



SPECIAL MEETING AGENDA

Friday 5 December 2025
commencing at 9:00 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Special Meeting of Council

28 November 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 **Friday 5 December 2025**, commencing at **9:00 am**.

Notice is also hereby given that the Special Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Friday 5 December 2025**, commencing at **9:00 AM**.

The agenda for the special meeting is attached for your information

Yours faithfully

Justin Hancock
Chief Executive Officer





SPECIAL MEETING OF COUNCIL AGENDA

Friday 5 December 2025
Quilpie Shire Council Boardroom
50 Broilga Street, Quilpie

ORDER OF PROCEEDINGS

1	OPENING OF MEETING.....	1
2	ATTENDANCE.....	1
3	APOLOGIES.....	1
4	DECLARATIONS OF INTEREST.....	1
5	INFRASTRUCTURE SERVICES.....	2
5.1	CUSTOMER SERVICE STANDARD FOR WATER SUPPLY AND SEWERAGE SCHEME.....	2
6	GOVERNANCE.....	12
6.1	LGAQ SPECIAL GENERAL MEETING – MEMBER VOTE ON PROPOSED AMENDMENT TO SECTION 155 OF THE LOCAL GOVERNMENT ACT 2009.....	12
7	LATE ITEMS.....	22

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

5 INFRASTRUCTURE SERVICES

5.1 CUSTOMER SERVICE STANDARD FOR WATER SUPPLY AND SEWERAGE SCHEME

IX: 270511

Author: Eng Lim, Director Infrastructure Services

Authorisers: Justin Hancock, Chief Executive Officer

Attachments: 1. **Customer Service Standard - Water Supply and Sewerage Scheme (2025)**

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

Key Outcome: 4. Strong Governance

Key Initiative: 4.1 Excellence in customer service

4.6 Inclusive community engagement and decision-making

EXECUTIVE SUMMARY

This report informs Council of a completed mandatory five-year review of its Customer Service Standard for Water Supply and Sewerage Services (last adopted in 2020).

The 2025 edition is significantly more user-friendly, having been rewritten in plain language with a clearer structure and direct contact details in line with the Australian Government Style Manual. It now includes an up-to-date infrastructure network summary table, reflects the current responsible State department (Department of Local Government, Water and Volunteers), scales performance targets to suit Quilpie's small network and customer base, and removes references to discontinued billing discounts.

RECOMMENDATION

That Council:

1. Adopts the 2025 Customer Service Standard for Water Supply and Sewerage Scheme (as attached).
2. Publish the updated document on Council's website

BACKGROUND

The requirement for updating or reviewing customer service standards for water and sewerage schemes every five years is mandated under Queensland legislation, through the Water Supply (Safety and Reliability) Act 2008.

The previous review of the Quilpie Shire Council's Customer Service Standard for Water and Sewerage Scheme was undertaken in 2020. Hence a review is required to comply specifically with Section 120 of the Water Supply (Safety and Reliability) Act 2008. This section stipulates that service providers, including local councils like Quilpie Shire Council, must review their customer service standards at least every five years.

The review process ensures that the standards remain current, reflect any changes in technology, community expectations, or operational capabilities, and are included in annual drinking water service reports. Failure to conduct these reviews could impact compliance with state oversight on water safety and reliability.

REPORT

The key objectives behind the updated 2025 Customer Service Standards remains the same.

- Primarily, they serve as a formal framework to clearly communicate and outline our commitment and responsibilities to achieve standards expected within the community in relation to the supply of water and wastewater services within the shire.
- By establishing specific performance indicators (such as limits on main breaks and response times to incidents), measurable targets and procedural guidelines, the standards promote transparency and accountability.
- This helps build trust within the community by setting realistic expectations for service levels, ensuring prompt resolution of issues like interruptions or quality concerns, and aligning operations with community needs in a remote arid region where water resources are precious and sourced from artesian bores.

