



ORDINARY MEETING LATE ITEMS AGENDA

Tuesday 19 May 2026
commencing at 9:30 AM

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie

Ordinary Meeting of Council

18 May 2026

The Mayor and Council Members
Quilpie Shire Council
QUILPIE QLD 4480

Dear Members

Reference is hereby made to the Ordinary Meeting of the Quilpie Shire Council scheduled to be held at the Council Chambers, on **Tuesday 19 May 2026**, commencing at **9:30 AM**.

An agenda for the Ordinary Meeting was forwarded to all Members on 12 May 2026. In addition to the agenda, please find attached a summary of "Late Items".

Yours faithfully

Justin Hancock
Chief Executive Officer





ORDINARY MEETING OF COUNCIL AGENDA

Tuesday 19 May 2026
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50 Broilga Street, Quilpie

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15 CONFIDENTIAL ITEMS

RECOMMENDATION

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

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

- (a) the matter that is to be discussed; and
- (b) an overview of what is to be discussed while the meeting is closed.

Agenda Item	Reasons Matters to be discussed (to close the meeting under the <i>Local Government Regulation 2012</i>)	Overview
15.3 Car Hire Lease Agreement	(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 a Vehicle Hire Agreement between Quilpie Shire Council and Outback Car Hire Pty Ltd to enable the lease of four Council-owned vehicles for the operation of a commercial car hire service, supporting tourism growth and generating revenue while retaining Council ownership of the assets.

16 LATE ITEMS**16.1 REGISTER OF COST-RECOVERY FEES AND COMMERCIAL CHARGES****IX: 275303****Author: Mwewa Chisenga, Deputy Director of Corporate Services****Authorisers: Sharon Frank, Director Corporate Services
Justin Hancock, Chief Executive Officer****Attachments: 1. DRAFT FEES AND CHARGES effective 1 July 2026.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

The purpose of this report is to present the proposed register of cost recovery fees and commercial charges for consideration and adoption by Council to commence 1 July 2026.

RECOMMENDATION

That Council:

1. Receive and note the report;
2. Adopt the fees in the Register of Cost-Recovery Fees and Commercial charges effective 1 July 2026;
3. Resolve that, in relation to those cost recovery fees to which section 97 of the *Local Government Act 2009* applies;
 - (a) The applicant is the person liable to pay these fees; and
 - (b) The fee must be paid at or before the time the application is lodged; and
4. Delegate to the Chief Executive Officer the authority to amend commercial charges to which section 262 (3) (c) of the *Local Government Act 2009* applies.

BACKGROUND

Section 98 of the *Local Government Act 2009* requires local governments to keep a register of its cost recovery fees. Section 97 of the *Local Government Act 2009* requires local governments to adopt the cost recovery fees by resolution or local law. In addition, as part of the annual budget process review, Council reviews its schedule of fees and charges. The fees and charges can be changed by Council resolution at any time.

REPORT

A review of Council's cost recovery fees and commercial charges has been completed and attached to this report for adoption.

This adopted register of cost recovery fees and charges commencing 1 July 2026 will also form part of the 2026/27 Budget, in accordance with section 169 of the *Local Government Regulation 2012*. Council has sought to balance full cost recovery with the need to maintain equitable access to services. In addition, benchmarking of some commercial fees was undertaken with surrounding local governments to assess for reasonableness.

Housing rents are based on market rent appraisals provided by Council's property managers GDL Toowoomba.

OPTIONS

Option 1

That Council:

1. Receive and note the report;
2. Adopt the fees in the Register of Cost-Recovery Fees and Commercial charges effective 1 July 2026;
3. Resolve that, in relation to those cost recovery fees to which section 97 of the *Local Government Act 2009* applies;
 - (a) The applicant is the person liable to pay these fees; and
 - (b) The fee must be paid at or before the time the application is lodged; and
4. Delegate to the Chief Executive Officer the power to amend commercial charges to which section 262 (3) (c) of the *Local Government Act 2009* applies.

Option 2

That Council does not adopt the Register of cost recovery fees and commercial fees as presented.

CONSULTATION (Internal/External)

Council – Budget workshop

Chief Executive Officer

INTERESTED PARTIES

- Department of Local Government, Water and Volunteers
- Ratepayers
- Community

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

LEGISLATION / LEGAL IMPLICATIONS

Under section 98 of the *Local Government Act 2009* (Qld), Council is required to keep a register of Cost Recovery Fees.

POLICY IMPLICATIONS

Local Government Act 2009

97 Cost-recovery fees

(1)A local government may, under a local law or a resolution, fix a cost-recovery fee.

(2) A **cost-recovery fee** is a fee for—

- (a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an **application fee**); or
- (b) recording a change of ownership of land; or
- (c) giving information kept under a Local Government Act; or
- (d) seizing property or animals under a Local Government Act; or
- (da) doing an activity mentioned in the [Planning Act, section 106ZM\(1\)](#); or
- (e) the performance of another responsibility imposed on the local government under the [Building Act](#) or the [Plumbing and Drainage Act](#).

(3) A local law or resolution for subsection (2)(d), (da) or (e) must state—

- (a) the entity liable to pay the cost-recovery fee; and
- (b) the time within which the fee must be paid.

(4) A cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

(5) However, an application fee may also include a tax—

- (a) in the circumstances and for a purpose prescribed under a regulation; and
- (b) if the local government decides, by resolution, that the purpose of the tax benefits its local government area.

(6) The local law or resolution that fixes an application fee that includes a tax must state the amount, and the purpose, of the tax.

(7) If an application fee that includes a tax is payable in relation to land, the tax applies only in relation to land that is rateable land.

(8) A local government may fix a cost-recovery fee by resolution even if the fee had previously been fixed by a local law.

98 Register of cost-recovery fees

(1) A local government must keep a register of its cost-recovery fees.

(2) The register must state the paragraph of [section 97\(2\)](#) under which the cost-recovery fee is fixed.

(3) Also, the register must state—

- (a) for a cost-recovery fee under [section 97\(2\)\(a\)](#)—the provision of the Local Government Act under which the licence, permit, registration or other approval is issued or renewed; or
- (b) for a cost-recovery fee under [section 97\(2\)\(c\)](#)—the provision of the Local Government Act under which the information is kept; or
- (c) for a cost-recovery fee under [section 97\(2\)\(d\)](#)—the provision of the Local Government Act under which the property or animals are seized; or
- (d) for a cost-recovery fee under [section 97\(2\)\(da\)](#)—the activity, mentioned in the [Planning Act, section 106ZM\(1\)](#), to which the fee relates; or
- (e) for a cost-recovery fee under [section 97\(2\)\(e\)](#)—the provision of the [Building Act](#) or the [Plumbing and Drainage Act](#) under which the responsibility is imposed.

