



SPECIAL MEETING AGENDA

Wednesday 1 April 2026
commencing at 8:30 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Special Meeting of Council

25 March 2026

The Mayor and Council Members
Quilpie Shire Council
QUILPIE QLD 4480

Dear Members

Notice is hereby given that a Pre Meeting Briefing will be held in the Council Boardroom, on **Wednesday 1 April 2026**, commencing at **8.30 am**.

Notice is also hereby given that the Special Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Wednesday 1 April 2026**, commencing at **8:30 AM**.

The agenda for the special meeting is attached for your information

Yours faithfully

Justin Hancock
Chief Executive Officer





SPECIAL MEETING OF COUNCIL AGENDA

Wednesday 1 April 2026
Quilpie Shire Council Boardroom
50 Broлга Street, Quilpie

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- 1 OPENING OF MEETING**
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5 COMMUNITY AND BUSINESS DEVELOPMENT

5.1 COMMUNITY ASSISTANCE GRANT APPLICATION - ADAVALE SPORT & RECREATION ASSOCIATION

IX: 273952

Author: Hannah Tully, Community and Business Development Officer

Authorisers: Corey Richards, Deputy Director of Community and Business Development

Lisa Hamlyn, Director Community and Business Development

Justin Hancock, Chief Executive Officer

Attachments: 1. Community Assistance Application - Adavale Sport & Rec

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes

EXECUTIVE SUMMARY

The Adavale Sport & Recreation Association has submitted a Community Assistance Grant application for the 2026 Adavale's Muster in The Mulga - Campdraft, Rodeo, Gymkhana & Bikekhana.

Assistance of \$10,000.00 has been requested to help cover the costs of the weekend, such as the Ambulance fee (estimated cost \$4800) and entertainment/music (estimated cost \$6800).

Reviewing recent applications from other community groups for similar events, a suggested \$5,000.00 cash contribution is recommended to ensure consistency across organisations.

RECOMMENDATION

That Council:

1. Acknowledges the Community Assistance Grant application received from Adavale Sport & Recreation Association; and
2. Approves a direct cash contribution of \$5,000.00.

BACKGROUND

Adavale's Muster In The Mulga - Campdraft, Rodeo, Gymkhana & Bikekhana is an annual event held in April.

The Adavale Sport & Recreation Association has applied for Community Assistance Grant support from Council in each of the past four financial years, excluding the most recent, as the event was cancelled due to weather.

Table 1 — Community Assistance Grant funding previously awarded to the Adavale Sport & Recreation Association

Support Component	2021–22	2022–23	2023–24	2024–25
Cash Contribution	\$5,000.00	\$10,000.00	\$8,500.00	\$0.00
Skip Bin	✓	✓	✓	—
Wheelie Bins	—	✓	✓	—

Note: ✓ = approved and provided; — = not included in that year's application.

REPORT

The 2026 Adavale's Muster In The Mulga - Campdraft, Rodeo, Gymkhana & Bikekhana event is scheduled for the 17th to 19th of April.

As outlined in the attached Community Assistance Grant application, the committee has requested a \$10,000.00 cash contribution to help cover the costs of the weekend.

Reviewing recent applications from other community groups for similar events, a suggested \$5,000.00 cash contribution is recommended to ensure consistency across organisations.

OPTIONS

Option 1 (Recommended)

That Council:

1. Acknowledges the Community Assistance Grant application received from Adavale Sport & Recreation Association; and
2. Approves a direct cash contribution of \$5,000.00.

Option 2

That Council:

1. Acknowledges the Community Assistance Grant application received from Adavale Sport & Recreation Association and offers the requested \$10,000.00.

Option 3

That Council:

1. Acknowledges the Community Assistance Grant application received from Adavale Sport & Recreation Association and does not approve the application.

CONSULTATION (Internal/External)

Quilpie Shire Council

Adavale Sport & Recreation Association

INTERESTED PARTIES

Adavale Sport & Recreation Association

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

LEGISLATION / LEGAL IMPLICATIONS

Council exercises its discretion to provide grants under *Local Government Regulation 2012, Part 5 – Community Grants*. Council ensures compliance by:

- Granting support only if it serves the public interest.

- Confirming Adavale Sport & Recreation Association meets eligibility criteria under Council’s *Community Assistance Program Policy C.01*.
- Following policy procedures to approve, monitor, and record in-kind support.

Council applies these legal provisions to ensure transparency, accountability, and consistent use of public resources.

POLICY IMPLICATIONS

Council applies *Policy C.01 – Community Assistance Program* by:

- Reviewing applications against priority criteria, including community benefit, event enhancement, and economic development.
- Ensuring grant approvals follow merit-based assessment.
- Monitoring facility use and compliance with conditions, such as maintaining cleanliness and hygiene.

This approach aligns policy intent with operational delivery.

FINANCIAL AND RESOURCE IMPLICATIONS

Table 2 2025 / 26 Community assistance approved applications

Budget	\$53,000.00
Direct Cash Contributions to date	\$26,300.00
In-kind Contributions to date (approx.)	\$19,444.00

Table 3 Community assistance application (current) - Financial implications

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

ASSET MANAGEMENT IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

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

Table 4 Risk Assessment

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided below for measures</i>			
Project objectives differ from community expectation	None	Reduced support for program Increased costs for organisation Review delivery scope	Rare	Minor	Low	Quilpie Shire Council Community Assistance Grant Policy – C.01 Secure adequate Sponsorship

HUMAN RIGHTS CONSIDERATION

Council reviewed all 23 human rights under the *Human Rights Act 2019*. Council designed the grant approval and facility use process to comply with the Act and respect residents’ rights. Council confirms that approving this request does not limit human rights.

