



SPECIAL MEETING AGENDA

Tuesday 5 May 2026
commencing at 8:30 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Special Meeting of Council

28 April 2026

The Mayor and Council Members
Quilpie Shire Council
QUILPIE QLD 4480

Dear Members

Notice is hereby given that the Special Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Tuesday 5 May 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 5 May 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 37 25-26 FLOOD DAMAGE PINKENETTA ROAD PKG

IX: 274461

Author: Kasey-Lee Davie, Procurement Officer

Authorisers: Eng Lim, 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 RFQL 37 25-26 Flood Damage Pinkenetta Road Pkg to S.A Travers & S.L Travers, for the restoration of flood damaged areas of Pinkenetta Road as outlined in this request.

The procurement was conducted through VendorPanel. S.A Travers & S.L Travers achieved the highest weighted score of 92/100 and demonstrates value for money having regard to price and proven experience.

RECOMMENDATION

That Council:

1. Award RFQL 37 25-26 Flood Damage Pinkenetta Road Pkg to S.A Travers & S.L Travers for an amount of \$1,225,215.72 including GST (\$1,113,832.47 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

BACKGROUND

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

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

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

Given project timelines and delivery requirements, all suitably qualified and resourced contractors are invited to submit a quote.

REPORT

The Procurement process allows Council to seek quotes from suitably qualified contractors registered on Councils register of Pre-qualified Suppliers of Road & Civil Construction.

Schedule of works

A project plan for RFQL 37 25-26 has been developed and is scheduled.

Mobilisation	Start of Works	Duration	Practical Completion
May 2026 (<i>subject to contract execution</i>)	May 2026	90 days	July 2026

Procurement method

In accordance with Part 3 Division 2 of the *Local Government Regulation 2012* (Qld) and Council's Procurement Policy, Council invited quotes from three suppliers via VendorPanel Marketplace.

Description	Details
Advertising platform	VendorPanel Portal
RFQ / Tender open	Friday 27 March 2026
RFQ / Tender close	2:00 PM Monday 13 April 2026
Suppliers invited	4 Suppliers- T02 25-26 Register Of Pre-Qualified Suppliers of Road & Civil Construction
Conforming responses received	1

Suppliers	Response
APV Contracting Pty Ltd	Response Received
K.G Bowen & S.C Bowen	No Response Received
S.A Travers & S.L Travers	Response Received
Tolbra Earthmovers & Haulage Pty Ltd	No Response Received

Evaluation

The evaluation applied the following published criteria to all conforming submissions: Price (40%), Experience (proven performance) 40%, and Quality/Environmental/Safety Management (20%). The

evaluation was conducted through VendorPanel Multiparty. The evaluation was conducted in accordance with the published criteria and weightings.

One submission was assessed as conforming. One submission was assessed as non-conforming, as the submission did not meet the mandatory site meeting requirement.

Supplier	Tendered Price:	Price 40%	Experience (proven performance) 40%	Quality/Environmental/ Safety Management Processes 20%	Overall score
S.A Travers & S.L Travers	\$1,225,215.72 GST Inc.	40	36	16	92/100
	\$1,113,832.47 GST Exc.				

The panel's assessment, as detailed in Table 5, scored S.A Travers & S.L Travers highest overall (92).

Therefore, the panel considers S.A Travers & S.L Travers submission is 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

Value for money

Council is satisfied that S.A Travers & SL Travers has met all required specifications and has demonstrated the capability and resources to deliver project successfully with regard to experience and capacity to meet timelines. Council is satisfied that the recommended award to S.A Travers & S.L Travers represents best value for money for the purposes of section 104 of the *Local Government Act 2009 (Qld)* and section 228 of the *Local Government Regulation 2012 (Qld)*.

Probity

The procurement process for RFQL 37 25-26 was conducted as per Procurement Policy and processes, ensuring fair and transparent process followed.

OPTIONS

Option 1- Recommended

That Council:

1. Award RFQL 37 25-26 Flood Damage Pinkenetta Road Pkg to S.A Travers & S.L Travers for an amount of \$1,225,215.72 including GST (\$1,113,832.47 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009 (Qld)*, delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters

associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 2

That Council:

1. Resolve not to award RFQL 37 25-26 Flood Damage Pinkenetta Road Pkg

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

CONSULTATION (Internal/External)

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Technical Officer

Proterra Group

Procurement Officer

INTERESTED PARTIES

APV Contracting Pty Ltd

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

These works are funded under Disaster Recovery Funding Arrangement.

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 complete

RFT/RFQ#	Project Details	Contractor Awarded	Value (\$) excl. GST	Number of Conforming Submissions	Comments
RFQL 27 25-26	Flood Damage Trinidad Road Pkg	APV Contracting Pty Ltd	\$3,010,058.41	2	Commenced
RFQL 23 25-26	Flood Damage Ambathalla Rd Pkg	S.A Travers & S.L Travers	\$2,883,040.18	2	Commenced
NPV 01 -	Kyabra Road Drainage Works 2025 Flood Damage	K.G Bowen & S.C Bowen	\$839,473.86	3	Commenced

ASSET MANAGEMENT IMPLICATIONS

The works will restore sections of Pinkenetta 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 in place requesting officer and evaluation team	Reputational risk, failure to act in the best interest of the entity and public sector, poor governance.	Possible	Moderate	High	Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept
Weather	Possibility for deadline variation	Delays in meeting project deadlines	Possible	Minor	Medium	Ensuring the documentation to allow variation in project timeline is available
Contractor delays (machinery break downs/injury)	Possibility for deadline variation, contract allows appointment of additional contractors	Delays in meeting project deadlines	Possible	Minor	Medium	Ensuring there is the documentation to allow variation in project timeline . assigning additional contractors
Response Non-conformance	Competitive process allowing multiple suppliers from Councils pre-qualified list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria

HUMAN RIGHTS CONSIDERATION

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 RFQL 37 25-26 Flood Damage Pinkenetta Road Pkg to S.A Travers & S.L Travers 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 RFQM 10 25-26 SUPPLY & DELIVERY OF 2 (TWO) 2026 4WD EXTRA CAB UTILITIES
- WITH OR WITHOUT TRADE**

IX: 274463

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: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

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

EXECUTIVE SUMMARY

This report recommends awarding RFQM 10 25-26 Supply & Delivery of 2 (two) 2026 4WD Extra Cab Utes to Sedilli Pty Ltd T/AS Southwest Ford, for the replacement of 2 current vehicles as part of Council 25/26 Plant Replacement.

The procurement was conducted through VendorPanel Marketplace. Sedilli Pty Ltd T/AS Southwest Ford achieved the highest weighted score of 86.1/100 and demonstrates value for money having regard to specification compliance.

RECOMMENDATION

That Council:

1. Award RFQM 10 25-26 Supply & Delivery of 2 (two) Ford Ranger Extra Cab Utes to Sedilli Pty Ltd T/A Southwest Ford for an amount of \$188,738.00 including GST (\$171,580.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

BACKGROUND

Council's 2025/26 budget, adopted on 6 July 2025, allocated \$3.676 million for plant replacement as part of Council's ongoing commitment to maintaining a reliable, efficient, and fit-for-purpose fleet. This investment supports the delivery of essential infrastructure and maintenance services across the Shire, particularly in remote and challenging operating environments.

