



SPECIAL MEETING AGENDA

Tuesday 10 March 2026
commencing at 8:30 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Special Meeting of Council

3 March 2026

The Mayor and Council Members
Quilpie Shire Council
QUILPIE QLD 4480

Dear Members

Notice is also hereby given that the Special Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Tuesday 10 March 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

Tuesday 10 March 2026
Quilpie Shire Council Boardroom
50 Broilga Street, Quilpie

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

5 INFRASTRUCTURE SERVICES

5.1 RFQL 28 25-26 KEEROONGOOLOO SEAL

IX: 272978

Author: Kasey-Lee Davie, Procurement Officer

Authorisers: Brian Weeks, Deputy Director Infrastructure 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

EXECUTIVE SUMMARY

This report recommends awarding RFQL 28 25-26 Keeroongooloo Seal to Austek Spray Seal Pty Ltd.

The project involves the sealing of 18.7 km of Keeroongooloo Road, in accordance with a Roadwork Agreement with Georgina Pastoral Company Pty Ltd. Enabling coordination with QRA-funded flood reinstatement works to minimise mobilisation costs, ensure timely delivery, and achieve cost efficiencies.

Four conforming submissions were received from prequalified suppliers. Following evaluation, Austek Spray Seal 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 28 25-26 Keeroongooloo Seal to Austek Spray Seal Pty Ltd for an amount of \$916,757.60 including GST (\$833,416.00 excluding GST); and
2. Delegate authority to the Chief Executive Officer, pursuant to section 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

In 2022, Georgina Pastoral Company Pty Ltd (Keeroongooloo Station) requested that Council consider sealing Keeroongooloo Road at their cost. At the Ordinary Council Meeting on 21 March 2023, Council resolved (QSC048-03-23) to support the sealing of the road with all maintenance, preparation, sealing, and bitumen costs incurred by Georgina Pastoral Company Pty Ltd on a cost recovery basis.

At the Ordinary meeting of Council, 17 December 2025, Council resolved: (QSC264-12-25)

That Council:

1. *Endorse execution of the Roadwork Agreement (Reinstatement and Upgrade) with Georgina Pastoral Company Pty Ltd for sealing 18.7 km of Keeroongooloo Road, as detailed in Attachment 1.*
2. *Authorise the Chief Executive Officer to finalise and execute the agreement as a deed under delegated authority in accordance with section 236 of the Local Government Act 2009 (Qld).*
3. *Acknowledge that Georgina Pastoral Company Pty Ltd will fully fund the upgrade (two-coat bitumen seal, 4 metres wide), including an initial advance payment of \$295,500 and the remaining balance via equal half-yearly instalments aligned with Council rate notices over the next three financial years*
4. *Note that the agreement enables the upgrade works to be coordinated efficiently with QRA funded flood reinstatement works, minimising mobilisation costs and improving project delivery outcomes.*
5. *Approve the use of a special charge mechanism to secure payment of the remaining balance in accordance with section 94 of the Local Government Act 2009 (Qld) and Chapter 4 Part 6 of the Local Government Regulation 2012 (Qld).*

The Roadwork Agreement (Reinstatement & Upgrade) has been fully executed and Council conducted the procurement request process to establish the works contract.

REPORT

RFQL 28 25-26 covers the sealing of 18.7 km of Keeroongooloo Road as part of the Roadworks Agreement.

Schedule Of Work

A Project Plan for RFQL 28 25-26 works has been developed and is scheduled.

Table 1 RFQL 28 25-26 Project Plan

Mobilisation	Start of Works	Duration	Practical Completion
March	March	60	Program of Works completion ~ April 2026

Procurement Process

In accordance with Council's Procurement Policy and Part 3 of the *Local Government Regulation 2012 (Qld)*, Council invited four (4) prequalified suppliers from LocalBuy Prequalified arrangement LB313 Road & Civil Construction.

Table 2 Procurement Process

Description	Details
Advertising	VendorPanel Portal
RFQ Open	4 February 2026
RFQ Close	2:00 PM 18 February 2025

Table 3 Prequalified Suppliers and Responses Received

Suppliers Invited	Responses
Austek Spray Seal Pty Ltd	RFQ Opened Response Received
Boral Resources (QLD) Pty Ltd	RFQ Opened Response Received
Colas Queensland Pty Ltd	RFQ Opened Response Received

RPQ Spray Seal Pty. Ltd.	RFQ Opened	Response Received
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At the close of the request process on 18 February 2026, Council received four (4) conforming submissions. The request was assessed in accordance with the evaluation criteria below.

Table 4 Assessment Evaluation Criteria

Criteria	Weighting
Price	50%
Availability	30%
Safety	20%

Evaluation Process

Evaluation Panel (three officers) were invited to evaluate responses via VendorPanel Multiparty.

The final assessment and evaluation scores of the three responses have been collated, and a summary of the evaluation is provided in the table below.

Table 5 Final Assessment and Evaluation Scores

Suppliers			Austek Spray Seal Pty Ltd	Colas Queensland Pty Ltd	Boral Resources (QLD) Pty Ltd	RPQ Spray Seal Pty Ltd
Price including GST			\$916,757.60	\$951,403.20	\$1,434,943.49	\$1,040,950.54
Price excluding GST			833,416.00	\$864,912.00	\$1,304,494.08	\$946,318.67
Evaluation Criteria	Price	50%	50	48.2	31.9	44
	Availability	30%	27	27	27	27
	Safety	20%	18	18	8	18
Overall Score			95	93.2	66.9	89

Council may decide not to accept any responses it receives. The response accepted must be the one deemed most advantageous to Council, it is noted that the lowest price response and/or the highest weighted response may not be the most advantageous.

In accordance with s. 104(3) of the *Local Government Act 2009* (Qld), Council must also consider the following sound contracting principles:

- (a) value for money; and
- (b) open and effective competition; and
- (c) the development of competitive local business and industry; and
- (d) environmental protection; and
- (e) ethical behaviour and fair dealing.

OPTIONS

Option 1 (Recommended)

That Council:

1. Subject to successful negotiation on the final terms and conditions, award RFQL 28 25-26 Keerongooloo Seal to Austek Spray Seal Pty Ltd for an amount of \$916,757.60 including GST (\$833,416.00 excluding GST); and

2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 2

1. Subject to successful negotiation on the final terms and conditions, award RFQL 28 25-26 Keeroongooloo Seal to Colas Queensland Pty Ltd for an amount of \$951,403.20 including GST (\$864,912.00 excluding GST); and
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 3

1. Subject to successful negotiation on the final terms and conditions, award RFQL 28 25-26 Keeroongooloo Seal to RPQ Pty Ltd for an amount of \$1,040,950.54 including GST (\$946,318.67 excluding GST); and
2. Pursuant to the *Local Government Act 2009* (Qld) s.257, delegate to the Chief Executive Officer the power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 4

1. Resolve not to award RFQL 28 25-26 Keeroongooloo Seal.

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 (Acting)
- Concrete and Structures Supervisor
- Technical Officer
- Procurement Officer

INTERESTED PARTIES

- Austek Spray Seal Pty Ltd
- Boral Resources (QLD) Pty Limited
- Colas Queensland Pty Ltd
- RPQ Spray Seal Pty Ltd
- Georgina Pastoral Company Pty Ltd

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

As per Roadwork Agreement, Georgina Pastoral Company Pty Ltd will fully fund the upgrade (two-coat bitumen seal, 4 metres wide), including an initial advance payment of \$295,500 and the remaining balance via equal half-yearly instalments aligned with Council rate notices over the next three financial years.

ASSET MANAGEMENT IMPLICATIONS

Road Maintenance costs will be significantly reduced due to the sealing of the road surface.

The bitumen seal will not be prone to weathering and rutting which is experienced by gravel surface.

Council will need to allocate funding every 10-12 years for resealing of the road under our resealing program.

RISK MANAGEMENT IMPLICATIONS

Council will manage risks associated with this project in accordance with the G.11 Enterprise Risk Management Policy and the G.11-A Risk Management Framework. Key risks have been identified, assessed and documented, with existing controls applied to reduce the likelihood and impact of adverse outcomes. Risk management activities will continue throughout the procurement and delivery phases to ensure risks remain within Council's approved risk appetite.

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 - additional controls / mitigation strategy to be implemented (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Refer to risk calculator provided below for measures</i>			
Example: <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project</i>
Limited access to information,	Records management procedure,	Approval delays, stakeholder objectives do not	Possible	Minor	Medium	Allocating a staff member who registers all

No record keeping	allocated location for project	align, miss communication				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 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
Insufficient funding	Roadworks Agreement	Council incurring additional cost, delay, legal	Possible	Major	High	Ensure funding approvals & Agreement obtained at start of project.

The Roadwork agreement and procurement process itself acted as the primary risk treatment. The use of defined terms and conditions, along with sourcing from prequalified suppliers using 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 Austek Spray Seal 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 28 25–26 Keeroongooloo Seal to Austek Spray Seal 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.

5.2 NPV 01 - KYABRA ROAD DRAINAGE WORKS 2025 FLOOD DAMAGE

IX: 273022

Author: Kasey-Lee Davie, Procurement Officer

Authorisers: Brian Weeks, Deputy Director Infrastructure 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

EXECUTIVE SUMMARY

This report recommends awarding NPV 01- Kyabra Road Drainage Works 2025 Flood Damage to K.G Bowen & S.C Bowen.

The project involves the completion of the remaining Kyabra drainage Works listed under NPV 01.

Three conforming submissions were received from prequalified suppliers. Following evaluation, K.G Bowen & S.C Bowen submitted the most advantageous offer to Council, demonstrating value for money and proven capability.

RECOMMENDATION

1. That Council:
 1. Award NPV 01 - Kyabra Road Drainage Works 2025 Flood Damage to K.G Bowen & S.C Bowen for an amount of \$923,421.25 including GST (\$839,473.86 excluding GST); and
 2. Delegate authority to the Chief Executive Officer, pursuant to section 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

Council is undertaking restoration works across the sealed and unsealed road networks throughout the Shire that sustained damage following the West Queensland Surface Trough and associated rainfall and flooding between 21 March and 19 May 2025. Completion of these REPA works will help ensure safer and more reliable travel across the network.

This request relates specifically to the drainage works along several sealed sections of roads throughout the shire.

At the ordinary meeting of Council, 17 December 2025, Council resolved the following in part 3 of (QSC265-12-25) Resolution to:

'Engage contractors through Council's Register of Pre-Qualified Suppliers of Road and Civil Construction to undertake the remaining Kyabra Road works listed under NPV 01 (RFQL02 25– 26), provided the total cost is within budget;'

Four pre-qualified suppliers from Councils register of pre-qualified suppliers of road and civil works were requested to provide a cost and their availability to complete the additional works.

REPORT

The project involves the completion of the remaining Kyabra Road drainage Works listed under NPV 01.

Schedule Of Work

A Project Plan for NPV 01- Kyabra Road Drainage Works 2025 Flood Damage works has been developed and is scheduled.

Table 1 Project Plan

Mobilisation	Start of Works	Duration	Practical Completion
March 2026 (<i>subject to contract execution</i>)	March 2026	40 days	Program of Works completion ~ April-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 & Civil Construction.

Table 2 Procurement process

Description	Details
Invitation	Email RFQ
RFQ Open	29 January 2026
RFQ Close	13 February 2026

Table 3 Prequalified suppliers and responses received

Suppliers Invited	Responses
APV Contracting Pty Ltd	Response Received
SA Travers & SL Travers	Response Received
Tolbra Earthmovers & Haulage Pty Ltd	No Response
K.G Bowen & S.C Bowen	Response Received

Table 4 Assessment evaluation criteria

Criteria	Weighting
Price	60%
Availability	40%

Evaluation Process

Three officers completed the evaluation of the response received. Final scores are summarised below.

