



Ordinary Council Meeting

AGENDA

Council Chambers, 95-101 Alfred St, Charleville

21 June 2024, 10.30am



The Gallery was the perfect venue for the launch of Sarah Todman's new book "New Years Eve" held after the launch of a new exhibition.



The opening of a new exhibition by artists Robyn O'Sullivan & Frank McCormack



Notice is hereby given that an Ordinary Council Meeting of the Shire of Murweh will be held in the Council Chambers, 95-101 Alfred St, Charleville on 21, June 2024 at 10.30am.

Order of Business

| | | |
|-----------|--|------------|
| 1 | Opening Prayer | 4 |
| 2 | Apologies and Leave of Absence | 4 |
| 3 | Confirmation of Minutes | 4 |
| 4 | Business Arising from Minutes | 14 |
| 5 | Mayoral Minute | 14 |
| | Nil | |
| 6 | Notice of Motion | 14 |
| | Nil | |
| 7 | Correspondence for Members’ Information | 15 |
| | 7.1 For the Information of Councillors..... | 15 |
| 8 | Declaration of Conflicts of Interest | 41 |
| 9 | Update/Change to Councillor Register of Interest | 41 |
| 10 | Community & Health Services | 42 |
| | 10.1 Request for Assistance - Sponsorship for Channel Country Ladies Day | 42 |
| | 10.2 Library May Monthly Report | 52 |
| | 10.3 Charleville Swimming Pool Tender..... | 58 |
| | 10.4 Community & Health Services Report | 69 |
| 11 | Corporate & Regulatory | 71 |
| | 11.1 Three Year Strategic Internal Audit Plan 2025-2027 | 71 |
| | 11.2 Lease of Council owned or managed land..... | 80 |
| | 11.3 Royal Flying Doctor request to hold ball in leased Airport Hangar | 87 |
| | 11.4 Human Resources Report..... | 93 |
| | 11.5 Monthly Finance Report May 2024..... | 97 |
| | 11.6 Work, Health and Safety Report..... | 120 |
| | 11.7 Regulatory Services | 128 |
| | 11.8 Revenue Policy 2024-2025 | 130 |
| 12 | Economic Development | 138 |
| | 12.1 Economic Development Monthly Report | 138 |
| 13 | Engineering Services | 140 |
| | 13.1 Hire of Plant and Equipment - Flood Damage Restoration 2024-2025 | 140 |
| | 13.2 Hire of Plant and Equipment - Council Works 2024-2025..... | 142 |
| | 13.3 Traffic Advisory Committee (TAC) Meeting Minutes - 28 May 2024..... | 144 |
| | 13.4 Engineering Report | 152 |

| | | |
|-----------|--|------------|
| 14 | Office of Chief Executive | 179 |
| 14.1 | Rural Doctors Foundation Donation Request | 179 |
| 14.2 | Presentation of auditor-general’s audit report to Council relating to the interim audit 2023/24. | 184 |
| 14.3 | Murweh Shire Council Advisory Committee Policy | 189 |
| 14.4 | Tourism, Events & Marketing Advisory Committee: Terms of Reference..... | 196 |
| 14.5 | 2024-25 Get Ready Queensland Grant Program..... | 205 |
| 14.6 | Murweh Shire 2025 Special Holiday Requests..... | 224 |
| 14.7 | Outback Queensland Masters 2025 | 226 |
| 14.8 | Mayors Activity Report | 255 |
| 14.9 | Tourism Report | 266 |
| 15 | Correspondence for Consideration | 270 |
| | Nil | |
| 16 | Confidential Matters | 270 |
| | Nil | |
| 17 | Closure | 270 |

1 OPENING PRAYER

2 APOLOGIES AND LEAVE OF ABSENCE

Apologies

Nil

Leave of Absence

Nil

Applications for Leave of Absence

3 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 15 May 2024



Ordinary Council Meeting

MINUTES

Council Chambers, 95-101 Alfred St, Charleville

Wednesday, 15 May 2024

9:00AM



The Charleville Story Board Project (Charleville Library) is currently being installed at Graham Andrews Park



**MINUTES OF MURWEH SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 95-101 ALFRED ST, CHARLEVILLE
ON WEDNESDAY, 15 MAY 2024 AT 9:00AM**

PRESENT: Cr S Radnedge (Mayor), Cr R Eckel, Cr P Alexander, Cr T Sommerfield, Cr M Ebsworth

IN ATTENDANCE: B Scott (CEO), R Ranson (Director Community & Health Services), J Kronk (Director Corporate Services), J Barton (Director Engineering Services), T Ortiz (Accountant)

1 OPENING PRAYER

Justin Kronk delivered the prayer for the guidance of Council.

2 APOLOGIES AND LEAVE OF ABSENCE

Apologies - Nil

Leave of Absence - Nil

Applications for Leave of Absence - Nil

3 CONFIRMATION OF MINUTES

RESOLUTION 084/24

Moved: Cr P Alexander

Seconded: Cr M Ebsworth

That the minutes of the Ordinary Council Meeting held 18 April 2024 be taken as read, confirmed and signed as a correct record of proceedings.

CARRIED

4 BUSINESS ARISING FROM MINUTES

Action: Issue a media release regarding the sponsorship of vaccinations (Q Fever) for students undertaking work experience.

5 MAYORAL MINUTE

APPOINTMENT OF CHIEF EXECUTIVE OFFICER

RESOLUTION 085/24

Moved: Cr TS Sommerfield

Seconded: Cr P Alexander

That Council appoint Mr Bruce Scott OAM to the role of Chief Executive Officer effective from 3 June 2024 for a term of one year with the possibility of a further six month extension in accordance with S194 of the Local Government Act 2009.

CARRIED

6 NOTICE OF MOTION

Nil

7 CORRESPONDENCE FOR MEMBERS' INFORMATION

| |
|---|
| 7.1 FOR THE INFORMATION OF COUNCILLORS |
| Discussed and noted. |

8 DECLARATION OF CONFLICTS OF INTEREST

9 UPDATE/CHANGE TO COUNCILLOR REGISTER OF INTEREST

10 COMMUNITY & HEALTH SERVICES

| |
|---|
| 10.1 APRIL MONTHLY LIBRARY REPORT |
| <p>RESOLUTION 086/24 Moved: Cr R Eckel Seconded: Cr M Ebsworth That Council receives and notes the Charleville Library Report.</p> <p style="text-align: right;">CARRIED</p> |

| |
|---|
| 10.2 COMMUNITY & HEALTH SERVICES REPORT |
| <p>RESOLUTION 087/24 Moved: Cr P Alexander Seconded: Cr M Ebsworth That Council receives and notes the Community and Health Services Report.</p> <p style="text-align: right;">CARRIED</p> |

| |
|--|
| 10.3 REQUEST FOR SPONSORSHIP - WARREGO CAMPDRAFT ASSOCIATION |
| <p>RESOLUTION 088/24 Moved: Cr P Alexander Seconded: Cr T Sommerfield That Council provides sponsorship to the value of \$500 in addition to agreed council Community Assistance.</p> <p style="text-align: right;">CARRIED</p> |

10.4 QCWA CHARLEVILLE BRANCH 100 YEAR CELEBRATIONS**RESOLUTION 089/24**

Moved: Cr M Ebsworth
 Seconded: Cr R Eckel

That Council support the Queensland Country Womens Association (QCWA) Charleville Branch 100 Year Birthday celebrations with the donation of a park bench and 3 plaques recognising the incredible contribution that the QCWA Charleville Branch has made to the communities of Murweh Shire during their past 100 years and continuing.

CARRIED**11 CORPORATE & REGULATORY****11.1 GOV-003 STANDING ORDERS FOR COUNCIL MEETING INCLUDING STANDING COMMITTEES 'BEST PRACTICE GUIDE'.****RESOLUTION 090/24**

Moved: Cr T Sommerfield
 Seconded: Cr M Ebsworth

That Council adopt the model meeting procedures and best practice Standing Orders as prescribed in the *Local Government Act 2009*, and published on the Department of State Housing, Local Government, Planning and Public Work's website.

CARRIED**11.2 GOV-008 INVESTIGATION POLICY UPDATE****RESOLUTION 091/24**

Moved: Cr P Alexander
 Seconded: Cr M Ebsworth

That Council update its Investigation Policy – GOV 008 in accordance with amendments to *the Local Government (Councillor Conduct) and Other Legislation Amendment Act 2023*, and published on the Department of State Housing, Local Government, Planning and Public Work's website.

CARRIED**11.3 ANNUAL AERODROME LANDING FEE WAIVER****RESOLUTION 092/24**

Moved: Cr M Ebsworth
 Seconded: Cr T Sommerfield

That Council

1. Refuse the request from Little Wings to waive the landing fees at the Charleville Aerodrome as Council supports two other medical flight services; and

2. Review the use of this medical flight service in May 2025 in consultation with the Director of Nursing or Nursing Unit Manager at the Charleville Hospital, to ascertain the number of flights this service has provided Murweh Shire residents over the twelve month period 1 July 2024 to 30 June 2025.

CARRIED

11.4 REGULATORY SERVICES - APRIL

RESOLUTION 093/24

Moved: Cr R Eckel

Seconded: Cr T Sommerfield

That Council receives and notes the Regulatory Services Report.

CARRIED

Action: Request a report from Regulatory Services regarding the Baiting Program.

11.5 HUMAN RESOURCES REPORT

RESOLUTION 094/24

Moved: Cr P Alexander

Seconded: Cr M Ebsworth

That Council receives and notes the Human Resources Report.

CARRIED

11.6 WORK, HEALTH AND SAFETY REPORT

RESOLUTION 095/24

Moved: Cr R Eckel

Seconded: Cr M Ebsworth

That Council receives and notes the report from the Work, Health and Safety section.

CARRIED

The meeting adjourned for a morning tea break at 10:28 AM.

The meeting resumed normal proceedings at 10:58 AM.

11.7 MONTHLY FINANCE REPORT

RESOLUTION 096/24

Moved: Cr P Alexander

Seconded: Cr M Ebsworth

That Council receives the Finance Report for the period ending 30 April 2024 including;

1. Cash Position

| | |
|--|----------------|
| 2. Monthly Cash Flow Estimate | |
| 3. Comparative Data | |
| 4. Capital Funding – budget V’s actual | |
| 5. Road Works – budget V’s actual | |
| 6. Capital Funding Detail | |
| 7. Rates Summary | |
| 8. Income Statement April 2024 | |
| 9. Balance Sheet April 2024 | |
| 10. Financial Statements Actual April 2024 | |
| | CARRIED |

With Council permission the meeting moved item 16 on the agenda forward for discussion whilst the Director of Corporate Services and Accountant were present.

16 Confidential Matters

Resolution 097/24
 Moved: Cr R Eckel
 Seconded: Cr M Ebsworth

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the Local Government Regulations 2012:
16.1 Second Budget Review 2023-2024
 This matter is considered to be confidential under Section 254J (3) (c) of the Local Government Regulations, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the local government’s budget.

Carried

RESOLUTION 098/24
 Moved: Cr T Sommerfield
 Seconded: Cr M Ebsworth

That Council moves out of Closed Council into Open Council.

CARRIED

16.1 Second Budget Review 2023-2024

RESOLUTION 099/24
 Moved: Cr M Ebsworth
 Seconded: Cr P Alexander

- That Council adopt the Second Budget Review 2023-24 as presented,
- That Council adopt the revised Financial Statements 2023-2026,
- That Council adopt the 10-year revised Financial Statements 2023-2033.

CARRIED

Council resumed the order of the agenda.

12 ECONOMIC DEVELOPMENT

Nil

13 ENGINEERING SERVICES

| |
|--|
| 13.1 ENGINEERING REPORT |
| <p>RESOLUTION 100/24</p> <p>Moved: Cr M Ebsworth Seconded: Cr T Sommerfield</p> <p>That Council receives and notes the Engineering Services Report.</p> <p style="text-align: right;">CARRIED</p> |

Action: Council to undertake septic tank inspections in Morven to investigate the need for pumping out, and that a notice of Council’s intentions be send to Morven residents prior to this activity commencing.

| |
|---|
| TRUCK STOP FACILITIES |
| <p>RESOLUTION 101/24</p> <p>Moved: Cr R Eckel Seconded: Cr P Alexander</p> <p>That Council approach the Department of Transport and Main Roads regarding the lack of public toilets at the truck stop on the intersection of the Diamantina Development Rd 93A and Mitchell Highway 23C.</p> <p style="text-align: right;">CARRIED</p> |

| |
|--|
| 13.2 MAINTENANCE OF UNFORMED OR UNMADE ROADS POLICY |
| <p>RESOLUTION 102/24</p> <p>Moved: Cr R Eckel Seconded: Cr M Ebsworth</p> <p>That Council adopts the Maintenance of Unformed or Unmade Roads Policy as presented.</p> <p style="text-align: right;">CARRIED</p> |

13 OFFICE OF CHIEF EXECUTIVE

| |
|--|
| 14.1 TOURISM REPORT |
| <p>RESOLUTION 103/24</p> <p>Moved: Cr R Eckel Seconded: Cr T Sommerfield</p> <p>That Council receives and notes the Tourism Report ending the month of April 2024.</p> |

CARRIED

ADVISORY COMMITTEE

RESOLUTION 104/24

Moved: Cr M Ebsworth

Seconded: Cr R Eckel

That a Tourism, Events & Marketing Advisory Committee be formed with representation from Councillors and Council staff with a terms of reference be developed.

CARRIED

14.2 MAYORS ACTIVITY REPORT

RESOLUTION 105/24

Moved: Cr R Eckel

Seconded: Cr ME Ebsworth

That Council approves the Mayor's travel as presented and notes the Mayor's Monthly Meeting Schedule Report.

CARRIED

APPOINTMENT OF SECOND REPRESENTATIVE TO SOUTH WEST QUEENSLAND REGIONAL ORGANISATION OF COUNCILS (SWQROC)

RESOLUTION 106/24

Moved: Cr R Eckel

Seconded: Cr T Sommerfield

That Council appoints the Deputy Mayor, Cr P Alexander to be the second representative for Murweh Shire Council to South West Queensland Regional Organisation of Councils (SWROC).

CARRIED

14.3 COMMITTEE MEMBERS FOR APPOINTMENT TO THE MURWEH SHIRE COUNCIL TRAFFIC ADVISORY COMMITTEE (TAC) AND THE TERMS OF REFERENCE FOR THE TRAFFIC ADVISORY COMMITTEE

RESOLUTION 107/24

Moved: Cr T Sommerfield

Seconded: Cr P Alexander

That Council nominates, the Chief Executive Officer, the Director of Engineering Services, the Mayor, Cr S Radnedge, and Cr R Eckel to the Traffic Advisory Committee (TAC).

2. That Council approves the Draft Traffic Advisory Committee (TAC) Terms of Reference as presented.

CARRIED

14 CORRESPONDENCE FOR CONSIDERATION

Nil

15 CLOSURE

There being no further business the Mayor declared the meeting closed at 2.17PM.

4 BUSINESS ARISING FROM MINUTES

5 MAYORAL MINUTE

Nil

6 NOTICE OF MOTION

Nil

7 CORRESPONDENCE FOR MEMBERS' INFORMATION

7.1 FOR THE INFORMATION OF COUNCILLORS

Author: CEO

Authoriser: CEO












BACKGROUND

COUNCILLORS NOTE CORRESPONDENCE AS PRESENTED

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 1.2.1 Council has in place effective whole of community communication and engagement strategies
- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. **SWHHS Augathella Community Letter** [↓](#) 
2. **Doug Weare Memorial Shoot 2024** [↓](#) 
3. **QRA Activation Summary Western Queensland Rainfall and Flooding 22 March 20 April 2024** [↓](#) 
4. **Transfer TIDS funding to Quilpie Shire Council** [↓](#) 
5. **QAO 2024 Murweh Shire Council - Engagement letter** [↓](#) 
6. **QAO Conditions of Audit Engagement 2024** [↓](#) 
7. **SES Support Grant 2024-25 Funding Year** [↓](#) 
8. **2024 -29 Roads to Recovery allocation Murweh Shire Council** [↓](#) 
9. **Letter to Council CEO 2024-27 W4Q program guidelines** [↓](#) 
10. **LGAQ Policy Policy Executive 2024** [↓](#) 
11. **2024 LGAQ Annual Conference motions portal is now open.docx** [↓](#) 

Augathella Community – Medical Services

Dear Community Member

I am writing to provide you with an update regarding the provision of medical services in your community.

In pleasing news, we have stable regular locum medical officers in your community with Dr Peter Adam and Dr Ben Jesudas regularly filling the locum roster for the remainder of the year.

While we acknowledge the challenges faced, please rest assured that we are committed to delivering safe and quality healthcare to our communities, and we continue to explore all options to ensure we have sufficient staff.

The pursuit for permanent rural and remote doctors demands a collaborative effort between government, healthcare providers and communities. Through collective effort, I am confident that we can implement solutions that address the community's needs now and into the future.

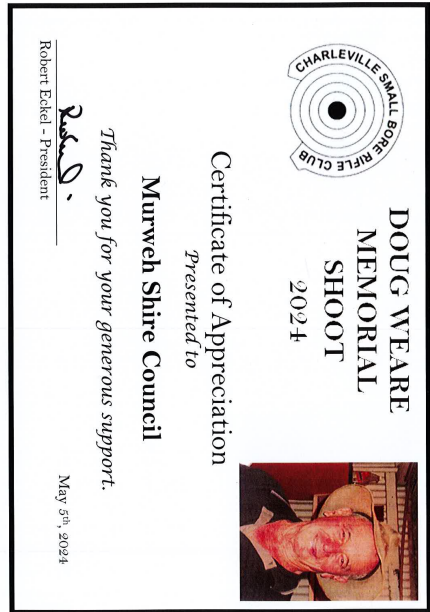
Please do not hesitate to contact our Director of Nursing Fiona Forbes at the Augathella Multipurpose Health Service if you would like to provide any feedback or please feel free to send any feedback through to our SWHHS-Consumer_Feedback@health.qld.gov.au.

Thank you for your ongoing support. Together, we will continue to work towards a healthier and more vibrant community.

Yours sincerely



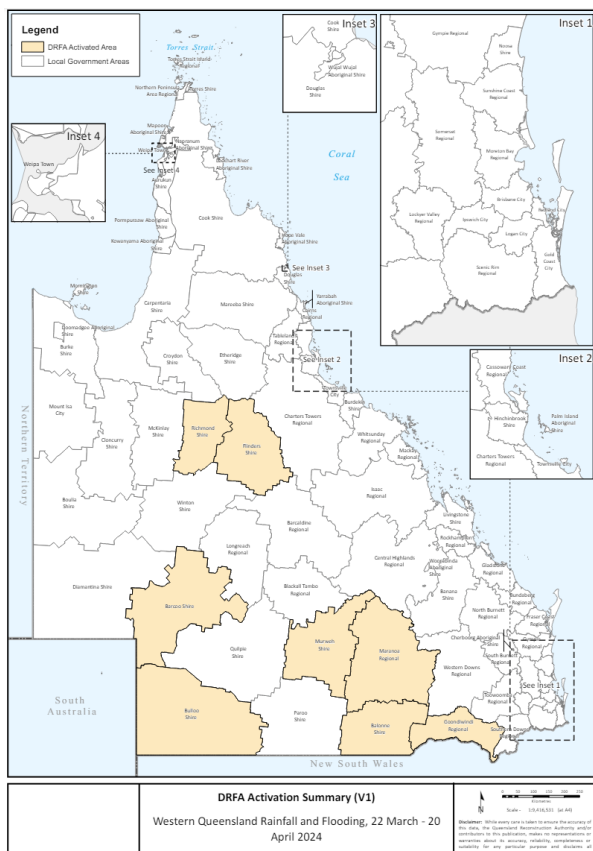
Dr Anthony Brown
Health Service Chief Executive
3 June 2024





Disaster Recovery Funding Arrangements Event

Western Queensland Rainfall and Flooding, 22 March – 20 April 2024 (V1)



The Disaster Recovery Funding Arrangements (DRFA) is a jointly funded program between the Australian Government and state and territory (state) governments, through which the Australian Government provides financial assistance to support state governments with disaster recovery costs.

In response to the disaster, assistance has been activated for the area formally defined as: *“Communities within Western Queensland affected by rainfall and flooding, 22 March – 20 April 2024”*.

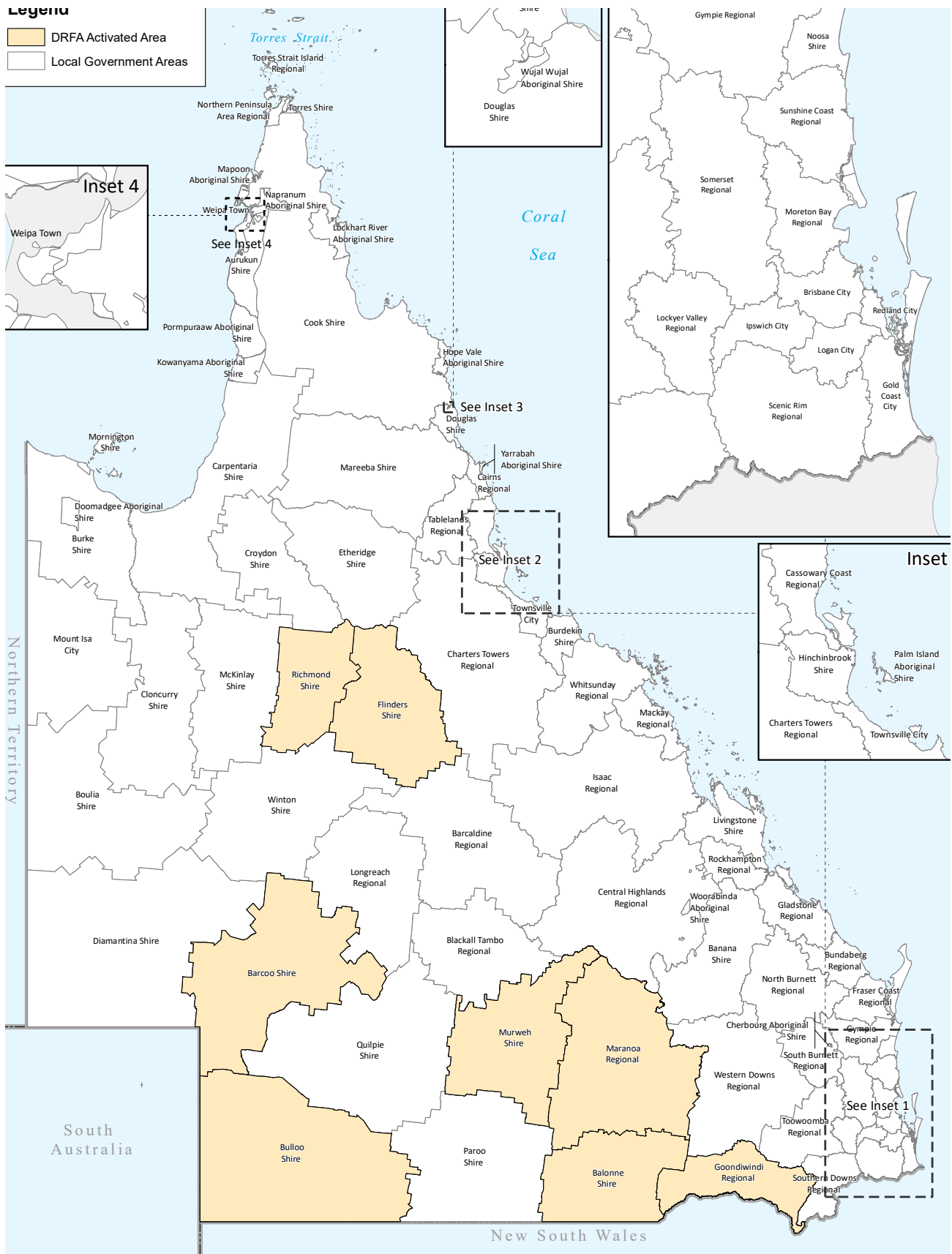
DRFA assistance measures (activated by the Queensland Government)

- Counter Disaster Operations
- Reconstruction of Essential Public Assets

| Local Government Area | Counter Disaster Operations | Reconstruction of Essential Public Assets |
|------------------------------|-----------------------------|---|
| Balonne Shire Council | 23/05/2024 | 23/05/2024 |
| Barcoo Shire Council | 23/05/2024 | 23/05/2024 |
| Bulloo Shire Council | 23/05/2024 | 23/05/2024 |
| Flinders Shire Council | 23/05/2024 | 23/05/2024 |
| Goondiwindi Regional Council | 23/05/2024 | 23/05/2024 |
| Maranoa Regional Council | 23/05/2024 | 23/05/2024 |
| Murweh Shire Council | 23/05/2024 | 23/05/2024 |
| Richmond Shire Council | 23/05/2024 | 23/05/2024 |

Further information
 Tel: (07) 3740 1700
 info@qra.qld.gov.au
 www.qra.qld.gov.au

Version 1
 Current as at 23/05/2024
 CM link QRA3822



DRFA Activation Summary (V1)
 Western Queensland Rainfall and Flooding, 22 March - 20 April 2024

0 50 100 150 200 250
Kilometres

Scale - 1:9,416,531 (at A4)

Disclaimer: While every care is taken to ensure the accuracy of this data, the Queensland Reconstruction Authority and contributors to this publication, makes no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims

DRFA ASSISTANCE MEASURES ACTIVATED

Assistance for state and local governments:

Counter Disaster Operations

To assist local governments and state agencies to undertake activities that alleviate personal hardship and distress, address the immediate needs of individuals and protect the general public, immediately prior to, during or immediately after an eligible disaster.

Contact Queensland Reconstruction Authority on 1800 110 841 or www.qra.qld.gov.au

Reconstruction of Essential Public Assets (including Emergency Works and Immediate Reconstruction Works)

- **Emergency Works**
To assist local and state governments to undertake urgent activities necessary following an eligible disaster to temporarily restore an eligible essential public asset to enable it to operate/be operated at an acceptable level of efficiency to support the immediate recovery of a community.
- **Immediate Reconstruction Works**
To assist local and state governments to immediately and permanently reconstruct damaged essential public assets to pre-disaster function immediately after the eligible disaster.
- **Reconstruction of Essential Public Assets**
To assist local and state governments to reconstruct damaged essential public assets to pre-disaster function.

Contact Queensland Reconstruction Authority on 1800 110 841 or www.qra.qld.gov.au

**Quilpie Shire Council**

P: 07 4656 0500

E: admin@quilpie.qld.gov.au

A: 50 Brolga Street, Quilpie Q 4480

P: PO Box 57, Quilpie QLD 4480

W: quilpie.qld.gov.au

ABN 53 680 434 639

Our Reference: 250046 : Justin Hancock

Your Reference:

28 May 2024

Bruce Scott
Interim Chief Executive Officer
Murweh Shire Council
95-101 Alfred Street
CHARLEVILLE QLD 4470

Bruce_Scott@murweh.qld.gov.au

Dear Bruce

RE: Transfer of TIDS funding to Quilpie Shire Council

I wish to pass on Council's thanks for suggesting transferring the unexpected TIDS funds from your Shire to Quilpie Shire to be used on the Quilpie Adavale Red Road. My understanding is that the works had initially been for the Adavale Charleville Road and that the suggestion is based on assisting the people of Adavale.

Council will ensure that this is noted in Council's newsletter.

We look forward to working in partnership and continuing our strong relationship with Murweh Shire into the future.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Ben Hall', written in a cursive style.

Ben Hall
Mayor



OFFICIAL

24 May 2024

Councillor S Radnedge
Mayor
Murweh Shire Council

Dear Councillor Radnedge

The purpose of this engagement letter is to confirm the ongoing audit arrangements for Murweh Shire Council.

The objective and scope of the audit

We are required to conduct an annual audit of your entity under the *Auditor-General Act 2009* (the Act). Our *Conditions of the Audit Engagement*, which are enclosed, outline the legislative requirements and standard arrangements relating to the conduct of this audit.

The objectives of our audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that our audit will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of your financial report.

QAO has engaged Jason Evans from Pitcher Partners on a contractual basis to perform the audit. I will be signing the audit opinion as delegate of the Auditor-General.

Our responsibility

We will conduct our audit in accordance with the *Auditor-General Auditing Standards*. These Standards are available on our website and require that authorised auditors comply with the Australian Auditing Standards and relevant ethical requirements when undertaking work on behalf of the Auditor-General. As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement
- obtain an understanding of internal controls relevant to the audit
- evaluate the appropriateness of material accounting policy information and accounting estimates
- conclude on the use of the going concern basis of accounting
- evaluate the overall presentation, structure and content of the financial report.

We will include a detailed audit approach in our annual External Audit Plan which we will provide to your Chief Executive Officer at the end of planning for the audit.

Your responsibility

Australian Auditing Standard ASA 210 *Agreeing the Terms of Audit Engagements* requires a written confirmation of your acknowledgement and understanding of responsibilities in relation to the audit. For this purpose, [Attachment 1](#) to this letter outlines those responsibilities and we request that you sign this attachment and return it to us within 14 days of the date of this letter.

As part of our audit process, we will request from management and, where appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Queensland Audit Office
Level 14, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

Phone 07 3149 6000
Email qao@qao.qld.gov.au
Web www.qao.qld.gov.au
 Queensland Audit Office (QAO)

CONTENTS

Fees and billing arrangements

In accordance with s. 56 of the Act, we will charge a fee based on the resources required to undertake the audit, having regard to the hourly rates approved by the Treasurer. These rates are available on our website. We will also charge reasonable costs and expenses incurred in conducting the audit. The estimated fee for this audit will be included in our annual External Audit Plan.

The advised audit fee may change as a result of agreed changes in the scope or complexity of the audit arising from changes in the circumstances of your council. We will consult with you in relation to any significant changes in the estimated fee including reasons for the change before additional audit effort is undertaken.

Reporting

In addition to the External Audit Plan we will provide:

- an auditor's report on the financial report
- interim and final management reports, where applicable, reporting on matters arising from the audit or identified as a result of the audit procedures performed
- a closing report to communicate significant issues arising from the audit to those charged with governance.

Any issues we identify will be raised progressively during the audit and discussed with your staff to facilitate timely response and resolution. We may include these issues as part of our management reports.

The form and content of our auditor's report may need to be amended in the light of our audit findings.

The Act also requires the Auditor-General to report to parliament matters raised during an audit where the issue is considered to be significant, in the public interest or the Auditor-General considers reporting of the issue to be otherwise appropriate. If a matter is identified during this audit which would result in your organisation being named, we will provide you the opportunity to comment on the matter and will consider your comments for inclusion in the report to parliament. As provided in the Act, we may also refer certain matters to your responsible minister and the Treasurer for their consideration.

Other Matters

Independence

We confirm that, to the best of our knowledge and belief, we currently meet the independence requirements of the Act and the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* that are relevant to the audit of the financial report. In conducting our audit of the financial report, should we become aware that we have contravened these independence requirements, we shall notify you on a timely basis.

Requirements for additional auditing services

From time to time additional auditing services may be necessary in order to comply with specific requirements contained in legislation or funding and other agreements. In these circumstances, please discuss the relevant auditing arrangements with the assigned QAO engagement leader in the first instance, in order for us to make an appropriate assessment of the nature of the additional audit services, whether the audit services need to be provided by QAO and the proposed timeframe and cost for providing the additional services. Existing arrangements for known additional audit services should also be confirmed on an annual basis between QAO and management.

Other assurance services

In the event that the entity requires other forms of assurance services to be performed (in addition to the current Audit Engagement in place), the scope and nature of such an assurance service would be discussed and agreed between those charged with governance and QAO before any assurance work is undertaken. We will issue a separate engagement letter and determine additional service fees based on the nature of such assurance services. It is essential that a separate engagement process is followed given that other assurance engagements are governed differently from an audit engagement as prescribed by the Auditing and Assurance Standards Board.

OFFICIAL

While not limiting the duties and responsibilities of the Auditor-General pursuant to the Act, this letter represents a standing arrangement until such time we issue a new letter due to changes in the conditions or the scope of the audit engagement, or significant change in the senior management of your organisation or their responsibilities.

Should you wish to discuss any issues regarding the audit process, please contact me on 3149 6132.

Yours sincerely

A handwritten signature in blue ink that reads "Lisa Fraser". The signature is written in a cursive style with a large initial 'L'.

Lisa Fraser
Director

Enc.

OFFICIAL

Attachment 1**Acknowledgement of management responsibilities**

I provide the following acknowledgement in connection with QAO's audit of Murweh Shire Council.