Key changes made to the 2025 documents are as follows:

- **Best practices from the Australian Government Style Manual**, focusing on making it more user-friendly and accessible for our residents where the main changes are:
 - **Clearer Structure:** Information is now organised under descriptive headings, with key details like performance targets and contact details easy to find.
 - **Plain Language:** The text has been simplified to use shorter sentences and an active voice, making our commitments easier to understand.
 - **Direct Access:** Essential contact information is now included directly in the document, so residents don't need to search elsewhere to get in touch.
- **Network summary of current water and sewer infrastructure**, providing a table showing existing length of water and sewerage mains.

In accordance to section 115 of the Water Supply (Safety and Reliability) Act 2008, the draft Customer Service Standard must be published on the internet so that customers and other interest parties can view it and make submissions about it.

Hence community consultation was conducted via the official Council Facebook page over a 25-day period from 3 to 28 November 2025. The initial post on 3 November provided a summary of the Customer Service Standard, a link to the full document on Council's website and a specific invitation for community feedback or submissions.

A reminder post was published on 26 November, three days before the consultation closed, to maximise opportunity for input.

Engagement results were minimal but constructive:

- Two (2) "Likes" in total across the two Facebook posts

- Two (2) email submissions received

Both submissions were carefully considered. Key issues raised and the actions taken in the final document are outlined below:

- **Department reference:**

The draft referred to the former Department of Regional Development, Manufacturing and Water (DRDMW). Following recent Queensland Government restructuring, the regulatory functions now sit with the Department of Local Government, Water and Volunteers (DLGWV). All references have been updated accordingly.

- **Performance targets for small shires:**

Feedback highlighted that the standard State-wide (SWIM) KPIs are designed for much larger councils and are not meaningful when applied to Quilpie's small customer base and network length (29.18 km water mains, 16.10 km sewer mains). The numeric targets and denominators have therefore been divided by 10 to better reflect local circumstances (e.g. from <50 water quality complaints per 1000 properties to <5 water quality complaints per 100 properties).

- **Billing section:**

References to discounts were removed, as these were discontinued by Council resolution at the Special Meeting on 15 July 2025.

- **Water quality testing and reporting:**

The draft document does not mention water quality test and results because those items are covered separately in the Drinking Water Quality Management Plan (DWQMP) and Annual Report, both of which are publicly available on the Council website and currently under review (updated versions expected in 2026).

- **Fluoride communications and risks:**

Quilpie's drinking water is sourced from artesian bores and contains naturally occurring fluoride at an average concentration of approximately 1.7 mg/L which is slightly above the Australian Drinking Water Guidelines health guideline value of 1.5 mg/L. At these levels, the primary health consideration is mild dental fluorosis (predominantly an aesthetic concern affecting tooth enamel in young children).

Each November, Council distributes Queensland Health's fact sheet on this topic to every Quilpie household via the post office, explaining the issue and providing practical advice to minimise this risk.

Opportunities to enhance fluoride communication or explore cost-effective treatment options will be considered as part of the 2026 DWQMP review in consultation with the regulator.

The low volume of feedback received reflects general community satisfaction with current service levels and standards. The amendments made strengthen the document's relevance to Quilpie while maintaining full compliance with legislative requirements.

The updated Customer Service Standard (Attachment 1) incorporates all changes detailed above.

OPTIONSOption 1 (Recommended)

That Council:

1. Adopts the 2025 Customer Service Standard for Water Supply and Sewerage Scheme (as attached).
2. Publish the updated document on Council's website

Option 2

That Council defer adoption and make further amendments to the Customer Service Standard for Water Supply and Sewerage Scheme.

CONSULTATION (Internal/External)

Chief Executive Officer

Staff within the Directorate of Infrastructure Services

Community members via public Facebook consultation (3 to 28 November 2025) including email submissions

INTERESTED PARTIES

All connected water and sewerage customers in Quilpie and Eromanga, and septic system users in Adavale, Cheepie, and Toompine. Residents, businesses, and visitors to 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

Water Supply (Safety and Reliability) Act 2008 (Qld)

POLICY IMPLICATIONS

This updated 2025 version replaces the previous 2020 Customer Service Standard. No conflict with other Council policies

FINANCIAL AND RESOURCE IMPLICATIONS

Nil. The standard reflects existing operational practices and resourcing.