(4) The public may inspect the register at the local government's public office.

FINANCIAL AND RESOURCE IMPLICATIONS

Fees and charges revenue form part of the proposed budget for 2026/27 and the long term financial forecasts.

ASSET MANAGEMENT IMPLICATIONS

Not applicable.

RISK MANAGEMENT IMPLICATIONS

Council manages risks in accordance with G.11 Enterprise Risk Management Policy and G.11-A Risk Management Framework.

Table 1 Risk assessment

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
Financial – Fees may fall below cost recovery levels leading to budget shortfalls	Fees and charges are reviewed annually at a minimum	Reduced capacity to fund services in the short to medium term	Possible	Low	Low	No additional controls proposed.

HUMAN RIGHTS CONSIDERATION

Council has considered its obligations under the Human Rights Act 2019 (Qld) in reviewing the proposed fees and charges. In doing so, Council has sought to balance full cost recovery with the need to maintain equitable access to services. Any limitations on human rights are considered reasonable and justified, given the need to ensure financial sustainability and continued service delivery. Where appropriate, concessions and community service obligations have been considered to mitigate impacts. Accordingly, the proposed fees and charges are considered compatible with human rights.

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
GOVERNANCE				
PLANNING ASSESSMENT				
Reconfiguring a Lot	Planning Act 2016	Per application	n	\$700.00
Material change of use – Code assessable	Planning Act 2016	Per application	n	\$700.00
Material change of use – Impact assessable	Planning Act 2016	Per application	n	\$1,210.00
Planning Search	Planning Act 2016	Per application	n	\$175.00
Exemption Certificate (Where council deems development doesn't require approval)	Planning Act 2016	Per application	n	\$175.00
Request to Change an Existing Approval	Planning Act 2016	Per application	n	\$400.00
Request to Extend an Approval	Planning Act 2016	Per application	n	\$450.00
Operational Works (Dams etc)	Planning Act 2016	Per application	n	
Copy of Survey Plans/Plans	Planning Act 2016	Per application	n	\$175.00
BUILDING				
Application Lodgement Fee	Planning Act 2016	Per application	y	\$290.00
Private Certification Document Archival Lodgement Fee	Planning Act 2016	Per application	n	\$250.00
Building Records Search	Planning Act 2016	Per application	n	\$175.00
Certificate of Classification Pre 1998 Class 2-9 buildings	Planning Act 2016	Per application	n	
Assessment Approval post Construction	Planning Act 2016	Per application	y	
Amendment to Building Application	Planning Act 2016	Per application	y	
NEW CONSTRUCTION				
CLASS 1 - DWELLINGS				
< 300m ² GFA	Planning Act 2016	Per application	y	
> 300m ² GFA	Planning Act 2016	Per application	y	
CLASS 2 & 3 - FLATS, MOTELS, ACCOMMODATION UNITS				
< 300m ² GFA	Planning Act 2016	Per application	y	
> 300m ² GFA	Planning Act 2016	Per application	y	
CLASS 4-9 COMMERCIAL & INDUSTRIAL BUILDING				
< 300m ² GFA	Planning Act 2016	Per application	y	
300m ² – 500m ² GFA – Registered builder	Planning Act 2016	Per application	y	
500m ² – 800m ² GFA – Registered builder	Planning Act 2016	Per application	y	
> 800m ² GFA – Registered builder	Planning Act 2016	Per application	y	
CLASS 10 - GARDEN SHED, UNROOFED PERGOLAS & DECKS ETC				
10m ² – 120m ² GFA	Planning Act 2016	Per application	y	
120m ² – 300m ² GFA	Planning Act 2016	Per application	y	
300m ² + GFA – Registered builder	Planning Act 2016	Per application	y	
CLASS 10 - SWIMMING POOL & FENCING				
Registered or Owner builder (includes final inspection)	Planning Act 2016	Per application	y	
Swimming Pool Compliance (including certificate & one inspection) - pre-existing pools	Planning Act 2016	Per application	y	
AWNINGS & ADVERTISING SIGNS				
Owner or Registered Builder	Planning Act 2016	Per application	y	
UNCLASSIFIED BUILDINGS				
Owner or Registered Builder	Planning Act 2016	Per application	y	