1.1 Type of assistance being sought:	
<input checked="" type="checkbox"/>	Direct cash contribution
<input type="checkbox"/>	Provision of assets
<input type="checkbox"/>	Concession
<input type="checkbox"/>	In-kind

1.2 Applicant details:	
Organisation / Individual Name:	Adavale Sport & Recreation Association
Contact Person for Project:	Ruby Schmidt
Postal Address:	Patricia Park, Adavale QLD 4474
Email Address:	adavalesportandrec@outlook.com
Telephone No:	0438 452 108

1.3 Brief description of the project / activity for which assistance is being requested:	
Adavale Campdraft, Rodeo, Gymkhana & Bikekhana to be held on the 17 th – 19 th of April 2026. A [REDACTED] [REDACTED] [REDACTED]	
<i>(Please attach additional information if required)</i>	

1.4 Event Details	
Name of Event:	Adavale's Muster In The Mulga - Campdraft, Rodeo, Gymkhana & Bikekhana
Date of Event:	17 th – 19 th April 2026

Amount of Funding Requested:	\$10,000.00
Amount of Funding Provided by the Applicant	\$20,000.00
Amount of Funding Provided by Others	\$12,000 (Sponsorship from various business)
Total Estimated Cost of Project:	\$50,000.00

Are you GST registered?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>Note: Please ensure your figures include GST, as this will be the final figure paid</i>	

1.5 Project timeframe	
Project Start Date	17/04/2026
Project End Date	19/04/2026
Acquittal Report Due (8 weeks after end date)	

1.6 Details of other endeavours to raise funds	
Other funds sourced from previous events run by the Adavale Sport & Rec Assn. & sponsorship from local businesses.	

1.7 Financial position of applicant as at the date of this application including a copy of a recent bank statement and supporting information on why funds are required:	
As per previous years we are seeking help from Council to obtain funds to help us pay for the mandatory requirements that will help towards our event with hope that we can attract more people to our tiny community & to help boost the moral of the locals from near and far after last years traumatic events. We are asking for assistance with Ambulance that is required on site for the 3 days and also, to help with the event entertainment in way of an announcer/music/DJ who will help with sound for the 3 days due to the committee not having any access to sound facilities as these were all destroyed in the floods.	

Community Assistance Application

(Please attach additional information if required)

1.8 Previous Assistance?			
Have you received previous Council Assistance?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
Please list previous Council Assistance	Sponsorship towards our 3-day event in past years.		
Have previous programs been acquitted?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No

1.9 Please outline the aims of the project and the direct benefits to the community as a result of this project:
The Annual Adavale Campdraft, Rodeo, Gymkhana & Bikekhana is a fun filled weekend & social event that attracts competitors & spectators from all over the Quilpie Shire & surrounding districts. The Adavale Sport & Rec Assn's aim for this social event is, to have as many local attendees as possible to be able to come along and enjoy a weekend away that is both entertaining & affordable, also that the Assn can run a profitable event so that we are able to continue to run more events like this well into the future. After last few years being a tad disappointing with rain and flooding we are hoping to make this year bigger and better and to help lift community spirit.

1.10 Bank details			
Name:	[REDACTED]		
Bank	[REDACTED]	Branch:	[REDACTED]
BSB:	[REDACTED]	Account Number:	[REDACTED]

1.11 DECLARATION		
We, the undersigned do hereby certify that we believe the information contained in this application to be accurate and reliable.		
Ruby Schmidt	<i>Ruby Schmidt</i>	16/03/2026
Name	Signature	Date
Committee Member / Authorised Persons:		
Trent Everitt	<i>Trent Everitt</i>	16/03/2026
Name	Signature	Date

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

Community Assistance Application

5.2 COMMUNITY ASSISTANCE GRANT APPLICATION - QUILPIE DIGGERS RACE CLUB

IX: 273993

Author: Hannah Tully, Community and Business Development Officer

Authorisers: Corey Richards, Deputy Director of Community and Business Development

Lisa Hamlyn, Director Community and Business Development

Justin Hancock, Chief Executive Officer

**Attachments: 1. Quilpie Diggers Race Club - Sponsorship Package
2. Quilpie Diggers Race Club - Community Assistance Application**

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes

EXECUTIVE SUMMARY

The Quilpie Diggers Race Club has submitted a Community Assistance Grant application for the 2026 Quilpie Cup being held on the 9th of May.

Assistance of a \$3,000.00 cash contribution has been requested to help with the cost associated with organising and running the event. This value of sponsorship is classified as Gold Level, and as outlined in the attached Sponsorship Package, Quilpie Shire Council will be entitled to the naming of one race at the Quilpie Cup. Included in this will also be advertising of the Quilpie Shire logo and name, and a corporate advertisement in the event booklet.

RECOMMENDATION

That Council:

1. Acknowledges the Community Assistance Grant application received from Quilpie Diggers Race Club; and
2. Approves a direct cash contribution of \$3,000.00.

BACKGROUND

The Quilpie Cup is Quilpie's annual race meeting held in May each year.

The Quilpie Diggers Race Club has applied for Community Assistance Grant support from Council in each of the past four financial years. In 2025, a cash contribution of \$2,000.00 was approved by Council.

Quilpie Diggers Race Club have already received in kind support for the 2026 event through the waiver of the fees for the hire of Bulloo Park and the usage of the Council Community Bus.

Table 1 — Community Assistance Grant funding previously awarded to the Quilpie Diggers Race Club

Support Component	2021–22	2022–23	2023–24	2024–25
Cash Contribution	\$2,500.00	\$1,250.00	\$2,000.00	\$2,000.00

REPORT

The 2026 Quilpie Cup is scheduled to be held on the 9th of May at Bulloo Park in Quilpie.

As outlined in the attached Community Assistance Grant application, the committee has requested a \$3,000.00 cash contribution as sponsorship for the event.

This value of sponsorship is classified as Gold Level, and as outlined in the attached Sponsorship Package, Quilpie Shire Council will be entitled to the naming of one race at the Quilpie Cup. Included in this will also be advertising of the Quilpie Shire logo and name, and a corporate advertisement in the event booklet.

OPTIONS

Option 1 (Recommended)

That Council:

1. Acknowledges the Community Assistance Grant application received from Quilpie Diggers Race Club; and
2. Approves a direct cash contribution of \$3,000.00

Option 2

That Council:

1. Acknowledges the Community Assistance Grant application received Quilpie Diggers Race Club and offers an alternative amount.

Option 3

That Council:

1. Acknowledges the Community Assistance Grant application received from Quilpie Diggers Race Club and does not approve the application.

