiveness and communication practices:

*“Communication could be better.”*

*“When you send an email to website email address raising issues, you do not get a response.”*

### Family Services and Child-Friendly Infrastructure

One respondent raised the need for improved childcare services and recreational facilities for children, noting the impact on family life and community appeal:

*“We need childcare for under 2’s. Makes it very difficult to attract new families or to return to work when there is no childcare available. Also need more options for kids e.g. splash park with a shed cover, jumping pillow, or an indoor playground.”*

## Communication and customer service additional comments

Seven respondents utilised the opportunity provide feedback. Overall, the feedback reflects mixed community sentiment regarding Quilpie Shire Council's communication and customer service. Concerns centre around the professionalism of interactions, access to timely information, and staff approachability. At the same time, there is recognition of positive outcomes where services function efficiently and respectfully.

### Inconsistent or Ineffective Information Distribution

Two respondents highlighted issues with how important updates and notices are communicated, including an overreliance on social media:

*"Some notices such as dingo baiting dates I feel need to be emailed as well as listed on Facebook as it doesn't always show in newsfeed or if you aren't on Facebook regularly."*

*"For some reason I really struggle to get news of events and flood information in a timely manner."*

### Lack of Community Consultation and Responsiveness

Concerns were raised about limited consultation with residents and a perception of staff being unapproachable or indifferent:

*"Council does not consult local road users before repairs and upgrades are completed."*

*"People are not approachable, usually too busy to want to help. Things take forever to be completed and usually they have a 'not my problem' approach."*

### Negative Interactions and Public Conduct

A serious concern was raised regarding the conduct of a councillor during a public discussion:

*"When a discussion with a councillor about new ideas to promote tourism and what tourists are interested in no one expects to be sworn at and abused in front of other people. 'Council are only interested in rates, roads and recruiting'."*

### Positive Experiences and Service Recognition

While much of the feedback was critical, two acknowledged positive experiences and overall service quality:

*"Recently found a Cemetery plot after asking staff. So good & easy to find with the records online."*

*"Doing a Good Job."*



# SERVICES

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## Prioritising service areas for Council

An importance/ satisfaction (performance) chart or matrix is a way of combining 2 sets of data in an integrated way, identifying the attributes or services which respondents think are particularly important to them, but they are less satisfied with.

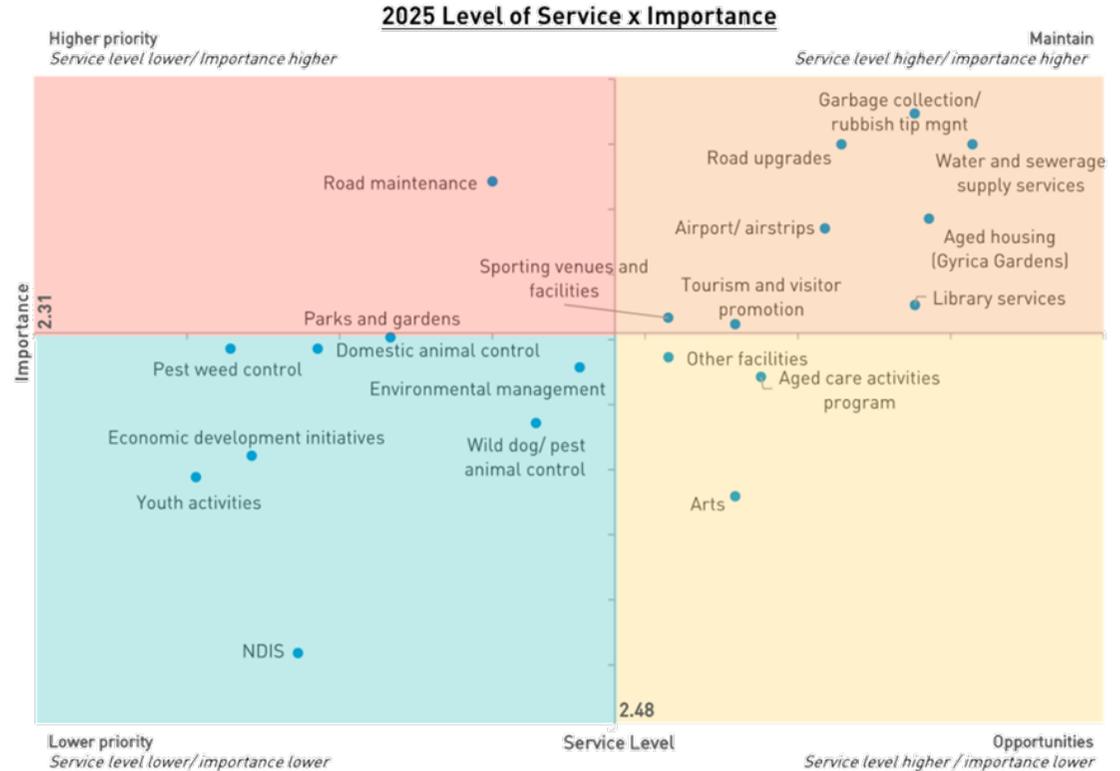
There are typically 4 quadrants of interest. The quadrant for immediate focus is the **top left quadrant**, which isolates the attributes that are of **higher importance** but has **lower levels of satisfaction** or perceived performance. These are the critical areas for service improvements.

The other 3 quadrants are useful for different reasons. This might mean reducing investment in service delivery in areas which are not considered important by the respondent e.g. the lower right quadrant might indicate an over-emphasis on elements that are of little importance to the respondents and therefore could indicate a low return on investment for those efforts.



# Road maintenance and parks and gardens (including playgrounds) should be the key focus for Council

<b>CONTINUE DELIVERING ON:</b>	<ul style="list-style-type: none"> <li>• Water/ sewerage supply services</li> <li>• Garbage collection/ rubbish tip management</li> <li>• Road upgrades</li> <li>• Aged Housing (Gyrica Gardens)</li> <li>• Airports/ airstrips</li> <li>• Library services</li> <li>• Tourism and visitor promotion</li> <li>• Sporting venues and facilities</li> </ul>
<b>DRIVE EXTRA FOCUS ON:</b>	<ul style="list-style-type: none"> <li>• Road maintenance</li> <li>• Parks and gardens</li> </ul>
<b>LOWER PRIORITY BUT IMPROVEMENT REQUIRED</b>	<ul style="list-style-type: none"> <li>• Environmental management</li> <li>• Domestic animal control</li> <li>• Wild dog and pest animal control</li> <li>• Pest weed control</li> <li>• Economic Development initiatives</li> <li>• NDIS</li> <li>• Youth activities</li> </ul>



QUILPIE SHIRE COUNCIL | JULY 2025

Scale: High=3 / Medium=2 / Low=1 14

Q10 How do you rate the level of service Council provides in delivering these services and how important are they to you? Base: n=33-35

## Core services are rated highly, but satisfaction with community and environmental services has declined over time

Perceptions of high service delivery have remained strong across core operational areas such as water and sewerage, garbage collection, and library services, all maintaining levels above 70% in 2025. Aged care services - including activities and housing -also remain well-regarded, with consistent improvement since 2021.

However, a number of services - particularly youth activities, economic development, parks and gardens, and pest weed control - have seen a noticeable decline in high service ratings over time.

While some services like road upgrades show recent improvement, others such as sporting venues, environmental management, and domestic animal control have softened.

Overall, results suggest residents continue to feel well-served in core areas, but are less satisfied with service delivery across broader community programs and non-essential services.

High service level: Year-on-year comparison

	2018	2021	2023	2025
Water and sewerage	70%	67%	77%	77%
Garbage collection/ rubbish tip mgmt	70%	63%	75%	74%
Library services	80%	70%	79%	74%
Airport/ airstrips			80%	71%
Aged care activities program	80%	64%	73%	70%
Aged housing (Gyrica Gardens)	79%	66%	72%	69%
Road upgrades	66%	60%	63%	69%
Arts	67%	59%	76%	65%
Tourism promotion	74%	64%	87%	65%
Other facilities	75%	64%	67%	64%
Sporting venues/ facilities	71%	64%	74%	61%
Road maintenance	59%	50%	57%	54%
Environmental management	52%	46%	54%	51%
Wild dog/ pest animal control	61%	68%	68%	49%
Parks and gardens	64%	57%	65%	48%
Economic development	58%	48%	73%	42%
NDIS			76%	42%
Youth activities	54%	50%	58%	41%
Domestic animal control	39%	47%	54%	40%
Pest weed control	55%	55%	58%	31%

QUILPIE SHIRE COUNCIL | JULY 2025

Scale: High level of service=3 15

Q10 How do you rate the level of service Council provides in delivering these services and how important are they to you? Importance Base: n=33-35

## Residents continue to prioritise core infrastructure and essential services

Across the eight-year span, essential services like garbage collection, water/sewerage, and road upgrades consistently rank as the most important to residents. Road maintenance also featured prominently but declined in 2025 after a peak in earlier years.

Several services have experienced a gradual softening in perceived importance, including sporting venues/facilities, libraries, tourism promotion, and environmental management. Meanwhile, services such as arts, youth activities, and economic development have shown a clear downward trend, now rated as lower priorities by fewer than 40% of residents.

Areas like pest control, parks and gardens, and domestic animal control have also declined modestly, suggesting a general consolidation of resident focus around core infrastructure and utilities.

**High importance: Year-on-year comparison**

	2018	2021	2023	2025
Garbage collection/ rubbish tip mgmt	71%	68%	72%	76%
Water/ sewerage	74%	77%	79%	74%
Road upgrades	75%	72%	74%	71%
Aged housing (Gyrca Gardens)	39%	43%	55%	69%
Road maintenance	71%	79%	89%	66%
Airport/ airstrips			70%	62%
Aged care activities program	51%	49%	54%	55%
Sporting venues/ facilities	72%	65%	80%	52%
Library services	55%	46%	66%	50%
Tourism/ visitor promotion	59%	51%	57%	50%
Environmental management	60%	54%	59%	49%
Other facilities	60%	59%	59%	48%
Pest weed control	49%	48%	43%	46%
Parks and gardens	65%	67%	67%	45%
Domestic animal control	53%	54%	57%	43%
Wild dog/ pest animal control	73%	54%	49%	43%
Arts	41%	43%	60%	38%
Economic development	61%	59%	65%	36%
Youth activities	39%	44%	53%	35%
NDIS			43%	24%

QUILPIE SHIRE COUNCIL | JULY 2025

Scale: High importance=3 | 6

Q10 How do you rate the level of service Council provides in delivering these services and how important are they to you? Importance Base: n=33-35

## Community suggestions: Service reductions and additions

### One less service (n=12)

Most could not identify a service they would reduce or felt all services were necessary, with only isolated mentions of youth activities, library, and issuing rates notices.

*"Issuing rates notices."*

*"All the services that they are providing at the moment are ok."*

*"Library."*

*"Can't think of less but can think of more."*

*"All enclosed services are needed in this community to cater for varied population."*

*"All Services provided needed."*

*"Adequate."*

*"Unsure."*

*"Nil."*

*"None."*

*"None."*

### One additional service (n=13)

Most suggested improvements like recycling and kids' activities, while a few felt no extras were needed.