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
RELOCATIONS				
CLASS 1 - DWELLINGS				
< 300m ² GFA	Planning Act 2016	Per application	y	
> 300m ² GFA	Planning Act 2016	Per application	y	
EXTENSIONS & RENOVATIONS				
CLASS 1 - DWELLINGS				
< 150m ² GFA	Planning Act 2016	Per application	y	
> 150m ² GFA	Planning Act 2016	Per application	y	
CLASS 2 & 3 - FLATS, MOTELS, ACCOMMODATION UNITS				
< 150m ² GFA – Registered builder	Planning Act 2016	Per application	y	
> 150m ² addition – Registered builder	Planning Act 2016	Per application	y	
CLASS 4-9 - COMMERICAL & INDUSTRIAL BUILDING				
< 300m ² GFA – Registered builder	Planning Act 2016	Per application	y	
300m ² – 500m ² GFA – Registered builder	Planning Act 2016	Per application	y	
> 500m ² GFA – Registered builder	Planning Act 2016	Per application	y	
CLASS 10 - GARDEN SHEDS, UNROOFED PERGOLAS & DECKS ETC				
If >300m ² GFA - it will be Class 7 & 8 not 10				
10m ² – 120m ² GFA	Planning Act 2016	Per application	y	
> 120m ² GFA	Planning Act 2016	Per application	y	
CLASS 10 - SWIMMING POOL & FENCING				
Registered or Owner builder	Planning Act 2016	Per application	y	
AWNINGS & ADVERTISING SIGNS				
Registered or Owner builder	Planning Act 2016	Per application	y	
UNCLASSIFIED BUILDINGS				
Registered or Owner builder	Planning Act 2016	Per application	y	
DEMOLITION, REMOVAL OR MISCELLANEOUS MINOR WORKS REQUIRING APPROVAL				
Registered or Owner builder	Planning Act 2016	Per application	y	
Class 1 - Underpinning/Restumping	Planning Act 2016	Per application	y	
ANIMAL CONTROL				
ANIMAL REGISTRATION				
Animal Registraion Period (Dog) - 1st October to 30th September				
Where a dog is currently registered with another Australian local government and satisfactory proof of registration is presented, no fee will be charged until such time as that registration expires or in the case of 'lifetime' registration, the following Quilpie Shire Council registration period. Any out of hours Animal/Local Law call out deemed non urgent by CEO or delegate officer will be at charged at full cost recovery				
Entire dog	Local Government Act 2009	Per annum	n	\$120.00
Entire dog – Aged pensioners (entitlement card required)	Local Government Act 2009	Per annum	n	\$60.00
Desexed dog (evidence required)	Local Government Act 2009	Per annum	n	\$45.00
Desexed dog – Aged Pensioners (entitlement card required)	Local Government Act 2009	Per annum	n	\$25.00
Dangerous Dog (Declared Regulated Dog as per the Animal Management (Cats & Dogs) Act 2008)	Local Government Act 2009	Per annum	n	\$300.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
Menacing dog (Declared Menacing Dog as per the Animal Management (Cats & Dogs) Act 2008)	Local Government Act 2009	Per annum	n	\$190.00
Working dog (an application with supporting evidence must be submitted to Council)	Local Government Act 2009	Per annum	n	
Definition of a working dog - (a) means a dog usually kept or proposed to be kept (i) on rural land; and (ii) by an owner who is a primary producer, or a person engaged or employed by a primary producer; and (iii) primary for the purpose of (A) droving, protecting, tending, or working, stock; or (B) being trained in droving, protecting, tending or working stock; and (b) does not include a class of dog prescribed under a regulation .				
Guide dog and assistance dog – no registration fee applies (must still submit an animal registration form and provide a copy of the appropriate handlers' identification card)	Local Government Act 2009	Per annum	n	
Kennel permit (per year – by application to Council) (up to 6 dogs/puppies) (includes registration component)	Local Government Act 2009	Per annum	n	\$350.00
Replacement registration tag	Local Government Act 2009	Per tag	y	\$10.00
Boarding fee (eg emergency accommodation)	Local Government Act 2009	Per animal/day	y	\$35.00
Cat trap bond (dependent on availability)	Local Government Act 2009	Per trap	n	\$40.00
Barking collar bond (dependent on availability) If not returned, replacemnt cost less deposit to be invoiced	Local Government Act 2009	Per collar	n	\$55.00

IMPOUNDMENT

1st impoundment (dog & cat)	Local Government Act 2009	Per animal	n	\$130.00
1st impoundment (dog & cat) registered dog (post 24hrs of impoundment), excluding sustenance	Local Government Act 2009	Per animal	n	\$125.00
2nd impoundment (dog & cat)	Local Government Act 2009	Per animal	n	\$185.00
3rd impoundment (dog & cat)	Local Government Act 2009	Per animal	n	\$250.00
1st impoundment unregistered dog, excluding registration and sustenance	Local Government Act 2009	Per animal	n	\$250.00
Micro-chipping fee for all impounded animals not micro-chipped (dog & cat)	Local Government Act 2009	Per animal	n	\$130.00
Sustenance fee – per day or part thereof for detained animals (dog & cat)	Local Government Act 2009	Per animal/day	n	\$30.00
Entire bull	Local Government Act 2009	Per animal	n	\$130.00
Entire stallion	Local Government Act 2009	Per animal	n	\$305.00
All other horses and cattle	Local Government Act 2009	Per animal	n	\$125.00
Sheep	Local Government Act 2009	Per animal	n	\$15.00
Goats	Local Government Act 2009	Per animal	n	\$130.00
Sustenance fee – all other animals (except sheep)	Local Government Act 2009	Per animal/day	n	\$35.00
Sustenance fee – sheep	Local Government Act 2009	Per animal/day	n	\$15.00
Driving fees for leading, transporting etc. to pound	Local Government Act 2009	Per animal	n	At Cost

COMMON PERMIT (Quilpie, Eromanga & Adavale - Subject to Council Approval)

Application fee	Local Government Act 2009	Per annum	n	\$65.00
Annual fee (renewal)	Local Government Act 2009	Per annum	n	\$65.00
Mustering fee	Local Government Act 2009	Per event	n	
Out of hours call outs deemed non-urgent by the CEO or delegated officer	Local Government Act 2009	Per event	n	

RESERVES AGISTMENT

Warrabin Lane (upon approved application to Council)	Local Government Act 2009	Per head/week	y	\$10.00
Dillon's Well (upon approved application to Council)	Local Government Act 2009	Per head/week	y	\$10.00
Gunnadorah Reserve	Local Government Act 2009	Per annum	y	\$3,338.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
PORTABLE FENCING PANELS				
Bond per panel	Local Government Act 2009	Per panel	n	\$220.00
Fee per panel/week	Local Government Act 2009	Pre panel/week	y	\$10.00
LICENSE FEES				
FOOD LICENCE FEES				
Food licence application (new food premises) (includes annual fee)	Food Act 2006	Per premise	n	\$285.00
Food premise licence renewal fee (annual)	Food Act 2006	Per annum	n	\$150.00
Amendment (change address/minor)	Food Act 2006	Per premise	n	\$65.00
Amendment to premises (major)	Food Act 2006	Per premise	n	At Cost
Copy/replacement of licence	Food Act 2006	Per premise	n	\$15.00
Additional inspection (per hour)	Food Act 2006	Per premise	n	\$135.00
Volunteer group (eg sporting/school)	Food Act 2006	Per group	n	\$15.00
Home based catering service	Food Act 2006	Per premise	n	\$35.00
Accrediting a food safety program	Food Act 2006	Per premise	n	\$125.00
Auditing a food safety program	Food Act 2006	Per premise	n	
Amending a food safety program	Food Act 2006	Per premise	n	\$65.00
Environmental Health Search only	Food Act 2006	Per premise	n	\$125.00
Apiary Site Application Fee	Food Act 2006	Per application	n	\$295.00
Apiary site yearly fee	Food Act 2006	Per site	n	\$125.00
BEAUTY THERAPY				
Beauty therapy licence application (new)	Public Health (Infection Control for Personal Appearance Services) Act 2003	Per premise	n	\$155.00
Beauty therapy licence application (renewal)	Public Health (Infection Control for Personal Appearance Services) Act 2003	Per premise	n	\$125.00
ENVIRONMENTALLY RELEVANT ACTIVITIES				
All other ERA's		Per annum	n	\$360.00
Registration of motor vehicle workshop		Per annum	n	\$360.00
HEALTH COMPLIANCE INSPECTIONS				
Inspection fee	Public Health (Infection Control for Personal Appearance Services) Act 2003	Per inspection	n	\$155.00
REGULATED WASTE FEES				
Application for Trade Waste Licence discharge – Category 1 (Schedule 9 of the EP Regulation)	Local Government Act 2009	Per application	n	\$420.00
Application for Trade Waste Licence discharge – Category 2 (Schedule 9 of the EP Regulation)	Local Government Act 2009	Per application	n	\$420.00
Burial of trade asbestos/CCA treated timber or other waste greater than 10m2	Local Government Act 2009	Per hour	y	\$335.00
Asbestos 10m2 or less (MUST CONTACT COUNCIL PRIOR)	Local Government Act 2009	Per hour	y	\$220.00
Contaminated soil (low level)	Local Government Act 2009	Per tonne	y	\$45.00
Contaminated soil (High level)	Local Government Act 2009	Per tonne	y	
Disposal of septic or grey water waste (any quantity)	Local Government Act 2009	Per litre	n	\$0.15
UNREGULATED WASTE FEES				
Commercial/industrial and demolition waste fee per tonne	Local Government Act 2009	Per tonne	y	\$60.00
Commercial/industrial and demolition waste fee per m3	Local Government Act 2009	Per m3	y	\$20.00
CORPORATE				
COPIES OF DOCUMENTS				