CONSULTATION (Internal/External)

Quilpie Shire Council

Quilpie Diggers Race Club

INTERESTED PARTIES

Quilpie Diggers Race Club

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

LEGISLATION / LEGAL IMPLICATIONS

Council exercises its discretion to provide grants under *Local Government Regulation 2012, Part 5 – Community Grants*. Council ensures compliance by:

- Granting support only if it serves the public interest.
- Confirming Quilpie Diggers Race Club meets eligibility criteria under Council's *Community Assistance Program Policy C.01*.
- Following policy procedures to approve, monitor, and record in-kind support.

Council applies these legal provisions to ensure transparency, accountability, and consistent use of public resources.

POLICY IMPLICATIONS

Council applies *Policy C.01 – Community Assistance Program* by:

- Reviewing applications against priority criteria, including community benefit, event enhancement, and economic development.
- Ensuring grant approvals follow merit-based assessment.
- Monitoring facility use and compliance with conditions, such as maintaining cleanliness and hygiene.

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FINANCIAL AND RESOURCE IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

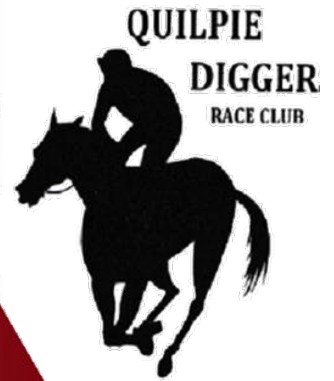
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Table 4 Risk Assessment

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
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HUMAN RIGHTS CONSIDERATION

Council reviewed all 23 human rights under the *Human Rights Act 2019*. Council designed the grant approval and facility use process to comply with the Act and respect residents’ rights. Council confirms that approving this request does not limit human rights.



70 YEARS



2026 SPONSORSHIP OPPORTUNITIES

Saturday, May 9th 2026

CELEBRATING 70 YEARS OF RACING IN QUILPIE

In 2026, the Quilpie Diggers Race Club proudly celebrates its 70th Anniversary - marking seven decades of racing tradition, community connection, and resilience in Outback Queensland.

Since its establishment, the club has played a vital role in bringing together local communities, pastoralists, industry leaders, and visitors from across Queensland and interstate. The Quilpie Cup is one of the most anticipated events on the South West calendar, delivering strong economic, social, and tourism benefits to the region.

The 70th Anniversary represents a landmark opportunity for corporate partners to align with a respected regional institution and demonstrate meaningful investment in regional Australia.

Why Partner With Us?

Partnering with the Quilpie Diggers Race Club provides your organisation with valuable exposure, engagement, and brand alignment across key regional sectors.

Key benefits include:

- Direct engagement with regional business owners, industry stakeholders, and community leaders
 - Brand exposure to 400–700+ attendees from across Australia
 - Promotion through social media, radio, print, and digital channels
 - Alignment with a trusted 70-year community organisation
- Opportunity to strengthen corporate social responsibility and regional investment presence
 - Premium hospitality opportunities to connect with clients, staff, and stakeholders

This event attracts attendees from key industries including:

- Mining and energy
- Agriculture and pastoral operations
 - Transport and logistics
 - Construction and infrastructure
- Government and regional development
 - Tourism and hospitality

Your sponsorship directly contributes to:

- Supporting regional tourism and economic activity
- Strengthening community events and traditions
- Promoting regional engagement and sustainability
 - Preserving a 70-year outback racing legacy

Your partnership demonstrates a genuine commitment to regional Australia and the communities that support your industry.

Saturday May 9th 2026



70th ANNIVERSARY PACKAGES

	MAJOR SPONSOR \$10,000	PLATINUM \$6,000	GOLD \$3,000	SILVER \$1,500	BRONZE \$700	COMMUNITY \$350
SPECIALITY EVENTS						
FEATURE Quilpie Cup Race and Event Name	✓	-	-	-	-	-
Naming of Fashions on the Field (one only)	-	✓	-	-	-	-
Naming of one race (up to four)	-	✓	✓	-	-	-
Naming of VIP Trackside Area (one only)	-	✓	-	-	-	-
Naming of Quilpie Cup Main Bar (one only)	-	-	✓	-	-	-
HOSPITALITY AND TICKETING						
Gate Passes	12	8	6	4	2	-
VIP Trackside Table	✓	✓	-	-	-	-
CORPORATE IDENTITY						
Company name in media releases	✓	✓	-	-	-	-
Company logo on beverage cups	✓	-	-	-	-	-
Logo on printed collateral (where available)	✓	✓	-	-	-	-
Company promotion on Social Media	✓	✓	✓	✓	✓	✓
OFFICIAL RACE PROGRAM						
Logo included on front cover	✓	✓	-	-	-	-
Logo included in program	✓	✓	✓	✓	✓	-
Corporate advertisement	Full page	Full page	½ page	¼ page	-	-
COVERAGE OVER THE PA DURING EVENT						
30sec company overview (to be provided)	✓	✓	✓	-	-	-
Company name only	-	-	-	✓	✓	✓
MERCHANDISE						
QDRC Merchandise Pack	✓	✓	✓	✓	✓	-
BANNER/FLAGS DISPLAYED						
Premium	✓	✓	✓	✓	✓	-
To be supplied	✓	✓	✓	✓	✓	-

Saturday, May 9th 2026

Sponsor Contact

Marv McNair 0488 094 088 | E: auilbiedrc@gmail.com



QUILPIE DIGGERS RACE CLUB



70TH ANNIVERSARY

SPONSORSHIP FORM 2026

2026 QUILPIE CUP

COMPANY DETAILS:

Company Name:

Physical address:

Town/Suburb:

Postal Address (if different):

ABN:

CONTACT DETAILS:

Contact person:

Telephone:

Mobile:

Email:

SPONSORSHIP COMMITMENT

Please tick the level of sponsorship for 2026:

- | | |
|----------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Major Sponsor
\$10,000 | <input type="checkbox"/> Platinum
\$6,000 |
| <input type="checkbox"/> Gold
\$3,000 | <input type="checkbox"/> Silver
\$1,500 |
| <input type="checkbox"/> Bronze
\$700 | <input type="checkbox"/> Basic
\$350 |