Table 5 Final assessment and evaluation scores

Suppliers			APV Contracting PTY LTD	K.G & S.C Bowen	SA Travers & SL Travers
Price including GST			\$941,300.75	\$923,421.25	\$994,166.35
Price excluding GST			\$855,727.95	\$839,473.86	\$903,787.59
Evaluation Criteria	Price	60%	55	60	50
	Experience (Proven Performance)	40%	40	38	40
Overall Score			95	98	90

Evaluation Outcome

The panel's assessment, detailed in Table 5, scored K.G & S.C Bowen highest overall (98).

Therefore, the panel considers K.G & S.C Bowen 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 NPV 01 - Kyabra Road Drainage Works 2025 Flood Damage to K.G Bowen & S.C Bowen for an amount of \$923,421.25 including GST (\$829,473.86 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 NPV 01 - Kyabra Road Drainage Works 2025 Flood Damage to APV Contracting Pty Ltd for an amount of \$941,300.75 including GST (\$855,727.95 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. Award NPV 01 - Kyabra Road Drainage Works 2025 Flood Damage to SA Travers & SL Travers for an amount of \$994,166.35 including GST (\$903,787.59 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
2. Option 4
1. Resolve not to Award NPV 01 - Kyabra Road Drainage Works 2025 Flood Damage

CONSULTATION (Internal/External)

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Concrete & Structures Supervisor

Procurement Officer

Proterra Group.

INTERESTED PARTIES

APV Contracting Pty Ltd

K.G Bowen & S.C Bowen

S.A Travers & S.L 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

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 25-26	Flood Damage Canaway Downs Rd Pkg	APV Contracting Pty Ltd	\$845,742.00	2	Works Commenced
RFQL 27 25-26	Flood Damage Trinidad Road Pkg	APV Contracting Pty Ltd	\$3,010,058.41	2	Commenced

RFT/RFQ#	Project Details	Contractor Awarded	Value (\$) excl. GST	Number of Conforming Submissions	Comments
RFQL 23 25-26	Flood Damage Ambathala Rd Pkg	S.A Travers & S.L Travers	\$2,883,040.18	2	Not Yet Commenced

ASSET MANAGEMENT IMPLICATIONS

The works will assist in the restoration the flood damage on Kyabra Road to pre-disaster condition, improving network resilience and serviceability.

RISK MANAGEMENT IMPLICATIONS

Council will manage risks associated with this project in accordance with the G.11 Enterprise Risk Management Policy and the G.11-A Risk Management Framework. Key risks have been identified, assessed and documented, with existing controls applied to reduce the likelihood and impact of adverse outcomes. Risk management activities will continue throughout the procurement and delivery phases to ensure risks remain within Council's approved risk appetite.

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 - additional controls / mitigation strategy to be implemented (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Refer to risk calculator provided below for measures</i>			
Example: <i>Insufficient funding</i>	<i>None</i>	<i>Delays to purchasing</i>	<i>C Possible</i>	<i>4 Major</i>	<i>High</i>	<i>Ensure funding approvals obtained at start of project</i>
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	Reputational risk, failure to act in the	Possible	Moderate	High	Conduct all possible conflict of

	in place requesting officer and evaluation team	best interest of the entity and public sector, poor governance.				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

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 K.G Bowen & S.C Bowen 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 NPV 01 - Kyabra Road Drainage Works 2025 Flood Damage to K.G Bowen & S.C Bowen 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.

6 COMMUNITY AND BUSINESS DEVELOPMENT

6.1 QUILPIE SHOW SOCIETY - SUPPORT FOR GAMES ON! GRANT FUNDING APPLICATION

IX: 273416

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

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

Attachments: 1. Request for In-Principle Co-Contribution Quilpie Show Society - Games On! Grassroots Infrastructure Program (Field of Play)

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

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

1.4 Capacity building for leaders and volunteers

EXECUTIVE SUMMARY

Correspondence has been received from Quilpie Show Society requesting the Council's in-principle co-contribution support of their grant funding application in the Department of Sport, Racing and Olympic and Paralympic Games fund *Games On! Grass Root Infrastructure Fund*.

RECOMMENDATION

1. That Council:

- a. Supports Quilpie Show Society's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program by providing a letter of support including confirmation of land tenure; and
- b. Provides an in-principal co-contribution of \$20,000 (excluding GST) to support the association's efforts in achieving funding.

BACKGROUND

Correspondence has been received from Quilpie Show Society (QSS) requesting the Council's in-principle co-contribution support of their grant funding application in the Department of Sport, Racing and Olympic and Paralympic Games fund, *Games On! Grass Root Infrastructure Fund*.

The program aims to strengthen community participation, enhance the quality and accessibility of sporting facilities, and deliver a lasting infrastructure legacy across Queensland. The program allocates a total of \$30 million (GST exclusive) in funding to support eligible applicants for shovel-ready new and upgraded infrastructure and spaces to be fit-for-purpose, improve access and enable

participation for all Queenslanders. With eligible department grant contributions between \$50,000 - \$739,999 (GST exclusive).

Projects located within remote and very remote LGA's require a minimum applicant contribution of 10% of eligible project costs.

QSS intends to submit a Registration of Interest (ROI) by 8:00 pm AEST on 18 March 2026. As this deadline coincides with the Council's March ordinary meeting, the committee requests in-principle support to enable the submission of the ROI within the required timeframe.

As per the correspondence received (attached), QSS proposes a two-part Games On! infrastructure project comprising a plan to upgrade the Quilpie Rodeo Arena and back yards, including demolishing the existing arena and associated yards and installing a new, larger arena and new back yards. In order for the Society to expand the yard to the desired size, they will need to amend the orientation of the existing yards. This change will result in the yards orienting from East to West, rather than the current South to North. To do this, the process will involve the removal of the existing rodeo office. The current state of the office is at the point where it requires updates, whereby the Society will use the opportunity of the grant to include funds to build and install a new office, which they plan to move to a new location near the existing bar/canteen. Shifting the office to that side will also allow for the Polocrosse club to utilise it during their annual carnival.

The QSS are obtaining costs currently, but the verbal quotation suggests the total project will cost \$300,000. To meet this co-contribution requirement of \$30,000, QSS requests Council consider a contribution of 80%, being \$20,000, with EDRA contributing 20%, being \$10,000.

Additionally, QSS has requested in councils response, the inclusion of the following:

1. Confirmation of alignment with Council's relevant Strategic or Infrastructure Plan (as this document must be referenced and provided at ROI stage).
2. Confirmation of land tenure / right to occupy the Bulloo Park site for this project
3. Written acknowledgement of the proposed co-contribution and/or any agreed return on investment

OPTIONS

Option 1 – Recommended

1. That Council:
 - a. Supports Quilpie Show Society's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program by providing a letter of support including confirmation of land tenure; and
 - b. Provide an in-principal co-contribution of \$20,000 (excluding GST) to support the association's efforts in achieving funding.

Option 2

That Council supports Quilpie Show Society's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program by providing a letter of support.

Option 3

That Council does not support Quilpie Show Society's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program.

CONSULTATION (Internal/External)

Chief Executive Officer

Director Community and Business Development

INTERESTED PARTIES

Quilpie Shire Council

Quilpie Show Society

Bulloo Park User Group

Quilpie Polo Cross

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

Local Government Regulation 2012 – Section 194 requires community grant to be used for a purpose that is in the public interest, Council is satisfied this application meets the requirement.

POLICY IMPLICATIONS

The funding application must adhere to the guidelines of the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program.

FINANCIAL AND RESOURCE IMPLICATIONS

If the supporting financial contribution is approved, the financial implications will be \$20,000 (excluding GST). Currently, no funds have been allocated in the 2025/26 Budget. However, as complete applications and successful applications are not announced until late September 2026, provisioned funds in the Community budget will be required in the 2026/27 Budget

ASSET MANAGEMENT IMPLICATIONS

Demolition of current QSC assets, including the current rodeo arena. Council will need to consider that the new infrastructure will be a council asset with insurance and depreciation required.

RISK MANAGEMENT IMPLICATIONS

Risks are managed in accordance with the Council's Enterprise Risk Management Policy (G.11) and Framework (G.11-A).

Table 1 Risk register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
Financial capacity of the organisation requesting funding	None	Quilpie Show Society unable to fund the project in its entirety	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	Ensuring clear correspondence and financial capacity is advised by the committee.

Risk evaluation and conclusion

The primary risks identified relate to the community group's ability to manage the funding and its control measures for a grant of this scale, including Council funds.

Overall, the risk assessment demonstrates that the proposed actions, including providing financial support, can proceed safely and in compliance with Council policy. Adequate controls are in place to minimise impacts, ensuring decisions are lawful, transparent, and consistent with Council's governance and risk management standards.

HUMAN RIGHTS CONSIDERATION

Council has considered its obligations under the *Human Rights Act 2019* (Qld). In accordance with section 4(b), Council must act compatibly with human rights and properly consider relevant rights when making decisions. For this proposal, the construction of infrastructure is for a community benefit. Council considers that no human rights are limited or negatively impacted, and the decision is reasonable, proportionate, and compatible with the Act.



Quilpie & District Show Society
PO Box 222
Quilpie QLD 4480

quilpieshow@gmail.com

ABN 61 404 277 659

5 March 2026

Quilpie Shire Council
PO Box 57
QUILPIE QLD 4480

Dear Corey Richards,

**RE: REQUEST FOR IN-PRINCIPLE CO-CONTRIBUTION – GAMES ON! GRASSROOTS
INFRASTRUCTURE PROGRAM (FIELD OF PLAY)**

The Quilpie Show Society wishes to ask Council to consider in-principle support for a proposed co-contribution toward our application in the Games On! Grassroots Infrastructure Program.

In July of 2025, Quilpie Show Society applied through the Gambling Community Benefit Fund Super round with the hopes of upgrading and expanding the existing rodeo arena at Bulloo Park. Unfortunately, due to the fund being over-subscribed we were unsuccessful. We have not lost hope and plan to apply to the above-mentioned program so that we can make the much-needed upgrades to the arena.

Our proposed plan for the upgrade is to demolish the existing arena and associated yards and install a new, larger sized arena as well as new back yards. In order for us to expand the yard to the size we would like, we will be turning the way the yards are now, so they run East to West, as opposed to the current South to North. To do this we will have to remove the existing rodeo office. The current state of the office isn't great so with the opportunity of this grant we are also going to apply for funds to build and install a new office which we plan to move over near the existing bar/canteen. Shifting the office to that side will also allow for the Polocrosse club to utilize it during their annual carnival.

We are actively seeking quotes from suppliers to lodge with this grant. The quote we received when we applied for the Gambling Community Benefit Fund, had the arena upgrade at \$110,000.00. This did not include new back yards. Also not considered in this quote was the demolition of the existing arena or the resurfacing needs for the new arena. Currently we are working with Stennett Builders for a quote of removing, building and installing a new office building. Verbal quotes from the company at the moment are around \$50,000.00

We believe that with the existing quotes plus the other non-quoted works, the estimated costs of the project would be around \$300,000.00

As the requirements of the grant are a minimum co-contribution of 10% this would see us needing to provide \$30,000.00



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PO Box 222
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To meet this co-contribution, Quilpie Show Society would like to request that Council considers a contribution of \$20,000.00, with Quilpie Show Society contributing \$10,000.00. If Council was to consider contributing this amount or any higher amount, the Quilpie Show Society would be extremely grateful.

Financially the Quilpie Show Society believes that we would be able to afford these expenses, however assistance would be greatly appreciated. Our account balance is sitting at \$56,452.84, which includes profits from the 2025 Show & Rodeo, as well as our annual contribution through the Show Societies Grants Program. Last year our event was very successful and saw us make a profit of over \$10,000.00 which is quite an achievement when we consider that the year before we had a loss of over \$10,000.00.