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
Annual Report	Local Government Act 2009	Per copy	n	\$15.00
Budget & Revenue Statement	Local Government Act 2009	Per copy	n	\$15.00
Corporate Plan	Local Government Act 2009	Per copy	n	\$15.00
Operational Plan	Local Government Act 2009	Per copy	n	\$15.00
Minutes – monthly	Local Government Act 2009	Per copy	n	\$15.00
Local Laws	Local Government Act 2009	Per copy	n	\$15.00
Archive fee	Local Government Act 2009	Per document	n	\$15.00
Planning Scheme – complete hard copy	Local Government Act 2009	Per document	n	\$15.00
Planning Scheme – complete electronic copy	Local Government Act 2009	Per document	n	\$15.00
Planning Scheme – sections (hardcopy/electronic)	Local Government Act 2009	Per section	n	\$15.00
RIGHT TO INFORMATION				
Right to Information Access Application Fee	Right to Information Regulation 2009	Per application	n	Fees set by the Right to Information Act https://www.rti.qld.gov.au/fees-and-charges
Processing fee where total processing is 5 hours or less	Right to Information Regulation 2009	Per application	n	
Processing fee for each 15 minutes or part thereof where the processing is greater than 5 hours (note charge is for total time including first 5 hours)	Right to Information Regulation 2009	Per 15 minutes	n	
Access charge for each black and white copy of an A4 document	Right to Information Regulation 2009	Per page	n	
PHOTOCOPYING				
A4 single sided page – black & white	Local Government Act 2009	Per copy	y	\$0.70
A4 single sided page – colour	Local Government Act 2009	Per copy	y	\$1.20
A4 double sided page – black & white	Local Government Act 2009	Per copy	y	\$0.90
A4 double sided page – colour	Local Government Act 2009	Per copy	y	\$2.20
A3 single sided page – black & white	Local Government Act 2009	Per copy	y	\$0.90
A3 single sided page – colour	Local Government Act 2009	Per copy	y	\$1.30
A3 double sided page – black & white	Local Government Act 2009	Per copy	y	\$1.10
A3 double sided page – colour	Local Government Act 2009	Per copy	y	\$1.60
LAMINATING				
A4 laminating	Local Government Act 2009	Per page	y	\$4.00
A3 laminating	Local Government Act 2009	Per page	y	\$6.00
BINDING				
All sizes	Local Government Act 2009	Per binder	y	\$4.00
RATE / PROPERTY SEARCHES				
Property Search – full rate search	Local Government Act 2009	Per assessment	n	\$190.00
Property Search – full rate search (24 hour reply)	Local Government Act 2009	Per assessment	n	\$305.00
VISITOR INFORMATION CENTRE / GALLERY				
QUILPIE NIGHT SHOW EXPERIENCE				
Monday - Friday – Adult 13 yrs +	Local Government Act 2009	Per person	y	\$35.00
Monday - Friday – Child 4-12 yrs	Local Government Act 2009	Per person	y	\$10.00
Monday - Friday - Child 0-3 yrs	Local Government Act 2009	Per Person	n	\$0.00
Monday - Friday – Family 2x Adult & up to 5 children	Local Government Act 2009	Per family unit	y	\$80.00
Monday - Friday – Adult 13 yrs + (Local Resident)	Local Government Act 2009	Per Person	y	\$30.00
Monday - Friday – Child 4-12 yrs (Local Resident)	Local Government Act 2009	Per Person	y	\$10.00
Monday - Friday – Child 0-3 yrs (Local Resident)	Local Government Act 2009	Per Person	n	\$0.00
Monday - Friday – Family 2x Adult & up to 5 children (Local Residents)	Local Government Act 2009	Per family unit	y	\$75.00
Saturday - request/coach group bookings only	Local Government Act 2009	Per person	y	\$40.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
Sunday - request/coach group bookings only	Local Government Act 2009	Per person	y	\$40.00
QUILPIE TOWN TOURS				
Monday - Friday 8am - 5pm	Local Government Act 2009	Per person	Y	\$15.00
Saturday before 1pm	Local Government Act 2009			\$25.00
Saturday after 1pm	Local Government Act 2009	Per person	y	\$25.00
Sunday	Local Government Act 2009	Per person	y	\$30.00
Monday - Friday 8am - 5pm with Morning Tea	Local Government Act 2009	Per person	y	\$30.00
Saturday before 1pm with Morning Team				\$35.00
Saturday after 1pm with Morning Tea	Local Government Act 2009	Per person	y	\$35.00
Sunday with Morning Tea/Afternoon Tea	Local Government Act 2009	Per person	y	\$40.00
Monday - Friday with Lunch	Local Government Act 2009	Per Person	y	\$35.00
OTHER				
Gallery - commission on all gallery sales	Local Government Act 2009	Per item	y	
Yabby Trap - Bond (refundable upon return)	Local Government Act 2009	Per Trap	n	\$27.00
Yabby Bait Bags	Local Government Act 2009	Per Item	y	\$10.00
RENTAL ACCOMMODATION				
All properties furnished by the Council will incur an additional charge per week on top of the base rental charges as follows: 2 Bedrooms - \$30.00 per week 3 Bedrooms - \$40.00 per week 4 Bedrooms - \$50.00 per week 5 Bedrooms - \$55.00 per week All Council * OCF employees rent will be 50% of fee. OCF refers to Outback Gondwana Foundation Ltd.				
QUILPIE HOUSES				
3 Boobook Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
8 Boobook Street, Quilpie (house - timber) - 3 bedroom	Local Government Act 2009	Per week	n	\$600.00
9 Boobook Street, Quilpie (house - modular) - 4 bedroom	Local Government Act 2009	Per Week	n	\$650.00
11 Boobook Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
18 Boobook Street, Quilpie (house - modular) - 5 bedroom	Local Government Act 2009	Per Week	n	\$700.00
20 Boobook Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
36 Buln Buln Street, Quilpie (townhouse) - 3 bedroom	Local Government Act 2009	Per Week	n	\$982.00
38 Buln Buln Street, Quilpie (townhouse) - 3 bedroom	Local Government Act 2009	Per Week	n	\$982.00
40 Buln Buln Street, Quilpie (townhouse) - 2 bedroom	Local Government Act 2009	Per Week	n	\$948.00
42 Buln Buln Street, Quilpie (townhouse) - 2 bedroom	Local Government Act 2009	Per Week	n	\$948.00
44 Buln Buln Street, Quilpie (townhouse) - 3 bedroom	Local Government Act 2009	Per Week	n	\$982.00
46 Buln Buln Street, Quilpie (townhouse) - 2 bedroom	Local Government Act 2009	Per Week	n	\$948.00
50 Chipu Street, Quilpie (house - modular) - 2 bedroom	Local Government Act 2009	Per Week	n	\$460.00
27 Dukamurra Street, Quilpie (house - modular) - 4 bedroom	Local Government Act 2009	Per Week	n	\$650.00
51 Dukamurra Street, Quilpie (house - timber) - 4 bedroom	Local Government Act 2009	Per week	n	\$650.00
61 Dukamurra Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
41 Galah Street, Quilpie (house - brick) - 3 bedroom	Local Government Act 2009	Per week	n	\$550.00
53 Galah Street, Quilpie (house - brick) - 3 bedroom	Local Government Act 2009	Per week	n	\$446.00
57 Galah Street, Quilpie (house - brick) - 3 bedroom	Local Government Act 2009	Per week	n	\$500.00
62 Galah Street, Quilpie (house - modular) - 4 bedroom	Local Government Act 2009	Per week	n	\$650.00
66 Galah Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
70 Galah Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
72 Galah Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00
74 Galah Street, Quilpie (house - modular) - 3 bedroom	Local Government Act 2009	Per Week	n	\$550.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
62 Jabiru Street, Quilpie (house – modular) – 5 bedroom	Local Government Act 2009	Per Week	n	\$700.00
66 Pegler Street, Quilpie (house – timber) – 3 bedroom	Local Government Act 2009	Per week	n	\$515.00
74 Pegler Street, Quilpie (house – brick) – 4 Bedroom	Local Government Act 2009	Per week	n	\$600.00
EROMANGA HOUSES				
16 Donald Street, Eromanga (house – modular) – 3 bedroom	Local Government Act 2009	Per Week	n	\$410.00
7 Neal Street, Eromanga (house – timber) – 3 bedroom	Local Government Act 2009	Per week	n	\$378.00
5 Neal Street, Eromanga (house – timber) – 3 bedroom	Local Government Act 2009	Per week	n	\$378.00
14 Donald Street, Eromanga (house – modular) – 3 bedroom	Local Government Act 2009	Per week	n	\$410.00
UNITS / DUPLEXES				
1 Boobook Street, Quilpie (Duplex 1) Timber – 2 bedroom	Local Government Act 2009	Per week	n	\$440.00
5 Boobook Street, Quilpie (Duplex 1) Brick – 2 bedroom	Local Government Act 2009	Per week	n	\$480.00
5 Boobook Street, Quilpie (Duplex 2) Brick – 2 bedroom	Local Government Act 2009	Per week	n	\$480.00
67 Boonkai Street, Quilpie – Unit 1 – 2 bedroom	Local Government Act 2009	Per week	n	\$372.00
67 Boonkai Street, Quilpie – Unit 2 – 2 bedroom	Local Government Act 2009	Per week	n	\$372.00