Within this allocation, provision was made for the replacement of two 4WD Extra Cab Utilities utilised by works crews. These vehicles are critical support assets, enabling operators to safely access

worksites, transport personnel, tools, and equipment, and respond to operational requirements across the road network.

The replacement program specifically targets units 1117 and 1118, which have reached the end of their economic service life. Continued operation of these ageing assets presents increased risks in terms of reliability, maintenance costs, and downtime, which can directly impact service delivery and productivity.

The procurement of two new 4WD Extra Cab Utilities will ensure improved safety, reliability, and operational efficiency for grader crews. Newer vehicles are expected to deliver reduced whole-of-life costs, improved fuel efficiency, and enhanced compliance with current safety and environmental standards, ultimately supporting Council's objective of delivering high-quality and cost-effective services to the community

REPORT

The RFQM 10 25–26 procurement activity was undertaken for the supply and delivery of two (2) 2026 extra cab utility vehicles, with or without trade.

The procurement documentation provided Council with the flexibility to procure all three vehicles from a single supplier or, alternatively, to purchase individual vehicles from multiple suppliers.

Following evaluation, Council has accepted the submission from Sedilli Pty Ltd T/as Southwest Ford for the supply and delivery of both vehicles, on the basis that it represents the best value for money and fit for purpose. No trade was offered or accepted as part of Sedilli Pty Ltd T/as Southwest Ford response.

Procurement method

In accordance with Part 3 Division 2 of the *Local Government Regulation 2012* (Qld) and Council's Procurement Policy, Council invited quotes from 3 suppliers via VendorPanel Marketplace.

Description	Details
Advertising platform	VendorPanel Portal
RFQ / Tender open	Wednesday 25 February 2026
RFQ / Tender close	2:00 PM Tuesday 10 March 2026
Suppliers invited	3 Suppliers- Public Market Place- Vehicles
Conforming responses received	2

Suppliers	Response
Black Toyota	Response Received
Sedilli Pty Ltd T/AS Southwest Ford	Response Received
Tait Motors Pty Ltd	Response Received

Evaluation

The evaluation applied the following published criteria to all conforming submissions: Price (30%), Compliance with Specifications (20%), Warranty (20%), Service & Spare Parts (15%), and Delivery Time (15%). The evaluation was conducted through VendorPanel Multiparty. The evaluation was conducted in accordance with the published criteria and weightings.

Two submissions were assessed as conforming. One submission was assessed as non-conforming as the submission did not include the required response schedule document.

Supplier	Tendered Price:	Price 30%	Compliance with Specifications 20%	Warranty 20%	Service & Spare Parts 15%	Delivery Time 15%	Overall score
Black Toyota – Toyota Hilux	\$166,793.58 GST Inc.	30	8	0	0	12	50/100
	\$151,630.53 GST Exc.						
Sedilli Pty Ltd T/AS Southwest Ford – Ford Ranger	\$188,738.00 GST Inc.	24.6	18	18	13.5	12	86.1 / 100
	\$171,580.00 GST Exc.						

The panel's assessment, as detailed in Table 5, scored Sedilli Pty Ltd T/as Southwest Ford highest overall (86.1).

Therefore, the panel considers Sedilli Pty Ltd T/as Southwest Ford submission has met all requirements and is 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

Value for money

Council is satisfied that Sedilli Pty Ltd has met all required specifications and has demonstrated the capability and resources to deliver the required vehicle as per response submitted. Council is satisfied that the recommended award to Sedilli Pty Ltd T/AS Southwest Ford represents best value for money for the purposes of section 104 of the *Local Government Act 2009 (Qld)* and section 228 of the *Local Government Regulation 2012 (Qld)*.

Probity

This procurement process was conducted in accordance with Council's Procurement Policy and processes.

OPTIONS

Option 1 – Recommended

That Council:

1. Award RFQM 10 25-26 Supply & Delivery of 2 (two) Extra Cab Utes to Sedilli Pty LTd T/A Southwest Ford for an amount of \$188,738.00 including GST (\$171,580.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 2

That Council:

1. Award RFQM 10 25-26 Supply & Delivery of 2 (two) Extra Cab Utes to Black Toyota for an amount of \$166,793.58 including GST (\$151,630.53 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 3

That Council:

1. Resolve not to award RFQM10 25-26 Supply & Delivery of 2 (two) Extra Cab Utes

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

Deputy Infrastructure Services

Light Vehicle Mechanic

Procurement Officer

INTERESTED PARTIES

Sedilli Pty Ltd T/AS Southwest Ford

Black Toyota

Tait Motors 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

This procurement activity is funded by Councils 25-26 Capital Budget.

ASSET MANAGEMENT IMPLICATIONS

The replacement of units 1117 and 1118, is a direct investment in the operational capacity and long-term sustainability of Council’s asset portfolio.

- **Reduced Lifecycle Costs:** Introducing a new, reliable assets into the fleet will lower maintenance and repair expenditures compared to the aging units it replaces, while also improving fuel efficiency and operational availability.
- **Enhanced Service Delivery:** Modern and reliable vehicles ensures that Council’s works teams can perform essential tasks efficiently and without unexpected downtime, directly supporting consistent service delivery to the community.
- **Fleet Optimisation:** The purchase is a strategic action under Council’s Fleet Management Plan, ensuring the fleet remains modern, fit-for-purpose, and reduces the risk of major operational failures.

RISK MANAGEMENT IMPLICATIONS

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>
Lack of availability of suppliers	Evaluation Criteria set to determine the ability of suppliers	Delays in meeting Delivery deadlines	Unlikely	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability.
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
Response Non-conformance	Competitive process allowing multiple suppliers from Local Buy list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria
No suitable vehicles available	Multiple options and suppliers available	Extended use of existing fleet	Possible	Minor	Medium	Conduct evaluation and market research

						ensuring suppliers availability
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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 RFQM 10 25-26 Supply & Delivery of 2 (two) 2026 4WD Extra Cab Utes to Sedilli Pty Ltd T/AS Southwest Ford 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.

5.3 RFQM 11 25-26 SUPPLY & DELIVERY OF 2 (TWO) 2026 WAGONS - WITH OR WITHOUT TRADE

IX: 274464

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

EXECUTIVE SUMMARY

This report recommends awarding RFQM 11 25-26 Supply & Delivery of 2 (two) 2026 Wagons to Sedilli Pty Ltd T/AS Southwest and Black Toyota, for the replacement of two current wagons as part of Council 25/26 Plant Replacement.

The procurement was conducted via VendorPanel Marketplace. Sedilli Pty Ltd T/AS Southwest Ford and Black Toyota provided submissions that demonstrate value for money, having regard to specification compliance and fit for purpose.

RECOMMENDATION

That Council:

1. Award RFQM 11 25-26 Supply & Delivery of 1 (one) 2026 Ford Everest Trend Wagon to Sedilli Pty Ltd T/AS Southwest Ford for an amount of \$85,130.13 including GST (\$77,391.03 excluding GST); and
2. Award RFQM 11 25-26 Supply & Delivery of 1 (one) 2026 Toyota Prado GXL Wagon to Black Toyota for an amount of \$107,813.34 including GST (\$98,012.13.00 excluding GST); and
3. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

BACKGROUND

Council's 2025/26 budget, adopted on 6 July 2025, allocated \$3.676 million for plant replacement as part of Council's ongoing commitment to maintaining a reliable, efficient, and fit-for-purpose fleet. This investment supports the delivery of essential infrastructure and maintenance services across the Shire, particularly in remote and challenging operating environments.