We would also like to note that by the Quilpie Show Society using the services of a grant writer, their fee is 15% of the value we are successful for. If we were to receive \$300,000.00, we will owe her \$45,000.00 which has to come from our own funds and not the grant.

In summary, we would like for Council to consider an in-principle support of \$20,000 for the co-contribution of the Games On! Grassroots Infrastructure Program.

Pending Council's consideration and, should support be approved, we require written confirmation to support the ROI submission in accordance with the Program Guidelines, including:

1. Confirmation of alignment with Council's relevant Strategic or Infrastructure Plan
2. Confirmation of land tenure / right to occupy the Bulloo Park site for the purposes of this project
3. Written acknowledgement of the proposed co-contribution and/or any agreed return on investment

Kind regards,

Quilpie Show Society.

6.2 EROMANGA DISTRICT RODEO ASSOCIATION - SUPPORT FOR GAMES ON! GRANT FUNDING APPLICATION

IX: 272984

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

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

Attachments: 1. Request for In-Principle Co-Contribution Eromanga District Community Association – Games On! Grassroots Infrastructure Program (Field of Play)

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

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

1.4 Capacity building for leaders and volunteers

EXECUTIVE SUMMARY

Correspondence has been received from Eromanga District Rodeo Association requesting the Council's in-principle co-contribution support of their grant funding application in the Department of Sport, Racing and Olympic and Paralympic Games fund *Games On! Grass Root Infrastructure Fund*.

RECOMMENDATION

1. That Council:

(a) Supports Eromanga District Rodeo Association's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program by providing a letter of support including confirmation of land tenure; and

(b) Provides an in-principal co-contribution of \$56,000 (excluding GST) to support the association's efforts in achieving funding.

BACKGROUND

Correspondence has been received from Eromanga District Rodeo Association (EDRA) requesting the Council's in-principle co-contribution support of their grant funding application in the Department of Sport, Racing and Olympic and Paralympic Games fund, *Games On! Grass Root Infrastructure Fund*.

The program aims to strengthen community participation, enhance the quality and accessibility of sporting facilities, and deliver a lasting infrastructure legacy across Queensland. The program allocates a total of \$30 million (GST exclusive) in funding to support eligible applicants for shovel-ready new and upgraded infrastructure and spaces to be fit-for-purpose, improve access and enable

participation for all Queenslanders. With eligible department grant contributions between \$50,000 - \$739,999 (GST exclusive).

Projects located within remote and very remote LGA's require a minimum applicant contribution of 10% of eligible project costs.

EDRA intends to submit a Registration of Interest (ROI) by 8:00 pm AEST on 18 March 2026. As this deadline coincides with the Council's March ordinary meeting, the committee is requesting consideration of in-principle support to enable submission of the ROI within the required timeframe.

As per correspondence received (attached) EDRA proposes a two-part Games On! infrastructure project comprising of:

- Construction of a large-span shed structure (approximately 24m x 55m) – estimated at \$420,000. The span is required to cover the camp draft working area, including the camp, judges' box, officials' box and leading yards, without posts compromising the working space. One bay at one end would be enclosed to provide secure storage and a secretary's office to facilitate event operations.
- Upgrades to arena backyards – estimated at \$100,000. These works would increase event capacity and participation opportunities while improving stock flow and animal welfare outcomes.
- Contingency costs as set by EDRA, being 12% above preliminary quotes received to date.
- Additional allowances as per program guidelines for stage two applications, being a mandatory 15% escalation and contingency allowance, and a 5% project management allowance.

With the total project cost being rounded to \$700,000, to meet this co-contribution requirement of \$70,000, EDRA requests Council consider a contribution of 80%, being \$56,000, with EDRA contributing 20%, being \$14,000.

Additionally, EDRA has requested in councils response, the inclusion of the following:

1. Confirmation of alignment with Council's relevant Strategic or Infrastructure Plan (as this document must be referenced and provided at ROI stage)
2. Confirmation of land tenure / right to occupy the Eromanga Sports Complex site for the purposes of this project
3. Written acknowledgement of the proposed co-contribution and/or any agreed return on investment.

OPTIONS

Option 1 – Recommended

1. That Council:
 - (a) Supports Eromanga District Rodeo Association's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program by providing a letter of support including confirmation of land tenure; and
 - (b) Provides an in-principal co-contribution of \$56,000 (excluding GST) to support the association's efforts in achieving funding.

Option 2

That Council:

Supports Eromanga District Rodeo Association's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program by providing a letter of support.

Option 3

That Council:

Does not support Eromanga District Rodeo Association's grant funding application to the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program.

CONSULTATION (Internal/External)

Chief Executive Officer

Director Community and Business Development

INTERESTED PARTIES

Eromanga District Community Association

Quilpie Shire Council

Eromanga Community

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

LEGISLATION / LEGAL IMPLICATIONS

Local Government Regulation 2012 – Section 194 requires community grant to be used for a purpose that is in the public interest, Council is satisfied this application meets the requirement.

POLICY IMPLICATIONS

The funding application must adhere to the guidelines of the Department of Sport, Racing and Olympic and Paralympic Games; *Games On! Grass Root Infrastructure* program.

FINANCIAL AND RESOURCE IMPLICATIONS

If the supporting financial contribution is approved, the financial implications will be \$56,000 (excluding GST). Currently, no funds have been allocated in the 2025/26 Budget. However, as complete applications and successful applications are not announced until late September 2026, provisioned funds in the Community budget will be required in the 2026/27 Budget.

ASSET MANAGEMENT IMPLICATIONS

No asset implications noted

RISK MANAGEMENT IMPLICATIONS

Risks are managed in accordance with the Council's Enterprise Risk Management Policy (G.11) and Framework (G.11-A).

Table 1 Risk register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
Financial capacity of the organisation requesting funding	None	EDRA unable to fund the project in its entirety	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	Ensuring clear correspondence and financial capacity is advised by the committee.

Risk evaluation and conclusion

The primary risks identified relate to the community group's ability to manage the funding and its control measures for a grant of this scale, including Council funds.

Overall, the risk assessment demonstrates that the proposed actions, including providing financial support, can proceed safely and in compliance with Council policy. Adequate controls are in place to minimise impacts, ensuring decisions are lawful, transparent, and consistent with Council's governance and risk management standards.

HUMAN RIGHTS CONSIDERATION

Council has considered its obligations under the *Human Rights Act 2019* (Qld). In accordance with section 4(b), Council must act compatibly with human rights and properly consider relevant rights when making decisions. For this proposal, the construction of infrastructure is for a community benefit. Council considers that no human rights are limited or negatively impacted, and the decision is reasonable, proportionate, and compatible with the Act.

EROMANGA DISTRICT RODEO ASSOCIATION INCORPORATED
C/- "QUARTPOT STATION"
EROMANGA QLD 4480
EROMANGARODEO@GMAIL.COM



26 February 2026

Re: Request for In-Principle Co-Contribution – Games On! Grassroots Infrastructure Program (Field of Play)

Dear Corey Richards,

The Eromanga District Rodeo Association Inc. (EDRA) respectfully seeks in-principle support from Council for a proposed co-contribution toward an application under the Games On! Grassroots Infrastructure Program, Field of Play category.

EDRA intends to submit a Registration of Interest (ROI) by 8:00pm AEST on 18 March 2026. As this deadline coincides with Council's next meeting, we are writing to you seeking consideration of in-principle support to enable submission of the ROI within the required timeframe.

Proposed Project Scope

EDRA proposes a two-part Field of Play infrastructure project comprising:

- Construction of a large-span shed structure (approximately 24m x 55m) – estimated at \$420,000. The span is required to cover the campdraft working area, including the camp, judges' box, officials' box and leading yards, without posts compromising the working space. One bay at one end would be enclosed to provide secure storage and a Secretary's office to facilitate event operations.
- Upgrades to arena backyards – estimated at \$100,000. These works would increase event capacity and participation opportunities while improving stock flow and animal welfare outcomes.
- Contingency costs as set by EDRA, being 12% above preliminary quotes received to date.
- Additional allowances as per program guidelines for stage two applications being a mandatory 15% escalation and contingency allowance and a 5% project management allowance.

Total project cost for application (rounded): \$700,000

Under the Field of Play guidelines for Remote and Very Remote LGAs, the indicative minimum co-contribution is 10% of eligible project costs, equating to \$70,000 for the proposed project cost.

To meet this co-contribution requirement of \$70,000, EDRA respectfully requests Council consider a contribution of 80%, being \$56,000, with EDRA contributing 20%, being \$14,000.

EDRA Financial Position

EDRA currently holds approximately \$150,000 in total bank balances. Of this:

- \$49,378.10 represents unexpended grant funds;
- \$20,000 is pledged toward the New Ablution Block project and yet to be expended;
- \$19,000 is pledged to cover the GST component of a pending grant application with the Sport and Recreation Recovery Grant (SRRG);
- If successful in the SRRG grant then reserves would be reduced to approximately \$60,000.

Given that EDRA typically requires around \$50,000 each year to ensure the successful delivery of events and maintain ongoing operational stability, it is essential that reserves are managed appropriately. Recognising the substantial opportunity this grant offers to upgrade infrastructure at the Eromanga Sports Complex and strengthen the future of our events for both Eromanga and the broader Quilpie Shire community, EDRA would prioritise fundraising efforts to ensure operational funds are maintained and pledged costs met.

Summary

This project represents a significant investment in Field of Play infrastructure that will:

- Improve functionality and safety of the working arena;
- Increase event capacity and participation;
- Enhance stock management and animal welfare outcomes;
- Support the long-term sustainability of rodeo and campdraft activities in Eromanga and the broader Shire.

We respectfully seek Council's in-principle support for a \$54,000 co-contribution to enable submission of the ROI by 18 March 2026, with formal budget consideration in the 2026–2027 financial year should the ROI application be successful.

Pending Council's consideration and, should in-principle support be approved, EDRA respectfully requests written confirmation to support the ROI submission by COB Friday 13th March. In accordance with the Program Guidelines this will need to include:

1. Confirmation of alignment with Council's relevant Strategic or Infrastructure Plan (as this document must be referenced and provided at ROI stage)
2. Confirmation of land tenure / right to occupy the Eromanga Sports Complex site for the purposes of this project
3. Written acknowledgement of the proposed co-contribution and/or any agreed return on investment

We thank Council for its continued support of community sport and infrastructure within the Shire and would welcome the opportunity to provide any further information required.

Kind Regards,



Sarah Molineux
Treasurer

6.3 SECURE COMMUNITIES GRANT PROGRAM FY2026/2027 - PROPOSED APPLICATION

IX: 273071

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

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

**Attachments: 1. Quilpie Shire WIFI and CCTV Business Case
2. Secure Communities Partnership Program Fund Guidelines**

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

Key Outcome: 2. Flourishing Economy

Key Initiative: 2.2 Build digital capacity for townships and end-users

Key Outcome: 4. Strong Governance

Key Initiative: 4.2 Be responsive to change and digitisation

EXECUTIVE SUMMARY

The purpose of this report is for the Council to consider a grant application under the Secure Communities Partnership Program Round 2 Grant Program administered by the Department of Local Government, Water and Volunteers (DLGWV). The proposed application is to fund a CCTV and public WIFI solution for Quilpie Main Street and publicly accessible council facilities. The application will also include tailored solutions for the townships of Adavale and Eromanga to provide safety all year round and during periods of disasters.

RECOMMENDATION

That Council support the submission of one (1) application for the Secure Communities Partnership Program for CCTV and WIFI solutions within the Shire Communities of Adavale, Eromanga and Quilpie.

BACKGROUND

The Secure Communities Partnership Program funds safety measures to deter crime against small and family-owned businesses, creating safer, more vibrant business areas.

By supporting the installation of vital safety and security infrastructure, the program helps protect businesses from crime and economic losses. These measures will create safer public commercial precincts and business strips, improving the operating environment for small and family businesses across Queensland.

