Special Meeting of Council

MINUTES

Tuesday 6 October 2026

Quilpie Shire Council Boardroom

50 Brolga Street, Quilpie

MINUTES OF QUILPIE SHIRE COUNCIL
SPECIAL COUNCIL MEETING
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE
ON TUESDAY, 6 OCTOBER 2026
SCHEDULED TO COMMENCE AT 1:00 PM

1 OPENING OF MEETING

The Mayor declared the meeting open at 1:06 pm.

2 ATTENDANCE

Mayor Ben Hall, Deputy Mayor Roger Volz, Cr Lyn Barnes, Cr Tony Lander,

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Lisa Hamlyn (Director Community and Business Development), Mr Eng Lim (Director Infrastructure Services), Ms Sharon Frank (Director Corporate Services) (via Teams), Mr Corey Richards (Deputy Director Community and Business Development), and Ms Callie Dabovich (Secretariat).

3 APOLOGIES

Cr Milan Milosevic

4 DECLARATIONS OF INTEREST

Chapter 5B of the *Local Government Act 2009* (the Act) requires councillors to declare any material personal interest (MPI) or conflict of interest (COI). Councillors must submit the Declaration in writing to the Chief Executive Officer before the Ordinary Meeting of Council.

Nil

5 INFRASTRUCTURE SERVICES

5.1 ASSET MANAGEMENT PLAN (AMP) - WATER INFRASTRUCTURE (2026)

EXECUTIVE SUMMARY

Following the 2026 asset revaluation, the Director Infrastructure Services reviewed Council's Asset Management Plan (AMP) for Water Infrastructure. The review responded to s 104(5)(a)(ii) of the *Local Government Act 2009* and Resolution QSC293-12-24 of 17 December 2024. It draws on the revaluation and condition assessment completed in 2026, which provided an updated asset inventory, condition data, replacement costs and useful life information.

The revised AMP sets an evidence-based framework for managing, maintaining and renewing Council's water infrastructure assets over the long term. It aligns with Council's Long-Term Financial Plan and supports informed decision-making, financial sustainability and advocacy for external funding.

This report recommended that Council adopt the revised AMP as part of its ongoing commitment to sustainable asset management and legislative compliance.

RESOLUTION NO: (QSC240-10-26)

Moved: Cr Lyn Barnes
Seconded: Cr Tony Lander

That Council lay the report on the table.

4/0

5.2 ASSET MANAGEMENT PLAN (AMP) - SEWERAGE INFRASTRUCTURE (2026)

EXECUTIVE SUMMARY

Following the 2026 asset revaluation, the Director Infrastructure Services reviewed Council's Asset Management Plan (AMP) for Sewerage Infrastructure. The review responds to s 104(5)(a)(ii) of the *Local Government Act 2009* (Qld) and Resolution QSC293-12-24 of 17 December 2024. It draws on the revaluation and condition assessment completed in 2026, which provided an updated asset inventory, condition data, replacement costs and useful life information.

The revised AMP sets an evidence-based framework for managing, maintaining and renewing Council's sewerage infrastructure assets over the long term. It aligns with Council's Long-Term Financial Plan and supports informed decision-making, financial sustainability and advocacy for external funding.

This report recommends that Council adopt the revised AMP as part of its ongoing commitment to sustainable asset management and legislative compliance.

RESOLUTION NO: (QSC241-10-26)

Moved: Cr Lyn Barnes
Seconded: Deputy Mayor Roger Volz

That Council lay the report on the table.

4/0

6 COMMUNITY AND BUSINESS DEVELOPMENT

6.1 QUILPIE SMALL BUSINESS FRIENDLY COUNCIL ANNUAL REPORT AND 2026/27 SMALL BUSINESS ACTION PLAN ENDORSEMENT

EXECUTIVE SUMMARY

This report sought Council endorsement of the *Quilpie Shire Council Small Business Friendly Program Annual Report 2025/26* and the *Quilpie Shire Council Small Business Action Plan 2026/27*, authorisation for both endorsed documents to be published on Council's website, and authorisation for the Annual Report to be submitted to the Queensland Small Business Commissioner (QSBC). The Annual Report outlines Council's 2025/26 small business support activities, including economic development and destination planning, the proposed Quilpie Shire Business Collective, the Local Business Innovation Fund and grant-writing support. The Action Plan set out Council's 2026/27 priorities for engagement, capability building, procurement information, monitoring and reporting.

RESOLUTION NO: (QSC242-10-26)

Moved: Deputy Mayor Roger Volz

Seconded: Cr Lyn Barnes

That Council:

1. Receive and note the Small Business Friendly Program Annual Report 2025/26.
2. Endorse the Small Business Friendly Program Annual Report 2025/26 for submission to the Queensland Small Business Commissioner (QSBC).
3. Endorse the Small Business Action Plan 2026/27 as Council's Small Business Friendly Program action plan with minor amendment.
4. Authorise both endorsed documents to be published on Council's website and communicated through appropriate Council channels.
5. Support implementation of the actions contained within the Small Business Action Plan, subject to available resources and annual budget considerations.