ASSET MANAGEMENT IMPLICATIONS

No direct implications. Performance targets continue to support sustainable management of water and sewerage assets.

RISK MANAGEMENT IMPLICATIONS

Council has assessed the risks associated with the revision of this Customer Service Standard for Water Supply and Sewerage Scheme in accordance with Council's Enterprise Risk Management Policy (G.11) and Risk Management Framework (G.11-A).

Table 1 Risk Matrix

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
A. Almost Certain Expected to occur at most times	H	H	E	E	E
B. Likely Will probably occur at most times	M	H	H	E	E
C. Possible Might occur at some time	L	M	H	E	E
D. Unlikely Could occur at some time	L	L	M	H	E
E. Rare 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>			
Example: <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>
Failure to adopt the Customer Service Standard	Review process in place as per the Water Supply Act 2008 (Qld)	Failure to review or update the Standard within every five years would mean non-compliance with legislation	Possible	Moderate	High	Adoption of this 2025 Standard ensures Council's compliance with the Water Supply Act 2008 (Qld)

Risk Evaluation and Conclusion

The primary risk associated with this item is non-compliance with section 52 of the Water Supply (Safety and Reliability) Act 2008 (Qld), which mandates that Council maintain and review its Customer Service Standard at least every five years, incorporating community consultation.

This risk has been assessed as High, given the current Customer Service Standard is dated in 2020.

Adoption of the updated 2025 Customer Service Standard at today's meeting will fully satisfy the legislative requirement, eliminate the compliance risk, and bring the residual risk well within Council's acceptable risk appetite, with residual rating of Low.

The recommended course of action — formal adoption of the reviewed and updated Customer Service Standard (Attachment 1) — therefore represents the lowest-risk pathway available to Council.

HUMAN RIGHTS CONSIDERATION

Section 4(b) of the *Human Rights Act 2019 (Qld)* 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 this Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

The decision to adopt the Customer Service Standard has been assessed in accordance with Section 4(b) of the Human Rights Act 2019 (Qld).

The updated standard supports equitable access to safe water and sewerage services (right to life and health services) and does not limit any of the 23 protected human rights. No human rights are limited by this decision.

Customer Service Standard - Water Supply and Sewerage Scheme



Introduction

Our goal is to provide reliable, safe and efficient services for our community.

This document outlines Quilpie Shire Council's standards for providing water and sewerage services. We review these standards every 5 years to meet community expectations and comply with the *Water Supply (Safety and Reliability) Act 2008* (Qld).

Our water and sewerage network

We provide water and sewerage services primarily to Quilpie and Eromanga. The table below shows the extent of our network.

Town	Water mains	Sewer mains
Adavale*	3.10 km	-
Cheepie*	0.37 km	-
Eromanga	6.05 km	3.32 km
Toompine*	0.94 km	-
Quilpie	18.72 km	12.78 km
Total	29.18 km	16.10 km

Adavale, Cheepie and Toompine use septic systems for sewerage treatment

1. Our performance targets

We set the following targets to measure our performance and ensure we deliver a high standard of service.

1.1. Water main breaks

We will keep breaks, bursts and leaks in our water mains to a minimum.

- » **Our target:** Fewer than 6 breaks per 10 km of water mains per year.
- » **Includes:** Breaks in all distribution and reticulation mains, including those caused by third parties.
- » **Excludes:** Leaks on the property service connection (between the main and the meter) that can be fixed without shutting down the main.

1.2. Sewerage main breaks and chokes

We will respond promptly to breaks and blockages in our sewer mains.

- » **Our target:** Fewer than 10 breaks and chokes per 10 km of sewer mains per year.
- » **Includes:** All gravity and pressure sewer mains, and breaks caused by third parties.
- » **Excludes:** Blockages or breaks on private property connections.