AUTHORISED REPRESENTATIVE:

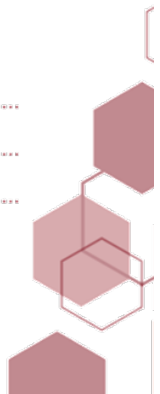
Name:

Position:

Signature:

Please return completed form to:

Mary McNair 0488 094 088 | E: quilpiedrc@gmail.com



1.1 Type of assistance being sought:	
<input checked="" type="checkbox"/>	Direct cash contribution
<input type="checkbox"/>	Provision of assets
<input type="checkbox"/>	Concession
<input type="checkbox"/>	In-kind

1.2 Applicant details:	
Organisation / Individual Name:	Quilpie Diggers Race Club
Contact Person for Project:	Mary McNaiv
Postal Address:	PO Box 149
Email Address:	quilpiedrc@gmail.com
Telephone No:	0488094088

1.3 Brief description of the project / activity for which assistance is being requested:	
70 th Anniversary Quilpie Cup.	
<i>(Please attach additional information if required)</i>	

1.4 Event Details	
Name of Event:	2026 Quilpie Cup - 70 th Anniversary.
Date of Event:	9/5/26

Amount of Funding Requested:	\$ 3,000
Amount of Funding Provided by the Applicant	\$ 40,000
Amount of Funding Provided by Others	\$ 20,000 - current
Total Estimated Cost of Project:	\$ 45,000

Are you GST registered?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>Note: Please ensure your figures include GST, as this will be the final figure paid</i>		

1.5 Project timeframe	
Project Start Date	9/5/26
Project End Date	12/5/26
Acquittal Report Due (8 weeks after end date)	10/7/26

1.6 Details of other endeavours to raise funds	
Requesting sponsorship from various large companies who conduct business in Quilpie shire.	

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

Each year we raise funds to ensure the continuation of the races. We give back to

(Please attach additional information if required)

community groups + charities where possible. ie. Legacy and the Hospital Auxillary in 2025.

see docs attached plus \$63,120

Community Assistance Application

1.8 Previous Assistance?			
Have you received previous Council Assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Please list previous Council Assistance	2025 - \$2000		
Have previous programs been acquitted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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

- strengthening community connection + well being
 - opportunities for employment, volunteering + skill

development

1.10 Bank details

Name:	Quilpie Diggers Race Club		
Bank:	[REDACTED]	Branch:	[REDACTED]
BSB:	[REDACTED]	Account Number:	[REDACTED]

1.11 DECLARATION

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

<u>Mary McNaiv</u>	<u>[Signature]</u>	<u>19/3/26</u>
Name	Signature	Date

Committee Member / Authorised Persons:

_____	_____	_____
Name	Signature	Date

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

**5.3 BUILDING WORKS ASSESSABLE AGAINST THE PLANNING SCHEME LOT 1
RP177507**

IX: 274029

Author: Dominique Wells, Records Officer

**Authorisers: Sharon Frank, Director Corporate Services
Justin Hancock, Chief Executive Officer**

**Attachments: 1. St Matthews Church - Proposal Letter.pdf (under separate cover)
2. Lot 1 RP177507 Proposal Plans.pdf**

SUMMARY

Applicant: Martin Bony

Owner: The Corporation of the Synod of the Diocese of Brisbane

Proposal: Dwelling House on a Local Heritage Place

Location: Lot 1 RP177507 – 17 Buln Buln Street Quilpie

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

EXECUTIVE SUMMARY

Council is asked to consider and resolve an application for Building Works Assessable against the Planning Scheme for the adaptive reuse of St Matthews Church as a three-bedroom Dwelling House on a Local Heritage Place at 17 Buln Buln Street, Quilpie (Lot 1 on RP177507). The applicant is Martin Bony. The owner is The Corporation of the Synod of the Diocese of Brisbane.

The development is assessable under Schedule 10, Part 8, Division 1 of the *Planning Regulation 2017* (Qld) because it involves building works on a Local Heritage Place. Council is the Concurrence Agency to a future Building Application. Pursuant to s.56 of the *Planning Act 2016* (Qld), Council must decide whether to impose conditions, direct a refusal, or advise that it has no requirements.

The application has been assessed against the applicable assessment benchmarks, being the relevant provisions of the Quilpie Shire Planning Scheme — specifically Performance Outcome 30 of the General Development Code. The proposal is consistent with the Planning Scheme assessment benchmarks. The works retain the heritage fabric and significant features of the church. No demolition of significant areas is proposed. External works to the hall complement the character of the church. Adaptive reuse as a Dwelling House is a compatible use that supports the long-term conservation of the Local Heritage Place.

Approval is recommended subject to conditions addressing heritage protection, detailed plans, access, and services. The decision is compatible with the *Human Rights Act 2019* (Qld). No unmanaged legal risks arise from this report.

RECOMMENDATION

That:

1. Council receives this report.
2. Pursuant to s.56 of the *Planning Act 2016 (Qld)*, the application for Building Works Assessable against the Planning Scheme to establish a Dwelling House on a Local Heritage Place on land described as Lot 1 on RP177507 and situated at 17 Buln Buln Street, Quilpie be approved subject to the following conditions:

Conditions

Table 1 Approved conditions

No.	Category	Condition
1	General	The approved development is Building Works Assessable Against the Planning Scheme for a Dwelling House as shown on the approved plans.
2	General	All works are to be carried out generally in accordance with the approved plans listed below. Where the approved plans conflict with the Assessment Manager's conditions, the Assessment Manager's conditions prevail. Plan 01 — Proposed Floor Plan (n.d.) Plan 02 — Perspective Views (n.d.)
3	General	Detailed Floor Plans and Elevations, including colours and external treatments, must be provided to Council for endorsement before Building Approval.
4	General	A Form 21 — Final Certificate shall not be issued until all works associated with the related Reconfiguring a Lot Development Approval (which will create the separate title for Lot 1 RP177507) have been completed and separate titles issued.
5	Heritage protection	External building treatments and finishes of the Church and Hall buildings must complement the existing heritage character of the Church, consistently with the Developing Heritage Places guideline made under the <i>Queensland Heritage Act 1992 (Qld)</i> .
6	Heritage protection	Internal building works must be designed in keeping with the architectural details and decorative finishes of the existing Local Heritage Place.
7	Heritage protection	An archival quality photographic documentary of the Church building must be compiled and submitted to Council before works commence on site, documenting the significant features of the Church as described in Schedule 6 of the Quilpie Shire Planning Scheme.
8	Access and services	The landowner is responsible for maintaining vehicle access to the site from Quarrion Street to the property boundary. Should any damage be caused to Quarrion Street during or as a result of construction, the landowner must ensure reinstatement. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.
9	Access and services	The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted during construction. Any damage to existing infrastructure — including kerb, road pavement, and underground assets — caused by works on the site or associated vehicles must be immediately rectified. Rectification must meet the asset owner's requirements and satisfy their representative.

BACKGROUND

On 26 March 2026, Council received an application for Building Works Assessable against the Planning Scheme to undertake building works to the St Matthew's Church and Hall buildings at 17 Buln Buln Street, Quilpie (Lot 1 on RP177507), for use as a three-bedroom Dwelling House. The applicant is Martin Bony. The owner is The Corporation of the Synod of the Diocese of Brisbane.

St Matthew's Church of England is listed in Council's Local Heritage Register as a Local Heritage Place. Under Schedule 10, Part 8, Division 1 of the Planning Regulation 2017 (Qld), building works on a Local Heritage Place are assessable development. Council is the Concurrence Agency for the future Building Application. A related Reconfiguring a Lot Development Approval will create a separate title for Lot 1 RP177507 to enable the transfer of the church and hall buildings from the broader church property.

This report presents the assessment of the application against the applicable assessment benchmarks of the Quilpie Shire Planning Scheme and recommends that approval be granted subject to conditions.

REPORT

Site characteristics

The site is located within the Township Zone, Residential Precinct of the Quilpie Shire Planning Scheme, and currently contains the St Matthew's Church, Hall and Rectory House. St Matthew's Church of England is listed in Council's Local Heritage Register. The heritage description for the place is set out in Schedule 6 of the Planning Scheme and is reproduced in the Legislation / Legal Implications section of this report.

The site has frontages to Buln Buln Street and Quarrion Street with an existing access driveway to the Rectory House via Buln Buln Street. The site is located in a mixed-use area including commercial activities, an Educational Establishment, and residential dwellings. A Locality Plan is provided as Figure 1 of this report.



Figure 1 Locality plan

Proposal

The applicant proposes to undertake building works to the church and hall buildings to establish a three-bedroom Dwelling House. The works are summarised as follows:

- Establishing a bedroom, bathroom, kitchen and lounge area within the existing church building.
- Relining the deck connecting the church to the hall with composite decking boards.
- Making internal changes to the hall to establish 2 additional bedrooms.
- Carrying out external works to the hall — gutter replacement, new handrails, and heritage-style window and door awnings.

- Maintaining the façade of the church, with minor repainting works.

A full scope of works is included as Attachment 1. The proposed floor plan is included as Figure 2.

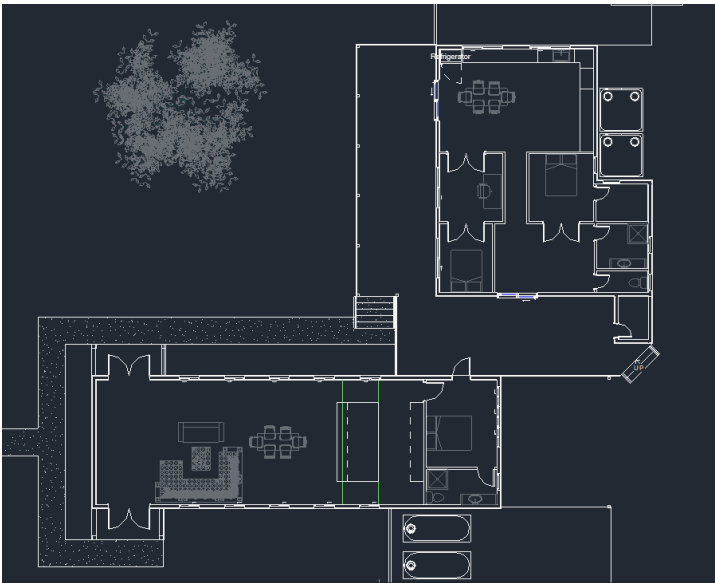


Figure 2 Proposed floor plan

Assessment

A Material Change of Use to establish a Dwelling House in the Township Zone (Residential Precinct) is accepted development, unless located in a flood hazard area or exceeding 8.5 metres in height. The Material Change of Use is therefore not assessable under the Planning Scheme.

Council assessed the proposal against Performance Outcome 30 of the General Development Code of the Quilpie Shire Planning Scheme. The assessment is set out below.

Table 2 Assessment against Performance Outcome 30

Performance Outcome	Acceptable Outcome	Assessment and Response
<p>PO30 Development contributes to the retention of a local heritage place, facilitates their adaptive reuse, but does not result in a change that is incompatible with conserving the cultural heritage significance of the place.</p>	<p>AO30.1 <i>Development retains the fabric, features and contents listed as significant for the local heritage place and requires no building or operational work in relation to it; OR development is in accordance with the Developing Heritage Places guideline made under the Queensland Heritage Act 1992; OR development is undertaken in accordance with an exemption certificate issued under the Queensland Heritage Act 1992.</i></p> <p>AO30.2 <i>Development neither results in the demolition of the place nor substantially reduces its cultural heritage significance. Where demolition is unavoidable: (a) a report demonstrates there is no practical reason and feasible alternative; and (b) an archival record is prepared to document the changes.</i></p>	<p>Performance Solution The proposal does not satisfy AO30.1 in full because building works are proposed. The proposal is assessed as a Performance Solution against PO30 on the following basis: Heritage fabric and features: The proposed works retain the fabric and significant features of the church building. No external works other than minor repainting are proposed on the church. The hall is not identified as having heritage significance under Schedule 6 of the Planning Scheme. External works proposed on the hall are designed to complement the heritage character of the church. No demolition: No demolition of areas identified as significant in Schedule 6 of the Planning Scheme is proposed. Adaptive reuse: The proposal is for the adaptive reuse of the Local Heritage Place as a Dwelling House. The sale of the property by the Church indicates that retention as a Place of Worship is no longer feasible. Adaptive reuse as a Dwelling is a compatible use that will contribute to the long-term conservation of the place. Archival record: Condition 7 requires an archival quality photographic documentary of the Church</p>