The Secure Communities Partnership Program is an initiative of the Queensland Government's Small and Family Business First Action Statement, with submissions being assessed through an application-based (competitive) funding program.

Delivered by the Department of Customer Services, Open Data and Small and Family Business (CDSB), the Department is responsible for delivering the Program and working with the DLGWV to administer it to Queensland local governments. Councils are to submit project proposals providing details of the project they intend to deliver using their Program funding.

All projects must be completed by 30 June 2027, with councils returning any unspent funds to CDSB. Each application can seek approval for funding of up to \$400,000 per project. Depending on the sustainability grouping of councils contributing funding is set, as the QSC is a Tier 7 Local Government, Council is eligible for no contribution for submission.

REPORT

In 2022, Council engaged Gravel Road Group to produce a proposal for a CCTV and Public WIFI solution for Quilpie Main Street and public Council facilities (attached). The project did not continue due to funding constraints and the decision to shelve the project until such time a funding program became available. The initial concept and proposal listed the following facilities to receive CCTV and WIFI solutions:

- Shire Pool
- Quilpie Cultural Society
- Library
- Visitor Information Centre
- Town Hall
- Quilpie Club – Bowls Club
- Caravan Park
- Bulloo Park
- Airport

Like many remote and regional destinations in Australia, Quilpie experiences a surge in visitors during peak times. This places enormous pressure on the town's telecommunications networks, particularly the Telstra 5G mobile network. The proposed Public Wi-Fi and CCTV network will greatly enhance digital connectivity options and experiences for the town's residents, businesses, and tourists by providing an additional fit-for-purpose network and bridging connectivity gaps. Additionally, it provides social equity for all members of the community, whereby everyone can access free and reliable internet.

The motivation to include solutions for Adavale and Eromanga townships is to ensure that these more remote towns can be monitored both from both a safety and a more prevalent disaster management perspective, providing Disaster Managers the ability to have instant on-the-ground visuals for the area, ensuring that the outcome will be robust CCTV solutions to withstand significant events, benchmarked against the March 2025 flood event.

Currently, the cost proposal is dated 2022, so a new costing for the wider project will be required. It is expected that costs have escalated not just with the CPI but also with services being so difficult to obtain. As a result, it is envisaged that Council will need to apply for the full \$400,000 to cover the costs of this project.

This report intends to seek approval from the Councillors to submit an application which is due on the 31st of March 2026.

OPTIONSOption 1 – Recommended

That Council support the submission of one (1) application for the Secure Communities Partnership Program for CCTV and WIFI solutions within the Shire Communities of Adavale, Eromanga and Quilpie.

Option 2

That Council not support a submission under the Secure Communities Partnership Program for CCTV and WIFI solutions within the Shire Communities of Adavale, Eromanga and Quilpie

CONSULTATION (Internal/External)

Councillors

Chief Executive Officer

Director Community and Business Development

INTERESTED PARTIES

The communities of Adavale, Eromanga and Quilpie.

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

LEGISLATION / LEGAL IMPLICATIONS

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

POLICY IMPLICATIONS

The application must work within the Secure Communities Partnership Program guidelines.

FINANCIAL AND RESOURCE IMPLICATIONS

Considering that the cost of infrastructure is proposed to be covered by the grant, future financial implications would relate to digital infrastructure maintenance, repairs, and software upgrades. The original proposal from Gravel Road advised ongoing annual contracted maintenance at \$40,000 per annum. However, consideration needs to be made for whether Council has the capacity to manage the software and maintenance internally within the Information Technology Officer role to reduce ongoing costs.

ASSET MANAGEMENT IMPLICATIONS

Implications include the potential of approximately \$300,000 in additional digital and technology infrastructure, which will be added to Council's assets and require management.

RISK MANAGEMENT IMPLICATIONS

Risks are managed in accordance with the Council's Enterprise Risk Management Policy (G.11) and Framework (G.11-A).

Table 1 Risk register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
Community pushback regarding surveillance	None	Negative public perception of the council	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	Community consultation regarding the public safety implications
Potential for long-term ongoing maintenance and management costs	None	Direct financial impact	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	Consider multiple ongoing maintenance options including internal or external management for the organisation

Risk Evaluation and Conclusion

The primary risks identified relate to community perception and constant surveillance. Controls have been implemented through structured community consultation and providing benefit outcomes for the community in relation to safety.

Overall, the risk assessment demonstrates that the proposed actions, including the intended use is accordance with Council policy supports public safety. Adequate controls are in place to minimise impacts, ensuring decisions are lawful, transparent, and consistent with Council's governance and risk management standards.

HUMAN RIGHTS CONSIDERATION

Council has reviewed its obligations under the *Human Rights Act 2019* (Qld). In accordance with section 4(b), Council must act compatibly with human rights. All 23 rights were considered, and it is assessed that demolition or other actions will not limit any human rights. The decision supports community wellbeing and participation in community life, and is consistent with the Act.



GRAVELROAD



QUILPIE
Shire

**Public WiFi and CCTV
High Level Business Case**

GRAVELROAD



What you'll find inside

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1. Context & Vision

As the world becomes more digitised, the need for connectivity to advanced digital services is ever increasing, as is the risk of a sharp new digital divide. With COVID-19, we have seen how much we depend on connectivity, with traffic up 80% or more at some points of the pandemic crisis.

Municipal authorities across the globe are investing in Public Wi-Fi services to help support the communities they serve. Some of the objectives that they are looking to achieve include:

- Closing the digital divide - for example, many homeless have smartphones and free public Wi-Fi provides them with access to resources and knowledge on the Internet that they would not otherwise have access to.
- Political drivers - where it makes political sense to promote the development of Public Wi-Fi for communities. Under this premise, there is usually no consideration of market failure.
- Avoiding being left out - LGAs are deciding to implement Public Wi-Fi to avoid travelers passing through their region to get access to Public Wi-Fi.
- Discovery and innovation - if the tools for collaborating and creating (ie in this case being free access to the Internet via Wi-Fi) are provided to a community, then they themselves will innovate and create new products and services. But this presents a paradox. It is in many cases impossible to predict what new products and services could be created by communities that receive more available access to the Internet, and as such is difficult to justify the cost of enabling such access if benefits cannot be fully understood.



The most prevalent reasons why many Councils upon a Public Wi-Fi journey include:

- Encouraging innovation – No-cost Wi-Fi access to the Internet can provide an environment for innovation to take place.
- Encouraging greater use of indoor and outdoor space – Wireless access to the Internet can help encourage the community to make better access of public spaces.
- Improving political standing – Public Wi-Fi is a relatively low cost initiative that provides benefits for many. This is why many see Public Wi-Fi as a great initiative to help promote Council and the work they do to serve their communities.
- Learning more about people and behaviour – If done in a way that protects personal privacy, Public Wi-Fi can provide a unique opportunity to understand behaviours of the community so that Council can provide services that better support them.
- Encouraging economic activity – Public Wi-Fi can encourage people to stay longer in retail precincts and, as a result, spend more money in those precincts.
- Bridging the digital divide – social equity. Providing a means for all members of the community to access the Internet is important for many LGAs. The Internet provides access to knowledge, facilitates connections with others and creates opportunities to grow.

Quilpie, like many remote and regional destinations in Australia, experiences a surge in tourists and visitors in peak times. This places enormous pressure on the telecommunication networks that exist in the town, particularly the Telstra 4G mobile network. **The proposed Public WiFi and CCTV network will greatly enhance the digital connectivity options and experiences for the town's residents, businesses, and tourists by providing an additional fit for purpose connectivity network.**



2. Opportunity

A fit for purpose Wi-Fi and CCTV network will provide a high-performing wireless broadband and community safety network through the township of Quilpie. The network provides critical digital infrastructure for connecting residents, businesses and tourists and enables an enhanced digital experience throughout the town. The new network using WiFi6 technology will not only give locals and tourists the best possible high bandwidth online experience, but it will also provide the opportunity for valuable anonymised and de-identified analytics to enable data driven policy and planning, as well as insights for community safety and emergency management and response.

The business case a network built to accommodate the near-future demands of a Wi-Fi network. Key components of the new network include:

- Up-to-date technology that can accommodate a much higher user-base with increased data demands, which can service the town ubiquitously
- Enhanced data capabilities to provide information about Wi-Fi users (when, where, how long, user demands etc.) to inform improved service delivery in the future
- An expanded and denser footprint to cater for existing demands and future requirements around town venues and facilities.

3. Proposed Solution

The public Wi-Fi network infrastructure, backhaul and monitoring capabilities are required to be resilient in supporting a good end user experience across all facets of utilisation, including, but not limited to; initial interaction/login, connectivity strength & speed, as well as potentially supporting other applications such as IoT devices and analytics use cases.

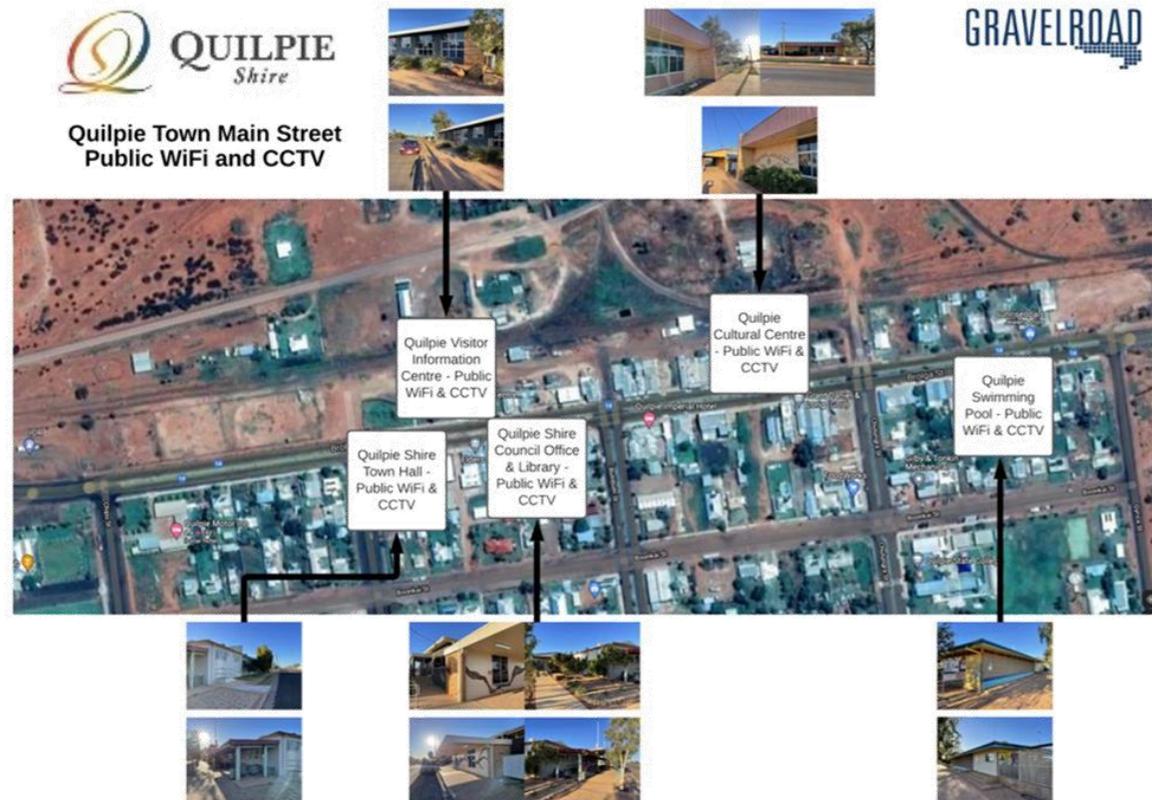
Package A – Quilpie Town Main Street Public WiFi and CCTV

Public WiFi and CCTV to be available along Brolga Street, from the Brolga/ Gyrica streets intersection to the Brolga/ Chipu streets intersection.