Title: Customer Service Standard - Water Supply and Sewerage Scheme
 IX: ##### Version: 2.0 Revision Date: 01/11/2025 Date Published: 01/11/2025
 Responsible Officer: Eng Lim – Uncontrolled Document when Printed



QUILPIE SHIRE COUNCIL



1.3. Unplanned water interruptions

We aim to minimise unplanned interruptions to your water supply.

- » **Our target:** Fewer than 2 unplanned interruptions per 100 properties per year.
- » **Includes:** All interruptions where customers did not receive at least 24 hours' notice.
- » **Excludes:** Planned interruptions, or interruptions that only affect a single property's service connection.

1.4. Average response times

We commit to getting a crew on site to start fixing problems quickly.

- » **Water incidents (bursts, leaks):** Our target is within 5 hours.
- » **Sewerage incidents (breaks, chokes):** Our target is within 4 hours.

1.5. Water quality complaints

We will provide safe, high-quality water.

- » **Our target:** Fewer than 5 water quality complaints per 100 properties per year.
- » **Includes:** Complaints about discolouration, taste, odour, or illness.
- » **Excludes:** Complaints about water pressure, service interruptions, or billing.

1.6. Total water and sewerage complaints

We value your feedback and will handle all complaints professionally.

- » **Our target:** Fewer than 10 total complaints per 100 properties per year.
- » **Includes:** All complaints about water and sewerage services, including bursts, leaks, interruptions, pressure, and staff conduct.
- » **Excludes:** Complaints about government pricing policies or tariff structures.

2. Our processes

We have clear processes... to ensure our services are consistent and easy to access.

2.1. Service connections

Issue	Our procedure for Quilpie and Eromanga water and sewerage connection
New connection	Submit an application form from our Customer Service Centre. An application fee applies.
Restore a service	Submit an application form from our Customer Service Centre. A reconnection fee applies.
Timeframe	We will start work within 20 business days of receiving a completed application and payment of the applicable fees.
Conditions	We generally provide connections within priority infrastructure areas. We assess applications outside these areas individually.

Title: Customer Service Standard - Water Supply and Sewerage Scheme
 IX: ##### Version: 2.0 Revision Date: 02/12/2025 Date Published: 18/12/2025
 QSC – Uncontrolled Document when Printed

QUILPIE SHIRE COUNCIL



2.2. Billing

Issue	Our procedure
Basis for billing	We base water and sewerage charges on land use.
Charging regime	We use a fixed charge for water and sewerage services.
Billing cycle	We issue bills twice a year, as part of your rates notice.
Information on your bill	Your bill shows owner and property details, charges, due date and total amount due.
Billing errors	We will issue a refund or credit for overcharges. We will issue a supplementary notice for undercharges.
Final accounts	We make adjustments when property ownership is transferred.

Note: We do not currently meter water usage due to the effect of artesian water temperatures on available metering technology.

2.3. Customer consultation

Issue	Our procedure
Service standards	We have adopted our Customer Service Charter as our service standard.
Contacting us	Our Customer Service Charter contains our contact details. Our after-hours message provides emergency contacts.
Planned interruptions	We will give you at least 24 hours' notice for planned interruptions by mail, social media and radio announcements.
Unplanned interruptions	Since such interruptions cannot be notified in advance by definition, we will announce unplanned interruptions by social media or through Council website.

2.4. Complaints

We are committed to resolving your concerns fairly and efficiently. You can make a complaint by:

- » **Online:** <https://quilpie.qld.gov.au/>
- » **Phone:** (07) 4656 0500
- » **Email:** admin@quilpie.qld.gov.au
- » **In person:** Quilpie Shire Council Administration Office, 50 Brolga Street, Quilpie

For full details on our complaints process and response timeframes, please refer to our [Customer Service Charter](#).

2.5. Monitoring, Reporting and Accountability

To ensure transparency and continuous improvement, Quilpie Shire Council monitors and reports on its performance against the Customer Service Standard Key Performance Indicators (KPIs).