I have read the audit engagement letter provided by QAO and the associated *Conditions of Audit Engagement* and hereby acknowledge my responsibility for:

- i. the preparation of the financial report in accordance with the applicable financial reporting framework, including compliance with the requirements contained in:
 - a. applicable Australian Accounting Standards and interpretations
 - b. the *Local Government Act 2009* and Local Government Regulation 2012
- ii. such internal controls as management determines are necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error
- iii. compliance with other relevant prescribed requirements
- iv. providing authorised auditors, as required by the *Auditor-General Act 2009*, with:
 - a. full and free access to all documents and property belonging to, in the custody of, or under the control of Murweh Shire Council
 - b. additional information, including data that the auditor may request for the purpose of the audit
 - c. unrestricted access to persons within the entity from whom the auditor determines it necessary to obtain audit evidence.

Councillor S Radnedge
Mayor

OFFICIAL

4

Conditions of the audit engagement

Audit services

This audit engagement is governed by the *Auditor-General Act 2009* (the Act) as outlined in the engagement letter and the annual external audit plan.

The engagement letter, the annual external audit plan and the Conditions of Audit Engagement are treated as one agreement for the purpose of this audit. It replaces and supersedes any previous proposals, correspondence, understandings or other communications whether written or oral.

Confidentiality

All information obtained during the audit is deemed protected information by s.53 of the Act unless the information is publicly available.

Protected information can only be disclosed in the circumstances provided for in s.53 of the Act.

Responsibilities of management and those charged with governance

Acknowledgement of terms of engagement

Management are to provide written confirmation of their acknowledgement and understanding of their responsibilities in relation to the audit.

Financial reporting

Those charged with governance are responsible for the preparation and fair presentation of the financial report in accordance with the applicable reporting framework.

Such responsibilities include:

- ensuring that the financial report is free from material misstatement, whether due to fraud or error
- selection and application of appropriate accounting policies
- ensuring reasonableness of accounting estimates
- ensuring compliance with prescribed requirements in relation to establishment and keeping of accounts and records.

The financial report must be provided to the Queensland Audit Office (QAO) by the agreed date allowing the audit of the financial report to be completed within the legislative timeframes.

For the purpose of controlled entities, your minister is required to advise the auditor-general of any newly established controlled entities and/or any controlled entities that ceased to be controlled entities.

Prevention and detection of fraud

The primary responsibility for the prevention and detection of fraud rests with those charged with governance and management.

Such responsibilities include:

- establishment and maintenance of appropriate policies and procedures
- establishment and maintenance of effective internal controls
- safeguarding of assets.

Those charged with governance are required to disclose to QAO their assessment of fraud risk and any instances where fraud has been detected or is suspected.

Written representations

Written representations are required from management and those charged with governance on matters material to the financial report.

The nature and extent of representations will vary from year to year depending on the audit issues and audit risks identified.

Failure to provide such written representations as requested could directly impact on the auditor's opinion issued on the financial report.

Examples of written representation include but are not limited to:

- all financial records, related information and assistance have been made available to QAO
- all transactions have been recorded in the accounting system and reflected in the financial report
- an acknowledgement of management's responsibility in relation to internal controls, including prevention and detection of fraud
- an acknowledgement that all information in relation to allegations of fraud or non-compliance with legislation affecting the financial report have been disclosed to QAO
- confirmation that the effects of all uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial report taken as a whole
- the reasonableness of any judgements or assumptions made that may have a material effect on the financial report
- related party information
- the ability to continue as a going concern.



OFFICIAL

Conditions of the Audit Engagement—November 2020

Responsibilities of QAO

Financial reporting

Pursuant to the Act, the Auditor-General Auditing Standards and the financial management legislations, QAO's responsibilities include:

- examining financial systems and transactions, including an evaluation of compliance with applicable prescribed requirements
- reviewing the probity and propriety of matters associated with the management of public sector entities
- attestation of financial data and disclosures for the purpose of forming an audit opinion on the financial report
- reporting to parliament on matters of significance arising from the audit.

In addition to the above responsibilities, QAO endeavours to identify business improvement opportunities as part of the audit process. QAO may issue better practice guidelines aimed at enhancing public sector accountability. These are available on QAO's website.

Independence

The Act establishes parliament as QAO's primary client and protects the independence of the auditor-general by requiring that the auditor-general:

- not be subject to direction about the conduct of audits
- be responsible for the external audit of all public sector entities and can only be removed by parliament
- have the facility to report directly to parliament.

QAO employees (including contract auditors) are expected to adhere to ethical behaviour as required by *APES 110 Code of Ethics for Professional Accountants*. QAO employees will not exert undue or improper influence over any audit and shall conduct themselves at all times in a professional manner. QAO employees are expected at all times to discharge their responsibilities in the public interest.

Prevention and detection of fraud and error

QAO's audit procedures are designed to provide reasonable assurance over the detection of errors or irregularities material to the financial report.

However, due to the inherent limitations of audit procedures, there is a risk that some material misstatements as a result of either fraud or error will not be detected even though the audit is properly planned and performed in accordance with the Auditor-General Auditing Standards.

Legislative powers of the Auditor-General

The Act confers a number of powers to the auditor-general for the efficient and effective conduct of audits. These powers include the:

- right to access documents and property, at all reasonable times, including those held by your external service providers, such as contracted payroll and internal audit functions
- right to obtain information from your personnel
- right to verbally examine your staff.

A person must not, without reasonable excuse, fail to comply with a requirement to provide reasonable assistance in relation to the exercise of these powers.

The Auditor-General may also examine whether property given to a non-public sector entity by a public sector entity has been applied economically, efficiently and effectively for the purposes for which it was given.

Quality assurance

QAO has established quality management processes to ensure that audits are delivered at a professional level and are consistent with the requirements of *ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements* as issued by the Auditing and Assurance Standards Board.

Higher engagement risk audits are assigned an independent Engagement Quality Reviewer as per *ASQM 2 Engagement Quality Reviews*.

Use of reports

With the exception of the independent auditor's report and the auditor-general's reports to parliament, any report issued by QAO is provided solely for your internal use only.

Under s.65 of the Act, information in any proposed reports to parliament must not be disclosed by you unless disclosure is required for the purpose of making comments to the auditor-general, obtaining legal advice or the information has been made public by the auditor-general.



OFFICIAL

Conditions of the Audit Engagement—November 2020

Intellectual property

Intellectual property rights in all of QAO’s knowledge, training materials and methodologies utilised in providing audit services or incorporated into a report or other material provided to you remain vested in QAO.

The working papers prepared in providing audit services, including electronic documents and files, are the property of QAO and constitute protected information under s.53 of the Act.

QAO may use or develop software, including spreadsheets, databases and other electronic tools in providing audit services. Where these tools are provided to you and your staff, you acknowledge that these tools:

- are not your property
- were developed by QAO and were distributed to you and your staff for your information only
- are made available to you and your staff on an ‘as is’ basis and must not be distributed to, or shared with, any third party
- QAO make no representations or warranties as to the sufficiency or appropriateness of these tools if so distributed.

Audit fees

The audit fee for audits conducted by QAO staff is based on recovering the costs associated with performing the audit, calculated at rates approved by the Treasurer. For audits conducted by a contract auditor, the fee is based on the fee payable to the contract auditor plus a recovery of QAO time spent in establishing and managing the contract and dealing with issues related to the audit.

Details of the estimated annual audit fee are included in the annual external audit plan or via separate correspondence as applicable. Estimated audit fees are based on the following assumptions:

- the information required for the audit is made available in accordance with the timetables agreed with management
- the information provided is accurate and with sufficient supporting information to substantiate the financial statements, including the notes to the accounts
- key executives and accounting personnel are available during the audit.

The estimated fee is indicative only. Every effort will be made by QAO to complete the audit in line with the approved external audit plan and estimated fee. The audit fee may be revised if additional business activities or risks are identified during the audit.

Any change to the external audit plan, such as the identification of significant issues affecting the nature and extent of planned audit procedures, has the potential to impact on the estimated audit fee. In the instance where the audit fee is likely to be materially different from the estimated audit fee, you will be notified as soon as the variation is identified, together with reasons for the variation.

QAO will seek reimbursement for any tax or other charge imposed on QAO in relation to any transactions arising in connection with, or as an outcome of the audit engagement including (but not limited to) the Goods and Services Tax or any travel or other expenses incurred in performing the audit.

The audit fee will be billed progressively throughout the audit on the basis of work completed.

Workplace health and safety

As QAO staff will primarily conduct the audit on your premises, your attention is drawn to the obligations of persons conducting business or undertaking (PCBU) under the *Work Health and Safety Act 2011* to ensure as far as reasonably practicable the risk of illness or injury in the workplace is minimised.





24 April 2024

Mr Bruce Scott
Chief Executive Officer
Murweh Shire Council
PO Box 63, Charleville Qld 4470

Office of the
Assistant Commissioner
State Emergency Service

Queensland Fire and
Emergency Services

Attention: John Nicholson, Director – Economic Development

Dear Mr Scott,

**State Emergency Service (SES) Support Grant – 2024-25 Funding Year
ID 242504 Project - Charleville Facility Upgrade**

Your application for the State Emergency Service (SES) Support Grant for the Charleville SES Facility Upgrade was considered by the State Assessment Committee who have approved grant funding for the following amenity upgrades:

- bathroom and shower refurbishment (\$39,910 exc GST), and
- vermin proofing of the shed (\$17,880.00 exc GST).

They did not support funding for:

- laptop,
- desktop computer, and
- a printer

These items were considered out of scope for the vehicle and facility Support Grant.

I acknowledge your valuable contribution to the ongoing viability of the SES and the important role it plays in disaster and emergency incident management in your community.

I am pleased however in addition to the above, to advise that we are able to offer an increase to your approved grant this year of:

- Facility grant – payment in full for the listed project (increased from 75% grant contribution).

Attached is the *Funding Agreement* which details the approved amount for your project. Please *sign and return* no later than 30 June 2024, with projects able to be commenced on 01 July 2024. Agreements received after this date may forfeit the grant funding.

Grant funds are processed upon completion of grant project (*please refer to the Funding Guidelines*). Your organisation has until 30 June 2025 to submit the completion documentation outlined in the Funding Guidelines. SES Support Grant claims are strictly for a period of 12 months. If this completion documentation or a request for variation is not received, the project may be cancelled, and funds forfeited.

Emergency Services Complex
125 Kedron Park Road Kedron
GPO Box 1425 Brisbane
Queensland 4001 Australia
Telephone 13 QGOV
Website www.qfes.qld.gov.au
ABN 93 035 163 778

If you require further information in relation to your grant application, please contact the SES Grants Team via email SES.Grants@qfes.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Brian Cox', written in a cursive style.

Brian Cox, CSC ESM
A/Assistant Commissioner

Att.



THE HON CATHERINE KING MP
Minister for Infrastructure, Transport, Regional
Development and Local Government

THE HON KRISTY MCBAIN MP
Minister for Regional Development,
Local Government and Territories

Shaun Radnedge
Mayor
Murweh Shire Council
PO Box 63
CHARLEVILLE QLD 4470

Via: shaun_radnedge@murweh.qld.gov.au
Cc: mail@murweh.qld.gov.au

Dear Mayor/Councillor

I am writing to advise your funding allocation under the **Roads to Recovery** (RTR) Program. The Australian Government is proud of its continued support for road construction and maintenance through RTR with \$4.4 billion being made available over the next five years. In 2024-25, the annual RTR budget is \$650 million and will increase over the funding period to reach \$1 billion per year from 2027-28. This represents the first increase in RTR funding since 2019-20. This permanent increase will allow for more effective long-term planning for the safer maintenance and upgrade of our local roads without being subject to budget cycles.

I am pleased to advise that **Murweh Shire Council** will receive **\$10,701,615** for the five-year funding period 1 July 2024 to 30 June 2029. This allocation has been calculated based on an increase to the initial funding allocation received for the 2019-2024 RTR funding period.

The once-off additional allocation Murweh Shire Council received in the 2020 calendar year on account of being eligible for the *Drought Communities Program* has now been exhausted. Over this period Murweh Shire Council was temporarily allocated an additional \$1,216,089 for the period 2019-20 through 2023-24.

The Australian Government is continuing to invest and support communities affected by drought by investing \$519.1 million in *Future Drought Fund* programs to prepare for the next drought and build climate resilience. Further information can be found at <https://www.agriculture.gov.au/agriculture-land/farm-food-drought/drought/future-drought-fund>.

The RTR Program will continue to operate under simple administrative arrangements, allowing funding recipients to decide the priority local projects on which to spend their allocation. In accordance with the current arrangements, projects funded under RTR can be delivered at any time throughout the five-year funding period. While your nominal annual allocation gradually increases over the next five years, if you have local priorities that require access to funding sooner, I encourage you to identify and schedule your projects as early as

PO Box 6022 Parliament House, Canberra ACT 2600 | Tel: (02) 6277 7520

possible in the new financial year and contact the Department of Infrastructure, Transport, Regional Development, Communications and the Arts by email to Roads.toRecovery@infrastructure.gov.au.

The department will soon write to formally advise you of the updated program conditions prior to the start of the new funding period, including in relation to your nominal annual allocation and own source expenditure requirements.

The Australian Government is committed to improving employment opportunities for First Nations peoples and we ask for this consideration to be applied to projects using RTR funding.

In addition to the RTR funding commitment, the Australian Government has increased funding to the **Black Spot Program**, and from 1 July 2024 will commence the new **Safer Local Roads and Infrastructure Program**. Collectively these programs provide a valuable source of funding to local governments seeking to improve road infrastructure and safety. Councils will also be interested to know that submissions are continuing to be accepted for the **Heavy Vehicle Rest Area initiative**. For further information on these programs and how to apply, please visit <https://investment.infrastructure.gov.au/about/local-initiatives>. I encourage you to consider these programs to support your local road safety improvements.

I look forward to continuing the successful relationship between the Australian Government and your council over the coming years.

Yours sincerely



THE HON CATHERINE KING MP
Minister for Infrastructure, Transport, Regional Development and Local Government



THE HON KRISTY MCBAIN MP
Minister for Regional Development, Local Government and Territories

22 May 2024

Our reference: MBN24/348



13 May 2024

Department of
**Housing, Local Government,
Planning and Public Works**

Mr Bruce Scott
Interim Chief Executive Officer
Murweh Shire Council
bruce_scott@murweh.qld.gov.au

Dear Mr Scott

I am writing to you about the recently announced \$300 million 2024-27 Works for Queensland (W4Q) program.

The Honourable Meaghan Scanlon MP, Minister for Housing, Local Government and Planning and Minister for Public Works has announced an amount of \$2,000,000 under the 2024-27 W4Q program has been made available to the Murweh Shire Council (the council). The Minister has also written to your mayor about the W4Q program allocation.

The 2024-27 W4Q program budget has been increased to \$300 million, making it the largest round of the W4Q program to be rolled out. It will support councils to deliver infrastructure, maintenance and capital works projects that are focused on essential services and economic development outcomes. These projects are to be supported by documents which demonstrate the need for the project and will support the long-term sustainability.

Additionally, it is important to note that the 2024-27 W4Q program also allows councils to direct up to 20 per cent of their allocation towards planning projects, and up to five per cent of their allocation towards capability development projects.

The 2024-27 W4Q program guidelines are available on the department's website at: <https://www.statedevelopment.qld.gov.au/local-government/for-councils/grants/current-programs/works-for-queensland-program>.

The council has until 5 July 2024 to provide its list of nominated projects for assessment and endorsement, with announcements expected from September 2024. Departmental officers from the Local Government Division will be in contact shortly to provide further information on the application process for the program.

The Head Funding Agreement executed by the council and the Queensland Government along with a specific 2024-27 W4Q Project Funding Schedule will govern the delivery of endorsed projects.

The council will have until 30 June 2027 to deliver endorsed projects.

GPO Box 690 Brisbane
Queensland 4001 Australia
Website www.housing.qld.gov.au

I have asked for Mr John Martinkovic, Regional Director, Southern Region, Local Government Division in the department to assist you with any further queries. You may wish to contact Mr Martinkovic on (07) 3452 6872 or by email at John.Martinkovic@dSDLGP.qld.gov.au. who will be pleased to assist.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Joshua Hannan'.

Joshua Hannan
Deputy Director-General
Local Government Division



**Every Queensland
community** deserves
to be a liveable one

21 May 2024

Cr Shaun Radnedge

Mayor

Murweh Shire Council

PO Box 63

CHARLEVILLE QLD 4470

Email: shaun_radnedge@murweh.qld.gov.au

Good afternoon,

On behalf of all of us at the LGAQ, I'd like to extend my congratulations on the appointment of your District's Policy Executive (PE) Representative.

As you are aware the LGAQ Policy Executive sets the policy agenda for the Association to drive on behalf of the State's 77 councils and I present to you the 2024 - 2028 PE Members.

| District | Representative |
|---|---|
| District 1: Brisbane City Council | Cr Steven Huang – Brisbane City Council Cr Kim Marx (Alternate Representative) – BCC |
| District 2: SEQ – South Sub Region | Cr Jon Raven – Logan City Council |
| District 2: SEQ – West Sub Region | Cr Paul Tully – Ipswich City Council |
| District 2: SEQ – North Sub Region | Cr Peter Flannery – Moreton Bay City Council |
| District 3: Wide Bay Burnett | Cr George Seymour – Fraser Coast Regional Council |
| District 4: Darling Downs | Cr Rebecca Vonhoff – Toowoomba Regional Council |
| District 5: South West | Cr Samantha O’Toole – Balonne Shire Council |
| District 6: Central QLD | Cr Matt Burnett – Gladstone Regional Council |
| District 7: Whitsunday | Cr Kelly Vea Vea – Isaac Regional Council |
| District 8: Central West | Cr Andrew Martin – Blackall-Tambo Regional Council |
| District 9: Northern QLD | Cr Kurt Rehbein – Townsville City Council |
| District 10: Far North QLD | Cr Angela Toppin – Mareeba Shire Council |
| District 11: North West | Cr Greg Campbell – Cloncurry Shire Council |
| District 12: Aboriginal and Island Councils | Cr Wayne Butcher – Lockhart River Aboriginal Shire Council Cr Alf Lacey – Palm Island Aboriginal Shire Council |

In accordance with the [LGAQ Constitution](#) rule 6.3(2) **the LGAQ now calls for nominations of any person qualified under rule 5.2(1) to fill the role of President.** Under the Constitution this includes that the person must be, and remain, a councillor of an LGAQ member council; and that person must also not have been convicted of a disqualifying offence as defined in the *Industrial Relations Act*. The elected President will take office at the conclusion of the Annual General Meeting being held on 23 October 2024.

In accordance with rule 6.3(3) **nominations must actually be received by the Chief Executive Officer at least 14 days prior to the commencement of the next Annual General Meeting. The deadline for nominations will therefore be 8:30am on 9 October 2024.**

I would like to thank you for assisting the LGAQ with this important process and if you have any queries, please do not hesitate to contact me on [0438 787 038](tel:0438787038), or Darren Leckenby on [0488 725 098](tel:0488725098).

Kind regards,



ALISON SMITH

Chief Executive Officer

Local Government Association of Queensland

Local Government Association of Queensland Ltd.

PO Box 2230 Fortitude Valley BC QLD 4006

ABN 11 010 883 293 ACN 142 783 917



[The 2024 LGAQ Annual Conference motions portal is now open](#)

Dear Bruce,

The motions portal is now open for you to submit your council's motions for the LGAQ 2024 Annual Conference. The portal will remain open for submissions until **Monday 29 July 2024**.

Motions submitted should:

- Relate to a statewide issue or an issue impacting a large portion or segment of the membership
- Ask for action from the State or Federal government
- Not result in a responsibility or cost shift to local government
- Not relate to a matter considered at a previous Annual Conference in the last five years, unless seeking to alter or update the adopted policy position.

Please remember that all motions must have been passed by a council resolution prior to being lodged.

[Motions portal](#)

I recently wrote to all mayors and CEOs with details of the 2024 Annual Conference motions process, including the introduction of a new motions protocol.

What changes will the new protocol bring?

From October this year, resolutions passed by members will stay binding for the LGAQ to progress over a five-year period, unless they can be achieved or resolved earlier.

Once that five-year period is up, the resolution will be considered closed, with members invited to move the motion again at the next Annual Conference – should it continue to be a priority. This will ensure the positions taken by the LGAQ on your behalf remain contemporary and represent you fully.

It will also ensure we can be as responsive as possible to changing needs and political landscapes.

Resolutions due to be closed this year are listed [here](#), so all members can understand which, if any, may remain a priority that you would like to move once again.

In addition, motions moved in the last five years should not be moved again unless to change or update the relevant policy position contained within it.

For example, in 2023, the Policy Executive moved the following motion, which was resolved in the affirmative by the membership:

"The LGAQ calls on the State Government to commit to supporting the autonomy of Queensland local governments and the manner in which they are elected by their local communities, for the remainder of this term and as an election commitment in 2024, by ruling out any changes to the current voting system (including any moves to introduce Compulsory Preferential Voting) and ruling out the introduction of a State imposed rate capping policy for Queensland councils."

This now stands as a resolution of the membership and a firm policy position the LGAQ is advocating for all sides of politics to respect and adhere to. This motion cannot be moved again unless a member council would like to ask the membership to consider updating or changing this position.

To understand which resolutions have been made by the LGAQ membership in the last five years, please see the final outcomes documents from each Annual Conference via [Congruent](#) or the links below.

[2023 Resolutions](#)

[2022 Resolutions](#)

[2021 Resolutions](#)

[2020 Resolutions](#)

[2019 Resolutions](#)

You can also visit Congruent for the latest updates on progress.

Of course, the LGAQ's [Policy Statement](#) – our 'policy bible' – will continue to represent the long-held, firm policy positions of Queensland councils.

The Policy Statement will continue to be reviewed regularly by the membership as well, with updates approved by the LGAQ Policy Executive. Any changes are then ratified by members at the next Annual Conference. You can find the latest version [here](#).

If you have any questions on the motions process or previous years' resolutions, please email LGAQ Planning and Projects Coordinator, [Grace McSorley](#).

Kind regards,
Alison Smith

CEO
Local Government Association of Queensland

8 DECLARATION OF CONFLICTS OF INTEREST

9 UPDATE/CHANGE TO COUNCILLOR REGISTER OF INTEREST

10 COMMUNITY & HEALTH SERVICES

10.1 REQUEST FOR ASSISTANCE - SPONSORSHIP FOR CHANNEL COUNTRY LADIES DAY

Author: Director Community & Health Services

Authoriser: CEO

RECOMMENDATIONS

That Council supports the Channel Country Ladies Day with sponsorship/donation of up to, but not exceeding \$1000.

BACKGROUND

Correspondence received from Sponsorship Coordinator for Channel Country Ladies Day which this year will be held at Noccundra, in the Bulloo Shire from 18th – 20th October 2024.

Discussion

Council has in the past supported this event (which is in its 11th year) with Bronze (\$1000) sponsorship, but any amount is gratefully accepted by the organisation. The event focusses on three main areas:

- Health & Wellbeing
- Creative & Performing Arts
- Business Skills & Personal Development.

Sponsors will be listed on posters and various advertising media during the event. Full details of sponsorship options and the event itself are attached to this report.

Financial Risks

Sponsorship for this event could be taken from the 2024-25 budget.

Social Risk

Different towns host this event each year, so not providing sponsorship may reflect badly on Murweh when their turn to host the event comes around.

LINK TO CORPORATE PLAN

1.2.1 Council has in place effective whole of community communication and engagement strategies

ATTACHMENTS


1. CCLD Sponsorship Request [↓](#) 
2. CCLD 2023 Case for Support [↓](#) 
3. CCLD Sponsorship Packages 2024 [↓](#) 

FW: Channel Country Ladies Day Sponsorship 2024

mail <mail@murweh.qld.gov.au>

Wed 8/5/2024 8:12 AM

To: Richard Ranson <Richard_Ranson@murweh.qld.gov.au>

 2 attachments (1 MB)

CCLD Sponsorship Packages 2024.pdf; CCLD 2023 Case for Support A4.pdf;

From: Catherine Rothwell <admin@channelcountryladiesday.com.au>

Sent: Tuesday, May 7, 2024 5:23 PM

To: Catherine Rothwell <admin@channelcountryladiesday.com.au>

Subject: Channel Country Ladies Day Sponsorship 2024

You don't often get email from admin@channelcountryladiesday.com.au. [Learn why this is important](#)

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We extend our sincere gratitude for your past generous support of the Channel Country Ladies Day. Your contributions have made a substantial impact on the lives of the women in the Channel Country, fostering advancements in health and wellbeing, creativity, business, and personal development. Your commitment to our cause is deeply appreciated, and we owe you our heartfelt thanks for helping to make a difference in the lives of these deserving women who often confront adversity and challenges in their outback environments.

As we gear up for our 11th physical event, we are excited to announce that we will be heading West to Noccundra in the Bulloo Shire. We eagerly anticipate welcoming back our attendees and providing them with the array of services aimed at enhancing their wellbeing across our three pillars of Health & Wellbeing, Creative & Performing Arts, and Business Skills & Personal Development. We kindly request your consideration for sponsoring our event once again, as your support is integral to ensuring its success.

Your invaluable contribution enables our volunteer committee to organise a weekend retreat in October specifically tailored for the women of the Channel Country. They eagerly anticipate the opportunity to participate in a variety of activities aimed at nurturing their creativity, accessing essential medical services, indulging in self-care, and finding inspiration.

The Channel Country Ladies Day in 2023 served as a platform for women to openly discuss emotions and access vital health services in a safe environment. Additionally, it provided opportunities for fun, forging new friendships, and engaging in creative arts experiences, ultimately promoting positive emotional and physical wellbeing while alleviating stress and social isolation.

The positive interactions fostered at our event extend beyond the attendees themselves, benefiting their families, communities, and businesses throughout the Channel Country region.

Our event rotates between the four key Shires of the Channel Country to ensure accessibility to as many women as possible across the region. This year, we are returning to Bulloo, where the Channel Country Ladies Day previously hosted a highly successful event in 2019.

As the Channel Country Ladies Day Committee embarks on another year of organisation, we recognise that an event of this caliber would not be possible without the generous support of partners like yourself. Therefore, we cordially invite you to partner with us once again in 2024 to create another memorable 'Inspiration in Isolation' weekend for the women

of the Channel Country.

Thank you for your time and consideration. We eagerly anticipate your response.

Yours sincerely,



Mandy Travers
Financial Lead & Partnerships/Sponsorship Coordinator
Channel Country Ladies Day

finances@channelcountryladiesday.com.au

Please do not hesitate to contact me on the below email or mobile if you have any question or would like more information.

Thank you.

Kind Regards,
Catherine



Catherine Rothwell

Admin, Sponsorship Assistant & Ticketing
Coordinator

Email: admin@channelcountryladiesday.com.au

Alternative Email : admin@cclld.com.au

Mobile: 0408 816 359

www.channelcountryladiesday.com.au

Bulloo Shire, Noccundra, Western Queensland, 18th – 20th October, 2024.

I respectfully acknowledge the traditional custodians and first peoples of the lands on which our 2024 event is being held. I pay my respects to all Elders, past, present and emerging.

Mission Statement

Channel Country Ladies Day is an event which provides access to our three pillars of Health & Wellbeing, Creative & Performing Arts and Business Skill & Personal Development to the ladies of the Channel Country Region

We strive to overcome the barriers of isolation by providing face to face opportunities to these women which are not readily available.

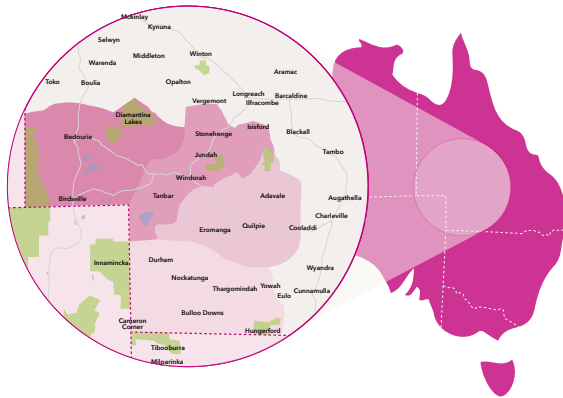
We endeavour to have women leave the event with a greater sense of self-acceptance, empowerment, and connection with their sense of self, this is shown to improve resilience.

The contents of this email are confidential. Any unauthorised use of the contents is expressly prohibited. If you have received this email in error, please advise the sender by email immediately and then delete / destroy the email and any printed copies. Thank you.



ABOUT THE CHANNEL COUNTRY LADIES DAY

The Channel Country Ladies Day, run through the incredible contributions of our local volunteer Committee, is creating health and wellbeing benefits for women across the remote Channel Country of western Queensland, northern South Australia and the north west corner of New South Wales.



In the vast landscapes of the Channel Country, the isolation of property life can cause personal stress and family issues, which are exacerbated by drought and extreme weather.

The Channel Country Ladies Day is a weekend long annual event delivered in close partnership with regional arts organisation, Red Ridge Interior Queensland, developed to increase access to health and wellbeing services and reduce social isolation. The diverse program of events is developed and coordinated each year by a dedicated volunteer committee of women from around the Channel Country, who have first-hand experience of the challenges of life in the bush.

Since 2012, this annual event has provided an immersive experience of care, creativity and fun for women of all ages. For many, this is their only opportunity during the year to focus on themselves, their health, and their mental wellbeing.

In order to reach as many women as possible, the event is held in a different area of the Channel Country each year. From its inception at Durham Downs Station with 100 attendees, the tents and lights that herald Ladies Day have appeared at Nockundra, Eromanga and Betoota. By it's seventh year, at Thargomindah, the event had more than doubled, hosting 250 women from properties and towns up to fifteen hours drive away.

Since 2012, in some remote shires of Queensland, **40% of the female population have attended a Channel Country Ladies Day.**

Increased social connection is recognised as being vital in creating positive mental health outcomes, while providing early support as close to the home as is safe is key to reducing the impact, severity and duration of problems (Queensland Rural and Remote Mental Health and Wellbeing Action Plan 2016-2018).

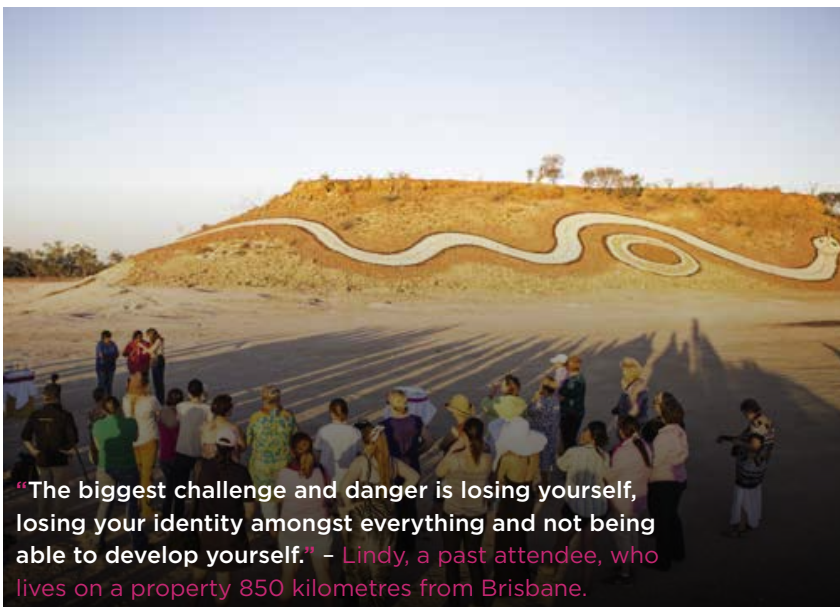
“We were really dry at home, I had a new baby, bi-polar and probably more than a touch of post-natal depression. My mum was going through a really tough time with it being so dry and we’d just sort of had enough.

A family friend nominated me for a scholarship to attend the Channel Country Ladies Day. After nine hours drive, I registered, went and put my baby to sleep and came to the cocktail party. **Everyone was so excited to be here and nothing else really existed outside this wonderful bubble.**

When I went home I felt amazing!

This event is really rewarding for so many ladies. They take so much away from it and it really does mean a lot to a lot of ladies.”

- Ashlee, a CCLD scholarship recipient, who lives on a property 868km from Adelaide.



“The biggest challenge and danger is losing yourself, losing your identity amongst everything and not being able to develop yourself.” – Lindy, a past attendee, who lives on a property 850 kilometres from Brisbane.