Key pieces of Council owned infrastructure which can be potentially used are as follows:

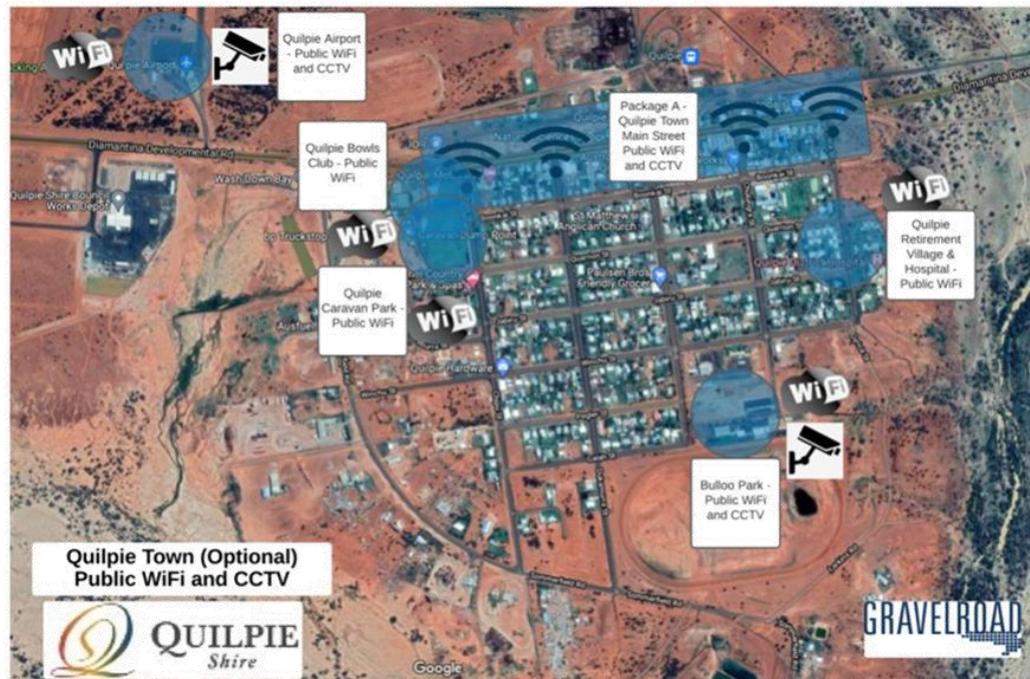
- Shire Pool
- Cultural centre
- Shire Office
- Library
- Visitors Information Centre
- Town Hall



Optional Package B – Quilpie Town Public WiFi and CCTV

To deliver this coverage Council may need to partner with local businesses to provide full coverage. Council will consider partnering with other key facilities/ business in the township as follows:

- Quilpie Club – Bowls Club
- Caravan Park
- Bulloo Park – Council Owned– Include CCTV
- Airport– Include CCTV
- Golf Club (outside of Quilpie Town extents)
- The Lake (outside of Quilpie Town extents)





Installations would utilise modern end-to-end IEEE 802.11ac and 802.11ax (Wi-Fi 6) wireless solutions offering while utilising carrier grade point-to-point (PtP) and point-to-multipoint (PtMP) wireless links

The overall solution should be capable of handling a separate and secure high-definition (HD) closed circuit television (CCTV) system for public safety, crime prevention and law enforcement access.

Key requirements and business objectives:

- Complete Coverage – Public gathering areas or entire cities can be blanketed with high capacity connectivity.
- High Capacity – Wireless networks can be designed to support simultaneously downloading of streaming video, uploading of video surveillance information, conducting voice calls, sharing data, and offering straight Internet access. The use of Quality of Service (QoS) offers a hierarchy of control for different traffic types, thus enabling efficient use of high capacity wireless networks.
- Secure – The network should use specified authentication protocols, Network Access Control (NAC), and segregation technologies that meet industry standards such as the Payment Card Industry Data Security Standard (PCI DSS).
- Flexible – The solution must be able to publish multiple SSID's utilising a variety of security measures.
- Reliable – Provide multiple redundant paths as well as self-healing mechanisms to ensure the network remains stable during physical equipment failure or persistent interference.

WiFi Service Standards

Element	Requirements
Speed	Minimum of 10Mbps uploading, 5Mbps downloading, with a pathway for increasing speeds each year in accordance with community expectations and changing technology.
Data Quota	The Wi-Fi service must include a robust monthly data allowance for all users that ensures a high-quality user experience and minimises service disruption. There should also be provision for increasing the data allowance over time in accordance with community expectations and changing technology.
Reliability	Must be fully functional and up to the standards laid out in this document, with performance achievement rates of 95%.
Service Support	Community must be able to access 24/7 service support, who will resolve service issues within 30 minutes. The channels for service support must be easily accessible and well communicated.
Security & Privacy	Must have appropriate security and privacy standards to protect users and meet all legislated requirements. Data must be aggregated to conceal personal identifiers and information. Protocols to be followed by the Wi-Fi provider in response to security threats, e.g., hacking, must be provided in response to this RFT.
Content Blocking	Must meet any legislative requirements in this regard, including blocking of illegal content (as appropriate).
User Experience	Users must be able to connect easily to the Free Public Wi-Fi by accepting the terms and conditions. Users will not be required to input any personal information or subscribe to services.



Functionality	Must support web (incl. streaming sites such as YouTube) and DNS (HTTP, HTTPS, in-app communications, and software updates) functionalities.
Data Sharing & Reporting	<p>Proponent must provide the following data, which may be shared publicly by Council:</p> <ul style="list-style-type: none"> • Anonymous counts of users, both unique and total, using the Free Public Wi-Fi Service by time of day and location. • Statistics on device types and protocols used to access Free Public Wi-Fi service. • Must be sanitised as tabular data and suitable for publication under open data schemes, such as data.gov.au. <p>Proponent must provide regular reports including the following information:</p> <ul style="list-style-type: none"> • Report of functionality of Access Points. • Use of service support. • Average user's daily usage in megabytes • Aggregate bandwidth utilisation.

CCTV Infrastructure

It is envisaged the CCTV Solution will involve a range of high-quality cameras capable of providing evidence-grade footage for court cases. Cameras are required to perform well during daytime and night-time, withstand severe weather conditions and attempted vandalism.

Cameras should be capable of being upgraded or replaced in-line with changes in technology.

It is anticipated most of the CCTV cameras will be 8MP / 4K resolution at minimum, with a three (3) year manufacturer warranty.

Some cameras may also need to include inbuilt intelligence features such as guard tour, auto tracking, alarm generation, video motion detection and inbuilt microphone/speakers.

Some cameras may require their own power supply and WiFi / satellite data transmission.

A mix of the following CCTV camera types may be required:

- ANPR (Automatic Number Plate Recognition)
- Bullet
- Dome
- Fisheye
- PTZ
- Other, as required (e.g., 360 degree)

It is anticipated the CCTV Solution software will have the following capabilities:

- A unified platform and extensible design
- Ability to search for security events
- Accommodate licence plate recognition
- Advanced analytics and reporting features
- Ability to live stream and remote management by smart device
- Mapping capability regarding security incidents
- Remote interrogation of footage and on-demand extraction of footage
- Pre-programmed, event initiated, alarm outputs to operators
- Live streaming when selected by the operator
- Operations Centre software that supports the display and selection of camera
- Alarm generation and pushing a display onto the screen for pre-defined events (i.e., such as a vehicle at the entrance gate)
- Day and night vision
- Trigger recording based on defined events and breaches of defined boundaries (e.g., Movement detected)

CCTV footage is required to be locally and cloud stored for a minimum of 30 days by the CCTV Solution, with the duration to be confirmed based on needs and relevant legislative requirements.

CCTV Solution software must be suitable to help Council meet the Office of the Information Commissioner Queensland – Guidelines – Camera Surveillance and Privacy.

4. Objectives

Quilpie Shire Council is committed to ensuring that the town of Quilpie provides the fundamental digital infrastructure and connectivity to facilitate business and economic growth, provide digital experiences and support connected communities.

With an increasing demand for digital services, innovation becomes critical to ensuring that new solutions, methods of engagement and the delivery of services are appropriate with user expectations. A fit for purpose town-wide Wi-Fi and CCTV solution provides foundational connectivity and infrastructure to support innovative solutions for local delivery of enhanced connectivity.

OFFLINE TO ONLINE		<p>COVID-19 has forced many industries online, accelerating the rate of digitisation across sectors.</p>	<ul style="list-style-type: none"> • Increased online consumption by consumers across nearly all categories • Increased investment in digital assets such as cloud, stock and supply chain management software • Increased investment in digital skills training
REMOTE WORK		<p>Australians have moved their workplace from centralised office spaces to their homes in response to COVID-19 health concerns, with many non-essential functions now being conducted virtually.</p>	<ul style="list-style-type: none"> • Some productivity gains from increased flexible work arrangements and diminished transportation needs • Increased mental wellbeing issues as individuals find it harder to connect with relevant support systems • Increased experimentation as businesses establish alternative collaboration channels • Greater internet capacity requirements as workers virtually collaborate
REMOTE LEARNING		<p>Australians have also moved their learning online in response to restrictions on in-person course attendance.</p>	<ul style="list-style-type: none"> • Increased investment in transitioning courses online by post-secondary education institutes • Increased disadvantage for students unable to access online education
DIGITAL DIVIDE		<p>The ability to get online is not the same for all Australians and the online shift has left vulnerable cohorts exposed.</p>	<ul style="list-style-type: none"> • Decreased access to internet as libraries, co-working spaces and universities closed due to COVID-19 • Increased internet affordability concerns as large number of workers face unemployment • Increased health implications as cohorts with low digital skills face barriers to receiving COVID-19 health advice

Benefits

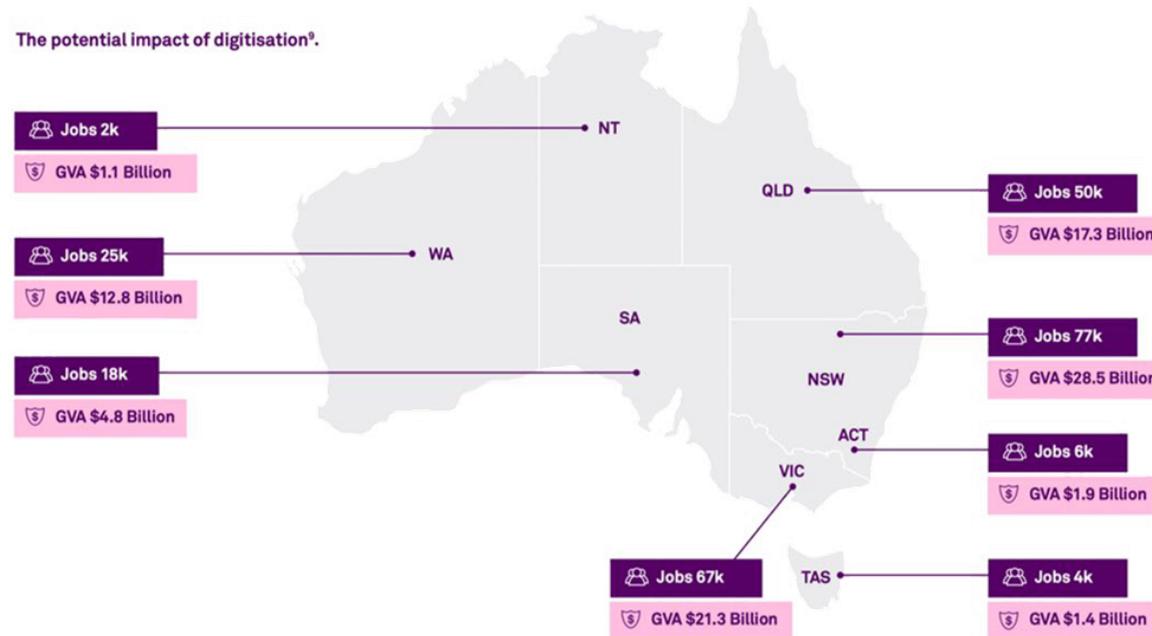
The expected outcomes from the Quilpie WiFi and CCTV network are:

- Enhanced connectivity
 - Significantly higher performing wireless broadband delivery across the city that caters for future speed and capacity performance criteria
 - An expanded footprint that completely services areas around retail, business, education, visitor, cultural, recreation, innovation, and medical precincts
 - A denser Access Point array provides greater connectivity in regions currently under-served by the existing network
- Improved digital experience delivery
 - Targeted messaging and information delivery to visitors and city users for safety and security
 - Provides the digital connectivity for immersive and experiential digital engagement with city landmarks and cultural sites (i.e., Virtual Reality, Augmented Reality, 360 immersive photography, flyovers etc.)
 - Provides the necessary digital infrastructure backbone to support other Smart City projects such as CCTV and Digital Visitor Experiences.
- Social benefits
 - Enhanced social inclusion with greater access to digital connectivity, whilst providing safety and security through public messaging and community connectivity
 - Improves access to emergency help and critical services to people in crisis, those experiencing homelessness and the underprivileged
 - Improved social dialogue, activation, and engagement between citizens.
- Further support for economic development and growth in the town and region
 - Provides the connectivity for small business, especially in hospitality and retail, to deliver digital offerings to customers
 - Provision of a high-quality broadband to city users encourages them to “linger longer” in and around the town and region to stay connected on the network, thus increasing spending in the town.
 - It further extends the virtual workplace opportunities for people to work at cafes, bars, restaurants and in open spaces

Qualitative Benefits

The digital economy will create new jobs and growth in every state in Australia.

It is often thought that digitisation is about creating jobs and growth in the major eastern seaboard cities of Australia. In reality the digital economy provides the potential to create an uplift in jobs and economic growth across every state in Australia. Growth has the potential to be inclusive too, impacting regional areas as well as CBDs, and small, medium, and large business across our nation.



Extrapolating the economic growth potential from increased digitisation supported by public WiFi and CCTV for Quilpie Shire results in supporting up to **\$17 million** in new growth by 2025¹.

¹ Extrapolated from <https://www.telstra.com.au/business-enterprise/news-research/research/embracing-the-digital-economy> using the Quilpie Shire Gross Regional Product which is 0.1% of Queensland’s Gross State Product.

5. Cost Estimates

Capital and ongoing project costs have been estimated in parallel to the development of a technical specification for the new Wi-Fi network, and in accordance with the project description.

CAPEX	Indicative \$
Package A - Quilpie Town Main Street	\$100,000
Optional Package B – Quilpie Town – Main Street plus Town Sites	\$250,000
Project Management	\$25,000
Contingency	\$12,500 or \$27,500
Total	Package A \$137,500 or Package B \$302,500
OPEX	
Managed Support	Package A ~\$30,000 per annum Or Package B ~\$75,000 per annum

Funding Model

The proposed funding model assumes that:

- The project will be funded by Quilpie Shire Council with potential funding contributions from State or Federal Government potentially sought
- Council will provide access to a number of Council owned sites as enabling infrastructure to support the implementation of Wi-Fi and CCTV infrastructure
- Council has engaged a Telco specialist third party to assist in the specification document to guide the project directives, as well as the project management resources to manage and deliver the project.



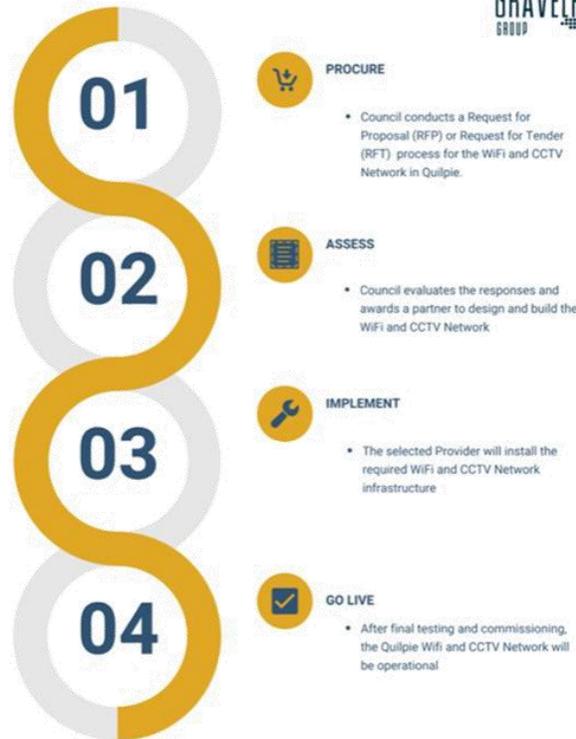
6. Procurement Approach

Council will adhere to local government procurement policies and public tender requirements in the Local Government Act (Queensland).

Council's standard contract terms and condition apply, including requirements for suppliers to adhere to Work Health and Safety regulations.

7. Milestones

Quilpie WiFi & CCTV Network



8. Risk & Mitigations

A risk and mitigation assessment is presented in the table below:

Risk Description	Risk Severity	Likelihood	Mitigation
Actual costs exceed the expected costs for the capital costs	Medium	Medium	<ul style="list-style-type: none"> ○ Project Management expertise engaged to provide project oversight ○ Budget an appropriate contingency allowance
Inability to secure funding / or sufficient funding to deliver and sustain the Program	Medium	Medium	<ul style="list-style-type: none"> ○ Ongoing engagement with the relevant stakeholders to articulate the need and benefits of the WiFi & CCTV ○ Optimisation of scope and defer less priority investments
Program is not delivered on time	Medium	Low	<ul style="list-style-type: none"> ○ Project Management expertise engaged to provide project oversight
Resilience of network (capacity of critical infrastructure, e.g., electricity and telecom backbone may disrupt the Program technology usage)	High	Medium	<ul style="list-style-type: none"> ○ Align scope with electricity and telecom capacities and constraints
Misalignment with community expectations and community resistance to certain technologies	Medium	Low	<ul style="list-style-type: none"> ○ Provide appropriate and targeted community engagement to articulate the need and benefits.

Secure Communities Partnership Program Round 2 – Local Council

Program Guidelines

Key Information

Round budget	\$8 million
Program type	Application based (competitive)
Eligible applicants	All Queensland Local Governments
Available funding	Up to \$400,000 (excluding GST) per project, up to two projects
Co-contribution	Based on sustainability grouping of councils
Payment type	Milestones: First 70%, Final 30% of approved project funding
Policy agency	Department of Customer Services, Open Data and Small and Family Business (CDSB)
Administering agency	Department of Local Government, Water and Volunteers (DLGWV)
eGrant portal open to accept applications	18 February 2026
eGrant portal closing date for submissions	31 March 2026
Earliest project commencement date	On execution of Project Funding Schedule
Project completion	30 June 2027
Project acquittal	30 September 2027
Enquiries	<p>Email: SCPPLC@dlgqv.qld.gov.au</p> <p>Website: www.localgovernment.qld.gov.au www.business.qld.gov.au/securegrant</p>

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Version Control

Version	Date	Comments
1.0	18 January 2026	Publication version

1 Introduction

The \$40 million Secure Communities Partnership Program (Program) supports Queensland small and family businesses through improving physical elements and the installation of vital safety and security infrastructure that will help create safer public commercial precincts and business strips, creating a more confident and secure Queensland small business community.

Round 2 of the Program builds on Round 1 by providing funding to Queensland councils to deliver local projects via grants of up to \$400,000 per project, within a round budget of \$8 million.

The Department of Customer Services, Open Data and Small and Family Business (CDSB) is leading the Program with support from Department of Local Government, Water and Volunteers (DLGWV) to administer directly to local governments.

2 Overview

2.1 Program description

- (a) The Program is an application-based (competitive) funding program.
- (b) CDSB is responsible for delivering the Program and working with the DLGWV to administer the Program to Queensland local governments.
- (c) Councils are to submit project proposals providing details of the project(s) which the council intends to deliver using its Program funding.
- (d) All projects must be completed by 30 June 2027, with councils returning any unspent funds to CDSB.
- (e) Eligible councils are invited to submit a maximum of two (2) applications via the DLGWV's eGrant portal.
- (f) Each application can seek approval for funding of up to \$400,000 per project.

2.2 Aim

The Program aims to support Queensland's councils to create safer public commercial precincts and business strips where small businesses operate and thereby improving small business confidence for all Queenslanders.

2.3 Program funds

Funding of up to \$8 million is available to councils under Round 2 of the Program.

2.4 Applicant eligibility

To be eligible for funding under round two of the SCPP grant, an applicant must:

- (a) be a local government body constituted under the Local Government Act 2009 or the *City of Brisbane Act 2010*.

2.5 Project eligibility

(a) Overview

Recipient councils are to use their Program funding towards projects that will create safer public commercial precincts and business strips.

To be eligible for funding, a project proposal must:

- be submitted before the eGrant closing date;
- align with the aim of the Program (section 2.2);
- demonstrate that project construction can commence from 1 July 2026 and can be completed by 30 June 2027;
- demonstrate that all required land tenure and/or Native Title and/or Cultural Heritage approvals have been secured at the time of making the application;
- not involve the purchase of an asset or land, or be for works on an asset, that is not or will not be owned and/or controlled by the council;
- clearly show that at least 50% of the total project costs will be spent on goods and services sourced from local small businesses and/or the Local Buy network;
- provide evidence of this commitment, such as plans for procuring goods and services from local small business suppliers. Refer to Appendix 3 of these guidelines for guidance on how to enter project costs into eGrant;
- include information about local small and family business density in direct proximity;
- not be temporary works and a planned whole of life of not less than 5 years;
- be supported by a statement from the council's Chief Executive Officer that whole-of-life costs have been identified and are affordable;
- contain an appropriate project title and description. Refer to Appendix 1 of these guidelines for further information on preferred project titles and project descriptions;
- be supported through endorsement by the local Officer in Charge from Queensland Police Service (QPS) for local crime issues and support of the positive impact of the proposed location. Refer to Appendix 2 of these guidelines for further information on how to identify project locations through the QPS Online Crime Map; and
- contain written agreement and support for ongoing management from the landowner for projects undertaken on land not owned or controlled by the council at the time the project application.

Supporting documents are to be included with the project proposals and referenced. For example, to demonstrate:

- a project's link to improve business precincts;
- a project's capacity to deter localised crime surrounding locations with a high density of small business;
- project community support and need through consultation with local small business groups, chambers of commerce, local community groups, economic/regional development authorities; and

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- project need through a condition assessment report or project scoping, community survey documents.

(b) Project infrastructure requirements

Councils may submit up to two (2) project proposals that fall within the following categories:

(1) Physical infrastructure upgrades

- Environmental design and landscaping for security
- Bollards
- Lighting

(2) Surveillance and alarm systems

- Intruder/trespasser alarms
- Duress alarm systems
- Access control systems (such as key fobs)
- Intercom systems
- CCTV deployment

(3) Perimeter and property defence improvements

- Lockable fencing, gates and barriers
- Outdoor security and sensor lighting
- Signage and Visible Deterrents

(c) Project location requirements

Projects must be completed in one of the following locations that benefit small businesses:

- malls, streets, walkways and active transport infrastructure (e.g. bikeways) adjacent to small business operations;
- publicly accessible small business hubs, buildings and facilities (e.g. shopping malls, business strips, community halls, access ways to public toilet facilities); and
- parks and recreation facilities adjacent to small business operations.