Title: Customer Service Standard - Water Supply and Sewerage Scheme
 IX: ##### Version: 2.0 Revision Date: 02/12/2025 Date Published: 18/12/2025
 QSC – Uncontrolled Document when Printed

QUILPIE SHIRE COUNCIL

**How performance is monitored**

- » The performance targets are currently monitored by logging customer service requests received via online forms, phone calls, or emails into the Council's record management system, InfoXpert. In the near future, we plan to implement a more efficient electronic method for recording and tracking these requests within our dedicated customer service system.
- » Council officers capture performance data through detailed operational and maintenance logs, service request records, and incident reports to ensure comprehensive oversight and continuous improvement.

How results are reported

- » These performance KPIs are reported through the SWIM (Statewide Water Information Management) system, as required by the Department of Local Government, Water and Volunteers (DLGWV).
- » Where required by regulations and related laws, significant incidents, service interruptions or health-related events are reported to relevant State agencies.
- » Selected issues may be discussed at Monthly Council Meetings, at the discretion of Council.
- » Council may provide community updates through its website, newsletters, or social media, as appropriate, to share information about service performance and improvement initiatives.

Who is accountable

- » The Director of Infrastructure Services is responsible for the overall management, monitoring, and reporting of water and sewerage service performance as well as ensures that performance information is included in Council's public reporting and that statutory obligations are met
- » Day-to-day data collection and operational reporting are undertaken by the Water and Sewerage Supervisor and supporting field staff.
- » Council is committed to maintaining transparency, accountability, and continuous improvement in the delivery of water and sewerage services for our community.

For full details on all published reports related to Water Supply, please refer to Council website via [Water Supply | Quilpie Shire Council](#).

6 GOVERNANCE

6.1 LGAQ SPECIAL GENERAL MEETING – MEMBER VOTE ON PROPOSED AMENDMENT TO SECTION 155 OF THE LOCAL GOVERNMENT ACT 2009

IX: 270431

Author: Callie Dabovich, Executive Officer

Authorisers: Justin Hancock, Chief Executive Officer

Attachments:

1. Notice of LGAQ 17 December special general meeting and postal voting (Quilpie)
2. Notice of 2025 Special General Meeting and Explanatory Notes
3. LGAQ Special General Meeting - Voting Paper - Quilpie Shire Council

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

The Local Government Association of Queensland (LGAQ) has called a Special General Meeting (SGM), to be conducted by postal vote, to gather member council views about a proposed reform under the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025* (LGOLA 2025 Bill). The Bill, if enacted, would require a Mayor or Councillor to automatically vacate office **at the time of nomination** for election to the Queensland Parliament.

Under current law (section 155 of the *Local Government Act 2009*), councillors may nominate and campaign for State or Federal Parliament without vacating their local government office; only upon election would a successful candidate cease to be a councillor.

The LGAQ's long-standing policy (since 2012) is that councillors should not be required to vacate office when nominating for State Parliament.

A vote **“For”** the motion supports retaining this existing policy. A vote **“Against”** supports the proposed mandatory vacancy requirement. Councils must submit their votes by **5:00 pm, 17 December 2025**.

RECOMMENDATION

That Council:

1. Considers the motion proposed by the LGAQ General Special Meeting
2. Resolves its position and authorises the Chief Executive Officer to cast the Council's vote via the postal ballot by 5:00 pm, 17 December 2025.

BACKGROUND

- On 20 November 2025, the Honourable Ann Leahy MP introduced the Bill into the Queensland Parliament.
 - The Bill is part of the Queensland Government's reform program to re-empower local governments. It aims to reduce red tape, streamline processes and help councils serve their communities more effectively.
 - It proposes amendments to the *Local Government Act 2009*, the *Local Government Electoral Act 2011*, and the *Local Government Regulations 2012*.
- The LGAQ Board has directed the convening of an SGM, via postal vote, in response to the introduction of the Bill. Specifically:
 - Under the current Local Government Act 2009, section 155 disqualifies a person from councillor office only if they become a “government member” (e.g. State or Commonwealth MP, or a councillor of a local government in another State). Councillors may nominate for State or Federal Parliament - and campaign - without vacating their local government office.
 - LGAQ's policy (adopted in 2012) supports the ability of local councillors to nominate for State Parliament without needing to resign from local office unless elected.
 - The Bill proposes to amend section 155 so that nomination (i.e. candidacy) for the Queensland Parliament triggers automatic vacation of local government office - regardless of election outcome.
- The SGM is intended to capture member councils' positions to inform the LGAQ's submission to the parliamentary committee overseeing the Bill, and to reflect the majority view of Queensland councils on this issue.

