



# ORDINARY MEETING LATE ITEMS AGENDA

Thursday 29 January 2026  
commencing at 9:30 AM

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie

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## Ordinary Meeting of Council

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28 January 2026

The Mayor and Council Members  
Quilpie Shire Council  
QUILPIE QLD 4480

Dear Members

Reference is hereby made to the Ordinary Meeting of the Quilpie Shire Council scheduled to be held at the Council Chambers, on **Thursday 29 January 2026**, commencing at **9:30 AM**.

An agenda for the Ordinary Meeting was forwarded to all Members on 22 January 2026. In addition to the agenda, please find attached a summary of "Late Items".

Yours faithfully

Justin Hancock  
Chief Executive Officer





# ORDINARY MEETING OF COUNCIL AGENDA

Thursday 29 January 2026  
Quilpie Shire Council Boardroom  
50 Broilga Street, Quilpie

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**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>
15.4 Quarter 2 Budget Review 2025/26	(c) the local government's budget	This report presents an Amended Budget for 2025/26 for Council's consideration and adoption.
15.5 RFQL20 25-26 Reconstruction of Sealed Roads Pkg - Update	(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	The purpose of this report is to provide an update on the progress of the previously awarded RFQL 20 (2025–26) – Flood Damage Sealed Road Reconstruction: Package 1. The report also outlines proposed variations that will enable faster and more efficient delivery of additional Council projects and flood damage restoration works approved by the Queensland Reconstruction Authority (QRA).  Council approval is sought to progress these works in accordance with the options presented in this report.
15.6 Growing Regions Program - Round 2 Progress	(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	This report seeks Council's consideration of options to progress a successful Growing Regions Program – Round 2 funding allocation for

		<p>Stage 3 of the Eromanga Natural History Museum.</p> <p>While funding approval has been secured, finalisation of delivery and governance arrangements is required before the funding agreement can be executed. This report presents options to enable the project to proceed and to mitigate the risk of delay.</p> <p>Council direction is required to confirm a pathway forward and allow timely progression of the project.</p>
<p>15.7 RFQL19 25-26 BLACKALL ADAVALE SEAL - VARIATION</p>	<p>(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</p>	<p>This report updates Council on the previously awarded RFQL19 25-26 Blackall Adavale Seal to RPQ Spray Seal Pty Ltd and outlines opportunities arising from the Local Roads and Community Infrastructure Program (LRCIP) Phase 4. The report seeks Council approval for contract variations that will enable additional sealing works on Adavale Black Road using remaining LRCIP funding.</p> <p>Using RPQ with their ongoing planned works in Adavale will enable Council to complete the additional sealing works before the LRCIP4 funding deadline of 28 February 2026 and improve future flood resilience.</p>

**16 LATE ITEMS****16.1 2025/26 OPERATIONAL PLAN - QUARTER 2 PROGRESS REPORT****IX: 271662****Author: Sharon Frank, Manager Finance and Administration****Authorisers: Justin Hancock, Chief Executive Officer****Attachments: 1. Operational Plan 2025-26 - Quarter 2 Update.pdf****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

This report presents Council with the Quarter 2 Progress Report on the implementation of the 2025–26 Operational Plan. The Operational Plan outlines the one-year actions required to deliver the strategic goals set in the Corporate Plan 2022–2027.

The report provides a summary of activities, performance indicators, and achievements for the first half of the financial year, highlighting progress against planned actions. No significant issues or deviations from the approved Operational Plan have been identified.

Council's consideration of this report ensures statutory compliance with the *Local Government Regulation 2012* (Qld), section 174(3), which requires quarterly reporting on the implementation of the Operational Plan.

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**RECOMMENDATION**

That Council receive the Quarter 2 Progress Report on the implementation of the 2025/26 Operational Plan.

**BACKGROUND**

Council adopted the 2025/26 Operational Plan at the special meeting on 7 October 2025 (*Resolution No. QSC218-10-25*).

The Operational 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 Quarter 2 Progress Report on the assessment of the implementation of the 2025/26 Operational Plan is completed. The update is attached to this report.

**OPTIONS**Option 1 (Recommended)

That Council receive the Quarter 2 Progress Report on the implementation of the 2025/26 Operational Plan.

Option 2

That Council not accept the Quarter 2 Progress Report on the implementation of the 2025/26 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 Regulation 2012 (Qld)*, section 174(3) requires a quarterly written assessment of the Operational Plan's implementation. This report fulfils that requirement for the second quarter of the 2025/26 financial year. The *Local Government Act 2009 (Qld)* provides the governing framework for this process. Council's receipt of this report completes the statutory process for this reporting period.

**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.

Table 1 Risk Assessment

Risk Name and 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>			
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.

**Conclusion**

The risk associated with this quarterly reporting obligation is adequately controlled. The routine administrative process of preparing and presenting this report to Council is itself the primary mitigation. No further action is required, and the existing practice aligns with Council's risk appetite.

**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).

**Conclusion**

It has been determined that the decision to receive the Quarter 2 Progress Report is an administrative function that monitors the delivery of adopted plans. This action does not limit, engage, or adversely impact any protected human rights. No balancing of rights is required.



QUILPIE SHIRE COUNCIL 2025/26 OPERATIONAL PLAN

GREAT PLACE TO LIVE

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
1.1 Well planned and highly liveable communities		Infrastructure Services		On Track
→ 1.1.B Building, planning and development	Increase the quantity, quality and mix of available and affordable land and housing options (construct and refurbish).	Infrastructure Services		On Track
→ 1.1.B1 Building, planning, environmental health (Regulatory services) - Operations		Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Building applications received:</p> <ul style="list-style-type: none"> <li>October 2025 - 2</li> <li>November 2025 - 3</li> <li>December 2025 - 6</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Process applications as required through Council's service provider.</li> </ul>	On Track
→ 1.1.B2 Planning scheme review	<ul style="list-style-type: none"> <li>Update the planning scheme in accordance with the <i>Planning Act 2016</i> subject to external funding.</li> <li>Draw on qualified / experienced resources to guide scheme reviews (subject to funding) and amendments if required.</li> </ul> <p>Strategic opportunity: Queensland Government's Scheme Supply Fund - Grant / funding submission.</p>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC238-10-25</p> <p>Q2 Milestones achieved / Any issues: RFQM 05 25-26 Amendment to Quilpie Shire Planning Scheme awarded at the meeting on 28 October 2025.</p> <p>Q2 Next step: Formally commence the process of amending the Quilpie Shire Planning Scheme 2018 in accordance with funding obtained under Pathway 1 of the State Government's Scheme Supply Fund. This will involve a report to Council in January 2026 to resolve to undertake an amendment to the Quilpie Shire Planning Scheme.</p>	On Track
→ 1.1.B3 Maintenance - Council buildings		Infrastructure Services		On Track
→ 1.1.B4 Sale of council housing	<p>Deliver the 2025/26 special project:</p> <ul style="list-style-type: none"> <li>Sale of Council housing and land.</li> </ul>	Office of the Chief Executive Officer (CEO)		On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Summary
<p>→ 1.1.B5 Housing administration</p>	<p>Administer quality housing that supports Council's operational needs, tenant welfare, and community service delivery.</p>	<p>People and Safety</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>• Numerous audits undertaken including documentation, legislative compliance, keys, systems and processes.</li> <li>• Numerous new systems developed and implemented</li> <li>• New Residential Tenancies and Property Management policy drafted</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>• Adoption of new policy</li> <li>• Continual improvement and ongoing audits</li> <li>• Introduction of preventative maintenance schedules (eg air conditioner cleaning, test &amp; clean smoke alarms etc)</li> </ul>	<p>Q2 Update</p>

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
<p>→ 1.1.B7 Capital projects - Council buildings and facilities</p>	<p>Maintain, refurbish and upgrade subject to annual budget.</p> <p>Deliver the 2025/26 Council buildings and facilities capital works program:</p> <ul style="list-style-type: none"> <li>• Seal wash bay approach and install silt trap (230-2610)</li> <li>• Concrete a sloped section with flat/curved bottom (for cleaning purposes) to allow vehicles (body trucks and utilities) to reverse onto enough to allow better drainage of water and debris when washing trays of vehicles (230-2610)</li> <li>• Relocate water filling point at cold water dam to northern end, install pump and seal area (230-2611). Note: Design and take back to Council for review. If budget allows, set up with avdata to record water use.</li> <li>• Upgrade depot internal lighting to LED (230-2612)</li> <li>• Implement an electronic key system (230-2603)</li> <li>• Improve security and access management for Council buildings and facilities.</li> <li>• Construct community services storage (220-2604)</li> <li>• Redesign depot office spaces (220-2605)</li> <li>• Redesign administration building (220-2606)</li> </ul> <p>Renewal works:</p> <ul style="list-style-type: none"> <li>• Administration building - External paint (Carry-over project) (230-2505)</li> <li>• Administration building - Stage 2 - Front office garden (230-2601).</li> </ul>	<p>Infrastructure Services</p>		<p>On Track</p>

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status
→ 1.1.B8 Capital projects - Housing	<p>Complete the 2024/25 housing capital works program:</p> <ul style="list-style-type: none"> <li>• 2 bedroom house - 2 Boobook (Carry-over project) (0220-2405)</li> <li>• 3 bedroom house - 3 Boobook (Carry-over project) (0220-2409)</li> <li>• 3 bedroom house - 61 Dukamurra (Carry-over project) (0220-2408)</li> <li>• 3 bedroom house - 11 Boobook (Carry-over project) (0220-2412)</li> <li>• 3 bedroom house - 20 Boobook (Carry-over project) 0220-2413</li> <li>• 3 bedroom house - 66 Galah (Carry-over project) (0220-2411)</li> <li>• 3 bedroom house - 72 Galah (Carry-over project) (0220-2410)</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>1. 2 Boobook Street (2BR): completed.</li> <li>2. 3 Boobook Street and 61 Dukamurra Street (3BR): Landscaping and installation of the garage roller doors have been completed. Parts for the front fencing works have been ordered.</li> <li>3. 66 &amp; 72 Galah Street, 11 and 20 Boobook Street (3BR Oly Homes): All completed except landscaping.</li> </ol> <p>Q2 Next step:</p> <ol style="list-style-type: none"> <li>1. 3 Boobook Street and 61 Dukamurra Street (3BR): Parts for the front fencing works are on the way to Quilpie and upon arrival, it is anticipated that these works will be completed in early February.</li> <li>2. 66 &amp; 72 Galah Street, 11 and 20 Boobook Street (3BR Oly Homes): The appointed contractor from Longreach is gearing up to commence landscaping works in early February and it is expected to complete by March 2026.</li> </ol>	On Track
→ 1.1.B8 Capital projects - Powerhouse estate development (including demolition)	<p>Deliver the 2025/26 Council facilities works program:</p> <ul style="list-style-type: none"> <li>• Demolish old depot (0220-2208)</li> </ul>	Infrastructure Services		On Track
→ 1.1.B9 Capital projects - Land development	<p>Prepare funding applications for a residential land estate and undertake development subject to external funding.</p> <p>Strategic opportunity: Queensland Government's Residential Activation Fund - Grant / funding submission.</p>	Infrastructure Services		On Track
→ 1.1.C Child care	Design, consult and construct (subject to external funding) - Multi-year project.	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.C1 Childcare centre - Design and stakeholder engagement	<p>Deliver the 2025/26 capital works program (multi-year project):</p> <ul style="list-style-type: none"> <li>• Design</li> <li>• Construction (subject to external funding for future years) (220-2602)</li> </ul>	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.D Eromanga school (buildings and other structures)		Community and Business Development		On Track

Code	Details	Centre/Department	Progress Update - Quarter 2	Status
1.1.C1 Eromanga school - Manage lease	Administer the lease agreement.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: No action required this quarter.</p> <p>Q2 Next step: <input type="text"/></p>	On Track
1.1.E Events (community)		Community and Business Development		On Track
1.1.E1 Event management	Develop plans and deliver within annual budgets (including a major annual event at Baldy Top, NAIDOC week and 5 art exhibitions).	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Western Touring Circuit Performances (2)</li> <li>Citizenship Ceremony (1)</li> <li>Remembrance Day (1)</li> <li>Christmas Lights Competition (1)</li> <li>Art / Gallery Exhibitions (2)</li> <li>Community Event Support (6)</li> </ul> <p>Q2 Next step: Ongoing service</p>	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.1.E2 Event support	Provide set up, take down and traffic management services for events.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Various events in 2nd quarter were supported as summarised below</p> <ul style="list-style-type: none"> <li>• Quilpie Town Hall - Motherland event, Comedy Festival, Bulloo Bush Ball, Cinderella Spinderella Production and weekly youth group meeting</li> <li>• John Waugh Park - Cricket matches and South-West Rugby League, private event booking</li> <li>• Bulloo Park - Council events</li> <li>• The Lake - wedding event</li> <li>• Quilpie Golf Club - Motorcycling event Club</li> <li>• Supper room - livestream funeral, Sunday Church, Carbon Farming workshop, Clinic and Cooking classes for CWAARSICH, Cent Auction and community meeting for Regional Air Service.</li> <li>• Library - Christmas for Kids event</li> <li>• VIC - School start event, Christmas exhibition</li> <li>• Swimming pool - Swimming carnival</li> <li>• Bob Young Memorial Park - Remembrance Day</li> <li>• St Finbarr - St. Finbarr fete</li> <li>• Eromanga Town Hall - Native Aboriginal Corp event, Community gathering and Christmas Bush Bash concert</li> </ul> <p>Q2 Next step: Continue supporting community and council events in 2026</p>	On Track
→ 1.1.E3 Equipment, plant hire and road/street use	Provide set up, take down and traffic management services for events.	Infrastructure Services		On Track
→ 1.1.E4 Special projects - Events	Deliver the 2025/26 special project: <ul style="list-style-type: none"> <li>• Purchase fireworks</li> </ul>	Infrastructure Services		On Track
→ 1.1.F Grants (community)		Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Community Assistance Grants Policy Review scheduled for March 2026 for implementation of revised policy in 2026/2027.</p> <p>Q2 Next step: Revise Policy and present to Council for adoption.</p>	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.1.F1 Administration of community assistance grants	Lead Council's compliance, review and implementation of the Community Grants Policy in accordance with section 194 and 195 Local Government Regulation 2012.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>• Minor Community Grants approved during October, November and December 2025:</li> <li>• Mulga Mates - Community Bus Hire</li> <li>• Eromanga District Rodeo Assn - Skip Bin</li> <li>• Quilpie JRL - Hire John Waugh Park</li> <li>• TRACC - Hire of Quilpie, Eromanga, Adavale &amp; Toompine Halls</li> <li>• Care Outreach - Hire Adavale Hall</li> <li>• Combined Business Christmas Party - Hire Chairs, Tables, Rubbish Bins</li> <li>• Bulloo Bush Bash Ball - Hire Hall, Community Bus, Linen</li> </ul> <p>Q2 Next step: Ongoing service - process minor community grants as received.</p>	On Track
→ 1.1.G Gyrica Gardens (seniors' housing)		Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>• Unit 16 - vacated. A significant volume of work if required prior to the unit offered for future tenancy.</li> <li>• Unit 17 - works completed. Tenanted</li> <li>• Unit 7 - works completed. Tenanted (floor coverings to be replaced. Will require tenant to relocate whilst works are being undertaken)</li> <li>• Unit 3 &amp; 4 - Expected commencement date of upgrade works remains unknown due to units being utilised due to lack of housing.</li> </ul> <p>Q2 Next step: Unit 3 &amp; 4 - Confirm commencement date with contractors for upgrade works.</p>	On Track
→ 1.1.G1 Policy development	Develop a new facility-specific policy, separate to housing.	Community and Business Development		On Track
→ 1.1.G2 Inspection program	Conduct inspections on a minimum of a six-monthly basis in accordance with Council policy.	Community and Business Development		On Track
→ 1.1.G3 Gyrica Gardens maintenance	Conduct planned and reactive maintenance.	Infrastructure Services		On Track
→ 1.1.G4 Capital projects - Gyrica Gardens	Undertake refurbishment of units according to the annual budget priorities (working closely with the facility owner - Director Community and Business Development).	Infrastructure Services		On Track
→ 1.1.H Health and		Community and Business		On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
→ 1.1.H1 Health promotion program - Service planning and agreement	Plan and administer the agreement for Health Promotion with the Western Queensland Primary Health Network.	Community and Business Development		Complete
→ 1.1.H2 Health promotion program - Operations	Provide access to programs and activities that increase physical activity and healthy living for all community members.	Community and Business Development		On Track
→ 1.1.H3 Quilpie Multi-Purpose Health Service - Community Advisory Network	Attend meetings as Chair (Director Community and Business Development).	Community and Business Development		On Track
→ 1.1.H4 South West Hospital and Health Service (SWHHS) - Community Advisory Network	Attend meetings as member (Director Community and Business Development).	Community and Business Development		On Track
→ 1.1.H5 SWHHS - Mental health consumer group	Attend as member (Director Community and Business Development).	Community and Business Development		On Track
→ 1.1.H6 SWHHS - Western Queensland Primary Health Network Consumer Advisory Committee	Attend as member (Director Community and Business Development).	Community and Business Development		On Track
→ 1.1.H7 Care Collective South West Primary Care Pilot Program	Attend meetings as member of the auspicing body (Director Community and Business Development).	Community and Business Development		On Track
→ 1.1.I Local disaster management	Plan, coordinate and recover in accordance with the <i>Disaster Management Act 2003</i> and the Queensland Government's (interim) Disaster Management Guideline.	Office of the Chief Executive Officer (CEO)		On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.1.10 Local government functions	Section 80 of the <i>Disaster Management Act 2003</i> ensuring disaster response capability, plan approval, information to the district disaster coordinator and other legislative responsibilities.  Queensland Government's (interim) Disaster Management Guideline.	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.101 Local disaster management group (LDMG) leadership	Chairperson and deputy chairperson in accordance with Section 34 and 34A of the <i>Disaster Management Act 2003</i> including written appointment of the local disaster coordinator, leadership of the group and regular reporting to the district group and police commissioner.	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.102 Local disaster coordination	Section 35 of the <i>Disaster Management Act 2003</i> .	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.103 Local disaster secretariat	Provide secretariat services to the Local Disaster Management Group, providing administrative business duties and official records management on behalf of the group in accordance with the Queensland Government' current (interim) Disaster Management Guideline.	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.104 Local disaster management group (LDMG)	Establishment and function in accordance with Section 29 and 39 of the <i>Disaster Management Act 2003</i> and meet 6 monthly in accordance with the Queensland Government's current (interim) Disaster Management Guideline.	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.104 Local disaster recovery coordination (Deputy coordinator)	Provide back-up during events.	Community and Business Development		On Track
→ 1.1.105 Local disaster management plan contents (LDMP)	Prepare the plan in accordance with Section 57 and 58 <i>Disaster Management Act 2003</i> .	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.106 Plan review (LDMP)	Review and renew the plan in accordance with Section 59 <i>Disaster Management Act 2003</i> .	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.107 LDMP availability for inspection	Make the plan available for inspection in accordance with Section 60 <i>Disaster Management Guideline 2003</i> .	Office of the Chief Executive Officer (CEO)		On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.1.108 Annual status report	Complete the report at the end of each financial year and provide to the District Disaster Coordinator (DDC) in accordance with the current (interim) Disaster Management Guideline.	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Quilpie LDMG currently provides monthly updates to the Charleville DDMG, last update provided was for December 2025.</p> <p>Q2 Next step: Quilpie LDMG currently provides monthly updates to the Charleville DDMG.</p>	On Track
→ 1.1.109 Local disaster coordination centre (LDCC)	Make arrangements consistent with the Queensland Government's current (Interim) Disaster Management Guideline.	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Council Chambers currently utilised as LDCC. Funding in 2025/26 budget to improve teleconferencing technology to better support the Quilpie LDMG.</p> <p>Q2 Next step: Deputy Director Corporate Services to release RFQ for upgraded teleconferencing services in Q3.</p>	On Track
→ 1.1.120 Annual notice (LDMG)	Provide the annual notice of the local disaster management group (LDMG) membership to the police commissioner and chairperson of the district group.	Office of the Chief Executive Officer (CEO)		Behind
→ 1.1.121 Disaster recovery funding arrangements (Counter disaster operations)	Administer in accordance with funding guidelines.	Community and Business Development		On Track
→ 1.1.122 Local District Disaster Group (LDDG) meetings	Administer in accordance with funding guidelines.	Office of the Chief Executive Officer (CEO)		On Track
→ 1.1.123 Disaster management workshops and training	Administer in accordance with funding guidelines.	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>DPI Exclusion Fencing Taskforce meetings moved to Monthly.</li> <li>15 October 2025 - LRAP Planning meeting -QRA officers to attend Quilpie in February 2026 to complete.</li> <li>21 October 2025 - BOM Weather Awareness Session</li> <li>23 October 2025 - Charleville Area Fire Management Group Meeting</li> <li>30 October 2025 - Quilpie Local Disaster Management Meeting</li> <li>24 November 2025 - Charleville DDMG meeting</li> </ul> <p>Q2 Next step: 11 February 2026 - Area Fire Management Group meeting</p>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status										
1.1.J24 Disaster reconstruction works of essential public assets	Administer in accordance with funding guidelines.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Various tenders for road restoration (REPA) due to flood damage were awarded as reported in each Council Meeting</p> <p>Q2 Next step: More tenders are planned for progressive release in 2026.</p>	On track										
1.1.J25 Exclusion fence restitution program - Grant administration services	<p>Administer in accordance with funding guidelines.</p> <p>Jointly funded by the Australian Government and Queensland Governments under the joint Commonwealth-State Disaster Recovery Funding Arrangements (DRFA), the grant supports grazing enterprises impacted by the Western Queensland Surface Trough and Associated Rainfall and Flooding beginning 21 March 2025.</p> <p>These grants support the repair and reconstruction of exclusion and cluster fencing infrastructure across eligible Local Government Areas, including <b>Balonne, Bulloo, Murweh, Paroo and Quilpie.</b></p> <ul style="list-style-type: none"> <li>• Maximum assistance: <b>\$500,000 per eligible grazing enterprise.</b></li> <li>• Payments aligned to completed milestones under approved workplans.</li> <li>• Reimbursement for eligible actual costs and initial claims.</li> <li>• Case-by-case support for exceptional funding requests.</li> <li>• Strengthened fencing resilience against floods, fires, storms and biosecurity threats.</li> </ul>	Community and Business Development		On track										
	<table border="1"> <thead> <tr> <th>Stage</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Disaster Event</td> <td>21 March 2025</td> </tr> <tr> <td>EOI Deadline</td> <td>30 December 2025</td> </tr> <tr> <td>Works Completion</td> <td>31 March 2027</td> </tr> <tr> <td>Acquittal Deadline</td> <td>30 April 2027</td> </tr> </tbody> </table>	Stage	Date	Disaster Event	21 March 2025	EOI Deadline	30 December 2025	Works Completion	31 March 2027	Acquittal Deadline	30 April 2027			
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1.1.K Local laws and compliance		Community and Business Development		On track										

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current
→ 1.1.K1 Local laws and compliance - Service planning	Plan a program to: <ul style="list-style-type: none"> <li>Administer according to Council priorities.</li> <li>Regularly inspect town streets for wandering animals.</li> <li>Investigate and respond to complaints in regard to breaches of Local Laws and compliance in a timely manner.</li> </ul>	Community and Business Development		On Track
→ 1.1.K2 Local laws and compliance - Manage complaints	<ul style="list-style-type: none"> <li>Investigate and respond to complaints received in regard to breaches of Local Laws and compliance in a timely manner.</li> <li>Inspect and enforce (if required).</li> </ul>	Community and Business Development		On Track
→ 1.1.K3 Systematic animal inspection program	Schedule and deliver.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: QSC259-12-25</p> <p>Q2 Milestones achieved / Any issues: The 2026 Selective Inspection Program (amendment to the resolution adopted at the Ordinary Meeting on 17 December 2025) has been submitted to the Ordinary Meeting scheduled for 28 January 2026 to ensure continued compliance with the <i>Local Government Act 2009</i> and the <i>Animal Management (Cats and Dogs) Act 2008</i>.</p> <p>Q2 Next step: Public Notice of the approved inspection program commencing 1 March 2026 to 31 May 2026, at least 14 days, but not more than 28 days prior to the commencement of the approved inspection program.</p>	On Track
→ 1.1.K4 Food safety and licensing - Inspect and enforce (if required)		Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Food License Renewals - 2</p> <p>Q2 Next step: Ongoing service. Process new applications as received.</p>	On Track
→ 1.1.L Library services		Community and Business Development		On Track
→ 1.1.L1 Service planning and agreements - Library services	Lead library service planning and administer agreements including: <ul style="list-style-type: none"> <li>State Library service level agreement</li> <li>First 5 Forever</li> <li>Services Australia – Self help Centrelink kiosk.</li> </ul>	Community and Business Development		On Track
→ 1.1.L2 Operate and maintain - Library services	Undertake day-to-day management and delivery of library services, programs and outreach services (ensuring compliance with the State Library of Queensland Service Level Agreement) to support recreation, lifelong learning and connection for all ages, including undertaking day-to-day team leadership.	Community and Business Development		On Track
	Provide input into service planning led by the Director.			
→ 1.1.M Liveability performance	Monitor, report and publish.	Community and Business Development		Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current
→ 1.1.N National Disability Insurance Scheme (NDIS)		Community and Business Development		On Track
→ 1.1.I1 Service planning - NDIS	Ensure service planning is in accordance with the National Disability Insurance Scheme (NDIS).	Community and Business Development		On Track
→ 1.1.I2 Operations - NDIS	Identifying participant goals, assessing support needs and coordinating services to meet those needs.	Community and Business Development		On Track
→ 1.1.Q Quilpie contacts		Community and Business Development		Behind
→ 1.1.Q1 Quilpie contacts for programs, services and projects.	<p>Review our electronic communication system and process, and information collection to cater for residents and stakeholders who prefer or rely on e-mail rather than social media (opt in, update details, select interests).</p> <p>Implement actions responsive to the 2025 Community Satisfaction Survey:</p> <ul style="list-style-type: none"> <li>Notable gaps in community consultation, digital engagement.</li> </ul>	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: The project has been deferred due to limited staffing resources. In the interim, the Exclusion Fence Restitution Program is being utilised as an opportunity to gather updated landholder information during visits to rural properties.</p> <p>Q2 Next step: Continue to collaborate with other Council departments and relevant agencies/stakeholders to ensure contact information remains current and aligned with rural addressing requirements and emergency management systems.</p>	Behind
→ 1.1.T Television and radio	Facilitate the provision of television and radio services to the shire.	Community and Business Development		On Track
→ 1.1.U Cemeteries (Quilpie, Toompine, Eromanga, Adavale)		Community and Business Development		On Track
→ 1.1.U1 Administration - Cemeteries	Administer requests for burials and interments and provide reporting to the Queensland Government.	Community and Business Development		On Track
→ 1.1.U2 Cemetery grounds	Operate and maintain.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: General and routine maintenance</p> <p>Q2 Next step: General maintenance will continue in 2026 as business-as-usual</p>	On Track
→ 1.1.U3 Special projects - Quilpie Cemetery	<p>Deliver the 2025/26 special project:</p> <ul style="list-style-type: none"> <li>Quilpie Cemetery plaque project (Unmarked graves).</li> </ul>	Community and Business Development		On Track