*"Off leash park for domestic dogs - no hunting dogs."*

*"Recycling program."*

*"Extended library hours. Also replace the playground fill with something less stabby."*

*"The council shouldn't take on any more responsibilities; they are just coping with the ones they are doing now, and it is unfair to add more pressure to the council."*

*"Shade."*

*"Car wash and cleaning facilities."*

*"After school activities for kids."*

*"Recycling shed/ garage at the dump manned a couple of times a week to recycle pallets, timber and other recyclables the residents can use."*

*"Access to council rentals for all towns people. Not just council and contract workers."*

*"Adequate."*

*"Indoor kids activities for ALL ages including under 5s during summer and holiday periods."*

*"Nil. I think council is doing a good job with the services it is providing."*

*"Nil."*

### Additional comments (n=3)

*"The council should inspect flood damage road repairs done by contractors. The Cheepie Adavale road is being repaired using flood repair funding and sections of the road have bull dust sections that may have been caused by the contractors vehicles doing the repairs."*

*"Housing shortage for rentals."*

*"Emails need to be sent instead of just using Facebook as you sometimes miss posts such as dingo baiting or common muster. Have distribution lists set up suiting the regular posts such as dingo baiting."*



# COMMUNITY VISION & IDENTITY

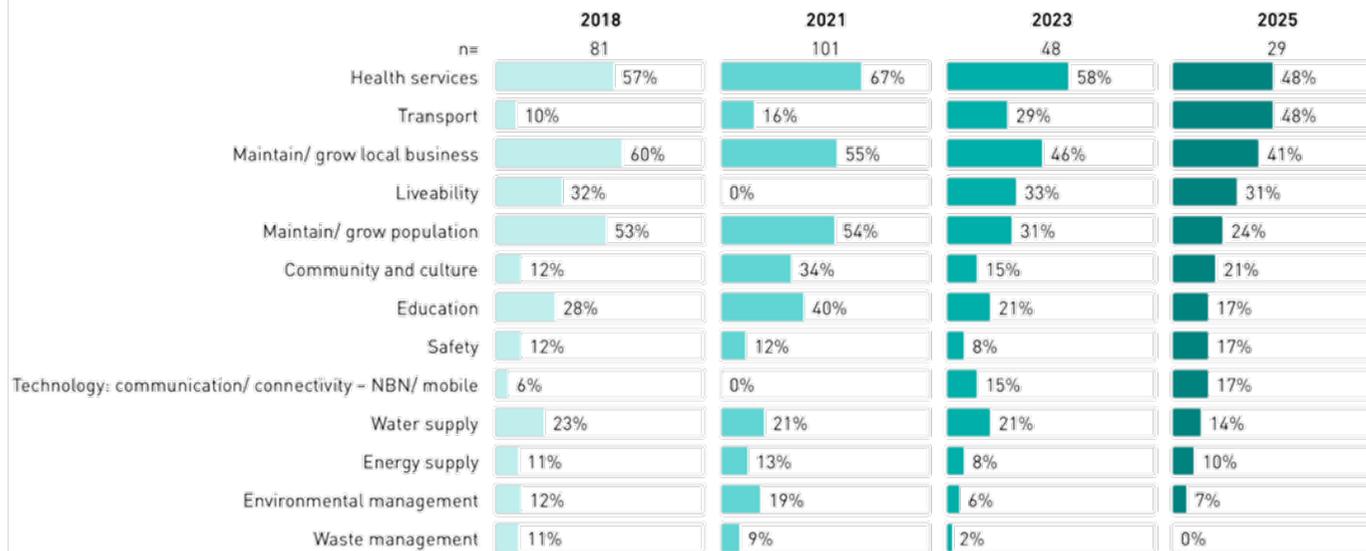
**MCGREGOR TAN**  
RESEARCH. STRATEGY. SOLUTIONS.

# Health, transport, and support for local business remain key community priorities

In 2025, health services and transport were the top priorities for residents (48% each), followed by support for local business (41%) and liveability (31%). While health services have consistently ranked high since 2018, transport has risen sharply in importance over time, from just 10% in 2018.

Meanwhile, population growth has dropped steadily (53% in 2018 to 24% in 2025). Environmental and waste management remain among the lowest priorities.

Three most important things for now and the future



**Additional comments**

*"Lay off the shipping containers. Make it easy to invest in the area."*

*"The community will grow when there are jobs and work. The community of Quilpie won't grow if all jobs are given to people from the city and outside of Quilpie's citizens. They should be given a chance at the jobs first, as it is quite well known in the community that many people from the city who were given the jobs only lasted 3 to 6 months. I know it is good to get these other people into the community, but it comes at the cost of losing families that have lived in Quilpie for years and having to move away to find work."*

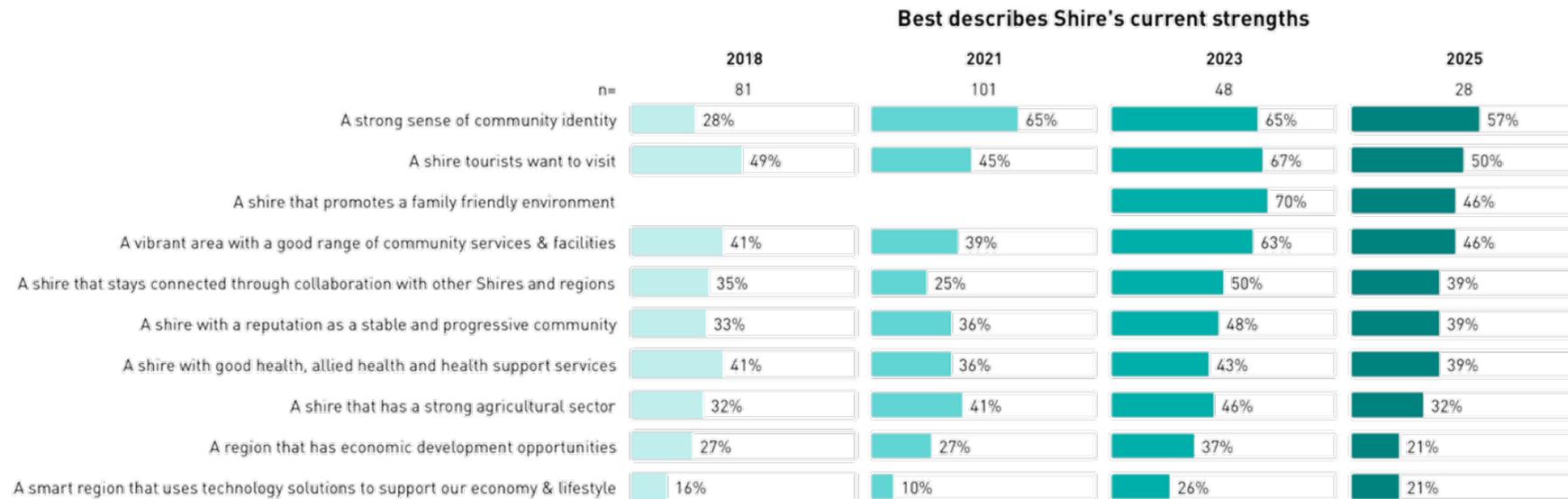
*"And health."*

*"Widening the Development Road from Quilpie to Charleville."*

Q11 What are the three things most important to you for the community now and into the future? Base: n=29  
 Q12. Are there any other issues you would like to make about what is important for the community now and into the future? Base: n=7

## Community pride and tourism appeal remain key strengths, while technology and economic perceptions trail

Survey results from 2018 to 2025 reveal a sustained emphasis on community cohesion and visitor appeal as defining features of Quilpie Shire. Respondents continue to value a strong sense of identity, family-friendly environment, and accessible services. However, aspects such as technological advancement and economic development are still viewed as secondary, with relatively low recognition over time. While some strengths such as collaboration with other Shires and health services hold steady, others like agricultural appeal and progressive reputation have seen varied levels of support.





# NBN & FINAL FEEDBACK

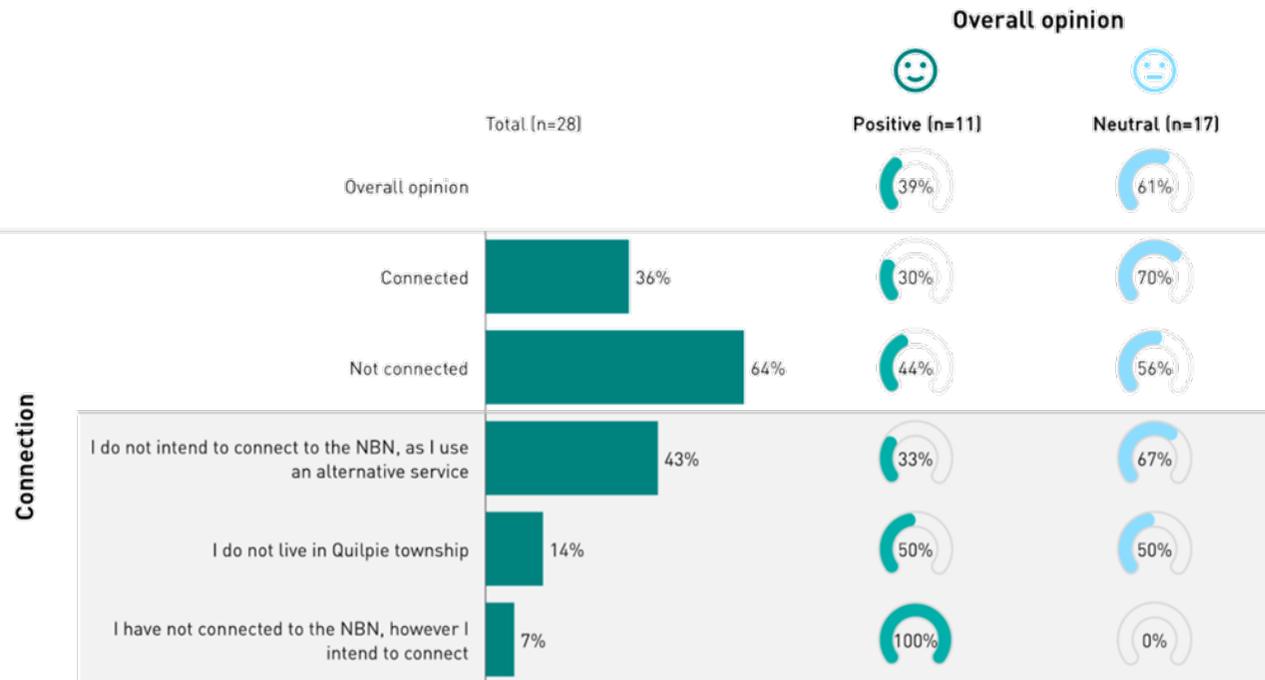
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# NBN connection rates remain low, but community sentiment is cautiously optimistic

Among the 28 respondents who answered this question, just over a third (36%) had connected to the new NBN Fibre to the Premises (FTTP) service, while the majority had not (64%).

Most of those not connected reported using alternative services (43%), with smaller groups either not living in Quilpie township (14%) or intending to connect in future (7%).

Although connection to the new NBN service remains moderate, community sentiment was either positive (39%) or neutral (61%), with no respondents expressing a negative view, indicating cautious but overall favourable perceptions of the rollout.



Q13 Have you as a Quilpie township resident connected to the new NBN Fibre To The Premises (FTTP) service knowing that the existing ADSL phone and internet services will be disconnected in 2026? Base: n=28  
 Q14 What is your overall opinion of the Quilpie township NBN rollout? Base: n=28

## Additional feedback

Six respondents provided additional feedback.