LAUGHTER, SELF-EXPRESSION AND PERSONAL DEVELOPMENT

The restorative benefits of gathering women together and facilitating connections between them cannot be overstated. Having space and time to reflect and share common life experiences in a non-judgemental environment with laughter and positivity is rare for Channel Country women who live and work in an often very male dominated and demanding environment.

“I laugh so much throughout each event ...it is an important part of feeling positive and makes the whole weekend so uplifting. There is just so much to smile about!” – Megan, a Committee member, who lives on a property 1280 kilometres from Brisbane.

The benefits of taking part in art and creative activities for therapy or pleasure are well documented, but such opportunities for self-expression and time away from work and family expectations are rarely available to the women who live in the Channel Country.

A key aspect of Ladies Day, since it's inception, are the opportunities for personal development, self-expression and creative connection through arts and cultural workshops, teaching skills in forms such as poetry, silversmithing, photography, singing, millinery, performing, dancing and silk painting. Each year innovative and new art forms are chosen to challenge and extend participants outside of their comfort zone. Community art projects like the collective painting of a public canvas are ways for the ladies to contribute to a piece that lasts within the community for years to come.

Keynote speakers and workshops at Ladies Day focus on empowering and skilling women to be leaders in their communities, covering topics from financial practices to body image and healthy relationships. Speakers have featured the likes of former Governor General, Dame Quentin Bryce, relationships and sex therapist Dr Rosie King, writer and director Taryn Brumfitt, Jane Cay, CEO of Birdsnest and succession planning advisor Jill Rigney .

Evaluations have shown that women leave the Channel Country Ladies Day with a greater sense of self-acceptance, empowerment and connection with their sense of self; which, research has shown, are all important factors for resilience.

“Mental health is a really big issue... we always seem to be in drought again, you might have one or two good seasons and then you'll be in drought again. To be able to get away from that and get support from the many different workshops here that deal with every single issue you can think of is great.” – Past attendee, Fiona, who lives on a property 1061 kilometres from Brisbane.





HEALTH SERVICES GO WHERE THE WOMEN ARE

“One of the biggest issues we deal with out here is mental health. At the Channel Country Ladies Day I see the looks on the ladies faces. I see the stress and tension dropping off them and that’s got to be great for their mental health.” - Stephen Pursell, Police Officer, Birdsville.

For many Channel Country women, the nearest health service is a day’s drive away.

Research from the Royal Flying Doctor Service (RFDS) shows that remote Australians face poorer health outcomes than those living in cities, with reduced access to health care, greater rates of ill health, and higher levels of mortality, morbidity and disease risk factors. People living in the bush also access mental health services at about a fifth of the rate of city residents (Mental Health in Remote and Rural Communities. RFDS. March 2017).

Ladies Day provides women with opportunities to access both physical and mental health services. They can book sessions with allied health and primary health professionals, including mental health workers, the RFDS team, a women’s health nurse, female doctor, massage therapist and naturopath. Access to regular health checks like pap smears and breast check education have already had worthwhile results, with one attendee having had pre-cancerous cells picked up from her pap smear at CCLD.

There is also evidence that the event is successfully challenging the culture of stoicism so characteristic of people in the bush, providing health education and promotion, which has helped attendees to acknowledge the importance of self-care and seeking help when needed.

The women can also take part in workshops which teach strategies and skills for coping with stress including mindfulness, processing grief and loss, sexuality, fitness, health and nutrition.



“Often our isolated communities are among the most disadvantaged from a health service point of view and this is a really good opportunity for us to provide some of that primary health care to go where the women are rather than expecting them to come to health centres.” - RFDS, Senior Medical Team, Charleville



DIRECTION, STRENGTH AND CLARITY IN HARD TIMES

Liz Lynch, a Royal Flying Doctor Service Health Promotion Officer from Longreach, says it's not always easy to build relationships with other service providers for the women and families who live in the area. "Because of the distance it can take quite some time to build relationships and this event has just been a brilliant catalyst."

This aspect of the event became hugely important in the life of Emma, a past attendee.

"I went from living in a town I grew up in, with a huge support network of friends and family, to being a mother in a setting that was entirely foreign to me. No visits to a station can ever prepare you for life living on a property.

A couple of weeks after attending my first Channel Country Ladies Day, I got in the car to drive to Broken Hill, our closest major centre, 500 kilometres away. I got 120 kilometres from town and thought, 'I need to do something while I'm away or I'm not coming back'.

I got to mobile reception and thought, 'I'm going to ring that lady from Longreach mental health that spoke on the stage at Ladies Day'. At the time I didn't know she was going to be an important person to me. But I thought, that lady will know who would be able to help me.

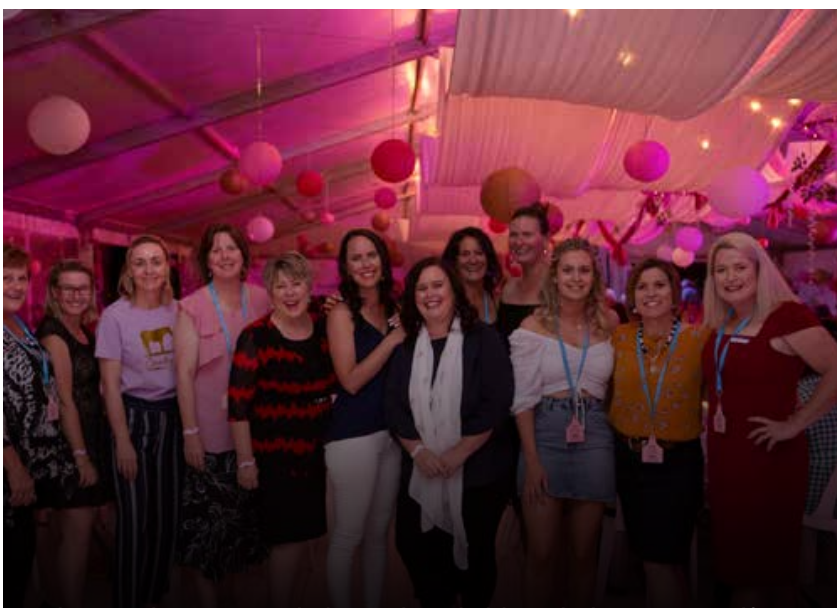
It's when hurdles come up later in your life when you go back to the station that you pull on those things that you're exposed to at Ladies Day, and that gives you direction, or gives you strength, or gives you clarity on things that you didn't even know were going to come up for you." - Emma, who lives on a property 730km from Adelaide.

For a little window of time on a weekend in October, the women of the Channel Country come and camp for the weekend in tents set up for them, eat gourmet meals someone else has prepared for them, and are given the opportunity to explore their creativity, revive their health and wellbeing, pamper themselves and be inspired.

It's about taking that inspiration away with them, to experience again, even in the isolation of daily life on a property. The ladies leave the "wonderful bubble" of Ladies Day:

"Knowing that it's okay to speak out about self-care, personal development and health in general."

"Feeling very positive and able to face the challenges of a hot, dry summer."





We'd love to talk to you about how you can help us cr

Our Committee of dedicated volunteers are continually focused on the sustainability of the event. We want to ensure we are able to have a lasting impact on the lives of women in the Channel Country.

As the event evolves, it requires greater inputs of time, resource and knowledge. We rely on the time and financial contributions of our volunteer Committee through administration support. The event's magnitude has an annual budget in excess of \$150,000, along with in-kind contributions. A range of financial and in-kind support are:

- Continuing to increase the social, cultural and health outcomes we have achieved by holding the event annually.
- Maintain the professionalism and quality of our event through innovative guest speakers and social service providers.
- To continue to deliver an event with ticket prices affordable for women in the Channel Country.

As we grow the social and cultural health of women in the Channel Country, we are also growing the community as a whole.

We invite you to partner with us in creating a sustainable future for the event.



The Channel Country Ladies Day has an extensive, engaged media presence, featured in local and national online, print and radio media. We offer various sponsorship and donor recognition options.

Please get in touch to discuss how you can partner with us.



SPONSORSHIP PACKAGES

Our event is only made possible by the support of our sponsors. We would like to work with you to ensure that your contribution is recognised in a way that will add value to your business and organisation. Whilst the following packages are presented as a guide, we love collaborating; if you have ideas about ways that you could add value to our event, or could leverage your input, we are keen to work with you to make it happen.

All sponsors are acknowledged by our MC over the course of the weekend.

Principal Partner – P.O.A

Exclusive position as Principal Partner, including prominent branding leading up to and during the weekend event, with benefits as negotiated.

Platinum – \$15,000 and over or in-kind equivalent

- Prominent branding, including:
 - Recognition in pre-event and post-event media release
 - Logo in printed program and on website
 - Banner on display at the event
 - Featured in Facebook posts (minimum 10)
- Two complimentary registrations for attendance at the event
- Inclusion of promotional material in Goodies Bag
- Opportunity to introduce the speaker or activity sponsored.
- Photobook with record of the event

Gold – \$10,000 and over or in-kind equivalent

- Branding, including:
 - Logo in printed program and on website
 - Banner on display at the event
 - Recognition in media release following the event
 - Featured in Facebook posts (minimum five)
- One complimentary registration for attendance at the event
- Inclusion of promotional material in Goodies Bag
- Photobook with record of the event

Silver – \$5,000 and over or in-kind equivalent

- Logo in printed program and on website plus featured in two Facebook posts
- Inclusion of promotional material in Goodies Bag
- Photo Report of the event

Bronze – \$1,000 and over or in-kind equivalent

- Mention in printed program and on website plus tagged in two Facebook posts
- Inclusion of promotional material in Goodies Bag
- Photo Report of the event

Event – Under \$1000 or in-kind equivalent

- Mention in printed program and on website plus tagged in one Facebook post

www.channelcountryladiesday.com.au

Mission

Channel Country Ladies Day is an event which provides access to our three pillars of Health & Wellbeing, Creative & Performing Arts and Business Skill & Personal Development to the ladies of the Channel Country Region

We strive to overcome the barriers of isolation by providing face to face opportunities to these women which are not readily available.

10.2 LIBRARY MAY MONTHLY REPORT

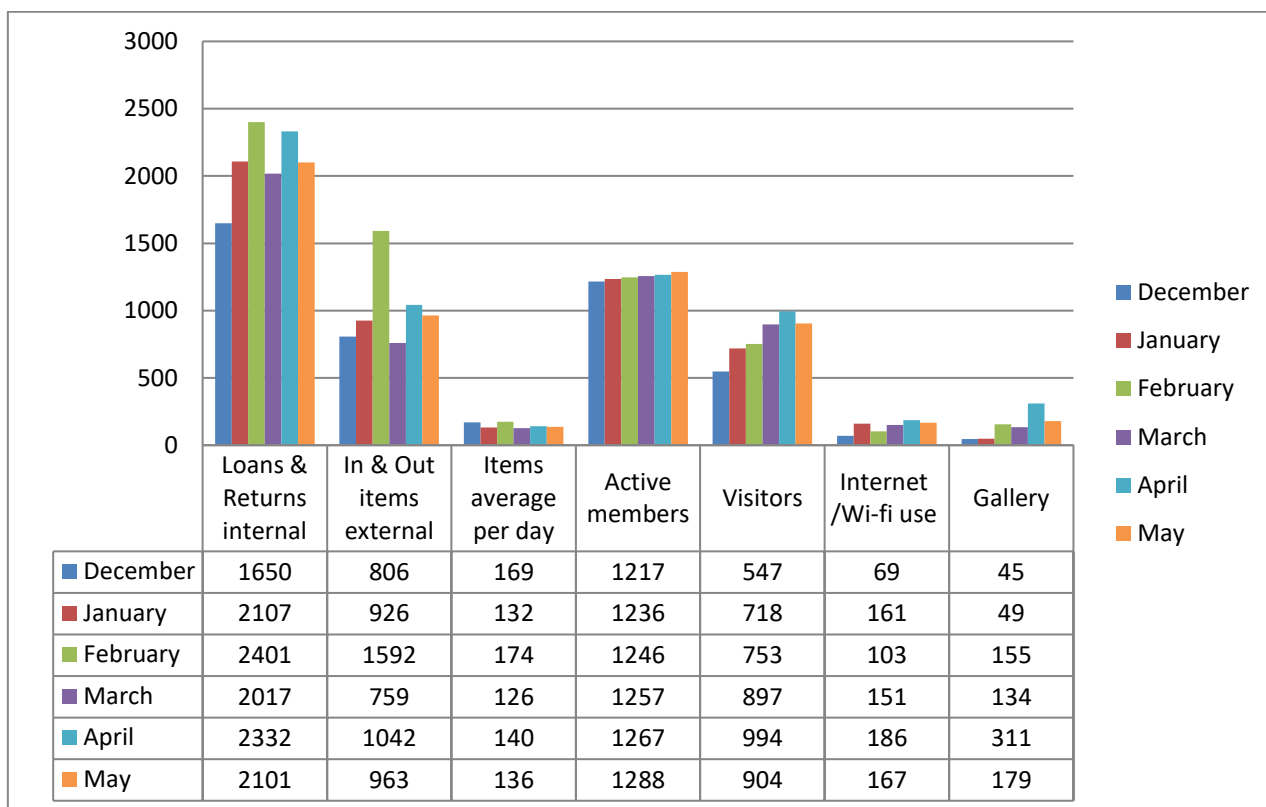
Author: Charleville Librarian

Authoriser: CEO

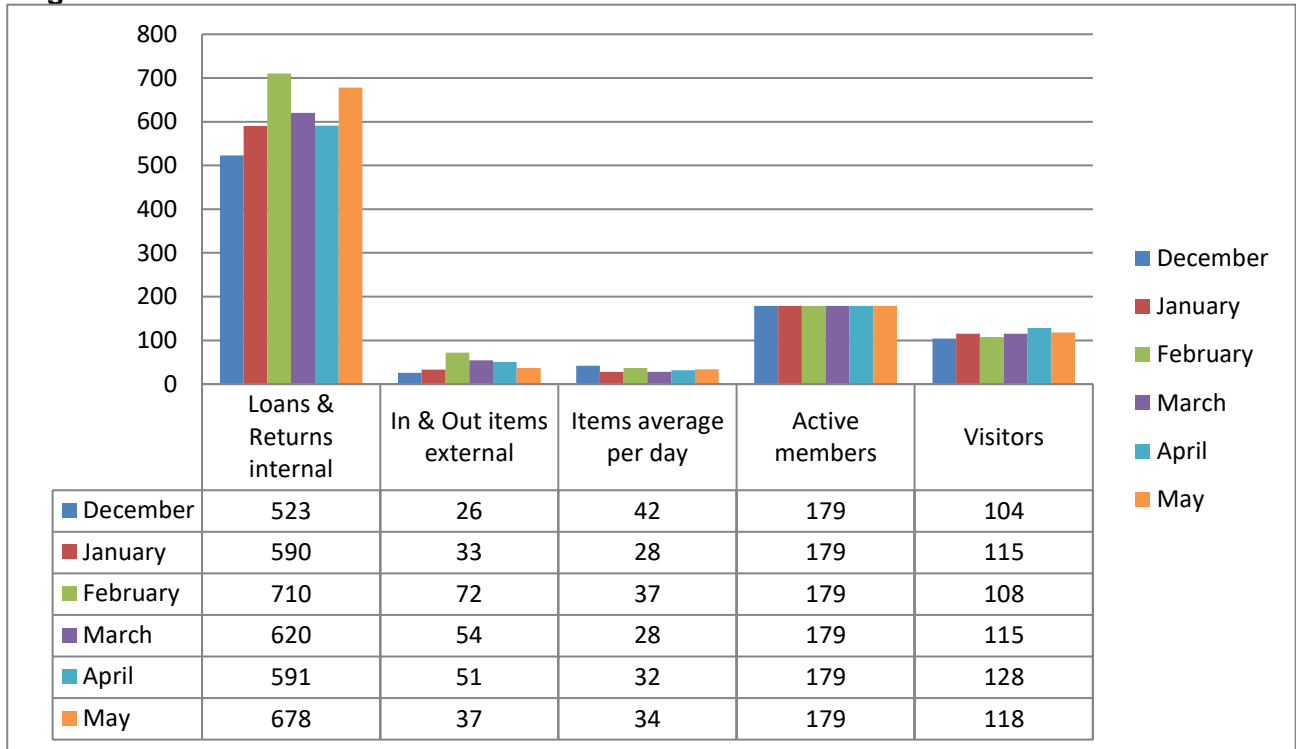
RECOMMENDATION
 That Council receives and notes the May Monthly Library report.

BACKGROUND

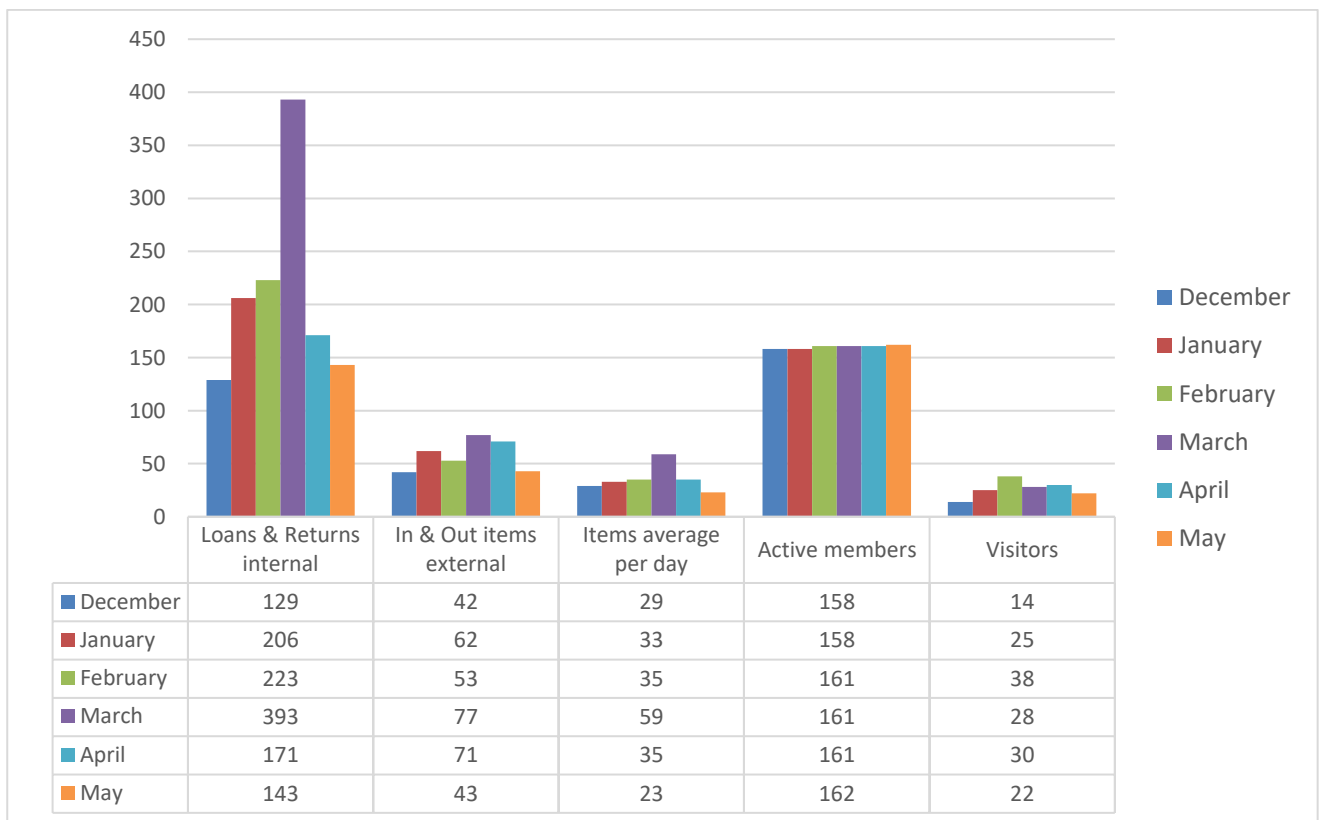
Charleville



Augathella



Morven



Operational Information

Charleville Library

Renovations left to be completed:

- mats, or soft coating for back area (to run sensory/messy Storytime sessions).

The second digital literacy session (Helpful apps for your phone) was run on the 9th of May. We had five people attend the live zoom session through the Be connected website (eSafety). They seemed to really enjoy the topic and we discussed apps they were currently using and ones that they wanted to try from the zoom session.

The Charleville library hosted a three day First 5 Forever workshop with the State Library of Queensland. This was one of three locations that were selected to run this workshop. We had Librarians/First 5 forever staff from Quilpie, Maranoa and Murweh (Melissa – Augathella Storytime) attend as well as two State library of Queensland staff. This event was a great opportunity to network with other councils/librarians and to problem solve any similar difficulties in Storytime sessions. The workshop allowed councils to talk in depth about each library and to gain new ideas to bring to each home library. Thursday was about connecting with partners in the community and having a space to sit and talk about what we can do in the future to support each other in providing events/spaces in the community.



- Library visitors – 904 visitors
- Current Library Memberships – 1288 (21 new members added in May)
- Items (books/DVD's) added to catalogue – 48 new items added to catalogue in Charleville from donations.

First5 Forever –

A statewide program providing strong early literacy foundations for all Queensland children aged 0-5 years.

Morven & Augathella

Melissa (Augathella Storytime) attended the Tuesday and the Wednesday of the First 5 Forever workshop. This was to provide face to face training for Storytimes and support for any questions/ideas she had as well as networking with other First 5 forever staff.

Nikki Mace will take over the Storytime sessions in Morven in June as this will allow the sessions to be more consistent for each town, while cutting down on travel time for the casual staff. The Morven community is thankful for this as they did not have any sessions in May due to Melissa undertaking her teaching pracs at the Augathella State School and we received feedback that they missed having Storytime sessions in the community.

Charleville

Storytime on the 15th was held at Graham Andrews Park for the new Storywalk opening. It was a very successful day with fifty guardians and children showing up for the event. The new Storywalk starts just outside the gates of the playgroup and loops around the path ending just before the bridge of the new island in the pond. It was very popular with the kids and has done exactly what we intended it to do which is get people excited about reading/early literacy and encouraging physical movement. Chris from Warrego Signs has done an exceptional job in printing and installing the signs for this project (See pictures below).

Story walks Project

Chris from Warrego signs has finished all the signs for the stories. The Charleville Storywalk has been installed with Morven and Augathella being installed in June (See pictures below).

These twelve books “promote strong early literacy foundations through a range of subjects and styles: the amusing antics of Queensland’s faunal emblem, the koala; educational aids such as counting and alphabet books; stories of belonging; journeys of discovery; true-life tales; and much more”.

Story walks are a fun, educational activity, which allows us to promote literacy, physical activity, and the resources that our communities have in a fun way along popular walking routes.



Mulga Lands Gallery – 179 people visited the Gallery with the new kids' art exhibit.

Morven Library

Morven Library was closed on Friday 17 May for the Charleville Show holiday. We welcomed 1 new member in May.

Augathella Library

No Comments.

LINK TO CORPORATE PLAN

1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

Nil

10.3 CHARLEVILLE SWIMMING POOL TENDER

Author: Director Community & Health Services
Authoriser: CEO

RECOMMENDATIONS
 That Council enter into a three (3) year fixed contract with two (2) further one (1) year options with Jason & Eileen Lindsay, for management of the Charleville Swimming Pool under the same conditions as the previous lessee for the sum of \$120,000 per year. This is conditional upon lifeguard certification being updated and evidence provided to council.

BACKGROUND

Tenders have closed for management of the Charleville Swimming Pool. Of the two parties that expressed interest one submitted a proposal.

Jason & Eileen Lindsay are community minded Charleville residents with a mix of skills and experience that would be well suited to operation of the facility, and keen to ensure that pool users have access to the best service, coaching and facilities possible.

Jason and Eileen have the required qualifications for the position.

A copy of their operational business plan is attached.

It is opportune timing that the appointment of new managers of the pool will coincide with the installation of the new filters and induction/training in their operation and maintenance will be provided.

Financial Risks

The tendered price is \$120,000 per year.

Environmental Risks

Nil

Social Risk

Nil

Legal Risk

Nil

LINK TO CORPORATE PLAN

- 1.2.1 Council has in place effective whole of community communication and engagement strategies

ATTACHMENTS

- 1. Operations Business Plan [↓](#) 



Jason & Eileen Lindsay

Charleville Swimming Pool

Management

Operations Business Plan

Murweh Shire Council Tender SP1/2024

Contents

Contact Details & Qualifications

| | |
|----------------|---|
| Jason Lindsay | 3 |
| Eileen Lindsay | 3 |

The Business

| | |
|-------------------|---|
| Executive Summary | 4 |
| Objectives | 4 |

Pool Facility Operations and Management

| | |
|---------------------------------------|---|
| Pool Maintenance | 4 |
| Lifeguard Services | 5 |
| Risk management | 5 |
| Opening Hours & Rates | 6 |
| Grounds/Amenities/Canteen maintenance | 6 |

Sessions and Programs

| | |
|-------------------|---|
| Swimming Sessions | 7 |
| Fitness Sessions | 8 |
| Holiday Program | 8 |
| Example Timetable | 8 |

Canteen Operations

| | |
|---------------------------------|---|
| Food & Beverages | 9 |
| Swimming Equipment and clothing | 9 |
| Swimming Equipment Hire | 9 |

Marketing, Promotion and Employment

| | |
|--------------------------|----|
| Community | 9 |
| Social Media Presence | 10 |
| Employment opportunities | 10 |

Contact Details & Qualifications

| Jason Lindsay | | Eileen Lindsay | |
|---|--|---|---|
| Email | jaytasmini@hotmail.com | Email | eileen_lindsay@hotmail.com |
| Mobile | 0419926044 | Mobile | 0428322543 |
| Address | 76 Banjarra Drive, Charleville, Qld, 4470 | Address | 76 Banjarra Drive, Charleville, Qld, 4470 |
| Current Relevant Qualifications | -Life Guard Certificate (Expiry September 2025) -First Aid & CPR certification | Current Relevant Qualifications | -First Aid & CPR certification (CPR Expiry January 2025, First Aid January 2027) -Swim teacher Certificate (Swim Australia Expiry 29 Nov 2025) -Cert IV in Training and Assessment (TAE40116) |
| Qualifications to obtain if successful applicant | Pool Plant Operations (Aquatic Technical Operator) Royal Life Saving QLD- Gumdale, 2 &3 July 2024 \$700 Swim teacher Swim Australia Foundation coach (Formally Competitive swimming) Roma, QLD 26 th May 2024 Murweh Shire Induction & Code of Conduct? | Qualifications to obtain if successful applicant | Pool Plant Operations (Aquatic Technical Operator) Royal Life Saving QLD- Gumdale, 2 &3 July 2024 \$700 Life Guard- September 2024 in Charleville Swim Australia Foundation coach (formally Competitive swimming) Roma, QLD 1 st June May 2024 Currently Enrolled Murweh Shire Induction & Code of Conduct? |
| Relevant employment history/Qualifications | Certificate IV Cookery (Chef 1995-2001) Certificate III Spare Parts Interpreter (Tas Mini Motors 2001-2008) QLD Parks and wildlife Ranger (2008-2012) Spare Parts Manager Mulga Tools and Parts (2012-2019) Grounds officer Charleville State High School (2019-Current) | Relevant employment history/Qualifications | Certificate III Group Training Certificate IV Fitness Bachelor of Education- Major Physical Education (Charleville State High school 2006-Current) Small Business operations (Mulga Massage Therapy (January 2023-current)) |

The Business

Executive Summary

This business plan outlines our proposal to provide comprehensive pool operator services, swim coaching, and canteen operations for the Murweh Shire Council. We have extensive experience to assist in managing groups and classes, offering effective swim coaching, operating successful canteens, and maintenance and upkeep of facilities and equipment. Our goal is to create a safe, enjoyable, engaging environment for individuals to learn and improve their swimming abilities and have the best experience possible at the pool facility. We are committed to providing a well-managed aquatic facility that promotes safety, swimming, & community involvement. We aim to provide inclusive pool operation and swim coaching services to individuals, schools, and community organizations. We will offer a range of programs that cater to various skill levels, from beginners to competitive swimmers. We are committed to providing a positive and supportive environment that encourages personal growth, skill development, and a lifelong love for swimming.

Objectives

Our main objectives for this project are as follows:

- Ensure the safe and efficient operation of the swimming pool facility.
- Provide high-quality swim coaching programs for all age groups and skill levels.
- Create a welcoming and inclusive environment that encourages community engagement and participation.
- Deliver a well-managed canteen offering nutritious and appealing food options.

Pool Operations

Pool Maintenance

We will undertake regular maintenance tasks, including water quality management, cleaning, and equipment checks, to ensure the pool is safe and compliant with health and safety regulations.

Suggested ideas and support

- Complete daily record of water quality test (3 times per day). This is to be kept on site as a record.
- Adjust chlorine and acid levels as required
- Daily vacume and debris removal
- Daily inspection of general pool equipment, plumbing and plant room facilities
- [Resource 'Water Quality Guidelines for Public Water Facilities' \(Queensland Health\)](#)
- Procurement of bulk pool chemicals

Lifeguard Services

Our qualified lifeguards will ensure the safety of all patrons by actively monitoring the pool area, communicating rules, and responding to emergencies. Lifeguards will maintain situational awareness and identify potentially hazardous behaviours and situations.

- Conduct lifeguard induction, facility induction and in-service training for new staff.
- As a Lifeguard understand Legal responsibilities, personal Health and Welfare responsibilities,
- Ensure currency or Knowledge and skills (RLSSA pool lifeguard reaccreditation-12 months)
- As per the GSPO, Lifeguards must be over the age of 16 and as a guide the ratio of Lifeguards to People in the water should not exceed 1:100. This number should be reduced in high Risk circumstances.
- Ensure lifeguards have timely access (30 seconds) to
 - A Rescue Tube
 - A Spinal Board
 - A first Aid Kit
 - An Oxygen resuscitator
 - A defibrillator
 - Communications (Mobile, UHF hand held devices, Loud speaker ect)

Risk Management

We will identify potential risks and develop comprehensive risk management strategies to mitigate them. This includes implementing safety protocols, obtaining appropriate insurance coverage, and conducting regular staff training.

- Implementation of 'The Guidelines for Safe pool operations'. These guidelines represent a best practice guide for owners, operators and employees within an aquatic facility
- Familiarity and implementation of;
 - Dangerous Goods Act
 - Dangerous Goods Regulations
 - Hazardous Substance Codes of Practice
 - Public Health Guidelines
- Development of Risk Assessment identification templates
- Development of Emergency Procedure Plan
- Implementations of Hazardous Chemicals procedures (including SDS documents, chemical register and Chemical spill emergency procedures)
- Upkeep of health and safety signage throughout the facility
- Develop accident and incident reporting documents and complete when required. (refer documentation to Murweh Shire Council).
- Ensure correct PPE is provided and stored appropriately.
- Conduct Safety and Hazards identification audit on regular basis.
- Conduct frequent checks for lightning and weather conditions (use of 'flash to bang' theory, estimating how far away the lightning is as well as use of a Lightning tracker app). Under 10km evacuation to a covered area should occur, (GSPO).

Opening Hours & Rates

Monday to Friday 5.30am -7.30am and 9am - 6pm

Saturday & Sunday 10am -5pm

Public holidays 10am-5pm

Extended hours will be negotiable for private, group training and community functions

Rates

| | |
|---|--------------|
| Adult Daily Entry | \$4.00 |
| Children up to and including 18 years daily entry | \$2.00 |
| Adult Season Pass | \$137.00 |
| Family Season Pass | \$263.00 |
| Children Season Pass | \$79.00 |
| Pensioners Season Pass | \$79.00 |
| 10 Session pass (adults) New | \$30.00 |
| Non swimmers | - |
| Swimming club hire fee | \$40.00/hour |
| Private Function | \$63.00/hour |
| School Swimming carnival | \$326/day |

*These prices are consistent with the price list stated in the contract, however vary from current prices listed at the Swimming pool. Open for review to keep prices the same as 2023/24 fees. We Would also like to implement a **10 session pass** for short term visitors to the Murweh shire.

Grounds/Amenities/Canteen Maintenance

- Daily cleaning of amenities
- Restock hand soap/sanitiser, toilet paper, hand towel etc.
- Regular rotation of food and beverage stock
- Mowing and line trimming of grounds (including nature strip)
- Watering & weeding of facility
- Construction of low maintenance gardens for extended greenspace
- Installation and maintenance of automatic watering system.
- Cleaning of canteen facilities
- Implementation of grandstand upgrade (grant application)

Sessions and Programs

We will offer a comprehensive swim coaching program, catering to beginners, intermediate swimmers, and advanced athletes. Our certified coaches will provide personalised instruction to help participants achieve their swimming goals.