Code	Details	Responsible	Progress Update - Quarter 2	Status
1.1.U4 Capital projects - Quilpie cemetery	<p>Deliver the 2025/26 cemetery capital works program:</p> <ul style="list-style-type: none"> <li>Toilet at cemetery - Install donated amenities building (from Department of Transport and Main Roads) at Quilpie Cemetery (220-2603)</li> <li>Quilpie cemetery improvements - Sign, automatic watering system, new fence, upgrade gardens, fix all around graves (230-2606)</li> </ul>	Infrastructure Services		On track
1.1.W Water (Service and infrastructure)	<p>Plan, operate, maintain, replace and upgrade infrastructure (Quilpie, Eromanga, Adavale, Cheepie, Toompine) within the regulatory framework for Queensland water resources including legislative compliance with the <i>Water Act 2000</i>, and <i>Water Supply (Safety and Reliability) Act 2008</i>.</p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. Preventative maintenance ongoing to repair and replace assets before failure which delivered positive results 2. Some reactive repairs undertaken</p> <p>Q2 Next step: Preventative program to continue in 2026</p>	On track
1.1.W1 Drinking water quality management plan, testing, reviews, independent audits.	<p>Undertake plan reviews and external (independent) audits according to the regulator's schedule, and address any non-compliances.</p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>DWQMP Review was submitted to the regulator via email on 1 December 2025</li> <li>A new Customer Service Standards (2025) document has been adopted in the Special Council Meeting on 3 December 2025, fulfilling the mandatory five-year review requirement for the older version adopted in 2020</li> <li>Water Service Annual Report FY2024/25 submitted to the Regulator on 14 December 2025</li> </ol> <p>Q2 Next step: Update a new version of DWQMP as draft to submit to the Regulator in early 2026</p>	On track
1.1.W2 Asset management sub-plan - Water (2026/27)	<p>Review and update.</p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: This goal is set for FY2026/27</p> <p>Q2 Next step: Preliminary work in 2026 should focus on valuation of the water assets and their condition assessment</p>	Not started
1.1.W3 Customer Service Standards and other legislative requirements	<p>Review, update and provide document access according to the legislation.</p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: QSC248-12-25</p> <p>Q2 Milestones achieved / Any issues: Council adopted the Customer Services Standards at the Special Council Meeting held on 5 December 2025</p> <p>Q2 Next step: The document is available on Council website</p>	Complete

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.1.W4 Statewide water information management (SWIM) reporting - Water	Prepare and submit data required by government agencies.	Infrastructure Services		On Track
→ 1.1.W5 Quilpie water supply scheme - Operate and maintain	Operate and maintain in accordance with the approved conditions of the Drinking Water Quality Management Plan (DWQMP).  Part 4 <i>Water Supply (Safety and Reliability) Act 2008</i> . Subdivision 1 (Section 92, 93) and Subdivision 2 (94 to 101).	Infrastructure Services	<b>NEW</b>  Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Identified water main issues on Gyrica Street and Winchu Street  Q2 Next step: Tender documents for mains replacement on Gyrica Street and Winchu Street to be prepared and release for tender	On Track
→ 1.1.W6 Eromanga water supply scheme - Operate and maintain	Operate and maintain in accordance with the approved Drinking Water Quality Management Plan (DWQMP).  Part 4 <i>Water Supply (Safety and Reliability) Act 2008</i> . Subdivision 1 (Section 92, 93) and Subdivision 2 (94 to 101).	Infrastructure Services	<b>NEW</b>  Resolution number: Not applicable  Q2 Milestones achieved / Any issues: 1. New reservoir cleaned by Southern Cross Divers 2. High water usage with RO plant struggling to keep up  Q2 Next step: Further investigations planned in 2026 for improvements	On Track
→ 1.1.W7 Non-potable water supply for Adavale, Cheepie and Toompine	Operate and maintain, ensuring appropriate signage.	Infrastructure Services	<b>NEW</b>  Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Regular inspections of water systems carried out to ensure, system is free from leaks current supply is suitable. Cheepie supply is a non-Council Asset.  Q2 Next step: <del>None</del>	On Track
→ 1.1.W8 Capital projects - Water	Deliver the 2025/26 water capital works program: <ul style="list-style-type: none"><li>Adavale water main replacement (Carry-over project) (270-2501)</li><li>Sommerfield Road water main upgrade (Carry-over project) (270-2401)</li><li>Water main replacement - Chipu Street (150 mm) – 1000 l/m (270-2601)</li><li>Water main replacement - Boonkai Steet (100 mm) – 950 l/m (270-2602)</li></ul>	Infrastructure Services		Complete
→ 1.1.W9 Special projects - Water	-	Infrastructure Services		Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
1.2	2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes	Community and Business Development		On Track
→ 1.2.C1	Capital projects - Baldy Top Deliver the 2025/26 capital works program: • Walking path to Baldy Top (230-2405)	Infrastructure Services		On Track
→ 1.2.H	Halls	Community and Business Development		On Track
→ 1.2.H1	Hall hire arrangements	Community and Business Development		On Track
→ 1.2.H2	Operate and maintain - Halls	Infrastructure Services		On Track
→ 1.2.H3	Special projects - Halls Deliver 2025/26 special project: • Develop a master plan for Quilpie Hall.	Community and Business Development		On Track
→ 1.2.H4	Capital projects - Halls Deliver 2025/26 special project: • Develop a master plan for Quilpie Hall.	Infrastructure Services		On Track
→ 1.2.0	Parks, gardens and open space	Infrastructure Services		On Track
→ 1.2.01	Maintenance - Parks, gardens and open space (Town services) Maintain parks, gardens and other public spaces.	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Besides routine maintenance, works to remove dead trees in Eromanga was completed in December 2025 Q2 Next step: Works to improve irrigation for Eromanga planned in 2026	On Track
→ 1.2.02	Special projects - Parks, gardens and open space (Town services)	Infrastructure Services		Behind
→ 1.2.03	Capital projects - Parks, gardens and open space (Town services)	Infrastructure Services		Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.2.03 Capital projects - Parks, gardens and open spaces	Deliver the 2025/26 parks capital works program: <ul style="list-style-type: none"> <li>Opalopolis Park upgrade (Carry-over project) (0230-2302)</li> </ul>	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: No work undertaken this quarter Q2 Next step: Concrete crew to work on this project over the month of January and February 2026	On Track
→ 1.2.P Pools (Swimming)		Community and Business Development		Behind
→ 1.2.P1 Lease agreements - Pools		Community and Business Development		Behind
→ 1.2.P2 Safe pool operations		Community and Business Development		Behind
→ 1.2.P3 Filtration equipment - Pools		Community and Business Development		Behind
→ 1.2.P4 Special projects - Pools		Community and Business Development		Behind
→ 1.2.P5 Capital projects - Pools	Deliver the 2025/26 capital work program (0230-2502): <ul style="list-style-type: none"> <li>Chlorine dosing equipment and storage</li> <li>Acid dosing equipment and storage</li> <li>Sensor upgrade</li> </ul> Deliver the 2025/26 capital works program: <ul style="list-style-type: none"> <li>Quilpie pool rehabilitation (230-2609)</li> </ul>	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Chlorination upgrade of Quilpie Pool completed in September 2025 Q2 Next step: Investigation on the required works to reline the Quilpie Pool structure to commence in 2026 Quilpie Pool and utilise the shutdown period between May and August 2026	Behind
→ 1.2.S Sport and recreation facilities		Community and Business Development		On Track
→ 1.2.S1 User agreements - Sport and recreation facilities		Community and Business Development		Behind
→ 1.2.S2 Operate and maintain - Sport and recreation facilities		Infrastructure Services		On Track
→ 1.2.S4 Special projects - Sport and recreation facilities		Community and Business Development		On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 1.2.S5 Capital projects - Sport and recreation facilities		Infrastructure Services		On Track
→ 1.2.T Towns		Community and Business Development		Behind
→ 1.2.T1 Special projects - Towns		Community and Business Development		Behind
→ 1.2.T2 Capital projects - Towns		Infrastructure Services		Behind
<b>3 Capacity building for leaders and volunteers</b>		Community and Business Development		On Track
→ 1.3.A Not-for-profit organisation support		Community and Business Development		On Track
→ 1.3.A1 Not-for-profit organisation support		Community and Business Development		On Track
→ 1.3.A2 Information, training, events		Community and Business Development		Behind
<b>4 Supported and engaged youth</b>		Community and Business Development		On Track
→ 1.4.A Youth programs		Community and Business Development		On Track
→ 1.4.A1 Service planning - Youth programs	Collaborate with schools to develop and review programs that: <ul style="list-style-type: none"> <li>• Are tailored to the interests of youth in conjunction with the Health Promotions Program, supporting physical and mental health, and healthy lifestyles.</li> <li>• Investigate / develop local youth, career development opportunities.</li> </ul>	Community and Business Development		On Track
→ 1.4.A2 Program delivery - Youth programs	Oversee the delivery of after-school arts and crafts programs.	Community and Business Development		On Track
<b>5 Celebration of the arts, culture, and local and natural history</b>		Community and Business Development		On Track
→ 1.5.A Regional arts development fund (RADF)	Partner with the Queensland Government (through Arts Queensland) to support local arts and culture.	Community and Business Development		Behind
→ 1.5.B Western Queensland touring circuit (WTC)	Collaborate with other councils in the Western Touring Circuit (WTC) on performing arts work and engagement activities.	Community and Business Development		On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
↳ 1.5.C South Queensland regional arts services network (SQRASN)	Contribute (as Council's representative) to the South Queensland Regional Arts Services Network (SQRASN), including monthly meeting participation.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: There has been no further updates or information received in regard to a candidate to represent South West Queensland on SQRASN.</p> <p>Q2 Next step: <u>Nil value</u></p>	Behind
<b>6 Recognition and Celebration of Indigenous Culture</b>		Community and Business Development		On Track
↳ 1.6.A Cultural heritage		Community and Business Development		On Track
↳ 1.6.A1 Cultural heritage - Engage for capital works program	<p>Plan and engage, ensuring compliance with the <i>Aboriginal Cultural Heritage Act 2003</i>.</p> <p>Identify, engage early and collaborate with traditional owners and Infrastructure Services on:</p> <ul style="list-style-type: none"> <li>The engagement approach for projects and other initiatives (as an input to Council policy/procedure).</li> <li>Council's capital works program, facilitating actions and approvals well ahead of planned commencement (potentially holistically).</li> </ul>	Community and Business Development		On Track

**7. FLOURISHING ECONOMY**

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
<b>1 Build digital capacity for townships and end-users</b>		Community and Business Development		Behind
↳ 2.1.A Digital strategy - Develop and deliver, identify and present opportunities to Council		Community and Business Development		Behind
↳ 2.1.A1 Business digital strategy - Develop and deliver	Develop and deliver a business digital strategy and progressively identify and present to Council opportunities to build digital capacity for townships and end-users.	Community and Business Development		Behind
<b>2 Enhance and support for agricultural industry, resource sector and all businesses</b>		Community and Business Development		Behind

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 2.2.A Assist the business community to connect, grow, diversify and innovate		Community and Business Development		Behind
→ 2.2.A1 Economic and business development strategy	Deliver the 2025/26 special project: <ul style="list-style-type: none"> <li>Economic and business development strategy</li> </ul> Implement, manage and review.	Community and Business Development		Behind
→ 2.2.A2 Performance indicators	Develop, monitor, report and publish.	Community and Business Development		Behind
→ 2.2.A3 Industry partners' engagement and actions	Collaborate and implement.	Community and Business Development		Behind
→ 2.2.A4 Assistance, connections and events for the business community.	Source, develop and conduct. Deliver the 2025/26 special project: <ul style="list-style-type: none"> <li>Business Innovation Project - Round 5</li> </ul>	Community and Business Development		Behind
→ 2.2.A5 Marketing and promotion	Develop, manage and evaluate effectiveness (including cost)	Community and Business Development		Behind
→ 2.2.A6 Buy Local campaign	Continue to administer, enhance and promote.	Community and Business Development	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Buy Local Christmas Campaign closed Wednesday 10 December 2025. Success of campaign evident in volume of receipts submitted from local businesses for the multi-draw at the Combined Business Christmas Party held on Friday 12 December. 31 businesses participated in the 2025 Buy Local campaign.  Q2 Next step: Organise planning meeting for 2026 Buy Local Campaign.	Complete
→ 2.2.A7 Advocacy	Work with others to remove/reduce barriers (to businesses' ability to grow, adapt and diversify).	Community and Business Development		Behind
→ 2.2.B Manage Invasive plants and animals		Community and Business Development		Behind

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 2.2.B1 Biosecurity plan	Provide support to the agricultural industry through delivery of Council's biosecurity responsibilities.  Maintain and update the biosecurity plan.	Community and Business Development	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Formalise engagement with stakeholders to review and develop update Biosecurity Plan, ensuring contents of the plan is updated with current legislative or regulatory requirements.  Q2 Next step: Complete engagement / consultation process. Present new plan to Council for formal adoption.	Behind
→ 2.2.B2 Weed control program	Develop and deliver.	Community and Business Development	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Identified pest weeds within the Shire remain unchanged. Weeds continue to be monitored and treated as required.  Q2 Next step: Continue monitoring and treatment programs.	Behind
→ 2.2.B3 Wild dog baiting programs and hotspot baiting	Schedule, communicate (including e-mail distribution list) and deliver program.  Note: Suggestion from 2025 Community Satisfaction Survey for distribution list for regular events such as baiting program.	Community and Business Development		On Track
→ 2.2.B4 Funded (operational) pest management initiatives	Deliver and administer.	Community and Business Development		Behind
→ 2.2.B5 Exclusion fencing - Administer	Advocate, coordinate business cases and administer contracts.	Community and Business Development		On Track
→ 2.2.C Stock route, town common and reserves including fire breaks		Community and Business Development		Behind
→ 2.2.C1 Stock route - Facilitate required actions	Facilitate actions required by the Department of Primary Industries and identify any local management practices (noting removal of the need for a Stock Route Management Plan for Quilpie Shire). For example: Stock Route assessment. <i>Stock Route Management Act 2002</i> .	Community and Business Development		On Track
→ 2.2.C2 Town common	Maintain and operate.	Community and Business Development		On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
2.2.C3 Reserves including fire breaks	Maintain.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Review of agistment on Commons currently being undertaken. Bushfire Mitigation has requested a meeting with Council prior to the Area Fire Management Group meetings- proposed meeting date - 11 February 2026.</p> <p>The purpose of this face-to-Face meeting is to understand what the LGAs are planning to achieve regarding mitigation activities for 2026 before the AFMG meeting and whether assistance is required from RFSQ with the burn team.</p> <p>Q2 Next step: Discuss and document any required mitigation activities, including fire breaks prior to meeting on 11 February with Bushfire Mitigation.</p>	Behind
<b>3 Facilitate and support innovation, ideas-building and new industry</b>		Community and Business Development		Behind
2.3.A1 New and prospective businesses	Introduce, engage and facilitate.	Community and Business Development		Behind
2.3.A2 Business opportunities prospectus	Research, collate, promote and maintain.	Community and Business Development		Behind
2.3.A3 Cross sector collaboration	Identify, cost and investigate opportunities to jointly promote needs.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Activity not commenced. Deputy Director Community &amp; Business Development commenced in January 2026.</p> <p>Q2 Next step: <i>No action</i></p>	Behind
<b>4 Capture opportunities around the 2032 Olympics</b>		Community and Business Development		Behind
2.4.A1 Major national and state events	Capture and develop local opportunities.	Community and Business Development		Not started
<b>5 Provide a sought-after visitor experience and build experiential tourism</b>		Community and Business Development		On Track
2.5.A Develop tourism strategy and assets		Community and Business Development		Behind
2.5.A1 Tourism strategy	Lead the development, implementation, management and review.	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Deputy Director Community &amp; Business Development and Senior Tourism Officer have been working on the Destination Management Plan (Tourism) collaboratively.</p> <p>Q2 Next step: Prepare to advertise for Quotation</p>	Behind

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 2.5.A2 Visitor information centre	Operate and deliver attractions, events and shire promotion.	Community and Business Development	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Ongoing service Q2 Next step: <i>Not value</i>	On Track
→ 2.5.A3 Tourism development and events	Undertake events, initiatives and funded projects.	Community and Business Development		On Track
→ 2.5.A4 Home grown tourism	Connect local tourism operators and facilitate cross-promotion.	Community and Business Development		Behind
→ 2.5.A5 Experiential tourism	Advocate and facilitate (e.g. Hell Hole Gorge).	Community and Business Development		Behind
→ 2.5.A6 Regional car hire business	Operate (once established) and report usage.	Community and Business Development	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Procurement Plan and EOI for Outback Car Hire completed in January and submitted to Procurement Officer. Q2 Next step: Advertise	Behind
→ 2.5.A7 Tourism organisations	For example: Outback Queensland Tourism Association (OQTA).	Community and Business Development		Behind
→ 2.5.A8 Tourism performance indicators	Develop, monitor, report and publish.	Community and Business Development		Behind
→ 2.5.B Tourism partnerships		Community and Business Development		On Track
→ 2.5.B1 Eromanga Natural History Museum	Partner in the ongoing development and promotion of the Eromanga Natural History Museum as a key 'hero' attraction for the Shire.  Construction of Stage 3A of the Eromanga Natural History Museum (multi-year project).	Office of the Chief Executive Officer (CEO)	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Special meeting held on 15 October 2025 supported a major variation to the Growing Regions Program - Round 2 successful application to transfer the grant to The Outback Gondwana Foundation Limited becoming, while Council would become the project partner and continue to provide a third-party contribution. The Federal Government declined this request.  Q2 Next step: Council have identified 2 pathways forward and will discuss these options on 29 January 2026.	Behind
<b>6 Build partnerships and grow opportunity with additional owners</b>		Community and Business Development		Behind
→ 2.6.A1 Economic and tourism	Partner with traditional owners.	Community and Business Development		Behind

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
2.7 Maintain safe and efficient transport networks		Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. Ongoing business-as-usual maintenance tasks 2. Regular discussion with TMR for safety issues in Quilpie and Eromanga</p> <p>Q2 Next step: Continue routine maintenance as needed and support for TMR roads improvement through RMPC contract and other avenues including advocacy</p> <p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. ongoing business-as-usual maintenance tasks 2. active discussion with TMR for safety issues in Eromanga</p> <p>Q2 Next step: Continue routine maintenance as needed and support for TMR roads improvement through RMPC contract and other avenues including advocacy</p>	On Track
→ 2.7.A Airport and airstrips	Provide safe and sustainable infrastructure with connections for work and education, medical and disaster response, business and industry, and social and recreational purposes enhancing mental and physical wellbeing.	Infrastructure Services		On Track
→ 2.7.A1 Asset management sub-plan for Quilpie airport and airstrips		Infrastructure Services		On Track
→ 2.7.A2 Regulated air route	<ul style="list-style-type: none"> <li>Connect with aviation stakeholders.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: REX organised a community session this quarter gathering input regarding their service and future plans</p> <p>Q2 Next step: A working group will be established in March 2026 including REX representatives to discuss on the Quilpie runway upgrade project</p>	On Track
→ 2.7.A3 Advocacy	<ul style="list-style-type: none"> <li>Prepare advocacy documents for Council's review (as required).</li> </ul>	Infrastructure Services		On Track
→ 2.7.A4 Aviation industry	<ul style="list-style-type: none"> <li>Stay informed for matters relevant to Quilpie Shire (e.g. aviation state engagement, CASA consultation forums).</li> </ul>	Infrastructure Services		On Track
→ 2.7.A5 Safety compliance	<ul style="list-style-type: none"> <li>Review documents and processes.</li> </ul>	Infrastructure Services		On Track
→ 2.7.A6 Business continuity	<ul style="list-style-type: none"> <li>In-house knowledge of the regulatory framework for aerodrome operations expanded to ensure familiarity during times of relief and business continuity planning for this critical infrastructure.</li> </ul>	Infrastructure Services		On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 2.7.A7 Hangar lease agreements	Coordinate development and implementation.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. Hangar masterplan layout is completed 2. Hangar design drawings have been prepared</p> <p>3. Draft hangar lease template agreement has been prepared</p> <p>Q2 Next step: Work to finalise the masterplan will continue in 2026</p>	On Track
→ 2.7.A8 Funding	<ul style="list-style-type: none"> <li>Monitor, apply where funding rounds align with Council needs and report to funding bodies and Council (For example: Remote Airstrip Upgrade Program (RAUP) and Crucial Access Links Program).</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>Funding received for the Quilpie Runway Upgrade project from the Crucial Access Links program through QRA</li> <li>The cost estimate based on draft detailed design was determined to be significantly higher than the funding received from this project</li> <li>Discussions were held with design team to examine opportunities for value-engineering</li> <li>Additional material testings are organised to seek optimised solutions for pavement material</li> <li>Funding for Toompine Airport fencing project was successful under the Remote Airport Upgrade Program</li> </ol> <p>Q2 Next step: 1. The revised 100% design and costings for the Quilpie runway upgrade project are expected to be ready for review in February 2026 2. A local contractor has been awarded the fencing project for Toompine Airport project. Works is expected to start in February 2026</p>	On Track
→ 2.7.A9 Capital projects - Airport	Target: 100% completed - on time (approved year), within budget and scope.	Infrastructure Services		On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
<p>→ 2.7.B Roads and drainage (transport)</p>	<p>Maintain the urban and rural roads and drainage (transport) network and renew and upgrade according to Council's annual budget and service standards.</p> <p>The 2025/26 Community Satisfaction Survey ranked road upgrades and road maintenance as 3rd and 5th highest priorities respectively.</p> <p>Deliver the 2025/26 capital works program:</p> <ul style="list-style-type: none"> <li>Sealing of Napolean and Old Charleville Roads - 50 km (Multi-year program - 2025/26 and 2026/27) Country Roads Connect (260-2622, 260-2623).</li> <li>Napoleon Road and Old Charleville Road - Sealing of low-lying sections (260-2620 260-2621).</li> <li>Adavale Charleville Road sealing - Seal the 1070m long section from Ch 47,030 - Ch 48,100 (Marinalla Park Cap Rock seal works - to width of 6m) (260-2615).</li> <li>Adavale Black Road sealing (Ch 28,902 to 30,090) - Reallocated project (due to March 2025 flood event) (260-2616).</li> <li>Dukamurra Street - Widen eastern side (260-2601).</li> <li>Establishment of new road (260-2624).</li> <li>Keeroongooloo Road - Heavy formation grade and top up for sealing (260-2618).</li> <li>Keeroongooloo Road - Seal 18.7 km, 4 m width (260-2617).</li> <li>Brolga Street - Reseal carparking lanes (Carry-over project) - to coincide with Department of Transport and Main Roads resealing of Brolga Street and Chipu (0260-2408).</li> <li>Eromanga kerb (0260-2209).</li> <li>Adavale Black Road Council - 3 x Concrete floodways (260-2610).</li> <li>Roads to recovery (to be allocated).</li> </ul> <p>Drainage</p> <ul style="list-style-type: none"> <li>Quarrion Street - spoon drain (260-2602).</li> </ul>	<p>Infrastructure Services</p>	<p><b>NEW</b></p> <p>Resolution number: QSC264-12-25</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>Sealing of Napolean and Old Charleville Roads - 50 km (Multi-year program - 2025/26 and 2026/27) Country Roads Connect - unsuccessful</li> <li>Napoleon Road and Old Charleville Road - Sealing of low-lying sections (260-2620, 260-2621) - - unsuccessful</li> <li>Adavale Charleville Road sealing - Seal the 1070m long section from Ch 47,030 - Ch 48,100 (Marinalla Park Cap Rock seal works - to width of 6m) (260-2615) - Planned for 2026</li> <li>Adavale Black Road sealing (Ch 28,902 to 30,090) - Reallocated project (due to March 2025 ood event) (260-2616) - completed</li> <li>Dukamurra Street - Widen eastern side (260-2601) - Planned for 2026</li> <li>Establishment of new road (260-2624) to replace Lockbie Road - completed</li> <li>Keeroongooloo Road - Heavy formation grade and top up for sealing (260-2618) - not started yet</li> <li>Keeroongooloo Road - Seal 18.7 km, 4 m width (260-2617) - Agreement with Georgina Pastoral endorsed at 17 December 2025 Council Meeting</li> <li>Brolga Street - Reseal carparking lanes (Carry-over project) - to coincide with Department of Transport and Main Roads resealing of Brolga Street and Chipu (0260-2408) - no decision by TMR</li> <li>Eromanga kerb (0260-2209) - not started yet</li> <li>Adavale Black Road Council - 3 x Concrete floodways (260-2610) - Completed.</li> <li>Quarrion Street - spoon drain (260-2602) - Planned for 2026</li> </ol> <p>Q2 Next step:</p> <ol style="list-style-type: none"> <li>Adavale Charleville Road sealing - Seal the 1070m long section from Ch 47,030 - Ch 48,100 (Marinalla Park Cap Rock seal works - to width of 6m) (260-2615) - Planned for March 2026</li> <li>Dukamurra Street - Widen eastern side (260-2601) - Planned for March 2026</li> <li>Quarrion Street - spoon drain (260-2602) - Planned for April 2026</li> </ol>	<p>On Track</p>