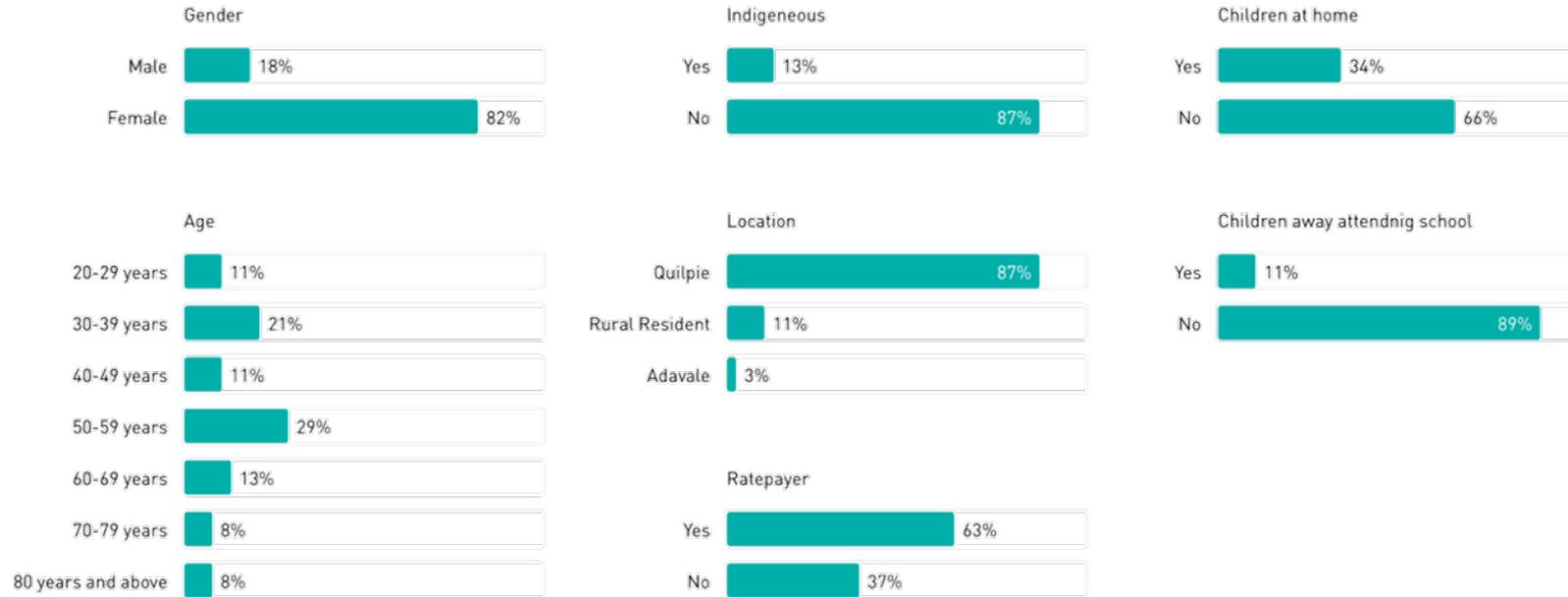




## Appendix 1: Respondent Profile

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# Residents





## Appendix 2: Sampling Tolerance

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## Sampling tolerance

It should be borne in mind throughout this report that all data based on sample surveys are subject to a sampling tolerance.

That is, where an n=400 sample is used to represent the population, the resulting figures should not be regarded as absolute values, but rather as the mid-point of a range plus or minus 5% on a 50:50 response (see sampling tolerance table) i.e. if a response is 55% yes and 45% no – the Yes has a variance between 60%-50% and the No would have a variance between 50%-40% (+ or – 5 percentage points from the mid point).

Only variations clearly designated as significantly different are statistically valid differences and these are clearly pointed out in the report.

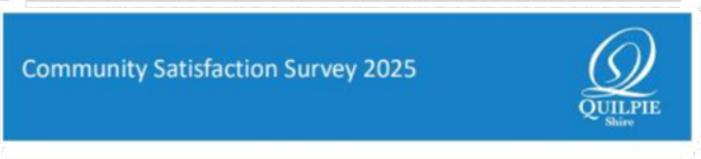
Other divergences are within the normal range of fluctuation at a 95% confidence level; they should be viewed with some caution and not treated as statistically reliable changes.

MARGIN OF ERROR TABLE (95% confidence level)										
SAMPLE SIZE ↓	Percentages giving a particular answer									
	5% 95%	10% 90%	15% 85%	20% 80%	25% 75%	30% 70%	35% 65%	40% 60%	45% 55%	50% 50%
50	6	9	10	11	12	13	14	14	14	14
100	4	6	7	8	9	9	10	10	10	10
150	4	5	6	7	7	8	8	8	8	8
200	3	4	5	6	6	6	7	7	7	7
250	3	4	5	5	6	6	6	6	6	6
300	3	4	4	5	5	5	6	6	6	6
400	2	3	4	4	4	5	5	5	5	5
500	2	3	3	4	4	4	4	4	4	5
600	2	2	3	3	4	4	4	4	4	4
700	2	2	3	3	3	4	4	4	4	4
800	2	2	3	3	3	3	3	4	4	4
900	2	2	2	3	3	3	3	3	3	3
1000	1	2	2	3	3	3	3	3	3	3
1500	1	2	3	2	2	2	3	3	3	3
2000	1	1	2	2	2	2	2	2	2	2
3000	1	1	1	2	2	2	2	2	2	2



## Appendix 3: Survey Tool

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At Quilpie Shire Council, we're committed to listening to you - our community - because your voice matters. We want to hear what's important to you, how you feel about the services we provide, and where you think we should focus our efforts. That's why we're conducting a **Community Satisfaction Survey**: to better understand your needs, priorities, and how we can continue to improve. Your feedback will help shape the future of our Shire, ensuring we're working together to create a community that thrives.



01 Complete Survey

02 Return Survey

03 Win



QUILPIE SHIRE COUNCIL



Overview

1. Complete Survey



Every voice in Quilpie Shire matters! If other members of your household would like to share their thoughts, they can complete their own survey, too. An online version is available on our website at [www.quilpie.qld.gov.au](http://www.quilpie.qld.gov.au), or paper copies can be picked up at Quilpie Shire Council's customer service desk.

2. Return Survey



Don't forget—the Community Satisfaction Survey closes on **Friday, 11 April 2025**. Whether you're completing the survey online or using a paper copy, make sure your response is submitted by this date. If you're using a paper copy, please return it to Quilpie Shire Council's customer service desk before the deadline. Your feedback is important, so let's make sure every voice is heard by the 11th of April.

3. Win



By entering your name and contact details when you complete the survey, you'll go into the draw to win one of two **\$250 local shopping vouchers**. The winners will be drawn at the Quilpie Shire Council Meeting on **May 20, 2025**.

QUILPIE SHIRE COUNCIL



**Community Satisfaction Survey 2025**

**1. What is your gender?**

	Please tick ✓
a) Female	<input type="checkbox"/>
b) Male	<input type="checkbox"/>

**2. Are you of Aboriginal or Torres Strait Islander origin?**

a) Yes	<input type="checkbox"/>
b) No	<input type="checkbox"/>

**3. Which age bracket are you in?**

a) 19 years or under	<input type="checkbox"/>
b) 20 – 29 years	<input type="checkbox"/>
c) 30 – 39 years	<input type="checkbox"/>
d) 40 – 49 years	<input type="checkbox"/>
e) 50 – 59 years	<input type="checkbox"/>
f) 60 – 69 years	<input type="checkbox"/>
g) 70 – 79 years	<input type="checkbox"/>
h) 80 years or above	<input type="checkbox"/>

**4. Which of the following applies?**

a) I live in the township of Quilpie	<input type="checkbox"/>
b) I live in the township of Eromanga	<input type="checkbox"/>
c) I live in the township of Adavale	<input type="checkbox"/>
d) I am a rural resident (including the townships of Toompine and Cheepie)	<input type="checkbox"/>
e) Not a resident of Quilpie Shire ( <b>terminate</b> )	<input type="checkbox"/>

**5. Are you a Quilpie Shire ratepayer?**

a) Yes	<input type="checkbox"/>
b) No	<input type="checkbox"/>

**6. Do you currently have children living at home?**

a) Yes	<input type="checkbox"/>
b) No	<input type="checkbox"/>

QUILPIE SHIRE COUNCIL



**7. Do you currently have children away attending school?**

a) Yes	<input type="checkbox"/>
b) No	<input type="checkbox"/>

**8. General views about Council**

	Please ✓ one per statement		
	Agree	Neutral	Disagree
Council generally does a good job in delivering services to the community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council generally responds well to my issues, concerns or complaints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council provides value for money	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council does a good job in managing the Shire's finances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council is working to improve the economic development of the region	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8b: Any comments you would like to make?			

QUILPIE SHIRE COUNCIL



**9. Communication and customer service**

	Please <input checked="" type="checkbox"/> one per statement		
	Agree	Neutral	Disagree
Council keeps me well informed on programs, activities, policies and plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillors are approachable and readily available to speak with me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff are approachable, knowledgeable and provide great customer service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council consults adequately (formally or informally) with the community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can get information I need from Council quickly and easily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I regularly use Council's website to find information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I regularly use Council's Facebook page to keep informed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I value Council's monthly newsletter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9b: Any comments you would like to make?			

QUILPIE SHIRE COUNCIL



**10. The following is a list of services Council provides. How do you rate the level of service Council provides in delivering these services and how important are they to you?**

		Please <input checked="" type="checkbox"/> one for service level and one for importance per service		
		High	Medium	Low
Aged Housing (Gyrca Gardens)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road maintenance — grids, grading, town streets, footpaths	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road upgrades — e.g. Red Road sealing, widening works etc.	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water and sewerage supply services	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Garbage collection and rubbish tip management	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Management	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wild dog and pest animal control	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pest weed control	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Domestic animal control (dogs etc)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6 of 10

QUILPIE SHIRE COUNCIL



Q10 continued		Please ✓ one for service level and one for importance <u>per service</u>		
		High	Medium	Low
Parks and Gardens (including playgrounds)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sporting venues and facilities (e.g. Bulloo Park, pools etc)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other facilities (e.g. halls, equipment hire, bus hire)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library services	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts (Performances, Museums, Galleries)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth activities (e.g. after school arts and crafts)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aged care activities program	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tourism and Visitor Promotion	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development initiatives	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NDIS (National Disability Insurance Scheme)	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

QUILPIE SHIRE COUNCIL



Q10 continued		Please ✓ one for service level and one for importance <u>per service</u>		
		High	Medium	Low
Airport / Airstrips	Service level provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10b: If there was one LESS service that Council was able to provide, which would you prefer it to be?				
10c: If there was one ADDITIONAL service Council could provide, what would you like it to be?				
10d: Any other comments you would like to make?				

QUILPIE SHIRE COUNCIL



**11. What are the 3 things most important to you for the community now and into the future?**

	Please ✓ 3
a) Environmental Management	<input type="checkbox"/>
b) Maintain / grow population	<input type="checkbox"/>
c) Maintain / grow local business	<input type="checkbox"/>
d) Safety	<input type="checkbox"/>
e) Transport – Roads / Airstrips	<input type="checkbox"/>
f) Waste Management	<input type="checkbox"/>
g) Water Supply	<input type="checkbox"/>
h) Energy Supply	<input type="checkbox"/>
i) Community and Culture	<input type="checkbox"/>
j) Education	<input type="checkbox"/>
k) Health Services	<input type="checkbox"/>
l) Communication/Connectivity – NBN / Mobile	<input type="checkbox"/>
m) Liveability	<input type="checkbox"/>
Any comments you would like to make?	

**12. Which of these statements describes our shire's current strengths?**

	Please ✓ all that apply
a) A shire tourists want to visit	<input type="checkbox"/>
b) A shire that has a strong agricultural sector	<input type="checkbox"/>
c) A vibrant area with a good range of community services & facilities	<input type="checkbox"/>
d) A strong sense of community identity	<input type="checkbox"/>
e) A smart region that uses technology solutions to support our economy & lifestyle	<input type="checkbox"/>
f) A region that has economic development opportunities	<input type="checkbox"/>
g) A shire with a reputation as a stable and progressive community	<input type="checkbox"/>
h) A shire that stays connected through collaboration with other Shires and regions	<input type="checkbox"/>
i) A shire with good health, allied health and health support services	<input type="checkbox"/>
j) A shire that promotes a family friendly environment	<input type="checkbox"/>
k) Other (specify)	<input type="checkbox"/>

QUILPIE SHIRE COUNCIL



**13. Have you as a Quilpie township resident connected to the new NBN Fibre To The Premises (FTTP) service knowing that the existing ADSL phone and internet services will be disconnected in 2026?**

	Please tick ✓
a) Yes, I have connected to the NBN	<input type="checkbox"/>
b) No, I do not live in Quilpie township	<input type="checkbox"/>
c) No, I have not connected to the NBN, however I intend to connect	<input type="checkbox"/>
d) No, I do not intend to connect to the NBN, as I use an alternative service	<input type="checkbox"/>
If no, why not?	