Each project proposal must demonstrate why the council considers the project site to be an appropriate location, including supporting information that demonstrate why the proposed project is important to assist in creating a safer small business operating environment by deterring crime and social disorder.

Councils are to consider specific factors when selecting locations and include justification in their proposal, referencing:

- Crime statistics and trends;
- Industry/Sector composition (density of small businesses);
- Sufficiency of existing infrastructure; and
- Environmental factors (e.g. high traffic areas used after dark, lighting, lines of sight).

(d) Ineligible projects

(1) The following projects and activities are ineligible under the Program:

- (i) projects not able to be delivered within the funding Program's timeframes;

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- (ii) projects (including pre-construction activities) that have already commenced or are intended to commence prior to official notification of funding approval;
 - (iii) purchase of an asset or works to an asset that is not or will not be owned and/or controlled by the council or which will not benefit the council's area;
 - (iv) land purchases and / or costs associated with land purchases; land buy-back scheme costs; house raising and relocation schemes; purchase of existing buildings;
 - (v) projects dedicated towards purchase, lease or hire of core business capital equipment such as plant, motor vehicles, office furniture and equipment and information and communication technology (ICT) equipment; and
 - (vi) projects already fully funded from another source (examples: State Government funding programs, Commonwealth Government funding programs etc).
- (2) The Deputy Director-General, CDSB will have the final determination for eligible and ineligible project costs.

2.6 Eligible and ineligible project costs

Councils will be responsible for all ineligible project costs and any eligible project costs over and above the approved funding amount, including ongoing operational costs such as CCTV monitoring.

Councils will be responsible for meeting any project cost increases that occur over the course of delivering an approved project.

(a) **Eligible project costs** include direct project costs, for example:

- (i) capital costs;
- (ii) construction costs;
- (iii) project management costs; and
- (iv) costs of conducting a tender for construction of approved works.

(b) **Ineligible project costs** include:

- (i) any costs incurred prior to execution of the Project Funding Schedule;
- (ii) non-infrastructure solutions (for example: funding community initiatives such as Neighbourhood Watch);
- (iii) costs associated with operation or maintenance of the infrastructure;
- (iv) statutory fees and charges and/or any costs associated with obtaining regulatory and/or development approvals;
- (v) legal expenses;
- (vi) Core business costs (business as usual), including remuneration of council employees for work not directly related to the approved project;
- (vii) Purchase, lease or hire of core business equipment such as plant, motor vehicles, office furniture and equipment and information and communication technology (ICT) equipment not required solely for the direct delivery of the project;
- (viii) Land purchases and/or costs associated with land purchases (including any purchases that may be part of an eligible project; and land buy-back scheme costs);
- (ix) Costs associated with preparing the project application;

- (x) Official opening expenses; and
- (xi) any other costs determined by CDSB to be ineligible.

2.7 Goods and Services Tax (GST)

Provision of grant funding to councils is not considered a taxable supply and therefore Goods and Services Tax (GST) is not applicable. All costs associated with the projects must be **excluding** GST.

2.8 Project assessment criteria

Project proposals will be assessed against the following criteria:

Assessment Criterion 1 – Project Need and Benefits (Weighting 60%):

Applicants must demonstrate this by describing the level of need in the small business community, with supporting evidence.

In responding to this criterion, you should consider:

- local small business count and demographics: detail which part of the community will be most impacted by the project – note small businesses are defined as businesses with 19 employees or less and with an annual turnover of \$10 million or less;
- crime statistics and trends specific to the project's location;
- existing infrastructure: outline its condition, cost to maintain, effectiveness, obsolescence;
- environment: describe the setting in which the project is needed and why - for example, the high density of local small business with high volume of traffic after dark in public transport locations, shopping precincts etc; and
- provide details of community consultation for use of proposed solution.
- supporting documents, such as:
 - letters of support from local small business groups, chambers of commerce, the community or other organisations;
 - recent media articles; and
 - photographs or details of recent criminal damage/vandalism.

Assessment Criterion 2 – Proposed Solution (Weighting 30%)

The application should provide detailed information about how the proposed solution's effectiveness in addressing the need and deterring crime for local small businesses, including:

- why the proposed project is the most appropriate course of action;
- what other options have been considered to address the identified need, including any publications and/or research undertaken that demonstrates the likelihood of the project being successful;
- project readiness to commence construction and be completed by 30 June 2027;
- consideration of the risks associated in delivering the project and strategies for mitigating them;

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- the council's ongoing operational and maintenance costs of the infrastructure and the capacity of the local government to fund these costs over the life of the asset; and
- the proportion of total project expenditure in the project with local small businesses.

Assessment Criterion 3 – Value for Money (Weighting 10%)

Detail the requirements for demonstrating council capacity, capability, and the impact of grant funding. The application should provide detailed information about the project's value for money, including:

- your plan and costings for construction and ongoing operation, monitoring and maintenance of the project infrastructure;
- the likelihood of the project proceeding without the Program and how the grant funds will impact the size and timing of your project;
- the positive impact the grant will have on the size, scale, and/or timing of the proposed project; and
- the cost risk/contingency associated with delivering the project.

2.9 Other requirements

- (a) Funding is not to be used by the council as their own contribution towards any other State or Commonwealth Government funded projects.
- (b) Council applications must include a considered and justifiable level of project cost contingency based on project readiness and risk.
- (c) Projects can be a stage of a larger project, where delivery of the identified project stage can be achieved within the Program period and meets the project eligibility requirements. The staged component must be identifiable as a discreet component/project within the larger project.
- (d) If the approved funding is a 'contribution' towards a larger project, the council must:
 - (i) be able to clearly identify the component of the larger project to which the Program funding will be directed; and
 - (ii) be able to complete this identified component prior to 30 June 2027.

2.10 Funding arrangements

- (a) Approved projects are eligible for funding of up to \$400,000.
- (b) Councils may be required to contribute to total project funding subject to the following council co-contribution requirement (refer to Appendix 4 for council sustainability tiers):
 - (i) Local Government Sustainability framework Tier 1 – 4 councils: 2:1 (50%) co-contribution; and
 - (ii) Local Government Sustainability framework Tier 5 – 8 councils: co-contributions are not required, but councils can contribute their own funding towards the project.
- (c) Councils will be required to execute a Project Funding Schedule under their Head Funding Agreement with the State.

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- (d) Once executed, the Program Guidelines, the Project Funding Schedule and the Head Funding Agreement will constitute the Project Funding Agreement with council.
- (e) Program funding will be paid to councils in accordance with the provisions of the Project Funding Agreement and the Milestone Schedule outlined in the Project Funding Schedule.
- (f) The State has no obligation to provide Program funding to a council until the Project Funding Schedule is fully executed. Councils should not make any financial commitments until all necessary documents have been finalised and executed.

Note: After project endorsement, DLGWV may request councils to provide additional information to demonstrate on-time delivery of projects. Documents may include Project Management Plan, Gantt Chart and other supporting documentation.

2.11 How to access funding

Funding under the Program is provided through a competitive application process.

- (a) To access the funding, councils must:
 - (i) complete the form on the eGrant Portal at <https://egrants.powerappsportals.com/>;
 - (ii) provide all the information requested; and
 - (iii) submit Proposals/application/s by the closing date and time.
- (b) The eGrant portal will close on 31 March 2026. Councils will not be able to submit project proposals after this date.

2.12 Assessment and approval process

- (a) Project eligibility will be assessed by CDSB and recommendations made to the Deputy Director-General, CDSB. The Deputy Director-General has discretion in all funding decisions.
- (b) Councils will be notified in writing following endorsement of projects.
- (c) Nothing in this section limits the State's discretions under section 5.1 of these guidelines.

2.13 Payment Schedule

- (a) Payments will be made according to the following schedule based on the approved project funding:

Payment schedule	Milestone
First payment: 70%	<ul style="list-style-type: none"> • DLGWV will make the first payment as soon as practicable, subject to the Project Funding Schedule being executed by both parties.
Final payment: 30%	<ul style="list-style-type: none"> • All endorsed projects have been completed, and • A Project Completion Report, properly certified by the Chief Executive Officer or authorised delegate, has been lodged with and approved by CDSB via the eGrant portal. • The Project Completion Report must include photographs and proof of expenditure for all projects, where practical. See below (b) 'Project photograph requirements' and (c) Proof of expenditure.

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	<ul style="list-style-type: none"> Confirmation that council has complied with Funding Acknowledgment Guidelines.
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(b) DLGWV requires:

- at least two (2) photos of the project area/sites prior to works commencing; and
- at least two (2) photos of the completed works funded by the Program.

(c) Proof of expenditure must include copies of general ledger extract for relevant job/project detail payments that indicate monies spent in the delivery of the project.

3 Project Administration

3.1 Monitoring and reporting

(a) CDSB and DLGWV will monitor the progress of each project through:

- (i) progress reports submitted via the eGrant portal quarterly by the due date. Council will be expected to report on:
 - a. progress against agreed milestones;
 - b. project expenditure;
 - c. key changes to your project or organisation; and
 - d. any events relating to your project that may represent an opportunity for the Minister or their representative to attend.
- (ii) ad-hoc reports which may be requested by DLGWV at any time
- (iii) Project Completion Reports submitted via the eGrant portal by 30 September 2027
- (iv) site visits to confirm details of reports and/or compliance with guidelines.

3.2 Project variations and acquittal

- (a) Extensions of time to complete works beyond the project completion date will not be considered.
- (b) Any changes to your project, including size, scope, cost or completion date, will require approval and must be completed and submitted online via the eGrant portal.
- (c) All projects must be completed by 30 June 2027 and fully acquitted by 30 September 2027.
- (d) To acquit a project, council's CEO, or authorised delegate, must submit the following by the due date via the eGrant portal:
 - (i) a Project Completion Report;
 - (ii) proof of project expenditure (such as GL transaction listings, invoices);
 - (iii) photographs as outlined in section 3.6; and
 - (iv) any other information requested by DLGWV to provide assurance of completion of works and compliance with these guidelines and the Project Funding Agreement.

4 Funding acknowledgement and communications

- (a) All grant and funding recipients that receive funding from programs administered by the DLGWV are required to acknowledge the funding provided by the Queensland Government.
- (b) Information about funding acknowledgement requirements can be found under Funding Acknowledgement Requirements via: [Local Government Division Funding Acknowledgement Guidelines](#).
- (i) Where possible funding acknowledgment should focus on more agile methods including social media, web based, email and community newsletters.

5 Confidentiality, privacy and use of information

- (a) The State will maintain controls in relation to the management of confidential information provided by councils. Councils should specifically mark any information the applicant considers to be confidential.
- (b) During the application, assessment and approval process, councils must keep confidential its application/s and its dealings with the State about these but may make disclosures if required by law or to its representatives or advisors who are under an obligation of confidentiality.
- (c) Councils must also keep confidential any information designated by the State as confidential. The State may disclose information, including confidential information, of or provided by councils:
 - (i) to its representatives and advisors for any purpose;
 - (ii) to any government agency or authority and its representatives and advisors, including for the purpose of assessing and verifying such information;
 - (iii) to comply with or meet applicable standards of accountability of public money or established government policies, procedures or protocols; or
 - (iv) if required to be disclosed by law.
- (d) The State intends to publicly disclose the names of applicants, information about projects, the amount of funding granted to each council and details about the anticipated economic outcomes and benefits of successful projects.
- (e) Any personal information submitted as part of an application will not be used by the State or disclosed to any third party for a purpose other than in connection with the assessment of the application without a council's consent, unless required by law or in accordance with the *Information Privacy Act 2009*.
- (f) For audit purposes, the State is required to retain applications and other supplied supporting material. Successful applications will be retained for seven years, and unsuccessful applications retained for two years.
- (g) The provisions of the *Right to Information Act 2009* apply to documents in the possession of the State.