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
<p>→ 2.7.B1 South west regional roads and transport group (SWRRTG)</p>	<p>Represent Council on the technical committee and provide advice to Council on the project planning and submission.</p> <p>Click for <a href="#">Link</a> to SWRRTG</p>	<p>Infrastructure Services</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Quarterly technical committee meetings held on 18 September 2025 in Charleville (Murweh Shire) and 13 November 2025 in Cunnamulla (Paroo Shire)</p> <p>Q2 Next step: Next meeting is scheduled for 19 February 2026 in Charleville</p>	<p>On track</p>
<p>→ 2.7.B2 Road maintenance performance contract (RMPC)</p>		<p>Infrastructure Services</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>1. Works are progressing as planned</li> <li>2. Monthly claims submitted to TMR</li> </ol> <p>Q2 Next step: Maintenance works continue on TMR roads in 2026</p>	<p>On track</p>

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
<p>→ 2.7.B3 Roads to recovery (R2R) (Australian government)</p>	<p>Act as Council's lead for Roads to Recovery funding, advocacy, engineering and compliance.</p>	<p>Infrastructure Services</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Funded projects under R2R progressing well as planned.</p> <p>The following projects were delivered this quarter.</p> <p>In Quilpie,</p> <ul style="list-style-type: none"> <li>• Sommerfield Road (turnout) reseal</li> <li>• Chipu Street reseal</li> <li>• Adavale Black Road - 3 nos of concrete floodways</li> </ul> <p>In Eromanga,</p> <ul style="list-style-type: none"> <li>• King Street reseal</li> <li>• Donald Street reseal</li> <li>• Burt Street reseal</li> </ul> <p>Q2 Next step: Remaining projects funded under R2R will continue in 2026.</p> <p>They are as follows:</p> <ul style="list-style-type: none"> <li>• Mt Margaret Road reseal</li> <li>• Kyabra Road reseal</li> <li>• New Lockabie Road 3rd concrete floodway</li> <li>• Ray Road sealed floodways at 2 locations</li> <li>• Ingeberry Road sealed floodways at 5 locations</li> <li>• Tobermory Road sealed floodways at 5 locations</li> <li>• Congie Road sealed floodways at 3 locations</li> </ul>	<p>On track</p>
<p>→ 2.7.B4 Asset management sub-plan (2027/28) - Roads</p>	<p>Not due this year.</p>	<p>Infrastructure Services</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: This will only start in FY27/28</p> <p>Q2 Next step: Current focus is to implement and complete REPA works for all roads damaged by the March 2025 flood events</p>	<p>Not started</p>

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current
→ 2.7.B5 Road maintenance		Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Maintenance works ongoing, assisted by QRA works</p> <p>Q2 Next step: Continue regular maintenance as required, supporting QRA-funded REPA works</p>	On Track
→ 2.7.B6 Reseal program	<ul style="list-style-type: none"> <li>Guide and deliver Council's adopted annual reseal program.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: QSC209-09-25</p> <p>Q2 Milestones achieved / Any issues: All streets listed for works in Quilpie and Eromanga township completed in 2025.</p> <ul style="list-style-type: none"> <li>Sommerfield Road (turnout) reseal</li> <li>King Street reseal</li> <li>Donald Street reseal</li> <li>Chipu Street reseal</li> <li>Burt Street reseal</li> </ul> <p>Q2 Next step: Remaining works on Mt Margaret Road and Kyabra Road will be done when Austek returns to our shire in February 2026.</p>	On Track
→ 2.7.B7 Capital projects - Drainage	<ul style="list-style-type: none"> <li>Guide and deliver Council's adopted drainage program.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Quarrion Street spoon drain (260-2602) - not started this quarter</p> <p>Q2 Next step: Quarrion Street - spoon drain (260-2602) – Planned for April 2026</p>	On Track
→ 2.7.B8 Capital projects - Roads	<ul style="list-style-type: none"> <li>Guide and deliver Council's adopted roads capital works program.</li> </ul>	Infrastructure Services		On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status
→ 2.7.C Footpaths	<p>Footpath master plan - Develop and maintain (Multi-year project).</p> <p>Deliver the 2025/26 footpaths capital works program:</p> <ul style="list-style-type: none"> <li>• Remaining stage 1 at the caravan park, including upgrade to caravan park driveway (260-2611).</li> <li>• Missing section in Chulungra Street (from the State School crossing to Quarrion Street) (260-2612).</li> <li>• Stage 2 Gyrica Street (260-2613).</li> <li>• St Finbarr's - Removal of existing footpath in front of the church on Buln Buln St and construct new 50m footpath to replace the existing and extend the existing school crossing on Buln Buln Street (260-2614).</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Minor footpath maintenance works this quarter</p> <p>Q2 Next step: <a href="#">Review</a></p>	On Track
→ 2.7.C1 Footpath master plan - Develop (2025/26) and maintain	<p>Develop and maintain a <b>footpath master plan</b> as an input into funding submissions and to guide future investment, including for example, hierarchy or categories, design considerations, indicative cost, a priority list and map.</p>	Infrastructure Services		On Track
→ 2.7.C2 Annual footpath program	<ul style="list-style-type: none"> <li>• Project manage annual footpath projects including new, renewal and extensions where applicable.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: <a href="#">Review</a></p> <p>Q2 Next step: No works undertaken this quarter</p>	Not on Track
→ 2.7.D Quarry pits		Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Periodic Declaration submitted in November 2025</p> <p>Q2 Next step: 1. Another Periodic Declaration due in February / March 2026 2. Some quarry sites require updates for their Environmental Management Plans (EMPs)</p>	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current
2.7.D1 Quarry pits - Environmental authority	<ul style="list-style-type: none"> <li>Operate in compliance with the Queensland Government's environmental authority EPPR00904813, EA0002423, EA0002500 including required written procedures as developed, and Queensland government licences.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Quantities of gravel extracted are reported through declarations every quarter</p> <p>Q2 Next step: Updates of environmental management plans for some endorsed quarry areas are planned in 2026</p>	In Track
2.7.D2 Quarry pits - Licensing	<ul style="list-style-type: none"> <li>Comp Queensland government licences.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Periodic Declaration submitted in November 2025.</li> </ul> <p>Q2 Next step: 1. Another Periodic Declaration due in February / March 2026. 2. Some quarry sites require updates for their Environmental Management Plans (EMPs).</p>	Hold

ENVIRONMENTAL SUSTAINABILITY

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current
1 Reduce the impact of waste on the environment		Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: QSC185-07-25, QSC223-10-25</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>Council supports an application under the Local Government Battery Collection Program at the 15 July Council Meeting</li> <li>Council endorsed an application under the Resource Recovery Boost Fund (Round 1) – Stream 1 with a council co-contribution of 10% up to a maximum of \$ 200,000 at the 28 October 2025 Council Meeting</li> </ol> <p>Q2 Next step: <del>Assessments</del></p> <p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ol style="list-style-type: none"> <li>Successful in received funding for Local Battery Collection Program</li> </ol> <p>The project will install permanent fireproof battery collection boxes at four waste facilities to safely manage problem batteries and includes community awareness activities about the new collection points.</p> <p>Q2 Next step: Works will be implemented in 2026</p>	In Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 3.1.A Waste disposal and transfer stations	<p>Collect and dispose of waste, including operation and maintenance of compliant sites, and develop subject to budget.</p> <p>Note: Garbage collection and rubbish tip management was the top priority for residents in the 2025 Community Satisfaction Survey.</p> <p>Residents continue to prioritise core infrastructure and essential services.</p> <p><i>Waste Reduction and Recycling Act 2011</i></p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Business-as-usual activity</p> <p>Q2 Next step: Works will continue as per normal practice</p>	On Track
→ 3.1.A1 Waste - Environmental authority - Coordinate regulatory procedure development and approval	<p>Administer and ensure compliance with the waste responsibilities within Environmental Authority EPPR00904813 including annual return.</p> <p><i>Waste Reduction and Recycling Act 2011</i></p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. DETSI has provided feedback on Council's draft written procedures</p> <p>2. DETSI has also provided feedback in October 2025 on their findings on waste operations during their visit in June 2025</p> <p>Q2 Next step: Council officers are preparing a response to DETSI feedback in early 2026</p>	On Track
→ 3.1.A2 Waste - Quilpie landfill, transfer station and broader site - Operate and maintain	<p>Operate in compliance with the Queensland Government's environmental authority EPPR00904813 including required written procedures as developed.</p> <p><i>Waste Reduction and Recycling Act 2011</i></p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Feedback received in October 2025 from DETSI regarding their findings on waste operations based on their visit in June 2025</p> <p>Q2 Next step: 1. Responses to the DETSI findings will need to be prepared in Q1 2026 2. Contractor due in mid-January 2026 for mulching of timber pile</p>	On Track
→ 3.1.A3 Waste - Eromanga transfer station - Operate and maintain	<p>Operate in compliance with the Queensland Government's environmental authority EPPR00904813 including required written procedures as developed.</p> <p><i>Waste Reduction and Recycling Act 2011</i></p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Feedback received in October 2025 from DETSI regarding their findings on waste operations based on their visit in June 2025</p> <p>Q2 Next step: 1. Responses to the DETSI findings will need to be prepared in Q1 2026 2. Contractor due in mid-January 2026 for mulching of timber pile</p>	On Track
→ 3.1.A4 Waste - Toompine transfer station - Operate and maintain	<p>Operate in compliance with the Queensland Government's environmental authority EPPR00904813 including required written procedures as developed.</p> <p><i>Waste Reduction and Recycling Act 2011</i></p>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Feedback received in October 2025 from DETSI regarding their findings on waste operations based on their visit in June 2025</p> <p>Q2 Next step: 1. Responses to the DETSI findings will need to be prepared in Q1 2026 2. Contractor due in mid-January 2026 for mulching of timber pile</p>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status
→ 3.1.A5 Waste - Adavale transfer station - Operate and maintain	Operate in compliance with the Queensland Government's environmental authority EPPR00904813 including required written procedures as developed.  <i>Waste Reduction and Recycling Act 2011</i>	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Feedback received in October 2025 from DETSI regarding their findings on waste operations based on their visit in June 2025  Q2 Next step: 1. Responses to the DETSI findings will need to be prepared in Q1 2026 2. Contractor due in mid-January 2026 for mulching of timber pile	On Track
→ 3.1.A6 Waste (Quilpie) - Collection - Operate and maintain	Undertake collection and disposal of kerbside waste to Quilpie landfill.  <i>Note: Garbage collection and rubbish tip management was the top priority for residents in the 2025 Community Satisfaction Survey.</i>  <i>Residents continue to prioritise core infrastructure and essential services.</i>	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Routine work - no major issues  Q2 Next step: Business-as-usual activities  <b>NEW</b> Resolution number: <i>Not applicable</i>  <i>No items</i>  <i>No items</i>	On Track
→ 3.1.A7 Waste (Eromanga) - Collection - Operate and maintain	Undertake collection and disposal of kerbside waste to Quilpie landfill.  <i>Note: Garbage collection and rubbish tip management was the top priority for residents in the 2025 Community Satisfaction Survey.</i>  <i>Residents continue to prioritise core infrastructure and essential services.</i>	Infrastructure Services		Behind
→ 3.1.B Sewerage service and infrastructure	Plan, operate, maintain, replace and upgrade infrastructure (Quilpie, Eromanga).  Residents continue to prioritise core infrastructure and essential services (Water / sewerage 2nd highest in importance).	Infrastructure Services		On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 3.1.B1 Sewerage - Environmental authority	Administer and ensure compliance with the sewerage responsibilities within Environmental Authority EPPR00904813 including annual return.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. Since there is no funding for Quilpie STP upgrade, discussions are held with Murweh and Bulloo Shires on the plans to upgrade their STPs 2. Both shires have commenced their investigations on options available</p> <p>Q2 Next step: To follow-up with Murweh and Bulloo Shires on their work and formulate next steps for Council's consideration</p>	On track
→ 3.1.B2 Asset management sub-plan - Sewerage (2026/27)	Not due this year.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: This goal is set for FY2026/27</p> <p>Q2 Next step: Preliminary work in 2026 should focus on valuation of the sewerage assets and their condition assessment</p>	Not started
→ 3.1.B3 Customer service standards - Sewerage	Review, update and provide document access according to the legislation.	Infrastructure Services		Behind
→ 3.1.B4 Sewerage - Treatment and reticulation network - Operate and maintain	Plan, maintain and upgrade.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. Most activities focus on regular maintenance and reactive work 2. Quilpie - cleaning of all sewerage pump stations 3. Eromanga - maintenance of the Common Effluent Drainage pump station and desludging</p> <p>Q2 Next step: Continue regular maintenance to ensure efficient operations</p>	On track
→ 3.1.B5 Special projects - Sewerage	<p>Deliver the 2025/26 special project:</p> <ul style="list-style-type: none"> <li>Sewerage pump station (SPS) review and design including assessment of catchment for all 4 SPS, rationalisation of sewer connections and testing of sewer lines.</li> </ul>	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Contractor commenced work on the Sewage Pumping Station no. 2 (SPS2) in December 2025 after being awarded the project in August 2025</p> <p>Q2 Next step: Works on SPS2 continue in early 2026 to complete remaining works including installation of the electrical switchboard, construction of new Colourbond security fencing and commissioning.</p>	On track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
3.1.B6 Capital projects - Sewerage	Deliver the 2025/26 capital works program: <ul style="list-style-type: none"> <li>Sewer pump station at Quarrion Street, Quilpie (SPS002) (Carry-over Project) (0280-2502)</li> <li>Quilpie sewerage treatment plant (Subject to external funding) - Multi-year project</li> <li>Eromanga sewerage (280-2601)</li> <li>Onsite sewerage upgrade - Eromanga recreation reserve (280-2602)</li> </ul>	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Sewer pump station at Quarrion Street, Quilpie (SPS002) (Carry-over Project) (0280-2502) - Contractor commenced work in December 2025  Q2 Next step: Sewer pump station at Quarrion Street, Quilpie (SPS002) - Contractor to continue work in January 2026 and expected completion by February 2026	On Track
2 Research and implement renewable energy options		Infrastructure Services		Behind
3.2.A Community energy upgrade		Infrastructure Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: 1. Council's CEUF application was successful, which is a \$155,000 project split 50/50 between the federal government and Council. 2. The project will cover the installation of solar panels at the Quilpie pool, Bulloo Park and Administration Centre.  Q2 Next step: Initial assessment and planning works to commence in early 2026	On Track
3.2.A1 Energy upgrades - Council buildings	Deliver the 2025/26 energy capital works program (Subject to external funding): <ul style="list-style-type: none"> <li>Solar panel power generation systems x 3</li> </ul>	Office of the Chief Executive Officer (CEO)	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: On 12 November 2025, the Minister for Climate Change and Energy, the Hon Chris Bowen MP, announced 23 successful NSW projects receiving \$21 million in funding. Announcements for other states and territories are to follow. Link to program <a href="https://www.dcceew.gov.au/energy/programs/community-energy-upgrades-fund">https://www.dcceew.gov.au/energy/programs/community-energy-upgrades-fund</a>  Q2 Next step: Planning is underway to deliver this funding project.  <b>NEW</b> Resolution number: <del>Not applicable</del> <del>Nil to file</del> <del>Nil to file</del>	On Track
<b>STRONG GOVERNANCE</b>				
Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
1 Excellence in customer		Corporate Services		

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current
→ 4.1.A Customer service (community)		Corporate Services		Behind
→ 4.1.A1 Customer service reception	<ul style="list-style-type: none"> <li>• Provide customer service in person/counter, phone or e-mail:</li> <li>- Administration Centre</li> <li>- Depot</li> <li>• Undertake centralised registering of requests received by post (Administration Centre).</li> <li>• Provide front-line management and executive support.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Dedicated full time customer service officer at administration centre and depot. Vacancy at administration centre filled and commencing 12 January.</p> <p>Q2 Next step: Ongoing service</p>	On Track
→ 4.1.A2 Customer service policy and charter	<ul style="list-style-type: none"> <li>• Guide reviews and any identified improvements.</li> </ul>	Corporate Services		Behind
→ 4.1.A3 Customer service performance	<ul style="list-style-type: none"> <li>• Progressively standardise how customer requests are captured in a way that facilitates comparison with charter timeframes.</li> </ul>	Corporate Services		Behind
→ 4.1.A4 Complaints	<ul style="list-style-type: none"> <li>• Referral to a higher level (e.g. Supervisor, Manager/Deputy, Director, Chief Executive Officer).</li> <li>• Review and comply with the Administrative Action Complaints Policy.</li> <li>• Review and comply with the Administrative Action Complaints Procedure.</li> </ul>	Corporate Services		Behind
→ 4.1.B Customer service (internal)	Provide professional, respectful, compliant and responsive corporate services.	Corporate Services		On Track
→ 4.2.B1 Customer (internal) feedback	<ul style="list-style-type: none"> <li>• Develop and implement internal customer feedback opportunities.</li> </ul>	Corporate Services		Behind
→ 4.2.B2 Corporate services support	<ul style="list-style-type: none"> <li>• Provide leadership, support and back-up.</li> </ul>	Corporate Services		Behind