**14. What is your overall opinion of the Quilpie township NBN rollout - positive, negative, or neutral? Please share your thoughts.**

	Please ✓ one		
	Positive	Neutral	Negative
Overall opinion of the Quilpie township NBN rollout:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**15. Please add any further comments you would like to make.**


**Thank you!**

Quilpie Shire Council *sincerely thanks you* for taking the time to share your thoughts in the [2025 Community Satisfaction Survey](#). Your feedback is invaluable and helps us work together to build a stronger, more vibrant community. Thank you for making your voice count!

**Remember to:**

Return this survey to Council by **Friday, 11 April 2025**.



QUILPIE SHIRE COUNCIL  
PO BOX 57  
QUILPIE QLD 4480



COUNCIL ADMINISTRATION CENTRE  
50 BROLGA STREET  
QUILPIE QLD 4480

Place your name & contact details below to go into the draw to win one of two \$250 local shopping vouchers.

NAME	PHONE	EMAIL
------	-------	-------

MCGREGOR TAN  
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THANK YOU

**14.3 2024/25 OPERATIONAL PLAN - QUARTER 4 REVIEW**

**IX: 265629**

**Author: Sharon Frank, Manager Finance & Administration**

**Authorisers: Justin Hancock, Chief Executive Officer**

**Attachments: 1. Operational Plan 2024-25 - 4th Quarter Review.pdf**

**KEY OUTCOME**

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.3 Maintain good corporate governance

**EXECUTIVE SUMMARY**

This report presents the fourth quarter review of the implementation of the 2024/25 Operational Plan to Council.

---

**RECOMMENDATION**

That Council receive the fourth quarter review on the implementation of the 2024/25 Operational Plan.

**BACKGROUND**

Council adopted the 2024/25 Operational Plan at its special budget meeting on 16 July 2024 – **Resolution No: (QSC100-07-24)**.

The Operation Plan is a one-year plan that sets out the action areas to deliver the strategic goals identified in the Corporate Plan 2022-2027.

Pursuant to section 174 (3) of the *Local Government Regulation 2012*, Council's Chief Executive Officer must present a written assessment of Council's progress toward implementing the annual operational plan at meetings of Council held at regular intervals of not more than 3 months.

**REPORT**

The June (final) Quarter assessment of the implementation of the 2024/25 Operational Plan is attached to this report.

**OPTIONS**

Option 1 (Recommended)

That Council receive the fourth quarter review on the implementation of the 2024/25 Operational Plan.

Option 2

That Council not accept the fourth quarter review on the implementation of the 2024/25 Operational Plan.

**CONSULTATION (Internal/External)**

The assessment was completed in consultation and input from the Executive Leadership Team.

**INTERESTED PARTIES**

Quilpie Shire Community

Department of Local Government, Volunteers and Water

Note: The identification of interested parties is provided on a best endeavours basis by Council Officers and may not be exhaustive.

**LEGISLATION / LEGAL IMPLICATIONS**

*Local Government Act 2009*

*Local Government Regulation 2012*

*174 Preparation and adoption of annual operational plan*

. . .

*(3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.*

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Not applicable.

**ASSET MANAGEMENT IMPLICATIONS**

Not applicable.

**RISK MANAGEMENT IMPLICATIONS**

Council will manage risks in accordance with G.11 Enterprise Risk Management (ERM) Policy and G.11-A Risk Management Framework to achieve the following objectives:

1. Compliance to ensure Council makes decisions and undertakes actions in compliance with the ERM Framework.
2. Right Quantity to ensure risk management profiles identify and consider all known potential risks to Councils' business operations.
3. Right Quality to ensure all identified risks are managed in accordance with Councils' risk appetite and tolerance.

**Determining Likelihood**

In determining the likelihood of each risk, the following ratings and definitions have been applied. In making your assessment you have to remember that some events happen once in a lifetime, other can happen almost every day. Judgement is required to determine the possibility and frequency that the specific risk is likely to occur.

**Determining Consequence**

In determining the consequence of each risk, the following ratings and definitions have been applied. There are five levels used to determine consequence and when considering how risks may impact on the organisation it is also important to think about the non-financial elements as well.

**Determining the overall Risk Rating**

After the consequence and likelihood ratings have been determined, they are combined in a matrix to determine the overall risk rating for each risk. The extent of the consequences and the extent of the likelihood risks will be assessed using a scale containing Low, Moderate, High and Extreme.

**Evaluate Risks**

Risks need to be evaluated and prioritised to ensure that management effort is directed towards resolution of the most significant organisational risks first. The initial step in this Risk Evaluation stage is to determine the effectiveness, and or existence of, controls in place to address the identified risks. This can lead to a decision to:

- Do nothing further
- Consider risk treatment options
- Undertake further analysis to better understand the risk
- Maintain existing controls
- Reconsider objectives

Table 1 Risk Calculator

RISK CALCULATOR					
Likelihood	Consequence				
	1. Insignificant No injury, no-low \$ cost	2. Minor First aid treatment, low-medium \$ cost	3. Moderate Medical treatment, medium-high \$ cost	4 Major Serious injuries, major \$ cost	5. Catastrophic Death, huge \$ cost
<b>A. Almost Certain</b> Expected to occur at most times	H	H	E	E	E
<b>B. Likely</b> Will probably occur at most times	M	H	H	E	E
<b>C. Possible</b> Might occur at some time	L	M	H	E	E
<b>D. Unlikely</b> Could occur at some time	L	L	M	H	E
<b>E. Rare</b> May occur in rare conditions	L	L	M	H	E

Table 2 Risk Assessment

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
<b>Example:</b> <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project.</i>
Not meeting legislative requirement for quarterly assessments of Operational Plan implementation.	Meeting agenda framework – standard quarterly report.	Non-compliance with legislation	Possible	Low	Low	No additional controls proposed.

**HUMAN RIGHTS CONSIDERATION**

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances. The human rights protected under the *Human Rights Act 2019* are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

*Table 3 Human Rights*

Human Rights protected under the <i>Human Rights Act 2019</i> (Qld)			
1.	Recognition and equality before the law	2.	Right to life
3.	Protection from torture and cruel, inhuman or degrading treatment	4.	Freedom from forced work
5.	Freedom of movement	6.	Freedom of thought, conscience, religion and belief
7.	Freedom of expression	8.	Peaceful assembly and freedom of association
9.	Taking part in public life;	10.	Property rights
11.	Privacy and reputation;	12.	Protection of families and children
13.	Cultural rights - generally	14.	Cultural rights - Aboriginal peoples and Torres Strait Islander Peoples
15.	Right to liberty and security of person	16.	Humane treatment when deprived of liberty
17.	Fair hearing	18.	Rights in criminal proceedings
19.	Children in the criminal process	20.	Right not to be tried or punished more than once
21.	Retrospective criminal laws	22.	Right to education
23.	Right to health services		

Consideration of the 23 human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.



QUILPIE SHIRE COUNCIL - OPERATIONAL REPORT 2024/25 - OA & SP  
21/08/2025

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

QUILPIE OPERATIONAL 2024/25 PLAN

GREAT PLACE TO LIVE (2024/25)