REPORT

Proposed Amendment to Section 155

The Bill proposes targeted changes to section 155 of the *Local Government Act 2009* to clarify and expand the disqualification provisions for councillors. Under the proposed amendment:

- Section 155 would be retitled to reflect its broader scope.
- A councillor or mayor would automatically vacate their office not only upon becoming a “government member” (as under current law), but also upon **becoming an electoral candidate** for election to the Queensland Parliament.
- The new term “electoral candidate” is defined by reference to the State's electoral legislation.
- The automatic vacation of office applies at the moment of nomination — not only upon election — including in general elections and by-elections.

This replaces the existing situation in which sitting councillors may nominate and campaign for State Parliament while retaining their local government office, unless and until they are elected.

In practical terms, a councillor or mayor who nominates for a State election would immediately and automatically cease to hold their local government office, regardless of whether they win or lose.

Table 1 Detailed analysis – Section 155 (existing Act versus proposed Bill)

Reform Area	What Was (existing Act)	What is Now (proposed Bill)	Rationale (Explanatory Notes)
Title of section	“Disqualification because of other high office”	“Disqualification because of government members and electoral candidates”	Reflects the expanded scope covering both existing officeholders and electoral candidates
Basis for disqualification	Councillor disqualified only if they are a “government member”	Disqualification extended to “government members or electoral candidates”	Ensures clarity over eligibility and prevents overlapping roles during election campaigns
Definition of “government member”	Member of Commonwealth/State Parliament or councillor of another-state local government	Retained (no change)	Maintains consistency with longstanding disqualification categories
Definition of “electoral candidate”	Not previously defined — no effect on councillor status	New definition, referencing the Electoral Act for candidates for State Parliament	Ensures nomination triggers vacancy, removes ambiguity
Automatic vacation of office	Occurs when a councillor becomes a “government member”	Extended to apply when a councillor becomes an “electoral candidate”	Removes ambiguity over timing and applies a clear rule at nomination
Practical effect	Councillors could remain in local office while campaigning for State Parliament	Councillors would lose office immediately upon nomination for State Parliament (general election or by-election)	Separates local government duties from State election campaigning; promotes clarity and governance integrity

OPTIONS

Option 1 (Recommended)

That Council:

1. Considers the motion proposed by the LGAQ Special General Meeting.
2. Resolves its position and authorises the Mayor or nominated delegate to cast the Council’s vote via the postal ballot by **5:00 pm, 17 December 2025**.

Option 2

That Council:

1. Does not consider the motion proposed by the LGAQ Special General Meeting.

CONSULTATION (Internal/External)

Councillors

Executive Leadership Team

INTERESTED PARTIES

Councillors

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

LEGISLATION

- *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025 (Qld)*
- Explanatory notes

- Human Rights Statement of Compatibility
- *Local Government Act 2009* (Qld)
- *Local Government Electoral Act 2011* (Qld)
- *Local Government Regulation 2012* (Qld)

POLICY IMPLICATIONS

- A vote in support of the motion aligns with long-established LGAQ policy and supports continuity of local representation.
- A vote against the motion adopts the Government's separation principle, which may align with broader reform objectives but departs from the long-standing policy of member councils.

FINANCIAL AND RESOURCE IMPLICATIONS

If the amendment becomes law and applied, there may be increased likelihood of mid-term by-elections — imposing costs on Council and the community (administration, polling, by-election management).