Within this allocation, provision was made for the replacement of two 4WD Wagons to be utilised by a executive officers. These vehicles are critical support assets, enabling operators to safely access worksites, transport personnel, tools, and equipment, and respond to operational requirements across the road network.

The replacement program specifically targets units 1113 and 1116, which have reached the end of their economic service life and/or will be utilised elsewhere. Continued operation of the ageing asset presents increased risks in terms of reliability, maintenance costs, and downtime, which can directly impact service delivery and productivity. Allowing the other plant item to be used in an additional initiative that supports the wider community.

The procurement of two new 4WD Wagons will ensure improved safety, reliability, and operational efficiency for grader crews. Newer vehicles are expected to deliver reduced whole-of-life costs, improved fuel efficiency, and enhanced compliance with current safety and environmental standards, ultimately supporting Council's objective of delivering high-quality and cost-effective services to the community.

REPORT

The RFQM 11 25–26 procurement activity was undertaken for the Supply & Delivery of 2 (two) 2026 Wagons, with or without trade.

The procurement documentation provided Council with the flexibility to procure all three vehicles from a single supplier or, alternatively, to purchase individual vehicles from multiple suppliers. Tender documents request for optional pricing on extras such as all terrain tyres, Towing Kit and spotlights as an option to be included in the accepted overall price.

Following evaluation, Council has accepted the submission from Sedilli Pty Ltd T/AS Southwest Ford and Black Toyota for the supply and delivery of one tendered Wagon each, with the inclusion of the extras, on the basis that it represents the best value for money and fit for the purpose allocated for each vehicle as per executive officers duties. Panel agreed the no trade will be accepted from either supplier.

Procurement method

In accordance with Part 3 Division 2 of the *Local Government Regulation 2012* (Qld) and Council's Procurement Policy, Council invited quotes from 3 suppliers via VendorPanel Marketplace.

Description	Details
Advertising platform	VendorPanel Portal
RFQ / Tender open	Wednesday 25 February 2026
RFQ / Tender close	2:00 PM Tuesday 10 March 2026
Suppliers invited	3 Suppliers- Public Market Place- Vehicles
Conforming responses received	2

Suppliers	Response
Black Toyota	Response Received
Sedilli Pty Ltd T/AS Southwest Ford	Response Received
Tait Motors Pty Ltd	Response Received

Evaluation

The evaluation applied the following published criteria to all conforming submissions: Price (30%), Compliance with Specifications (20%), Warranty (20%), Service & Spare Parts (15%), and Delivery Time (15%). The evaluation was conducted through VendorPanel Multiparty. The evaluation was conducted in accordance with the published criteria and weightings.

Two submissions were assessed as conforming. One submission was assessed as non-conforming as the submission did not include the required response schedule document.

Supplier	Tendered Price: (1 Vehicle - without extras)	Price 30%	Compliance with Specifications 20%	Warranty 20%	Service & Spare Parts 15%	Delivery Time 15%	Overall score
Black Toyota	\$105,043.34 GST Inc.	23.4	18	6	4.5	12	63.9/100
	\$95,493.94 GST Exc.						
Sedilli Pty Ltd T/AS Southwest Ford	\$82,766.50 GST Inc.	30	14	18	12	12	86/100
	\$75,242.27 GST Exc.						

Supplier	Extra: Towing Kit	Extra: Spotlights	Extra: All Terrain Tyres	Total Extra Price:
Black Toyota	Included	\$1,120.00	\$1650 GST Inc.	\$2,770.00 GST Inc.
	Included	\$1,018.18	\$1,500.00 GST Ex.	\$2,518.18 GST Exc.
Sedilli Pty Ltd T/AS Southwest Ford	Included.	\$1,100.00 GST Inc.	\$1,500.00 GST Inc.	\$2,600.00 GST Inc.
	Included	\$1,000.00 GST Exc.	\$1,363.63 GST Exc.	\$2,363.63 GST Exc.

Supplier	Total Price: (Including Extras)
Black Toyota	\$107,813.34 GST Inc.
	\$98,012.13 GST Exc.
Sedilli Pty Ltd T/AS Southwest Ford	\$85,130.13 GST Inc.
	\$77,391.03 GST Exc.

The evaluation panel’s assessment, as detailed in Table 5, identified Sedili Pty Ltd T/as Southwest Ford as achieving the highest overall score (86). However, having regard to the intended operational use of each vehicle, the panel determined that the submission provided by Black Toyota is more suitably aligned to the specific functional requirements of one of the intended applications of the vehicle.

Accordingly, the panel considers that procuring one vehicle from each supplier represents the most advantageous outcome for Council.

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

Value for money

Sedilli Pty Ltd T/as Southwest Ford submission achieved highest overall score. Council is satisfied that Sedilli Pty Ltd T/as Southwest Ford has met the required specifications and demonstrated the capability and resources to deliver the vehicle in accordance with its submission.

While Sedilli Pty Ltd T/as Southwest Ford achieved the highest overall evaluation score, the assessment panel determined that, having regard to the intended operational use of each vehicle, Black Toyota's submission is more suitably aligned to the specific functional requirements of one vehicles intended use.

Accordingly, Council considers that awarding the supply of one vehicle to Sedilli Pty Ltd T/as Southwest Ford and one to Black Toyota forms part of the most advantageous outcome and represents best value for money in accordance with section 104 of the *Local Government Act 2009* (Qld) and section 228 of the *Local Government Regulation 2012* (Qld).

Probity

This procurement process was conducted in accordance with Council's Procurement Policy and processes.

OPTIONS

Option 1 – Recommended

That Council:

1. Award RFQM 11 25-26 Supply & Delivery of 1 (one) 2026 Wagon to Sedilli Pty Ltd T/AS Southwest Ford for an amount of \$85,130.13 including GST (\$77,391.03 excluding GST); and
2. Award RFQM 11 25-26 Supply & Delivery of 1 (one) 2026 Wagon to Black Toyota for an amount of \$107,813.34 including GST (\$98,012.13.00 excluding GST); and
3. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 2

That Council:

1. Resolve not to award RFQM 11 25-26 Supply & Delivery of 1 (one) 2026 Wagon - With or Without Trade

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

Deputy Infrastructure Services

Light Vehicle Mechanic

Procurement Officer

INTERESTED PARTIES

Sedilli Pty Ltd T/AS Southwest Ford

Black Toyota

Tait Motors 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

This procurement activity is funded by Councils 25-26 Plant Replacement Budget.

ASSET MANAGEMENT IMPLICATIONS

The replacement of units 1113 and 1116, is a direct investment in the operational capacity and long-term sustainability of Council's asset portfolio.