Goal	Goal Template	Budget	Comment	Owner	Current ...
1 Well-planned and highly liveable communities	Objective	No value		Placeholder Role	Overdue
→ 1.1.01 Deliver the Employee Wellbeing Programme (including EAP services)	Operational Actions	\$25k	<b>NEW</b> Complete 01/07/2025	Executive Manager People and Safety	Complete
→ 1.1.02 Assist and promote access to the National Disability Insurance Scheme (NDIS) through facilitation and coordination of information and services to eligible community members and organisations.	Operational Actions	\$96k	<b>NEW</b> NDIS Program is ongoing and continues to provide meaningful engagement and assistance to the community. there are currently 35+ participants in our community 17/08/2025	Director Community and Business Development	Complete
→ 1.1.03 Implement, maintain and promote access to programs and activities that increase physical activity and healthy living for all community members.	Operational Actions	\$208.88k	<b>NEW</b> Quarter 4 of the Early Ageing Intervention Program has been successfully acquitted. 17/08/2025	Director Community and Business Development	Complete
→ 1.1.P01 Finalise installation of NBN project to Quilpie	Special Projects	\$86.01k	<b>NEW</b> NBN FTTP project was commissioned in September 2024 with community event held in October 2024. 25/11/2024	Chief Executive Officer	Complete
→ 1.1.P02 Finalise & implement airport hangar Masterplan and establish leases at Quilpie Aerodrome	Special Projects	\$60k	<b>NEW</b> Planning consultant engaged. Building designer to prepare pre-lodgement set of hangar drawings to support the Development Application documentation. 21/08/2025	Director Corporate Services	Behind
→ 1.1.P03 Consult with the community about a project for Quilpie Cemetery Beautification Works	Special Projects	0	<b>NEW</b> Improvement opportunities for Quilpie Cemetery considered in 25/26 budget. Top priorities addressed and funded. 17/08/2025	Director Community and Business Development	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 1.1.P04 Progress the Quilpie Masterplan: Develop a John Waugh Park Sub-plan	Special Projects	\$15k	<p><b>NEW</b></p> <p>In March 2025 the following was resolved:  <b>Resolution No: (QSC069-03-25)</b>                      Moved: Cr Roger Volz                      Seconded: Cr Milan Milosevic                      That Council:</p> <ol style="list-style-type: none"> <li>Note the draft John Waugh Park Masterplan;</li> <li>Review the following sections of the John Waugh Park Masterplan:                             <ul style="list-style-type: none"> <li>Aquatic Centre; and</li> <li>Bicentennial Park.</li> </ul> </li> <li>Table the revised John Waugh Masterplan in a future council meeting for consideration; and</li> <li>Proceed with undertaking rehabilitation works to the existing aquatic centre in the 2025/26 financial year.</li> </ol> <p>5/0</p> <p>Due to the March 2025 weather event, the masterplan has not been progressed, however provisions have been made in the 2025/26 budget to rehabilitate the existing pool on Broлга Street.</p> <p>13/08/2025</p>	Chief Executive Officer	Overdue
→ 1.1.P05 Progress the Quilpie Masterplan: Undertake a Quilpie Main Street Disability Access audit	Special Projects	\$15k	<p><b>NEW</b></p> <p>This project has not started yet.</p> <p>28/10/2024</p>	Manager WHS/QA	Overdue
→ 1.1.P07 Finalise the Accommodation Strategy: Deliver - Quilpie Town House Estate construction	Special Projects	\$3.67m	<p><b>NEW</b></p> <p>This project has been fully acquitted with the State Government and official opening held with Assistant Minister Trevor Watts in February 2025.</p> <p>21/02/2025</p>	Chief Executive Officer	Complete
→ 1.1.P08 Seek funding for the Quilpie Public Wi-Fi / CCTV Project	Special Projects	0	<p><b>NEW</b></p> <p>The Queensland State Government released the secure communities partnership grants, further investigation showed that Quilpie Shire would not be seen favorable for this funding as it required crime statistics and trends specific to the project's location. Considering that the Shire has some of the lowest crime rates in the State, it was deemed as a low change of funding success.</p> <p>13/08/2025</p>	Chief Executive Officer	Overdue
→ 1.1.P09 Carryout Extension to Quilpie SES Shed	Special Projects	\$14.18k	<p><b>NEW</b></p> <p>New extensions were completed on time.</p> <p>30/09/2024</p>	Director of Infrastructure Services	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 1.1.P10 Deliver Quilpie Pool Filtration System Changeover	Special Projects	\$250k	<b>NEW</b> Contractor already on-site installing chlorination equipment at the Quilpie Pool 14/08/2025	Director of Infrastructure Services	On Track
→ 1.1.P11 Delivery renovations to the Eromanga Pool	Special Projects	\$600k	<b>NEW</b> Shade cover and shed for pump9ing equipment ordered and waiting on delivery 11/08/2025	Deputy Director Infrastructure Services	Behind
→ 1.1.P12 Removal of the Slide at the Quilpie Pool	Special Projects	\$30k	<b>NEW</b> Pool slide removal is complete. Reconfiguration of the fountain was also required. 30/09/2024	Director of Infrastructure Services	Complete
→ 1.1.P6 Finalise the Accommodation Strategy: Finalise - the New Housing Projects in Quilpie and Eromanga	Special Projects	\$913.91k	<b>NEW</b> Town house development Stage 1 was completed in October 2024 with 4 of the 6 dwellings being occupied as at 30 June 2025. The remaining 2 dwellings have been allocated to the two vacant deputy director positions.  The two bedrooms dwelling has had all services connected and has now been landscaped, the final fencing is being completed and will be occupied by a vacant position.  All services have been connected to the eight 3 bedroom houses. Landscaping have been completed for two of the properties, with additional landscaping to be completed for 2 properties in August, 2 in September and 2 in October. 13/08/2025	Chief Executive Officer	Overdue
<b>2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes</b>	Objective	No value		Placeholder Role	Overdue
→ 1.2.01 Continue to build relationships with the Queensland Government on developing a Hell Hole Gorge Walking Trail	Operational Actions	\$514.33k	<b>NEW</b> Goal has not progressed due to role in Economic Development not yet filled. Access to Hell Hole was significantly impacted by flood. 17/08/2025	Director Community and Business Development	Overdue
→ 1.2.02 Perform a number of fireworks displays throughout the year	Operational Actions	\$0	<b>NEW</b> 2 Displays in Quilpie this year 1 display for Bulloo Shire 1 for Paroo Shire 2 for Murweh Shire 28/04/2025	Deputy Director Infrastructure Services	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 1.2.04 Run a minimum 2 x Bulloo Park Users Group Meetings per annum	Operational Actions	\$0	<b>NEW</b> Bulloo Park User Group Meeting did not occur due to flooding. Some groups utilised the draft Strategic Plan as supporting document in Gambling Community Benefit Super Round. 17/08/2025	Director Community and Business Development	Overdue
→ 1.2.05 Develop an event plan to host a Major Event and other events at Baldy Top	Operational Actions	\$35k	<b>NEW</b> Planning is underway with Opera Queensland to deliver Opera Performance at Baldy Top in May 2026. 17/08/2025	Director Community and Business Development	Complete
→ 1.2.06 Finalise the small business innovation project Round 3	Operational Actions	\$0	<b>NEW</b> Two successful applications outstanding, this includes Ben Hall TA Knots and Plots and The Old Exchange Outback Gallery & Studio. Both applicants have advised they wish to progress and hope to have completed by 30 June 2025. 03/02/2025	Director Community and Business Development	Overdue
→ 1.2.07 Deliver the small business innovation project Round 4	Operational Actions	\$20k	<b>NEW</b> Round 4 did not commenced due to Economic Development role not being filled. 17/08/2025	Director Community and Business Development	Overdue
→ 1.2.P1 Deliver Bob Young Memorial Park Upgrade (Stage 1 of the Brolga Street Masterplan)	Special Projects	\$0	<b>NEW</b> Draft design completed. Community consultation completed on 1 August 2025. 14/08/2025	Director of Infrastructure Services	On Track
→ 1.2.P10 Undertake repairs at the Adavale Museum	Special Projects	\$18k	<b>NEW</b> Museum washed away in floods, Council will need to decide what the future is for this Project 11/08/2025	Deputy Director Infrastructure Services	Behind
→ 1.2.P11 Develop a Walking Track from Brolga Street to Baldy Top	Special Projects	\$0	<b>NEW</b> Delayed due to Cultural Heritage inspection. completed in late June. 04/07/2025	Deputy Director Infrastructure Services	Behind
→ 1.2.P12 Complete Bicentennial Park Electrical	Special Projects	\$12.9m	<b>NEW</b> All works completed 24/04/2025	Deputy Director Infrastructure Services	Complete
→ 1.2.P13 Deliver Visitor Information Fencing Upgrade	Special Projects	\$2.3m	<b>NEW</b> Completed by Concrete Crew 24/04/2025	Deputy Director Infrastructure Services	Complete
→ 1.2.P14 Complete Opalopolis Park Upgrade	Special Projects	\$1.57m	<b>NEW</b> Shade Cover erected, have to order and install rubber edging around softfall area 04/07/2025	Deputy Director Infrastructure Services	On Track

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 1.2.P2 Undertake community engagement on the Quilpie Town Hall – future use and upgrades	Special Projects	\$15k	<b>NEW</b> Initial meeting held with Aspect Architects to discuss possible upgrade to Quilpie Shire Hall prior to community engagement. Further progress hampered by flood. 17/08/2025	Director Community and Business Development	Overdue
→ 1.2.P3 Undertake Quilpie Hall Shower Block Upgrade	Special Projects	\$0	<b>NEW</b> The shower block has been refurbished and installed. The path to the hall has been completed. The old cooling tank has been removed. 07/10/2024	Deputy Director Infrastructure Services	Complete
→ 1.2.P4 Finalise the Quilpie Master Plan: Bulloo River - Quilpie Foreshore Sub-plan	Special Projects	\$0	<b>NEW</b> This project was not commenced due to the Manager Economic Development position being vacant 17/08/2025	Director Community and Business Development	Overdue
→ 1.2.P5 Removal of the slide from splash pool and repair/resurface	Special Projects	\$25.68k	<b>NEW</b> The slide has been removed and the area resurfaced. An adjustment was required to the fountain pump and has been completed. 07/10/2024	Director of Infrastructure Services	Complete
→ 1.2.P6 Develop an Adavale Hall Master Plan	Special Projects	\$47.04k	<b>NEW</b> Adavale Hall Masterplan remains on hold whilst flood recovery progresses and infrastructure is repaired / restored. 17/08/2025	Director Community and Business Development	Overdue
→ 1.2.P7 Undertake upgrade to the Adavale Town Hall grounds identified in the Masterplan, once developed	Special Projects	\$0	<b>NEW</b> Waiting on discission of insurance company 11/08/2025	Deputy Director Infrastructure Services	Behind
→ 1.2.P8 Upgrade Entrance of Bulloo Park	Special Projects	\$0	<b>NEW</b> Delayed due to March Flood 24/04/2025	Deputy Director Infrastructure Services	Not started
→ 1.2.P9 Develop the Eromanga Rodeo Grounds Masterplan	Special Projects	\$0	<b>NEW</b> Eromanga Rodeo Committee progressing with plans to upgrade amenities post flood. 17/08/2025	Director Community and Business Development	Overdue
<b>3 Lifelong learning spaces</b>	Objective	No value		Placeholder Role	Complete
→ 1.3.01 Engage with Queensland State Library and Community - Library services/programmes (survey and user group meetings)	Operational Actions	\$0	<b>NEW</b> SLQ Annual Report completed and submitted outlining services and programs delivered to the community during 24/25. 17/08/2025	Director Community and Business Development	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 1.3.P1 Undertake community engagement and future needs analysis for a new childcare centre	Special Projects	\$380.1k	<b>NEW</b> On 20 May 2025, Council resolved to accept a Development Application for a Material Change of Use to establish a "Child Care Centre" on land situated at Buln Buln Street, Quilpie, formally described as Lot 1 on SP319651.  A deputation was undertaken with Senator Chisholm in June 2025 during the ALGA conference, the Child Care Centre was raised during this meeting and Council were encouraged to consider an application under the Building Early Education Fund.  Funding has been allocated in the 2025/26 budget to proceed with a design of a new Child Care Centre on Lot 1 on SP319651. 13/08/2025	Chief Executive Officer	Complete
→ 1.3.P2 Upgrade the Library including reception, furniture, and shelving	Special Projects	\$0	<b>NEW</b> This project has been completed. 10/10/2024	Director Community and Business Development	Complete
<b>4 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes</b>	Objective	No value		Placeholder Role	Overdue
→ 1.4.P1 Facilitate volunteer training and succession planning workshops (including grants)	Special Projects	\$0	<b>NEW</b> Sport & Rec Advisor was due to meet with Sporting organisations in March in regard to available grant opportunities / funding applications - deferred due to illness. 17/08/2025	Director Community and Business Development	Overdue
<b>5 Supported and engaged youth</b>	Objective	No value		Placeholder Role	Complete
→ 1.5.01 Council to engage with school leadership team once per year	Operational Actions	\$0	<b>NEW</b> Quilpie Shire Councillors and CEO attended the Quilpie State College Leadership Ceremony on 21 March 2025. 13/08/2025	Chief Executive Officer	Complete
<b>6 Celebration of the arts, culture and local and natural story</b>	Objective	No value		Placeholder Role	Complete
→ 1.6.01 Collaborate to run 5 x art exhibitions per annum	Operational Actions	\$0	<b>NEW</b> 5 Exhibitions were held in the Gallery during 24/25 • Indigenous Exhibition - NAIDOC Week • Combined Schools Art Exhibition • Christmas in the Gallery • Threads of Time • Pete Murray Photography • Bollon Indigenous Art / Craft Exhibition 17/08/2025	Director Community and Business Development	Complete
<b>7 Recognition and celebration of indigenous culture</b>	Objective	No value		Placeholder Role	Overdue
→ 1.7.01 Partner with the community to deliver NAIDOC Week celebrations	Operational Actions	\$0	<b>NEW</b> NAIDOC Celebrations held 8 - 12 July 2024 10/10/2024	Director Community and Business Development	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 1.7.02 Meet with Traditional Owner Groups once per year	Operational Actions	\$0		Chief Executive Officer	Overdue

**. FLOURISHING ECONOMY (2024/25)**

Goal	Goal Template	Budget	Comment	Owner	Current ...
<b>1 Reach the Q1000 population target</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 2.1.P1 Website refresh: jobs listing, 'Invest in Quilpie', 'Live in Quilpie'	Special Projects	\$0	<b>NEW</b> LGAQ has recently finished a partnership with Granicus CMS to host webpages for a number of Council's. A contractor has been identified that is currently progressing the transition of webpages to this new platform for other Councils. It is anticipated that Council will look to commence this project in late 2025 once other Council's have first tested the transition to the new platform. <i>13/08/2025</i>	Chief Executive Officer	Overdue
<b>2 Build digital capacity for townships and end-users</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 2.2.P1 Develop and deliver a business digital strategy	Special Projects	\$0	<b>NEW</b> This project did not commence due to the Economic Development position being vacant <i>17/08/2025</i>	Director Community and Business Development	Overdue
<b>3 Maintain safe and efficient transport networks</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 2.3.01 Deliver Flood Restoration (DRFA) Funding	Operational Actions	\$0	<b>NEW</b> ongoing submissions to QRA. <i>14/08/2025</i>	Director of Infrastructure Services	On Track
→ 2.3.02 Deliver Maintenance & Capital Works on the shire road network	Operational Actions	\$0	<b>NEW</b> Ongoing works <i>14/08/2025</i>	Director of Infrastructure Services	On Track
→ 2.3.03 Deliver Road to Recovery Program - Reseal program	Operational Actions	\$0	<b>NEW</b> concrete floodways funded by R2R program have commenced. <i>14/08/2025</i>	Director of Infrastructure Services	On Track
→ 2.3.04 Deliver Community Roads & Infrastructure Program 4B	Operational Actions	\$0	<b>NEW</b> Ongoing <i>14/08/2025</i>	Director of Infrastructure Services	On Track
→ 2.3.P1 Source funding and deliver reconstruction of the Quilpie Airport Main Runway and taxiway.	Special Projects	\$0	<b>NEW</b> Funding confirmed by QRA under Crucial Access Links program <i>14/08/2025</i>	Director of Infrastructure Services	Complete
→ 2.3.P2 Relocate fuel tank at Quilpie Aerodrome with Aerodrome redevelopment project	Special Projects	\$0	<b>NEW</b> The relocation of fuel tanks are now incorporated into the Airport Runway project. <i>14/08/2025</i>	Director of Infrastructure Services	Behind