Performance Outcome	Acceptable Outcome	Assessment and Response
		<p>building to be compiled and submitted to Council prior to commencement of works, consistent with AO30.2(b).</p> <p>The proposal is assessed as consistent with PO30 as a Performance Solution.</p>

On the basis of the assessment above, the proposal is consistent with the applicable assessment benchmarks of the Quilpie Shire Planning Scheme. Approval subject to conditions is the appropriate outcome.

OPTIONS

Pursuant to s.56 of *the Planning Act 2016* (Qld), as Concurrence Agency Council must decide one of the following:

- Tell the Assessment Manager that Council has no requirements for the application; or
- Direct the Assessment Manager to give the development approval subject to stated development conditions; or give the development approval for only a stated part of the application; or give a preliminary approval only; or impose a stated currency period; or
- Direct the Assessment Manager to refuse the application for stated reasons.

Option (a) — Recommended. The assessment demonstrates that the proposal is consistent with the applicable planning scheme benchmarks subject to conditions. The recommended conditions address heritage protection, archival documentation, access, services, and linkage to the related Reconfiguring a Lot approval. Approval subject to conditions is the appropriate decision.

Option (b) — Conditional approval without all recommended conditions. This would reduce the heritage protection obligations and is not recommended.

Option (c) — Refusal. The assessment does not identify grounds for refusal. Refusal would not be consistent with the Planning Scheme assessment benchmarks and would expose Council to a successful appeal under s.229 of the Planning Act 2016 (Qld).

CONSULTATION (Internal/External)

Table 3 Consultation

Party	Nature of consultation	Outcome
Dominique Wells, Records Officer — Author	Preparation of this report. Assessment of the proposal against the Planning Scheme assessment benchmarks.	Report prepared and submitted for authorisation.
Sharon Frank, Director Corporate Services	Report authorisation. Review of assessment and recommendation.	Report reviewed and authorised.
Justin Hancock, Chief Executive Officer	Report authorisation. Confirmation of Council's role as Concurrence Agency and the assessment outcome.	Report authorised for tabling.
Kate Swepson, Senior Town Planner, Maranoa Regional Council	Peer review of planning assessment and conditions. Engaged to provide independent planning advice given Council's limited in-house planning capacity.	Planning assessment confirmed as consistent with the Quilpie Shire Planning Scheme. Conditions reviewed and endorsed.
Martin Bony — Applicant	Receipt of application. Clarification of proposal scope and documentation requirements.	Application received 26 March 2026. Proposal Letter and Plans received as Attachments 1 and 2.

Party	Nature of consultation	Outcome
The Corporation of the Synod of the Diocese of Brisbane — Owner	Identification as owner of Lot 1 RP177507 in the course of processing the application.	Owner identified. No separate consultation required at Concurrence Agency stage.
Queensland Heritage Register	Check of whether St Matthew's Church, 17 Buln Buln Street, Quilpie is listed on the Queensland Heritage Register in addition to the Local Heritage Register.	St Matthew's Church is listed on Council's Local Heritage Register under the Quilpie Shire Planning Scheme. The Queensland Heritage Register was checked — the property is not separately listed on the State Heritage Register. Development assessment is therefore under the <i>Planning Regulation 2017 (Qld)</i> as a Local Heritage Place only.

INTERESTED PARTIES

The Corporation of the Synod of the Diocese of Brisbane — Owner of the subject land.

Martin Bony — Applicant for the development approval.

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

LEGISLATION / LEGAL IMPLICATIONS

Assessability and Council's role

Under Schedule 10, Part 8, Division 1 of the *Planning Regulation 2017 (Qld)*, building works on a Local Heritage Place are assessable development. St Matthew's Church at 17 Buln Buln Street, Quilpie is listed in Council's Local Heritage Register and is a Local Heritage Place for the purposes of the Quilpie Shire Planning Scheme. The application for building works on this property is therefore assessable development requiring a development approval.

Council is the Concurrence Agency for this application. The Assessment Manager for the future Building Application will be required to refer the application to Council as Concurrence Agency under s.54 of the *Planning Act 2016 (Qld)*. Council's role is to decide in accordance with s.56 of the *Planning Act 2016 (Qld)*, as set out in the Options section of this report.

Assessment benchmarks

The applicable assessment benchmarks are the relevant provisions of a local categorising instrument as specified in Subdivision 2, Table 1 of the *Planning Regulation 2017 (Qld)*. The relevant local categorising instrument is the Quilpie Shire Planning Scheme. The applicable provision is Performance Outcome 30 of the General Development Code.

Council assessed the proposal against PO30. The assessment demonstrates that the proposal is consistent with the planning scheme assessment benchmarks as a Performance Solution. The full assessment is set out in the Report section of this report.

Heritage significance

The heritage significance of St Matthew's Church is described in Schedule 6 of the Quilpie Shire Planning Scheme as follows:

“Constructed by local builder Angus Watt, St Matthew's Church was completed and blessed for services in 1936. St Matthew's was associated with the Bush Brotherhood of St Paul, which operated from Charleville. The Bush Brothers conducted services in the parish as well as organising camps at Coolangatta during school holidays as a seaside treat for inland residents. They began visiting Quilpie around 1918, shortly after the establishment of the town around the rail head in 1917. They used Angus Hall for services; the early hall being destroyed in 1926, and its replacement, until the church was built.”

The approved conditions — specifically conditions 5, 6, and 7 — are designed to protect and document the significant features described in this heritage description.