54 Chipu Street, Quilpie (Duplex 2) Timber – 2 bedroom	Local Government Act 2009	Per week	n	\$440.00
43 Galah Street, Quilpie – Unit 1 – 2 bedroom	Local Government Act 2009	Per week	n	\$380.00
43 Galah Street, Quilpie – Unit 2 – 2 bedroom	Local Government Act 2009	Per week	n	\$380.00
60 Pegler Street, Quilpie – Unit 2 – 2 bedroom	Local Government Act 2009	Per week	n	\$380.00
88 Quarrion Street, Quilpie – Unit 1 – 2 bedroom	Local Government Act 2009	Per week	n	\$380.00
88 Quarrion Street, Quilpie – Unit 2 – 2 bedroom	Local Government Act 2009	Per week	n	\$380.00
AGED PERSON & PENSIONER HOUSING				
60 Pegler Street, Quilpie – Unit 1 – 2 bedroom	Local Government Act 2009	Per week	n	\$190.00
1-17 Gyrica Gardens, Quilpie (unit – brick) 2 bedroom - Non Pensioner	Local Government Act 2009	Per week	n	\$180.00
1-17 Gyrica Gardens, Quilpie (unit – brick) 2 bedroom - Pensioner Rate (Evidence required)	Local Government Act 2009	Per week	n	\$170.00
COMMUNITY SERVICES				
COMMERICAL CHARGES USE OF ROADS / STREETS				
Permit - Daily	Local Government Act 2009	Per permit	n	\$30.00
Permit – Annual	Local Government Act 2009	Per permit	n	\$610.00
Permit – Weekly	Local Government Act 2009	Per permit	n	\$175.00
Business activities – sale of good – traders/itinerant vendors	Local Government Act 2009	Per application	y	\$715.00
FACILITY & EQUIPMENT HIRE				
A deposit is required for each booking of a facility Where a deposit does not cover the value of the breakage or cleaning, the hirer will be charged at cost price for service or replacement. Hirers are responsible for leaving the facility, plant or equipment in a clean, acceptable condition, including refuelling, filling gas cylinders etc. Applications for any waiver of deposits/fess must be submitted in writing to the Chief Executive Officer. All lost/damaged locks or keys to Shire Facilities or damage to equipment will be charged to the hirer at replacement cost.				
TOWN HALLS				
QUILPIE HALL & SUPPER ROOM				
Hall only – Hire fee	Local Government Act 2009	Per hire	y	\$90.00
Hall only – Bond	Local Government Act 2009	Per hire	n	\$170.00
Supper room only – Hire fee	Local Government Act 2009	Per hire	y	\$90.00
Supper room only – Bond	Local Government Act 2009	Per hire	n	\$170.00
Hall & supper room – Hire fee	Local Government Act 2009	Per hire	y	\$145.00
Hall & supper room – Bond	Local Government Act 2009	Per hire	n	\$230.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
ADAVALE, EROMANGA & TOOMPINE HALL				
Hall – Hire fee	Local Government Act 2009	Per hire	y	\$90.00
Hall – Bond	Local Government Act 2009	Per hire	n	\$170.00
PARKS				
BULLOO PRAK				
Stabling & Camping fee (horses only – pre approval needed)	Local Government Act 2009	Per horse Per night	y	\$20.00
Complex only (Kitchen, Bar, Kiosk, Toilets & Furniture) – Hire fee	Local Government Act 2009	Per hire	y	\$175.00
Complex only (Kitchen, Bar, Kiosk, Toilets & Furniture) – Bond	Local Government Act 2009	Per hire	n	\$125.00
Complete facility (all inclusive) – Hire fee	Local Government Act 2009	Per hire	y	\$350.00
Complete facility (all inclusive) – Bond	Local Government Act 2009	Per hire	n	\$230.00
JOHN WAUGH PARK				
Complete Complex – Hire fee	Local Government Act 2009	Per hire	y	\$125.00
Complete Complex – Bond	Local Government Act 2009	Per hire	n	\$175.00
FACILITY & EQUIPMENT HIRE				
TABLE & CHAIRS				
Events Trailer (2415) will include 150 chairs & 24 Tables. This will be delivered to the Hiree. Additional tables & chairs available upon request. Price quoted upon hire - Max \$200.00 Additional fees will apply if outside regular operating hours.				
Tables & Chairs - Hire fee	Local Government Act 2009	Per hire	y	\$115.00
Tables & Chairs - Bond	Local Government Act 2009	Per hire	n	\$160.00
Set up and/or Pack up		Per hire	y	
TABLECLOTHS & CHAIR COVERS				
Tablecloths (round or rectangular) each	Local Government Act 2009	Per item	y	\$10.00
Chair covers each	Local Government Act 2009	Per item	y	\$2.50
Tablecloths and chair covers (regardless of number)	Local Government Act 2009	Per hire	y	\$125.00
CROCKERY & CUTLERY				
Crockery & cutlery – Hire fee	Local Government Act 2009	Per hire	y	\$125.00
Crockery & cutlery – Bond	Local Government Act 2009	Per hire	n	\$125.00
PORTABLE TOILETS				
Portable toilet (single unit) – hire fee (per day/weekend/event (maximum of 3 days)	Local Government Act 2009	Per unit	y	\$180.00
Portable toilet (single unit) – hire fee (per week)	Local Government Act 2009	Per unit	y	\$205.00
Portable toilets (single unit) – Bond	Local Government Act 2009	Per unit	n	\$250.00
Portable toilets (twin unit) – hire fees (per day/weekend/event (maximum of 3 days)	Local Government Act 2009	Per unit	y	\$340.00
Portable toilets (twin unit) – hire fees (per week)	Local Government Act 2009	Per unit	y	\$390.00
Portable toilets (twin unit) – Bond	Local Government Act 2009	Per unit	n	\$460.00
OTHER EQUIPMENT				
Outdoor Theatre Screen – Bond	Local Government Act 2009	Per hire	n	\$150.00
Projector & Screen – Bond	Local Government Act 2009	Per hire	n	\$150.00
PA System – Bond	Local Government Act 2009	Per hire	n	\$150.00
Generator on Trailer (unit 5006) - Hire Fee	Local Government Act 2009	Per day	y	\$100.00
Generator on Trailer (unit 5006) - Bond	Local Government Act 2009	Per hire	n	\$150.00
Enclosed Trailer (for use with Community Buses only) (Unit 2411) - Hire Fee	Local Government Act 2009	Per day	y	\$150.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
Enclosed Trailer (for use with Community Buses only) (Unit 2411) - Bond	Local Government Act 2009	Per hire	n	\$150.00
COMMUNITY BUS				
Usage fee – Commercial use & non-Quilpie Shire community groups	Local Government Act 2009	Per Km	y	\$2.00
Usage fee – Quilpie Shire community non-profit use	Local Government Act 2009	Per Km	y	\$1.00
Minimum charge	Local Government Act 2009	Per day	y	\$44.00
Cleaning fee	Local Government Act 2009	At cost	y	\$70.00
Bond	Local Government Act 2009	Per hire	n	\$70.00
SWIMMING POOLS				
Entry Fee – Quilpie Pool	Local Government Act 2009		y	\$0.00
Entry Fee – Eromanga Pool	Local Government Act 2009		y	\$0.00
Full day hire Quilpie (9.00am to 5.00pm)	Local Government Act 2009		y	
After hours hire Quilpie	Local Government Act 2009		y	
Full Day Hire - Eromanga (9.00am to 5.00pm)	Local Government Act 2009		n	
After Hours Hire - Eromanga	Local Government Act 2009		n	
Quilpie Swimming Club	Local Government Act 2009		n	
School swimming sessions	Local Government Act 2009		n	
LIBRARY SERVICES				
Library membership	Local Government Act 2009	Per Person	n	\$0.00
Internet usage – ½ hour maximum usage at any one time	Local Government Act 2009	Per Person	y	\$0.00
Wifi/Ipads/BOYD (Bring your own device)	Local Government Act 2009	Per Person	y	\$0.00
CEMETERIES				
Grave digging fee Quilpie (Monday – Friday)	Local Government Act 2009	Per site	y	\$1,175.00
Grave digging fee Quilpie (weekends and public holidays)	Local Government Act 2009	Per Site	y	\$2,348.00
Grave digging fee Toompine, Eromanga and Adavale	Local Government Act 2009	Per Site	y	
Grave site reservation fee	Local Government Act 2009	Per site	n	\$137.00
Columbarium niche fee	Local Government Act 2009	Per site	y	\$168.00
Columbarium reservation fee	Local Government Act 2009	Per site	n	\$137.00
Columbarium plaque fixing fee	Local Government Act 2009	Per site	y	\$144.00
Ashes to be interred into grave (32.5cm long x 20cm wide x 17.5cm deep)	Local Government Act 2009	Per site	y	\$298.00
ENGINEERING				
WATER & SEWERAGE				
* Please refer also Regulated Waste Charges				
* Bulk water supply charge comprises both an annual access fee in addition to per litre consumption charge				
Bulk water supply – access fee*	Water Act 2002	Per annum	n	\$1,173.00
Bulk water supply – consumption*	Water Act 2002	Per litre	n	\$0.15
Plumbing - Application (Residential)			n	\$376.00
Plumbing - Application (Commercial)			n	\$451.00
Plumbing - Inspection Fee	Local Government Act 2009	Per application	n	\$600.00
Water – connection charge	Water Act 2002	Per connection	n	\$584.00
Water – disconnection charge	Water Act 2002	Per connection	n	
Sewerage – connection charge	Water Act 2002	Per connection	n	\$590.00
Sewerage – disconnection charge	Water Act 2002	Per connection	n	
QUILPIE AIRPORT				
Landing Fee - Aircraft <3,500kg MTOW (Maximum Take Off Weight)	Local Government Act 2009	Per Tonne	y	\$10.00