ASSET MANAGEMENT IMPLICATIONS

No direct impact on Council's asset management responsibilities. However, increased councillor turnover could affect long-term planning and project continuity, indirectly influencing asset management decisions.

RISK MANAGEMENT IMPLICATIONS

Low risk – within standard operations.

HUMAN RIGHTS CONSIDERATION

There are no direct limitations on human rights arising from the Council's decision on how to vote. The proposal concerns eligibility and office-holding conditions under legislation, not fundamental civil or political rights.



Every Queensland
community deserves
to be a liveable one

25 November 2025

Mr Justin Hancock
Chief Executive Officer
Quilpie Shire Council
ceo@quilpie.qld.gov.au

Dear Justin,

RE: Notice of LGAQ 17 December special general meeting and postal voting

Earlier today I emailed you with advance notice of the LGAQ Board's direction to me to call a special general meeting convened by postal voting.

I am now writing to provide formal notification.

For your council I have enclosed in this email:

- A notice of 2025 special general meeting and explanatory notes
- A voting paper

The special general meeting, convened by postal vote, seeks to understand member council views about a reform that was introduced to State Parliament last week and which is contrary to the long held policy position of Queensland member councils since 2012.

The proposed reform would automatically end a person's role as Mayor or Councillor in order to run for State Parliament at either a general election or State by-election. There is presently no such requirement in relation to Federal elections.

(You can read about the Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025 [here](#) and its Explanatory Notes can be accessed [here](#)).

Today the LGAQ Board has directed me to convene a special general meeting to gather members' views on this reform via postal voting.

- A vote "**For**" will signal that Queensland member councils wish to retain their existing policy position and do not support having to resign to run for State Parliament
- A vote "**Against**" will signal that Queensland member councils have changed their view and believe that Mayors and Councillors should now have to resign in order to run for State Parliament.

Enclosed is the notice of general meeting and explanatory notes, along with your council's voting paper – with a **5pm 17 December deadline**. Please note that papers can be emailed to the LGAQ returning officer prior to the 17th, but they will not be counted until after 5pm on 17 December.

The LGAQ is member-led and evidenced-based, and the LGAQ Board has requested this process for two reasons:

1. To obtain member views to help inform the LGAQ's submission on the Bill and its participation in the parliamentary committee process
2. To understand the majority views of Queensland councils about this reform, and whether that is to retain the existing policy position or to effect a different policy position.

P 07 3000 2222
F 07 3252 4473
W www.lgaq.asn.au

Local Government House
25 Evelyn Street
Newstead Qld 4006

PO Box 2230
Fortitude Valley BC
Qld 4006

Local Government Association Of Queensland Ltd.
ABN 11 010 883 293 **ACN** 142 783 917



Please contact myself or LGAQ CFO/Company Secretary Darren Leckenby at Darren_leckenby@lgaq.asn.au.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alison Smith', written in a cursive style.

Alison Smith
CHIEF EXECUTIVE OFFICER



Every Queensland
community deserves
to be a liveable one

Notice of Special General Meeting – Postal Vote

Proposed business: To ascertain whether the members support the State Government’s proposed amendment to section 155 of the Local Government Act 2009

To be conducted by postal voting in accordance with rule 4.14 of the Constitution

In accordance with rule 4.1 of the LGAQ’s Constitution, and following the decision of the LGAQ Board on 25 November, 2025, all members are notified of the holding of a Special General Meeting of LGAQ Ltd, to be convened at 5pm on 17 December, 2025 at LGAQ House, Evelyn Street Newstead.

In accordance with rule 4.14 of the LGAQ’s Constitution, the chief executive officer has determined that this special general meeting be convened by postal voting, with the voting paper to be given to the chief executive officer by email.

As a consequence, the voting paper (as attached) must be received by the chief executive officer, at returning_officer@lgaq.asn.au by not later than 5.00 pm on 17 December 2025.