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ Strategic procurement - Lead development		Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Folder - Tenders 2025 - 2026</p> <p>Q2 Milestones achieved / Any issues: Tenders prepared and issued:</p> <ul style="list-style-type: none"> <li>• T02 ROPS Road and Civil Construction - Awarded 5 November 2025</li> <li>• T03 25-26 ROPS of Trades and Professional Services - Awarded 5 November 2025</li> <li>• T05 25-26 Sale and removal 49 Boonkai Street, Quilpie - Awarded 28 October 2025</li> <li>• T06 25-26 Concrete Floodways Project 2025 - Awarded 28 October 2025</li> <li>• T07 25-26 Bob Young and Admin Building - Closes 19 January 2025</li> </ul> <p>Q2 Next step: Tenders in progress:</p> <ul style="list-style-type: none"> <li>• T08 25-26 Pre-Qualified Suppliers of Health and Wellness Services - in draft</li> </ul>	On Track
2 Responsiveness to change, digitisation, digital transformation (information and communication)		Corporate Services		On Track
→ 4.2.A Communication		Corporate Services		Behind
→ 4.2.A1 Website design and content	<ul style="list-style-type: none"> <li>• Lead development (design and content) and maintenance of Council's website, with content 'owners' assigned.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Current website being maintained.</p> <p>Q2 Next step:</p>	On Track
→ 4.2.A2 Website and social media policy	<ul style="list-style-type: none"> <li>• Periodically review and update (if necessary) the Website and social media policy.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Current website is being maintained. Facebook updated as required.</p> <p>Q2 Next step: No review</p>	On Track
→ 4.2.A3 Directorate communication / updates	<ul style="list-style-type: none"> <li>• Record and communicate key milestones for the Directorate.</li> </ul>	Corporate Services		On Track
→ 4.2.B Public access to information and documents		Corporate Services		On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.2.B1 Documents for Administration Office and website	<ul style="list-style-type: none"> <li>Make available at the Council's Administration Centre and on the website the following documents - at no more than the cost of making available for purchase:                             <ul style="list-style-type: none"> <li>- 5-year corporate plan</li> <li>- annual budget</li> <li>- general purpose financial statement</li> <li>- community financial report</li> <li>- annual report</li> <li>- investment policy</li> <li>- debt policy</li> <li>- community grants policy</li> <li>- procurement policy.</li> </ul> </li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC226-11-25</p> <p>Q2 Milestones achieved / Any issues: The Annual Report for 2024/25 (including the community financial report and general purpose financial statement) was uploaded to Council's website on 18/11/2025. All the other documents are on the website:</p> <ul style="list-style-type: none"> <li>- 5-year corporate plan</li> <li>- annual budget</li> <li>- investment policy</li> <li>- debt policy</li> <li>- community grants policy</li> <li>- procurement policy.</li> </ul> <p>Q2 Next step: Where there is a change to any of these documents, the updated copy will be uploaded to Council's website.</p>	On Track
→ 4.2.B2 Public access to land record	<ul style="list-style-type: none"> <li>Upon request, provide the owner or owner's appointed agent access to their land record for inspection.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: As required/requested.</p> <p>Q2 Next step: Ongoing service.</p>	On Track
→ 4.2.C Software - Identify, implement and continue to improve software to streamline service provision		Corporate Services		On Track
→ 4.2.C1 Software for planning, goal setting and reporting (Cascade)	<ul style="list-style-type: none"> <li>Provide for integrated organisational planning (corporate, operational), goal setting, progress tracking and reporting of results.</li> <li>Investigate, implement (subject to first step) and maintain integration (working with the suppliers) for priority areas of:                             <ul style="list-style-type: none"> <li>- document management</li> <li>- Safety Culture</li> <li>- costing</li> </ul> </li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:                             <ul style="list-style-type: none"> <li>Written quarter 1 progress report presented at the special meeting on 5 November 2025.</li> </ul> </p> <p>Q2 Next step: Further development of progress tracking in Cascade. Quarter 2 progress report presented to the ordinary meeting on 29 January 2026.</p>	On Track
→ 4.2.C2 Software for secure electronic signing of legal documents (Secured Signing)	<ul style="list-style-type: none"> <li>Provide for secure electronic signing of legal documents.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Documents signed via secured signings October - December Quarter - 369</p> <p>Q2 Next step: Ongoing service.</p>	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.2.C3 Software for delegations and authorised persons powers (RelianSys)	<ul style="list-style-type: none"> <li>Streamline the administration of delegations and authorised persons powers applicable to local governments.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Introductory training session / overview of the software.</p> <p>Q2 Next step: Progressively review of the delegations in preparation to present the annual review of the delegations register.</p>	On Track
→ 4.2.C4 Software for water and sewerage data (SWIM)	<ul style="list-style-type: none"> <li>Record and disseminate water and sewerage data to government agencies.</li> </ul>	Infrastructure Services		Behind
→ 4.2.C5 Software for human resources (ELMO)	<ul style="list-style-type: none"> <li>Streamline human resources processes, enhance employee communications, and provide a platform for training and development</li> </ul>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Development of the following modules is well underway:</p> <ul style="list-style-type: none"> <li>Learning Management</li> <li>Performance</li> </ul> <p>Q2 Next step: <i>Nil updates</i></p>	On Track
→ 4.2.C6 Cascade integration	<ul style="list-style-type: none"> <li>Investigate, implement (subject to first step) and maintain integration (working with the suppliers) for the priority areas of:                             <ul style="list-style-type: none"> <li>- Document management</li> <li>- Safety Culture</li> <li>- Costing (Practical Plus)</li> </ul> </li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Working with software provider on integration with record management system.</p> <p>Q2 Next step: Investigate possible integration with Safety Culture and Practical Plus.</p>	On Track
→ 4.2.D Electronic document management / Records coordination		Corporate Services		Behind
→ 4.2.D1 Records coordination	<ul style="list-style-type: none"> <li>Provide centralised registration of incoming documents.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: As required throughout the quarter.</p> <p>Q2 Next step: Ongoing service</p>	On Track
→ 4.2.D2 Business classification scheme	<ul style="list-style-type: none"> <li>Review and continue to improve the business classification system to align with Quilpie Shire Council functions.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: As required throughout the quarter.</p> <p>Q2 Next step: Ongoing service</p>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
4.2.D3	Review retention and undertake disposal <ul style="list-style-type: none"> <li>Review, authorise and dispose of records beyond retention periods.</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: No applicable  Q2 Milestones achieved / Any issues: Disposals completed during Quarter 2 - Destruction Certificate 2025-08 ID3746  Q2 Next step: Ongoing service.	On Track
4.2.E	Deliver information and communications technology (ICT) services	Corporate Services		On Track
4.2.E1	Internal ICT service provision <ul style="list-style-type: none"> <li>Progressively build internal capacity to meet organisational needs (Operation, management and support).</li> <li>Progressively develop and maintain a network of module owners, identify training needs, and coordinate ongoing development of troubleshooting guides to facilitate local support where possible.</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: <ul style="list-style-type: none"> <li>Roll out of replacement laptops continuing.</li> <li>Continuing with onboarding of outdoor staff to the network and training in Outlook and Phishing.</li> <li>Review of PCS access completed.</li> <li>NBN now connected to VIC, Library, Office and Hall. ADSL to be terminated.</li> <li>Public access network to be set up at the hall to ensure it is only accessed by authorised people.</li> <li>NBN for MPHCC is underway, working through issues with location.</li> </ul> Q2 Next step: <del>Advised</del>	On Track
4.2.E2	Network and data security <ul style="list-style-type: none"> <li>Review, contribute, test and implement initiatives that strengthen the security of Council's technology network and data (policy, response and training).</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: <ul style="list-style-type: none"> <li>Phishing training platform being used to enhance staff cybersecurity awareness.</li> </ul> Q2 Next step: Penetration testing of Council IT systems.	On Track
4.2.E3	Specialist IT service providers <ul style="list-style-type: none"> <li>Manage contracts in consultation with key stakeholders.</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: As required throughout the quarter.  Q2 Next step: Ongoing service	On Track
4.2.E4	Video conferencing <ul style="list-style-type: none"> <li>Purchase, implement and maintain video conferencing for the Boardroom and Depot.</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Scope developed for request for quote documentation  Q2 Next step: Issued request for quote in quarter 2.	On Track
3	Maintain good corporate governance	Corporate Services		On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.A Facilitate audit and risk management		Corporate Services		Retired
→ 4.3.A0 Audit (External - i.e. financial statements audit)	<ul style="list-style-type: none"> <li>Oversee the external audit contract and Council's position on matters arising from the audit. (DCS)</li> <li>Facilitate presentation (via draft agenda report) of the auditor-general's observation report by the Mayor at the ordinary Council meeting immediately after receipt.</li> <li>Review, respond, allocate and implement actions and monitor completion.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC261-12-25</p> <p>Q2 Milestones achieved / Any issues: Report representing the Queensland Audit Office (QAO) Final Management Report for the financial year 2024/25 on behalf of the Mayor - ordinary meeting on 17 December 2025. The report confirms the audit outcome for the year including an Unmodified Audit Opinion on the general purpose financial statements.</p> <p>Q2 Next step: Audit matters raised included in the project plan for the 2025/26 financial statements and external audit.</p>	On Track
→ 4.3.A1 Audit (Internal - financial systems and internal controls)	<ul style="list-style-type: none"> <li>Periodically review the internal audit policy.</li> <li>Coordinate and plan the internal audit program including funding.</li> <li>Present the internal audit plan (for the current financial year) to the audit committee.</li> <li>Prepare agenda reports to the audit committee.</li> <li>Present the internal audit progress report to the audit committee.</li> <li>Review, respond, allocate and implement actions and monitor completion.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Annual Internal Audit Plan to be presented to the Audit Committee meeting on 3 February 2026.</p> <p>Q2 Next step: Annual Internal Audit Plan prepared by Internal Auditors</p>	On Track
→ 4.3.A2 Audit committee charter	<ul style="list-style-type: none"> <li>Coordinate periodic reviews of the Audit Committee Charter (e.g. aligned to the commencement of each Council term).</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Charter reviewed for presentation at the next audit committee meeting.</p> <p>Q2 Next step: Review by audit committee at the meeting on 3 February. Adoption by Council at next ordinary meeting on 17 February.</p>	On Track
→ 4.3.A3 Audit committee operations	<ul style="list-style-type: none"> <li>Coordinate and review agendas and minutes.</li> <li>Provide agenda reports and information in relation to the integrity of financial information.</li> <li>Present draft financial statements to a meeting of the Audit Committee before certification and before provision to the auditor-general for auditing under Section 212 <i>Local Government Regulation 2012</i>.</li> <li>Present the auditor-general's audit report and auditor-general's observation report to a meeting of the Audit Committee.</li> <li>Facilitate audit committee outcome reporting.</li> </ul>	Corporate Services		On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.A4 Audit committee - Report to Council	<ul style="list-style-type: none"> <li>Assist with the Chief Executive Officer's presentation to the next meeting of Council.</li> </ul>	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: 267346 &amp; 267356</p> <p>Q2 Milestones achieved / Any issues: Audit Committee Meeting held on 7 October 2025 and a written report was provided to Council on 28 October 2025. The Audit Committee considered the following agenda items:</p> <ul style="list-style-type: none"> <li>Previous minutes - Audit Committee Meeting of Quilpie Shire Council held on Tuesday 10 September 2024</li> <li>Financial Statements for the year ended 30 June 2025 (including Management Representation Letter)</li> <li>2025 Position Paper – Expected Credit Loss</li> <li>2025 Position Paper – Impairment</li> <li>Queensland Audit Office – Briefing Paper – 2025</li> <li>External Audit Plan 2025</li> <li>Queensland Audit Office – Closing Report 2025</li> <li>Queensland Audit Office – Interim Report 2025</li> <li>Internal Audit Report – Risk Management Framework</li> </ul> <p>Q2 Next step: Audit Committee meeting scheduled for 3 February 2026.</p>	On Track
→ 4.3.A5 Enterprise risk register, policy and processes	<ul style="list-style-type: none"> <li>Collaboratively strengthen the system, policy and processes.</li> </ul>	Corporate Services		On Track
→ 4.3.A6 Financial risks	<ul style="list-style-type: none"> <li>Maintain register and identify controls.</li> </ul>	Corporate Services		On Track
→ 4.3.A7 Operational risks	<ul style="list-style-type: none"> <li>Maintain register and identify controls.</li> </ul>	Corporate Services		On Track
→ 4.3.A8 Strategic risks	<ul style="list-style-type: none"> <li>Maintain register and identify controls.</li> </ul>	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Council's strategic and operational risk register is registered within infoexpert under ID 260699.</p> <p>Q2 Next step: Undertake a periodic strategic review during an ELT Session.</p>	On Track
→ 4.3.A9 Insurance policies	<ul style="list-style-type: none"> <li>Administer Council's insurance policies, within the parameters set by legislation and Council.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: <i>On Track</i></p> <p>Q2 Next step: The renewal process for 2026/27 Insurance is expected to commence in February/March 2026 (Quarter 3).</p>	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.C Compliance (legislation, standards, contracts)		Corporate Services		Behind
↳ 4.3.C2 Compliance (contracts/agri)		Corporate Services		Behind
→ 4.3.D Delegations, sub-delegations, authorised persons (who, what, when, why)	Develop, maintain, train and administer with an annual review.	Corporate Services		Behind
↳ 4.3.D1 Delegations from Council to the Chief Executive Officer	<ul style="list-style-type: none"> <li>Coordinate reviews, maintain and make available for public inspection.</li> </ul>	Office of the Chief Executive Officer (CEO)		Behind
↳ 4.3.D2 Delegations from the Chief Executive Officer to other employees or contractors	<ul style="list-style-type: none"> <li>Develop, maintain, train and administer - legislative, financial and administrative.</li> </ul>	Office of the Chief Executive Officer (CEO)		Behind
↳ 4.3.D3 Authorised persons powers from the Chief Executive Officer to other employees	<ul style="list-style-type: none"> <li>Develop, maintain, train and administer.</li> </ul>	Office of the Chief Executive Officer (CEO)		Behind
→ 4.3.E Employees, leadership and management		Office of the Chief Executive Officer (CEO)		On Track
↳ 4.3.E1 Employees, leadership and management - Directorates and teams		Office of the Chief Executive Officer (CEO)		Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.E3 Certified agreement and industrial relations	Administer provisions and provide / coordinate advice.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: <del>None</del></p> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Fortnightly processing of payroll continues and ad-hoc payroll runs where required.</li> <li>Certified Agreement anniversary falls due in February 2026. Process increases accordingly.</li> </ul> <p><b>NEW</b></p> <p>Resolution number: QSC266-12-25</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Payroll and employee entitlements continue to be provided in accordance with the certified agreement and applicable legislation.</li> </ul> <p>Q2 Next step: Ongoing service</p>	On Track
→ 4.3.E5 Work programs (Apprenticeship traineeships, work experience)	Coordinate work experience, vocational employment, traineeship and apprenticeship programs.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Allocated one (1) Traineeship for the 2025/26 First Start Funding Program.</p> <p>Q2 Next step: <del>None</del></p>	On Track
→ 4.3.E6 Offboarding	Facilitate the steps involved where employees leave Council.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: To commence following the implementation of the ELMO onboarding system.</p> <p>Q2 Next step: <del>None</del></p>	Behind
→ 4.3.F Recruitment and attraction		People and Safety		Behind
→ 4.3.E2 Recruitment and attraction (overview)	Coordinate the process from advertising to successful applicant onboarding (ready for commencement in their work area).	People and Safety	<p><b>NEW</b></p> <p>Resolution number: <del>None</del></p> <p><del>None</del></p> <p><del>None</del></p>	Behind
→ 4.3.F1 Recruitment process development - Lead	Document key questions, proposed responses/actions, and seek Executive Leadership Team endorsement and CEO sign-off for the recruitment approach.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Draft completed and submitted to the ELT. Amendments to the ELMO Recruitment workflow are underway.</p> <p>Q2 Next step: <del>None</del></p>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.F2 Recruitment service provision - Team lead	<p>Lead a team that provides an internal recruitment service to the Chief Executive Officer (appointer) and Directors (accountable for the Directorate's overall results).</p> <p>The Executive Manager will undertake two key steps in the recruitment process / workflow based on risk:</p> <ul style="list-style-type: none"> <li>Review (checking) and advice for each draft advertising campaign.</li> <li>Review (checking) of the recruitment file prior to submission to the Chief Executive Officer.</li> <li>Key metrics by quarter on recruitment activity.</li> </ul>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Currently being completed and ongoing.</p> <p>Q2 Next step: <i>None</i></p>	On Track
→ 4.3.F3 Employer branding	<p>Lead ongoing refinement of Council's Employee Value Proposition (EVP). Collaborate on initiatives to build a highly regarded organisational reputation amongst other local governments and other sectors with the aim of increasing attraction of skilled employees.</p>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Budgeted project has been finalised</li> <li>Comprehensive rebuild of careers pages on corporate website</li> <li>Increased social media presence with positive feedback being provided</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Continue to develop and enhance brand and assets</li> </ul>	On Track
→ 4.3.F4 Talent pool	<p>Integrate a talent pool into the recruitment process – i.e. high-quality applicants that may not have been successful for a specific position but may be interested in and skilled for alternative / future positions.</p>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>This functionality is active in ELMO HR Software system</li> </ul> <p>Q2 Next step: <i>None</i></p>	On Track
→ 4.3.F5 Quilpie Shire Council "alumni"	<p>Consider inclusion in offboarding (and current staff) for circulation through Linked-in networks.</p>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Not yet commenced</p> <p>Q2 Next step: <i>None</i></p>	Not started
→ 4.3.G Governance		Corporate Services		Behind
→ 4.3.G1 Corporate governance framework	<ul style="list-style-type: none"> <li>Act as the custodian, update coordinator and quality controller of the Corporate Governance Framework.</li> <li>Raise awareness within executive and strategic teams.</li> </ul>	Corporate Services		Behind
→ 4.3.H Payroll		People and Safety		Behind

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.H1 Payroll authorisation	Manage operational and financial risks associated with payroll processing by undertaking a second check / authorisation (of Masterfile changes and the payment run) prior to the transfer of funds. These include: <ul style="list-style-type: none"> <li>• Check of bank account changes</li> <li>• Review of other ad-hoc changes during the payment run and supporting documentation</li> <li>• Payment run output</li> <li>• Comparison with the audit report post the payment run</li> <li>• Check to ensure that leave, oncall, superannuation is as expected.</li> </ul>	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Completed with each pay run and ongoing. Q2 Next step: <i>As planned</i>	On Track
→ 4.3.H2 Employee costs budgeting	Contribute detailed knowledge of the certified agreement and collaborate on salary budget preparation (and reviews).	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: To be actioned in Q3 and Q4 Q2 Next step: To be actioned in Q3 and Q4	Not started
→ 4.3.H3 Cross-Council collaboration for payroll	Lead the service level agreement review and implementation with Murweh Shire Council.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Ongoing Q2 Next step: Arrange on-site visits in Q3 or Q4	Behind
→ 4.3.H4 Business continuity plan for payroll	Develop, document, implement and test a plan to provide for payroll continuity under diverse circumstances.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: <ul style="list-style-type: none"> <li>• Development of draft plan underway</li> <li>• Consultation underway with relevant stakeholders</li> </ul> Q2 Next step: <ul style="list-style-type: none"> <li>• Continue to progress, test and implement then review</li> </ul>	Not started
→ 4.3.H5 Audit (Internal – systems)	Follow through on any escalated / outstanding audit matters pertaining to the internal audit.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: No outstanding matters Q2 Next step: <i>As planned</i>	Not started
→ 4.3.H6 Audit (External – financial reporting)	Follow through on any escalated / outstanding audit matters pertaining to the external audit.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: No outstanding matters Q2 Next step: <i>As planned</i>	Not started

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current
→ 4.3.H7 Payroll entry	Process payroll in a timely and accurate manner.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Payroll successfully scheduled and processed during the Christmas Shutdown period.</li> </ul> <p>Q2 Next step: Process Certi</p>	On Track
→ 4.3.I Information and integrity statutory functions		Corporate Services		Complete
→ 4.3.I1 Integrity functions coordination	<ul style="list-style-type: none"> <li>• If required, coordinate integrity functions (e.g. internal enquiries).</li> </ul>	Corporate Services		Behind
→ 4.3.I2 Statutory information processes	<ul style="list-style-type: none"> <li>• If required, manage processes including right to information, information privacy, public interest disclosures.</li> <li>• Undertake periodic review of Council policies and facilitate consideration of any amendments by Council.</li> </ul>	Corporate Services		Behind
→ 4.3.I3 Statutory complaints	<ul style="list-style-type: none"> <li>• If required, manage processes including administrative action complaints, competitive neutrality, corrupt conduct allegations and liaise with relevant State agencies (e.g. Human Rights).</li> </ul>	Corporate Services		Behind
→ 4.3.I4 Related parties	<ul style="list-style-type: none"> <li>• Periodically review Council's policy, procedure and form, and implement.</li> </ul>	Corporate Services		Behind
→ 4.3.I5 Councillor complaints	<ul style="list-style-type: none"> <li>• If required, manage processes.</li> </ul>	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Nil</p> <p>Q2 Next step: If required, manage processes.</p>	Behind
→ 4.3.I6 Register of interests (Councillors)	<ul style="list-style-type: none"> <li>• Maintain register of interests.</li> <li>• Provide public access to councillors' register of interests or that of a related person.</li> <li>• Retain for 10 years from the last day of office - publicly accessible from Administration Office.</li> </ul>	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Councillors review their register of interest documents in July 2025 and in accordance with section 295 of the Local Government Regulation 2012, the register of Interests of Councillors is available for inspection by the public here <a href="https://quilpie.qld.gov.au/elected-members/">https://quilpie.qld.gov.au/elected-members/</a></p> <p>Q2 Next step: Councillors to update as required and new Register of Interest form to be made available to the public on Councils website.</p>	Behind

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
4.3.17 Register of interests (Particular employees)	<ul style="list-style-type: none"> <li>If requested, provide councillors / chief executive officer with access to senior executive employees' register of interest or that of a related person.</li> <li>Record and inform employees about access.</li> </ul>	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Register of Interest Document completed and updated as required.</p> <p>Q2 Next step: CEO and Executive Officers to review in Q3.</p>	Behind
4.3.L Legal and local laws		Corporate Services		On Track
4.3.L1 Legislation updates	<ul style="list-style-type: none"> <li>Monitor changes in legislation and translate to goal amendments and communicate changes.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: On 12 December 2025, the Local Government Legislation (Empowering Councils) Amendment Regulation 2025 (Amendment Regulation) came into force.</p> <p>The Amendment Regulation amends the Local Government Regulation 2012 to empower local governments by:</p> <ul style="list-style-type: none"> <li>giving local governments the autonomy to decide whether to dispose of valuable non-current assets other than by tender or auction by resolution, without requiring intervention from the state</li> <li>enabling local governments, other than Brisbane City Council, to grant concessions to ratepayers if satisfied the concession is appropriate, having regard to the cost of living in the locality, where the land is situated</li> <li>increasing the thresholds for requiring tenders and quotes                             <ul style="list-style-type: none"> <li>for medium-sized contractual arrangements from \$15,000 to \$21,000,</li> <li>for large-sized contractual arrangements from \$200,000 to \$280,000,</li> <li>for valuable non-current asset contracts which are not for the disposal of land                                     <ul style="list-style-type: none"> <li>plant and equipment from \$5,000 to \$7,000</li> <li>another type of non-current asset from \$10,000 to \$14,000</li> </ul> </li> </ul> </li> <li>ensuring that all local governments can change the discount period for the early payment of rates if there are extraordinary circumstances.</li> </ul> <p>The Amendment Regulation also cuts unnecessary red tape by:</p> <ul style="list-style-type: none"> <li>removing the requirement for the Minister to grant an extension of time by which a local government must adopt their annual report</li> <li>removing the requirement for local governments to notify the Minister of reportable losses</li> <li>removing the requirement to include an annual performance plan for each commercial business unit of a local government</li> <li>removing the prohibition on councillors using discretionary funds in a local government election year (from 1 January to the conclusion of the election)</li> <li>allowing local governments to not meet once in a month if impractical or unnecessary to do so, without requiring a Ministerial exemption</li> </ul>	On Track

			<p>The amendments also clarify councillor remuneration by providing certainty to mayors and deputy mayors that their remuneration can only be decreased, by resolution, to be the same proportion of the maximum amount of remuneration payable as all other councillors of the local government are to receive.</p> <p>Q2 Next step: Review and update the Procurement Policy to reflect the new thresholds for requiring tenders and quotes. Present to Council at the next meeting in January 2026.</p> <p>Once the updated Procurement Policy is adopted, review and update the financial delegations from CEO to Officers and procurement procedures.</p>	On Track
→ 4.3.L2 Council legal and local laws	<ul style="list-style-type: none"> <li>Facilitate to provision and retention of legal information for Council (e.g. legal documents register).</li> <li>Coordinate the making and amendments of local laws and subordinate local laws as required.</li> </ul>	Corporate Services		Behind
→ 4.3.M Mayor and councillors		Office of the Chief Executive Officer (CEO)		On Track
→ 4.3.M1 Requests for assistance or information	Prepare responses in accordance with Section 170A of the <i>Local Government Act 2009</i> .	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: All requests for assistance by Elected Members in accordance with Section 170A of the <i>Local Government Act 2009</i> have been undertaken.</p> <p>Q2 Next step: As Required</p>	On Track
→ 4.3.M2 Advocacy	<p>Advocate for Shire needs through national, state and regional networks, and with relevant members of parliament as opportunities arise.</p> <p>Note: It is recognised that major project funding often takes time and persistence, and efforts can span multiple years and funding rounds. Councillors and officers will provide updates through Council meetings.</p>	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 9 October 2025 - Visit from Minister for Transport and Main Roads Brent Mickelberg MP to announce the upgrade to South Comongin Crossing.</p> <p>20 October 2025 - Mayor and CEO working dinner with Minister Leahy MP, Minister for Local Government, Water and Volunteers and Bronwyn Blagoev, Director General.</p> <p>Q2 Next step: Whole of Council deputation to State Parliament planned for 2-6 March 2026.</p>	On Track
→ 4.3.M3 Civic and community events	Coordinate events hosted by the Mayor and Councillors.	Office of the Chief Executive Officer (CEO)		Behind

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.M4 Darling Downs South West Queensland Council of Mayors (DSWQCOM)		Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 19 October 2025 - Mayors' and CEOs' strategy meeting in Gold Coast.</p> <p>Q2 Next step: 5/6 February 2026 - Mayors' and CEOs' strategy meeting in Toowoomba.</p>	On Track
→ 4.3.M5 Western Queensland Alliance of Councils (WQAC)	Western Queensland Alliance of Councils provides a united voice for all of Western Queensland. It includes the North West Queensland Regional Organisation of Councils (NWQROC), Remote Area Promotion and Development Board (RAPAD) and South West Queensland Regional Organisation of Councils (SWQROC).	Office of the Chief Executive Officer (CEO)		Behind
→ 4.3.M6 South West Queensland Regional Organisation of Councils (SWROC)	SWQROC represents the six local governments of the South West Queensland region. Advocating for and creating opportunities for our communities.	Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 20 October 2025 - South West Regional Organisation of Council (SWROC) AGM &amp; Group Dinner with Minister and Director-General, Dept of Local Government, Water &amp; Volunteers - Attended by: Chief Executive Officer (Gold Coast).</p> <p>10-11 November 2025 - South West Regional Organisation of Council (SWROC) meeting - Attended by: Chief Executive Officer (Cunnamulla).</p> <p>1 December 2025 - South West Regional Organisation of Council (SWROC) meeting - Attended by: Chief Executive Officer (Online).</p> <p>Q2 Next step: Awaiting release of the final 2026 SWROC Meeting Schedule</p>	Behind
→ 4.3.0 Organisational effectiveness		People and Safety		Behind
→ 4.3.01 Goal setting	Progressively set goals for each of the next level of team members and develop their on-line position descriptions (linked with the operational plan).	Office of the Chief Executive Officer (CEO)		Behind
→ 4.3.02 Coordinated goal setting	Progressively set goals for each of the next level of team members and develop their on-line position descriptions (linked with the operational plan).	Corporate Services		Behind
→ 4.3.03 Progress reporting		People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Ongoing</p> <p>Q2 Next step: <i>Not valid</i></p>	Behind
→ 4.3.P Policies and processes		Corporate Services		Behind

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.P1 Policies - Coordinate on behalf of Council	<ul style="list-style-type: none"> <li>Coordinate review on behalf of Council.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: <i>Not started</i></p> <p>Q2 Next step: Review policy register and review dates.</p>	Behind
→ 4.3.P2 Processes - Coordinate on behalf of Council	<ul style="list-style-type: none"> <li>Document key corporate (cross-Directorate) processes that influence Council functions.</li> </ul>	Corporate Services		Behind
→ 4.3.R Record-keeping and corporate knowledge retention		Corporate Services		On Track
→ 4.3.R1 Records coordination	Support legislatively compliant record-keeping and corporate knowledge retention.	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Records management - Destruction Certificate 2025-08 ID3746 completed 16/12/2025.</p> <p>Q2 Next step: <i>Not started</i></p>	On Track
→ 4.3.R2 Business classification scheme review		Corporate Services		Behind
→ 4.3.U Human Resources (HR) governance and compliance		People and Safety		Behind
→ 4.3.U1 Organisational structure	Act as custodian and publisher of the adopted Organisational Structure.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Ongoing</li> <li>Comprehensive review scheduled for January/February 2026</li> </ul> <p>Q2 Next step: Comprehensive review scheduled for January/February 2026</p>	Not started
→ 4.3.U2 Employee code of conduct	Act as custodian of the code of conduct under the <i>Public Sector Ethics Act 1994</i> – including review coordinator and training content owner / developer.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Comprehensive review undertaken in 2025</li> <li>All staff trained in revised COC</li> <li>Currently developing ELMO learning module on COC</li> </ul> <p>Q2 Next step: Issue refresher training to all staff in ELMO in late 2026</p>	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.U3 Process workflows	Lead development and maintain a master set of documents showing the Executive Leadership Team approved flowcharts for key human resource processes.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Not yet commenced Q2 Next step: <i>Not yet started</i>	Not started
→ 4.3.U4 Sub-delegations and authorised persons powers	Progressively collaborate with the Director Corporate Services on links between individual positions and employees and decision-making authority.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Not yet commenced Q2 Next step: <i>Not yet started</i>	Not started
→ 4.3.U5 Management of employee interests	Develop and maintain a system to regularly capture, update and manage (document) each employee's private interests where they may intersect with Council operations.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Not yet commenced. Q2 Next step: Conflict of interest processes and system to be developed and maintained.	Not started
→ 4.3.U6 Team roles	Maintain and update leadership / governance position descriptions for team roles that cross all Directorates.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Comprehensive review of Position Descriptions of Executive leaders has been undertaken. Q2 Next step: <i>Not yet started</i>	Not started
→ 4.3.U7 Policies (employees)	Identify, implement and review opportunities to reduce the number of individual decisions required and to standardise the approach for employee matters.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Currently working on a comprehensive Residential Tenancies and Property Management policy. Q2 Next step: Finalise and adopt the Residential Tenancies and Property Management policy.	On Track
→ 4.3.W Workforce design		People and Safety		Not started