- **Reduced Lifecycle Costs:** Introducing a new, reliable assets into the fleet will lower maintenance and repair expenditures compared to the aging units it replaces, while also improving fuel efficiency and operational availability.
- **Enhanced Service Delivery:** Modern and reliable vehicles ensures that Council's works teams can perform essential tasks efficiently and without unexpected downtime, directly supporting consistent service delivery to the community.
- **Fleet Optimisation:** The purchase is a strategic action under Council's Fleet Management Plan, ensuring the fleet remains modern, fit-for-purpose, and reduces the risk of major operational failures.

RISK MANAGEMENT IMPLICATIONS

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>
Lack of availability of suppliers	Evaluation Criteria set to determine the ability of suppliers	Delays in meeting Delivery deadlines	Unlikely	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability.
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
Response Non-conformance	Competitive process allowing multiple suppliers from Local Buy list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria
No suitable vehicles available	Multiple options and suppliers available	Extended use of existing fleet	Possible	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability

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 RFQM 11 25-26 Supply & Delivery of 1 (one) 2026 Wagon to Sedilli Pty Ltd T/AS Southwest Ford and 1 (one) to Black Toyota 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.

5.4 RFQM 12 25-26 SUPPLY & DELIVERY OF 3 (THREE) 2026 DUAL CAB UTES - WITH OR WITHOUT TRADE

IX: 274465

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: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

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

EXECUTIVE SUMMARY

This report recommends awarding RFQM 12 25-26 Supply & Delivery of 3 (three) 2026 4WD Dual Cab Utes to Sedilli Pty Ltd T/AS Southwest, for the replacement of 3 current vehicles as part of Council 25/26 Plant Replacement.

The procurement was conducted through VendorPanel Marketplace. Sedilli Pty Ltd T/AS Southwest Ford achieved the highest weighted score of 84.5/100 and demonstrates value for money having regard to price and specification compliance.

RECOMMENDATION

That Council:

1. Award RFQM 12 25-26 Supply & Delivery of 3 (three) 2026 Ford Ranger 4WD Dual Cab Utes to Sedilli Pty Ltd T/AS Southwest Ford for an amount of \$229,619.50 including GST (\$208,745.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

BACKGROUND

Council's 2025/26 budget, adopted on 6 July 2025, allocated \$3.676 million for plant replacement as part of Council's ongoing commitment to maintaining a reliable, efficient, and fit-for-purpose fleet. This investment supports the delivery of essential infrastructure and maintenance services across the Shire, particularly in remote and challenging operating environments.

Within this allocation, provision was made for the replacement of three (3) 4WD Dual Cab Utilities utilised by grader crews. These vehicles are critical support assets, enabling operators to safely

access worksites, transport personnel, tools, and equipment, and respond to operational requirements across the road network.

The replacement program specifically targets units 1119, 1121, and 1129, which have reached the end of their economic service life. Continued operation of these ageing assets presents increased risks in terms of reliability, maintenance costs, and downtime, which can directly impact service delivery and productivity.

The procurement of three new 4WD Dual Cab Utilities will ensure improved safety, reliability, and operational efficiency for grader crews. Newer vehicles are expected to deliver reduced whole-of-life costs, improved fuel efficiency, and enhanced compliance with current safety and environmental standards, ultimately supporting Council's objective of delivering high-quality and cost-effective services to the community.

REPORT

The RFQM 12 25–26 procurement activity was undertaken for the supply and delivery of three (3) 2026 dual cab utility vehicles, with or without trade.

The procurement documentation provided Council with the flexibility to procure all three vehicles from a single supplier or, alternatively, to purchase individual vehicles from multiple suppliers. Tender documents request for optional pricing on extras such as GVM upgrades and spotlights as an option to be included in the accepted overall price.

Following evaluation, Council has accepted the submission from Sedilli Pty Ltd T/AS Southwest Ford for the supply and delivery of all three vehicles with the inclusion of the extras, on the basis that it represents the best value for money and fit for purpose. No trade was offered or accepted as part of Sedilli Pty Ltd T/as Southwest Ford response.

Procurement method

In accordance with Part 3 Division 2 of the Local Government Regulation 2012 (Qld) and Council's Procurement Policy, Council invited quotes from 3 suppliers via VendorPanel Marketplace.

Description	Details
Advertising platform	VendorPanel Portal
RFQ / Tender open	Wednesday 25 February 2026
RFQ / Tender close	2:00 PM Tuesday 10 March 2026
Suppliers invited	3 Suppliers- Public Market Place- Vehicles
Conforming responses received	2

Suppliers	Response
Black Toyota	Response Received
Sedilli Pty Ltd T/AS Southwest Ford	Response Received
Tait Motors Pty Ltd	Response Received

Evaluation

The evaluation applied the following published criteria to all conforming submissions: Price (30%), Compliance with Specifications (20%), Warranty (20%), Service & Spare Parts (15%), and Delivery

Time (15%). The evaluation was conducted through VendorPanel Multiparty. The evaluation was conducted in accordance with the published criteria and weightings.

Two submissions were assessed as conforming. One submission was assessed as non-conforming as the submission did not include the required response schedule document.

Supplier	Tendered Price: (without extras)	Price 30%	Compliance with Specifications 20%	Warranty 20%	Service & Spare Parts 15%	Delivery Time 15%	Overall score
Black Toyota – Toyota Hilux	\$236,223.63 GST Inc.	27.4	16	8	6	12	69.4/100
	\$214,748.75 GST Exc.						
Sedilli Pty Ltd T/AS Southwest Ford – Ford Ranger	\$218,269.50 GST Inc.	30	16	16	12	10.5	84.5/100
	\$198,426.81 GST Exc.						

Supplier	Extra: Spotlights Price	Extra: GVM	Total Extra Price:
Black Toyota	\$1,100.00 GST Inc.	\$5,800.00 GST Inc. (Unconfirmed Availability)	\$6,900.00 GST Inc.
	\$1,000.00 GST Exc.	\$5,272.72 GST Ex. (Unconfirmed Availability)	\$6,272.72 GST Exc.
Sedilli Pty Ltd T/AS Southwest Ford	\$1,100.00 GST Inc.	\$10,250.00 GST Inc.	\$11,350.00 GST Inc.
	\$1,000.00 GST Exc.	\$9,318.18 GST Exc.	\$10,318.18 GST Exc.

Supplier	Total Price: (Including Extras)
Black Toyota	\$243,123.63 GST Inc.
	\$221,021.48 GST Exc.
Sedilli Pty Ltd T/AS Southwest Ford	\$229,619.50 GST Inc.
	\$208,745.00 GST Exc.

The panel’s assessment, as detailed in Table 5, scored Sedilli Pty Ltd T/AS Southwest Ford highest overall (84.5).

Therefore, the panel considers Sedilli Pty Ltd T/AS Southwest Ford submission is 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

Value for money

Council is satisfied that Sedilli Pty LTd has met all required specifications and has demonstrated the capability and resources to deliver the required vehicle as per response submitted. Council is satisfied that the recommended award to Sedilli Pty Ltd T/AS Southwest Ford represents best value for money for the purposes of section 104 of the *Local Government Act 2009* (Qld) and section 228 of the *Local Government Regulation 2012* (Qld).

Probity

This procurement process was conducted in accordance with Council's Procurement Policy and processes.