Fee Name	Legislation	Unit	GST	Proposed Fee 2026/27 (Incl. GST)
Landing Fee - Aircraft >=3,500kg MTOW (Maximum Take Off Weight)	Local Government Act 2009	Per Tonne	y	\$15.00
Aerodrome operations (out of ordinary working hours)	Local Government Act 2009		y	
Quilpie Airport refuelling card including replacement card	Local Government Act 2009	Per card	y	\$29.00
AvGas fuel	Local Government Act 2009	Per Litre	y	
Jet A1 fuel	Local Government Act 2009	Per Litre	y	
Commercial Undercover car parking	Local Government Act 2009	per bay per annum under separate licencing agreement	y	\$365.00
PRIVATE WORKS				
Labour (at cost including oncosts)	Local Government Act 2009	Per Hour	y	
Plant hire	Local Government Act 2009	Per Hour	y	
Parts and materials (at cost including oncosts)	Local Government Act 2009	Per Item	y	
ACCOMMODATION				
Adavate permanent camp (per room per day)	Local Government Act 2009	Per room/day	y	\$70.00
Cheepie permanent camp (per room per day)	Local Government Act 2009	Per room/day	y	\$70.00
Eromanga permanent camp (per room per day)	Local Government Act 2009	Per room/day	y	\$70.00
Own facilities using Council camp (all camps) per day	Local Government Act 2009	Per day	y	\$20.00
WASTE				
Bulk refuse bin hire - 12m ² bin	Local Government Act 2009	Per week (or part thereof)	y	\$350.00
Bulk refuse bin hire - 18m ² bin	Local Government Act 2009	Per week (or part thereof)	y	\$520.00
Internal delivery charge (incl final collection) 12m ² bin within township of Quilpie	Local Government Act 2009	Per bin	y	\$345.00
Internal delivery charge (incl final collection) 18m ² bin within township of Quilpie	Local Government Act 2009	Per bin	y	\$445.00
Internal delivery charges (incl final collection) all other areas	Local Government Act 2009	Per bin	y	
Additional bin collection (per collection) 12m ² bin within township of Quilpie	Local Government Act 2009	Per bin	y	\$275.00
Additional bin collection (per collection) 18m ² bin within township of Quilpie	Local Government Act 2009	Per bin	y	\$375.00
Additional bin collection (per collection) all other areas	Local Government Act 2009	Per bin	y	
Lost or damaged bins	Local Government Act 2009	Per bin	y	