The following lessons would be provided to cater for all ages and abilities

Swimming Lessons

| Lesson Type | Target Age/Ability | Cost |
|---|--|---|
| School lessons | Prep-year 12 Charleville State School, Charleville Distance Education, Charleville High School, St Mary's Primary School. Day care centres, Charleville Kindy and surrounding schools | Individual entry fee \$2.00/student |
| Learn to swim 1 session/week plus school Holiday weekly blocks | 6 months- 2 years 2-3 years 3-5 years | \$10/child (30 minute session) |
| Mums & Bubs Group 1 session/week | 4 months- 1 year | \$10/child (30 minutes) |
| Development Squad 1 session/week | 6-10 years (depending on ability level) | \$12/child (45minutes-1 hr) |
| Mini Squad 2 sessions/week | 9-12 years (depending on ability level) | \$12/child (45minutes-1 hr) |
| Senior Squad 2 sessions/week | 10-17 years (depending on ability level) | \$12/child (45minutes-1 hr) |
| Adult Squad Training 2 sessions/week Session 1: Technique and drills, stroke correction Session 2: Fitness and Endurance | 16 years plus | \$10/person (1 hr session). |
| Aqua Aerobics | All ages (focus on elderly ages for particular sessions) | \$5/person |
| Private Swimming Lessons | All ages and abilities- offering technique analysis | \$20/session |
| Individualised Training Sessions Plans | 12 years plus (Competitive abilities) | \$30.00-\$40.00 per plan (8-12 week plan) |

Fitness Sessions

| Lesson Type | Target Age/Ability/details |
|--------------------------------------|---|
| Swimming Strength Training | 12 years plus Conducted in shed on pool site |
| Triathlon Training (Friday mornings) | 12 years plus |

Holiday Program- Kids Club

| Target Age | Details |
|-------------|---|
| 6-9 years | <ul style="list-style-type: none"> - Swimming games & dry land games (Volleyball, Badminton, Kubb, Lawn Bowls, Bocce, Cricket) - \$10/child 2 hr session during school holidays - \$20/child 2 hr session including lunch |
| 10-17 years | <ul style="list-style-type: none"> - Swimming games & dry land games (Volleyball, Badminton, Kubb, Lawn Bowls, Bocce, cricket ect.) - \$10/child 2 hr session during school holidays - \$20/child 2 hr session including lunch |

Example Timetable

| Shift | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---------------|---|---|--|---|---|
| 5:00-7:30AM | 5:30am- 6:30am Adult Squad | | 5:30am- 6:30am Adult Squad | 6:00am-7:00am Strength Training | 5:30am- 6:30am Triathlon Training |
| 9:00AM-3:00PM | | 9:00-9:30 Aqua Aerobics | 9:30-10:00am Mums and Bubs | | |
| 3:00PM-6:00PM | Learn to Swim Group 1- 3:30-4:00pm Group 2- 4:00-4:30pm Group 3-4:30-5:00pm <hr/> 5:00-6:00pm Senior Squad | Learn to Swim Group 1- 3:30-4:00pm Group 2- 4:00-4:30pm Group 3-4:30-5:00pm | 4:00pm-5:00pm Mini Squad 5:00-6:00pm Senior Squad | | 4:00pm-5:00pm Mini Squad <hr/> 5:00-6:00pm Development Squad |
| | | | | Swimming Club 6:00pm-7:30pm | |

Canteen Operations

Food & Beverages

We will ensure efficient food preparation, maintaining high standards of hygiene and quality. Our staff will provide friendly and prompt service to meet the needs of patrons.

- Sale of a variety of foods and beverages. (Increase in variety of foods and beverages offered including coffee, tea, cake/slices, sandwiches and salads, special once a week)
- Catering options for events and birthdays
- Catered movie/theme night (Monthly)
- Implementation of improved kitchen facilities through funding applications (opportunity to provide short order menu for the public increasing further employment opportunities within the facility).
- Upgrade for outdoor BBQ and seating area with funding application and council assistance.
- We would like to offer our services to the Swimming club and assist in catering for the swimming clubs meets to help raise money for their association

Swimming Equipment and Clothing

- Sale of swimming togs, caps, goggles, flippers, Charleville Chiefs Merchandise, Charleville Triathlon merchandise, Charleville CRABS Clothing.

Swimming Equipment Hire/loan

- Flippers, pull bouy, noodles, kickboards, snorkels

Water Safety Training

Conduct water safety courses for individuals and organisations through Swim Australia. Teach essential lifesaving skills, CPR, first aid, and rescue techniques.

- Customise programs for different age groups and skill levels
- Complete Monthly refresher water rescue scenarios with staff

Marketing, Promotion & Employment

Community Outreach

- Actively engage with schools, local clubs, and community organisations to promote our swim coaching programs, swimming carnivals and the swimming pool facility.
- Implementation of barcoded card for season members.

Media and Online Presence

We will establish an online presence through a dedicated website, social media platforms, and online registration systems to reach a wider audience and provide convenient access to information.

- Use of facebook social media page to promote events, individuals, swimming training, public notices ect.
- **Implimentation of an online Booking system 'SimplyPortal' for swimming lesson bookings and payment options.**
- Creation of website
- Start of season promotion of prices, passes available, contact details, facilities and equipment offered ect.

Employment Opportunities

- A number of staff opportunities will be available for casual employment to assist in the kiosk and for learn to swim lessons as well as development, mini and senior squad sessions
- Any persons interested in gaining learn to swim, bronze medallion and Lifeguard certification will be encouraged to attend training opportunities that are offered.
- With the TAE certification that Eileen holds, there is future potential to assess and sign off Foundation coach participants if practical hours are completed at the Charleville Swimming pool under appropriate supervision. (Required to hold the Teacher of Competitive strokes for 3 years in order to become an assessor)
- Upgraded canteen facilities would increase the chances to offer a short order sit down menu which would employ hospitality staff and the potential to offer a school based or full-time apprenticeship.

NAMES**10.4 COMMUNITY & HEALTH SERVICES REPORT**

Author: Director Community & Health Services

Authoriser: CEO

RECOMMENDATION

That Council receives and notes the Community and Health Services Report.

BACKGROUND**Water Quality**

The Charleville, Morven and Augathella water supplies tested free from contamination.

Sewerage / Wastewater

Premise are working towards final design. Variations for timeline have been submitted for both Augathella and Charleville.

Swimming Pool

The new filters are on schedule with installation anticipated before the pool opens in September. Call for tenders for management of the Charleville Pool has closed and a separate report for discussion has been included in this meeting agenda.

Art Gallery

The 5th of June saw the opening of a new exhibition featuring the artwork of Frank McCormick and Robyn O'Sullivan. This will run until the 1st week in July when it will be replaced by an exhibition of works by Rose Rigley. The 6th of June saw the launch of 'New Years Eve', a novel by Sarah Todman. It once again highlighted what an excellent event venue the gallery is becoming.

Libraries

Story Walk Project installation is complete in Graham Andrews Parkland, Meat Ant Park and Morven Library/VIC complex.

Other

A Charleville resident has been appointed to the 'Community Services Coordinator' position. This position will be for a 12-month period initially. The position will operate out of the council office and is funded by Queensland Health.

Meetings attended

13th May – Augathella CED & Charleville STP – Project Steering Committee meeting.

13th May – Meeting with DHLGPPW.

13th May – Meeting with Pinnacle regarding Essential 8 Project.

21st May – Self-Care, We Care, Multicultural Festival Meeting.

21st May – Youth Collaboration Group Meeting.

- 23rd May – State Library of Qld – First 5 Forever meeting
- 28th May – Premise – on-site meetings – Augathella CED & Charleville STP.
- 30th May – LDMG meeting.
- 30th May – NAB – Business banking arrangements.
- 31st May – DHLGPPW – Discussion regarding BOR & LGGSP funding variations.
- 3rd June – Connel Griffin & Premise – Augathella CED & Charleville STP updates.
- 4th June – DHLGPPW – Funding agreement variations.
- 10th June – Pinnacle – Monthly meeting.

LINK TO CORPORATE PLAN

- 1.2.1 Council has in place effective whole of community communication and engagement strategies
- 2.6.1 Water supply and storages are managed to achieve the highest standard of quality, efficiency, delivery, and sustainability
- 2.6.2 Sewerage treatment and water re-use supply are managed to achieve the highest standard of quality, efficiency, and delivery for human and environmental health.
- 2.6.3 Public access to potable water and sanitation.
- 3.1.1 Health and wellbeing services meet community needs and expectations

ATTACHMENTS

Nil

11 CORPORATE & REGULATORY

11.1 THREE YEAR STRATEGIC INTERNAL AUDIT PLAN 2025-2027

Author: Accountant
Authoriser: Director of Corporate Services

RECOMMENDATION

That Council receives and notes the three-year Strategic Internal Audit Plan 2025-27.

BACKGROUND

Section 207 of the *Local Government Regulation 2012* requires Council to have an Internal audit function.

Section 207 Internal audit

For each financial year, a local government must—

- (a) prepare an internal audit plan; and*
- (b) carry out an internal audit; and*
- (c) prepare a progress report for the internal audit; and*
- (d) assess compliance with the internal audit plan.*

Crowe Howarth (CH) was appointed as Council's internal auditor since 2021.

The current three-year plan will end in 2026.

The new plan presented sets out the scope of the planned work to be undertaken during the financial year 2025-27.

For the financial year 2024-25, the areas of focus for review are Risk Management and Customer Services/complaints handling.

The estimated cost to undertake these audits is \$ 30,000 excluding GST. (2023/24 fee was \$27,500)
The fee includes follow up of prior year audit recommendations and update of the rolling strategic internal audit plan.

Financial Risks: Compliance - Council is required to have an internal audit as per Section 207 of the Local Government Regulation 2012

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

- 1. MSC - 3 Year Strategic and Annual Internal Audit Plan FY25 - FY27 [↓](#) 



Three-year Strategic Internal Audit Plan

Financial Year 2025 – 2027

April 2024

Confidential

Prepared for: Murweh Shire Council

Audit / Tax / Advisory






Smart decisions. Lasting value.

1. Strategic Internal Audit Plan Executive Summary

1.1 Introduction

The Three (3) Year Strategic Internal Audit Plan sets out the scope of the planned work to be undertaken by Crowe during the financial years 2025 - 2027, as Murweh Shire Council's (Council's) outsourced Internal Auditor.

The Strategic Internal Audit Plan should be considered as a working document and where key issues arise, the Strategic Plan should be reviewed and updated to reflect the requirements of Council.

| | | |
|---|--|---|
|  | <p>A risk-based approach</p> | <p>We will develop an Internal Audit Plan that includes the core risks of Council. We will also support Management with a culture that recognises the need to manage risk and seeks continuous improvement in business processes.</p> |
|  | <p>Integration with other Assurance providers</p> | <p>We will co-ordinate the internal audit work with other Assurance providers of Council, such as the External Auditor, to ensure there is efficiency within the audit effort and to avoid duplication (wherever possible).</p> |
|  | <p>Flexibility</p> | <p>We will respond quickly to changes in the business environment, business risks and Council's priorities.</p> |
|  | <p>Operational efficiency</p> | <p>We will be cost effective in terms of the cost and quality of the work we perform.</p> |
|  | <p>Practical and timely recommendations</p> | <p>We will ensure that our recommendations are practical and realistic, and are communicated to Management in a timely manner, so there are "no surprises" within our report findings.</p> |

1.2 Business Environment

The Murweh Shire covers 43,905 square kilometres and has over 5,000 residents primarily in the towns of Charleville, Augathella, Morven and Cooladdi. Agriculture, Forestry and Fishing is some of the largest industries accounting for 49.1% of total business in the region.

Murweh Shire Council's mission is to maximise the economic, social and lifestyle potential for the Shire.

The following key activities, and associated risks and opportunities, have been considered in the selection of internal audit activities within the Three (3) Year Strategic Internal Audit Plan.



1.3 Linking Your Core Business Processes and Strategic Risks to the Audit Plans

We note that the current risk register includes Financial, Growth, Climate, Asset and Property, Human Resources, and Project Management risks. These risks and discussion with management have been considered in the development of the three (3) year Strategic and Annual Internal Audit Plan.

The symbol “X” indicates that an internal audit has been scheduled within the relevant calendar year and will cover some aspect of the associated risk. It should be noted that an “X” does not indicate full coverage of a risk, as a risk may be managed through a number of business processes and control procedures. Similarly, an internal audit of a process may be associated with more than one risk area.

1.4 Cybercrime Reviews

Local government (LG) entities are increasingly using online services to connect with their communities and conduct government business. Alongside the many benefits that arise from this digital connectivity are just as many, if not more, risks. None more challenging than the attempts of cybercriminals to gain unlawful access to government systems and information, disrupting supply chains and services. The number of cyber-attacks across government rose sharply during the COVID-19 pandemic and will continue to present challenges for governments who are entrusted with citizen information and ongoing delivery of essential services.

LG entities use key systems to deliver services to their communities and in doing so collect and store vast amounts of information about their residents and operations. This information is attractive to cybercriminals. LG entities need to understand and mitigate their cyber security risks. In doing so, entity capability and public confidence in digital initiatives and government processes will be strengthened.

We have found that LG entities have not managed their cyber security risks well. Out-of-date software accounted for a large number of cyber security vulnerabilities and despite staff awareness training, LG entities lacked controls to prevent their staff falling victim to social engineering attacks (for example phishing emails). Our experience is that LG entities we have audited also lacked the appropriate incident response and recovery plans to respond to cyber security incidents and recover key systems.

LG entities should give regard to good practice principles in the Australian Government Information Security Manual and the Essential Eight controls to protect systems and information. While remediations will require an investment of time and money, support from senior management is equally important to uplift cyber security maturity.

An effective cybersecurity assessment is the beginning, once completed it can drive a risk-based IT internal audit plan. Audit frequency should correspond to the level of risk identified, and applicable regulatory requirements / expectations.

- IT General Computer Controls
- External Penetration and Vulnerability Testing
- Internal Vulnerability Testing
- Data Protection and Information Security
- Third-party Management
- Risk Analytics
- Crisis Management
- Social Media
- Data Loss Protection (DLP).

| Key Business Process | Prior Years | 2023/24 - Delivered | 2024/25 | 2025/26 | 2026/27 | Watchlist |
|--|-------------|---------------------|---------|---------|---------|-----------|
| Infrastructure Charges | | | | | | |
| Application Process | | | | | | |
| Treasury and Cash Management | | | | | | |
| Cash at Non-primary Locations | | | | | | |
| Fees and Charges Development | | | | | | |
| Accounts Payable | 2023/24 | X | | | | |
| Rates and Charges | | | | | | |
| Budget / Budgeting | | | | | | |
| Payroll | | | | X | | |
| Procurement and Accounts Payable | 2018/19 | | | | X | |
| Segregation of Duties | 2018/19 | | | | | |
| Delegations | 2018/19 | | | | | |
| IT Systems and Security | 2019/20 | | | | | |
| Managing Social Media Risk | 2020/21 | | | | | |
| Cybersecurity | | | | | | X |
| Document Security / Storage | 2021/22 | | | | | |
| Council Website (Accuracy of Information) | 2021/22 | | | | | |
| Related Parties | | | | | | |
| Compliance with Legislative Requirements | 2020/21 | | | | | |
| Long Term Financial Planning Framework | | | | | | |
| Output Performance Measurement and Reporting | | | | | | |
| Fraud Prevention and Management | 2017/18 | | | | X | |
| Risk Management | 2018/19 | | X | | | |
| Policy Framework Documents Maintained / Reviewed | 2023/24 | X | | | | |
| Plant Utilisation | | | | | | |
| Contributed Assets | | | | | | |
| Asset Security / Access Management | 2014/15 | | | | | |
| Asset Administration | 2018/19 | | | | | |
| Asset Maintenance | | | | | | |
| Capital Works Management | 2021/22 | | | | | |
| Road Management Plan | | | | | | |
| Stores and Workshops | 2017/18 | | | | | |
| Water and Sewerage Operations | 2018/19 | | | | | |
| Business Continuity Plan | 2020/21 | | | | | |
| Disaster Recovery Plan | 2020/21 | | | | | |
| Customer Service / Complaints Handling | | | X | | | |

| Key Business Process | Prior Years | 2023/24 - Delivered | 2024/25 | 2025/26 | 2026/27 | Watchlist |
|--|-------------|---------------------|---------|---------|---------|-----------|
| Learning and Staff Development | | | | | | |
| Recruitment (Selection and Induction) | | | | X | | |
| Performance Management System | | | | | | |
| Workforce Management and Succession planning | | | | | | |
| Leave Balances | | | | | | |
| Conflicts of Interest | 2019/20 | | | | | |
| Code of Conduct | | | | | | |
| Overtime and Allowances | 2018/19 | | | | | |
| Learning and Staff Development | | | | | | |
| Follow- up of Prior Audit Recommendations | | X | X | X | X | |

1.5 Proposed Cyber Security for Consideration (Watchlist)

Cybercrime vulnerability scorecard

In conjunction with Europe’s largest forensic research centre at the UK’s University of Portsmouth, Crowe has developed an assessment tool and report to provide your organisation with a cybercrime vulnerability rating and a checklist of what you need to do.

External vulnerability assessments

We look at your domains to see if your emails can be spoofed. We look for out of date, unsupported software, open ports which can be hacked, and known vulnerabilities which haven’t been resolved.

Internal vulnerability assessments

We provide you with the specialist diagnostic hardware which looks inside your network and systems for weaknesses.

Searches for compromised emails and passwords

We search the Dark Web (the part of the Web which cannot be searched using normal search engines) for compromised emails and passwords.

2. Annual Internal Audit Plan for the Year Ending 30 June 2025

| No | Internal Audit Area | Indicative Timing 2024-25 | | | | Audit Objectives | Proposed Scope of work | Estimated Cost |
|----|---------------------|---------------------------|-----|-----|-----|---|--|----------------|
| | | Q 1 | Q 2 | Q 3 | Q 4 | | | |
| 1 | Risk Management | | X | | | <p>The audit aims to evaluate the effectiveness of the Council's risk management processes in identifying, assessing, prioritising, and mitigating risks across various functions and operations.</p> | <p>We will obtain an understanding of the internal policies, procedures and requirements pertaining to the Risk Management Framework, including the performance of walkthroughs and sample-based testing over the key controls identified in the framework. Specifically, we will:</p> <ul style="list-style-type: none"> Review Control Environment (i.e., Review of existing processes and procedural documentation, risk register, and the system associated with management of risks). Review and evaluate control activities (e.g., Examination of risk identification methodologies and matrix and evaluate most recent update of the policies and procedures conducted by management to confirm existing and identify emerging risks). Evaluate Risk Governance and Communication of key enterprise risks (i.e., the extent in which key risks are recorded and communicated with key decision makers). <p>Exclusions</p> <p>The internal audit did not cover any items not specified in the Scope section.</p> | \$18,000 |

Three-Year Strategic Internal Audit Plan

Murweh Shire Council

| No | Internal Audit Area | Indicative Timing 2024-25 | | | | Audit Objectives | Proposed Scope of work | Estimated Cost |
|--|--|---------------------------|-----|-----|-----|---|---|----------------|
| | | Q 1 | Q 2 | Q 3 | Q 4 | | | |
| 2 | Customer Service / Complaints Handling | | | | X | Determine whether the Council's customer service and complaints handling processes comply with internal policies. | <p>We obtained an understanding of the internal policies, procedures and requirements pertaining to the customer service and complaints management processes and evaluated these processing via sample-based testing. Specifically, we:</p> <ul style="list-style-type: none"> • Review Customer Services processes and key internal controls performed by Council, including: <ul style="list-style-type: none"> ○ Interacting with customers in an appropriate and fair manner. ○ Dealing with enquiries in a timely and effective manner. • Review the Complaints Handling processes and key internal controls performed by Council, including: <ul style="list-style-type: none"> ○ Timeframes around acknowledgement of a complaint ○ Resolution of complaints in an objective, efficient and fair manner. ○ Recording of customer complaints and their resolutions. ○ Monitoring and tracking of responses and outstanding complaints. <p>Exclusions</p> <p>The internal audit did not cover any items not specified in the Scope section.</p> | \$9,500 |
| 3 | Update of the rolling Three-year Strategic Internal Audit Plan | | | | X | Strategic Risk Register | <p>We will liaise with Management and seek input into the development of the Strategic and Annual Internal Audit Plans.</p> <p>This will include consideration of the Council's risk profile and organisational changes.</p> | \$1,500 |
| 4 | Follow-up of Prior Audit Recommendations | | | | X | General Administration | <p>General Administration include:</p> <ul style="list-style-type: none"> ▪ Follow up and testing over prior period findings, including reporting to Management. ▪ Meetings with the appointed External Auditor. ▪ Completion of planning and debrief meetings with the team, as required. | \$1,000 |
| Total indicative cost (Excluding GST) | | | | | | | \$30,000 | |

11.2 LEASE OF COUNCIL OWNED OR MANAGED LAND**Author:** Manager Regulatory Services**Authoriser:** CEO**RECOMMENDATION**

That Council advertise through Council's website and on its social media page the following parcels of land for lease for a period of three years. Each application must submit the below information for each parcel of land in its submission:

A. Lease offer per parcel of land in dollars (\$); and

B. Intended use of the land or purpose for lease

Decisions will be completed in accordance with the *Local Government Regulations 2012, Section 228, items (9) and (10)*.

Council to contact any approved person that has stock on any of the identified land parcels, to advise of Council's decision, and request all stock to be removed by 30 August 2024.

BACKGROUND**Purpose**

Council is responsible for and manages parcels of land that have been used for grazing purposes (horses or cattle) in previous years by community members. To assist with on-going management of these land parcels and to formalise use, it is of benefit to both the user and Council to call for applications and enter into a formal agreement for each parcel of land for a period of three years. Upon completion of the three year lease agreement, Council will review the process and decide on its options.

There are no formal active agreements in place for any of the parcels of land. There is agistment approvals in place for the Four Mile Paddock, an expired agreement for the Four Mile Pocket with the client continuing to pay monthly lease fees, and no formal agreement for the Showground paddock with the client paying monthly fees.

Discussion

The following parcels of land have been identified for leasing purposes – (refer attached maps).

1. 33 on Plan OR 812604 {53.5ha} – commonly known as the Rodeo Paddock
2. Lot 59 on Plan OR 157 {386.879} – commonly known as the Four Mile Paddock
3. Lot 77 on Plan OR313 {132ha approx.} – commonly known as Four Mile Pocket
4. Lot 92 on Plan OR290 {1020ha} – Mulga Research Paddock (east of airport)
5. Lot 126 on Plan OR328 {18.2ha} – Gowrie Xing Paddock
6. Showground Paddock – west of yards and Rodeo/Campdraft arena

Upon this decision, the Manager of Regulatory Services will make contact with any approved lessee/agistment person to advise of this decision and provide an approximate time (end of August 2024) for removal of their stock from the known paddocks.

Consultation

Senior Council Executive

Council administration Staff

Financial Risks

The fences at each site are difficult to inspect to identify the condition (stock proof). Council may wish to clear fence lines prior to leasing of the Rodeo Paddock and Four Mile Paddock – at a cost of \$ 220.98 (private work cost) per hour.

Environmental Risks

Clearing of vegetation in close proximity to a water course (Warrego River)

Social Risk

Nil. Advertisements will be open for public viewing and application.

Legal Risk

Nil. Council will enter into a legal agreement with the successful applicant

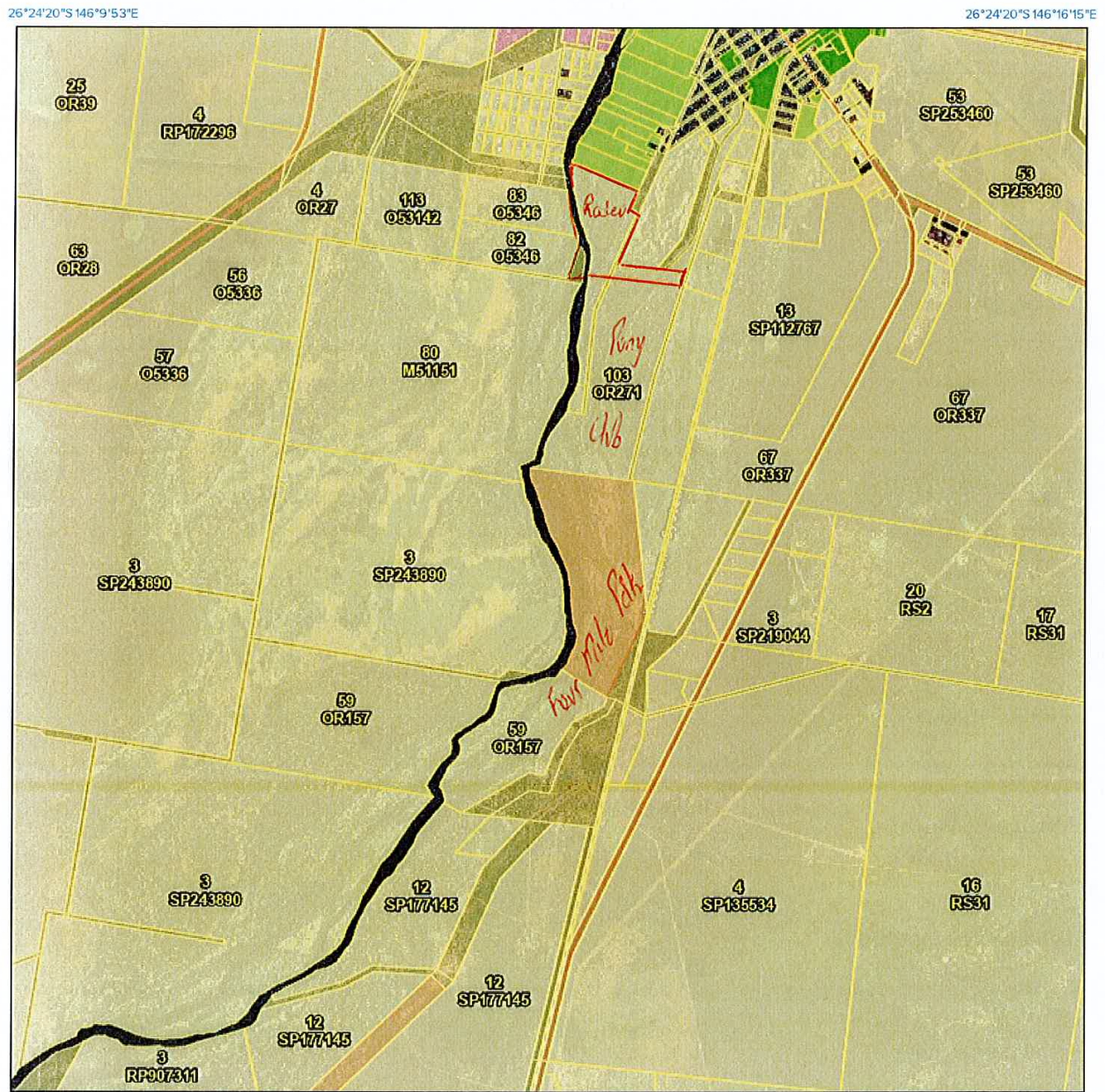
LINK TO CORPORATE PLAN

1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

1. Lease paddock maps [↓](#) 

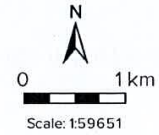
Rodeo-Pony Club-Four Mile Paddock



26°30'3"S 146°9'53"E 26°24'20"S 146°9'53"E

A product of **Queensland Globe**

Legend located on next page



Printed at: A4
 Print date: 7/6/2024
 Not suitable for accurate measurement.
 Projection: Web Mercator EPSG 102100 (3857)
 For more information, visit
<https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>



Includes material © State of Queensland 2024. You are responsible for ensuring that the map is suitable for your purposes. The State of Queensland makes no representation or warranties in relation to the map contents and disclaims all liability.

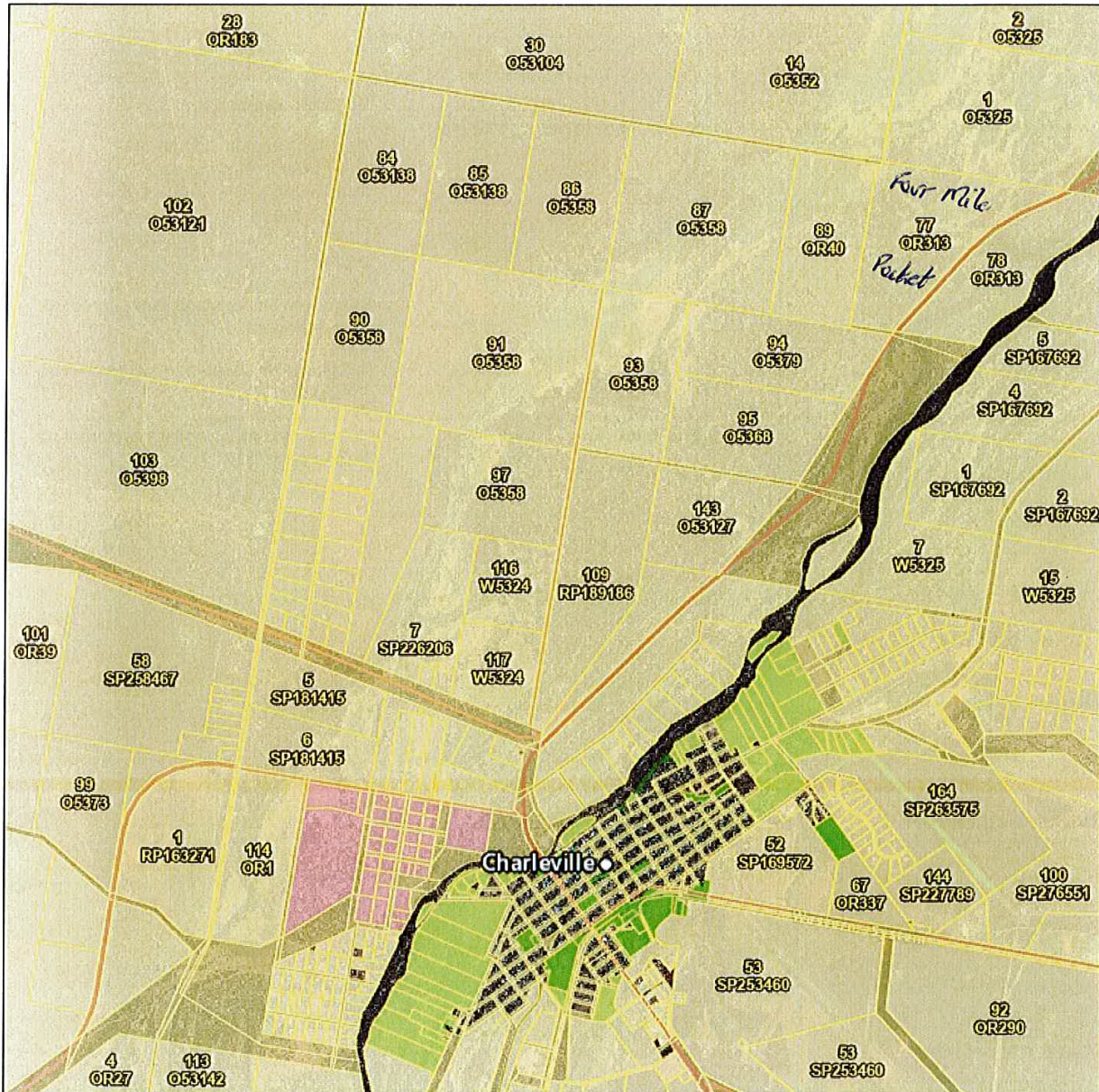
If imagery is displayed, imagery includes material © CNES reproduced under license from Airbus DS, all rights reserved © 21AT © Earth-1, all rights reserved, © Planet Labs PBC, 2023

Four Mile Pocket

77OR313

26°19'36"S 146°11'6"E

26°19'36"S 146°17'28"E

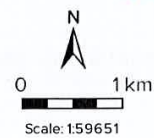


26°25'19"S 146°11'6"E

26°25'19"S 146°17'28"E

A product of
 **Queensland Globe**

Legend located on next page



Printed at: A4
 Print date: 7/6/2024

Not suitable for accurate measurement.
 Projection: Web Mercator EPSG 102100 (3857)

For more information, visit
<https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>



Includes material © State of Queensland 2024. You are responsible for ensuring that the map is suitable for your purposes. The State of Queensland makes no representation or warranties in relation to the map contents and disclaims all liability.