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 2.3.P3 Construct Quilpie footpaths missing link - Jabiru Street	Special Projects	\$0	<b>NEW</b> This footpath has been completed in February 2025 24/04/2025	Director of Infrastructure Services	Complete
→ 2.3.P4 Release an EOI for the Murana Road Site Development Project	Special Projects	\$0	<b>NEW</b> This project will be allocated to the Deputy Director Community and Business Development once appointed. 13/08/2025	Manager of Governance and Compliance (Unappointed)	Overdue
→ 2.3.P5 Seeking funding for the Toompine Aerodrome Upgrade for Fencing	Special Projects	\$0	<b>NEW</b> Funding submitted at the end of 2024. Feedback from Department is that decision has not been made yet. 14/08/2025	Director of Infrastructure Services	On Track
→ 2.3.P6 Deliver Road sealing to Adavale transfer station and ancillary works	Special Projects	\$0	<b>NEW</b> The sealing of the road to the transfer station is now completed. 18/12/2024	Director of Infrastructure Services	Complete
<b>4 Enhance and support our agricultural industry, resource sector and all businesses</b>	Objective	No value		Placeholder Role	Overdue
→ 2.4.01 Run 4 x Small Business Development Meetings	Operational Actions	\$50k	<b>NEW</b> This project did not occur due to the Economic Development position being vacant 17/08/2025	Director Community and Business Development	Overdue
→ 2.4.02 Meet with Resource Industry once per year	Operational Actions	\$0	<b>NEW</b> Several Meetings have been held with Santos throughout the year.  Council undertook a delegation to Brisbane in February 2025, attending the Queensland Resource Council - Resources Roundup & Meeting with Minister Last and Assistant Minister Head. 21/02/2025	Chief Executive Officer	Complete
→ 2.4.P1 Develop a Business Needs Strategy	Special Projects	\$7.75k	<b>NEW</b> This project did not commence due to the Economic Development position being vacant 17/08/2025	Director Community and Business Development	Overdue
→ 2.4.P2 Develop a Jobs & Skill Strategy	Special Projects	\$0	<b>NEW</b> This project did not commence due to the Economic Development position being vacant 17/08/2025	Director Community and Business Development	Overdue
→ 2.4.P3 Establish a regional Car Hire Business	Special Projects	\$0	<b>NEW</b> Awaiting feedback via legal re proposed operators acceptance of terms. Awaiting draft plan of areas for use - for attachment to the agreement. 03/04/2025	Manager of Governance and Compliance (Unappointed)	Overdue

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 2.4.P4 Improvement of Medical Services including attracting practitioners to the Shire	Special Projects	\$0	<b>NEW</b> Ongoing engagement with SWHHS, Quilpie MPHS & Quilpie Medical Practice. Regular communications to the community from SWHHS CE and Doctors rotation roster promoted to the community. 17/08/2025	Director Community and Business Development	Complete
→ 2.4.P5 Seek Funding for the extension to the Eromanga Natural History Museum	Special Projects	\$0	<b>NEW</b> Council have been successful in obtaining 14.8M in funding through the Growing Regions Program - Round 2, announced in January 2025. 21/02/2025	Chief Executive Officer	Complete
→ 2.4.P6 Implement Buy Local Program	Special Projects	\$0	<b>NEW</b> Council has been liaising with local businesses to participate. The Why Leave Town cards have been used in response to the March 2025 Flood event. 28/04/2025	Director Corporate Services	Complete
<b>5 Facilitate and support innovation, ideas-building and new industry</b>	Objective	<i>No value</i>		Placeholder Role	Complete
→ 2.5.01 Commence the development of the 2024 Economic Development Strategy	Operational Actions	\$0	<b>NEW</b> QSC strategic goals and operations achieved in 2024/25 are in line with Quilpie ED& T Strategy - Outback Horizon 2024. Document due for review 2025. 17/08/2025	Director Community and Business Development	Complete
<b>6 Capture opportunities for the 2032 Olympics</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 2.6.P1 Collaborate with partners/stakeholders to build 2032 Olympic Games opportunities	Special Projects	\$0	<b>NEW</b> Project not commenced as the Economic Development position is vacant. 17/08/2025	Director Community and Business Development	Overdue
<b>7 Provide a sought-after visitor experience and build experiential tourism</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 2.7.P1 Commission new photos for tourism and promotion (update and refresh the photos database)	Special Projects	\$0	<b>NEW</b> Project Completed 18/08/2025	Director Community and Business Development	Complete
→ 2.7.P2 Capture/locate visitor data at remote locations (such as Hell Hole Gorge, Baldy Top)	Special Projects	\$0	<b>NEW</b> Data only able to be captured through NP camp registrations Traffic counters may be more accurate way to collect data 18/08/2025	Director Community and Business Development	Complete
→ 2.7.P3 Undertake a Tourism Signage Audit	Special Projects	\$0	<b>NEW</b> Project was not commenced due to Economic Development position being vacant. 18/08/2025	Director Community and Business Development	Overdue

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 2.7.P4 Build experiences to tie into the visitor influx for the Rugby World Cup 2027	Special Projects	\$0	<b>NEW</b> Working with local tourism operators. Anita Clarke due to visit to progress packages. 18/08/2025	Director Community and Business Development	Overdue
→ 2.7.P5 Deliver Accessible Tourism elevate Funding including website upgrade, disability accessibility	Special Projects	\$2.41m	<b>NEW</b> Extension granted to 28 November 2025 to enable building works to be completed. Website completed. 18/08/2025	Director Community and Business Development	Overdue
→ 2.7.P6 Investigate tourism opportunities for the opal industry	Special Projects	\$350k	<b>NEW</b> Opal retail outlets closed / or by appointment only. Opal fossicking area replenished as required for visitor experience. 18/08/2025	Director Community and Business Development	Complete
<b>8 Build partnerships and grow opportunity with additional owners</b>	Objective	No value		Placeholder Role	Overdue
→ 2.8.P1 Work with traditional owners' groups on Welcome to Country signage	Special Projects	\$250k	<b>NEW</b> No progress has been made in regards to the Welcome to Country signs. Council's position remains that if a Traditional Owner group provides a design, Council will work with the appropriate authorities to have these signs installed in Road Reserves at appropriate locations. 13/08/2025	Chief Executive Officer	Overdue

ENVIRONMENTAL SUSTAINABILITY (2024/25)

Goal	Goal Template	Budget	Comment	Owner	Current ...
<b>1 Protect and enhance waterways and landscape odiversity</b>	Objective	No value		Placeholder Role	Overdue
→ 3.1.01 Develop partnerships to support pest and weed management	Operational Actions	\$30k	<b>NEW</b> Pest weed infestations identified and treated as required. PLMC working with landholders to monitor and report weeds post flood. 17/08/2025	Director Community and Business Development	Complete
→ 3.1.02 Undertake a systematic inspection program to monitor compliance with the Animal Management (Cats & Dogs) Act 2008 within designated township areas	Operational Actions	\$0	<b>NEW</b> Authorised Inspection Program undertaken with assistance of Authorised Officers from Balonne Shire Council 17 - 21 February 2025 in Quilpie and Eromanga 21/04/2025	Director Community and Business Development	Complete
→ 3.1.03 Undertake coordinated wild dog baiting programs across the shire (and hotspot baiting)	Operational Actions	\$2k	<b>NEW</b> Two Wild Dog Baiting Programs undertaken in 2024/2025. Hotspot baiting conducted as required with landholders 17/08/2025	Director Community and Business Development	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 3.1.04 Seek external opportunities for exclusion fencing and weed pest management funding	Operational Actions	0	<b>NEW</b> Exclusion Fence Restitution Program developed to address damaged exclusion fencing post flood. Promoted to landholders via website, Facebook and rural landholder email network. Monitoring opportunities for pest weed funding as required. 17/08/2025	Director Community and Business Development	Complete
→ 3.1.P1 Provide an exclusion fence subsidy scheme funded by Council and award by 30 September	Special Projects	\$0	<b>NEW</b> Quilpie Shire Exclusion Fence Subsidy Program 7 completed 17/08/2025	Director Community and Business Development	Complete
→ 3.1.P2 Review and update Council's Biosecurity Plan regarding to weed and pest animal management	Special Projects	\$6k	<b>NEW</b> Commenced seeking an appropriate consultant to undertake update of Biosecurity Plan 17/08/2025	Director Community and Business Development	Overdue
→ 3.1.P3 Deliver a community education programme to promote and encourage responsible pet ownership in partnership with schools	Special Projects	\$40k	<b>NEW</b> Approved Inspection Program undertaken in February 2025. Regular media items placed in newsletter and on facebook reminding animal owners of their responsibilities in accordance with legislation and Council's Local Laws. 17/08/2025	Director Community and Business Development	Complete
<b>2 Research and implement renewable energy options</b>	Objective	No value		Placeholder Role	Overdue
→ 3.2.P1 Deliver Solar Projects as recommended in Energy Audit	Special Projects	\$245k	<b>NEW</b> Council engaged the services of The Right Grant to submit a new application under the Community Energy Upgrade Fund Round 2 in May 2025. 13/08/2025	Chief Executive Officer	Overdue
<b>3 Set short term and long-term carbon goals</b>	Objective	No value		Placeholder Role	Overdue
→ 3.3.P1 Undertake assessment of Council emissions and build strategies around the results	Special Projects	\$30k	<b>NEW</b> Parts of this project are being coordinated with the SWQROC. 28/04/2025	Chief Executive Officer	Overdue
<b>4 Reduce the impact of waste on the environment</b>	Objective	No value		Placeholder Role	Complete
→ 3.4.P1 Complete CCTV inspections of the Waste Water System as part of the SWQWSA Project	Special Projects	0	<b>NEW</b> this work is now completed. 14/08/2025	Director of Infrastructure Services	Complete
<b>5 Reduce the impact of waste on the environment</b>	Objective	No value		Placeholder Role	Complete
→ 3.5.P1 Connect water customers to the Toompine Water Bore	Special Projects	0	<b>NEW</b> One application has been received and completed the agreement. They have connected to the Toompine Water Bore. 20/08/2025	Manager of Governance and Compliance (Unappointed)	Complete

. STRONG GOVERNANCE (2024/25)