16.2 T07 25-26 BOB YOUNG MEMORIAL PARK UPGRADE AND ADMINISTRATIVE BUILDING LANDSCAPING**IX: 275522****Author: Kasey-Lee Davie, Procurement Officer****Authorisers: Eng Lim, Director Infrastructure Services
Sharon Frank, Director Corporate Services
Justin Hancock, Chief Executive Officer****Attachments: 1. Enprocon - Final Offer, Cover Letter (under separate cover)****KEY OUTCOME****Key Outcome:** 1. Great Place to Live**Key Initiative:** 1.2 Spaces to bring people together for recreation, socialisation and enjoyment of the landscapes**Key Outcome:** 4. Strong Governance**Key Initiative:** 4.3 Maintain good corporate governance**EXECUTIVE SUMMARY**

This report recommends awarding T07 25-26 Bob Young Memorial Park Upgrade Project to The Trustee For Enprocon Unit Trust.

Council received 1 conforming submission for the T07 25-26 public tender process. The submission was evaluated against published criteria - Price (40%), Qualifications & Experience (20%), Compliance to specification & proposed methodology (20%), Innovation (10%) and Availability (10%).

The Trustee For Enprocon Unit Trust achieved the highest weighted score of 94/100 and demonstrates value for money having regard to price, overall project understanding and capacity.

RECOMMENDATION

That Council:

1. Award T07 25-26 Bob Young Memorial Park Upgrade Project to The Trustee For Enprocon Unit Trust for an amount of \$635,342.07 including GST (\$557,583.70 excluding GST); and
2. Submit a variation request to the Department of Local Government, Water & Volunteers to reallocate \$260,000 of Works for Queensland (W4Q) Program 2024-27 funding towards the Bob Young Memorial Park Upgrade project, to a total funding \$710,000; 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

Quilpie Shire Council is undertaking an upgrade of Bob Young Memorial Park at 21 Brolga Street, supported by funding from the Works for Queensland program. This project forms part of Council's ongoing commitment to enhancing community infrastructure and is part of the broader Brolga Street Masterplan.

As outlined in the 2024/25 Operational Plan, Council engaged CUSP, a landscape architecture and urban design studio, to prepare the park's design. The design process commenced in February 2025 and progressed through a series of internal workshops and refinements, culminating in a draft design in June 2025.