Appeal rights

Pursuant to s.229 of the *Planning Act 2016* (Qld), the applicant may appeal a decision of Council as Concurrence Agency to the Planning and Environment Court. The assessment in this report demonstrates that the recommended approval with conditions is consistent with the applicable planning scheme assessment benchmarks. The risk of a successful appeal against the recommended decision is assessed as Low.

Conflict of Interest

The reporting officer declares no conflict of interest about any matter in this report. Councillors are reminded of their obligations under ss.150EB to 150FA of the *Local Government Act 2009* (Qld) to declare any prescribed or declarable conflict of interest before participating in any vote on related matters.

POLICY IMPLICATIONS

Quilpie Shire Planning Scheme

Council assessed the proposal against the relevant provisions of the Quilpie Shire Planning Scheme. The applicable zone is the Township Zone, Residential Precinct. A Material Change of Use to establish a Dwelling House in this zone is accepted development. The building works are assessable only because the site is a Local Heritage Place.

Performance Outcome 30 of the General Development Code applies. The assessment demonstrates that the proposal is consistent with PO30 as a Performance Solution. The proposed works retain the heritage fabric and significant features of the church, do not involve demolition of significant areas, and constitute an adaptive reuse that supports the long-term conservation of the Local Heritage Place. Council imposes conditions to protect and document the heritage values in accordance with the heritage description in Schedule 6 of the Planning Scheme.

Planning Regulation 2017 (Qld)

The development is assessable under Schedule 10, Part 8, Division 1 of the Planning Regulation 2017 (Qld). The assessment benchmarks applied are those specified in Subdivision 2, Table 1 of the Planning Regulation 2017 (Qld). Council conducted the assessment against those benchmarks. Council's decision has been made in accordance with s.56 of the Planning Act 2016 (Qld).

FINANCIAL AND RESOURCE IMPLICATIONS

Council's role in this matter is as Concurrence Agency under *the Planning Act 2016* (Qld). Council has no financial obligations arising from the development itself. The cost of fulfilling all development approval conditions, financial or otherwise, is the responsibility of the applicant and landowner.

Council may incur costs if its decision regarding the application is appealed to the Planning and Environment Court under s.229 of *the Planning Act 2016* (Qld). The assessment in this report demonstrates consistency with the applicable planning scheme benchmarks. The risk of a successful appeal against the recommended decision is Low, as noted in the Risk Management Implications section. Accordingly, the financial exposure arising from potential appeal proceedings is assessed as Low.

The engagement of Kate Swepson, Senior Town Planner at Maranoa Regional Council, for peer review of the planning assessment represents an internal government-to-government arrangement. Any cost associated with that engagement is within Council's existing operational budget for planning and development assessment.

ASSET MANAGEMENT IMPLICATIONS

St Matthew's Church at 17 Buln Buln Street, Quilpie is listed in Council's Local Heritage Register as a Local Heritage Place. The Local Heritage Register is a component of Council's asset management framework for heritage places within the Quilpie Shire.

The approval of adaptive reuse as a Dwelling House supports the long-term conservation and ongoing maintenance of a registered heritage asset. Continued occupation and maintenance of the building by a private owner is consistent with best-practice adaptive reuse principles and reduces the risk of deterioration of the heritage fabric through vacancy.

The archival documentation requirement in condition 7 will create a permanent photographic record of the significant features of the Church building, which will be held by Council. This record supports Council's ongoing heritage management obligations under the Quilpie Shire Planning Scheme.

RISK MANAGEMENT IMPLICATIONS

Risks associated with this application have been assessed in accordance with Council's Enterprise Risk Management Policy (G.11) and Risk Management Framework (G.11-A). Ratings apply Council's adopted risk matrix (Likelihood × Consequence).

Table 4 Risk register

Risk name and description	Current controls	Impacts if risk eventuates	Likelihood	Consequence	Rating	Risk treatment
Appeal — applicant or third party appeals Council's decision to the Planning and Environment Court.	Council assessed the application against applicable planning scheme benchmarks. Independent planning peer review engaged. Conditions are proportionate to PO30 heritage protection objectives.	Council incurs legal costs defending its decision. Decision may be set aside or varied by the Court.	D. Unlikely	2. Minor	L	No additional treatment required. Maintain thorough assessment documentation. Residual risk: Low.
Heritage non-compliance — works carried out inconsistently with heritage conditions, damaging significant fabric or features of the Church.	Conditions 5, 6 and 7 address heritage protection. Condition 3 requires detailed plans endorsed before Building Approval. Condition 7 requires archival documentation before works commence.	Damage to a registered Local Heritage Place. Enforcement action required under the Planning Act 2016 (Qld). Heritage values permanently diminished or lost.	C. Possible	3. Moderate	H	Conditions establish multi-stage review. Council retains enforcement powers under the Planning Act 2016 (Qld). Monitor compliance at key milestone stages. Residual risk: Medium.
Condition non-compliance — Form 21 Final Certificate issued before related Reconfiguring a Lot approval is finalised.	Condition 4 explicitly prevents Form 21 being issued until the Reconfiguring a Lot approval is complete and separate titles issued. Assessment Manager is bound by this condition.	Building approval finalised on land not yet formally separated. Potential legal invalidity of approval.	E. Rare	3. Moderate	M	Condition 4 is the primary control. Advise Assessment Manager of the condition requirement at concurrence agency response stage. Residual risk: Low.
Inaction — deterioration of the Local	No current controls. This risk arises only if	Vacancy and lack of maintenance	C. Possible	3. Moderate	H	Recommend approval subject to conditions.

Risk name and description	Current controls	Impacts if risk eventuates	Likelihood	Consequence	Rating	Risk treatment
Heritage Place if approval is refused or deferred.	Council does not approve the application.	lead to deterioration of heritage fabric. Loss of a registered Local Heritage Place within the Quilpie Shire.				Adaptive reuse as a Dwelling House is the most viable conservation outcome. Retention as a Place of Worship is not feasible following the sale. Residual risk: Low (if approved).

All identified risks are rated Low to High. The recommended approval subject to conditions represents the lowest-risk outcome for the heritage asset and for Council. Residual risks following application of conditions and controls are rated Low to Medium. This risk position is consistent with Council's risk appetite as defined in G.11-A.