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current
→ 4.3.W1 Certified agreement	Coordinate (in the applicable year) key inputs in the agreement making and administration process including monitoring effectiveness during the term.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>• Each pay run continues to be authorised prior to processing (and transfer of funds)</li> <li>• Audit reports authorised following each pay run</li> <li>• Effectiveness of Certified Agreement continually monitored</li> <li>• Backup payroll support identified and included in Position Description of Training and Housing Officer</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>• Train the new Training and Housing Officer in payroll processing</li> <li>• Process Certified Agreement increases in February 2026</li> <li>• Arrange follow up training between Murweh &amp; QSC Payroll Officers for emergency support if required</li> <li>• Seek clarification on application of new Long Service Leave clause</li> </ul>	On Track
→ 4.3.W2 Employment contracts	Maintain standardised contract templates and review / provide input and advice on new contracts / inclusions).	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: This is constantly occurring. All contracts are now issued through the ELMO HR Software system so candidates can accept contracts electronically from their mobile, laptop or other device.</p> <p>Q2 Next step: Continue to review templates and update as required.</p>	On Track
→ 4.3.W3 Organisational design	<p>Provide input into proposed amendments to the organisational structure.</p> <p>Coordinate Directorate inputs for a single agenda report to Council if there are proposed amendments for multiple directorates at the one meeting.</p>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>• Continue cross-Council collaboration with Murweh Shire regarding payroll processing</li> <li>• Organisational restructure implemented with several new roles appointed</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>• Comprehensive Organisational Structure review to be undertaken in January/February 2026</li> </ul>	On Track
→ 4.3.W4 Job design	Provide feedback / advice, as required by the strategic leadership team, into individual job design (e.g. role clarity).	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Assistance provided to leaders as required. A new Business Continuity Plan (payroll) is currently in development.</p> <p>Q2 Next step: Assist with review of Position Descriptions and transfer into amended template. Finalise Business Continuity Plan (Payroll).</p>	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.3.W5 Values	Coordinate review and refresh (if required).	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Employer Branding project identified that Values are still relevant and embedded within organisation</li> </ul> <p>Q2 Next step: <i>No value</i></p>	Not started
→ 4.3.X Workforce planning		People and Safety		Not started
→ 4.3.X1 Integrated workforce and accommodation planning	Progressively research and document a plan that is: <ul style="list-style-type: none"> <li>responsive to Council's corporate and operational planning</li> <li>informed by research on industry and broader labour market trends (e.g. LGAQ, State and Australian/Global reports)</li> <li>integrated with the accommodation availability schedule / plan.</li> </ul>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Not yet commenced.</p> <p>Q2 Next step: Commence in Q4</p>	Not started
→ 4.3.X2 Skills audit and gap analysis	Collaborate with the leadership teams (initially Director Infrastructure Services) to register employees' skills and identify gaps.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Not yet commenced.</p> <p>Q2 Next step: Commence in Q3 or Q4.</p>	Not started
→ 4.3.X3 Talent attraction strategies	Research, identify and implement initiatives that attract interest in Quilpie Shire and Quilpie Shire Council.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Employer Branding project finalised</li> <li>EVP, visual content and videos now being used for staff attraction and retention</li> <li>Major amendments to Careers pages of corporate Council website</li> <li>Increase social media presence on LinkedIn and Facebook, with overwhelmingly positive response and improved metrics</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Continue to promote Quilpie Shire Council and Quilpie on social media and identify other relevant media outlets</li> <li>Expand visual and video asset library</li> <li>Embed new employer branding including staff upskilling in use of social media, storytelling and marketing</li> </ul>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status
→ 4.3.X4 Retention strategies	Research, identify and implement initiatives that retain skilled workers. This has the effect of deferring or reducing the operational and financial impost of recruitment, retraining and indeterminate disruption to service delivery.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Employer Branding project was aimed at attracting staff, keeping staff engaged and increasing staff retention.</p> <p>Q2 Next step: Additional strategies to be researched and developed.</p>	Not started
→ 4.3.X5 Attrition response strategies	Progressively compile a master list of possible approaches for vacant positions (short-term and extended).	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Various approaches currently being used</li> </ul> <p>Q2 Next step: None</p>	Not started
→ 4.3.X6 Youth engagement	Collaborate with schools and community on potential career paths, work experience and cadetships / apprenticeships / traineeships to provide local employment opportunities.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Council has been successful with a bid under the First Start Funding Program to receive funding in 2025/26 for one trainee.</p> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Priority area for trainee to be established, and the position advertised.</li> <li>Work experience program to be established in conjunction with the local School for Q4</li> </ul>	Not started
→ 4.3.X7 Funding submissions and administration	Monitor funding opportunities and, subject to Council approval, make application and administer the funded positions. These should reflect a current or planned / emerging need within the workforce plan.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Successful bid for one (1) Trainee under the First Start Funding Program 2025/26.</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Amendment to Organisational Structure in Jan/Feb 26 review</li> <li>Recruitment of Traineeship</li> </ul> <p>Seek Council approval for an amendment to the Organisational Structure if the application is successful.</p>	Not started
→ 4.3.X8 Cross-Council networks and collaboration (Workforce planning)	Work with surrounding Councils to identify opportunities for resource sharing.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Ongoing payroll emergency back up support</li> <li>Ongoing collaboration in relation to Training and Professional Development where applicable</li> <li>Ongoing collaboration regarding specialist services for Staff Wellbeing Week. Murweh have commenced holding a Staff Wellbeing Week in the same week to enable collaboration with our established Staff Wellbeing Weeks</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Arrange face to face, on-site follow up emergency payroll training with Murweh Shire Council in Q1</li> </ul>	Not started

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
4 Long-term financial sustainability underpinned by sound financial planning and accountability		Corporate Services		Behind
→ 4.4.A Financial planning	Prepare, present and adopt the financial planning documents.	Corporate Services		Behind
→ 4.4.A1 5-year corporate plan	<ul style="list-style-type: none"> <li>Coordinate preparation / amendments if required, engage, present for adoption and publish.</li> </ul>	Corporate Services		Behind
→ 4.4.A2 Annual operational plan	<ul style="list-style-type: none"> <li>Coordinate preparation, amendments, progress reports and the annual review.</li> </ul> <p><i>Note: Executive leadership of goal setting and progress reports within their directorates, ensuring alignment within the annual operational plan and compliance with reporting requirements (Refer Organisational effectiveness).</i></p>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC218-10-25 &amp; QSC225-11-25</p> <p>Q2 Milestones achieved / Any issues: The 2025/26 Operational Plan was adopted at the special meeting on 7 October 2025. The first quarter review of the implementation of the 2025/26 Operational Plan was presented to Council at the special meeting on 5 November 2025.</p> <p>Q2 Next step: The second quarter review of the implementation of the 2025/26 Operational Plan is planned to be presented to Council at the January meeting.</p>	On Track
→ 4.4.A3 Annual budget including revenue statement (shared goal)	<ul style="list-style-type: none"> <li>Coordinate the annual budget for adoption.</li> <li>Prepare the Revenue Statement for adoption.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC153-07-25</p> <p>Q2 Milestones achieved / Any issues: 2025/26 Budget adopted at the special meeting on 15 July 2025.</p> <p>Q2 Next step: 2026/27 Budget workshops next quarter:</p> <ul style="list-style-type: none"> <li>3 February 2026</li> <li>24 February 2026</li> </ul>	On Track
→ 4.4.A4 National competition policy	<ul style="list-style-type: none"> <li>Prepare reports to the budget meeting on:                             <ul style="list-style-type: none"> <li>- significant activities</li> <li>- the code of competitive conduct.</li> </ul> </li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC170-07-25 &amp; QSC171-07-25</p> <p>Q2 Milestones achieved / Any issues: Reports presented as part of the budget meeting on 15 July 2025:</p> <ul style="list-style-type: none"> <li>Assessment of business activities against the threshold for Significant Business Activities for 2025/26</li> <li>Code of Competitive Conduct for the financial year 2025/26</li> </ul> <p>Q2 Next step: <del>Adopted</del></p>	Complete
→ 4.4.A5 Budget monitoring, reviews and costing (shared goal)	<ul style="list-style-type: none"> <li>Prepare / coordinate, review, advise and present.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC229-11-25</p> <p>Q2 Milestones achieved / Any issues: Quarter 1 Budget Review completed and presented to Council at the meeting on 5 November 2025.</p> <p>Q2 Next step: Quarter 2 Budget Review developed for meeting in January 2026.</p>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.4.A6 Long-term asset management plan	<ul style="list-style-type: none"> <li>Embed cross-Directorate collaboration and goals to continue to improve shared asset data (e.g. valuations, condition).</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: As part of the inspections on Council's buildings for the valuations last year, Council engaged the valuer to assess for defects and provide asset management data which will be used to inform the Asset Management Plan for Buildings.</p> <p>Q2 Next step: Draft the Asset Management Plan for Buildings using the asset data from the valuers.</p>	On Track
→ 4.4.A7 Long-term financial forecast	<ul style="list-style-type: none"> <li>Update and integrate the long-term financial forecast, including budget reviews and long-term asset management plan updates.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC225-11-25</p> <p>Q2 Milestones achieved / Any issues: Long Term Financial Forecasts adopted with 2025/26 Amended Budget at the Special meeting on 5 November 2025 (Resolution: QSC225-11-25).</p> <p>Q2 Next step: Review Long Term Financial Forecasts as part of the Quarter 2 Budget Review.</p>	On Track
→ 4.4.A8 Business cases and whole of life costing	<ul style="list-style-type: none"> <li>Conduct whole of life costing (modelling) for major projects.</li> </ul>	Corporate Services		Behind
→ 4.4.B Financial accountability (reporting)	<ul style="list-style-type: none"> <li>Prepare, present and adopt financial accountability documents.</li> </ul>	Corporate Services		Behind
→ 4.4.B0 Monthly reporting	<ul style="list-style-type: none"> <li>Prepare expenditure by area and incorporate in the statutory financial reports.</li> <li>Prepare financial reports for Council meetings.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Refer below</p> <p>Q2 Milestones achieved / Any issues: Monthly finance report presented to the following meetings:</p> <p>October (Resolution No: QSC211-09-25)</p> <p>November (Resolution No: QSC239-11-25)</p> <p>December (Resolution No: QSC260-12-25)</p> <p>Q2 Next step: Ongoing service.</p>	On Track
→ 4.4.B1 Progress reporting (Operational plan)	<ul style="list-style-type: none"> <li>Coordinate, review, fine-tune (if required) and present written assessment of the local government's progress towards implementing the operational plan.</li> </ul>	Office of the Chief Executive Officer (CEO)		Behind
→ 4.4.B2 Accounting records and reconciliations	<ul style="list-style-type: none"> <li>Maintain separate records for Council's operations and trust fund, including comparison with budget.</li> <li>Review, check and authorise end-of-month reconciliations for the trial balance and financial modules (prepared by the module owners).</li> </ul>	Corporate Services		Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.4.B3 End of year financial statements	<ul style="list-style-type: none"> <li>Prepare annual reporting for Council, community and stakeholders:                             <ul style="list-style-type: none"> <li>- General purpose financial statement</li> <li>- Current year financial sustainability statement</li> <li>- Long term financial sustainability statement</li> <li>- Community financial report</li> </ul> </li> </ul>	Corporate Services		On Track
→ 4.4.B4 Annual report	<ul style="list-style-type: none"> <li>Lead design, content and production.</li> <li>Table for adoption at a Council meeting and publish on the website and in print.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC226-11-25</p> <p>Q2 Milestones achieved / Any issues: The Annual Report for 2024/25 was completed and adopted by Council on 5 November 2025 (with the statutory deadline). It was uploaded to Council's website on 18 November 2025.</p> <p>Q2 Next step: <u>Finalise</u></p>	Complete
→ 4.4.B5 Financial sustainability	<ul style="list-style-type: none"> <li>Implement initiatives, benchmark and report on trends and sustainability considerations, including fees and charges.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC261-12-25</p> <p>Q2 Milestones achieved / Any issues: Current-Year Financial Sustainability Statement in the 2024/25 general purpose financial statements were audited by the Queensland Audit Office.</p> <p>Q2 Next step: Financial sustainability ratios (long term - 10 year outlook) developed with the 2026/27 budget.</p>	On Track
→ 4.4.B6 Councillors' overview	<ul style="list-style-type: none"> <li>Prepare an overview for Councillors on financial sustainability and other strategic focus areas for the coming year, to facilitate consideration/review of priorities.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: <u>No value</u></p> <p>Q2 Next step: Include an overview of financial sustainability ratios in the budget workshops.</p>	Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.4.B7 Government statistical and taxation returns	<ul style="list-style-type: none"> <li>Local government consolidated data collection. <i>Note: The return includes 6 data sheets on finance, leases, functions, assets, rating and other information, and is prepared for the information of (Queensland Local Government Grants Commission, Australian Bureau of Statistics, Department of Local Government, Water and Volunteers, Queensland Office of Economic and Statistical Research, AUSTRROADS and the Australian Local Association (ALGA), Queensland Government agencies).</i></li> <li>Business Activity Statement (Goods and services tax).</li> <li>Notional goods and services tax.</li> <li>Fringe benefits tax.</li> <li>Queensland fire and emergency services annual return / Queensland Fire Department, Levy Management Unit (LMU) Form 1 – Return of Prescribed Properties.</li> <li>Emergency management levy returns.</li> <li>Australian Bureau of Statistics (ABS) building approvals.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Local government consolidated data collection was submitted to the Department on the due date, 21 November 2025 (Record # 270415).</li> <li>Business Activity Statement (Goods and services tax) submitted monthly by 21st.</li> <li>Notional goods and services tax submitted on the due date, 15 September 2025 (Record # 266774).</li> <li>Emergency management levy returns - 1 July - 30 September 2025 submitted 17 October 2025 (Record # 267958).</li> <li>Australian Bureau of Statistics (ABS) building approvals - submitted monthly online portal.</li> </ul> <p>Q2 Next step: <i>No value</i></p>	On Track
→ 4.4.C Financial policies	<ul style="list-style-type: none"> <li>Regularly review, update (if necessary).</li> </ul>	Corporate Services		Behind
→ 4.4.C1 Investment policy (F.08)	<ul style="list-style-type: none"> <li>Regularly review, update (if necessary) the Investment Policy.</li> </ul>	Corporate Services		Behind
→ 4.4.C2 Debt policy (F.06)	<ul style="list-style-type: none"> <li>Regularly review, update (if necessary) the Debt Policy.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC168-07-25</p> <p>Q2 Milestones achieved / Any issues: After undertaking a review of the Debt Policy, it was included in the Special Budget Meeting on 15 July 2025 and adopted.</p> <p>Q2 Next step: <i>No value</i></p>	On Track
→ 4.4.C3 Revenue policies (F.03, F.10, F.11)	<ul style="list-style-type: none"> <li>Regularly review and update (if necessary) policies applicable to revenue.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: <i>No value</i></p> <p>Q2 Next step: Annual review of the revenue policy in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year. Plan to present to the ordinary meeting on 18 March 2026.</p>	Not started
→ 4.4.C4 Asset management policy (G.01)	<ul style="list-style-type: none"> <li>Review and update (if necessary) the Asset Management Policy.</li> </ul>	Corporate Services		Behind
→ 4.4.C5 Entertainment and hospitality policy (G.09)	<ul style="list-style-type: none"> <li>Regularly review, update (if necessary) the Entertainment and Hospitality Policy.</li> </ul>	Corporate Services		Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.4.C6 Advertising spending policy (G.10)	<ul style="list-style-type: none"> <li>Regularly review, update (if necessary) the Advertising Policy.</li> </ul>	Corporate Services		Behind
→ 4.4.C7 Procurement policy (F.05)	<ul style="list-style-type: none"> <li>Regularly review, update (if necessary) the Procurement Policy.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Review of the procurement policy is underway incorporating changes to Local Government Regulation 2012.</p> <p>Q2 Next step: Presentation to January 2026 meeting for adoption.</p>	On Track
→ 4.4.C8 Financial policies - Contribute to development		Corporate Services		Behind
→ 4.4.D Financial processes	Prepare, present and adopt financial accountability documents.	Corporate Services		Behind
→ 4.4.D1 Investments and cash flow management	<ul style="list-style-type: none"> <li>Administer Council's investments.</li> <li>Maintain an investment register.</li> <li>Manage Council's cash flow to ensure timely payment of its commitments for payroll and creditors.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Investments maturing:</p> <p>AMP Bank term deposit matured (\$2M)</p> <p>Judo Bank term deposit matured and rolled over (\$3M)</p> <p>Investments made:</p> <p>Auswide Bank term deposit \$2M at 4.2% for 6 months</p> <p>Bank of Qld term deposit \$2M at 4.3% for 7 months</p> <p>Judo Bank term deposit \$3M at 4.5% for 6 months</p> <p>Q2 Next step: Ongoing service.</p>	On Track
→ 4.4.D2 Loan interest and repayments	<ul style="list-style-type: none"> <li>Not applicable for 2025/26.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Nil to report - Council does not have any borrowings.</p> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Annual review as part of budget deliberations. No further action required this financial year.</li> </ul>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status
→ 4.4.D3 Revenue processes	<ul style="list-style-type: none"> <li>Prepare the draft Revenue statement and rating resolutions for budget.</li> <li>Categorise rateable land.</li> <li>Manage the timely and accurate levy and collection of rates, charges and other revenue / accounts receivable.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: QSC266-12-25</p> <p>Q2 Milestones achieved / Any issues: Update to Council on overdue rates and charges at the meeting on 17 December 2025.</p> <p>Q2 Next step: Letters of demand to be issued for rates and charges more than 3 years overdue.</p>	On Track
→ 4.4.D4 Objections to rating categories	<ul style="list-style-type: none"> <li>Administer objections.</li> </ul>	Office of the Chief Executive Officer (CEO)		Behind
→ 4.4.D5 Land sales or acquisition for overdue rates and charges	<ul style="list-style-type: none"> <li>Administer the sale or acquisition of land for overdue rates or charges.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: The land acquisition process for overdue rates and charges was completed for the following land:</p> <ul style="list-style-type: none"> <li>Lot 71 and 80 on CP A2456 (Assessment No: 00059-00000-000) Transfer date 23/10/2025, and</li> <li>L603 on A2451 (Assessment No: 00088-00000-000) Transfer date 27/10/2025.</li> </ul> <p>Q2 Next step: Discharge the overdue rates and charges on land acquired by Council in accordance as per Section 150 2(a) of <i>Local Government Regulation 2012</i>.</p>	On Track
→ 4.4.D6 Asset management processes	<ul style="list-style-type: none"> <li>Desktop asset valuations</li> </ul>	Corporate Services		Behind
→ 4.5.A Assets and registers	<p>Sections 180, 206 <i>Local Government Regulation 2012</i>.</p>	Corporate Services		Behind
→ 4.4.C1 Assets	<ul style="list-style-type: none"> <li>Prepare, review and complete on schedule.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Folder - RFQM 08 25-26 Asset Valuations</p> <p>Q2 Milestones achieved / Any issues: Request for Quote Medium 08 25-26 issued in December for Comprehensive Valuations for Water and Sewerage Infrastructure at 30 June 2026.</p> <p>Q2 Next step: Request for Quote Medium 08 25-26 closes in January and will be evaluated.</p>	On Track
→ 4.4.D1 Assets	<ul style="list-style-type: none"> <li>Prepare, review and complete on schedule.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: No progress required this quarter.</p> <p>Q2 Next step: The desktop valuations for road infrastructure, building and other structures, other assets and land at 30 June 2026 are not due until Quarter 4.</p>	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
4.1	<ul style="list-style-type: none"> <li>Review and process.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Asset module rolled over from 2024/25FY to 2025/26FY. Depreciation run in asset module for July - December \$4,356,593.</p> <p>Asset disposals posted:</p> <ul style="list-style-type: none"> <li>PLANT2000 - Fuso Canter Dual Cab</li> <li>PLANT1105 - Toyota ute</li> <li>LAND C165 - 65 Galah Street</li> <li>BSCOUNH328 - 65-67 Galah St Dwelling</li> <li>LAND C095 - Ass 435-2000</li> <li>LAND C095A - Assessment 435-2000 (separate lot )</li> <li>BSCOUNCH328 - Housing 41 Pegler St. Quilpie</li> <li>BSREC092 - Eromanga Rec Res tank toilets 2</li> <li>BSREC094 - Eromanga Rec Res Tank toilets 4</li> </ul> <p>Total proceeds: \$656,698.37</p> <p>Q2 Next step: <del>Not applicable</del></p>	On Track
4.2	<ul style="list-style-type: none"> <li>Process and review.</li> </ul>	Corporate Services		Behind
4.3	<ul style="list-style-type: none"> <li>Prevent, detect and respond quickly to potential fraud or other form of corruption.</li> <li>Develop, regularly review and maintain a comprehensive Fraud and Corruption Control Plan.</li> </ul>	Corporate Services		Behind
4.4	<ul style="list-style-type: none"> <li>Facilitate notification processes if money &gt; \$500, other assets &gt;\$1,000.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Nil for quarter</p> <p>Q2 Next step: <del>Not applicable</del></p>	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
<p>→ 4.4.D7 Procurement processes</p>	<ul style="list-style-type: none"> <li>Coordinate procurement on behalf of the organisation.</li> <li>Continue to fine-tune the procurement process, implementing improvements that strengthen probity and efficiency.</li> <li>Review and publish details of contracts awarded with a value of \$200,000 or more (exclusive of GST).</li> </ul>	<p>Corporate Services</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Q1 Milestones achieved / Any issues: Procurement</p> <ul style="list-style-type: none"> <li>Large Requests for Quotes Issued: 11</li> <li>Medium Requests for Quotes Issued: 4</li> <li>Purchase orders raised: 330</li> <li>Value of purchase orders raised: Not available due to system error</li> </ul> <p>Accounts Payable</p> <ul style="list-style-type: none"> <li>Invoices processed: 911</li> <li>Total value of invoices processed: \$25,372,561</li> <li>Payments (Electronic Funds Transfers): 552</li> </ul> <p>Q2 Next step: Ongoing service.</p>	<p>On Track</p>
<p>→ Strategic procurer - Lead develop</p>		<p>Corporate Services</p>	<p><b>NEW</b></p> <p>Resolution number: Folder - Tenders 2025 - 2026</p> <p>Q2 Milestones achieved / Any issues: Tenders prepared and issued:</p> <ul style="list-style-type: none"> <li>T02 ROPS Road and Civil Construction - Awarded 5 November 2025</li> <li>T03 25-26 ROPS of Trades and Professional Services - Awarded 5 November 2025</li> <li>T05 25-26 Sale and removal 49 Boonkal Street, Quilpie - Awarded 28 October 2025</li> <li>T06 25-26 Concrete Floodways Project 2025 - Awarded 28 October 2025</li> <li>T07 25-26 Bob Young and Admin Building - Closes 19 January 2025</li> </ul> <p>Q2 Next step: Tenders in progress:</p> <ul style="list-style-type: none"> <li>T08 25-26 Pre-Qualified Suppliers of Health and Wellness Services - in draft</li> </ul>	<p>On Track</p>
<p>→ 4.4.D8 Inventory processes</p>	<ul style="list-style-type: none"> <li>Manage the secure storage and issue of inventory items at the Depot, to ensure the economical and timely provision of parts and other supplies.</li> </ul>	<p>Corporate Services</p>	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Value of store items issued: \$366,207.96</li> <li>Value of stock ordered for stores: \$427,232.78</li> </ul> <p>Q2 Next step: Ongoing service</p>	<p>On Track</p>

Code	Details	Cost Directorate	Progress Update - Quarter 2	Current Status																
4.4.D9 Payment processes	<ul style="list-style-type: none"> <li>Coordinate payments for the supply of goods and services.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <p>Payments processed</p> <table border="1"> <thead> <tr> <th>Month</th> <th># Invoices</th> <th># Suppliers</th> <th>Total Value</th> </tr> </thead> <tbody> <tr> <td>October</td> <td>344</td> <td>199</td> <td>\$12,998,219.30</td> </tr> <tr> <td>November</td> <td>276</td> <td>166</td> <td>\$4,496,087.95</td> </tr> <tr> <td>December</td> <td>291</td> <td>187</td> <td>\$7,878,344.22</td> </tr> </tbody> </table> <p>Q2 Next step: Ongoing service.</p>	Month	# Invoices	# Suppliers	Total Value	October	344	199	\$12,998,219.30	November	276	166	\$4,496,087.95	December	291	187	\$7,878,344.22	On track
Month	# Invoices	# Suppliers	Total Value																	
October	344	199	\$12,998,219.30																	
November	276	166	\$4,496,087.95																	
December	291	187	\$7,878,344.22																	
4.4.G Grants and other external funding coordination	<ul style="list-style-type: none"> <li>Support Council's ongoing financial capacity to deliver for the community:</li> <li>- by building a reputation for delivering on commitments;</li> <li>- strong financial management of external funding.</li> </ul>	Corporate Services		Complete																
4.4.G1 Grants and other external funding - strategic	<ul style="list-style-type: none"> <li>Coordinate required actions through allocation of goals and success measures, monitor due dates and review/submit progress and final reporting.</li> <li>Establish and maintain a grant register for external funds under management.</li> <li>Authorise finance reports to Council inclusive of grant applications and results.</li> <li>Participate in 'capital catch-up' meetings for planned capital works and funding, providing executive oversight of progress, challenges, budget and adherence to funding milestones.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Refer below</p> <p>Q2 Milestones achieved / Any issues: Grants register maintained and updated as part of the monthly finance report and grant accounting assessment.</p> <ul style="list-style-type: none"> <li>October (Resolution No: QSC211-09-25)</li> <li>November (Resolution No: QSC239-11-25)</li> <li>December (Resolution No: QSC260-12-25)</li> </ul> <p>Q2 Next step: Ongoing service</p>	On track																
4.4.G2 Grants and other external funding - operational	<ul style="list-style-type: none"> <li>Reconcile the grants register to the general ledger as part of end of month procedures.</li> <li>Prepare grant reporting (progress and final) and acquit funding.</li> <li>Include grant applications and results in Council's monthly finance reports.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Road to Recovery Program - The Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts new grant portal went live in December 2025 and we have reviewed our current projects to ensure they are compliant in the system.</li> <li>LRCI Program 4 - a variation was submitted to use the remaining funds under this program and to request an extension of time to 28 February 2026.</li> <li>LRCI Program 3 - a variation was submitted to use the remaining funds under this program. The final project was approved and delivered by 31 December 2025.</li> </ul> <p>Q2 Next step: Quarterly reporting to the Department of Local Government for Works for Queensland and Local Government Grants and Subsidies Program.</p>	On track																