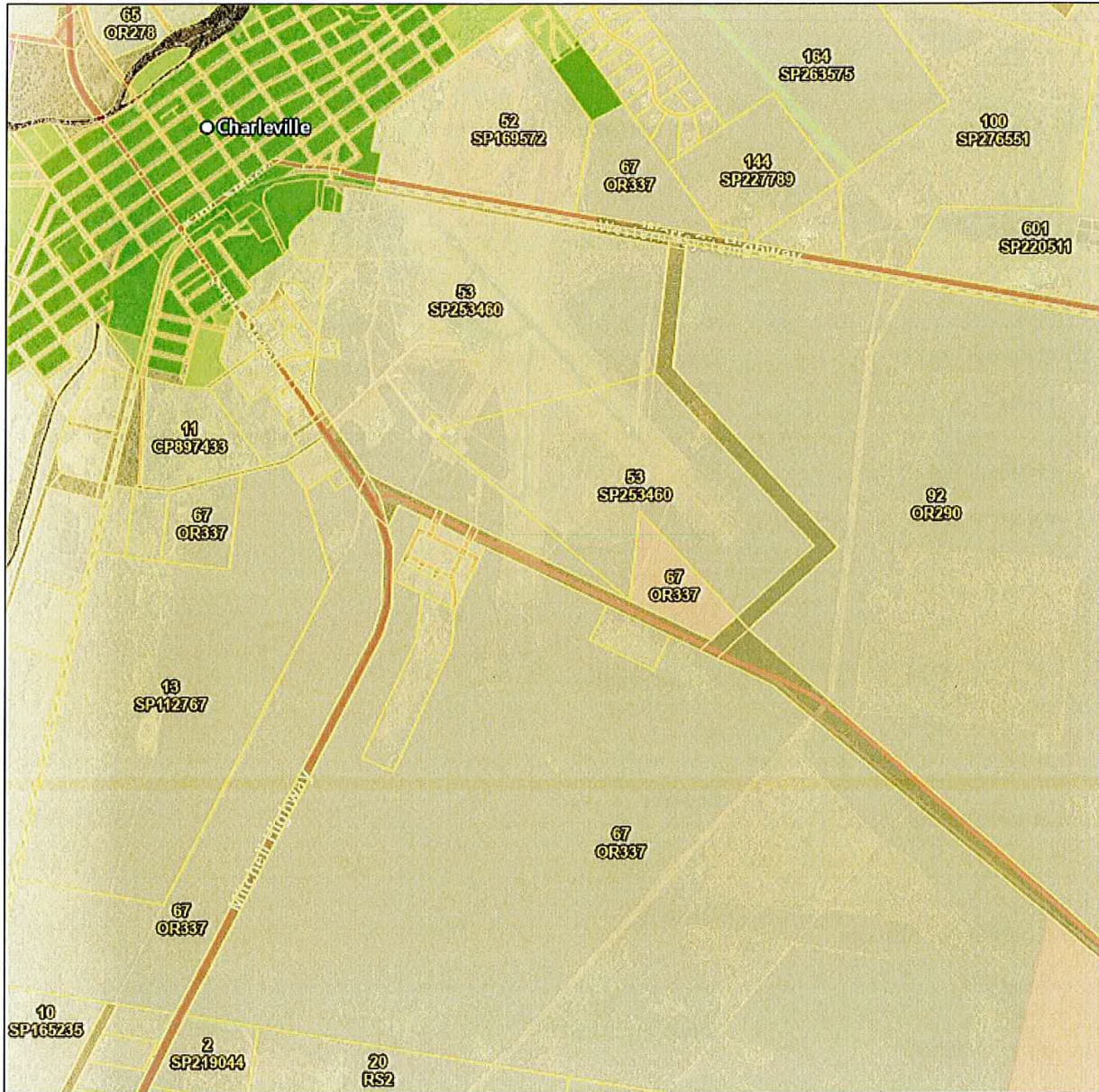
If imagery is displayed, imagery includes material © CNES reproduced under license from Airbus DS, all rights reserved © 21AT © Earth-i, all rights reserved, © Planet Labs PBC, 2023

Mulga Research Paddock

east of airport 92OR290

26°23'44"S 146°13'54"E

26°23'44"S 146°17'43"E



26°27'9"S 146°13'54"E

26°27'9"S 146°17'43"E



A product of
Queensland Globe

Legend located on next page



Includes material © State of Queensland 2024. You are responsible for ensuring that the map is suitable for your purposes. The State of Queensland makes no representation or warranties in relation to the map contents and disclaims all liability.

If imagery is displayed, imagery includes material © CNES reproduced under license from Airbus DS, all rights reserved © 21AT © Earth-i, all rights reserved, © Planet Labs PBC, 2023



Scale: 1:35791

Printed at: A4

Print date: 7/6/2024

Not suitable for accurate measurement.
Projection: Web Mercator EPSG 102100 (3857)

For more information, visit
<https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>

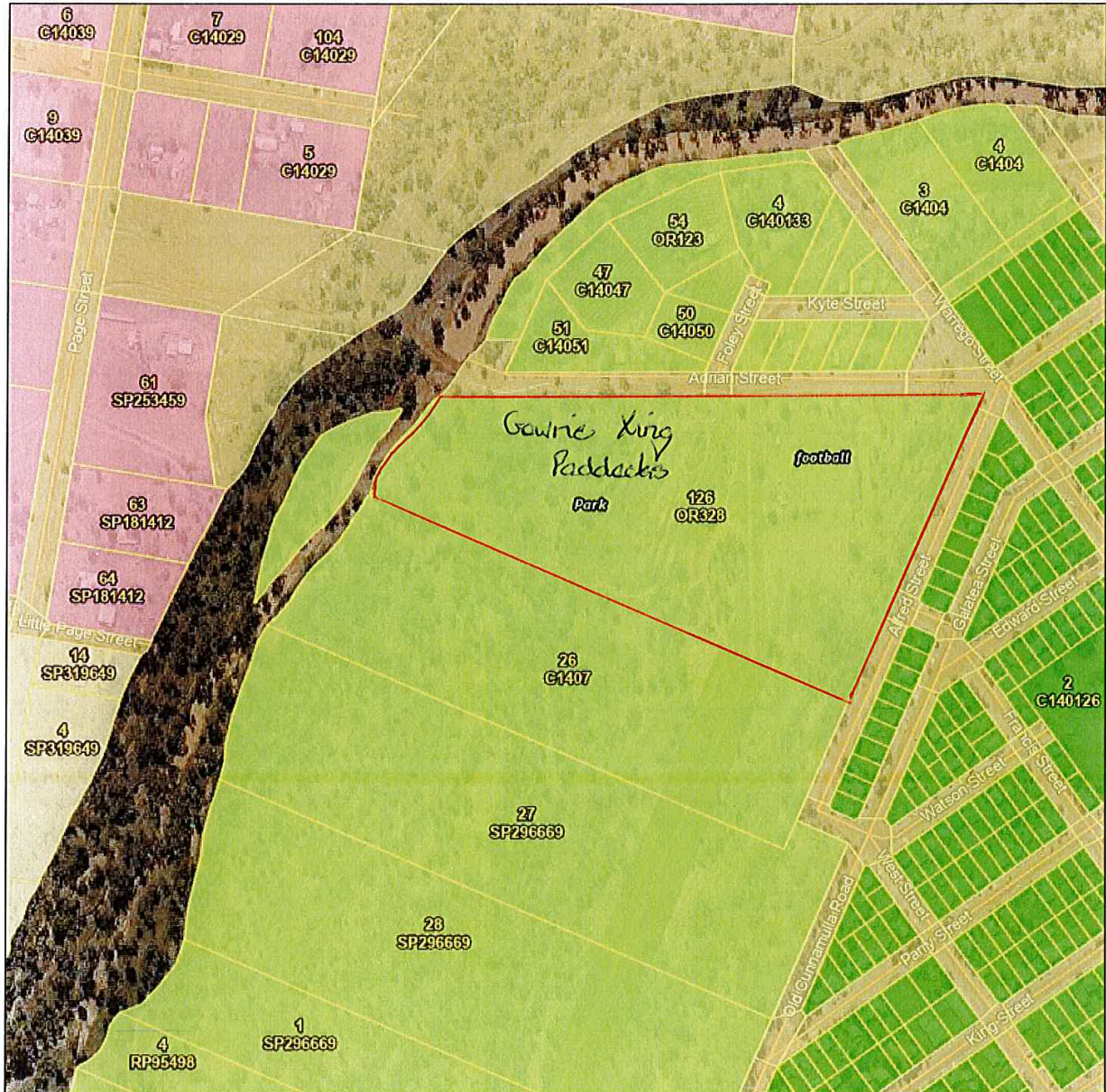


Gowrie Crossing Paddock/Oval

Two sections

26°24'2" S 146°13'18" E

26°24'2" S 146°14'8" E

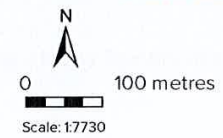


26°24'47" S 146°13'18" E

26°24'47" S 146°14'8" E



Legend located on next page



Printed at: A4
Print date: 7/6/2024

Not suitable for accurate measurement.
Projection: Web Mercator EPSG 102100 (3857)

For more information, visit
<https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>



Includes material © State of Queensland 2024. You are responsible for ensuring that the map is suitable for your purposes. The State of Queensland makes no representation or warranties in relation to the map contents and disclaims all liability.

If imagery is displayed, imagery includes material © CNES reproduced under license from Airbus DS, all rights reserved © 21AT © Earth-i, all rights reserved, © Planet Labs PBC, 2023

Showground Paddock

west of yard-Rodeo/Campdraft arena

26°24'9"S 146°15'10"E

26°24'9"S 146°15'21"E

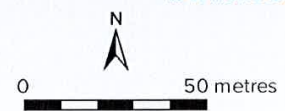


26°24'19"S 146°15'10"E

26°24'19"S 146°15'21"E

A product of
 Queensland Globe

Legend located on next page



Scale: 1:1669

Printed at: A4

Print date: 7/6/2024

Not suitable for accurate measurement.
Projection: Web Mercator EPSG 102100 (3857)

For more information, visit
<https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>

Includes material © State of Queensland 2024. You are responsible for ensuring that the map is suitable for your purposes. The State of Queensland makes no representation or warranties in relation to the map contents and disclaims all liability.

If imagery is displayed, imagery includes material © CNES reproduced under license from Airbus DS, all rights reserved © 21AT © Earth-i, all rights reserved, © Planet Labs PBC, 2023



11.3 ROYAL FLYING DOCTOR REQUEST TO HOLD BALL IN LEASED AIRPORT HANGAR

Author: Manager Regulatory Services

Authoriser: CEO

RECOMMENDATION

That Council approve for the Royal Flying Doctor Service to hold their annual Charleville fund raising ball to be held in their leased airport hangar located at the Charleville Airport on the following conditions:

1. All approved security must be adhered to in accordance with the Special Event Zone requirements; and
2. Public Liability Insurance cover for this event is the responsibility of the Royal Flying Doctor Service.

BACKGROUND**Purpose**

Council has received an application from Courtney Bylett, Flight Nurse Royal Flying Doctor Service (RFDS) Charleville, seeking to hold the annual Charleville RFDS fund raising ball at their leased hangar within the Charleville airport.

Discussion

The Charleville RFDS ball has been held at this location for the past number of years, with much success in raising funds for this vital medical service for rural and remote communities.

The ball is to be held on Saturday 21 September 2024, which will commence at approximately 6pm and go through to midnight. It is currently being advertised on social media, and tickets were to go on sale Monday 10 June, however this is being held off until further notice of Council decision.

The applicant has advised in previous years, public liability insurance cover for this event was held with Council, as the event is being held on Council land. It is my recommendation that the Royal Flying Doctor Service should be the responsible organisation for any incidences that may result in an insurance claim of this nature. It is understood last year a number of patrons ended up outside of the fenced area on air side – which was a breach of last year's SEZ and is a risk to Council. It is further understood that no Council staff in their capacity as employees organise or are part of the organising committee for this event.

Consultation

Courtney Bylett – Flight Nurse (midwifery) Aeromedical/PHC; RFDS Queensland

Phil Pflugst – Airport Reporting Officer

Financial Risks

Nil – All expenses incurred are the responsibility of the organising committee and Royal Flying Doctor Service. Should Airport Report Officer services are required, the Royal Flying Doctor Service is to be responsible for the wage costs.

Environmental Risks

The event organisers must adhere to the Special Event Zone requirements, that will be approved by Department of Home Affairs, Regulatory Submissions, Aviation and Maritime Security Division.

Social Risk

Nil. This event is a very well patronised event in Charleville and raised funds for the Royal Flying Doctor Service.

Legal Risk

Royal Flying Doctor Service is to eliminate Murweh Shire Council and its employees from any public liability claim that may arise from this event.

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

1. **Special Event Zone application RFDS** [↓](#) 
2. **Request to hold RFDS Ball at leased hangar Charleville Airport** [↓](#) 



OFFICIAL

Application for a special event zone (SEZ) notice

- Application for
- AIRSIDE SPECIAL EVENT ZONE
 - LANDSIDE SPECIAL EVENT ZONE
 - AIRSIDE AND LANDSIDE SPECIAL EVENT ZONE

DESCRIPTION OF PROPOSED EVENT –
RFDS FUNDRAISING BALL

AIRPORT WHERE PROPOSED EVENT WILL BE HELD

CHALREVILLE AIRPORT – however RFDS hangar is located separate to domestic terminal

APPLICANT DETAILS **Courtney Bylett**

Name

Position **RFDS Flight Nurse – Ball Organiser**

Organisation **Royal Flying Doctors Service**

Postal address **John Flynn Way, Charleville 4470**

Telephone number **0401489192**

Email **cbylett@rfdsqld.com.au**

THE DATES/TIMES **And September 21st 2024**
 THE ONE OFF SEZ **/or 4pm to 12 Midnight.**
 WILL BE IN PLACE
 FOR

IF YOU ARE NOT THE AIRPORT OPERATOR,

Briefly summarise the method of consultation undertaken and attach copies of emails or other applicable correspondence as evidence of consultation. If consultation was undertaken verbally, please include the date(s) when this

OFFICIAL

OFFICIAL

PROVIDE DETAIL OF THE CONSULTATION UNDERTAKEN WITH THE AIRPORT OPERATOR *occurred, along with the name, position, and contact details of the representatives of the airport operator consulted.*

ARE YOU APPLYING FOR MORE THAN ONE ZONE? IF YES, DESCRIBE THE ZONES INCLUDING HOW AND WHEN THEY ARE PROPOSED TO BE USED **NO**

HOW MANY PEOPLE ARE EXPECTED TO ATTEND THE EVENT? **500 attendees**

HOW DID YOU COME UP WITH THIS ESTIMATE? **Pre purchased tickets**

WHAT ARE THE MAIN SECURITY RISKS FOR THE EVENT? **We have previously held this event multiple times in the past with nil security issues.**
However there is a risk of attendees being airside however we have mitigated this risk by having security guards securing boundaries.

HOW DID YOU IDENTIFY THESE RISKS? **Previously held events at same location**

WHAT SECURITY RISK MITIGATION STRATEGIES AND SECURITY MEASURES WILL BE IN PLACE TO MANAGE ALL THESE RISKS? (refer to p.9) **Secure fencing installed for event (to secure boundaries).**
Security guards at event (x 6)
- conducting security check on entry
- entry and exit same point
RFDS staff at entry – checking valid tickets (Pre purchased tickets)
Courtesy BUS available for drop offs throughout event.
Emergency plan & gathering point – shared by MC to guests.
Multiple staff members attending that hold ASIC Card
- Nick Tully
- Courtney Bylett
- Joanne Mahony
- Izzy Graham
- Dianne Dowrick
- Elliott Johnson
- Terry Latchman
- Fred Grace
- Geoff Spencer

Risk mitigation strategies may include but are not limited to:

- unauthorised persons entering the event area from landside and / or airside;
- unauthorised exit of persons into areas outside of the delineated event area;
- managing broader airport emergency procedures during the event period;
- introduction of weapons into the event area;
- unattended items being left in the event area; and
- the security of nearby regular passenger transport services (if applicable).

OFFICIAL

- Liane Spencer

APPLICANT SIGNATURE

DATE

Please attach a map clearly identifying the boundary of the proposed zone(s) and entry/exit points. If applicable, also attach emails or other relevant correspondence with the airport operator.

Your completed and signed application form and attachments should be sent to:

EMAIL national.coordinator@homeaffairs.gov.au

OR

MAIL

Department of Home Affairs
Regulatory Submissions
Aviation and Maritime Security Division
PO Box 25
Belconnen ACT 2616

Kay Crosby

From: Courtney Bylett <cbylett@rfdsqld.com.au>
Sent: Friday, 7 June 2024 12:23 PM
To: Kay Crosby
Subject: RFDS BALL
Attachments: Application for a Special Event Zone (SEZ).DOCX; MAPS SEZ.pdf

You don't often get email from cbylett@rfdsqld.com.au. [Learn why this is important](#)

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kay,

As discussed.

Please see SEZ application – that I have filled out.

I have been emailing Fran Henry re: SEZ application (from Critical Infrastructure Regulatory Operations and Analysis - Cyber and Infrastructure Security Centre)

- She was happy with me resubmitting last year application with alternations as required.

I am now aware I may have skipped some steps to which I apologize.

The plan is to hold the Ball on the 21st of September 2024 @ the RFDS leased Hangar.

RFDS puts up temporary fencing on the Friday and takes down on the Sunday. Please see attached maps.

Previously Public liability – has come under council as council land. If this needs to be address please let me know.

Security is Provided by Greg Suhan and his team on the night.

If there is extra cost re: AOR – we are happy comply.

Regards Courtney

Courtney Bylett

Flight Nurse (Midwifery) - Aeromedical/PHC
 RFDS Queensland Section
 John Flynn Way
 Warburton QLD 4470

T 07 4654 1233
 F 07 4654 1629
 M 0428 412 655
 E cbylett@rfdsqld.com.au
 > www.flyingdoctor.org.au



11.4 HUMAN RESOURCES REPORT

Author: Human Resource Manager
Authoriser: Director of Corporate Services

RECOMMENDATION
 That Council receives and notes the Human Resources Report.

BACKGROUND

Current Recruitment:

- Multi-Skilled Operator – Town crew
- Multi-Skilled Operator – Water & sewerage
- Labourer – Morven
- Labourer – Parks & Gardens
- Labourer – Water & Sewerage

Resignation/Retirement:

Parks & Gardens labourer, Morven Labourer, Multi-skilled operator,

Overtime:

| Pay Period | Dates | Hours | Amount | Hours | Amount |
|------------|----------------------|-------|--------|-------|--------|
| 2-3 | 1/7/23 to 28/7/23 | 572 | 29,892 | 618 | 32,132 |
| 4-5 | 29/7/23 to 25/8/23 | 689 | 34,475 | 557 | 27,421 |
| 6 -7 | 26/8/23 to 22/9/23 | 619 | 30,290 | 512 | 25,398 |
| 8 -9 | 23/9/23 to 20/10/23 | 592 | 37,167 | 478 | 26,804 |
| 10-11 | 21/10/23 to 17/11/23 | 700 | 36,648 | 570 | 29,133 |
| 12-13 | 18/11/23 to 15/12/23 | 527 | 28,036 | 530 | 32,722 |
| 14-15 | 16/12/23 to 13/01/24 | 501 | 25,187 | 349 | 19,331 |
| 16-17 | 14/01/24 to 10/02/24 | 683 | 34,180 | 554 | 28,068 |
| 18- 19 | 11/02/24 to 08/03/24 | 522 | 26,195 | 731 | 36,801 |
| 20 -21 | 09/03/24 to 5/04/24 | 350 | 32,770 | 876 | 56,924 |
| 22-23 | 6/4/24 to 3/5/24 | 922 | 52,906 | 870 | 45,924 |
| 24-25 | 4/5/24 to 31/5/24 | 936 | 53,640 | 868 | 45,682 |

LINK TO CORPORATE PLAN

1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. Snap Send Solve Report [↓](#) 
2. Murweh_Shire_Council- Monthly_Analytics_Snapshot [↓](#) 



Murweh Shire Council

Monthly report summary

This period: 2024-05-01 to 2024-05-31
 Last period: 2024-04-01 to 2024-04-30

Total Reports

| This Period | Last Period | % Change |
|-------------|-------------|----------|
| 8 | 25 | -68% |

Customer Satisfaction Score

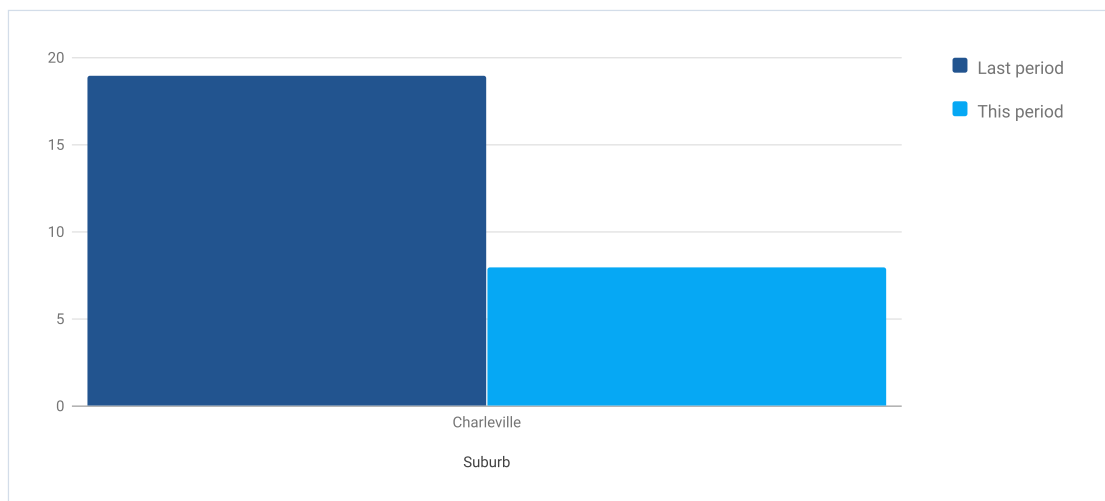
Customer Satisfaction Score (out of 5) provided by Snap Send Solve users for your authority.

| | This Period | Last Period | % Change |
|--|-------------|-------------|----------|
| Murweh Shire Council | 5.0 | 4.0 | 25% |
| Similar sized council average(state based) | 3.2 | 4.0 | -19% |
| State average | 3.6 | 3.5 | 3% |

Reports by Top 5 Suburbs

Total reports received by suburb for the period.

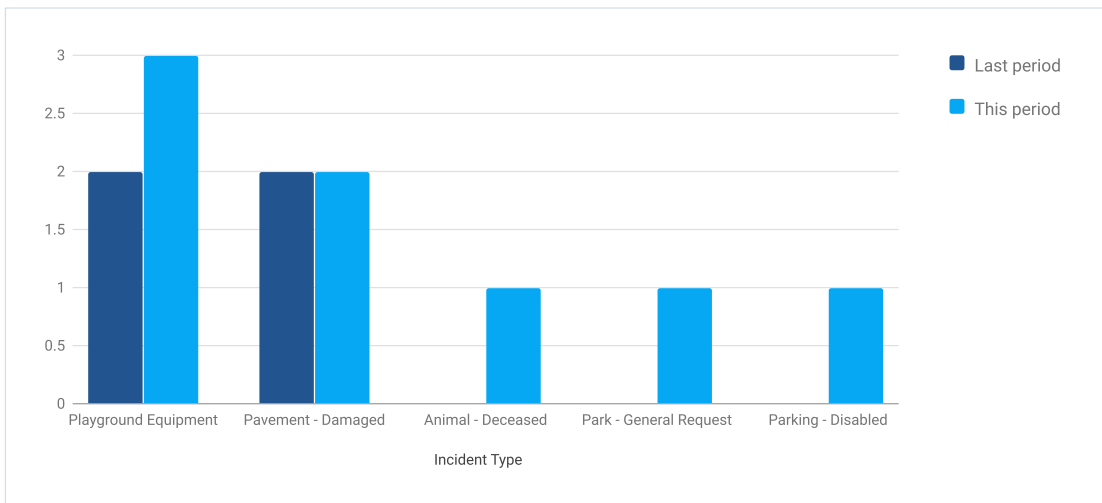
| | This Period | Last Period | % Change |
|-------------|-------------|-------------|----------|
| Charleville | 8 | 19 | -58% |



Reports by Top 5 Incident types

Total reports received by Incident type for the period.

| | This Period | Last Period | % Change |
|------------------------|-------------|-------------|----------|
| Playground Equipment | 3 | 2 | 50% |
| Pavement - Damaged | 2 | 2 | 0% |
| Animal - Deceased | 1 | 0 | N/A |
| Park - General Request | 1 | 0 | N/A |
| Parking - Disabled | 1 | 0 | N/A |



Reports by Top 5 Suburbs and Top 5 Incident types (This period)

| | Playground Equipment | Pavement - Damaged | Animal - Deceased | Park - General Request | Parking - Disabled |
|-------------|----------------------|--------------------|-------------------|------------------------|--------------------|
| Charleville | 3 | 2 | 1 | 1 | 1 |

Reports Triaged

Total reports received by your Authority that have been triaged to other authorities by your Customer Service team.

| | This Period | Last Period | % Change |
|--|-------------|-------------|----------|
| | | | |

Reports Sent to Other Authorities

Total reports sent by Snap Send Solve users to other Authorities within your boundary, that your Authority is not responsible for.

| | This Period | Last Period | % Change |
|---------|-------------|-------------|----------|
| Telstra | 2 | 2 | 0% |

NA* - There is no comparison data for this period

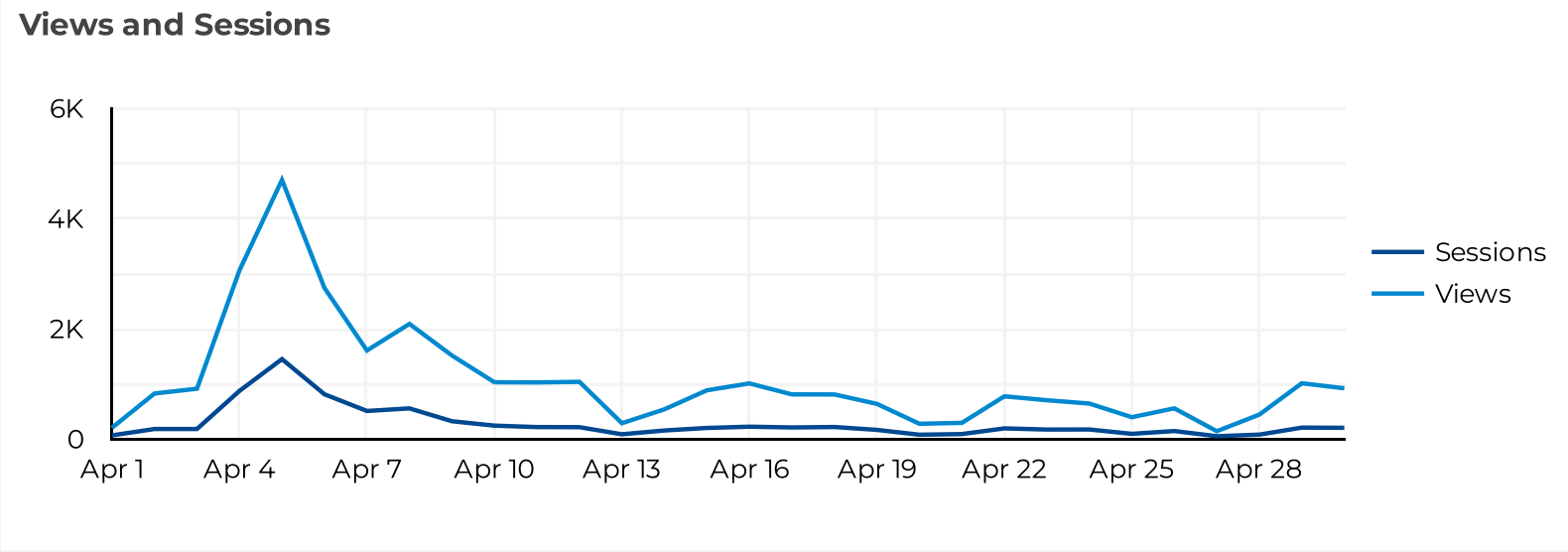
For any questions or comments, please contact [Snap Send Solve](#)
[Unsubscribe from this Dashboard](#)

MURWELL SHIRE COUNCIL - Monthly Analytics Snapshot

Sessions
8,536

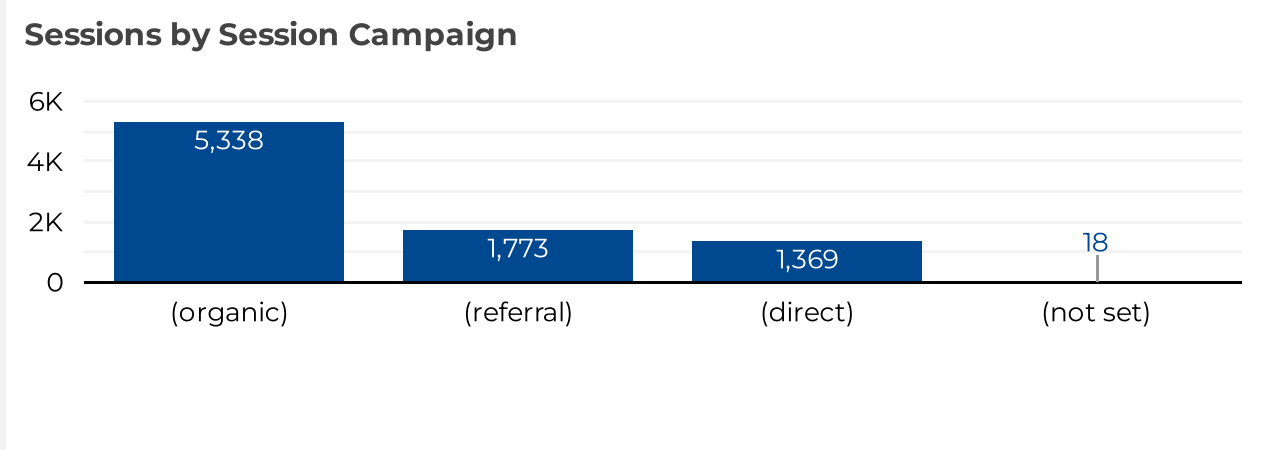
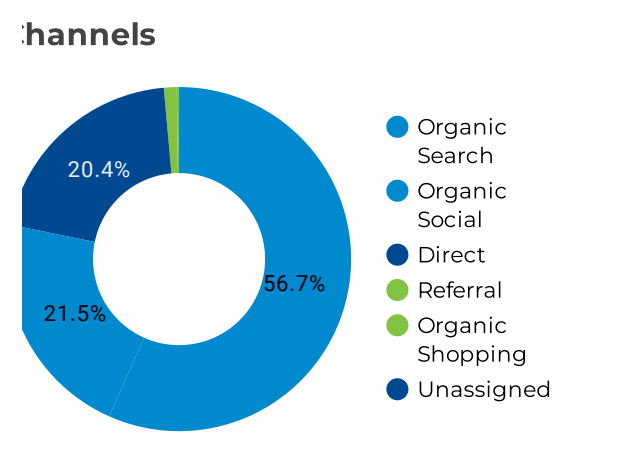
Views
31,980

Views / Session
3.75



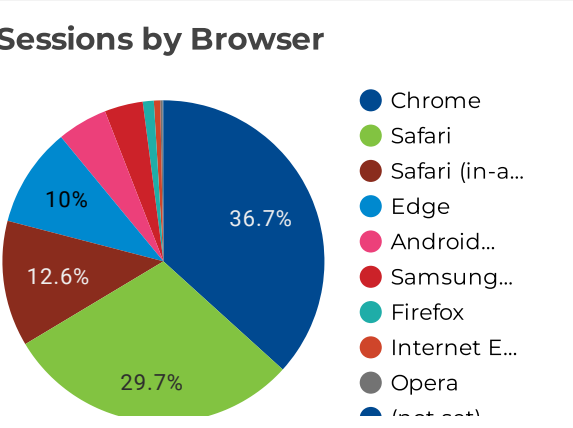
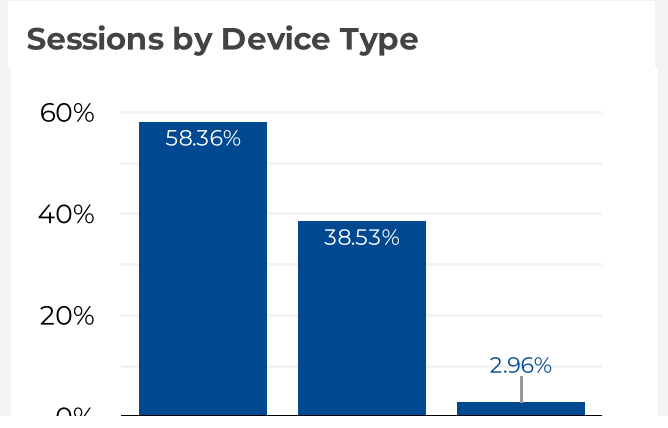
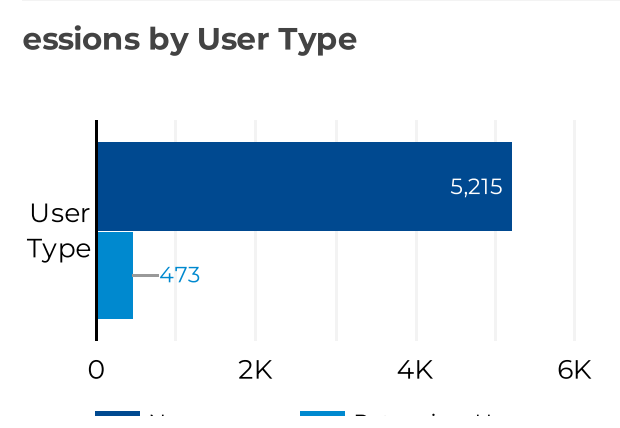
Top 10 Pages

| Rank | Page path | Views |
|------|-----------------------------------|--------|
| 1. | / | 10,500 |
| 2. | /council/employment | 1,000 |
| 3. | /site-search/results/ | 900 |
| 4. | /news/article/178/sturt-st-flo... | 850 |
| 5. | /disaster-dashboard/disaster... | 700 |
| 6. | /council | 650 |
| 7. | /contact-us | 640 |
| 8. | /council/councillor-profiles | 580 |
| 9. | /downloads/download/98/e... | 450 |
| 10. | /community-services | 400 |



Top 10 Referral Sources

| Rank | Session source | Sessions | Views |
|------|----------------------|----------|--------|
| 1. | google | 4,880 | 19,040 |
| 2. | (direct) | 1,369 | 4,100 |
| 3. | m.facebook.com | 982 | 2,600 |
| 4. | bing | 398 | 2,300 |
| 5. | lm.facebook.com | 369 | 1,500 |
| 6. | l.facebook.com | 204 | 900 |
| 7. | murwehelb-9865... | 51 | 200 |
| 8. | au.search.yahoo.c... | 33 | 150 |
| 9. | business.qld.gov.au | 32 | 800 |



11.5 MONTHLY FINANCE REPORT MAY 2024**Author:** Director of Corporate Services**Authoriser:** CEO**RECOMMENDATION**

That Council receives the Finance Report for the period ending 31 May 2024 including;

1. Cash Position
2. Monthly Cash Flow Estimate
3. Comparative Data
4. Capital Funding – budget V's actual
5. Road Works – budget V's actual
6. Capital Funding Detail
7. Rates Summary
8. Income Statement May 2024
9. Balance Sheet May 2024
10. Financial Statements Actual May 2024

BACKGROUND**Overview**

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising Council's actual performance against budgeted performance must be provided to Council.