HUMAN RIGHTS CONSIDERATION

Council assessed this decision against *the Human Rights Act 2019* (Qld). Under s.58 of the *Human Rights Act 2019* (Qld), a public entity must act compatibly with human rights and give proper consideration to relevant human rights when making a decision. A genuine assessment of the rights engaged by this decision is set out below.

s.9 — Property rights: The right to not be deprived of property other than in accordance with law is engaged by this decision. The application is by the owner of the property, who seeks approval to use the property consistently with the zoning framework. The recommended approval advances this right by permitting the owner to make productive use of the property through adaptive reuse. No property right is limited by this decision.

s.15 — Recognition and equality before the law: The development assessment process has been conducted consistently with the applicable planning scheme benchmarks, applied equally and without discrimination to this application as to all others. This right is advanced by the assessment process. No right under s.15 is limited.

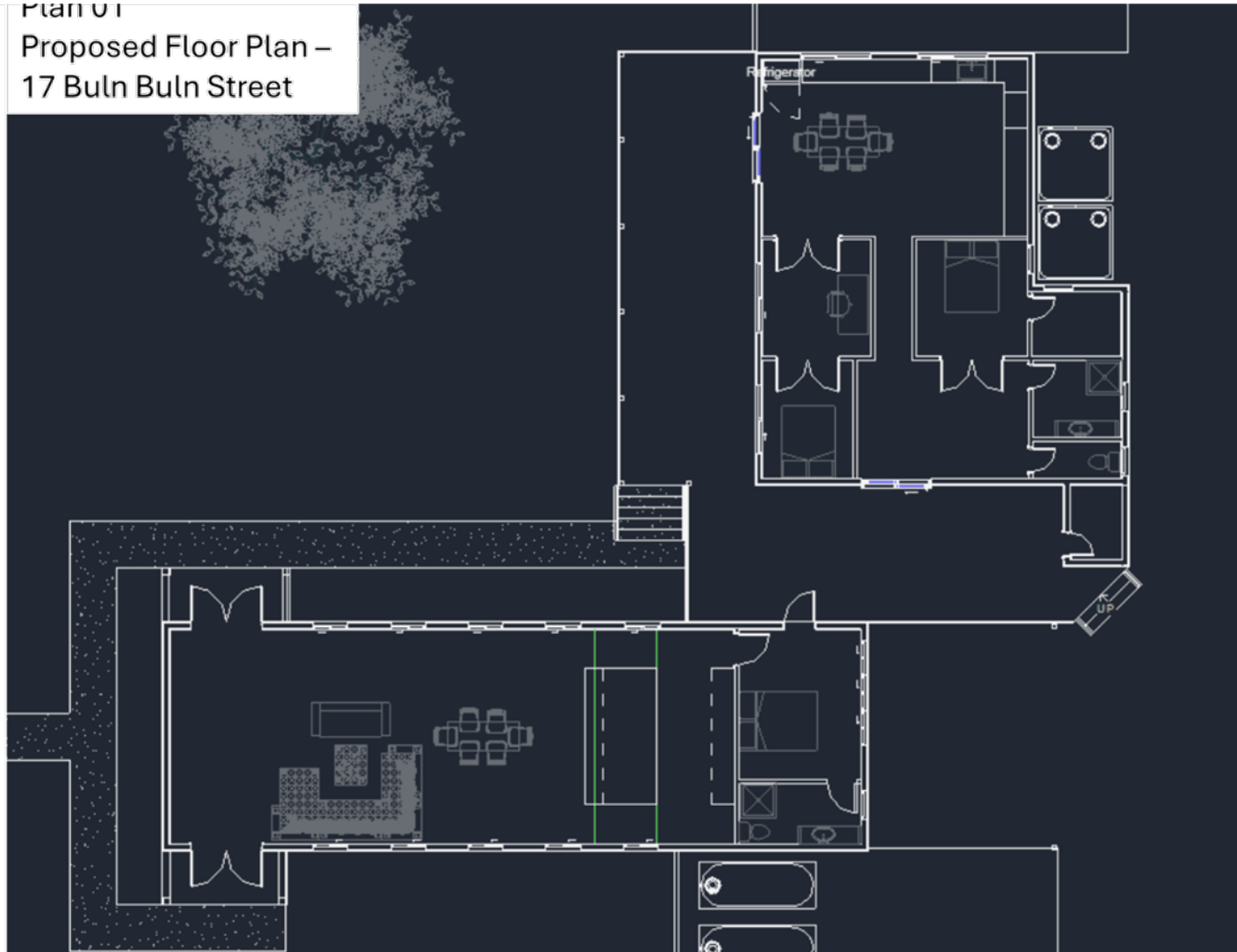
s.20 — Cultural rights — generally: St Matthew's Church is a place of cultural heritage significance for the Quilpie Shire community. The approved conditions — including heritage protection conditions 5, 6, and 7, and the archival documentation requirement — are designed to protect and preserve the cultural heritage significance of the place for the benefit of the community. This right is advanced by the conditions of approval.

s.27 — Taking part in public life: The adaptive reuse of a heritage place in a manner that maintains its heritage character contributes to the character and liveability of the community. This right is advanced by the decision.

s.28 — Cultural rights — Aboriginal peoples and Torres Strait Islander peoples: The Quilpie Shire is the ancestral home of the Mardigan, Boonthamurra, Bidjara, Wongkumara and Kullili peoples. This decision relates to a built heritage place with no identified connection to the cultural heritage of Aboriginal and Torres Strait Islander peoples. The decision does not engage or limit any right under s.28. Should any connection to cultural heritage be identified during the archival documentation process, Council will take appropriate steps in accordance with its obligations under s.28 and *the Aboriginal Cultural Heritage Act 2003* (Qld).

This report is compatible with *the Human Rights Act 2019* (Qld). The decision advances the rights identified above. No right is limited by this decision.

Plan 01
Proposed Floor Plan –
17 Buln Buln Street



Plan UZ

Perspective Views – 17 Buln Buln Street



6 LATE ITEMS