OPTIONS

Option 1 – Recommended

That Council:

1. Award RFQM 12 25-26 Supply & Delivery of 3 (three) 2026 4WD Dual Cab Utes to Sedilli Pty Ltd T/AS Southwest Ford for an amount of \$229,619.50 including GST (\$208,745.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 2

That Council:

1. Award RFQM 12 25-26 Supply & Delivery of 3 (three) 2026 4WD Dual Cab Utes to Black Toyota Pty Ltd for an amount of \$243,123.63 including GST (\$221,021.48 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

Option 3

That Council:

1. Resolve not to award RFQM 12 25-26 Supply & Delivery of 3 (three) 2026 4WD Dual Cab Utes- With or Without Trade.

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

Deputy Infrastructure Services

Light Vehicle Mechanic

Procurement Officer

INTERESTED PARTIES

Sedilli Pty Ltd T/AS Southwest Ford

Black Toyota

Tait Motors 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

This procurement activity is funded by Councils 25-26 Plant Replacement Budget.

ASSET MANAGEMENT IMPLICATIONS

The replacement of units 1119, 1121, and 1129, is a direct investment in the operational capacity and long-term sustainability of Council's asset portfolio.

- **Reduced Lifecycle Costs:** Introducing a new, reliable assets into the fleet will lower maintenance and repair expenditures compared to the aging units it replaces, while also improving fuel efficiency and operational availability.
- **Enhanced Service Delivery:** Modern and reliable vehicles ensures that Council's works teams can perform essential tasks efficiently and without unexpected downtime, directly supporting consistent service delivery to the community.
- **Fleet Optimisation:** The purchase is a strategic action under Council's Fleet Management Plan, ensuring the fleet remains modern, fit-for-purpose, and reduces the risk of major operational failures.

RISK MANAGEMENT IMPLICATIONS

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	
			Refer to risk calculator provided below for measures			
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>
Lack of availability of suppliers	Evaluation Criteria set to determine the ability of suppliers	Delays in meeting Delivery deadlines	Unlikely	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability.
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
Response Non-conformance	Competitive process allowing multiple suppliers from Local Buy list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria
No suitable vehicles available	Multiple options and suppliers available	Extended use of existing fleet	Possible	Minor	Medium	Conduct evaluation and market research ensuring suppliers availability

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 RFQM 12 25-26 Supply & Delivery of 3 (three) 2026 4WD Dual Cab Utes- With or Without Trade to Sedilli Pty Ltd T/AS Southwest Ford 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.

5.5 T11 25-26 SUPPLY & DELIVERY OF 5 PERSON, TURN-KEY PORTABLE CAMP

IX: 274614

Author: Kasey-Lee Davie, Procurement Officer

Authorisers: Eng Lim, Director Infrastructure Services
Sharon Frank, Director Corporate Services
Justin Hancock, Chief Executive Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

This report recommends awarding T11 25-26 Supply & Delivery of 5 Person, Turn-key Portable Camp to Work Structures Pty Ltd.

Council received 1 conforming submission for the T11 25-26 public tender process. The submission was evaluated against published criteria- Price (40%), Availability (30%) and Specifications (20%).

Work Structures Pty Ltd. Achieved the highest weighted score of 90/100 and demonstrates value for money having regard to price and compliance with required specifications.

RECOMMENDATION

That Council:

1. Award T11 25-26 Supply & Delivery of 5 Person, Turn-key Portable Camp to Work Structures Pty Ltd for an amount of \$389,400.00 including GST (\$354,000.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

BACKGROUND

Portable / mobile camps were identified as a practical and cost-effective solution to support Council's operational and project delivery requirements, particularly in a remote and geographically dispersed local government context.

This will overcome workforce accommodation constraints across the Shire, particularly in smaller townships and project locations and improve staff wellbeing and operational efficiency by reducing excessive travel requirements

REPORT

The procurement was undertaken under Contract No. T11 25-26 and issued as Public Tender via VendorPanel, in accordance with Council's Procurement Process Conditions. Specification requirements were developed to clearly define objective, deliverables, and evaluation criteria.

Procurement method

In accordance with Part 3 Division 2 of the *Local Government Regulation 2012* (Qld) and Council's Procurement Policy, Council invited tenders from the public via Public tender process. The invitation was established through an open tender process, providing all eligible suppliers the opportunity to respond.

Description	Details
Advertising platform	VendorPanel Portal
RFQ / Tender open	Friday 27 March 2026
RFQ / Tender close	2:00 PM Friday 17 April 2026
Suppliers invited	Public Market Place
Conforming responses received	1

Suppliers	Response
Work Structures Pty Ltd	Response Received

Evaluation

The evaluation applied the following published criteria to all conforming submissions: Price (50%), Availability (30%), Specifications (20%). The evaluation was conducted through VendorPanel Multiparty evaluation module. The evaluation was conducted in accordance with the published criteria and weightings. 1 submission was assessed as conforming.

Supplier	Tendered Price: Excluding GST. Including GST.	Price 50%	Availability 30%	Specifications 20%	Overall score
Work Structures Pty Ltd	\$389,400.00 Gst. Inc.	50	24	16	90/100
	\$354,000.00 Gst. Exc.				

The panel's assessment, as detailed in Table 5, scored Work Structures Pty Ltd highest overall (90). Therefore, the panel considers Work Structures Pty Ltd submission is 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

Value for money

Work Structures Pty Ltd submitted a price of \$354,000.00 excluding GST. This was the only submission received, however it was evaluated as having demonstrated compliance to all specifications outlined in the request.

The procurement has been structured to ensure value for money through a competitive Request for Quotation process, with submissions assessed against weighted evaluation criteria including price. Council is satisfied that the recommended award to Work Structures Pty Ltd represents best value for money for the purposes of section 104 of the *Local Government Act 2009* (Qld) and section 228 of the *Local Government Regulation 2012* (Qld).

Probity

This procurement process was conducted in accordance with Council's Procurement Policy and processes.

OPTIONS

Option 1 – Recommended

That Council:

1. Award T11 25-26 Supply & Delivery of 5 Person, Turn-key Portable Camp to Work Structures Pty Ltd for an amount of \$389,400.00 including GST (\$354,000.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority 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. Resolve not to award T11 25-26 Supply & Delivery of 5 Person, Turn-key Portable Camp

CONSULTATION (Internal/External)

Chief Executive Officer

Director Infrastructure Services

Deputy Director Infrastructure Services

Technical Officer

Procurement Supervisor

INTERESTED PARTIES

Work Structures 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 part of a new DRFA contract with TMR, there is an opportunity to fund a 5-person camp without impacting council budget.

The camp is expected to generate medium- to long-term cost savings by reducing travel and fatigue-related costs and enhances productivity and utilisation of crews, particularly for road and flood recovery works.

ASSET MANAGEMENT IMPLICATIONS

The camp should be recognised as building/structure assets within the asset register. The expected useful life will typically range from 10 to 20 years, subject to usage intensity and maintenance.

Planned maintenance programs are required, including structural inspections and servicing of electrical, plumbing and HVAC systems.