This report provides information to Council regarding actual financial performance for the month ended 31 May 2024 against the revised Budget FY23/24 as adopted by the Council.

Highlights of this month's Financial Report:**Report - Period Ending 31 May 2024****Revenue**

Total revenue of \$ 29.5 M to 31 May represents 53 % of the total budget of \$55.5 M.

These statements are for 10 months of the financial year and generally would represent 92 % of the overall budget.

Actual revenue year to date is behind at 53 %. Noting that FAGs is generally received towards the end of the financial year and other project related grants are accounted for when expenditures are incurred.

Expenses

Total expenditure of \$ 33.2 M to 31 May represents 86 % of the total budgeted expenditure of \$ 38.6 M.

Actual expenses of 86 %, which is just under the year-to-date budget of 92 %. The result includes the year-to-date depreciation for 2023-24 and annual insurance and work cover premiums have been paid.

Outcome

There is currently a cash balance of \$ 4.4 M, versus last month's balance of \$ 6.6 M.

Restricted cash – grant not yet spent: \$ 4.1 M (last month \$ 5.3 M). Restricted cash includes the unspent loan of \$1.0 M.

Actual unrestricted/surplus cash: \$ 199K M (last month \$ 1.25M).

Please note that net cost to operate the tourism facilities at the end of May were \$ 1,444,668 compared with the YTD budget of \$ 1,025,280. Net cost to Council has increased by \$ 242K (budget vs actual).

Payments to Bilby fund for tickets sold less management fees are now up to date.

Capital Works

See the Capital Funding Report 2023 – 24 for details of all projects.

1. Cash Position
2. Monthly Cash Flow Estimate
3. Comparative Data
4. Capital Funding – budget V's actual
5. Road Works – budget V's actual

1. Cash Position as at 31 May 2024

| | | | |
|--|----|---------------------------|---------------------|
| CASH AT BANK | | | |
| Operating Account | | | \$466,297 |
| SHORT TERM INVESTMENTS | | | |
| National Bank of Australia | | | \$ - |
| QTC Cash Fund | | | \$3,903,950 |
| | | Total | \$ 4,370,247 |
| The following items should be backed by cash and investments, plus any increases in the surplus of Debtors over Creditors. | | | |
| Cash backed Current Liabilities (AL,LSL,SL,RDO) | | | \$2,240,232 |
| Restricted cash - grants/loan received not yet spent | | | \$4,170,509 |
| | | | \$ 6,410,741 |
| Balance of estimated rates/other debtors - estimated creditors : | | | |
| | (| \$3,339,053 - \$668,003) | \$ 2,671,050 |
| Plus cash surplus/(deficit) | \$ | 4,370,247 - \$ 6,410,741 | -\$ 2,040,494 |
| Working Capital | | Total | \$ 630,556 |

2. Monthly Cash flow Estimate: - June 2024

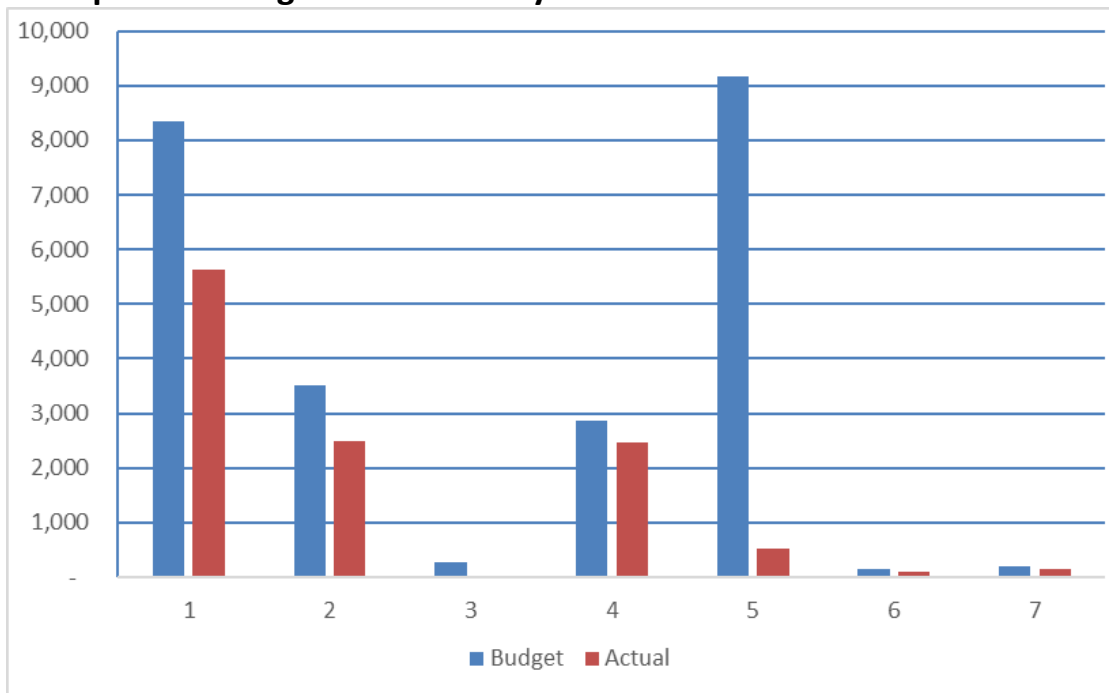
| | | | |
|--|--------------------|--------------------|-----------------------|
| Cash Flow Estimate | | | |
| Receipts | | Expenditure | |
| Rates | \$50,000 | Payroll | \$880,000 |
| Fees & Charges | \$30,000 | Creditor Payments | \$1,100,000 |
| Debtors | \$150,000 | Loan Payments | \$55,000 |
| Grants/Claims/Loan QTC | \$800,000 | Lease Payments | \$0 |
| Total | \$1,030,000 | Total | \$2,035,000 |
| Therefore cash is expected to decrease by | | \$1,005,000 | in the period. |

3. Comparative Data for the month of May 2024

| Comparative Year | 2024 | 2023 | 2022 |
|---------------------|----------|----------|----------|
| | \$000 | \$000 | \$000 |
| Cash position | \$ 4,370 | \$ 3,386 | \$ 9,497 |
| Working capital | \$ 631 | \$ 1,138 | \$ 8,046 |
| Rate arrears | \$ 984* | \$ 833 | \$ 933 |
| Outstanding debtors | \$ 331 | \$ 1,298 | \$ 384 |
| Current creditors | \$ 156 | \$ 1,462 | \$ 985 |
| Total loans | \$ 3,473 | \$2,680 | \$2,946 |

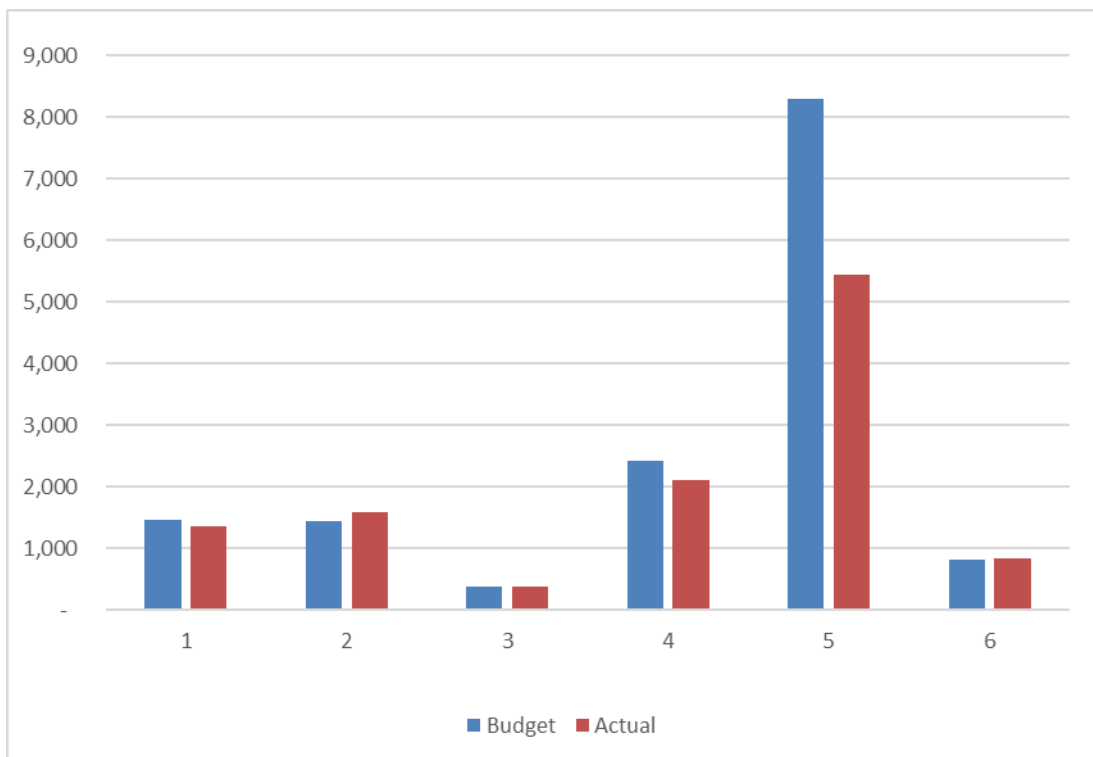
*Net of rates paid in advance of \$ 299,556.

4. Capital Funding: Year to 31 May 2024



| | Budget \$(000) | Expended YTD Actual \$(000) | % of Budget Expended |
|---|-----------------|-----------------------------|----------------------|
| Total Capital Funding | \$24,510 | \$11,349 | 46.30% |
| 1 Buildings / Other Structures | \$8,354 | \$5,618 | 67.25% |
| 2 Plant & Equipment / Furniture & Fittings | \$3,510 | \$2,486 | 70.82% |
| 3 Airport Upgrade | \$263 | \$0 | 0.00% |
| 4 Roads & Drainage Infrastructure | \$2,855 | \$2,457 | 86.06% |
| 5 Water & Sewerage Infrastructure | \$9,172 | \$533 | 5.81% |
| 6 Office/Other Equip | \$145 | \$95 | 65.50% |
| 7 QTC - Loan Redemption | \$211 | \$160 | 75.73% |

5. Road Works Expenditure: Year to 31 May 2024








| | | Budget \$(000) | Expended YTD Actual \$(000) | % of Budget Expended |
|----------|-------------------------------|---------------------------|--|---------------------------------|
| | Total Road Expenditure | \$14,834 | \$11,716 | 79% |
| 1 | Rural Roads | \$1,473 | \$1,361 | 92% |
| 2 | Town Streets | \$1,438 | \$1,598 | 111% |
| 3 | Private Works | \$380 | \$373 | 98% |
| 4 | RMPC Works | \$2,434 | \$2,104 | 86% |
| 5 | Flood Damage | \$8,300 | \$5,441 | 66% |
| 6 | Mitchell Highway | \$810 | \$839 | 104% |

LINK TO CORPORATE PLAN

1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. Rates Arrears Summary [↓](#) 
2. Revenue & Expenditure Summary [↓](#) 
3. Balance Sheet [↓](#) 
4. Financial Statements Actual [↓](#) 
5. May WIP 2023-24 [↓](#) 

STATEMENT OF RATES AND CHARGES

31 May 2024



| | ARREARS 30 JUNE 2023 | LEVIES | INTEREST | RECEIPTS | DISCOUNT | WRITE OFFS | PENSIONER STATE | PENSIONER COUNCIL | BALANCE |
|------------------------------------|-------------------------|----------------|-------------|----------------|--------------|------------|--------------------|----------------------|-----------------------|
| <i>Charleville</i> | \$201,902.49 | \$1,481,409.12 | \$14,453.82 | \$1,193,459.72 | \$121,876.33 | \$377.84 | \$39,490.18 | \$73,790.16 | \$268,771.20 |
| <i>Aogathella</i> | \$29,395.01 | \$164,181.38 | \$2,296.15 | \$123,705.32 | \$12,538.69 | \$110.93 | \$7,441.70 | \$16,589.13 | \$35,486.77 |
| <i>Murven</i> | \$14,569.63 | \$81,870.54 | \$1,311.33 | \$64,132.92 | \$6,146.32 | \$36.23 | \$3,226.50 | \$7,400.00 | \$16,809.53 |
| Total Urban | \$245,867.13 | \$1,727,461.04 | \$18,061.30 | \$1,381,297.96 | \$140,561.34 | \$525.00 | \$50,158.38 | \$97,779.29 | \$321,067.50 |
| <i>Rural</i> | \$161,197.23 | \$2,835,966.08 | \$13,131.88 | \$2,493,270.45 | \$259,381.54 | \$112.59 | \$6,866.00 | \$11,532.00 | \$239,132.61 |
| TOTAL GENERAL | \$407,064.36 | \$4,563,427.12 | \$31,193.18 | \$3,874,568.41 | \$399,942.88 | \$637.59 | \$57,024.38 | \$109,311.29 | \$560,200.11 |
| CLEANSING | \$107,785.92 | \$792,095.00 | \$7,550.37 | \$688,297.06 | \$65,776.33 | \$357.98 | \$11,904.73 | \$0.00 | \$141,095.19 |
| SEWERAGE | \$133,949.45 | \$979,711.14 | \$8,527.80 | \$874,546.36 | \$82,851.40 | \$258.94 | \$0.00 | \$0.00 | \$164,531.69 |
| WATER | \$291,214.36 | \$1,229,517.10 | \$20,286.06 | \$1,144,848.43 | \$102,813.80 | \$561.64 | \$463.50 | \$0.00 | \$292,330.15 |
| WATER CONSUMPTION | \$2,086.61 | \$269,142.60 | \$0.00 | \$247,119.87 | \$0.00 | \$6.55 | \$0.00 | \$0.00 | \$24,102.79 |
| C.E.D. | \$14,771.70 | \$96,354.00 | \$816.22 | \$81,965.61 | \$7,639.55 | \$120.66 | \$0.00 | \$0.00 | \$22,216.10 |
| LEGAL FEES | \$7,500.00 | -\$500.00 | \$0.00 | \$1,497.42 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,502.58 |
| LAND CHARGES | \$1,553.50 | \$0.00 | \$0.00 | \$800.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$753.50 |
| TOTALS | \$965,925.90 | \$7,929,746.96 | \$68,373.63 | \$6,913,643.16 | \$659,023.96 | \$1,943.36 | \$69,392.61 | \$109,311.29 | \$1,210,732.11 |
| STATE EMERGENCY LEVY | | | | | | | | | \$68,703.49 |
| TOTAL CURRENT & ARREARS | | | | | | | | | \$1,279,435.60 |

| Current Year | 1 Year | 2 Years | 3 Years | 4 Years | 5 Years + | Interest | |
|--|--------------|--------------|-------------|-------------|-------------|--------------|---------------------|
| \$674,748.86 | \$246,979.01 | \$116,937.19 | \$55,959.79 | \$20,758.53 | \$33,150.37 | \$130,901.85 | \$1,279,435.60 |
| RATES PAID IN ADVANCE | | | | | | | \$294,726.45 |
| NET OUTSTANDING AS PER RATES GL | | | | | | | \$984,709.15 |

| General Ledger2023.6.13.1 | | Revenue and Expenditure Summary | | | | | | Page - 1 | |
|--|-----------------------------------|---------------------------------|------------|--------------|--------|----------------------|----------------|--|-------------|
| (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Level 4. Excludes committed costs) | | Financial Year Ending 2024 | | | | | | Printed(TOMASO): 07-06-2024 8:07:49 AM | |
| MURWEH SHIRE COUNCIL (Budget for full year) | | REVENUE | | EXPENDITURE | | SURPLUS/(DEFICIENCY) | | | |
| | | 31 May 2024 | Budget | 31 May 2024 | Budget | 31 May 2024 | Budget | | |
| 1000-0001 | EXECUTIVE MANAGEMENT | | | | | | | | |
| 1100-0002 | CORP GOVERNANCE SUB PROGRAM | 0.00 | 0 | 478,596.23 | 80% | 595,882 | (478,596.23) | 80% | (595,882) |
| 1200-0002 | SPECIAL OPERATIONS SUB PROGRAM | 0.00 | 0 | 195.38 | 7% | 2,663 | (195.38) | 7% | (2,663) |
| 1300-0002 | DISASTER MANAGEMENT SUB PROGRAM | 56,591.19 | 56,591 | 162,831.52 | 82% | 198,931 | (106,240.33) | 75% | (142,340) |
| 1500-0002 | HUMAN RESOURCES SUB PROGRAM | 0.00 | 500 | 201,706.84 | 67% | 301,000 | (201,706.84) | 67% | (300,500) |
| 1000-0001 | EXECUTIVE MANAGEMENT | 56,591.19 | 57,091 | 843,329.97 | 77% | 1,098,476 | (786,738.78) | 76% | (1,041,385) |
| 2000-0001 | CORPORATE SERVICES | | | | | | | | |
| 2100-0002 | REVENUE SUB PROGRAM | 4,896,926.92 | 11,733,441 | 0.00 | 0% | 0 | 4,896,926.92 | 42% | 11,733,441 |
| 2200-0002 | STORES OPERATION SUB PROGRAM | 0.00 | 0 | 83,790.12 | 63% | 132,500 | (83,790.12) | 63% | (132,500) |
| 2300-0002 | ADMINISTRATION SUB PROGRAM | 114,235.53 | 200,000 | 2,611,835.43 | 85% | 3,069,267 | (2,497,599.90) | 87% | (2,869,267) |
| 2400-0002 | FINANCE SUB PROGRAM | 0.00 | 0 | 76,355.40 | 72% | 106,537 | (76,355.40) | 72% | (106,537) |
| 2500-0002 | ONCOSTS SUB PROGRAM | 0.00 | 0 | 251,176.59 | 810% | 31,000 | (251,176.59) | 810% | (31,000) |
| 2600-0002 | LIBRARY SUB PROGRAM | 15,875.32 | 18,800 | 312,646.85 | 100% | 313,067 | (296,771.53) | 101% | (294,267) |
| 2700-0002 | AERODROMES SUB PROGRAM | 330,733.81 | 385,000 | 975,701.84 | 100% | 975,535 | (644,968.03) | 109% | (590,535) |
| 2800-0002 | AREA PROMOTION/DEVT SUB PRO | | | | | | | | |
| 2800-0003 | ECONOMIC DEVELOPMENT | 6,560,838.52 | 17,567,194 | 340,240.45 | 61% | 555,911 | 6,220,598.07 | 37% | 17,011,283 |
| 2805-0003 | COUNCIL HOUSING | 0.00 | 1,000 | 162,696.68 | 98% | 165,238 | (162,696.68) | 99% | (164,238) |
| 2815-0003 | CULTURAL DEVELOPMENT | 26,775.00 | 25,000 | 142,458.15 | 71% | 200,000 | (115,683.15) | 66% | (175,000) |
| 2820-0003 | TOURISM & PROMOTION | | | | | | | | |
| 2855-0004 | TOURISM AND PROMOTION | 1,817,347.65 | 2,160,163 | 3,262,016.54 | 94% | 3,453,325 | (1,444,668.89) | 112% | (1,293,162) |
| 2820-0003 | TOURISM & PROMOTION | 1,817,347.65 | 2,160,163 | 3,262,016.54 | 94% | 3,453,325 | (1,444,668.89) | 112% | (1,293,162) |
| 2800-0002 | AREA PROMOTION/DEVT SUB PRO | 8,404,961.17 | 19,753,357 | 3,907,411.82 | 89% | 4,374,474 | 4,497,549.35 | 29% | 15,378,883 |
| 2000-0001 | CORPORATE SERVICES | 13,762,732.75 | 32,090,598 | 8,218,918.05 | 91% | 9,002,380 | 5,543,814.70 | 24% | 23,088,218 |
| 3200-0001 | HEALTH/ENVIRONMENTAL SERVICES | | | | | | | | |
| 3200-0002 | SPORT, REC & COMMUNITY FACILITIES | | | | | | | | |
| 3200-0003 | SPORTS & RECREATION FACILITIES | | | | | | | | |
| 3200-0004 | PARKS GARDENS & RESERVES | 20,635.68 | 30,000 | 1,612,080.52 | 93% | 1,740,455 | (1,591,444.84) | 93% | (1,710,455) |
| 3220-0004 | RACECOURSE | 20,703.36 | 31,000 | 265,966.37 | 98% | 271,613 | (245,263.01) | 102% | (240,613) |
| 3240-0004 | SWIMMING POOLS | 0.00 | 0 | 330,820.79 | 95% | 347,956 | (330,820.79) | 95% | (347,956) |
| 3200-0003 | SPORTS & RECREATION FACILITIES | 41,339.04 | 61,000 | 2,208,867.68 | 94% | 2,360,024 | (2,167,528.64) | 94% | (2,299,024) |

| General Ledger 2023.6.13.1 | | Revenue and Expenditure Summary | | | | | | | | Page - 2 |
|--|-------------------------------------|--|--------|-------------|---------------|----------------------|------------|----------------|------|-------------|
| (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Level 4. Excludes committed costs) | | Financial Year Ending 2024 | | | | | | | | |
| MURWEH SHIRE COUNCIL (Budget for full year) | | Printed(TOMASO): 07-06-2024 8:07:49 AM | | | | | | | | |
| | | REVENUE | | EXPENDITURE | | SURPLUS/(DEFICIENCY) | | | | |
| | | 31 May 2024 | Budget | 31 May 2024 | Budget | 31 May 2024 | Budget | | | |
| 3260-0003 | COMMUNITY FACILITIES | | | | | | | | | |
| 3260-0004 | TELEVISION, CCTV and WIFI | 0.00 | 0% | 0 | 127,891.69 | 106% | 121,119 | (127,891.69) | 106% | (121,119) |
| 3270-0004 | HALLS & CENTRES | 52,065.84 | 86% | 60,500 | 396,225.58 | 99% | 400,966 | (344,159.74) | 101% | (340,466) |
| 3280-0004 | SHOWGROUNDS | 18,919.12 | 63% | 30,000 | 241,160.79 | 88% | 275,000 | (222,241.67) | 91% | (245,000) |
| 3290-0004 | CEMETERIES & MEMORIALS | 47,871.74 | 96% | 50,000 | 205,223.07 | 98% | 210,000 | (157,351.33) | 98% | (160,000) |
| 3320-0004 | PUBLIC CONVENIENCES | 0.00 | 0% | 0 | 217,770.47 | 101% | 215,767 | (217,770.47) | 101% | (215,767) |
| 3330-0004 | AGED CARE | 81,371.20 | 81% | 100,000 | 147,808.35 | 92% | 159,896 | (66,437.15) | 111% | (59,896) |
| 3260-0003 | COMMUNITY FACILITIES | 200,227.90 | 83% | 240,500 | 1,336,079.95 | 97% | 1,382,748 | (1,135,852.05) | 99% | (1,142,248) |
| 3200-0002 | SPORT, REC & COMMUNITY FACILITIES | 241,566.94 | 80% | 301,500 | 3,544,947.63 | 95% | 3,742,772 | (3,303,380.69) | 96% | (3,441,272) |
| 3400-0002 | ENVIRONMENTAL SUB PROGRAM | | | | | | | | | |
| 3410-0003 | COMMUNITY HEALTH | 17,941.82 | 83% | 21,500 | 71,074.18 | 68% | 104,994 | (53,132.36) | 64% | (83,494) |
| 3435-0003 | ANIMAL CONTROL | 53,558.70 | 73% | 73,500 | 153,982.12 | 56% | 274,680 | (100,423.42) | 50% | (201,180) |
| 3460-0003 | RESERVES | 0.00 | 0% | 0 | 165,985.49 | 68% | 243,557 | (165,985.49) | 68% | (243,557) |
| 3475-0003 | STOCK ROUTES | 539,807.95 | 98% | 550,000 | 694,970.42 | 67% | 1,037,000 | (155,162.47) | 32% | (487,000) |
| 3400-0002 | ENVIRONMENTAL SUB PROGRAM | 611,308.47 | 95% | 645,000 | 1,086,012.21 | 65% | 1,660,231 | (474,703.74) | 47% | (1,015,231) |
| 3500-0002 | REFUSE MANAGEMENT SUB PROGRAM | | | | | | | | | |
| 3500-0004 | CHARLEVILLE REFUSE MANAGEMENT | 653,651.37 | 100% | 655,558 | 756,303.06 | 86% | 876,000 | (102,651.69) | 47% | (220,442) |
| 3540-0004 | MORVEN REFUSE MANAGEMENT | 25,457.10 | 92% | 27,528 | 37,742.52 | 82% | 46,114 | (12,285.42) | 66% | (18,586) |
| 3570-0004 | AUGATHELLA REFUSE MANAGEMENT | 58,139.59 | 103% | 56,663 | 38,101.85 | 95% | 40,000 | 20,037.74 | 120% | 16,663 |
| 3500-0002 | REFUSE MANAGEMENT SUB PROGRAM | 737,248.06 | 100% | 739,749 | 832,147.43 | 86% | 962,114 | (94,899.37) | 43% | (222,365) |
| 3200-0001 | HEALTH/ENVIRONMENTAL SERVICES | 1,590,123.47 | 94% | 1,686,249 | 5,463,107.27 | 86% | 6,365,117 | (3,872,983.80) | 83% | (4,678,868) |
| 4000-0001 | ENGINEERING SERVICES | | | | | | | | | |
| 4100-0002 | ENGINEERING OFFICE SUB PROGRAM | 0.00 | 0% | 0 | 3,849,308.95 | 87% | 4,406,606 | (3,849,308.95) | 87% | (4,406,606) |
| 4200-0002 | BUILDING & PLANNING SUB PROGRAM | 111,968.56 | 112% | 100,000 | 293,762.88 | 122% | 240,000 | (181,794.32) | 130% | (140,000) |
| 4300-0002 | PLANT OPERATIONS SUB PROGRAM | 125,236.92 | 18% | 700,000 | 184,378.14 | -54% | (339,040) | (59,141.22) | -6% | 1,039,040 |
| 4400-0002 | PRIVATE WORKS ACTIVITIES | 2,073,495.25 | 35% | 5,886,161 | 3,332,164.95 | 102% | 3,270,358 | (1,258,669.70) | -48% | 2,615,803 |
| 4500-0002 | OTHER ROAD ACTIVITIES SUB PROGRAM | 9,369,690.14 | 77% | 12,128,774 | 8,485,046.28 | 71% | 11,961,090 | 884,643.86 | 528% | 167,684 |
| 4000-0001 | ENGINEERING SERVICES | 11,680,390.87 | 62% | 18,814,935 | 16,144,661.20 | 83% | 19,539,014 | (4,464,270.33) | 617% | (724,079) |
| 5100-0001 | WATER & SEWERAGE SERVICES | | | | | | | | | |
| 5100-0002 | WATER SUPPLY ACTIVITIES SUB PROGRAM | | | | | | | | | |
| 5100-0003 | CHARLEVILLE WATER | 1,189,374.76 | 76% | 1,568,055 | 694,786.77 | 101% | 688,844 | 494,587.99 | 56% | 879,211 |