The business of the Special General Meeting is to consider and vote on one motion, as follows:

Purpose of Motion: To seek the members’ view on whether they still support the LGAQ’s policy position, which reflects the view of members since 2012, that councillors should not be required to vacate their office as a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

Motion:

That the LGAQ maintains its members’ current policy position, held since 2012, that councillors should not automatically stop being a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

P 07 3000 2222
F 07 3252 4473
W www.lgaq.asn.au

Local Government House
25 Evelyn Street
Newstead Qld 4006

PO Box 2230
Fortitude Valley BC
Qld 4006

Local Government Association Of Queensland Ltd.
ABN 11 010 883 293 **ACN** 142 783 917



VOTING PAPERS MUST BE SIGNED BY THE MEMBER'S MAYOR OR CEO
VOTING PAPERS MUST BE RETURNED BY 5:00PM ON 17 DECEMBER 2025
VOTING PAPERS MUST BE GIVEN BY EMAIL TO THE CHIEF EXECUTIVE
OFFICER AT returning_officer@lgaq.asn.au
ANY VOTING PAPER RECEIVED AFTER 5:00PM ON 17 DECEMBER 2025 WILL
BE INVALID AND OF NO EFFECT



EXPLANATORY NOTES TO MOTION

At present, the effect of section 155(3) of the *Local Government Act 2009* is that councillors: -

1. Can nominate for election as a State or Federal member of Parliament (and campaign for that election), without having to vacate their office as councillor; and
2. Only after being successfully elected to either State or Federal Parliament, automatically stop being a local government councillor.

On 18 November 2025, the State Government introduced the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025* ("the LGOLA 2025 Bill") into Queensland Parliament.

Clause 62 of the LGOLA 2025 Bill proposes to amend section 155 of the *Local Government Act 2009* such that, if the amendment is made, section 155 will read as follows: -

(1) A person can not be a councillor while the person is a government member or electoral candidate.

(2) A government member is—

- (a) a member of a Parliament of the Commonwealth or a State (including Queensland); or
- (b) a councillor of a local government of another State.

(3) A person is an *electoral candidate* if, under the Electoral Act, section 93(3), the person becomes a candidate for an election of a member of the Legislative Assembly.

(4) A person automatically stops being a councillor when the person becomes a government member or electoral candidate.

The effect of this amendment, if passed by Parliament, will be to automatically end a person's role as a Mayor or councillor at the time that their nomination for election to Queensland Parliament is accepted by the ECQ. That is, regardless of the success (or otherwise) of the person's attempt to be elected to Queensland Parliament, their role as councillor ends at the time that they nominate for the State election.

The LGAQ's current policy position on this issue is that councillors should not be required to vacate their office as a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

The purpose of this motion is to ascertain whether the members still support the LGAQ's current policy position on this issue.

A member's vote for the motion means that the member **supports the LGAQ'S current policy position on the issue** (and does not support the State Government's proposed amendment).

A member's vote against the motion means that the member **support the State government's proposed amendment** (and no longer supports the LGAQ's current policy position on the issue).

VOTING PAPER

MEMBER: Quilpie Shire Council

VOTING ENTITLEMENT: 2

PLEASE INDICATE YOUR VOTING INTENTION BY PLACING A MARK IN THE BOX ADJACENT TO THE WORD “FOR” IF YOU ARE FOR THE MOTION OR ADJACENT TO THE WORD “AGAINST” IF YOU ARE AGAINST THE MOTION

Motion:

That the LGAQ maintains its members’ current policy position, held since 2012, that councillors should not automatically stop being a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

MOTION	
FOR	
AGAINST	

.....
SIGNATURE

(TO BE SIGNED BY THE MAYOR OR CEO)

VOTING PAPERS MUST BE RETURNED BY 5:00PM ON 17 DECEMBER, 2025.
 VOTING PAPERS MUST BE GIVEN BY EMAIL TO THE CHIEF EXECUTIVE OFFICER AT returning_officer@lgaq.asn.au
 ANY VOTING PAPER RECEIVED AFTER 5:00PM ON 17 DECEMBER, 2025 WILL BE INVALID AND OF NO EFFECT



7 LATE ITEMS