4/0

6.2 2026 BUY LOCAL CAMPAIGN

EXECUTIVE SUMMARY

Money spent in Quilpie Shire businesses this Christmas will support local jobs and help keep those businesses viable. The 2026 Quilpie Buy Local Campaign rewards residents and visitors who shop locally, with $5,000.00 in Shop Local gift cards to win. Officers sought Council's endorsement of the campaign and approval of the prize pool.

The campaign will run from Monday 2 November 2026 to Wednesday 9 December 2026. Shoppers who spend $20.00 or more in a single transaction at a participating business can enter a draw for 20 gift cards, which winners can spend only at participating Shire businesses.

Council will fund the prize pool from the 2026/27 Economic Development budget. GST does not apply to the purchase of face-value gift cards, the cost is $5,000.00 both inclusive and exclusive of GST.

RESOLUTION NO: (QSC243-10-26)

Moved: Deputy Mayor Roger Volz
Seconded: Cr Tony Lander

That Council:

1. Endorse the 2026 Quilpie Shire Christmas / New Year Buy Local Campaign, to run from Monday 30 November 2026 to Monday 11 January 2027 and draw the winners at the Australia Day 2027 celebration.
2. Approve a prize pool of $5,000.00 (GST does not apply) in Shop Local gift cards, funded from the 2026/27 Economic Development budget.
3. Under section 257 of the *Local Government Act 2009*, delegate authority to the Chief Executive Officer to finalise and publish the campaign terms and conditions, conduct the prize draw, and make minor operational changes to the campaign that do not increase the prize pool.

4/0

7 CORPORATE SERVICES

7.1 AUDIT COMMITTEE REPORT

EXECUTIVE SUMMARY

The purpose of this report was for the Chief Executive Officer to present a report of the Audit Committee Meetings held on 3 February 2026 and 9 June 2026, on the matters reviewed at the meeting and the committee's recommendations about the matters, in accordance with section 211(4) of the *Local Government Regulation 2012*.

RESOLUTION NO: (QSC244-10-26)

Moved: Cr Lyn Barnes
Seconded: Deputy Mayor Roger Volz

That Council receive and note the report and recommendations from the Audit Committee Meeting held on 3 February 2026 and 9 June 2026.

4/0

8 CONFIDENTIAL ITEMS

RECOMMENDATION

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public to discuss a confidential item that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(3) of the *Local Government Regulation 2012*, the following table provides:

(a) the matter that is to be discussed; and

(b) an overview of what is to be discussed while the meeting is closed.

Agenda Item	**Reasons Matters to be discussed (to close the meeting under the *Local Government Regulation 2012*)**	**Overview**
8.1 Endorsement of Queensland's South West Six Brand Style Guide	(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;	This report seeks Council endorsement of the South West Six Brand Style Guide, developed through the South West Queensland Regional Organisation of Councils, to support a regional drive tourism product across South West Queensland. The report addresses commercial matters associated with this endorsement, discussion of which in open session would be

		likely to prejudice Council's interests.

MOVE INTO CLOSED SESSION

RESOLUTION NO: (QSC245-10-26)

Moved: Cr Lyn Barnes
Seconded: Deputy Mayor Roger Volz

That Council move into closed session at 1:55 pm.

4/0

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: (QSC246-10-26)

Moved: Deputy Mayor Roger Volz
Seconded: Cr Tony Lander

That Council move out of closed session and resume the Special Meeting at 2:05 pm.

4/0

8.1 ENDORSEMENT OF QUEENSLAND'S SOUTH WEST SIX BRAND STYLE GUIDE

EXECUTIVE SUMMARY

This report sought Council endorsement of the South West Six Brand Style Guide, developed by the South West Queensland Regional Organisation of Councils (SWQROC), as the basis for a new regional drive tourism product across South West Queensland. Endorsement will support consistent regional branding and coordinated visitor collateral and will allow continued delivery of the drive tourism product development project, funded through the Queensland Government's Remote Area Board Program.

RESOLUTION NO: (QSC247-10-26)

Moved: Cr Lyn Barnes
Seconded: Deputy Mayor Roger Volz

That Council:

1. Endorse Queensland’s South West Six Brand Style Guide as the basis for developing a new regional drive tourism product for South West Queensland.
2. Note that the project tourism and events consultant is available to brief Council in person should councillors require further information.

4/0

9 LATE ITEMS

10 GENERAL BUSINESS

There being no further business the Mayor declared the meeting closed at 2:05 PM.

These Minutes are to be confirmed at the next Ordinary Meeting. In accordance with the public notice of meetings published by Council, the next Ordinary Meeting will be held on Thursday 29 October 2026 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9:30 AM.