General Ledger 2023.6.13.1 Revenue and Expenditure Summary Page - 3
 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Level 4. Excludes committed costs)
 MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2024 Printed(TOMASO): 07-06-2024 8:07:49 AM

| | | REVENUE | | EXPENDITURE | | SURPLUS/(DEFICIENCY) | |
|-----------|-------------------------------------|---------------|----------------|---------------|----------------|----------------------|-----------------|
| | | 31 May 2024 | Budget | 31 May 2024 | Budget | 31 May 2024 | Budget |
| 5200-0003 | MORVEN WATER | 72,275.15 | 68% 106,182 | 178,226.64 | 105% 170,000 | (105,951.49) | 166% (63,818) |
| 5300-0003 | AUGATHELLA WATER | 158,533.86 | 84% 188,558 | 113,291.39 | 77% 147,888 | 45,242.47 | 111% 40,670 |
| 5390-0003 | WATER DEPRECIATION | 0.00 | 0% | 608,461.28 | 99% 613,473 | (608,461.28) | 99% (613,473) |
| 5100-0002 | WATER SUPPLY ACTIVITIES SUB PROGRAM | 1,420,183.77 | 76% 1,862,795 | 1,594,766.08 | 98% 1,620,205 | (174,582.31) | -72% 242,590 |
| 5400-0002 | SEWERAGE ACTIVITIES SUB PROGRAM | | | | | | |
| 5400-0003 | CHARLEVILLE SEWERAGE | 905,128.60 | 100% 909,210 | 432,955.65 | 98% 441,744 | 472,172.95 | 101% 467,466 |
| 5450-0003 | AUGATHELLA SEWERAGE | 91,635.09 | 102% 89,911 | 116,602.25 | 90% 130,000 | (24,967.16) | 62% (40,089) |
| 5490-0003 | SEWERAGE DEPRECIATION | 0.00 | 0% | 366,381.75 | 97% 375,805 | (366,381.75) | 97% (375,805) |
| 5400-0002 | SEWERAGE ACTIVITIES SUB PROGRAM | 996,763.69 | 100% 999,121 | 915,939.65 | 97% 947,549 | 80,824.04 | 157% 51,572 |
| 5100-0001 | WATER & SEWERAGE SERVICES | 2,416,947.46 | 84% 2,861,916 | 2,510,705.73 | 98% 2,567,754 | (93,758.27) | -32% 294,162 |
| | TOTAL REVENUE AND EXPENDITURE | 29,506,785.74 | 53% 55,510,789 | 33,180,722.22 | 86% 38,572,741 | (3,673,936.48) | -22% 16,938,048 |

| | | OPENING | YEAR TO DATE | | CURRENT BALANCE | |
|--|----------------------------------|---------------|----------------|--------|-----------------|--------|
| | | BALANCE | 31 May 2024 | BUDGET | 31 May 2024 | BUDGET |
| General Ledger 2023.6.13.1 Balance Sheet Page - 1 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Details. Excludes committed costs) MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2024 Printed(TOMASO): 07-06-2024 8:06:07 AM | | | | | | |
| ===== | | | | | | |
| CURRENT ASSETS | | | | | | |
| ===== | | | | | | |
| 0100-0001 | CURRENT ASSETS | | | | | |
| 0105-3000 | Cash at Bank - General Account | 362,046.10 | 101,880.54 | --- | 463,926.64 | 52% |
| 0110-3000 | Cash on Hand | 1,570.00 | 0.00 | 0% | 1,570.00 | 109% |
| 0115-3000 | QTC - Cash Investments | 12,441,155.90 | (8,537,206.25) | --- | 3,903,949.65 | 76% |
| 0116-3000 | NAB - Term Deposits | 0.00 | 0.00 | 0% | 0.00 | 0% |
| 0117-3000 | Cash: Cosmos Centre Float | 500.00 | 0.00 | 0% | 500.00 | 125% |
| 0118-3000 | Cash: Visitor Info Centre | 300.00 | 0.00 | 0% | 300.00 | --- |
| 0120-3000 | Accounts Receivable - Rates | 681,304.33 | 303,154.82 | --- | 984,459.15 | 160% |
| 0121-3000 | Acct Rec - Rates EOY Receipts | 340,463.27 | (340,463.27) | --- | 0.00 | 0% |
| 0127-3000 | Provision for Doubtful Rates | 0.00 | 0.00 | 0% | 0.00 | 0% |
| 0130-3000 | Stores and Materials | 286,340.37 | 120,157.81 | --- | 406,498.18 | 177% |
| 0132-3000 | Inventory - Cosmos Centre | 90,799.41 | 0.00 | 0% | 90,799.41 | 249% |
| 0140-3000 | Prepaid Expenses | 253,896.09 | (226,819.99) | --- | 27,076.10 | 16% |
| 0147-3000 | Accrued Revenue - General | 844,918.78 | (404,119.05) | --- | 440,799.73 | --- |
| 0148-3000 | Contract Assets | 1,546,067.84 | (121,609.00) | --- | 1,424,458.84 | --- |
| 0150-3000 | Workers Compensation Receivable | 16,254.62 | 10,506.41 | --- | 26,761.03 | 86% |
| 0155-3000 | Accounts Receivable - Debtors | 347,105.56 | (16,098.70) | --- | 331,006.86 | 14% |
| 0156-3000 | Accts Rec - Debtors EOY Receipts | 50,092.73 | (50,092.73) | --- | 0.00 | 0% |
| 0160-3000 | Provision for Doubtful Debts | (166,333.03) | 0.00 | 0% | (166,333.03) | >999% |
| 0165-3000 | GST Receivable/Suspense | 92,525.59 | 39,042.29 | --- | 131,567.88 | -944% |
| 0170-3000 | Industrial Land for Resale | 1,156,028.41 | 0.00 | 0% | 1,156,028.41 | --- |
| 0171-3000 | Provision for Obsolescence | (679,028.40) | 0.00 | 0% | (679,028.40) | --- |
| ----- | | | | | | |
| 0100-0001 | CURRENT ASSETS TOTAL | 17,666,007.57 | (9,121,667.12) | --- | 8,544,340.45 | 91% |
| ----- | | | | | | |
| | TOTAL CURRENT ASSETS | 17,666,007.57 | (9,121,667.12) | --- | 8,544,340.45 | 91% |

General Ledger2023.6.13.1 Balance Sheet Page - 2
 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Details. Excludes committed costs)
 MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2024 Printed(TOMASO): 07-06-2024 8:06:07 AM

| | | OPENING | YEAR TO DATE | | BUDGET | CURRENT BALANCE | | | |
|--------------------|--------------------------------------|-----------------|----------------|-------|-----------|-----------------|-------|--------------|--|
| | | BALANCE | 31 May 2024 | | | 31 May 2024 | | BUDGET | |
| NON-CURRENT ASSETS | | | | | | | | | |
| ===== | | | | | | | | | |
| 0200-0001 | NON-CURRENT ASSETS | | | | | | | | |
| 0200-4000 | Land at Cost | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0205-4000 | Land for Resale | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0210-4000 | Land at Valuation | 3,125,500.00 | 0.00 | 0% | 0 | 3,125,500.00 | 56% | 5,544,000 | |
| 0211-4000 | Land Improvements at Valuation | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 50 | |
| 0215-4000 | Land Clearing Account | 20,804.99 | (135,050.00) | -703% | 19,200 | (114,245.01) | -85% | 134,700 | |
| 0217-4000 | WIP - Land Improvements | 5,540.50 | 5,800.00 | --- | 0 | 11,340.50 | 2% | 503,240 | |
| 0221-4000 | Aerodrome Landing Strip at Cost | 442,570.92 | 0.00 | 0% | 0 | 442,570.92 | --- | 0 | |
| 0231-4000 | Aerodrome Landing Strip at Valuation | 14,914,493.91 | 181,594.34 | --- | 0 | 15,096,088.25 | 148% | 10,205,033 | |
| 0241-4000 | Accum Depn - Aerodrome Landing Strip | (3,876,338.21) | (217,650.17) | --- | 0 | (4,093,988.38) | 121% | (3,390,709) | |
| 0242-4000 | WIP - Aerodrome Upgrade | 246,598.99 | (181,594.34) | -69% | 263,406 | 65,004.65 | 1% | 6,881,590 | |
| 0300-4000 | Buildings at Cost | 11,580,680.57 | (2,027,493.90) | --- | 0 | 9,553,186.67 | >999% | 893,860 | |
| 0310-4000 | Buildings at Valuation | 58,882,901.27 | 2,663,742.65 | --- | 0 | 61,546,643.92 | 119% | 51,544,674 | |
| 0320-4000 | Accum Depn - Buildings | (24,434,721.05) | (1,036,585.40) | --- | 0 | (25,471,306.45) | 193% | (13,185,859) | |
| 0330-4000 | Other Structures at Cost | 9,240,441.59 | (126,353.15) | --- | 0 | 9,114,088.44 | >999% | 15,937 | |
| 0340-4000 | Other Structures at Valuation | 317,374.39 | 100,253.15 | --- | 0 | 417,627.54 | 5% | 8,051,460 | |
| 0350-4000 | Accum Depn - Other Structures | (2,352,494.76) | (109,206.08) | --- | 0 | (2,461,700.84) | 84% | (2,939,798) | |
| 0360-4000 | WIP - Buildings | 1,778,342.53 | 3,018,795.87 | 46% | 6,611,005 | 4,797,138.40 | 16% | 29,430,051 | |
| 0370-4000 | WIP - Other Structures | 880,660.00 | 529,134.84 | 31% | 1,723,300 | 1,409,794.84 | 6% | 23,623,844 | |
| 0380-4000 | Parks at Cost | 1,889,532.75 | 150,000.00 | --- | 0 | 2,039,532.75 | --- | 0 | |
| 0381-4000 | Accum Depn - Parks | (6,075,158.17) | (380,208.55) | --- | 0 | (6,455,366.72) | 506% | (1,274,689) | |
| 0382-4000 | WIP - Parks | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0383-4000 | Parks at Valuation | 13,213,417.39 | 1,341,170.00 | --- | 0 | 14,554,587.39 | 823% | 1,768,771 | |
| 0400-4000 | Equipment and Furniture Fittings | 5,444,671.48 | (2,112,888.28) | --- | 0 | 3,331,783.20 | 189% | 1,759,800 | |
| 0410-4000 | Accum Depn - Equipment and FF | (4,115,059.81) | 2,341,110.90 | --- | 0 | (1,773,948.91) | 125% | (1,418,214) | |
| 0411-4000 | Plant | 15,112,173.82 | 2,089,483.68 | --- | 0 | 17,201,657.50 | 122% | 14,121,301 | |
| 0415-4000 | Accum Depreciation - Plant | (7,072,663.55) | (587,449.47) | --- | 0 | (7,660,113.02) | 77% | (9,924,108) | |
| 0420-4000 | Furniture and Fittings | 0.00 | 2,112,888.28 | --- | 0 | 2,112,888.28 | 100% | 2,112,888 | |
| 0430-4000 | Accum Depn - Furniture and Fittings | 0.00 | (2,478,710.10) | --- | 0 | (2,478,710.10) | 93% | (2,674,519) | |
| 0445-4000 | Plant Clearing Account | 0.00 | 75,300.00 | 2% | 3,510,000 | 75,300.00 | 1% | 13,893,628 | |
| 0500-4000 | Road Infrastructure at Cost | 12,765,204.41 | 5,144,259.67 | --- | 0 | 17,909,464.08 | 419% | 4,274,042 | |
| 0510-4000 | Road Infrastructure at Valuation | 341,996,801.22 | (4,735,934.08) | --- | 0 | 337,260,867.14 | 147% | 228,870,632 | |
| 0520-4000 | Accum Depn - Road Infrastructure | (69,811,811.78) | (3,182,531.98) | --- | 0 | (72,994,343.76) | 152% | (47,979,176) | |
| 0525-4000 | WIP - Road Infrastructure | 27,825.10 | 2,119,455.96 | 71% | 2,972,467 | 2,147,281.06 | 7% | 29,357,620 | |
| 0530-4000 | Water Infrastructure at Cost | 2,843,162.16 | 123,387.44 | --- | 0 | 2,966,549.60 | >999% | 272,167 | |
| 0540-4000 | Water Infrastructure at Valuation | 32,549,093.39 | (123,387.44) | --- | 0 | 32,425,705.95 | 169% | 19,180,926 | |
| 0550-4000 | Accum Depn - Water Infrastructure | (16,947,117.22) | (598,698.88) | --- | 0 | (17,545,816.10) | 214% | (8,183,872) | |
| 0555-4000 | WIP - Water Infrastructure | 0.04 | 156,437.15 | 20% | 790,000 | 156,437.19 | 3% | 4,942,997 | |
| 0560-4000 | Sewerage Infrastructure at Cost | 844,013.02 | 0.00 | 0% | 0 | 844,013.02 | 386% | 218,421 | |
| 0570-4000 | Sewerage Infrastructure at Valuation | 25,844,982.89 | 0.00 | 0% | 0 | 25,844,982.89 | 122% | 21,255,545 | |
| 0580-4000 | Accum Depn - Sewerage Infrastructure | (14,582,674.09) | (360,897.17) | --- | 0 | (14,943,571.26) | 210% | (7,102,173) | |
| 0585-4000 | WIP - Sewerage Infrastructure | 86,025.20 | 427,437.72 | 5% | 8,381,973 | 513,462.92 | 3% | 17,835,260 | |

General Ledger2023.6.13.1 Balance Sheet Page - 3
 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Details. Excludes committed costs)
 MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2024 Printed(TOMASO): 07-06-2024 8:06:07 AM

| | | OPENING | YEAR TO DATE | | BUDGET | CURRENT BALANCE | | | |
|-------------------------------|-------------------------------------|----------------|----------------|-------|------------|-----------------|-------|-------------|-------|
| | | BALANCE | 31 May 2024 | | | 31 May 2024 | | BUDGET | |
| 0586-4000 | WIP - Aurora Estate Stage 2 | 12,067.70 | 0.00 | 0% | 0 | 12,067.70 | 100% | 12,068 | |
| 0587-4000 | WIP - Aurora Estate Stage 3 | 24,682.00 | 0.00 | 0% | 0 | 24,682.00 | 132% | 18,650 | |
| 0588-4000 | WIP State Gov - Bradleys Gully Div | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0589-4000 | WIP - Industrial Estate | 7,800.00 | 0.00 | 0% | 0 | 7,800.00 | 0% | 3,146,051 | |
| 0595-4000 | Residential Land Resale (NCA) | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0596-4000 | Right of Use Assets | 221,275.59 | 0.00 | 0% | 0 | 221,275.59 | --- | 0 | |
| 0596-4001 | Accumulated Amortisation | (221,275.59) | 0.00 | 0% | 0 | (221,275.59) | --- | 0 | |
| 0597-4000 | Equipment Clearing Account | 168,739.92 | 102,142.34 | 70% | 145,131 | 270,882.26 | 11% | 2,421,657 | |
| 0599-4000 | Landfill Asset | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| ----- | | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- |
| 0200-0001 | NON-CURRENT ASSETS TOTAL | 404,998,063.51 | 4,287,755.00 | 18% | 24,416,482 | 409,285,818.51 | 101% | 404,217,746 | |
| ----- | | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- |
| | TOTAL NON-CURRENT ASSETS | 404,998,063.51 | 4,287,755.00 | 18% | 24,416,482 | 409,285,818.51 | 101% | 404,217,746 | |
| ===== | | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| | TOTAL ASSETS | 422,664,071.08 | (4,833,912.12) | -20% | 24,416,482 | 417,830,158.96 | 101% | 413,645,592 | |
| CURRENT LIABILITIES | | | | | | | | | |
| ===== | | | | | | | | | |
| 0600-0001 CURRENT LIABILITIES | | | | | | | | | |
| 0600-5000 | Accounts Payable | 0.00 | 106,944.18 | --- | 0 | 106,944.18 | --- | 0 | |
| 0605-5000 | Accrued Expenses - All | 1,729,513.56 | (1,729,513.56) | --- | 0 | 0.00 | 0% | 459 | |
| 0610-5000 | Fire Services Levy Payable | 29,675.21 | 119,732.63 | --- | 0 | 149,407.84 | 905% | 16,515 | |
| 0612-5000 | Contract Liabilities | 2,670,045.23 | 501,284.44 | --- | 0 | 3,171,329.67 | --- | 0 | |
| 0613-5000 | Prepaid Rates | 340,463.27 | (340,463.27) | --- | 0 | 0.00 | 0% | 0 | |
| 0614-5000 | Unearned Revenue | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0615-5000 | PAYG Payable | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0625-5000 | Payroll Suspense | 0.00 | 411,650.78 | --- | 0 | 411,650.78 | --- | 0 | |
| 0630-5000 | Wages Advance | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0632-5000 | RDO & Toil Accumulated | 10,424.45 | 15,934.67 | --- | 0 | 26,359.12 | 130% | 20,229 | |
| 0635-5000 | Stock Routes Fees Payable | 0.00 | 1,204.16 | --- | 0 | 1,204.16 | 3% | 34,435 | |
| 0636-5000 | Finance Lease - Current | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 | |
| 0640-5000 | Office Extension Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | (27,759) | |
| 0645-5000 | Cosmos Centre Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | (60,342) | |
| 0650-5000 | Medical Centre Current Loan | 10,365.59 | (10,333.25) | -26% | 39,424 | 32.34 | 0% | (12,002) | |
| 0660-5000 | Morven Rail Current Loan | 61,276.19 | (45,354.87) | -76% | 59,507 | 15,921.32 | -10% | (155,288) | |
| 0665-5000 | Plant Replacement Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | (228,366) | |
| 0666-5000 | Plant Replacement No 2 Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | (171,804) | |
| 0670-5000 | Residential Current Loan | 47,103.26 | (35,585.48) | -154% | 23,067 | 11,517.78 | -6% | (200,686) | |
| 0671-5000 | Flood Mitigation Current Loan | 47,507.43 | (34,745.11) | -77% | 45,334 | 12,762.32 | 28% | 45,786 | |
| 0672-5000 | Airport Upgrade Current Loan | 46,346.90 | (33,851.13) | -77% | 43,786 | 12,495.77 | 217% | 5,750 | |
| 0675-5000 | Annual Leave payable | 944,654.98 | (4,882.95) | --- | 0 | 939,772.03 | 111% | 846,327 | |

| General Ledger2023.6.13.1 | | Balance Sheet | | | | Page - 4 | | |
|--|--------------------------------------|----------------------------|----------------|--------|--|----------------|-------|-------------|
| (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Details. Excludes committed costs) | | | | | | | | |
| MURWEH SHIRE COUNCIL (Budget for full year) | | Financial Year Ending 2024 | | | Printed(TOMASO): 07-06-2024 8:06:07 AM | | | |
| | | OPENING | YEAR TO DATE | | CURRENT BALANCE | | | |
| | | BALANCE | 31 May 2024 | BUDGET | 31 May 2024 | BUDGET | | |
| 0680-5000 | Long Service Leave Payable | 1,095,362.80 | (20,370.64) | --- | 0 | 1,074,992.16 | 87% | 1,237,872 |
| 0685-5000 | Sick Leave Payable | 208,053.09 | (8,744.72) | --- | 0 | 199,308.37 | 85% | 234,964 |
| 0690-5000 | Land Rebate Holding Account | (7,000.00) | 0.00 | 0% | 0 | (7,000.00) | 100% | (7,000) |
| 0697-5000 | Salary Sacrifice Deduct - Before Tax | 256,295.57 | 83,212.22 | --- | 0 | 339,507.79 | --- | 0 |
| 0698-5000 | Salary Sacrifice Deduct - After Tax | (259,996.50) | (73,354.13) | --- | 0 | (333,350.63) | --- | 0 |
| 0699-5000 | Suspense Account: General Account | 64,583.67 | (84,419.45) | --- | 0 | (19,835.78) | -115% | 17,294 |
| 0600-0001 | CURRENT LIABILITIES TOTAL | 7,294,674.70 | (1,181,655.48) | -560% | 211,118 | 6,113,019.22 | 383% | 1,596,384 |
| | TOTAL CURRENT LIABILITIES | 7,294,674.70 | (1,181,655.48) | -560% | 211,118 | 6,113,019.22 | 383% | 1,596,384 |
| NON-CURRENT LIABILITIES | | | | | | | | |
| ===== | | | | | | | | |
| 0700-0001 | NON-CURRENT LIABILITIES | | | | | | | |
| 0700-6000 | Non-Current Long Service Leave | 174,469.53 | 0.00 | 0% | 0 | 174,469.53 | 116% | 150,781 |
| 0701-6000 | Finance Lease - Non current | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 |
| 0740-6000 | Office Extension Non-Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 24,929 |
| 0745-6000 | Cosmos Centre Non-Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 54,219 |
| 0750-6000 | Medical Centre Non-Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 89,250 |
| 0760-6000 | Morven Rail Non-Current Loan | 821,457.91 | 0.00 | 0% | 0 | 821,457.91 | 87% | 942,449 |
| 0765-6000 | Plant Replacement Non-Current Loan | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 |
| 0766-6000 | Plant Replacement No 2 Non-Current | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% | 0 |
| 0770-6000 | Residential Develop Non-Current Loan | 953,025.41 | 0.00 | 0% | 0 | 953,025.41 | 382% | 249,501 |
| 0771-6000 | Flood Mitigation Non-Current Loan | 976,746.28 | 0.00 | 0% | 0 | 976,746.28 | 99% | 990,296 |
| 0772-6000 | Airport Upgrade Non-Current Loan | 669,103.76 | 0.00 | 0% | 0 | 669,103.76 | 79% | 842,360 |
| 0780-6000 | Landfill Restoration Provision | 2,788,439.19 | 0.00 | 0% | 0 | 2,788,439.19 | --- | 0 |
| 0700-0001 | NON-CURRENT LIABILITIES TOTAL | 6,383,242.08 | 0.00 | 0% | 0 | 6,383,242.08 | 191% | 3,343,785 |
| | TOTAL NON-CURRENT LIABILITIES | 6,383,242.08 | 0.00 | 0% | 0 | 6,383,242.08 | 191% | 3,343,785 |
| | TOTAL LIABILITIES | 13,677,916.78 | (1,181,655.48) | -560% | 211,118 | 12,496,261.30 | 253% | 4,940,169 |
| | NETT ASSETS/(LIABILITIES) | 408,986,154.30 | (3,652,256.64) | -15% | 24,205,364 | 405,333,897.66 | 99% | 408,705,423 |

| General Ledger2023.6.13.1 | | Balance Sheet | | | | Page - 5 | |
|--|--------------------------------------|----------------------------|----------------|--------|-----------------|--|------------------|
| (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 92% of year elapsed. To Details. Excludes committed costs) | | Financial Year Ending 2024 | | | | Printed(TOMASO): 07-06-2024 8:06:07 AM | |
| MURWEH SHIRE COUNCIL (Budget for full year) | | | | | | | |
| COMMUNITY EQUITY | | OPENING | YEAR TO DATE | BUDGET | CURRENT BALANCE | BUDGET | |
| ===== | | BALANCE | 31 May 2024 | | 31 May 2024 | | |
| 0800-0001 | EQUITY | | | | | | |
| 0800-0002 | SHIRE CAPITAL | | | | | | |
| 0805-7000 | Retained Surplus | 47,026,755.59 | 0.00 | 0% | 0 | 47,026,755.59 | 100% 47,026,756 |
| 0807-7000 | Retained Surplus-Cosmos | (1,275,671.18) | 0.00 | 0% | 0 | (1,275,671.18) | <999% 42,875 |
| 0810-7000 | Asset Revaluation Reserve - Roads | 199,517,879.00 | 10,660.56 | ---% | 0 | 199,528,539.56 | 167% 119,269,628 |
| 0811-7000 | Asset Revaluation Reserve - W & S | 25,625,035.16 | 10,729.83 | ---% | 0 | 25,635,764.99 | 107% 23,900,593 |
| 0812-7000 | Asset Reval Res - Bldgs & Structures | 36,683,835.43 | 0.00 | 0% | 0 | 36,683,835.43 | 96% 38,355,807 |
| 0813-7000 | Asset Revaluation Reserve-Land | 716,322.33 | 0.00 | 0% | 0 | 716,322.33 | 22% 3,203,461 |
| 0815-7000 | Asset Revaluation Reserve Aerodrome | 12,631,866.21 | 0.00 | 0% | 0 | 12,631,866.21 | 145% 8,723,400 |
| 0816-7000 | Asset Revaluation Reserve - Plant | 0.00 | 0.00 | 0% | 0 | 0.00 | 0% 0 |
| 0820-7000 | Current Surplus / Deficit | 0.00 | (3,673,936.48) | -22% | 16,938,048 | (3,673,936.48) | -22% 16,938,048 |
| 0825-7000 | Year End Surplus/Deficit | 88,060,131.76 | 0.00 | 0% | 0 | 88,060,131.76 | 69% 127,200,863 |
| 0800-0002 | SHIRE CAPITAL TOTAL | 408,986,154.30 | (3,652,546.09) | -22% | 16,938,048 | 405,333,608.21 | 105% 384,661,431 |
| 0830-0002 | RESERVES | | | | | | |
| 0800-0001 | EQUITY TOTAL | 408,986,154.30 | (3,652,546.09) | -22% | 16,938,048 | 405,333,608.21 | 105% 384,661,431 |
| | TOTAL COMMUNITY EQUITY | 408,986,154.30 | (3,652,546.09) | -22% | 16,938,048 | 405,333,608.21 | 105% 384,661,431 |

Murweh Shire Council Statement of Comprehensive Income

| | May 24 Actual \$000 | Jun-24 Budget \$000 |
|--|------------------------|------------------------|
| Revenue | | |
| Operating revenue | | |
| Net rates, levies and charges | 7,160 | 7,596 |
| Fees and charges | 2,175 | 1,089 |
| Interest received | 444 | 464 |
| Sales revenue | 4,076 | 6,226 |
| Other income | 152 | 67 |
| Grants, subsidies, contributions and donations | 7,599 | 20,160 |
| Total operating revenue | 21,606 | 35,600 |
| Capital revenue | | |
| Grants, subsidies, contributions and donations | 7,813 | 19,326 |
| Total revenue | 29,419 | 54,926 |
| Capital income | | |
| Total Capital Income | 89 | 585 |
| Total income | 29,507 | 55,511 |
| Expenses | | |
| Operating expenses | | |
| Employee benefits | 8,764 | 9,649 |
| Materials and services | 17,384 | 21,491 |
| Finance costs | 118 | 125 |
| Depreciation and amortisation | 6,914 | 7,307 |
| Total operating expenses | 33,180 | 38,572 |
| Net result | (3,673) | 16,939 |

Murweh Shire Council Statement of Financial Position

| | May 24 Actual | Jun-24 Budget |
|--------------------------------------|----------------|----------------|
| Assets | \$000 | \$000 |
| Current assets | | |
| Externally restricted component | 4,171 | 2,077 |
| Unrestricted component | 199 | 7,757 |
| Cash and cash equivalents | 4,370 | 9,834 |
| Trade and other receivables | 1,776 | 2,880 |
| Inventories | 974 | 854 |
| Contract Assets | 1,424 | 2,353 |
| Other current assets | - | 253 |
| Total current assets | 8,544 | 16,174 |
| Non-current assets | | |
| Property, plant & equipment | 409,286 | 425,589 |
| Total non-current assets | 409,286 | 425,589 |
| Total assets | 417,830 | 441,763 |
| Liabilities | | |
| Current liabilities | | |
| Trade and other payables | 1,814 | 2,117 |
| Contract Liabilities | 3,171 | 2,670 |
| Borrowings | 53 | 211 |
| Provisions | 1,075 | 1,142 |
| Total current liabilities | 6,113 | 6,140 |
| Non-current liabilities | | |
| Borrowings | 3,420 | 3,208 |
| Provisions | 2,963 | 2,916 |
| Total non-current liabilities | 6,383 | 6,124 |
| Total liabilities | 12,496 | 12,264 |
| Net community assets | 405,334 | 429,499 |
| Community equity | | |
| Asset revaluation surplus | 275,196 | 278,750 |
| Retained surplus | 130,138 | 150,749 |
| Total community equity | 405,334 | 429,499 |

Murweh Shire Council Statement of Cash Flows

| | May 24 Actual \$000 | Jun-24 Budget \$000 |
|--|------------------------|------------------------|
| Cash flows from operating activities | | |
| Receipts from customers | 14,371 | 14,347 |
| Payments to suppliers and employees | (27,301) | (32,353) |
| Interest received | 444 | 464 |
| Non-capital grants and contributions | 7,599 | 19,310 |
| Borrowing costs | (118) | (112) |
| Other cash flows from operating activities | - | - |
| Net cash inflow from operating activities | (5,005) | 1,656 |
| Cash flows from investing activities | | |
| Payments for property, plant and equipment | (11,209) | (24,324) |
| Proceeds from sale of property, plant and equipment | 126 | 585 |
| Grants, subsidies, contributions and donations | 7,813 | 19,326 |
| Net cash inflow from investing activities | (3,270) | (4,413) |
| Cash flows from financing activities | | |
| Repayment of borrowings | (160) | (214) |
| Net cash inflow from financing activities | (160) | (214) |
| Total cash flows | | |
| Net increase in cash and cash equivalent held | (8,435) | (2,972) |
| Opening cash and cash equivalents | 12,805 | 12,806 |
| Closing cash and cash equivalents | 4,370 | 9,834 |

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2023-24

MAY 2024

| Projects | | | | | | | | | | | |
|-----------------------|------------------|---|----------------|--|-----------------------------|---------------------|------------------------------|---------------------|--|---------------------------------|---|
| Asset Class/GL Number | Job Number | Project Description | Funding source | 30/06/2023 Balance carry over projects | Actual year to date 2023-24 | % of 2023-24 budget | Budget Project Costs 2023-24 | Responsible Officer | Officers update, ie % of completion, what's been done, commitments, etc | Project Status (traffic lights) | Progress (%) |
| Land Clearing | | | | | | | | | | | |
| 0215-4000-0 | 8000-1600 | Augathella Industrial Land | General | \$ 20,805 | \$0 | 0.00% | \$0 | DCS | Land is purchased for agreed price. Extension Granted for Survey of Subdivision until June 2023. On the basis that the surveyor would not commit to a firm start date. Survey complete and plan submitted to Solicitor for finalisation. Budget review Jan 24 reduce based on 30 June actual | | <div style="width: 100%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-1650 | Morven Industrial Land | General | \$ - | \$0 | 0.00% | \$19,200 | DCS | Contract signed by interim CEO. Awaiting completed agreement and invoice for payment through Charles Legal Services. Price reduced to \$16500.00 | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| | Sub total | | | \$ 20,805 | \$0 | 0.00% | \$19,200 | | | | |
| Airport | | | | | | | | | | | |
| 242-4000-0 | 8000-3607 | Airport Reseals | LRCIP 3 | \$ 181,594 | \$0 | 0.00% | \$68,406 | DCS | Txi-way Bravo Strenghtening completed 29 August by engineering services. Invoice to come | | <div style="width: 100%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-3606 | Augathella Aerodrome Upgrade Planning | LGSSP 22-24 | \$ 65,005 | \$0 | 0.00% | \$95,000 | DCS | No further planning for the Augathella Aerodrome. Hydrology report complet, funding does not cover project work that is required. | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| Added | 8000-3608 | Augathella Airstrip-Old Tambo road - Augathella LRCIP 4 | LRCIP 4 | \$ - | \$0 | 0.00% | \$100,000 | DCS | Contractor is awaiting the land to dry out from the rainfall events since January 2024 | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| | Sub total | | | \$ 246,599 | \$0 | 0.00% | \$263,406 | | | | |
| Buildings | | | | | | | | | | | |
| 360-4000-0 | 8000-2580 | Landfill remediation works | LRCIP 3 | \$ 244,111 | \$89,745 | 99.72% | \$90,000 | DCS | Test Pitting Program is complete, for the exception of two areas where waste has been removed. Approximately another 20 pits to be completed. Budget review January 24, reduce provision based on actual 30 June 23. A site operational invoice has been charged to the wrong account. | | <div style="width: 100%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-2575 | Refurbish existing racecourse complex building | LRCIP 3 | \$ 32,256 | \$160,247 | 59.85% | \$267,744 | DCS | Works programmed by contractor to be completed in early May. Fencing rectification will be managed by Council resources | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-1760 | Council housing renewals | W4Qld 21-24 | \$ - | \$0 | 0.00% | \$0 | DCS | Funding moved to another project this poject can be closed | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-1750 | Executive Housing | Loan | \$ - | \$0 | 0.00% | \$0 | CEO | Not started. | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-1751 | SES Shed | SES/Council | \$ - | \$95,739 | 95.25% | \$100,509 | DES | Completed | | <div style="width: 100%; height: 20px; background-color: #90EE90;"></div> |
| | 8000-2551 | Glass Door - Charleville Town Hall | General | \$ 78 | \$0 | 0.00% | \$0 | DCS | No further action taken. recommend project be abandoned. | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |
| New | 8000-2594 | Charleville Showgrounds – Full Canteen Upgrade LRCIP 4 | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DCS | Project not started. | | <div style="width: 0%; height: 20px; background-color: #90EE90;"></div> |