6 Complaints

- (a) The decision in relation to an application is final and may not be appealed. If, however, a council has any concerns in relation to the application or assessment process, a council may raise their concerns in writing by contacting: SCPPLC@dlgww.qld.gov.au.
- (b) All questions about decisions on applications for the grant Program are to be lodged in writing to: SCPPLC@dlgww.qld.gov.au.

7 Enquiries and contact details

- (a) Councils should contact their designated DLGWV Regional Advisor in relation to general questions, clarification in relation to assessment criteria, requests for further information and questions on how to apply.
- (b) The contact information for the Regional Offices is:

Email: SCPPLC@dsdilgp.qld.gov.au

Website: www.localgovernment.qld.gov.au

www.business.qld.gov.au/running-business/support-services/programs-networks/business-assist

Note: DLGWV cannot assist in preparing Council's application/s.

8 Terms and conditions

8.1 Reservation of rights

- (a) Despite any provision of these guidelines to the contrary, the State reserves the right to administer the grant Program and conduct the process for the assessment and approval of applications to the grant Program in such manner as it thinks fit, in its absolute discretion.
- (b) Without limiting paragraph (a), the State retains all rights and powers to make all decisions and actions to achieve the Program objectives, and the State reserves the right, in its absolute discretion and at any time, to:
 - (i) change the structure, procedures, nature, scope, or timing of, or alter the terms of participation in the process or overall Program (including submission and compliance of applications), where in such circumstances notice will be provided to applicants;
 - (ii) consider or accept, or refuse to consider or accept, any application which is lodged other than in accordance with these guidelines or is lodged after the relevant date for lodgement, or which does not contain the information required by these guidelines or is otherwise non-conforming in any other respect;
 - (iii) vary or amend the eligibility or assessment criteria;
 - (iv) take into account any information from its own and other sources (including other government agencies and other advisors);
 - (v) accept or reject any application, having regard to these guidelines, the eligibility criteria, the assessment criteria or any other item, matter or thing which the State considers relevant, including the limitations on the funds available for the Program;
 - (vi) give preference by allocating weighting to any one or more of the eligibility criteria or assessment criteria over other criteria;

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- (vii) conduct due diligence investigations in respect of any applicant and subject applications to due diligence, technical, financial and economic appraisals;
- (viii) require an applicant to clarify or substantiate any claims, assumptions or commitment contained in an application or provide any additional information;
- (ix) terminate the further participation of any applicant in the application process;
- (x) terminate or reinstate the Program or any process in the Program;
- (xi) not proceed with the Program in the manner outlined in these guidelines, or at all;
- (xii) amend the nature, scope or timing of the Program;
- (xiii) allow the withdrawal of an applicant;
- (xiv) publish the names of applicants to the grant program; and
- (xv) take such other action as it considers in its absolute discretion appropriate in relation to the Program processes.

8.2 No relationship

- (a) The State's obligations in connection with the application process are limited to those expressly stated in these guidelines.
- (b) No contractual or legal relationship exists between the State and an applicant in connection with the Program, these guidelines or the application process or any stage of the Program.
- (c) An applicant, or its representatives:
 - (i) has no authority or power, and must not purport to have the authority or power to bind the State, or make representations on behalf of the State;
 - (ii) must not hold itself out or engage in any conduct or make any representation which may suggest to any person that the applicant is for any purpose an employee, agent, partner or joint ventures with the State; and
 - (iii) must not represent to any person that the State is a party to the proposed project other than as a potential funder, subject to the application process detailed in these guidelines.

8.3 No action

- (a) To the extent permitted by law, no applicant will have any claim of any kind whatsoever against the State (whether in contract, tort (including negligence), equity, under statute or otherwise) arising from or in connection with:
 - (i) any costs, expenses, losses, or liabilities suffered or incurred by the applicant in preparing and submitting its application (including any amendments, requests for further information by the State, attendance at meetings or involvement in discussions) or otherwise in connection with the Program;
 - (ii) the State at any time exercising or failing to exercise, in its absolute discretion, any rights it has under or in connection with the Program; and
 - (iii) any of the matters or things relevant to its application or the Program in respect of which the applicant must satisfy itself under these guidelines.

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- (b) Without limiting paragraph (a), if the State cancels or varies the Program at any time or does not select any applicant following its assessment of the applications or does (or fails to do) any other thing referred to under clause Section 8.1 of these guidelines, no applicant will have any claim against the State arising from or in connection with any costs, expenses, losses or liabilities incurred by the applicant in preparing and submitting its application or otherwise in connection with or in relation to (whether directly or indirectly) the Program.
- (c) For the avoidance of doubt, each applicant:
 - (i) participates in the Program at its own risk; and
 - (ii) is wholly responsible for its costs of applying for, participating in, or otherwise in connection with, the Program.

8.4 Non-exhaustive

- (a) These guidelines do not contain all the information that applicants may require in reaching decisions in relation to whether or not to submit an application. Applicants must form their own views as to what information is relevant to such decisions.
- (b) Applicants must make their own independent investigations of the information contained or referred to in these guidelines. Applicants must obtain their own independent legal, financial, tax and other advice in relation to information in these guidelines, or otherwise made available to them, during the application process.

8.5 Disclaimer

- (a) The State makes no warranty or representation express or implied and does not assume any duty of care to the applicants that the information in these guidelines or supplied in connection with the Program (information) is accurate, adequate, current, suitable or complete, or that the Information has been independently verified.
- (b) The State accepts no responsibility whether arising from negligence or otherwise (except a liability that cannot lawfully be excluded) for any reliance placed upon the Information or interpretations placed on the Information by applicants.

8.6 Intellectual property

- (a) Any intellectual property rights that may exist in an application will remain the property of an applicant or the rightful owner of those intellectual property rights. Any part of an application considered to contain intellectual property rights should be clearly identified by an applicant.

8.7 Law

- (a) These guidelines are governed by the laws applicable in Queensland.
- (b) Councils are reminded of their obligation under *Local Government Act 2009* and *City of Brisbane Act 2010* to ensure that if a councillor has a personal interest in a matter, the local government deals with the matter in an accountable and transparent way that meets legislative requirement and community expectations.

Appendix 1 – Project titles and descriptions

Project name

The project title should be short, descriptive, and accurately sum up the proposed project.

Examples:

- *Safe and vibrant laneway upgrade for local business strip*
- *Installation of safety bollards and security lighting along (insert shop precinct name)*

Project description

The project description should accurately illustrate the proposed works for funding. It should leave the reader in no doubt as to the nature, extent and scope of the works being proposed.

Using the abovementioned projects, examples of appropriate project descriptions are:

The council proposes to upgrade the adjacent laneway to the business strip used for deliveries, staff access and customer overflow to car parks. The projects will include the installation of CPTED principles to reduce vandalism, loitering and improved safety through the installation of lighting and fencing along the perimeter of the car park. The fencing will include 1.8m high chain wire fencing and measure approximately xx meters. The footpath will be widened to accommodate the light poles to allow access by mobility impaired people.

Project descriptions should be free of ambiguous language. Some **examples**:

Word	Example of Use	A better way to write this...
Infrastructure	The funding is required for constructing infrastructure on the foreshore	Design and construction of fixed, covered picnic tables and chairs. Construction material to be confirmed but will probably be from concrete and timber.
Works	The funding is required for works in the council-owned playground	Purchase and installation of 'spider web' climbing structure and surrounding 'soft fall' area in the council owned playgrounds at the following locations.
Refurbish	The project will refurbish the visitor information centre	The project will involve repainting the interior and exterior of the visitor information centre, remove the old air conditioning system and replace it with a new air conditioning system.
Anacronyms	The project will install PAL at the aerodrome	Purchase and installation of Pilot Activated Lighting (PAL) at the (location Aerodrome). The estimated cost includes electrical works.
Upgrade	The building will be upgraded	Upgrade of building – works will include but not be limited to; remove and replace old weatherboards, painting of entire building, remove and replace old / corroded guttering.
Increase	Replace the existing water pump to increase the flow rate	Replace the existing water pump to increase the flow rate above the current 10 litres per second. The final flow rate to be determined by investigations by the contractor.

Appendix 2 – QPS Online Crime Map

To assist identification of locations impacted by localised crime and project locations, Councils are to refer to QPS Online Crime Map

<https://qps-ocm.s3-ap-southeast-2.amazonaws.com/index.html>

The QPS Online Crime Map provides information on the types of crimes that happened in Queensland over the past five years. It is best viewed in Chrome or Edge browsers.

Filter options

The location types that are searchable in the map include:

- Postcode
- Suburb
- Local Government Area
- Police division
- Neighbourhood Watch group

To focus on crime related to businesses, we suggest filtering by the following offence types:

- Unlawful Entry
- Other Property Damage
- Other Theft (excl. Unlawful Entry)
- Trespassing and Vagrancy

Map Style

- Cluster

Appendix 3 – Project costs

Project costs must contain all information to facilitate ease of assessment including:

- Vendor name;
- Vendor type – Small business (SB), Local Buy (LB), Internal or external list (LST) or Market place (MKT);
Note: Small businesses are defined as businesses with 19 employees or less and with an annual turnover of \$10 million or less;
- Short, clear description of cost;
- Vendor location - Queensland (Qld), Australia (AUS) or International (INT); and
- Cost category – capital, construction, operational, etc.

Project costs breakdown must demonstrate the involvement of small businesses through the procurement of goods and services throughout the delivery of the project.

For example:

- Qld SB LB – Cameras R Us - CCTV cameras x 10 (capital);
- AUS SB MKT – Camera Installation International - Installation of CCTV cameras (construction); and
- INT - Video Storage Solutions - CCTV camera storage subscription (operational).

If attaching supplier quotes, you must reference what costs correspond to what parts of the quote.

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Appendix 4 – Sustainability Grouping of Councils

Tier 1				
Brisbane (C)				
Tier 2				
Cairns (R)	Fraser Coast (R)	Gold Coast (C)	Ipswich (C)	Logan (C)
Mackay (R)	Moreton Bay (R)	Redland (C)	Sunshine Coast (R)	Toowoomba (R)
Townsville (C)				
Tier 3				
Bundaberg (R)	Gladstone (R)	Gympie (R)	Noosa (S)	Lockyer Valley (R)
Rockhampton (R)	Scenic Rim (R)			
Tier 4				
Cassowary Coast (R)	Central Highlands (R)	Isaac (R)	Livingstone (S)	Mareeba (S)
Somerset (R)	South Burnett (R)	Southern Downs (R)	Tablelands (R)	Western Downs (R)
Whitsunday (R)				
Tier 5				
Banana (S)	Burdekin (S)	Charters Towers (R)	Douglas (S)	Goondiwindi (R)
Hinchinbrook (S)	Maranoa (R)	Mount Isa (C)	North Burnett (R)	
Tier 6				
Balonne (S)	Barcaldine (R)	Cloncurry (S)	Cook (S)	Longreach (R)
Murweh (S)	Torres (S)			
Tier 7				
Barcoo (S)	Blackall-Tambo (R)	Boulia (S)	Bulloo (S)	Burke (S)
Carpentaria (S)	Croydon (S)	Diamantina (S)	Etheridge (S)	Flinders (S)
McKinlay (S)	Paroo (S)	Quilpie (S)	Richmond (S)	Winton (S)
Tier 8				
Aurukun (S)	Cherbourg Aboriginal (S)	Doomadgee Aboriginal (S)	Hope Vale Aboriginal (S)	Kowanyama Aboriginal (S)
Lockhart River Aboriginal (S)	Mapoon Aboriginal (S)	Mornington (S)	Napranum Aboriginal (S)	Northern Peninsula Area (R)
Palm Island Aboriginal (S)	Pormpuraaw Aboriginal (S)	Torres Strait Island (R)	Woorabinda Aboriginal (S)	Wujal Wujal Aboriginal (S)
Yarrabah Aboriginal (S)				

7 LATE ITEMS