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
<b>4.B8 Capital catch-ups</b>		Office of the Chief Executive Officer (CEO)		Behind
→ Capital catch-ups - Chief Executive Officer		Corporate Services		Behind
→ Capital catch-ups - Deputy Director Infrastructure Services		Infrastructure Services		Behind
→ Capital catch-ups - Director Community and Business Development		Community and Business Development		Behind
→ Capital catch-ups - Director Corporate Services		Corporate Services		Behind
→ Capital catch-ups - Director Infrastructure Services		Infrastructure Services	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Regular capital catchup as planned every fortnightly Q2 Next step: Continue as planned	On Track
→ Capital catch-ups - Procurement Officer		Corporate Services		Behind
→ Capital catch-ups - Specialist Work Health and Safety		People and Safety		Behind
→ Community updates from capital catch-ups - Director Community and Business Development		Community and Business Development		Behind
<b>5 Optimal asset management practices</b>		Infrastructure Services		Behind
→ 4.5.A Assets and registers	Sections 180, 206 <i>Local Government Regulation 2012</i> .	Corporate Services		Behind
→ 4.4.D/4.5.A1 Comprehensive asset valuations	<ul style="list-style-type: none"> <li>Prepare, review and complete on schedule.</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: Folder - RFQM 08 25-26 Asset Valuations Q2 Milestones achieved / Any issues: Request for Quote Medium 08 25-26 issued in December for Comprehensive Valuations for Water and Sewerage Infrastructure at 30 June 2026. Q2 Next step: Request for Quote Medium 08 25-26 closes in January and will be evaluated.	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.4.D/4.5.A2 Desktop valuations	<ul style="list-style-type: none"> <li>Prepare, review and complete on schedule.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: No progress required this quarter.</p> <p>Q2 Next step: The desktop valuations for road infrastructure, building and other structures, other assets and land at 30 June 2026 are not due until Quarter 4.</p>	On Track
→ 4.4.D/4.5.A3 Fixed asset acquisitions, disposals, write-off, depreciation	<ul style="list-style-type: none"> <li>Review and process.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Asset module rolled over from 2024/25FY to 2025/26FY. Depreciation run in asset module for July - December \$4,356,593.</p> <p>Asset disposals posted:</p> <ul style="list-style-type: none"> <li>PLANT2000 - Fuso Canter Dual Cab</li> <li>PLANT1105 - Toyota ute</li> <li>LAND C165 - 65 Galah Street</li> <li>BSCOUNH328 - 65-67 Galah St Dwelling</li> <li>LAND C095 - Ass 435-2000</li> <li>LAND C095A - Assessment 435-2000 (separate lot )</li> <li>BSCOUNCH328 - Housing 41 Pegler St. Quilpie</li> <li>BSREC092 - Eromanga Rec Res tank toilets 2</li> <li>BSREC094 - Eromanga Rec Res Tank toilets 4</li> </ul> <p>Total proceeds: \$656,698.37</p> <p>Q2 Next step: <i>No value</i></p>	On Track
→ 4.4.D/4.5.A4 Project capitalisations from work in progress	<ul style="list-style-type: none"> <li>Process and review.</li> </ul>	Corporate Services		Behind
→ 4.4.D/4.5.A5 Fraud prevention	<ul style="list-style-type: none"> <li>Prevent, detect and respond quickly to potential fraud or other form of corruption.</li> <li>Develop, regularly review and maintain a comprehensive Fraud and Corruption Control Plan.</li> </ul>	Corporate Services		Behind
→ 4.4.D/4.5.A6 Loss of assets (money or property)	<ul style="list-style-type: none"> <li>Facilitate notification processes if money &gt; \$500, other assets &gt;\$1,000.</li> </ul>	Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Nil for quarter</p> <p>Q2 Next step: <i>No value</i></p>	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.5.C Plant replacement program	Implement Council's approved replacements and disposals.	Infrastructure Services		Behind
→ 4.5.D New plant	Implement Council's approved purchases.	Infrastructure Services		Behind
→ 4.5.E Depot and workshop	Operate a workshop for the safe and efficient repair and maintenance of Council's plant and equipment.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: QSC213-10-25, QSC214-10-25, QSC215-10-25, QSC216-10-25 and QSC217-10-25</p> <p>Q2 Milestones achieved / Any issues: Council endorsed the recommendation to order of 2 articulated graders, 1 front end loader, 1 mini excavator and 1 steel drum roller</p> <p>Q2 Next step: Expect delivery of these plant in early 2026.</p>	On Track
→ 4.5.F Asset management sub-plans		Infrastructure Services		Behind
→ 4.5.F1 Asset management sub-plan - Buildings and other structures (2025/26)	Operate a workshop for the safe and efficient repair and maintenance of Council's plant and equipment.	Infrastructure Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: 1. Building assets valuation is completed 2. Condition assessment data has been reviewed and queries raised</p> <p>Q2 Next step: Follow-up on finalisation of condition assessment and prepare a future renewal plan for buildings</p>	Behind
→ 4.5.F2 Asset management sub-plan - Plant and equipment	Operate a workshop for the safe and efficient repair and maintenance of Council's plant and equipment.	Infrastructure Services		Behind
<b>6 Inclusive community engagement and decision making</b>		Office of the Chief Executive Officer (CEO)		On Track
→ 4.6.A Community engagement		Community and Business Development		Behind
→ 4.6.A1 Community advisory committee	Subject to Council's meeting consideration, establish an Agri-Business Advisory Committee of interested parties to provide input into Council's advocacy and decision making on: <ul style="list-style-type: none"> <li>• Biosecurity planning</li> <li>• Stock management</li> <li>• Wild dog program implementation (processes, communication)</li> <li>• Exclusion fencing</li> <li>• Funding programs</li> <li>• Advocacy</li> </ul>	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Activity has not yet commenced.</p> <p>Q2 Next step: <i>No action</i></p>	Behind
→ 4.6.A2 Community engagement framework	Prepare and facilitate on behalf of all Directorates.  Support strategic growth through the application of best practice community engagement systems, policies and	Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Activity has not yet commenced.</p> <p>Q2 Next step: <i>Finalise</i></p>	Behind

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current ...																																								
→ 4.6.A3 Road resident engagement - Embed in processes	Prepare and facilitate on behalf of all Directorates.  Support strategic growth through the application of best practice community engagement systems, policies and processes [AP2].	Infrastructure Services		Behind																																								
→ 4.6.B Council meetings		Office of the Chief Executive Officer (CEO)		Behind																																								
→ 4.6.B1 Agenda reports	<b>Notice of meetings and agendas for councillors</b> (Section 254C (1) <i>Local Government Regulation 2012</i> )  Due date in accordance with Section (1) (b) - at least 2 days before the day of the meeting, unless it is impracticable to give the notice before that time.	Office of the Chief Executive Officer (CEO)	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: <ul style="list-style-type: none"> <li>Council ordinary meeting agendas distributed on:                             <ul style="list-style-type: none"> <li>- 24 October 2025 for meeting on 28 October 2025</li> <li>- 15 November 2025 for meeting on 19 November 2025</li> <li>- 13 December 2025 for meeting on 17 December 2025</li> </ul> </li> <li>Council special meeting agendas distributed on:                             <ul style="list-style-type: none"> <li>- 3 October 2025 for meeting on 7 October 2025</li> <li>- 14 October 2025 for meeting on 15 October 2025</li> <li>- 4 November 2025 for meeting on 5 November 2025</li> <li>- 4 December 2025 for meeting on 5 December 2025</li> </ul> </li> </ul> Number of agenda reports:  <table border="1"> <thead> <tr> <th>Ordinary meeting agenda items (reports)</th> <th>28 October 2025</th> <th>19 November 2025</th> <th>17 December 2025</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Community and Business Development</td> <td>5</td> <td>0</td> <td>3</td> <td>8</td> </tr> <tr> <td>Corporate Services</td> <td>4</td> <td>3</td> <td>2</td> <td>9</td> </tr> <tr> <td>Infrastructure Services</td> <td>8</td> <td>4</td> <td>3</td> <td>15</td> </tr> <tr> <td>Office of the CEO</td> <td>4</td> <td>0</td> <td>1</td> <td>5</td> </tr> <tr> <td>Confidential</td> <td>3</td> <td>3</td> <td>3</td> <td>9</td> </tr> <tr> <td>Ordinary meetings</td> <td>24</td> <td>10</td> <td>12</td> <td>46</td> </tr> <tr> <td>Special</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Ordinary meeting agenda items (reports)	28 October 2025	19 November 2025	17 December 2025	Total	Community and Business Development	5	0	3	8	Corporate Services	4	3	2	9	Infrastructure Services	8	4	3	15	Office of the CEO	4	0	1	5	Confidential	3	3	3	9	Ordinary meetings	24	10	12	46	Special					Behind
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Ordinary meetings	24	10	12	46																																								
Special																																												

meeting agenda items (reports)	
7 October	8
15 October	2
5 November	6
Special meetings	21
<b>Total reports</b>	<b>67</b>
Q2 Next step:	

4.6.B2 Council meetings and minutes

**Councillors** (Section 186 (1)(c) *Local Government Regulation 2012*)

The annual report for a financial year must contain particulars of the number of local government meetings that each councillor attended during the financial year.

**Minutes** (Section 254F *Local Government Regulation 2012*)

Due date/time in accordance with Section 254F (6) - minutes publicly available by 5 p.m. on the tenth day after the meeting is held, unless the minutes are sooner confirmed.

**Confirmation of minutes** (Section 254F (7) *Local Government Regulation 2012*)

When the minutes of a local government meeting have been confirmed, a copy of the confirmed minutes must be made publicly available, and available for purchase at the local government's public office, as soon as practicable after the meeting at which the minutes are confirmed is held.

**Repeal or amendment of resolutions** (Section 262 *Local Government Regulation 2012*)

A resolution of a local government may be repealed or amended only if notice of intention to propose the repeal or amendment is given to each councillor at least 5 days before the meeting at which the proposal is to be made.

Office of the Chief Executive Officer (CEO)

**NEW**

Resolution number: Infocouncil

Q2 Milestones achieved / Any issues: Councillors' attendance as follows:

Council meeting attendance (Ordinary meetings)	28 October 2025	19 November 2025	17 December 2025	Total
Cr Ben Hall (Mayor)	1	1	1	3
Cr Roger Volz (Deputy Mayor)	1	1	1	3
Cr Lyn Barnes	1	1	1	3
Cr Tony Lander	1	1	1	3
Cr Milosevic	1	1	1	3

  

Council meeting attendance (Special meetings)	7 & 15 October 2025	5 November 2025	5 December 2025	Total
Cr Ben Hall (Mayor)	2	1	1	4
Cr Roger Volz (Deputy Mayor)	2	1	1	4
Cr Lyn Barnes	2	1	1	4
Cr Tony Lander	2	1	1	4
Cr Milosevic	2	1	1	4

Minutes distributed and actions sent:

Councillors meeting	28 October 2025	19 November 2025	17 December 2025
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		2025	2025	2025	
		Minutes uploaded to website	31 October 2025	24 November 2025	19 December 2025
		Action items distributed	31 October 2025	24 November 2025	19 December 2025
		Special meetings	7 & 15 October 2025	5 November 2025	5 December 2025
		Minutes uploaded to website	7 October meeting minutes uploaded on 9 October 2025	5 November meeting minutes uploaded on 6 November 2025	5 December meeting minutes uploaded on 9 December 2025
			15 October meeting minutes uploaded on 20 October 2025		
		Action items distributed	7 October meeting actions distributed on 9 October 2025	5 November actions distributed on 6 November 2025	5 December actions distributed on 9 December 2025
			15 October meeting actions distributed on 20 October 2025		
		Q2 Next step: Ordinary meeting scheduled for 29 January 2026.			
→ 4.6.B3 Council meeting correspondenc	Office of the Chief Executive Officer (CEO)				Behind
→ 4.6.B4 Council meeting action items	Office of the Chief Executive Officer (CEO)				Behind
→ 4.6.B5 Council meeting communication	Office of the Chief Executive Officer (CEO)				Behind
→ 4.6.C Council communication	Office of the Chief Executive Officer (CEO)				Behind

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.6.C1 Council newsletter	Review system and content, and encourage additional subscribers with feedback opportunities.  Note: Implements actions responsive to the 2025 Community Satisfaction Survey: <ul style="list-style-type: none"> <li>• Notable gaps in digital engagement and reach of newsletter.</li> <li>• Inconsistent or ineffective information distribution (over-reliance on social media)</li> </ul>	Office of the Chief Executive Officer (CEO)		On Track
→ 4.6.C4 QSC team newsletter / updates	Includes 'Fill in Fridays'.	Office of the Chief Executive Officer (CEO)		Behind
→ 4.6.E Executive leadership team (ELT)		Office of the Chief Executive Officer (CEO)	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Council's Deputy Director Corporate Services commenced in November 2025.</p> <p>Q2 Next step: Council's Deputy Director Community and Business Development due to commence in January 2025.</p> <p>ELT Professional Development with John Oberhardt planned for Q3.</p>	On Track
→ 4.6.E1 Executive Leadership Team (ELT) - Community and Business Development		Community and Business Development	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: ELT - LGAQ Advocacy Training 13 November 2025 ELT Meeting - 4 December 2025</p> <p>Q2 Next step: <del>Review</del></p>	On Track
→ 4.6.E2 Executive Leadership Team (ELT) - Corporate Services		Corporate Services	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Department of Local Government Client Service Meeting 17 October 2025 Local Government Finance Professionals Conference - November 2025 LGAQ Advocacy Training 13 November 2025 ELT Meeting - 4 December 2025</p> <p>Q2 Next step: Attend Department Local Government Finance Officers Network meeting - date to be confirmed.</p>	On Track

Code	Details	Lead Directorate	Progress Update - Quarter 2	Status
→ 4.6.E3 Executive Leadership - Infrastructure Services	Including special projects for 2025/26: <ul style="list-style-type: none"> <li>Contribution to South West Queensland Regional Organisation of Councils (SWQROC) Graduate Engineer Program.</li> <li>Research linkage project with Royal Melbourne Institute of Technology.</li> </ul> <p><b>First quarter review</b></p> <ul style="list-style-type: none"> <li>Addition of program management with progressive targets.</li> </ul>	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: 1. SWQRRTG put on hold the Graduate Engineer program 2. The 6-monthly capital works program has been put in place and actual on-ground works have progressed as planned Q2 Next step: Organise meetings with each supervisor in January 2026 to plan the remaining capital works program for the next six months until June 2026	On Track
→ 4.6.E4 Executive Leadership Team (ELT) - Office of the CEO	Including special projects for 2025/26.	Office of the Chief Executive Officer (CEO)		Behind
→ 4.6.E5 Executive Leadership Team (ELT) - People and Safety	Deliver the 2025/26 special projects: <ul style="list-style-type: none"> <li>Employer branding project (Carry-forward project)</li> <li>Position description review project</li> <li>Values signage</li> <li>360 review project</li> </ul>	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: <ul style="list-style-type: none"> <li>Stage 2 of the Employer Branding project is finalised.</li> <li>The position description review and 360 review projects are ongoing</li> </ul> Q2 Next step: Develop and install values signage.	On Track
<b>7 Staff upskilling, leadership training and wellbeing support</b>		People and Safety		On Track
→ 4.7.C Continual improvement	Undertake organisational and employee development initiatives, enhancing service and project delivery and supporting growth in the short and longer term.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Ongoing Q2 Next step: <a href="#">View Summary</a>	On Track
→ 4.7.C1 Continual improvement framework	Develop, implement and continue to refine a continual improvement framework. The framework reshapes the annual professional development review process to provide for shorter, more frequent conversations (check-ins) between each person and their leader.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Draft Framework provided to ELT for consultation. Q2 Next step: Finalise and implement Framework utilising ELMO Performance module.	On Track
→ 4.7.C2 Employee engagement and communication for continual	Lead early employee engagement and communication on the proposal and provide interim updates on the staged roll-out. In this way, employees' input will help to shape the proposal prior to the ultimate go-live for them.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Consultation undertaken with leaders. Q2 Next step: Consult with employees.	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.7.C3 Early intervention support	Provide advice and tools, as required, to support leaders' proactive resolution of individual and team issues.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: As required Q2 Next step: Ongoing service	On Track
→ 4.7.C4 Workforce and accommodation strategic planning	Progressively build resilience and capacity, and address skill gaps. This includes exploring opportunities for cross Council and community collaboration.	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: Not yet commenced (long-term project). Q2 Next step: <del>None</del>	Not started
→ 4.7.E Directorate information sharing and upskilling (Team meetings)		Office of the Chief Executive Officer (CEO)		Behind
↳ 4.7.A1 Directorate information sharing and upskilling (Team meetings)		Office of the Chief Executive Officer (CEO)	<b>NEW</b> Resolution number: <del>None</del> <del>None</del> <del>None</del>	Behind
→ 4.7.R Reform projects (where initiated by CEO)		People and Safety		Not started
↳ 4.7.R1 Project # as referred by Chief Executive Officer	<ul style="list-style-type: none"> <li>• Research requirements</li> <li>• Identify needs and responsibilities</li> <li>• Develop implementation plan (Draft)</li> <li>• Briefing to team members</li> <li>• Coordinate role description inclusions</li> <li>• Identify / develop training as it relates to Quilpie Shire Council</li> <li>• Organise training</li> <li>• Undertake review and monitoring</li> </ul>	People and Safety	<b>NEW</b> Resolution number: Not applicable Q2 Milestones achieved / Any issues: No referrals from CEO to date. Q2 Next step: <del>None</del>	Not started
→ 4.7.T Training and development		People and Safety		Not started

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.7.T1 Annual training and development plan	<p>Coordinate:</p> <ul style="list-style-type: none"> <li>in preparation for April each year</li> <li>a draft annual training plan and present to the Executive Leadership Team for review and direction.</li> <li>a draft prioritisation framework for consideration.</li> <li>in May each year</li> <li>finetune the plan's contents and finalise a draft budget based on the Executive Leadership Team's directions.</li> </ul>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Development of draft Continual Improvement Framework.</p> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Adoption and implementation of Continual Improvement Framework</li> <li>Engage with staff and leaders to ascertain training needs and development draft plan</li> </ul>	On Track
→ 4.7.T2 Individual training requests	Oversee compilation of training requests or learning priorities from each team member.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>New position created and appointed - Training and Housing Officer</li> <li>Commenced work on requirements for compliance training and collating individual training requests for current year</li> <li>Drafting Continual Improvement Framework</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Implementation of Continual Improvement Framework</li> <li>Delivery of compliance training and individual training needs</li> <li>Development and implementation of ELMO Performance module which includes training requests and needs</li> </ul>	On Track
→ 4.7.T3 Innovation in learning and development	Foster a multi-faceted approach to learning within Council's training and development planning that embraces different learning styles, recognises Council's limited resources for service delivery and delivers learning processes and outcomes that are engaging, cost effective and enduring.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: To be addressed with development and implementation of ELMO Performance module.</p> <p>Q2 Next step: Develop and implement ELMO Performance module and the Continual Improvement Framework.</p>	On Track
→ 4.7.T4 Return on training investment	Identify opportunities to increase the benefit from individual training and development by gaining and retaining organisational learnings.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Deferred until Q3 or Q4 following the finalisation of the ELMO learning module.</p> <p>Q2 Next step: Action in Q3 or Q4 following the finalisation of the ELMO learning module.</p>	Not started

Code	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.7.T5 Training and development plan implementation	Once the budget is adopted: <ul style="list-style-type: none"> <li>Negotiate cost effective delivery of training.</li> <li>Ensure training is scheduled to ensure service delivery is not compromised and at the optimal time for teams (e.g. at the height of summer for the outdoor teams and outside the budget and audit periods for the corporate services team).</li> <li>Oversee delivery arrangements.</li> </ul>	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Planning is currently underway for training to be delivered in Q3 and Q4.</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Deliver identified training in Q3 and Q4.</li> <li>Prepare training plan and budget submission for 2026/27.</li> </ul>	Not started
→ 4.7.T6 Local on-line content development	As procedures are developed within the various Directorates, collaborate with the subject matter expert, to convert information into content and launch on Council's on-line learning platform – 'micro-learning'.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Development underway for micro-learning modules in ELMO re Council policies and procedures</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Continue development of ELMO learning modules</li> </ul>	On track
→ 4.7.T7 360-degree feedback (staged)	Facilitate extension of the 360-feedback program to additional levels on a staged basis.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>For consideration and development of staged plan in Q3</li> </ul> <p>Q2 Next step: For consideration and development of staged plan in Q3</p>	Not started
→ 4.7.T8 Annual staff survey (coordinated with electronic personal check-in)	Prepare a draft for the Executive Leadership Team's review and approval, and then release, follow up queries and report outcomes.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Annual survey conducted in late 2025</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Display 2025 Staff Survey results and actions on ELMO dashboard</li> <li>Finalise and implement 2026 Continual Improvement Framework</li> </ul>	Not started
→ 4.7.T9 Specific engagement / feedback	Identify and implement initiatives to seek input (before), and feedback (afterwards) to improve programs and events.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>This already happens before and after every staff function/initiative</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Seek input into Staff Wellbeing Week, and request follow up feedback</li> <li>Commence planning the a staff function for Q3 or Q4</li> </ul>	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.7.W Work health, safety and wellbeing	Proactively lead the work health and safety coordination function, with the overarching aim of protecting employees (and others in the workplace) from physical or psychological harm.  This includes best practice systems, engagement, plans and policies that support the elimination (or otherwise minimisation) of risks associated with all types of Council work, substances, plant or structures.	People and Safety		Behind
→ 4.7.B1 Executive hazard inspections	Lead a rolling program of quarterly hazard inspections (and rectification).	Office of the Chief Executive Officer (CEO)		Behind
→ 4.7.B2 Work health and safety operational support	Provide specialist support and advice including development and consultation for processes and procedures.	People and Safety		On Track
→ 4.7.B3 Work health and safety development	Provide specialist support and advice including development and consultation for processes and procedures.	People and Safety	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Not yet commenced  Q2 Next step: <u>Not applicable</u>	Not started
→ 4.7.W1 Workplace health and safety	Proactively lead the work health and safety coordination function, with the overarching aim of protecting employees (and others in the workplace) from physical or psychological harm.  This includes best practice engagement, systems, plans and policies that support the elimination (or otherwise minimisation) of risks associated with all types of Council work, substances, plant or structures.	People and Safety		Behind
→ 4.7.W2 Employee health and wellbeing	Leverage the communication, consultation and other processes in place for work health and safety to integrate health and wellbeing considerations.	People and Safety	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Ongoing  Q2 Next step: <u>Not applicable</u>	Not started

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
→ 4.7.W3 Work (volume) and work (design) management	Identify and implement initiatives to collaboratively monitor and manage work.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Draft development of Continual Improvement Framework</p> <p>Q2 Next step: Finalise and implement the Continual Improvement Framework</p>	Not started
→ 4.7.W4 Employee recognition	Identify, collaboratively develop and each implement (with the leadership teams) initiatives that recognise contributions to Council's success - valuing each person as an individual, and our teams as the heart of our organisation.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Employee Service and Employee Recognition Awards awarded at the 2025 Christmas Party</li> <li>Electronic award nominations created and available to improve accessibility</li> <li>Christmas cards provided to all staff</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Start promoting the Employee Recognition Awards for 2026</li> </ul>	On Track
→ 4.7.W5 Belonging and connection	Coordinate events and initiatives that build employee connections, a sense of belonging and productive work relationships.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues:</p> <ul style="list-style-type: none"> <li>Staff function held at The Brick Hotel in October</li> <li>Staff Christmas Party held in December</li> </ul> <p>Q2 Next step:</p> <ul style="list-style-type: none"> <li>Staff Wellbeing Week to be held in February 2026</li> <li>Staff Social function to be held in Q3 or Q4</li> </ul>	On Track
→ 4.7.W6 Employee assistance program	Provide employees with access to confidential and professional counselling and support for personal and professional challenges.	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Ongoing. Program well utilised.</p> <p>Q2 Next step: <del>Not available</del></p>	On Track
→ 4.7.W7 Wellbeing events	Lead two wellbeing events with the program (and final timing) developed in conjunction with the Executive Leadership Team (e.g. February, June).	People and Safety	<p><b>NEW</b></p> <p>Resolution number: Not applicable</p> <p>Q2 Milestones achieved / Any issues: Planning underway for Staff Wellbeing Week commencing Monday 09 February 2026.</p> <p>Q2 Next step: <del>Not available</del></p>	On Track

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
↳ 4.7.W8 Corporate calendar	On behalf of the Chief Executive Officer, administer the leadership and governance calendar to assist in managing leadership workload.	People and Safety	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Draft calendar developed in conjunction with Continual Improvement Framework.  Q2 Next step: Finalise and implement Continual Improvement Framework.	On Track
<b>8 Cross Council networks</b>		Office of the Chief Executive Officer (CEO)		Behind
↳ 4.8.A Cross Council networks - Infrastructure Services		Infrastructure Services		Behind
↳ 4.8.A1 Champion regional partnerships	Lead South West Queensland Regional Organisation of Councils (SWQROC)/Department of Transport and Main Roads (DTMR)/Queensland Reconstruction Authority (QRA) engagements including shared resources, joint procurement and establish Memorandums of Understanding between neighbouring shires (e.g. maintenance of Council roads).	Infrastructure Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: 1. Attendance at quarterly South West Queensland Regional Organisation of Councils (SWQROC) Technical Committee Meetings - September and November 2025 2. Regular meetings with Department of Transport and Main Roads (DTMR) and Queensland Reconstruction Authority (QRA)  3. Provided draft Memorandums of Understanding between neighbouring shires of Murweh and Barcoo (maintenance of Council roads) to their respective Directors.  Q2 Next step: 1. Continue regular engagement at SWQROC and with TMR and QRA 2. Follow-up with the review of draft MOUs by Murweh and Barcoo Shires	On Track
↳ 4.8.B Cross Council networks - People and Safety		People and Safety	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Continue to develop  Q2 Next step: <del>Not available</del>	Not started

OLD RECORDS

Goal	Details	Lead Directorate	Progress Update - Quarter 2	Current ...
1.A2 (e) Infrastructure services (external)		Infrastructure Services		Behind
↳ Infrastructure Services customer service (external) - Monitor and mentor		Infrastructure Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: Ongoing monitoring of customer service responses  Q2 Next step: Continue and maintain a good quality of customer service in 2026	On Track

Item	Details	Lead Directorate	Progress Update - Quarter 2	Current Status
2.A1 (a) Council website review	Negotiate, install, coordinate content and implement.  Note: Implements actions responsive to the 2025 Community Satisfaction Survey: <ul style="list-style-type: none"> <li>Notable gaps in digital engagement including use of Council's website.</li> </ul>	Corporate Services	<b>NEW</b> Resolution number: Not applicable  Q2 Milestones achieved / Any issues: <a href="#">None</a>  Q2 Next step: Procurement process for service supplier for new website.	Behind
3.G1 Directorate Governance		Corporate Services		Behind
↳ Directorate governance - Community and Business Development		Community and Business Development		Behind
↳ Internal and external communication (key milestones and updates) - Prepare for review/distribution through the Office of the CEO - Community and Business Development (Director)		Community and Business Development		Behind
↳ Directorate governance - Corporate Services (Director)		Corporate Services		Behind
↳ Directorate governance - Office of the CEO (Chief Executive Officer, Executive Officer, Executive Manager)		Office of the Chief Executive Officer (CEO)		Behind
3.I2 Directorate integrity functions		Corporate Services		Behind
3.L2 Directorate legal and local laws		Corporate Services		Behind
3.R3 Record-keeping improvement projects		Corporate Services		Behind
3.R4 Directorate records management		Corporate Services		Behind
3.S Standard operating procedures		Corporate Services		Behind
↳ 4.3.S2 Standard operating procedures	Prepare (progressive project).	Corporate Services		Behind

Item	Details	Lead Directorate	Progress Update - Quarterly	Status
<p>Directorate budget monitoring and reviews - review, advise and present Office of the CEO (Chief Executive Officer)</p>		<p>Office of the Chief Executive Officer (CEO)</p>	<p><b>NEW</b> Resolution number: QSC225-11-25</p> <p>Q2 Milestones achieved / Any issues: Budget review completed for the quarter ending September 2025 - presented to Council at the meeting on 5 November. Budget review in progress for the quarter ending December 2025.</p> <p>Q2 Next step: Budget review completed for the quarter ending December 2025 - present to Council at the meeting on 29 January 2026.</p> <p><b>NEW</b> Resolution number: <input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>On Track</p>
<p>Exam operational plan progress - Record status and provide comments - Office of the CEO (Executive Officer for CEO)</p>		<p>Office of the Chief Executive Officer (CEO)</p>		<p>On Hold</p>

**16.2 PURCHASE OF 6 SEAT ATV AND TRAILER FOR QUILPIE SES****IX:** 268047**Author:** Brian Weeks, Deputy Director Infrastructure Services**Authorisers:** Eng Lim, Director Infrastructure Services  
Justin Hancock, Chief Executive Officer**Attachments:** Nil**KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.5 Optimal asset management practices**EXECUTIVE SUMMARY**

This report seeks Council approval to award a contract for the supply and delivery of one 2025 six-seater all-terrain vehicle (ATV) and trailer under Council's 2025/26 Fleet Replacement Program.