It should be incorporated into both:

- Council's Asset Management Plans (AMPs)
- Long-Term Financial Plan (LTFP) for renewal and replacement forecasting

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>	None	<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 the project	Approval delays, stakeholder objectives do not align, miss miscommunication	Possible	Minor	Medium	Allocating a staff member who registers all relevant documentation to allocated folder , and 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 the 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 the public sector, and poor governance.	Possible	Moderate	High	Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept
Response Non-conformance	Competitive process allowing multiple suppliers from Councils pre-qualified list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria

HUMAN RIGHTS CONSIDERATION

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 T11 25-26 Supply & Delivery of 5 Person, Turn-key Portable Camp to Work Structures Pty Ltd does not limit any protected human rights. The decision is reasonable, proportionate, and consistent with Council's lawful objectives, including the restoration of safe and reliable road access for residents, industry, and emergency services.

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

6 COMMUNITY AND BUSINESS DEVELOPMENT

6.1 T09 25-26 ECONOMIC DEVELOPMENT PLAN & DESTINATION MANAGEMENT PLAN

IX: 274462

Author: Kasey-Lee Davie, Procurement Officer

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

Sharon Frank, Director Corporate Services

Justin Hancock, Chief Executive Officer

Attachments: Nil

KEY OUTCOME

Key Outcome: 1. Great Place to Live

Key Initiative: 1.1 Well-planned and highly liveable communities

Key Outcome: 4. Strong Governance

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

4.3 Maintain good corporate governance

EXECUTIVE SUMMARY

This report recommends awarding T09 25-26 Economic Development Plan & Destination Management Plan to Sparrowly Group Pty Ltd for the development of the Economic Development Plan (EDP) and the Destination Management Plan (DMP).

Council received 21 conforming submissions for the T09 25-26 public tender process. Submissions were evaluated against published criteria - Relevant Experience & Expertise (50%), Methodology & Project Management Approach (20%), Cost Effectiveness (20%), Regional & Local understanding (10%).

Sparrowly Group Pty Ltd achieved the highest weighted score of 92/100 and demonstrates value for money, having regard to price, proven experience and high-level project understanding.

RECOMMENDATION

That Council:

1. Award T09 25-26 Economic Development Plan & Destination Management Plan to Sparrowly Group Pty Ltd for an amount of \$59,702.50, including GST (\$54,275.00 excluding GST); and

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

BACKGROUND

Council has initiated a competitive procurement process to engage suitably qualified consultants to prepare a new Economic Development Plan (EDP) and Destination Management Plan (DMP) for the Shire. This follows the conclusion of the *Outback Horizon 2024: Quilpie Shire Economic Development and Tourism Strategy* and reflects Council's commitment to proactive, long-term planning to support economic resilience, diversification, and sustainable growth.

Several key factors drive the development of these plans. Quilpie Shire faces ongoing challenges typical of remote communities, including population stability, workforce availability, housing constraints, infrastructure limitations, and exposure to climate and market variability. At the same time, the Shire has emerging opportunities across agriculture, agribusiness, tourism, natural resources, regional freight and trade routes. We need updated, evidence-based plans to clearly articulate priorities, respond to changing economic and visitor trends, and position Council to attract investment, funding, and partnerships.

Council resolved to separate economic development and tourism planning into two distinct but aligned strategies to allow greater depth, clarity, and focus. The Economic Development Plan will provide an overarching framework for industry development, investment attraction, business growth, and long-term economic resilience across the Shire to 2036. The Destination Management Plan will sit alongside this framework, focusing specifically on the visitor economy, tourism experiences, events, and destination positioning, while ensuring alignment with state and regional tourism policies.

REPORT

The procurement was undertaken under Contract No. T09 25–26 and issued as a Request for Quotation via VendorPanel, in accordance with Council's Procurement Process Conditions. Separate scoping documents were developed to clearly define objectives, scope, deliverables, timeframes, budgets, and evaluation criteria for each plan. Submissions closed on 6 March 2026 and have been assessed against weighted criteria to ensure value for money and engagement of consultants with demonstrated experience in regional and remote Queensland contexts.

Procurement method

In accordance with Part 3 Division 2 of the *Local Government Regulation 2012* (Qld) and Council's Procurement Policy, Council invited tenders from the public via Public tender process. The invitation was established through an open tender process, providing all eligible suppliers the opportunity to respond.

Description	Details
Advertising platform	VendorPanel Portal
RFQ / Tender open	Thursday 12 February 2026
RFQ / Tender close	2:00 PM Friday 06 March 2026
Suppliers invited	Public Market Place
Conforming responses received	21

Suppliers	Response
Complete Business Solutions (Australia) Pty Ltd	Response Received
Delos Delta Pty Ltd	Response Received
Deltapearl Partners Pty Ltd	Response Received
Destination Marketing Store Pty Ltd	Response Received
Econisis Pty Ltd	Response Received
Ed Queensland Pty Ltd	Response Received
Frontier Economics Pty Ltd	Response Received
Peter Olsson	Response Received
Rural and Remote Development	Response Received
Intego Consulting	Response Received
Sparrowly Group Pty Ltd	Response Received
The Experience Era Pty Ltd	Response Received
The Precinct Collective Pty Ltd	Response Received
Down to Business (Qld) Pty Ltd	Response Received
SC Lennon & Associates Pty Ltd	Response Received
The Yellow Company Pty Ltd	Response Received
Tilma Group Pty Ltd	Response Received
TRC Tourism Pty Ltd	Response Received
Trace Consulting	Response Received
Lucid Economics Pty Ltd	Response Received
Urban Planning North	Response Received

Evaluation

The evaluation applied the following published criteria to all conforming submissions: - Relevant Experience & Expertise (50%), Methodology & Project Management Approach (20%), Cost Effectiveness (20%), Regional & Local Understanding (10%). The evaluation was conducted through the VendorPanel Multiparty evaluation module and in accordance with the published criteria and weightings. 21 submissions were assessed as conforming.

Supplier	Component Tended: EDP / DMP	Tendered Price: Excluding GST. Including GST.	Relevant Experience & Expertise 50%	Methodology & Project Management Approach 20%	Cost Effectiveness 20%	Regional & Local Understanding 10%	Overall score
Complete Business Solutions (Australia) Pty Ltd	EDP & DMP	\$52,000.00 Gst Inc	35	14	16	7	72/100
		\$47,272.72 Gst Exc					
Delos Delta Pty Ltd	EDP	\$32,472.00 Gst Inc	40	18	16	8	82/100
		\$29,520.00 Gst Exc					
Deltapearl Partners Pty Ltd	DMP	\$31,157.00 Gst Inc	40	16	16	7	79/100
		\$28,324.54 27,964.00 Gst Exc					
Destination Marketing Store Pty Ltd	DMP	\$30,760.40 Gst Inc	40	18	10	7	75/100
		\$27,964.00 Gst Exc					
Econisis Pty Ltd	EDP	\$32,549.00 Gst Inc	40	18	12	7	77/100
		\$29,590.00 Gst Exc					
Ed Queensland Pty Ltd	EDP & DMP	\$57,420.00 Gst Inc	15	6	10	4	35/100
		\$52,200.00 Gst Exc					
Frontier Economics Pty Ltd	EDP	\$32,977.67 Gst Inc	40	18	16	8	82/100
		\$29,979.70 Gst Exc					
Peter Olsson	EDP	\$30,250.00 Gst Inc	25	14	16	6	61/100
		\$27,500.00 Gst Exc					
Rural and Remote Development	EDP & DMP	\$51,656.00 Gst Inc	35	12	12	6	65/100
		\$46,960.00 Gst Exc					