Goal	Goal Template	Budget	Comment	Owner	Current ...
<b>1 Excellence in customer service</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 4.1.P1 Develop and implement formalised SOPs for administrative and customer service activities to improve service and compliance levels	Special Projects	0	<b>NEW</b> SOP's for Customer Service have been progressively reviewed and updated. 28/04/2025	Director Corporate Services	Overdue
→ 4.1.P2 Review the Customer Service Policy	Special Projects	0	<b>NEW</b> This project has commenced. 28/10/2024	Director Corporate Services	Overdue
→ 4.1.P3 Improve accessibility to the Quilpie Cemetery Records through an online access facility on Council's website	Special Projects	\$5k	<b>NEW</b> Continuing to work with Shepherd Services to develop an interactive Cemetery Map for new website. 17/08/2025	Director Community and Business Development	Overdue
<b>2 Be responsive to change and digitisation</b>	Objective	<i>No value</i>		Placeholder Role	Overdue
→ 4.2.O1 Continually explore digitisation opportunities of Council's systems and processes	Operational Actions	0	<b>NEW</b> Commenced implementation of NAB Flexi Purchase Plus expense management system for corporate cards. Improve efficiency and add functionality - ability to attach receipts, assign job numbers, approval process, custom extract file. 20/08/2025	Director Corporate Services	Complete
→ 4.2.O2 Promote 'Snap, Send, Solve' app	Operational Actions	0	<b>NEW</b> This is an ongoing service. 20/08/2025	Director Corporate Services	Complete
→ 4.2.P1 Installation of Delegation Software	Special Projects	\$10k	<b>NEW</b> Manager Finance & Administration has participated in an introductory session on the new Delegation Software and the work undertaken to date in the set up for Quilpie. The majority of the set-up is complete, with updates to legislation to be implemented. This project will carry forward to 2025/26. 20/08/2025	Manager of Governance and Compliance (Unappointed)	Overdue
→ 4.2.P2 Review Council's main website structure and contents	Special Projects	\$45k	<b>NEW</b> Options for a new website are ongoing. In the meantime an order for Five by Five has been issued so that they can upgrade the platform of our current website so that it remains functional. The new website will likely be created in 2025/26. 29/04/2025	Manager of Governance and Compliance (Unappointed)	Overdue
→ 4.2.P3 Purchase of Drone & Media Resources	Special Projects	\$13k	<b>NEW</b> Project unable to be started as the Media Officer position is vacant. 19/12/2024	Media Officer (Unappointed)	Overdue
<b>3 Maintain good corporate governance</b>	Objective	<i>No value</i>		Placeholder Role	Overdue

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.3.01 Prepare unmodified audit of Council's Annual Financial Statements within statutory deadlines	Operational Actions	0	<b>NEW</b> 2024 Quilpie Shire Council - Certified Financial Statements - signed  Quilpie Shire Council's General Purpose Financial Statements were provided to audit on 5 August 2024.  The audit has been completed now and the General Purpose Financial Statements were certified by the Queensland Audit Office on 12 September 2024 with an unmodified audit opinion meaning a clean bill of health and the financial statements are reliable.  30/09/2024	Director Corporate Services	Complete
→ 4.3.010 Provide Quarterly reports on statistics for lost time injuries and any incident trends	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.011 Reduction of lost time injuries and injury claims	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.012 Completion of all incident reports including investigations and implementation of any identified actions.	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.013 Review the procurement framework to ensure procurement policies and processes are best practice and comply with legislative requirements	Operational Actions	0	<b>NEW</b> Procurement policy reviewed and updated copy presented at the Council meeting on 15 July 2025 for adoption. Resolution No: QSC200-07-25  Review of procurement procedures continuing.  20/08/2025	Director Corporate Services	Complete
→ 4.3.014 Review project management framework to incorporate the QTC Model	Operational Actions	0	<b>NEW</b> Adopted the QTC Lifecycle Costs for the Quilpie Chlorination upgrade project. Further roll-out depend on applicability of each project.  14/08/2025	Director of Infrastructure Services	Complete
→ 4.3.015 Undertake an annual review of Council delegations and authorised persons instruments and the way they are applied	Operational Actions	0	<b>NEW</b> A significant amount of work has been undertaken in conjunction with the implementation of the delegation software. This is currently under review.  20/08/2025	Manager of Governance and Compliance (Unappointed)	Overdue
→ 4.3.016 Review governance arrangements for Council owned assets	Operational Actions	0	<b>NEW</b> Looking at a revised AMP for Buildings in FY2025-26  15/08/2025	Director Corporate Services	On Track
→ 4.3.017 Upgrade MAGIQ records management software including integrated Secured Signing	Operational Actions	\$7.75k	<b>NEW</b> Secured Signing has been implemented.  21/02/2025	Director Corporate Services	Complete
→ 4.3.02 Review policy management processes and systems	Operational Actions	0	<b>NEW</b> Council policies are continually being reviewed.  28/04/2025	Manager of Governance and Compliance (Unappointed)	Overdue

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.3.03 Compliance with funding bodies reporting milestones and acquittal due dates	Operational Actions	0	<b>NEW</b> Apr - Jun Quarter Update: <ul style="list-style-type: none"> <li>Quarterly Progress Report (Apr-Jun 2025) for the Quilpie Airport Upgrade Design project under the Local Government Grant and Subsidy Program (Planning) was prepared and submitted by the due date of 11 July 2025.</li> <li>Quarterly Progress Reports (Apr - Jun 2025) for the Works for Queensland 2024-27 funding program were prepared and submitted by the due date of 11 July 2025:                             <ol style="list-style-type: none"> <li>Adavale Water Main Replacement</li> <li>Bob Young Memorial Park Upgrade</li> <li>Quilpie Pool Filtration System Changeover</li> <li>Sewer Pump Station in Quarrion Street, Quilpie</li> <li>Sommerfield Road Water Main Upgrade</li> </ol> </li> <li>R2R Quarterly Expenditure Report (Apr - June) was submitted by the due date of 15 July.</li> </ul> 20/08/2025	Director Corporate Services	Complete
→ 4.3.04 Compliance with LGW auditing Tool	Operational Actions	No value	<b>NEW</b> One OFI to complete end February 17/12/2024	Manager WHS/QA	Overdue
→ 4.3.05 Completion of all Quarterly Action Plans (QAPs)	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.06 Hold a minimum of 3 WHS advisory group meetings per annum	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.07 Completion of Hazard Inspections as outlined in the QAPs	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.08 Undertake an annual review of risk management framework and risk registers	Operational Actions	0	<b>NEW</b> Risk Management Implications is now considered as part of every agenda report to a Council meeting - Risk management Implications. 20/08/2025	Manager of Governance and Compliance (Unappointed)	Complete
→ 4.3.09 Completion of all rectification Action Plan Items as outlined from their proposed completion date	Operational Actions	No value		Manager WHS/QA	Overdue
→ 4.3.P01 Review expired leases and establish a lease register	Special Projects	0	<b>NEW</b> Work has commenced on establishing the Lease Register in Council Record Management System. The register will be maintained going forward. 20/08/2025	Director Corporate Services	Complete
→ 4.3.P02 Review commons and reserves & Update Depasturisation Policy	Special Projects	0	<b>NEW</b> Depasturage Policy review in progress. 17/08/2025	Director Community and Business Development	Overdue
→ 4.3.P03 Review processes for management of general agreements and leases	Special Projects	0	<b>NEW</b> As part of the lease register, management of the leases has been incorporated into the record management system. 20/08/2025	Director Corporate Services	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.3.P05 Undertaken Employer Branding Project	Special Projects	\$35k	<b>NEW</b> Stage 1 is complete. Stage 2 is underway and will be completed in the 2025/26 financial year. 18/08/2025	Executive Manager People and Safety	Complete
→ 4.3.P06 Undertake Design Project for Employer Branded Trademutt Shirts	Special Projects	\$20k	<b>NEW</b> This project is complete. The 'Colour Me Quilpie!' custom Quilpie Trademutt shirts have arrived and we have received positive feedback from staff who are wearing the shirts each Friday. 16/04/2025	Executive Manager People and Safety	Complete
→ 4.3.P07 Undertake Position Description Project	Special Projects	\$14.4k	<b>NEW</b> Numerous PD's have been reviewed and had independent classification reviews conducted. 01/07/2025	Executive Manager People and Safety	Complete
→ 4.3.P08 Undertake Pyshosocial Welfare Project	Special Projects	\$10k	<b>NEW</b> A Psychosocial Risk Assessment form template has been developed. Training will be conducted for all staff in the coming months. 18/08/2025	Executive Manager People and Safety	Complete
→ 4.3.P09 Undertake Human Rights Review for Policy Review and Decision Making Framework	Special Projects	\$5k	<b>NEW</b> Human Rights Assessment templates for Policies and Reports has been developed and is being implemented as required. 18/08/2025	Executive Manager People and Safety	Complete
→ 4.3.P10 Undertake Review of Human Resources Policies	Special Projects	\$10k	<b>NEW</b> Various policies and Council's Code of Conduct have had comprehensive reviews undertaken, including assessment by legal advisors. All staff have received training on the new Code of Conduct. 18/08/2025	Executive Manager People and Safety	Complete
→ 4.3.P11 Undertake Values Signage Project	Special Projects	\$5k	<b>NEW</b> This project has been deferred and will be undertaken in 2025/26 after the completion of the Employer Branding project. The design of the signage is a deliverable of Stage 2 of the Employer Branding project. 18/08/2025	Executive Manager People and Safety	Overdue
→ 4.3.P12 Undertake Certified Agreement Review Process	Special Projects	\$35k	<b>NEW</b> QSC Certified Agreement 2024 was certified on 21 May 2025. All CA increases and back pays have been processed and adopted. 01/07/2025	Executive Manager People and Safety	Complete
→ 4.3.P13 Undertake 360 HR Review Project	Special Projects	\$35.1k	<b>NEW</b> Process has been developed and is being undertake for all ELT members at their anniversary of employment. 01/07/2025	Executive Manager People and Safety	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.3.P4 Undertake Annual Food Safety Audit and follow up on any non-compliances	Special Projects	\$18k	<b>NEW</b> Annual Food Inspection Program completed in May 2025. Follow up letters sent to businesses  17/08/2025	Director Community and Business Development	Complete
<b>4 Long-term financial stability underpinned by sound financial planning and accountability</b>	Objective	No value		Placeholder Role	Overdue
→ 4.4.O1 Develop and adopt a compliant and affordable Annual Budget before 1 August to fund Council's Operational Plan for the year	Operational Actions	0	<b>NEW</b> The 2024/25 Budget was reviewed and an Amended Budget for 2024/25 was adopted on 17 December 2024.  06/01/2025	Director Corporate Services	Complete
→ 4.4.O10 Establish rolling reviews of fees and charges	Operational Actions	0	<b>NEW</b> Final fees and charges review for 2024/25 was the Building Fees and the classification of a Council rental property. A new Register of Cost-Recovery Fees and Commercial Charges has been prepared for the 17 July 2025 meeting. (Subsequently adopted - Resolution No: QSC192-07-25).  20/08/2025	Director Corporate Services	Complete
→ 4.4.O11 Reviews all financial policies due for review	Operational Actions	0	<b>NEW</b> Financial policies reviewed and adopted: <ul style="list-style-type: none"> <li>Revenue Statement 2024/25 - adopted on 16 July 2024</li> <li>Debt Policy 2024/25- adopted 16 July 2024</li> <li>Rates and Utility Charges – Pensioner Rebate and Concession Policy - adopted 16 July 2024</li> </ul> Financial policies reviewed: <ul style="list-style-type: none"> <li>Procurement Policy - reviewed and included in the July 2025 Ordinary Meeting agenda (Adopted 15 July 2025 - Resolution No: QSC200-07-25</li> <li>Revenue Policy 2025/26 - reviewed and adopted 20 May 2025 - Resolution No: QSC111-05-25</li> <li>Revenue Statement 2025/26 - reviewed and included in the Special Budget Meeting agenda (Adopted 15 July 2025 - Resolution No: QSC153-07-25)</li> <li>Debt Policy 2025/26 - reviewed and included in the Special Budget Meeting agenda (Adopted 15 July 2025- Resolution No: QSC168-07-25)</li> <li>Rates and Utility Charges – Pensioner Rebate and Concession Policy - reviewed and included in the Special Budget Meeting agenda (Adopted 15 July 2025 - Resolution No: QSC169-07-25)</li> </ul> Financial policies in the process of being reviewed: <ul style="list-style-type: none"> <li>Investment Policy</li> <li>Non-Current Asset Policy (Asset Capitalisation Policy)</li> </ul> New policy still being drafted - Debt Recovery Policy (Debtors)  20/08/2025	Director Corporate Services	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.4.012 Review cybersecurity and IT system processes	Operational Actions	0	<p><b>NEW</b> Annual penetration testing has been undertaken and report reviewed.</p> <p>Implemented cybersecurity training.</p> <p>Implemented mobile device management software to secure, monitor and manage devices.</p> <p>20/08/2025</p>	Director Corporate Services	Complete
→ 4.4.02 Perform regular reviews of long-term financial forecasts consistent with the long-term asset management plans	Operational Actions	0	<p><b>NEW</b> Long term financial forecasts were reviewed and updated as part of the 2025/26 Budget adopted on 15 July 2025. Resolution No: QSC153-07-25</p> <p>20/08/2025</p>	Director Corporate Services	Complete
→ 4.4.03 Undertake annual insurance review	Operational Actions	0	<p><b>NEW</b> Pre-Renewal Update meeting held between LGMS, Manager Finance &amp; Administration and CEO on 20 March 2025. #261775</p> <p>2025/26 insurance renewal questionnaires completed and submitted by due date on 21 March 2025:</p> <ul style="list-style-type: none"> <li>• Risk Profile and General Information 2025 #261369</li> <li>• Public Liability and Professional Indemnity Questionnaire 2025 #261367</li> <li>• Property Questionnaire 2025 #261365</li> <li>• Motor Vehicle Questionnaire 2025 #261364</li> <li>• Cyber Liability Questionnaire 2025 #261363</li> <li>• Crime Questionnaire 2025 #261362</li> <li>• Councillors and Officers Liability Questionnaire 2025 #261361</li> <li>• Casual Hirers Liability Questionnaire 2025 #261359</li> <li>• Assets Questionnaire 2025 #261357</li> </ul> <p>Included Property, Plant and Marine Hull Listings #261774.</p> <p>16/04/2025</p>	Director Corporate Services	Complete
→ 4.4.04 Prepare Government Data Collection Return	Operational Actions	0	<p><b>NEW</b> The Local Government Data Collection Return for 2023-24 was prepared and submitted by the due date (15 November 2024).</p> <p>06/01/2025</p>	Director Corporate Services	Complete
→ 4.4.05 Complete annual and periodic reviews to ensure alignment of the budget and the Corporate and Operational Plans	Operational Actions	0	<p><b>NEW</b> Budget alignment to Operational Plan and Corporate Plan was undertaken in conjunction with the Budget and the draft Operational Plan 2025/26.</p> <p>20/08/2025</p>	Director Corporate Services	Complete
→ 4.4.06 Engagement of specialist valuers to undertake Comprehensive valuations of Buildings & other Structures and land and desktop valuation for remaining asset classes	Operational Actions	\$50k	<p><b>NEW</b> Australis Asset Advisory Group completed their comprehensive valuations of Council's Buildings and Other Structures, Land and Other Assets.</p> <p>20/08/2025</p>	Director Corporate Services	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.4.07 Prepare Annual Financial Statements in accordance with legislative requirements	Operational Actions	0	<b>NEW</b> The 2024 Annual Financial Statements were completed on 12 September 2024. The Financial Statements received audit clearance on the 10 September 2024 and the Acting CEO and Manager Finance & Administration signed the Management Representation Letter that same day. The Mayor and Acting CEO signed the Financial Statements on the 11 September and the Queensland Audit Office signed off on 12 September 2024. 10/12/2024	Director Corporate Services	Complete
→ 4.4.08 Prepare financial sustainability statements and measures determined by the Queensland Government and monitoring trends in other financial ratios	Operational Actions	0	<b>NEW</b> Financial Statements and Financial Sustainability Measures were completed and signed by Mayor and Acting CEO and QAO by 12 September 2024 - well ahead of the statutory deadline of 31 October. 20/12/2024	Director Corporate Services	Complete
→ 4.4.09 Undertake a review of general rates, utility charges and levies, including policy reviews and data integrity checks	Operational Actions	0	<b>NEW</b> General Rates were reviewed taking into consideration the valuation changes (substantial increase across most categories of land) as advised by the Department of Resources.  Water, Sewerage, and Waste Charges were also reviewed as part of the budget deliberations for the 2025/26 Budget - adopted 15 July 2025 Resolution No: QSC153-07-25. 20/08/2025	Director Corporate Services	Complete
→ 4.4.P1 Document service levels and monitor changes to ensure service levels are affordable	Special Projects	0	<b>NEW</b> This will be undertaken as part of an internal audit. 17/10/2024	Deputy Director Corporate Services (Unappointed)	Overdue
<b>5 Optimal asset management</b>	Objective	No value		Placeholder Role	Overdue
→ 4.5.01 Review and update the Asset Register to record Council's non-current physical assets	Operational Actions	0	<b>NEW</b> The Asset Register has been reviewed and updated to record Council's non-current physical assets. <ul style="list-style-type: none"> <li>Asset additions - 67 with a value of \$11.64 million.</li> <li>Asset sales - 15 with sale proceeds totaling \$781k</li> <li>Asset write offs - currently being progressed as part of end of financial year processes for 2024/25</li> <li>Asset impairment - currently being processed as part of end of financial year processes for 2024/25</li> <li>Asset revaluations - currently being processed as part of end of financial year processes for 2024/25</li> </ul> 20/08/2025	Director Corporate Services	Complete
→ 4.5.02 Deliver annual replacement Plant and Vehicles	Operational Actions	\$2.41m	<b>NEW</b> Ongoing process 14/08/2025	Director of Infrastructure Services	On Track