The unit will be funded through an SES Grant and provided to the local State Emergency Service (SES) Group to support search and rescue operations and emergency response activities.

Following a competitive quotation process and evaluation, the assessment panel recommends awarding the contract to JP Motorcycles for a total value of \$38,123.95 including GST.

**RECOMMENDATION**

That Council:

1. Award the supply and delivery of one 2025 6-seater ATV and Trailer to JP Motorcycles for a total of \$38,123.95 including GST (\$34,658.14 excluding GST); and
2. Delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009* (Qld), to negotiate, finalise and execute all matters associated with the project and contract, including any approved options or variations in accordance with Council's procurement requirements.

**BACKGROUND**

Council's 2025/26 Budget, adopted on 6 July 2025, allocated \$3.676 million for plant replacement. This allocation includes funding for a six-seater ATV and trailer for the Quilpie SES.

The acquisition is funded through an SES Grant and forms part of Council's broader Fleet Replacement Program.

Table 1 2025/26 plant replacement program

Cost centre	Reference	Asset	Supplier	Amount
0240-2500-1003	<b>QSC067-03-25</b>	Hiace Bus	Black Toyota	\$ 105,465.23
0240-2500-2012	<b>QSC063-03-25</b>	6t Tipper	Wideland Group	\$ 72,966.70

Cost centre	Reference	Asset	Supplier	Amount
0240-2600-2015	<b>QSC220-10-25</b>	Twin Steer Hook Truck	AllQuip	\$ 331,850.00
0240-2600-3005	<b>QSC213-10-25</b>	Grader	Hastings Deering	\$ 499,300.00
0240-2600-3006	<b>QSC214-10-25</b>	Grader	Hastings Deering	\$ 499,300.00
0240-2600-3207	<b>QSC217-10-25</b>	Roller	Hastings Deering	\$ 258,450.00
0240-2600-3406	<b>QSC215-10-25</b>	Loader 4.5m3	Komatsu	\$ 553,800.00
0240-2600-3804	<b>QSC216-10-25</b>	Mini Excavator	Hastings Deering	\$ 41,000.00
				<b>\$ 2,362,131.93</b>

## REPORT

### Procurement Process

The procurement was conducted in accordance with Council's Procurement Policy and *Part 3 of the Local Government Regulation 2012 (Qld)*.

Requests for quotation were issued to three suppliers.

Table 2 Procurement Timeline

Description	Details
Advertising	Email Request
RFQ Emailed	Wednesday 22 October 2025
RFQ Close	Thursday 13 November 2025

Table 3 Suppliers invited

Suppliers Invited
JP Motorcycles, Charleville
Tas Mini Motors, Charleville
Black Truck and Ag, Roma

### Evaluation Process

The evaluation panel assessed three conforming submissions against the approved evaluation criteria.

Table 4 Final evaluation scores

Suppliers	Tas Mini Motors Honda SXS1000M6	JP Motorcycles CF Moto 1000EPS	Black Truck and Ag Can-Am
<b>Price including GST</b>	\$65,000.00	\$38,123.95	\$56,500.00
<b>Price excluding GST</b>	\$59,090.91	\$34,658.14	\$51,363.64
<b>Price Score: 30 (Max)</b>	17.59	30	20.24

JP Motorcycles achieved the highest overall score.

Council currently operates CF Moto ATVs within Local Laws operations. These units have performed reliably and with minimal maintenance issues. The evaluation panel determined the JP Motorcycles submission to be the most advantageous to Council.

In accordance with *section 104(3) of the Local Government Act 2009 (Qld)*, the recommendation complies with the sound contracting principles of value for money, open competition and ethical behaviour.

## OPTIONS

### Option 1 (Recommended)

That Council:

1. Award the supply and delivery of one 2025 6-seater ATV and Trailer to JP Motorcycles for a total of \$38,123.95 including GST (\$34,658.14 excluding GST); and
2. Delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009 (Qld)*, to negotiate, finalise and execute all matters associated with the project and contract, including any approved options or variations in accordance with Council's procurement requirements.

### Option 2

That Council:

1. Award the supply and delivery of one 2025 6-seater ATV and Trailer to Black Truck and Ag for a total of \$56,500.00 including GST (\$51,363.64 excluding GST); and
2. Delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009 (Qld)*, to negotiate, finalise and execute all matters associated with the project and contract, including any approved options or variations in accordance with Council's procurement requirements.

### Option 3

That Council:

1. Award the supply and delivery of one 2025 6-seater ATV and Trailer to Tas Mini Motors for a total of \$65,000.00 including GST (\$59,090.91 excluding GST); and
2. Delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009 (Qld)*, to negotiate, finalise and execute all matters associated with the project and contract, including any approved options or variations in accordance with Council's procurement requirements.

### Option 4

That Council, pursuant to section 225(3) of the *Local Government Regulation 2012 (Qld)*, decline to accept any quotation submitted for the supply and delivery of one 2025 six-seater ATV and trailer.

## CONSULTATION (Internal/External)

Internal and external consultation was undertaken with:

- John Wallace — SES Area Controller
- Adam Wiseman — Acting Workshop Supervisor
- Adam Rea — Concrete and Structures Supervisor

## INTERESTED PARTIES

Not applicable

## LEGISLATION / LEGAL IMPLICATIONS

The procurement process was conducted in compliance with the *Local Government Regulation 2012 (Qld)*.

**Relevant Legislation:**

Under the *Local Government Regulation 2012 (Qld)*, Queensland councils must generally obtain at least three written quotes for "medium-sized contractual arrangements" typically between \$15,000 and \$280,000. This requirement aims to ensure value for money, accountability, and compliance with sound contracting principles, although specific council policies may vary.

**Application to this Procurement:**

Written Quotations were obtained from 3 suitable suppliers for the purchase of a 6-seater ATV Vehicle and Trailer for use by the Quilpie Shire SES Group

**POLICY IMPLICATIONS**

This procurement action is consistent with Council's strategic and operational policy framework, including:

- **Procurement Policy:** the process adhered to Council's Procurement Policy by requesting quotations from 3 suitable suppliers, to ensure open and effective competition, achieving value for money.
- **Financial Sustainability Policy:** the purchase aligns with the policy's objective of maintaining essential infrastructure and assets by replacing a written-off item with a modern, reliable unit, thereby reducing future repair costs and downtime.
- **Fleet Management Plan:** this acquisition is a scheduled action under Council's Fleet Replacement Program, ensuring the continued efficiency and reliability of Council's plant equipment.

The decision is authorised by the *Local Government Act 2009* and was conducted in accordance with the procurement procedures stipulated in the *Local Government Regulation 2012 (Qld)*.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The financial implications for this procurement are contained within the approved 2025/26 operational budget.

- **Funding source:** the total cost of \$38,123.95 including GST is funded from the 2025/26 Plant Replacement budget, which has a total allocation of \$3.676 million.
- **Budget impact:** this expenditure is a planned allocation within this budget. The remaining plant replacement budget after this purchase is \$1,279,209.93 (excluding GST).
- **Resource Implications:** no additional staff resources are required for this purchase. The integration of the new asset into Council's fleet will be managed within existing operational resources.

**ASSET MANAGEMENT IMPLICATIONS**

The acquisition of this ATV is a direct investment in the operational capacity and long-term sustainability of Council's asset portfolio.

- **Additional asset:** this purchase is an addition to the fleet, through an SES Grant Funding.
- **Reduced lifecycle costs:** introducing a new, reliable asset into the fleet will lower maintenance and repair expenditures compared to the aging unit it replaces, while also improving fuel efficiency and operational availability.
- **Enhanced service delivery:** This additional Unit will greatly enhance the capability of our Local SES Group in performing Search and Rescue Operations, It will allow safer more efficient rescues through the Channel Country whilst reducing the risk of damage to the current SES Vehicles. SES have chosen these units, as they can safely fit a stretcher across the tray if required.

- **Fleet optimisation:** the purchase is a strategic action under Council’s Fleet Management Plan, ensuring the fleet remains modern, fit-for-purpose, and reduces the risk of major operational failures.

**RISK MANAGEMENT IMPLICATIONS**

This procurement has been assessed in accordance with Council’s G.11 Enterprise Risk Management Policy and the G.11-A Risk Management Framework. The process was designed to mitigate key procurement risks, resulting in a low-risk outcome for Council.

The primary risks identified and managed during this tender are summarised in Table 5.

Table 5 Risk Register

Risk Name and 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>Lack of available suppliers</b>	Evaluation Criteria set to determine the ability of suppliers	Delays in meeting delivery deadlines	Unlikely	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability.
<b>Conflict of interest</b>	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
<b>Response Non-conformance</b>	Competitive process allowing multiple suppliers from Local Buy 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

**Risk Evaluation and Conclusion**

Based on the risk register:

- **Insufficient funding:** high risk; mitigated by ensuring funding approvals are obtained at the commencement of the project.
- **Lack of available suppliers:** medium risk; mitigated through supplier market research and evaluation of supplier capability.
- **Conflict of interest:** high risk; mitigated through conflict of interest declarations and documented assessment by the evaluation panel.
- **Response non-conformance:** medium risk; mitigated by clear procurement documentation, defined evaluation criteria, and using multiple suppliers from the Local Buy panel.

While some individual risks remain **Medium or High**, the application of the mitigation strategies reduces the likelihood and impact of each risk. The overall procurement risk is assessed as **acceptable** within Council’s risk appetite.

The evaluation process, including the use of a prequalified supplier panel and defined criteria, ensures that:

- Procurement is compliant with statutory and policy requirements

- Value for money is achieved
- Ethical and transparent practices are maintained
- Residual risks are effectively managed to an acceptable level

The recommended contract award represents a prudent and responsible outcome for Council, balancing operational requirements, value for money, and risk mitigation.

#### **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 provides that human rights may only be limited in specific circumstances. Rights protected under the Act are not absolute and must be balanced against the rights of others and relevant 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 the award of this contract does not limit or adversely affect any of these rights.

The decision to award a contract for the supply and delivery of one 2025 six-seater ATV and trailer has been assessed against the *Human Rights Act 2019 (Qld)*. The procurement of capital equipment for essential public works is an administrative function and does not engage or limit any of the protected human rights.

**16.3 DEPUTY DIRECTOR COMMUNITY AND BUSINESS DEVELOPMENT STATUS REPORT****IX: 271633****Author: Corey Richards, Deputy Director of Community and Business Development****Authorisers: Lisa Hamlyn, Director Community and Business Development  
Justin Hancock, Chief Executive Officer****Attachments: Nil****KEY OUTCOME****EXECUTIVE SUMMARY**

This report provided information to Council on various activities and programs pertaining to various activities and programmes that are facilitated within the Community and Business Development portfolio.

**ACTION ITEMS****Condolences**

Council forwarded formal condolences to the families of:

- Thelma Lander
- Cathy Thompson
- Scott Tweed
- Alice Pegler

**OPERATIONAL UPDATE****Health and Wellbeing Programs**

Table 1 Western Queensland Primary Health Network / QSC Health Promotions and Wellbeing Program Participation – December 2026

<b>Programs</b>	<b>Participation</b>
Aqua Exercise	18
Movie Afternoon	7
Footcare	14
Seniors Christmas Luncheon	38
Healthy Minds	10
Massage therapy with Ron Murphy	21

**NDIS (National Disability Insurance Scheme) Program**

Key activities that have occurred in the NDIS Program delivery during the month include:

- Participants currently engaged – 27,

- Clients Accessing NDIS – 3
- Transport for Medical appointments is a constant problem. Clients can present in Toowoomba or Brisbane if they fly and have their appointments on the right day, which can be challenging. However, road transport to Charleville and Roma is very difficult for some clients who do not own a car, can't drive or don't have family to support them as an escort.
- Allied Health teams will recommence visits to the Quilpie Shire when school starts at the end of January.

### **Community Service Coordinator Program Update**

#### **Child Health and Family Support**

- Met with visiting Child Health and Family Nurse to discuss ways to support local families following the sudden closure of the Quilpie Child Care centre.
- Leonie is considering more regular visits in the new year - Discussed opportunities to increase community engagement for parents and carers and increase awareness of available supports.
- Discussed opportunities to provide regular activities and childhood development education to families.

#### **Health Expo 2026**

- Planning continues – Date to be confirmed but is likely May 30<sup>th</sup>, 2026. Event will be held at Baldy Top following “Not a Park Run”.
- Community BBQ Breakfast and coffee van to be organised.
- Contacting potential service providers to gauge early interest; formal invitations will be sent out after details are confirmed.
- Positive responses received so far, with additional community groups and providers to be contacted.
- True Relations asked for date to be moved to June (they visit 16/17<sup>th</sup>)

#### **Cook + Connect**

- First session delivered December 11<sup>th</sup>, 2025 – BIG SUCCESS!!
- Preventative Health Service delivered facilitator training on the day to me, TRACC Team and Preventative Services staff from Charleville – we facilitated the community Cook + Connect session together.
- Extremely positive feedback from community members that participated. Summary of feedback sent to Heidi and Lisa.
- Email from community member sent to Lisa and Justine (CEO) giving very positive feedback after attending Cook + Connect.
- FRRR Grant application submitted to purchase equipment for future Cook + Connect sessions; outcome expected mid-March 2026.

#### **Christmas Wreath Making Workshops (TRACC)**

- TRACC delivering workshops across the region (Eromanga, Adavale, Toompine, Quilpie).
- Planning is progressing well, including hall and table hire and general logistics.
- Early numbers show good community interest – workshops will be delivered 7/12/25 – 9/12/25.

#### **Community Survey – Facebook Series**

- A weekly Facebook series shared key findings from the community survey.
- Posts presenting insights in a simple, digestible format to encourage ongoing community engagement and visibility.

- This approach helps set up future conversations framed around “You said this... we did this”, demonstrating that community voices are directly informing planning and priorities.
- A few community members have mentioned enjoying seeing the data.

**“Not a Park Run” Volunteer EOI**

- Assisting community member who runs the “Not a Park Run” activity and is seeking volunteers to assist with delivery next year.
- I’ve offered to assist by creating a poster and distributing an Expression of Interest (EOI) in the new year to help recruit volunteers.
- Helping to ensure the activity is well-supported and accessible for the local community.

**CONSULTATION (Internal/External)**

Nil

**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.

**16.4 PEST AND LIVESTOCK MANAGEMENT STATUS REPORTS**

**IX: 271568**

**Author: Damien McNair, Pest and Livestock Management Coordinator**

**Authorisers: Lisa Hamlyn, Director Community and Business Development  
Justin Hancock, Chief Executive Officer**

**Attachments: Nil**

**KEY OUTCOME**

Nil

**EXECUTIVE SUMMARY**

This report provides Council with an operational update on activities delivered through the Pest and Livestock Management Coordinator’s portfolio for the reporting period.

**ACTION ITEMS**

- Wandering dog complaint - 1

**OPERATIONAL UPDATE**

Table 1 Wild Dog Scalps Presented to Council 01-07-2025 to 31-12-2025

Property	No of Scalps			Amount of Payment
	Male	Female	Pups	
Plevna Downs	3	3	-	300.00
Moble Springs	2	4	-	300.00
Gumbardo	1	-	-	50.00
<b>Total</b>	<b>6</b>	<b>7</b>	<b>-</b>	<b>650.00</b>

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	6
<b>Female</b>	44	17	39	7	16	7
<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>13</b>

Table 3 – Commons and Reserves

Reserve	Condition	Notes
<b>Quilpie Common</b>	Deteriorating	Due to hot weather
<b>Eromanga Common</b>	Deteriorating	

Reserve	Condition	Notes
Adavale Common	Fair	
Warrabin Lane	Deteriorating	Excess kangaroo activity / hot weather
Dillon's Well	Good	Stock currently on extended agistment

Note: Investigations ongoing regarding suitable yards to conduct Quilpie Common muster.

### Hot Spot Baiting

Hot spot baiting activities undertaken during the reporting period are summarised in Table 4, with meat bait quantities distributed across identified properties.

Table 4 – Hot Spot Baiting Information

Property	Meat Quantity
Possamunga	40kg
Maybe	40kg
Moble	40kg

Table 5 summarises control records submitted to FeralScan, with a total of 103 records recorded to date.

Table 5 - 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
August 2025	0
September 2025	9
October 2025	1
November 2025	0
December 2025	1
<b>Total</b>	<b>103</b>

### Pest Weed Management

Pest weed treatment activities undertaken during the reporting period are outlined in Table 6. Monitoring will continue, particularly as seasonal conditions become more favourable for weed growth.

Table 6 - Pest Weed Management

Species	Location	Treatment
Parthenium	Wellclose	Spraying and monitoring ongoing Council road crew sprayed road side
Coral Cactus	Possamunga	Cochineal bug released

### Local Laws

No Local Law enforcement actions were undertaken during the reporting period.

### Stock Routes – Watering Facility Audits

Inspections undertaken during December:

- Dillons Well

### General

#### Exclusion Fence Restitution Program

The Pest and Livestock Management Coordinator continues to support the Exclusion Fence Restitution Program by working with the EFRP Team and Project / Field Officer to provide information and assistance to landholders as required.

### CONSULTATION (Internal/External)

Consultation for this program has involved:

- Internal: Director Community and Business Development, Deputy Director Infrastructure Services, and relevant Council staff.
- External: Landholders and community members who are animal owners

### LEGAL IMPLICATIONS

There are no identified legal implications associated with the program or activities outlined in this report.

### FINANCIAL AND REVENUE IMPLICATIONS

Program activities are funded within the adopted 2025–26 Operational Budget and do not result in additional financial impacts to Council.

### RISK MANAGEMENT IMPLICATIONS

Operational risks associated with pest and livestock management activities are managed in accordance with Council's Risk Management Policy and Framework. No material or emerging risks requiring Council intervention have been identified during the reporting period.

**16.5 RFQL27 25-26 FLOOD DAMAGE TRINIDAD ROAD PKG****IX:** 271226**Author:** Kasey-Lee Davie, Procurement Officer

**Authorisers:** Eng Lim, Director Infrastructure Services  
 Mwewa Chisenga, Deputy Director of Corporate Services  
 Sharon Frank, Director Corporate Services  
 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:** 4.3 Maintain good corporate governance

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

**EXECUTIVE SUMMARY**

This report recommends awarding RFQL 27 25–26 – Flood Damage Trinidad Road Package to APV Contracting Pty Ltd.

The project involves reconstruction works to sections of Trinidad Road damaged during the West Queensland Surface Trough event and associated rainfall and flooding between 21 March and 19 May 2025.

Two conforming submissions were received from prequalified suppliers. Following evaluation, APV Contracting Pty Ltd achieved the highest weighted score and submitted the most advantageous offer to Council, demonstrating value for money and proven capability

**RECOMMENDATION**

That Council:

1. Award RFQL 27 25-26 Flood Damage Trinidad Road Pkg to APV Contracting Pty Ltd for an amount of \$3,311,064.25 including GST (\$3,010,058.41 excluding GST); and
2. Delegate authority to the Chief Executive Officer, pursuant to s. 257 of the *Local Government Act 2009* (Qld), to negotiate, finalise, and execute all matters related to this contract, including any options or variations, in accordance with Council's procurement policy

## BACKGROUND

The Shire is undertaking road restoration works, following damage sustained during the West Queensland Surface Trough and associated flooding between March and May 2025.

These REPA works are funded under the Disaster Relief Funding Arrangements (DRFA) and are essential to restoring safe, reliable access for residents, industry and emergency services.

This request relates specifically to works on Trinidad Road. The project scope has been designed to deliver the optimum amount of work over the shortest period, while remaining a manageable scale to encourage participation from contractors of varying capacities.

Given project timelines and delivery requirements, all suitably qualified and resourced contractors are invited to submit a quote. Part of the material has been prepared previously under separate request, and a portion is to be sourced externally by the successful supplier.

## REPORT

RFQL 27 25-26 covers the rehabilitation to sections of Trinidad Road as part of Council's ongoing reconstruction and maintenance program.

### Schedule Of Work

A Project Plan for RFQL 27 25-26 works has been developed and is scheduled.

Table 1 RFQL 27 25-26 Project Plan Works

Mobilisation	Start of Works	Duration	Practical Completion
02/2/2026 (subject to contract execution)	3/02/2026	120 days	Program of Works completion ~ May 2026

### Procurement Process

In accordance with Council's Procurement Policy and Part 3 of the *Local Government Regulation 2012* (Qld), Council invited four prequalified suppliers from T02 25-26 Panel of Prequalified Suppliers of Road and Civil Construction.

Table 2 Procurement Process

Description	Details
Advertising	VendorPanel Portal
RFQ Open	Thursday 4 December 2025
RFQ Close	2:00PM Monday 15 December 2025

Table 3 Prequalified Suppliers and Responses Received

Suppliers Invited	Responses	
APV Contracting Pty Ltd	RFQ Opened	Response Received
SA Travers and SL Travers	RFQ Opened	Response Received
Tolbra Earthmovers and Haulage Pty Ltd	RFQ Opened	No Response
K.G and S.C Bowen	RFQ Not Opened	No Response

Two conforming submissions from APV Contracting Pty Ltd SA Travers and SL Travers were received and evaluated using the published criteria.

Table 4 Assessment Evaluation Criteria

Criteria	Weighting
Price	40%
Experience (Proven Performance)	30%
Quality/Environmental/Safety and Management processes	30%

### Evaluation Process

Two officers completed the evaluation through VendorPanel Multiparty. Final scores are summarised below.

Table 5 Final Assessment and Evaluation Scores

Suppliers			APV Contracting PTY LTD	SA Travers and SL Travers
Price including GST			\$3,311,064.25	\$3,524,756.91
Price excluding GST			\$3,010,058.41	\$3,204,324.46
Evaluation Criteria	Price	40%	40	37.6
	Experience (Proven Performance)	30%	27	27
	Quality/Environmental/Safety and other management processes	30%	27	27
<b>Overall Score</b>			<b>94</b>	<b>91.6</b>

### Evaluation Outcome

The panel's assessment, detailed in Table 5, scored APV Contracting Pty Ltd highest overall (94).

Therefore, the panel considers APV Contracting Pty Ltd to provide the most advantageous outcome overall.

Council may decide not to accept any of the responses it receives. If Council accepts a response, it must select the option that is most advantageous, noting that the lowest price and/or highest weighted score may not necessarily represent the most beneficial outcome.

This assessment aligns with the sound contracting principles in *section 104(3) of the Local Government Act 2009 (Qld)*, particularly:

- value for money
- open and effective competition
- the development of competitive local business and industry
- environmental protection
- ethical behaviour and fair dealing

### OPTIONS

#### Option 1 (Recommended)

1. Award RFQL 27 25-26 Flood Damage Trinidad Road Pkg to APV Contracting Pty Ltd for an amount of \$3,311,064.25 including GST (\$3,010,058.41 excluding GST); and
2. Delegate authority to the Chief Executive Officer, pursuant to s. 257 of the *Local Government Act 2009 (Qld)*, to negotiate, finalise, and execute all matters related to this contract, including any options or variations, in accordance with Council's procurement policy

Option 2

1. Award RFQL 27 25-26 Flood Damage Trinidad Road Pkg to SA Travers and SL Travers for an amount of \$3,524,756.91 including GST (\$3,204,324.46 excluding GST); and
2. Delegate authority to the Chief Executive Officer, pursuant to s. 257 of the *Local Government Act 2009* (Qld), to negotiate, finalise, and execute all matters related to this contract, including any options or variations, in accordance with Council's procurement policy

Option 3

1. Resolve not to award RFQL 27 25-26 Flood Damage Trinidad Road Pkg.

*If Council's decision is inconsistent with the recommendation, Council is required to provide reasons for the decision in accordance with Part 2, Division 1A of the Local Government Regulation 2012 (Qld). A statement of reasons must be recorded in the minutes.*

**CONSULTATION (Internal/External)**

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Technical Officer

Procurement Officer

Proterra Group

**INTERESTED PARTIES**

APV Contracting Pty Ltd

SA Travers and SL Travers

*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 section 254H of the *Local Government Regulation 2012 (Qld)*, if Council makes a decision inconsistent with the officer recommendation, and the contract value exceeds \$200,000 or 1% of Council's net rate and utility charges, the minutes must include a statement of reasons.