Supplier	Component Tendered: EDP / DMP	Tendered Price: Excluding GST. Including GST.	Relevant Experience & Expertise 50%	Methodology & Project Management Approach 20%	Cost Effectiveness 20%	Regional & Local Understanding 10%	Overall score
Intego Consulting	DMP	\$27,250.00 Gst Inc \$. Gst Exc	40	16	16	7	79/100
Sparrowly Group Pty Ltd	EDP & DMP	\$59,702.50 Gst Inc \$54,275.00 Gst Exc	45	20	18	9	92/100
The Experience Era Pty Ltd	DMP	\$30,000.00 Gst Inc \$27,272.73 Gst Exc	40	16	16	8	80/100
The Precinct Collective Pty Ltd	DMP	\$31,713.00 Gst Inc \$28,830.00 Gst Exc	35	16	14	6	71/100
Down to Business (Qld) Pty Ltd	EDP & DMP	\$55,000.00 Gst Inc \$50,000.00 Gst Exc	45	18	18	9	90/100
SC Lennon & Associates Pty Ltd	EDP & DMP	\$58,135.00 Gst Inc \$52,850.00 Gst Exc	45	18	18	8	89/100
The Yellow Company Pty Ltd	EDP	\$61,545.00 Gst Inc \$55,950.00 Gst Exc	40	14	16	8	78/100
Tilma Group Pty Ltd	DMP	\$29,900.00 Gst Inc \$27,181.82 Gst Exc	40	16	8	7	71/100
TRC Tourism Pty Ltd	EDP	\$72,930.00 Gst Inc \$66,300.00 Gst Exc	40	16	12	8	76/100
Trice Consulting	EDP & DMP	\$54,450.00 Gst Inc	35	14	16	8	73/100

Supplier	Component Tended: EDP / DMP	Tendered Price: Excluding GST. Including GST.	Relevant Experience & Expertise 50%	Methodology & Project Management Approach 20%	Cost Effectiveness 20%	Regional & Local Understanding 10%	Overall score
		\$49,500.00 Gst Exc					
Lucid Economics	EDP	\$32,978.00 Gst Inc \$29,980.00 Gst Exc	45	16	12	8	81/100
Urban Planning North	EDP	\$32,186.00 Gst Inc \$29,260.00 Gst Exc	40	16	16	8	80/100

The panel's assessment, as detailed in Table 5, scored Sparrowly Group Pty Ltd highest overall (92).

Therefore, the panel considers Sparrowly Group Pty Ltd submission is 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

Value for money

Sparrowly Group Pty Ltd submitted a price of \$54,275.00 excluding GST. This is not the lowest priced submitted (the response is inclusive of both economic development plan and destination management plan) however evaluated as having higher demonstrated experience and outlined methodology. The procurement has been structured to ensure value for money through a competitive Request for Quotation process, with submissions assessed against weighted evaluation criteria including cost effectiveness. Council is satisfied that the recommended award to Sparrowly Group Pty Ltd represents best value for money for the purposes of section 104 of the *Local Government Act 2009* (Qld) and section 228 of the *Local Government Regulation 2012* (Qld).

Probity

The procurement process for T09 25-26 was conducted as per Procurement Policy and processes, ensuring fair and transparent process followed.

OPTIONS

Option 1 – Recommended

That Council:

1. Award T09 25-26 Economic Development Plan & Destination Management Plan to Sparrowly Group Pty Ltd for an amount of \$59,702.50 including GST (\$54,275.00 excluding GST); and
2. Pursuant to section 257 *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract, including, without limitation, any options and/or variations as per Council's procurement policy.

Option 2

That Council:

1. Award T09 25-26 Economic Development Plan & Destination Management Plan to Down to Business (Qld) Pty Ltd for an amount of \$55,000.00 including GST (\$50,000.00 excluding GST); and
2. Pursuant to section 257 of the *Local Government Act 2009* (Qld), delegate to the Chief Executive Officer the authority 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. Resolve not to award T09 25-26 Economic Development Plan & Destination Management Plan

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 Community & Business

Deputy Director Community & Business

Director Corporate Services

Senior Tourism Officer

Procurement Officer

INTERESTED PARTIES

Complete Business Solutions (Australia) Pty Ltd

Delos Delta Pty Ltd

Deltapearl Partners Pty Ltd

Destination Marketing Store Pty Ltd

Econisis Pty Ltd

Ed Queensland Pty Ltd

Frontier Economics Pty Ltd

Peter Reza Olsson

Rural and Remote Development

Sparrowly Group Pty Ltd

The Experience Era Pty Ltd

The Precinct Collective Pty Ltd
SC Lennon & Associates Pty Ltd
The Yellow Company Pty
Tilma Group Pty Ltd
TRC Tourism
Trice Consulting Pty Ltd
Urban Planning North

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

LEGISLATION / LEGAL IMPLICATIONS

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

For the purposes of Section 254H (1)(a)(ii), 1% of Council's net rate and utility charges as stated in Council's audited Financial Statements in the 2024/25 adopted Annual Report is \$59,606.70 (net rates, levies, and charges - \$5,960,670 x 1%).

POLICY IMPLICATIONS

Local Government Act 2009 (Qld)

Local Government Regulations 2012 (Qld)

Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS

The development of the Economic Development Plan and Destination Management Plan will be funded within existing budget allocations. Each project has an estimated budget range of \$15,000 to \$30,000 (excluding GST), resulting in a combined total procurement value of \$30,000 to \$60,000 (excluding GST).

Internal resourcing requirements are expected to be moderate and will be managed within existing staff capacity. Council officer involvement will primarily relate to project oversight, coordination, stakeholder engagement, review of draft documents, and contract administration. No additional staffing resources are anticipated to be required as a result of these projects.

ASSET MANAGEMENT IMPLICATIONS

The development of the Economic Development Plan and Destination Management Plan will not result in the immediate acquisition, disposal, or upgrade of Council assets. The projects are strategic planning initiatives and do not have direct capital or asset management impacts at this stage.

However, both plans may identify future infrastructure, facility, and asset requirements necessary to support economic growth, business development, tourism, and community outcomes across the Shire. Any asset-related recommendations arising from the plans will be subject to separate Council consideration, prioritisation, and future budget and asset management planning processes, including alignment with Council's Asset Management Plans and Long-Term Financial Forecast

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	
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 the project	Approval delays, stakeholder objectives do not align, miss miscommunication	Possible	Minor	Medium	Allocating a staff member who registers all relevant documentation to allocated folder , and 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 the 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 the public sector, and poor governance.	Possible	Moderate	High	Conduct all possible conflict of interest processes and procedures with documentation and sufficient records kept
Response Non-conformance	Competitive process allowing multiple suppliers from Councils pre-qualified list to respond. Clear response criteria	No suitable supplier, different procurement approach, additional administrative cost	Possible	Minor	Medium	Ensuring the documentation is clear and the response schedule meets the request criteria

HUMAN RIGHTS CONSIDERATION

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 T09 25-26 Economic Development Plan and Destination Management Plan to Sparrowly Group Pty Ltd does not limit any protected human rights. The

decision is reasonable, proportionate, and consistent with Council's lawful objectives, including the restoration of safe and reliable road access for residents, industry, and emergency services.