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.5.03 Deliver refurbishments to Gyrica Housing	Operational Actions	\$350k	<b>NEW</b> Councils Handyman has refurbished 2 units at Gyrica Gardens, John Haults unit and 1 at Eromanga this year. hold ups with kitchens and glass.  Works are ongoing 15/08/2025	Deputy Director Infrastructure Services	On Track
→ 4.5.04 Deliver Council Housing Refurbishments	Operational Actions	\$250k	<b>NEW</b> Councils Handyman has refurbished 2 units at Gyrica Gardens, John Haults unit and 1 at Eromanga this year. hold ups with kitchens and glass.  Works are ongoing 15/08/2025	Deputy Director Infrastructure Services	On Track
→ 4.5.P01 Review existing Asset Management Plans for Roads, Buildings, Other Structures, Water, and Sewerage asset classes; develop 10 year programs, and carry out ongoing annual reviews thereafter	Special Projects	\$50k	<b>NEW</b> This is an ongoing process to review each asset class but the various AMPs as written by Janelle Menzie have been adopted by Council in December 2024. 14/08/2025	Director of Infrastructure Services	Complete
→ 4.5.P07 Deliver Quilpie Water Main - Sommerfield Road Upgrade	Special Projects	\$360k	<b>NEW</b> Delay due to floods and accessing hardware. 90% of Hardware has been delivered, additional contractors have been engaged, with estimated start date of 18th August 11/08/2025	Deputy Director Infrastructure Services	Behind
→ 4.5.P08 Complete Toompine Transfer Station Upgrade	Special Projects	\$11.53k	<b>NEW</b> The sealing of the road to the transfer station is now completed. 18/12/2024	Director of Infrastructure Services	Complete
→ 4.5.P09 Complete Eromanga Transfer Station Upgrade	Special Projects	\$100.05k	<b>NEW</b> The sealing road to the Eromanga Transfer Station was completed in February 2025. Unfortunately, it was partially damaged (about 1/3) in the March 2025 Flood event. 28/04/2025	Director of Infrastructure Services	Complete
→ 4.5.P10 Complete Adavale Transfer Station Upgrade	Special Projects	\$18.3k	<b>NEW</b> This work is now completed. 18/12/2024	Director of Infrastructure Services	Complete
→ 4.5.P11 Carry out External Paint of Administration Building	Special Projects	\$25k	<b>NEW</b> Waiting on Painter 11/08/2025	Deputy Director Infrastructure Services	Behind
→ 4.5.P12 Deliver a new footpath at the Council Administration Office	Special Projects	\$75k	<b>NEW</b> The new footpath is completed. The landscaping will form part of a new project in 2025/26 financial year. 28/04/2025	Director of Infrastructure Services	Complete

Goal	Goal Template	Budget	Comment	Owner	Current ...
<b>6 Inclusive community engagement and decision making</b>	Objective	No value		Placeholder Role	Overdue
→ 4.6.01 Run Shire-wide Annual Budget / Community Catch-up workshops	Operational Actions	0	<b>NEW</b> Council was first schedules to hold community budget sessions across the Shire on 9 & 10 April 2025, these were postponed due to the March flood event. Community budget sessions were held on 4 & 5 June 2025.  13/08/2025	Chief Executive Officer	Complete
→ 4.6.P1 Investigate an online community engagement platform with development of new Website	Special Projects	0	<b>NEW</b> Waiting for project to be progressed by LGAQ  17/08/2025	Director Corporate Services	Overdue
<b>7 Staff upskilling, leadership training and wellbeing support</b>	Objective	No value		Placeholder Role	Overdue
→ 4.7.01 Provide 2 x Whole of Organisation staff events per annum	Operational Actions	\$6k	<b>NEW</b> Complete. A staff social function was held at The Brick Hotel on Friday 11 April 2025 following Night Golf in late 2024.  16/04/2025	Executive Manager People and Safety	Complete
→ 4.7.02 Provide 1 x Staff Wellbeing Week with skin checks per annum	Operational Actions	\$40k	<b>NEW</b> Skin checks, excisions & health checks were conducted the week commencing 09 June 2025.  01/07/2025	Executive Manager People and Safety	Complete
→ 4.7.03 Continue to support SWQROC shared Graduate Engineer	Operational Actions	\$30k	<b>NEW</b> Graduate Engineer recruitment undertaken with the position to be based at Maranoa Regional Council. This position was vacated in September 2024. Recruitment continues for this position.  13/08/2025	Chief Executive Officer	Complete
→ 4.7.04 Run annual budget workshops with relevant staff	Operational Actions	0	<b>NEW</b> A staff BBQ was held to celebrate the completion of the 2024/25 financial year and adoption of the 2025/26 budget. Two briefing sessions were also held with staff providing an overview of the budget.  13/08/2025	Chief Executive Officer	Complete
→ 4.7.05 Provide a staff Big Day Out Field visit	Operational Actions	\$2k	<b>NEW</b> Quilpie Big Day Out held on Monday 28 October 2024.  08/01/2025	Executive Manager People and Safety	Complete
→ 4.7.P1 Explore capacity for electronic HR system with integration with Practical - Implement HR Software Module	Special Projects	\$35k	<b>NEW</b> Most of the modules have been developed and are being successfully used. All staff have received training in how to use ELMO and have it set up on the home screen of their mobile phones. The Performance Management module is the only outstanding module that requires development, and it is estimated that this will commence in the coming months.  18/08/2025	Executive Manager People and Safety	Overdue

Goal	Goal Template	Budget	Comment	Owner	Current ...
→ 4.7.P2 Explore options for the Undergraduates/ Graduates Professionals (eg Bush Program or Country University Centres)	Special Projects	0	<b>NEW</b> Project has not commenced due to Economic Development role being vacant. 29/04/2025	Director Community and Business Development	Not started
→ 4.7.P3 Review staff induction process	Special Projects	0	<b>NEW</b> Induction process has been reviewed and improvements implemented. Inductions have been built into the ELMO onboarding system for new employees. 18/08/2025	Executive Manager People and Safety	Complete
<b>8 Build cross-regional knowledge intelligence network</b>	Objective	No value		Placeholder Role	Overdue

**15 CONFIDENTIAL ITEMS**

**RECOMMENDATION**

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public to discuss a confidential item that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(3) of the *Local Government Regulation 2012*, the following table provides:

- (a) the matter that is to be discussed; and
- (b) an overview of what is to be discussed while the meeting is closed.

<b>Agenda Item</b>	<b>Reasons Matters to be discussed (to close the meeting under the <i>Local Government Regulation 2012</i>)</b>	<b>Overview</b>
15.1 REQUEST FOR CONCESSION - BA17 24-25	(h.) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage	The applicant for BA17 24-25 has requested a fee concession.

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