During July and August 2025, Council undertook community consultation on the draft design. Engagement activities included an online consultation via Council's Facebook page featuring 3D concept imagery, as well as three in-person sessions held at the park. A total of 72 community members provided feedback.

Following Council endorsement at the Special Meeting of Council on 7 October 2025 (Resolution QSC211-10-25), Council proceeded with the procurement process to establish a contractual arrangement for the construction of the Bob Young Memorial Park upgrade, including landscaping works associated with the administration building.

REPORT

Council requested tenders from suitably qualified Contractors to assist in the delivery of the two important infrastructure projects as separable portions, scheduled under the 2025/26 Capital Works Program:

- Bob Young Memorial Park Upgrade
- Administrative Centre Landscaping Project

Council received one conforming submission in response to the public tender. However, an initial assessment determined that the overall tendered price exceeded the allocated budget and approved funding for this project.

For the Administration Centre landscaping works, the tendered amount was above Council's current budget allocation. Consequently, Council proposes not to proceed with the water feature and other landscaping components at this time, with the exception of the flagpole installation and basic turfing, which will continue as planned and be undertaken by council staff.

For the Bob Young Memorial Park project, the submitted quotation exceeded the funding available under the Works for Queensland (W4Q) program. Subsequent negotiations resulted in a reduced project scope and a corresponding decrease in the overall price. Despite these adjustments, the final quotation still exceeded the allocated funding.

It has since been identified, however, that a budget variation within the Works for Queensland 2024–27 allocation can be applied to support the delivery of this project.

The successful Tenderer shall be responsible for the proactive management and delivery of the project, ensuring it is completed on time, within budget, and to the required quality standards.

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 28 November 2025
RFQ / Tender close	2:00 PM Monday 26 January 2026
Suppliers invited	Public
Conforming responses received	1

Suppliers	Response
The Trustee For Enprocon Unit Trust	Response Received

Evaluation

The evaluation applied the following published criteria to the conforming submission Price (40%), Qualifications & Experience (20%), Compliance to specification & proposed methodology (20%), Innovation (10%) and Availability (10%). The evaluation was conducted through VendorPanel Multiparty. The evaluation was conducted in accordance with the published criteria and weightings.

Supplier	Tendered Price for Bob Young Memorial Park:	Price 40%	Qualifications & Experience 20%	Compliance to specification & proposed methodology 20%	Innovation 10%	Availability 10%	Overall score
The Trustee For Enprocon Unit Trust	\$635,342.07 GST Inc.	40	18	18	9	9	94/100
	\$577,583.70 GST Exc.						

The panel's assessment, as detailed in Table 5, scored The Trustee For Enprocon Unit Trust highest overall (94).

Therefore, the panel considers The Trustee For Enprocon Unit Trust 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 The Trustee For Enprocon Unit Trust 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 The Trustee For Enprocon Unit Trust 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 T07 25-26 was conducted as per Procurement Policy and processes, ensuring fair and transparent process followed.

OPTIONSOption 1

That Council:

1. Award T07 25-26 Bob Young Memorial Park Upgrade to The Trustee For Enprocon Unit Trust for an amount of \$635,342.07 including GST (\$557,583.70 excluding GST); and
2. Submit a variation request to the Department of Local Government, Water & Volunteers to reallocate \$260,000 of Works for Queensland (W4Q) Program 2024-27 funding towards the Bob Young Memorial Park Upgrade project, to a total funding \$710,000; 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 T07 25-26 Bob Young Memorial Park Upgrade.

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

Director Corporate Services

Director Community and Business Development

Landscape Architect

Procurement Officer

INTERESTED PARTIES

The Trustee For Enprocon Unit Trust

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

Council's 25/26 Capital budget has \$450,000 for the Bob Young Memorial Project budget which is supported by 100% funding from the Works for Queensland 2024 – 2027 program (W4Q 24-27). Also funded by the W4Q 24-27 program, is \$260,000 towards the Adavale Water Main Replacement (replace the existing water main in McKinlay Street, including feed in line) which is on hold pending the Adavale Options report and the outcome of Resolution No: (QSC024-01-26).

Preliminary discussions with a representative from the Department of Local Government, Water and Volunteers, advised that it is possible for W4Q program funds to be reallocated between projects. It is proposed to reallocate the \$260,000 in program funds towards the Bob Young Memorial Park project.

This will bring the total budget for Bob Young Memorial Park Upgrade project up to \$710,000 and ensure the W4Q funding allocation is fully expended by the time the program funding ends on 30 June 2027.

The Adavale Water Main Replacement will remain in Council's program, funded by Council.

ASSET MANAGEMENT IMPLICATIONS

Procuring field expertise ensures assets are constructed, maintained, and renewed to a standard that supports their intended service life and performance. Engaging qualified specialists improves the quality and reliability of works, reduces operational and compliance risks, and strengthens the accuracy of asset information used for planning. This, in turn, enables more effective lifecycle management, better-targeted maintenance, and more efficient long-term investment decisions.

- **Improved quality and reliability** — correct methods and standards reduce defects and rework
- **Reduced operational risk** — safer, more compliant assets with fewer failures
- **More accurate asset data** — reliable condition and installation information supports informed decision-making
- **Better lifecycle planning** — expert insights enable timely, cost-effective interventions

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.

Table 1 Risk register

Risk Name & Description <i>What could happen and why?</i>	Current Controls <i>Are there current controls for the risk</i>	Impacts <i>Impact if the risk eventuates</i>	Risk Assessment			Risk Treatment <i>Depending on risk rating - implement additional controls / mitigation strategy (to reduce risk rating)</i>
			Likelihood	Consequence	Risk Rating	
			<i>Risk calculator provided for measures</i>			
Insufficient Market Interest	Open RFT via VendorPanel	Delayed procurement or re-tender	Possible	Moderate	High	Early market research; advertise opportunity regionally; realistic timeframe
Non-Conforming Tenders	Structured Response Schedules	Reduced competition; evaluation delay	Possible	Minor	Medium	Mandatory compliance checklist; clarification window
Inaccurate Scope Leading to Variations	Scope Issue released	Increased variation claims	Possible	Major	High	Peer review of RFT prior to release; clarification period
Funding Not Confirmed Prior to Award	Capital allocation identified + Funding agreement confirmed	Contract cannot be delivered	Possible	Major	High	Confirm funding prior to issuing Letter of Acceptance

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 T07 25-26 Bob Young Memorial Park Upgrade to The Trustee For Enprocon Unit Trust 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.