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 2024/25 adopted Annual Report is \$59,606.70 (net rates, levies, and charges - \$5,960,670 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 are supplied by Council under a previously awarded contract.

Table 6 Previously Awarded Flood Damage Projects (via T02 24-25 list)

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 and SL Travers	\$1,109,572.72	2	Works Completed
RFQL 08 24-25	Flood Damage Cheepie Adavale 2024	APV Contracting Pty Ltd	\$1,010,737.54	2	Works Completed
RFQL05 24-25	Flood Damage 2024 Big Creek Road Pkg	SA Travers and SL Travers	\$1,628,368.13	2	Works Completed
RFQL09 24-25	Flood Damage 2024 Adavale Charleville Road Pkg	APV Contracting Pty Ltd	\$882,432.36	2	Works Completed
RFQL10 24-25	Flood Damage-Humeburn Road Pkg	APV Contracting Pty Ltd	\$1,308,553.28	2	Works Completed
RFQL09 24-25	Flood Damage 2024 Adavale Charleville Road Pkg- Variation 1	APV Contracting Pty Ltd	\$1,060,721.73	-	Works Completed
RFQL05 24-25	Flood Damage 2024 Big Creek Road Pkg- Variation 1	SA Travers and SL Travers	\$453,526.15	-	Works Completed
RFQL10 24-25	Flood Damage-Humeburn Road Pkg- Variation 1	APV Contracting Pty Ltd	\$495,559.55	-	Works Completed
RFQL01 25-26	Flood Damage Adavale Black Rd	SA Travers and SL Travers	\$4,210,119.66	3	Works Completed
RFQL05 25-26	Flood Damage Patrica Park Road Pkg	APV Contracting Pty Ltd	\$688,129.00	3	Works Completed
RFQL 14 25-26	Flood Damage Old Charleville Road	SA Travers and SL Travers	\$2,551,312.44	2	Works Completed
RFQL 16 25-26	Flood Damage Napoleon Road Pkg	APV Contracting Pty Ltd	\$625,615.11	3	Works Commenced

Table 7 Previously Awarded Flood Damage Projects (via T02 25-26 list)

RFT/RFQ#	Project Details	Contractor Awarded	Value (\$) excl. GST	Number of Conforming Submissions	Comments
RFQL 25 25-25	Flood Damage Canaway Downs Rd Pkg	APV Contracting Pty Ltd	\$845,742.00	2	Not yet commenced

**ASSET MANAGEMENT IMPLICATIONS**

The works will restore Trinidad Road to pre-disaster condition, improving network resilience and serviceability.

**RISK MANAGEMENT IMPLICATIONS**

The primary risks identified and managed during this procurement are summarised in Table 7 – Risk Register. Risks were assessed in accordance with Council's G.11 Enterprise Risk Management Policy and Risk Management Framework, using Council's approved risk matrix.

Risk Name and 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>			
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 becomes 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

**Risk Evaluation and Conclusion**

The procurement process itself acted as the primary risk treatment. The use of a prequalified supplier panel, combined with clear evaluation criteria, structured assessment processes and conflict-of-interest controls, significantly reduced the likelihood and consequence of key procurement risks.

The main risks identified, such as conflict of interest, response non-conformance, supplier availability and delivery delays, were effectively mitigated through established controls and Council's governance framework.

As demonstrated in the risk register, the residual risks associated with this procurement are assessed as low. Awarding the contract to APV Contracting Pty Ltd represents a low-risk outcome that delivers value for money, supports timely project delivery and aligns with Council's risk appetite and governance obligations.

**HUMAN RIGHTS CONSIDERATION**

In accordance with section 4(b) of the *Human Rights Act 2019* (Qld), Council has considered the human rights protected under the Act in making this decision. These rights include, but are not limited to, the right to recognition and equality before the law, the right to life, freedom of movement, property rights, and cultural rights of Aboriginal and Torres Strait Islander peoples.

The assessment confirms that awarding RFQL 27 25–26 – Flood Damage Trinidad Road Package to APV Contracting Pty Ltd does not limit any protected human rights. The decision is reasonable, proportionate, and consistent with Council's lawful objectives, including the restoration of safe and reliable road access for residents, industry, and emergency services.

By ensuring open and competitive procurement, adherence to established governance frameworks, and effective risk management, Council's decision supports equitable treatment of suppliers and the broader community. This approach demonstrates compatibility with human rights obligations while delivering essential infrastructure in a safe, timely, and accountable manner.

**16.6 COMMUNITY AND BUSINESS DEVELOPMENT STATUS REPORT****IX: 271735****Author: Lisa Hamlyn, Director Community and Business Development****Authorisers: Justin Hancock, Chief Executive Officer****Lisa Hamlyn, Director Community and Business Development****Attachments: Nil****KEY OUTCOME**

Nil

**EXECUTIVE SUMMARY**

December was a vibrant and productive month for the Community and Business Development team, highlighted by strong community participation across key events and initiatives. These included the Combined Business Christmas Street Party, Christmas Lights Competition, the Buy Local Christmas Campaign, the Seniors Program Christmas Luncheon, and a range of other engagement activities.

**ACTION ITEMS**

Nil

**OPERATIONAL UPDATE****Community and Business Development Staff**

There have been staffing changes within the Community and Business Development team this month. Corey Richards has commenced in the position of Deputy Director, strengthening leadership capacity across the department. Toni Bonsey has commenced her period of long service leave. Additionally, Hannah Tully will transition into the role of Community Services Officer once recruitment is finalised to backfill her current position in Finance.

**Disaster Management and Community Recovery****Quilpie Shire Flood Anniversary Event**

Planning has commenced for the Quilpie Shire Flood Anniversary event being held 28 March 2026, with preliminary logistics and program development now underway. Invitations and promotional material will be released once the headline performer has confirmed their participation and event details are finalised.

**Quilpie Local Disaster Management Group**

A meeting of the Quilpie Local Disaster Management Group has been tentatively scheduled for 16 April 2026.

**Western Qld Flooding – Community Recovery and Resilience Officer / Community Recovery Rebuild Support Officer**

Recruitment has commenced for the positions of Community Recovery and Resilience Officer and Community Recovery Rebuild Support Officer, closing on 27 January 2026.

A commencement meeting was held with the Department of Families, Seniors, Disability Services and Child Safety's Long-Term Recovery and Resilience Program Officer to review the Funding Program Agreement.

**Exclusion Fence Restitution Program**

- Recruitment for second field officer ongoing

- Weekly program catch up meetings with Yellow Company
- Project Officer continuing to liaise / support landholders with expressions of interest and applications for funding.
- Currently 19 EOI's received. 3 pre-payments have been approved.
- Ongoing media campaign to promote the program across the SW Region.

### Christmas Lights Competition / Buy Local Christmas Campaign

Quilpie Shire lit up once again for the annual Christmas Lights Competition, with winners announced at the Combined Business Christmas Street Party on Friday, 12 December. Congratulations to all category winners. The Buy Local Christmas Campaign continued to receive strong support from both local businesses and the community. Sincere thanks to Proterra for their ongoing sponsorship of this initiative, and to Sarah Slaughter and her team for their outstanding organisation and delivery of a wonderful evening for the community.

- Best Christmas Lights Display Adavale – Narelle Mandusiak
- Best Christmas Lights Display Eromanga – Eromanga Royal Hotel
- Best Christmas Lights Display Quilpie – Gloria Heinemann
- Spectacular Seniors Award – Ronnlyn Bartosch
- Festive Fence Award – Rebecca Heinemann
- Best Decorated Business – Quilpie General Store
- Rural Property Entry / Mailbox Christmas Display – Dale and Dannielle Stevenson
- Christmas Wonderland Grand Prize – Dom Barton and Demmi Roberts

### Australia Day Awards

The number of Australia Day nominations received for 2026 surpassed those of previous years, which was very pleasing to see. The Australia Day Awards and Community Connect event, held on 23 January 2026, was extremely well attended. Congratulations to Dave Conway on becoming an Australian citizen, as well as to the following award recipients and nominees:

Citizen(s) of the Year – Kelly Nicol, Lauren and Shane Wendelborn

*Certificates of Recognition* – Tianna McKay, Damien McNair, Brian Weeks, Alina Graham, Chris Seng

Community Group of the Year – Eromanga District Rodeo Association

*Certificate of Recognition* – Quilpie Gold Club

Certificates of Appreciation – Rebecca Heinemann, Rob Savory, Maurice Phillips, Anthony Holloway

**Table 1 Meetings and Events - December**

Date	Type	Title	Location
1 December	Meeting	PLG Catch Up	TEAMS
1 December	Meeting	Adavale Residents – Adavale Options Discussion Paper	Adavale
1 December	Event	Digital Inclusion Workshops	Library
2 December	Meeting	New Childcare Centre – Project Management	TEAMS
2 December	Meeting	ELT Meeting	Boardroom
3 December	Meeting	Disaster Management Arrangements – Local Buy	TEAMS
3 December	Event	St Finbarr's Awards Night	St Finbarr's

Date	Type	Title	Location
4 December	Event	Quilpie State College Awards Night	Quilpie Hall
5 December	Meeting	Councillor Briefing Session	Boardroom
5 December	Meeting	Access to Early Childhood Education and Care	TEAMS
6 December	Meeting	PLG Catch Up	TEAMS
6 December	Event	Swimming Pool Audit – Royal Lifesaving Australia	Quilpie Pool
6 December	Meeting	Quilpie Common	Boardroom
9 December	Meeting	E-Introduction Australian Childcare Alliance	TEAMS
10 December	Meeting	Capital Catch Up	Boardroom
10 December	Meeting	Gyrica Gardens – Follow up work	TEAMS
10 December	Meeting	Community Recovery Funding Contract Introduction	TEAMS
11 December	Meeting	VIC	Office
11 December	Meeting	NDIS	Office
12 December	Meeting	Access to Early Childhood Education and Care	TEAMS
12 December	Meeting	DPI Exclusion Fence Taskforce	TEAMS
12 December	Event	Senior's Christmas Lunch	Imperial Hotel
12 December	Meeting	Quilpie Shire Telecommunication Resilience Review	Boardroom
12 December	Event	Quilpie Combined Business Community Christmas Party	Quilpie
15 December	Meeting	PLG Catch Up	TEAMS
16 December	Meeting	Dept Home Affairs – Info Session, Citizenship Ceremonies	TEAMS
17 December	Meeting	Council Meeting – Ordinary	Boardroom
18 December	Meeting	Monthly Post Ordinary Meeting of Council – Staff Meeting	Office
19 December	Meeting	Quilpie Access to Early Childhood Education and Care – Check In	TEAMS
<b>Table 3 Upcoming Meetings and Events - January</b>			
6 January	Meeting	PLG Catch Up	TEAMS
9 January	Meeting	Quilpie Access to Early Childhood Education and Care – Check In	TEAMS
12 January	Meeting	Community and Business Development – Team Meeting	Office
12 January	Meeting	PLG Catch Up	TEAMS
12 January	Meeting	Councillor Briefing – Australia Day	Boardroom
13 January	Meeting	WQ Flooding 2025 – Quilpie Kick Off Meeting – CRRO/CRRSO	TEAMS
13 January	Meeting	Kid Patrol	Boardroom
14 January	Meeting	SWQROC / EFRG Meeting	TEAMS
15 January	Meeting	Quilpie Aquatic Centre x Myrtha Pools	TEAMS
15 January	Meeting	Lee Kernaghan Management	TEAMS
19 January	Meeting	PLG Catch Up	TEAMS
21 January	Community Engagement	Powerhouse Museum	On-site
23 January	Event	Australia Day Awards / Community Connect Event	Bulloo Park
27 January	Meeting	Quilpie Common User Group	Boardroom

**CONSULTATION (Internal/External)**

Chief Executive Officer

Executive Leadership Team

Deputy Director Community and Business Development

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

**16.7 COMMUNITY ASSISTANCE GRANT APPLICATION - ALL ABOUT AQUATICS, GLOBAL WATER SAFETY AND DROWNING PREVENTION ROTARY CLUB****IX: 271736****Author: Lisa Hamlyn, Director Community and Business Development****Authorisers: Justin Hancock, Chief Executive Officer****Lisa Hamlyn, Director Community and Business Development****Attachments: 1. COMMUNITY ASSISTANCE GRANT APPLICATION - ALL ABOUT AQUATICS, GLOBAL WATER SAFETY AND DROWNING PREVENTION ROTARY CLUB (under separate cover)****KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.1 Well-planned and highly liveable communities

1.5 Supported and engaged youth

**EXECUTIVE SUMMARY**

The Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics, submitted a Community Grant application in December 2025 seeking support for a Water Safety and Swimming Camp held from 3–5 January 2026, as well as a SWIM Squad Development Course held on 6 January 2026. As the application was inadvertently not included for consideration at the December Council meeting, retrospective assessment and determination are now requested at the January meeting.

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**RECOMMENDATION**

That Council:

1. Note the late submission of the Community Assistance Grant application from the Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics, and the oversight of its inclusion in the December 2025 Council Meeting Agenda; and
2. Approve, on this occasion, a retrospective Community Assistance Grant of \$5,000 to The Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics to support the cost of Grant “Scooter” Patterson’s attendance and other costs associated with the Water and Safety Swimming Camp and SWIM Squad Development Course.

**REPORT**

The Water Safety and Swimming Camp (3–5 January 2026) and the SWIM Squad Development Course (6 January 2026) are community-focused programs designed to support Quilpie Shire following the significant impact of the March 2025 floods. These events will provide flood-relief

through positive, skill-building activities that rebuild confidence around water, re-engage families, and reactivate local aquatic facilities that were affected.

Members of the GWSDPRC have generously offered their time to deliver the camp and course in full support of the region. The team understands the ongoing challenges faced by communities whose pools and programs were disrupted and are committed to providing high-quality coaching and community connection.

Australian Paralympic Coach Andrew “Herbie” Howard will lead the delivery of both the camp and the squad development course. Paralympian Grant “Scooter” Patterson will also attend to assist and engage with the community. Scooter’s involvement provides a unique and inspiring opportunity for local families to meet a high profile athlete who embodies resilience and achievement. Scooter’s attendance fee is \$5,000, with Herbie covering his own travel and All About Aquatics covering his accommodation.

## **OPTIONS**

### Option 1 (Recommended)

That Council:

1. Acknowledge the late submission of the Community Assistance Grant application from The Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics, and the subsequent oversight of its inclusion in the December 2025 Council Meeting Agenda; and
2. Approve, on this occasion, a retrospective Community Assistance Grant of \$5,000 to The Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics to support the cost of Grant “Scooter” Patterson’s attendance and other costs associated with the Water and Safety Swimming Camp and SWIM Squad Development Course.

### Option 2

That Council:

1. Acknowledge the late submission of the Community Assistance Grant application from The Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics, and the subsequent oversight of its inclusion in the December 2025 Council Meeting Agenda; and
2. Approve, on this occasion, a Community Assistance Grant of an amount between \$2,000-\$5,000.00 to support the cost of Grant “Scooter” Patterson’s attendance and other costs associated with the Water and Safety Swimming Camp and SWIM Squad Development Course.

### Option 3

That Council:

1. Decline the request from the Global Water Safety and Drowning Prevention organisation, in partnership with the Rotary Club and All About Aquatics for a retrospective Community Assistance Grant of \$5,000 to support the cost of Grant “Scooter” Patterson’s attendance and other costs associated with the Water and Safety Swimming Camp and SWIM Squad Development Course.

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

President, Global Water Safety and Drowning Prevention Organisation

Rotary Club

All About Aquatics

## INTERESTED PARTIES

President, Global Water Safety and Drowning Prevention Organisation

Rotary Club

All About Aquatics

*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

This application is assessed under **Policy C.01 – Community Assistance Program Policy**, which applies to requests outside Council's standard operations.

While funding is generally capped at \$2,000, the policy allows Council discretion to assess applications on their individual merits. The application aligns with the policy objectives by:

- Supporting a community impacted by natural disaster
- Enhancing skills development and community wellbeing
- Promoting participation across community sectors, including families and youth
- Supporting use of local recreational facilities

## FINANCIAL AND RESOURCE IMPLICATIONS

Table 1 2025 / 26 Community Assistance Approved Applications

Budget	\$53,000.00
Direct Cash Contributions to date	\$24,129.42
In-kind Contributions to date	\$6,772.00

Table 2 Community Assistance Application - Financial Implication of this application.

Direct Cash Contribution	\$3,000.00 - \$5,000
In-kind Contribution (approx.)	Nil

**ASSET MANAGEMENT IMPLICATIONS**

Not applicable

**RISK MANAGEMENT IMPLICATIONS**

Council manages risks using Policy G.11 Enterprise Risk Management and Procedure G.11-A Risk Management Framework.

Table 3 Risk Register

Risk Name and 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>
Financial loss to organisations hosting the event	None	Unlikely to hold future community / educational events	Possible	Moderate	High	Quilpie Shire Council Community Grants Assistance Policy – C.01 Other sponsorship opportunities.

**HUMAN RIGHTS CONSIDERATION**

Council has considered its obligations under the *Human Rights Act 2019* (Qld).

In accordance with section 4(b), Council is required to act compatibly with human rights and to properly consider relevant rights when making decisions. All 23 human rights protected under the Act have been reviewed.

It is assessed that approval of this application does not limit or negatively impact any human rights. The decision supports community wellbeing, access to education, health services and participation in community life and is compatible with the Act.

**16.8 SELECTIVE INSPECTION PROGRAM (AMENDMENT) - 1 MARCH 2026 TO 31 MAY 2026****IX: 271737****Author: Lisa Hamlyn, Director Community and Business Development****Authorisers: Justin Hancock, Chief Executive Officer****Lisa Hamlyn, Director Community and Business Development****Attachments: Nil****KEY OUTCOME****Key Outcome:** 4. Strong Governance**Key Initiative:** 4.1 Excellence in customer service**EXECUTIVE SUMMARY**

This report seeks Council approval to amend resolution QSC259-12-25, adopted at the Ordinary Council Meeting held on 17 December 2025, to revise the scheduled dates for the 2026 Selective Inspection Program and to confirm the statutory basis for conducting the program.

The amended Selective Inspection Program will operate from 1 March 2026 to 31 May 2026. Public notice of the program will be given in accordance with section 134 of the *Local Government Act 2009*.

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**RECOMMENDATION**

That Council resolve:

1. To approve the amendment to the scheduled 2026 Selective Inspection program under *section 113(1)* of the *Animal Management (Cats and Dogs) Act 2008*, enabling authorised officers to enter selected properties to monitor compliance with the Act and conduct a Selective Inspection Program for dogs only.
2. That the purpose of the program, in accordance with *section 113 (5)(a)* of the *Animal Management (Cats and Dogs) Act 2008* is to ensure compliance with registration obligations for dogs and regulated animal provisions under *Chapter 3* and *Chapter 4* of the Act.
3. That the program commences on 1 March 2026 and concludes on 31 May 2026, as per *section 113 (5)(b)* of the *Animal Management (Cats and Dogs) Act 2008*.
4. That inspections may occur within the townships of Quilpie, Eromanga and Adavale in accordance with *section 113 (5)(c)* of the *Animal Management (Cats and Dogs) Act 2008*, where authorised officers have a reasonable belief that unregistered and / or regulated dogs may be present.
5. That in accordance with *section 114* of the *Animal Management (Cats and Dogs) Act 2008*, public notice of the program be given via local media, Council' website and social media platforms at least 14 days and no more than 28 days before the program's commencement.

6. That upon identification of an unregistered dog or non-compliance with regulated animal provisions, Authorised Officers issue advisory notices that provide 14 days for compliance and if compliance is not achieved, infringement notices will be issued.

## BACKGROUND

The *Animal Management (Cats and Dogs) Act 2008* empowers local governments to conduct Approved Inspection Programs. Programs may be:

- **Selective** – limited to specific areas or properties.
- **Systematic** – covering the entire local government area.

Approval by resolution is required before Council can conduct an inspection program under section 113 of the *Animal Management (Cats and Dogs) Act 2008*, ensuring the program aligns with legislative requirements and enable authorised persons to monitor compliance effectively.

Dog registration enables Council to:

- Reunite lost animals with owners.
- Understand dog ownership demographics.
- Plan companion animal programs and infrastructure effectively.
- Monitor compliance of keeping of regulated dogs.

A previous inspection program was held in Quilpie Shire in early 2025 and involved the townships of Quilpie and Eromanga.

## REPORT

Council will conduct the 2026 Selective Inspection Program (SIP) in partnership with Balonne Shire Council, whose staff will be appointed as Authorised Persons for the duration of the inspections.

Authorised Persons will have powers of entry under the Act. Entry will occur during normal working hours (7:30 am–5:00 pm, Monday to Friday). Officers will:

1. Show their Council Authorised Persons ID.
2. Explain the purpose of entry.
3. Advise that entry is permitted under the Act without the occupier's consent.
4. Authorised Officers may issue advisory notices, remedial action requests and infringement notices where non-compliance is identified.

A communication campaign will notify residents of dates, procedures, and inspection objectives.

## OPTIONS

### Option 1 – Recommended

That Council resolve:

1. To approve amendment to the scheduled 2026 Selective Inspection program under *section 113(1)* of the *Animal Management (Cats and Dogs) Act 2008*, enabling authorised officers to enter selected properties to monitor compliance with the Act and conduct a Selective Inspection Program for dogs only.
2. That the purpose of the program, in accordance with *section 113 (5)(a)* of the *Animal Management (Cats and Dogs) Act 2008* is to ensure compliance with registration obligations for dogs and regulated animal provisions under *Chapter 3* and *Chapter 4* of the Act.
3. That the program commences on 1 March 2026 and concludes on 31 May 2026, as per *section 113 (5)(b)* of the *Animal Management (Cats and Dogs) Act 2008*.

4. That inspections may occur within the townships of Quilpie, Eromanga and Adavale in accordance with *section 113 (5)(c) of the Animal Management (Cats and Dogs) Act 2008*, where authorised officers have a reasonable belief that unregistered and / or regulated dogs may be present.
5. That in accordance with *section 114 of the Animal Management (Cats and Dogs) Act 2008*, public notice of the program be given via local media, Council' website and social media platforms at least 14 days and no more than 28 days before the program's commencement.
6. That upon identification of an unregistered dog or non-compliance with regulated animal provisions, Authorised Officers issue advisory notices that provide 14 days for compliance and if compliance is not achieved, infringement notices will be issued.

### Option 2

That Council do not conduct a Selective Inspection Program in 2026.

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

Records, Building and Planning Officer

Director Corporate Services

Chief Executive Officer

Balonne Shire Council

Pest and Livestock Management Coordinator

### **INTERESTED PARTIES**

Dog owners in Quilpie, Eromanga and Adavale townships

*Note: Identification of interested parties is provided on a best-endeavours basis and may not be exhaustive.*

### **LEGISLATION / LEGAL IMPLICATIONS**

Council approves the program under the *Animal Management (Cats and Dogs) Act 2008*. By approving the program, Council authorises officers to enter properties to verify dog registration and take enforcement action where necessary.

Council publishes a public notice and makes the program available to residents. Authorised Persons follow identification and procedural requirements to protect residents' rights while executing inspections. The program ensures Council meets its statutory obligations, minimises legal risk, and maintains enforceable compliance measures.

### **POLICY IMPLICATIONS**

Council applies the *Animal Management (Cats and Dogs) Act 2008* by approving a program that defines its purpose, scope and duration. Council notifies the public and provides access to the program, meeting the Act's transparency and accountability requirements.

Council also applies its Policy G.11 – Enterprise Risk Management and Procedure G.11-A – Risk Management Framework to identify, assess and manage risks related to property access, officer safety and community engagement. The program aligns Council's regulatory obligations with its internal governance standards.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

This program will operate within the approved budget allocation.

### **ASSET MANAGEMENT IMPLICATIONS**

Not applicable

**RISK MANAGEMENT IMPLICATIONS**

Council manages risks under Policy G.11 – Enterprise Risk Management and Procedure G.11-A – Risk Management Framework.

Table 1 Risk Register

Risk Name and 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>			
Unregistered dog	Local Law	Non-compliance	Likely	Moderate	High	Approved Inspection Program / Compliance checks
Keeping prohibited breed	Animal Management (Cats and Dogs) Act 2008	Legislative Breach	Unlikely	Major	High	Seizure / Destruction Order

Council reviewed historical inspection data, current compliance levels and officer experience. Council evaluated whether existing controls reduce likelihood and consequence effectively. The assessment confirmed that current controls maintain risk within Council's accepted thresholds. Council considers the residual risk manageable and does not require additional mitigation beyond the approved program and established procedures.

**HUMAN RIGHTS CONSIDERATION**

Council has considered its obligations under the *Human Rights Act 2019 (Qld)*.

The Selective Inspection Program involves lawful entry and enforcement activities authorised under legislation. The program is proportionate, time-limited and supported by notice requirements and procedural safeguards. The proposed decision does not limit human rights and is compatible with the *Human Rights Act 2019 (Qld)*.