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

7 CORPORATE SERVICES

7.1 LAND VALUATION PROGRAM 2027

IX: 274685

Author: Alisha Moody, Rates Officer

Authorisers: Mwewa Chisenga, Deputy Director of Corporate Services

Sharon Frank, Director Corporate Services

Justin Hancock, Chief Executive Officer

Attachments: 1. 2026 04 Land Valuation Program - Request For Views.pdf

KEY OUTCOME

Key Outcome: 4. Strong Governance

Key Initiative: 4.3 Maintain good corporate governance

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

EXECUTIVE SUMMARY

In accordance with the *Land Valuation Act 2010*, the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development is responsible for issuing valuations on land for local governments.

Council received correspondence from the Valuer-General on 15 April 2026 seeking Council's views in relation to the proposed inclusion of the Quilpie Shire in the 2027 Land Valuation Program.

RECOMMENDATION

That Council

1. Notes the correspondence received from the Valuer -General
2. Recommends to the Valuer-General that a valuation of all rateable land in the Quilpie Local Government area be undertaken effective 30 June 2027.
3. Authorises the Chief Executive Officer to provide Council's formal response to the Valuer-General by 15 May 2026.

BACKGROUND

Council's last land revaluation was undertaken in 2024 with an effective date of 30 June 2025.

Should a valuation be undertaken in the upcoming program, the new valuation date of effect for new valuations will be 30 June 2027.

A revaluation would provide updated information considering the recent floods experienced across the Shire.

REPORT

Council received correspondence from the Valuer-General on 15 April 2026 (attached) seeking Council's views in relation to the proposed inclusion of the Quilpie Shire in the 2027 Land Valuation Program.

Under the *Land Valuation Act 2010* (the Act), the Valuer-General is required to undertake an annual valuation of rateable land. However, the Act allows the Valuer-General to decide not to conduct a revaluation in a local government area after considering:

- A market survey report for the area, including sales evidence and the likely impact on land values; and
- The results of consultation with the relevant local government and appropriate local and industry groups.

The State Valuation Service (SVS) has advised it is currently assessing a range of factors including:

- The timing of the last valuation;
- Market movements; and
- The impacts of any extreme weather events occurring over the last year.

The outcomes of this consultation process will inform the Valuer-General's final decision on the **2027 Land Valuation Program**. Council is requested to provide a response by **Friday, 15 May 2026**.

Quilpie Shire has experienced significant weather events including the recent flooding events in March 2025. The shire is still dealing with the impacts from the flooding events, with the future of townships like Adavale, hanging in the balance, pending a decision from State Government.

A land revaluation will assist in providing updated information on all rateable land in the shire that is reflective of the impacts of recent significant weather events that occurred in March 2025.

OPTIONS

Option 1 – Recommended

That Council

1. Notes the correspondence received from the Valuer -General
2. Recommends to the Valuer-General that valuation of all rateable land in the Quilpie Local Government area be undertaken effective 30 June 2027.
3. Authorises the Chief Executive Officer to provide Council's formal response to the Valuer-General by 15 May 2026.

Option 2

1. Resolve not to support the inclusion of Quilpie Local Government area in the upcoming Land valuation program.

CONSULTATION (Internal/External)

Chief Executive Officer

Director Corporate Services

Deputy Director Corporate Services

Valuer-General – Queensland Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development.

INTERESTED PARTIES

Quilpie Shire Rate payers

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

LEGISLATION / LEGAL IMPLICATIONS

Land Valuation Act 2010

POLICY IMPLICATIONS

Local Government Regulations 2012 (QLD)

Revenue Policy 2025

FINANCIAL AND RESOURCE IMPLICATIONS

Land valuations are the basis for general rates. Councils must use these land valuations when calculating general rates, by applying the 'rate' (or cents per dollar) to the valuation and set minimums and apply other rating tools approved in the legislation.

The valuations provide a basis for fair and equitable rating systems between ratepayers. It is important that the valuations of land are as up to date as possible and reflective of the market.

ASSET MANAGEMENT IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

Council will manage risks in accordance with G.11 Enterprise risk management policy and G.11-A Risk Management Framework.

Key risks have been identified, assessed and documented with existing controls applied to reduce the likelihood and impact of adverse outcomes.

Risk Name & Description	Current Controls	Impacts	Risk Assessment			Risk Treatment
			Likelihood	Consequence	Risk Rating	
<i>What could happen and why?</i>	<i>Are there current controls for the risk</i>	<i>Impact if the risk eventuates</i>	<i>Refer to risk calculator provided below for measures</i>			<i>Depending on risk rating - additional controls / mitigation strategy to be implemented (to reduce risk rating)</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>
Delayed revaluation may result in land values that do not reflect market conditions as well as recent weather events	None	Outdated Land values being used in calculating rates.	Possible	Medium	Medium	Provide input to the Valuer-General's request for Quilpie Shire to be included in the proposed land Valuation program for 2027.

HUMAN RIGHTS CONSIDERATION

Under the *Human Rights Act 2019* (Qld), Council must consider whether its decisions are compatible with human rights.

This report does not raise any direct human rights impacts. The land valuation process is undertaken independently by the Valuer-General under statutory authority. Council's role in responding to the consultation does not limit or interfere with the rights of individuals, including property rights or the right to a fair process, noting that landholders retain formal rights of objection and appeal under the Land Valuation Act 2010.

Accordingly, the proposed recommendation is considered compatible with human rights.

Ref CTS 08542/25



24 April 2025

Department of
Natural Resources and Mines,
Manufacturing and Regional
and Rural Development

Mr Justin Hancock
50 Brolga Street
QUILPIE Queensland 4480

admin@quilpie.qld.gov.au

Dear Mr Hancock

I am seeking your views in relation to the revaluation of your local government area as part of the 2026 Land Valuation Program that will take effect on 30 June 2026.

The *Land Valuation Act 2010* (the Act) requires that the Valuer-General undertakes an annual valuation of rateable land, but they may decide not to do so in a local government area after considering:

- a market survey report for the local government area that reviews the sales of land and the probable impact of those sales on the value of land since the last annual valuation
- the results of consultation with the local government for the area and appropriate local and industry groups.

The State Valuation Service (SVS) is currently considering a range of factors, including the timing of the last valuation, any extreme weather events that occurred over the last year and market movements. The SVS will continue to monitor the property market.

Consistent with the Act, please advise me of your support or otherwise for a revaluation in 2026. You may also wish to provide me with any additional information relevant for consideration.

Please provide your response to me by **Friday 30 May 2025** by email at valuer-general@resources.qld.gov.au. The results of this consultation will be used to inform my final decision about the 2026 Land Valuation Program.

Should you have any further enquiries regarding the annual Land Valuation Program, please email us at the above address and we will be happy to assist you.

Yours sincerely

A handwritten signature in black ink, appearing to read "Laura", followed by a horizontal line.

Laura Dietrich
Valuer-General

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Queensland 4002 Australia
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8 LATE ITEMS