MURWEH SHIRE COUNCIL

**CAPITAL WORKS PROJECTS
2023-24**

MAY 2024

| Asset Class/GL Number | Job Number | Project Description | Funding source | 30/06/2023 Balance carry over projects | Actual year to date 2023-24 | % of 2023-24 budget | Budget Project Costs 2023-24 | Responsible Officer | Officers update, ie % of completion, what's been done, commitments, etc | Project Status (traffic lights) | Progress (%) |
|-------------------------------|------------------|--|----------------|--|-----------------------------|---------------------|------------------------------|---------------------|--|---------------------------------|--------------|
| New | 8000-2953 | Charleville Racecourse Upgrades LRCIP 4 | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DCS | Project not started. | | |
| New | 8000-2954 | Charleville Cosmos Centre-Internal Painting LRCIP 4 | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DCS | Project not started. | | |
| | Sub total | | | \$276,445 | \$345,730 | 75.45% | \$458,253 | | | | |
| Other Structures | | | | | | | | | | | |
| 370-4000-0 | 8000-2952 | Placing of Gates and Fence for Charleville Townhall | General | \$ - | \$12,290 | 40.97% | \$30,000 | DCS | Project Completed | | |
| | 8000-2950 | Amenities at Alfred St | W4Qld 21-24 | \$ 2,215 | \$162,979 | 99.99% | \$163,000 | DES | Completed. Overspent - will use remaining W4QLD money from other projects. | | |
| | 8000-2595 | Upgrade existing Toddler Pool at Charleville Swimming pool - W4Qld | W4Qld 21-24 | \$ 37,398 | \$0 | 0.00% | \$0 | DCHS | Project abandoned until further notice. Funding reallocated to weighbridge project. | | |
| | 8000-2579 | Charleville Weighbridge | LRCIP 3 | \$ 5,179 | \$494,147 | 106.27% | \$465,000 | DES | Last concrete pour nearying completion. Metler to return to site to lift deck into position and commision. Contract signed with Ergon for installation on new poles and transformer. Ramp expected to be physically complete by end of June with electrical work and gravelling of approaches to carry over into July. | | |
| | 8000-2598 | Refurbish Shire Libraries -W4Qld | W4Qld 21-24 | \$ 91,062 | \$27,546 | 46.69% | \$59,000 | DCHS | Project completed under budget. | | |
| | 8000-2359 | Upgrade existing Charleville Cemetery | LRCIP 3 | \$ 135,084 | \$14,916 | 100.11% | \$14,900 | DCS | Installation of Concrete Beams & Plaque restoration- 100% complete | | |
| | 8000-2360 | Installation of shade facilities at Charleville Swimming Pool | LRCIP 3 | \$ - | \$0 | 0.00% | \$180,000 | DES | Framing expected to arrive in Charleville 20 June 2024. Footings to be constructed 14/06/2024. Delivery tight but project completion on track for 30 June. | | |
| | 8000-2591 | Columbarium - three towns | LRCIP 3 | \$ 108,609 | \$31,358 | 75.74% | \$41,400 | DES | Work completed, outstanding committed order for vases \$10,000. | | |
| New | 8000-1761 | Augathella Truck Wash Upgrade - W4Qld | W4Qld 21-24 | \$ - | \$0 | 0.00% | \$0 | DES | Augathella Truck Wash contract terminated with Russell's Grader Hire by mutual agreement. Funds redirected to Charleville UV disinfection unit at Bore #5. | | |
| New | 8000-2357 | Upgrade Council's Public Records Storage-W4Qld | W4Qld 21-24 | \$ - | \$98,646 | 98.65% | \$100,000 | DES | Internal lining complete. Shelving installed, drainage and electrical fitout complete. Expecting costs to run \$10k-\$20k over budget. | | |
| New | 8000-2955 | CH - Toddler Pool Installation -LRCIP 4 | LRCIP 4 | \$ - | \$0 | 0.00% | \$280,000 | DCHS | Project abandoned until further notice. Funding reallocated to weighbridge project. | | |
| New | 8000-2956 | Charleville Swimming Pool Filters LRCIP 4 | LRCIP 4 | \$ - | \$0 | 0.00% | \$300,000 | DCHS | Still awaiting delivery of filters | | |
| | Sub total | | | \$379,548 | \$841,881 | 51.54% | \$1,633,300 | | | | |
| Plant Clearing Account | | | | | | | | | | | |
| 445-4000-0 | 8000-1200 | Plant Purchase | General | \$ - | \$2,485,711 | 74.20% | \$3,350,000 | DES | Carry over funded plant and fleet on order.9.10.2023 work in progress. | | |
| New | 8000-1300 | Depot Fuel Tank | General | \$ - | \$0 | 0.00% | \$160,000 | DCS | Quotes received. Order to be placed in May | | |
| | Sub total | | | \$ - | \$2,485,711 | 70.82% | \$3,510,000 | | | | |

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2023-24

MAY 2024

| Asset Class/GL Number | Job Number | Project Description | Funding source | 30/06/2023 Balance carry over projects | Actual year to date 2023-24 | % of 2023-24 budget | Budget Project Costs 2023-24 | Responsible Officer | Officers update, ie % of completion, what's been done, commitments, etc | Project Status (traffic lights) | Progress (%) |
|-----------------------------|------------------|---|--|--|-----------------------------|---------------------|------------------------------|---------------------|---|---------------------------------|--------------|
| Road Infrastructure | | | | | | | | | | | |
| 525-4000-0 | 8000-2305 | Kerb and Channel annual renewals | General | \$ - | \$26,339 | 17.56% | \$150,000 | DES | Annual allocation - currently working on program for next FY to provide more delivery assurance. | | |
| | 8000-2310 | Box culvert BOM to RFDS | General | \$ - | \$0 | 0.00% | \$0 | DES | Not started & unlikely to be completed this financial year. | | |
| | 8000-3040 | Walking the Grant Project | MR | \$ 27,825 | \$0 | 0.00% | \$0 | DES | <ul style="list-style-type: none"> •Invoice was sent to TMR on 20-03-2024 •Waiting for Shepherd Services to provide the reports | | |
| | 8001-3040 | Footpath renewals | General | \$ - | \$118,275 | 59.14% | \$200,000 | DES | Annual allocation - footpath renewals completed at State School on Sturt St, Parry St and Wills St. Sturt street footpath near ambulance currently underconstruction. | | |
| | 8001-4061 | Mt Tabor Road | R2R/TIDS | \$ - | \$1,815,316 | 86.65% | \$2,095,000 | DES | Complete. | | |
| | 8000-3017 | Flood Levee Renewal | General | \$ - | \$44,221 | 98.27% | \$45,000 | DES | Work completed - External contractor SUFFCON | | |
| | 8000-3018 | Flood Levee Remediation Works | National Flood Mitigation Infrastructure Program 21-22 | \$ - | \$364,105 | 99.75% | \$365,000 | DES | Work completed final invoice was submitted by Suffcon on 23/11/2023. Final claim submitted to QRA. The final progress report has already been approved. | | |
| New | 8000-4076 | Old Tambo Road - Augathella | LRCIP 4 | \$ - | \$70,495 | 0.00% | \$0 | DES | Due to be sealed 04/06/2024 but significant pavement damage from ACC carting will require ~\$100k rework. | | |
| New | 8000-3016 | Charleville Alfred Street | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DES | Reseal works to be programmed and completed as a contract package. | | |
| New | 8000-3020 | Charleville Edward Street (1) | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DES | Reseal works to be programmed and completed as a contract package. | | |
| New | 8000-3021 | Charleville Edward street (2) | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DES | Reseal works to be programmed and completed as a contract package. | | |
| New | 8000-3022 | Augathella stormwater drainage- Main Street | LRCIP 4 | \$ - | \$18,124 | 0.00% | \$0 | DES | Custruction underway, materials and machines on site as of 4/6/2024. | | |
| New | 8000-3023 | Charleville Hood Street | LRCIP 4 | \$ - | \$0 | 0.00% | \$0 | DES | Reseal works to be programmed and completed as a contract package. | | |
| | Sub total | | | \$27,825 | \$2,456,874 | 86% | \$2,855,000 | | | | |
| Water Infrastructure | | | | | | | | | | | |
| 555-4000-0 | 8000-5254 | Charleville water renewals | General | \$ - | \$100,421 | 71.73% | \$140,000 | DES | Better planning required to schedule renewals. Currently building 3 year forward works program. Budget likely to be underspent this financial year. | | |
| | 8000-5260 | Morven water renewals | General | \$ - | \$14,807 | 12.34% | \$120,000 | DES | Better planning required to schedule renewals. Currently building 3 year forward works program. Budget likely to be underspent this financial year. | | |

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2023-24

MAY 2024

| Asset Class/GL Number | Job Number | Project Description | Funding source | 30/06/2023 Balance carry over projects | Actual year to date 2023-24 | % of 2023-24 budget | Budget Project Costs 2023-24 | Responsible Officer | Officers update, ie % of completion, what's been done, commitments, etc | Project Status (traffic lights) | Progress (%) |
|--------------------------------|------------------|--|-------------------------|--|-----------------------------|---------------------|------------------------------|---------------------|--|---------------------------------|--------------|
| | 8000-5252 | Augathella water renewals | General | \$ - | \$21,058 | 14.04% | \$150,000 | DES | Better planning required to schedule renewals. Currently building 3 year forward works program. Budget likely to be underspent this financial year. | | |
| | 8000-6270 | UV Disinfection Unit - W4Qld 21-24 | W4Qld 21-24 | \$ - | \$624 | 0.00% | \$380,000 | DES | EOT granted until 30 September 2024. Revised project budget is \$380k. New main laid near High School 03/06/2024 to manage interim supply. UV disinfection unit due to arrive in country early June. Contractor CNC engaged to site measure and fabricate pipe work. | | |
| | Sub total | | | \$ - | \$136,910 | 17.33% | \$790,000 | | | | |
| Sewerage Infrastructure | | | | | | | | | | | |
| 585-4000-0 | 8000-5350 | Sewerage Augathella Annual Budget | General | \$ - | \$0 | 0.00% | \$100,000 | DES | Better planning required to schedule renewals. Currently building 3 year forward works program. Budget likely to be underspent this financial year. | | |
| | 8000-5360 | Sewerage Charleville Annual Budget | General | \$ - | \$16,697 | 11.13% | \$150,000 | DES | Better planning required to schedule renewals. Currently building 3 year forward works program. Budget likely to be underspent this financial year. | | |
| | 8000-5370 | Augathella CED Scheme | LGSSP 22-24 | \$ 4,149 | \$189,547 | 10.14% | \$1,869,850 | DCHS | Project managers, Connell Griffin (formerly In4 Advisory) have Currently working with successful tenderer on design and construction. Funding variation request submitted for time extension. | | |
| | 8000-5372 | Augathella CED Scheme - Design | LGSSP 22-24 | \$ 21,231 | \$5,304 | 6.41% | \$82,769 | DCHS | Project managers, Connell Griffin (formerly In4 Advisory) have Currently working with successful tenderer on design and construction. Funding variation request submitted for time extension. | | |
| | 8000-5375 | Charleville Sewerage Treatment Plant Upgrade | LGSSP 22-24 | \$ 60,646 | \$184,767 | 2.99% | \$6,179,354 | DCHS | Project managers, Connell Griffin (formerly In4 Advisory) have Currently working with successful tenderer on design and construction. Funding variation request submitted for time extension. | | |
| | Sub total | | | \$ 86,025 | \$396,315 | 4.73% | \$8,381,973 | | | | |
| Outback Tourism BBRF | | | | | | | | | | | |
| 360-4000-0 | 8000-2650 | Augathella Heritage Museum | Building Better Regions | \$ 335,486 | \$45,849 | 71.07% | \$64,514 | John Nicholson | Works completed and open to public. Expenditure acquitted. | | |
| | 8000-2660 | Charleville Airport Museum | Building Better Regions | \$ 237,856 | \$251,170 | 154.91% | \$162,144 | John Nicholson | All works completed 9th September 2023. Final payments and acquittals in progress | | |
| | 8000-2670 | Charleville WWII Base | Building Better Regions | \$ 683,906 | \$17,880 | 5.75% | \$311,094 | John Nicholson | All works completed 9th September 2023. Final payments and acquittals in progress | | |

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2023-24

MAY 2024

| Asset Class/GL Number | Job Number | Project Description | Funding source | 30/06/2023 Balance carry over projects | Actual year to date 2023-24 | % of 2023-24 budget | Budget Project Costs 2023-24 | Responsible Officer | Officers update, ie % of completion, what's been done, commitments, etc | Project Status (traffic lights) | Progress (%) |
|-----------------------------------|----------------------|---|-------------------------|--|-----------------------------|---------------------|------------------------------|---------------------|---|---------------------------------|--------------|
| | 8000-2680 | Outback Museum of Australia | Building Better Regions | \$ 488,762 | \$4,115,435 | 72.14% | \$5,705,000 | John Nicholson | Tenders for original design came back \$4 million over budget. New designs now produced and tenders received within budget. Power and utility plans in place. Contract with SPANTECH signed(\$5.9 million) 8th September 2023. Ground works due to start in end September. Variation to design and extension date to June 2024 now awaiting Department approvals. | | |
| | | | | \$ 1,746,009 | \$4,430,335 | 71% | \$6,242,752 | | | | |
| Equipment Clearing Account | | | | | | | | | | | |
| 597-4000-0 | 8000-1782 | Computer hardware annual renewals | General | \$ - | \$19,535 | 78.14% | \$25,000 | DCHS | Annual allocation. Ongoing | | |
| | 8000-1790 | IT/Finance and Records System | General | \$ 125,871 | \$0 | 0.00% | \$63,000 | DCHS | Continuation of prior year. Options for records system ongoing. No immediate plans for new finance system. | | |
| | 8000-1795 | Install CCTV cameras at selected Council facilities | LRCIP 3 | \$ 42,869 | \$75,445 | 132.06% | \$57,131 | John Nicholson | Infrastructure all in place. Cameras purchased. All being installed 5th - 19th September. MOU to be produced for Police monitoring and agreement on ongoing maintenance and replacement costs. | | |
| | Sub total | | | \$ 168,740 | \$94,980 | 65.44% | \$145,131 | | | | |
| | Total Capital | | | \$2,951,996 | \$11,188,737 | \$4 | \$24,299,015 | | | | |
| Loan repayments | | Current Loans Payments | General | \$ - | \$159,870 | 75.73% | \$211,118 | DCS | Due quarterly, beginning 15th September 2023 | | |
| | Sub total | | | | \$159,870 | 75.73% | \$211,118 | | | | |
| GRAND TOTAL | | | | \$2,951,996 | \$11,348,607 | 46.3% | \$24,510,133 | | | | |

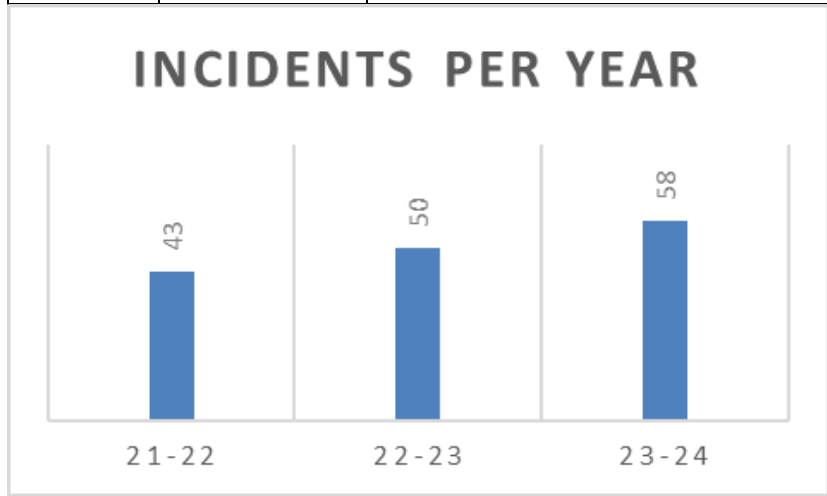
11.6 WORK, HEATH AND SAFETY REPORT

Author: W,H&S Administration
Authoriser: Director of Corporate Services

RECOMMENDATION
 That Council receives and notes the report from the Work, Health and Safety section

BACKGROUND

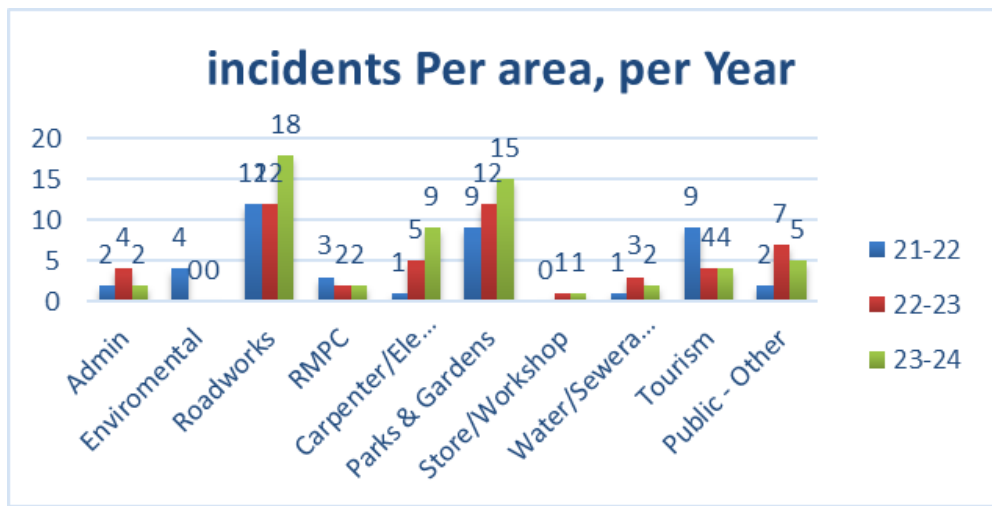
| INCIDENT REPORTS (since last report) | | | |
|--------------------------------------|---------|--|-----------|
| IR-472 | 23/5/24 | Hit washout while driving truck and broke Ad Blue Tank | Town Crew |



Incidents are on the rise from last year. This may be caused by:

- Near Misses are now being reported
- Wet weather conditions causing slips
- Attempted breakins to machinery parked up on the sites

Although there are more incidents, there has not been any serious injuries.



TOOL BOX TALKS & TAKE 5's

Take 5's have slowed right down.

| Name | Jul-2 | Aug- | Sep- | Oct- | Nov- | Dec- | Jan- | Feb- | Mar- | Apr | May- | Jun- |
|---|-------|------|------|------|------|------|------|------|------|-----|------|------|
| Total Only | 149 | 143 | 107 | 101 | 124 | 75 | 83 | 99 | 91 | 58 | 65 | 0 |
| % | 65% | 64% | 49% | 45% | 54% | 32% | 34% | 41% | 36% | 23% | 21% | 0% |
| Total (based on 3 pp (Above) only) | 231 | 222 | 219 | 222 | 231 | 234 | 246 | 243 | 255 | 255 | 306 | 306 |

SAFETY CHAMPION SET-UP

The new safety program "Safety Champion" is planned for roll out in July 2024

WHS MANAGEMENT SYSTEM PLAN

WHS Management Plan has been adopted and will run for 4 years (from 01/07/2024-30/06/2028) Adopted at 7.30 am 23.05.2024 Following Meeting with the CEO, Directors, and Supervisors.

WHS COMMITTEE MEETINGS

Last meeting held: 23 May 2024

New Members: Five new HSRs have joined the Workplace Health & Safety Committee and one HSR has resigned from the WHS Committee.

CEO spoke to all present at the meeting on the importance of WHS and individual responsibilities. Special guest speaker, WHS Consultant, Local Government Workcare delivered a presentation to all on the roles, responsibilities, and obligations of an Officer (Directors, Managers, and Supervisors).

Items for Discussion:

- Current Incident Reports
- Engage an Electrician to conduct Testing and Tagging of all our Facility's RCDs
- Procedure & Policy review and development
- Reviewing of Hazard Rectification Plan
- The Take 5 mini risk assessment status
- New and upcoming Amendments to WHS Legislation

NEW AND UPCOMING LEGISLATION AMENDMENTS

New Legislation Amendments:

1. PROHIBITION ON INSURANCE FOR FINES

The prohibition on using insurance arrangements to avoid responsibility for paying work health and safety penalties has already come into effect. The effectiveness of monetary penalties (e.g. a fine) as a deterrent is significantly undermined if businesses can take out insurance to cover this cost.

Both the WHS Act and *Safety in Recreational Water Activities Act 2011* prohibit a person entering into, providing or benefiting from an insurance contract or arrangement that purports to cover monetary penalties under these Acts.

2. WORKER REPRESENTATION AND CONSULTATION

This amendment clarifies who can be involved in addressing work health and safety issues at a workplace. It includes suitable entities that can represent health and safety representatives (HSR) and workers. A suitable entity for representing, or assisting a worker or the HSR, means a relevant union for the worker, or another entity authorised by the worker or representative to represent or assist them, that is not an excluded entity.

An excluded entity for representing or assisting a worker or HSR includes:

- a union that is not a relevant union for the worker
- an entity, other than a union, that is an association of employees or independent contractors
- an entity, other than a union or an association of employees or independent contractors, that represents, or purports to represent, the industrial interests of the worker or representative
- an entity that demands or receives a fee from another excluded entity for representing, or purporting to represent the industrial interests of the workers or representative
- an officer, employee, agent of an excluded entity.

A relevant union means a union of which the worker is a member, or is eligible to be a member, and whose rules entitle the union to represent the worker's industrial interests. The union must be an employee organisation registered under the *Fair Work (Registered Organisations) Act 2009* (Cth) or *Industrial Relations Act 2016*.

3. ENTRY PERMIT HOLDERS (EPH)

Amendments clarify the rights and responsibilities of WHS entry permit holders (EPH), and ensure they have access to necessary information to fulfill their roles effectively.

- An EPH can enter a workplace for the purpose of giving notice of entry. A notice is not invalid merely because it contains a minor administrative error (e.g. a spelling error or incorrect name of a person or relevant union which is otherwise sufficiently identified in the notice).
- An EPH can enter a workplace to inquire into suspected contraventions of the WHS Act or *Electrical Safety Act 2002* and remain at the workplace, during its normal working hours, for the time necessary to achieve the purpose of entry.
- An EPH who has given notice of entry for a suspected contravention is not required to give additional notice to view relevant employee records or other documents held or accessible at the workplace, or to consult workers about the suspected contravention.
- It is not reasonable for a person conducting a business or undertaking (PCBU) to request the EPH to comply with a WHS requirement if it would unduly delay, unreasonably prevent or hinder the EPH exercising a right of entry (e.g. requiring off-site induction at a location far from where entry is sought, or unnecessary use of exclusion zones).
- Information obtained by an EPH when inquiring into a suspected contravention may be used or disclosed if a person reasonably believes it is necessary to lessen or prevent a serious threat to public health or safety, whether in relation to the suspected contravention or more generally. This is intended to allow use or disclosure of information for public awareness or education.

4. REGULATOR INFORMATION SHARING, OBTAINING, USE AND DISCLOSURE OF INFORMATION

Minor technical amendments to improve the operation of the WHS Act include:

- clarifying the regulator's powers to obtain information has extraterritorial application (e.g. outside Queensland)
- a consistent approach to issuing and serving notices to obtain information
- clarifying information sharing between regulators

5. INSPECTOR POWERS

Minor technical amendments to improve the operation of the WHS Act include:

- allowing a person to answer questions by audio or audio-visual link rather than attending in person before an inspector
- a consistent approach to serving notices for a person to produce a document or answer questions.

6. PROSECUTIONS

Amendments relating to prosecutions include:

- extending the 12-month timeframe to 18 months after an act or omission for a person to request the WHS Prosecutor bring a prosecution for a Category 1 or 2 offence
- providing a request can be made within six months of a coronial report, or a coronial inquiry or inquest ending
- requiring the regulator to provide written updates on investigations every three months to a person who has made a request until a decision is made on whether a prosecution will be brought
- the WHS Prosecutor can authorise an appropriately qualified member of staff from their office to bring proceedings under the WHS Act.

7. REVIEWS OF CODES OF PRACTICE

Codes of practice must be reviewed at least every five years, rather than expire after five years.

8. PROCESS TO ESTABLISH INDUSTRY SECTOR STANDING COMMITTEES

The Minister may establish industry sector standing committees by gazette notice. No more than ten committees may exist at any point in time.

9. NAME CHANGE FOR THE CONSULTATIVE COMMITTEE

The Persons Affected by Work-related Fatalities and Serious Incidents Consultative Committee is re-named as the Consultative Committee for Work-related Fatalities and Serious Incidents, informally known as the "Consultative Committee".

Upcoming Legislation Amendments:

1. CONSULTATION WITH WORKERS AND THEIR REPRESENTATIVES

A person conducting a business or undertaking (PCBU) must consult with a representative of the workers if this is requested by one or more of the workers. Where this consultation is to be carried out at the workplace, the PCBU must carry out the consultation at the time and place agreed to by the parties.

A PCBU must share relevant information with workers when carrying out consultation about a matter, but this does not require a PCBU to allow representatives to have access to identifying personal or medical information about workers (unless the worker has given consent) or confidential commercial information.

2. ELECTION OF HSRs

Amendments to promote the election of health and safety representatives (HSRs) to represent workers in a work group include:

- a person conducting a business or undertaking (PCBU) must not intentionally hinder, prevent, or discourage a worker from requesting an election for HSRs
- a PCBU must not intentionally hinder, prevent or discourage the election of an HSR or deputy HSR or a person conducting the election from following election procedures
- a PCBU must inform workers in writing about:
 - their right to request the election of HSRs and establish work groups
 - the role, powers and functions of HSRs and the process for electing them, and
 - who can represent workers during negotiations about work groups
- a PCBU must invite workers to request the facilitation of an election for one or more HSR.

Further guidance will be developed to assist PCBUs in providing this information.

3. DETERMINING WORK GROUPS FOR HSRs

Amendments providing a clear process and timeframe for work group negotiations include:

- a work group must be determined by negotiation and agreement between:
 - the person conducting a business or undertaking (PCBU)
 - the workers who are proposed to form the work group or their representatives
 - a relevant union for a worker if the union notifies the PCBU in writing they want to be a party to the negotiation and agreement.
- if a worker's representative or relevant union are a party to the negotiations to be carried out at the workplace, the parties must agree on when and where the workplace negotiations are to be carried out, and ensure they are carried out at the agreed time and place.
- negotiations must be completed within 14 days of the request for the facilitation of an election for a health and safety representative, but the completion date can be extended if the parties mutually agree.
- if negotiations to make or vary an agreement fail, any person who is a party to the negotiations may ask the regulator to appoint an inspector to assist the parties in reaching an agreement.
- an inspector must first attempt to assist the parties and if they reasonably believe the parties are unlikely to reach an agreement within seven days, the inspector must make a decision about the work group negotiations within seven days.
- an inspector's decision will not be subject to internal review, and any dispute about the decision can proceed to the Queensland Industrial Relations Commission.

4. POWERS AND FUNCTIONS OF HSRs

The powers and functions of health and safety representatives (HSRs) are amended to:

- empower HSRs to request and receive information concerning the work health and safety of workers in the work group
- allow HSRs to accompany an entry permit holder (EPH) at the workplace where the EPH's reason for entry relates to the HSR's work group
- enable an HSR to request assistance from a suitable entity for the HSR (this amendment is proposed to commence in May 2024).

5. HSRs AND CEASING UNSAFE WORK

A health and safety representative's (HSR) power to direct that unsafe work cease is amended so that:

- the direction to cease work by an HSR must be issued to the person conducting a business or undertaking (PCBU) if attempts to resolve the matter have failed
- the direction to cease work is provided in writing through a cease work notice
- the PCBU must direct workers to cease unsafe work until such time as the issue is resolved or the direction is set aside under the dispute resolution process
- the HSR must display the cease work notice in a prominent place for workers in the affected work group.

HSRs retain the ability to issue a cease work direction to a worker in circumstances where there is an immediate exposure to a risk so serious that prior consultation with the PCBU is not reasonable. WHSQ will be developing a template cease work notice for HSRs.

6. PROVISIONAL IMPROVEMENT NOTICES

A health and safety representative can issue a provisional improvement notice (PIN) if they reasonably believe a person is contravening the WHS Act and it is likely the contravention will continue or be repeated. The timeframe for complying with a PIN is reduced from eight days to four days, except in circumstances where all parties agree to extend the timeframe. The period for when a person can ask the regulator to appoint an inspector to review a PIN is reduced to three days.

7. HSR CHOICE OF TRAINING PROVIDER AND REMUNERATION

Amendments to clarify the rights of health and safety representatives (HSRs) in relation to HSR training include:

- HSRs can choose their own training provider for the HSR training courses that have been approved by the regulator
- the person conducting a business or undertaking (PCBU) must allow the HSR to attend the training and ensure HSRs receive their usual pay (including overtime, penalties, and allowances) they would get if they were performing their normal duties
- HSRs who are part time and work extra hours to attend training must be paid their regular wage for those additional hours
- if a PCBU and HSR cannot reach agreement about these matters, either party may ask the regulator to appoint an inspector to assist in resolving the matter.

8. PCBU's GENERAL OBLIGATIONS TO HSR's

Amendments clarifying a person conducting a business or undertaking's (PCBU) general obligations in relation to health and safety representatives (HSRs) include:

- allowing access to information the HSR is entitled to request
- informing HSRs about notices issued by an inspector or WHS entry permit holder (EPH), and providing a copy to the HSR if the PCBU has been given the notice
- giving the HSR a copy of incident notifications made to the regulator
- when HSRs must be informed that an EPH or inspector has entered the workplace
- allowing the HSR to accompany the EPH or inspector at the workplace
- paying an HSR exercising their powers or functions under the Act the amount (including any overtime, penalties or allowances) they would get if they were performing their normal duties during the same period
- if a dispute arises between the PCBU and HSR about refusal to grant access to information or give a copy of a notice, the HSR may ask the regulator to appoint an inspector to assist in resolving the dispute.

9. ESTABLISHING HEALTH AND SAFETY COMMITTEES

Amendments providing a clear process and timeframe for establishing a health and safety committee (HSC) include:

- a person conducting a business or undertaking (PCBU) must establish an HSC as soon as practicable but not later than 28 days after receiving a request to do so.
- if the parties are unlikely to reach agreement within 28 days, they may ask the regulator to appoint an inspector to assist the parties reach agreement about the constitution of an HSC.
- if the inspector reasonably believes the parties are unlikely to reach an agreement within seven days of being appointed to assist, the inspector must make a decision about the HSC.
- an inspector's decision will not be subject to internal review, and any dispute about the decision can proceed to the Queensland Industrial Relations Commission.

10. DISCRIMINATORY CONDUCT

The WHSOLA Act ensures that discriminatory conduct also includes where a worker is treated less favourably than other workers of the person on the basis the worker has been or seeks to be involved in WHS issues in the workplace.

The jurisdiction of civil proceedings for discriminatory or coercive conduct is now with the Queensland Industrial Relations Commission.

11. ISSUE AND DISPUTE RESOLUTION PROCESS

The WHSOLA Act streamlines the issue and dispute resolution process by clarifying the role of inspectors, the Queensland Industrial Relations Commission (QIRC), and the standing of worker representatives. This facilitates efficient resolution of safety-related issues and means more WHS matters can be taken to the QIRC.

Pathways for dispute resolution

The WHSOLA Act has split dispute resolution into two pathways.

The first pathway is where an inspector is required to first make a decision before the matter can be referred to the QIRC. These matters relate to work group determinations, work group variations and the constitution of health and safety committees.

The second pathway is for matters where parties to an issue can either request an inspector to be appointed to assist with resolving the matter (and then refer the matter to the QIRC) or directly take a dispute to the QIRC.

These matters include disputes about:

- health and safety representative (HSR) access to information or copies of particular notices
- access to a workplace by a person assisting an HSR
- HSR training
- HSR issuing a cease work direction
- WHS matters where the issue dispute resolution applies.

12. JURISDICTION OF QIRC, PROCEEDINGS AND PROSECUTIONS

The WHSOLA Act provides that the following matters will now be considered by the Queensland Industrial Relations Commission (QIRC):

- civil proceedings for discriminatory and coercive conduct, and
- WHS civil penalty proceedings.
-

Costs awarded by the QIRC for external reviews under section 229 of the WHS Act will now be limited to costs of the hearing.

The WHSOLA Act also clarifies who has standing to commence WHS civil penalty proceedings. The WHS Prosecutor and an authorised member of the WHS Prosecutor's staff have standing to bring an order for all civil penalty proceedings. In addition, a relevant union, a WHS entry permit holder and a person affected by a contravention have standing to bring an order in relation to exercising entry permit holder rights of entry under sections 126, 144(1), 145, 146 and 147(1) of the WHS Act.

13. COMMENCEMENT OF OTHER CHANGES BY PROCLAMATION AT A FUTURE DATE

The following amendments in the WHSOLA Act will commence on a date to be proclaimed in the future:

- HSRs and EPHs being able to request information in improvement, prohibition and non-disturbance notices from the regulator
- prescribing high risk plant for non-workplace areas by regulation and a consequential amendment to the Public Health Act

Think Safe

Work Safe

Home Safe

LINK TO CORPORATE PLAN

3.2.1 Safety and protection strategies meet community needs and expectations

ATTACHMENTS

Nil

11.7 REGULATORY SERVICES

Author: Manager Regulatory Services

Authoriser: CEO

RECOMMENDATION

That Council receives and notes the Regulatory Services Report.

AIRPORT

Vegetation management at the Charleville airport has slowed down with the cold weather and lack of rain events. The Airport Reporting Officers (ARO) have caught up on this task and have reduced obstacles on the southern end of the runway.

A review of tarmac matters has been undertaken with the Director of Engineering Services in consultation with the Chief Executive Officer. To assist with the longevity of tarmac life, Council will deploy a roller to the airport to enable the ARO's to roll the tarmac when the weather is suitable.

Augathella Airport had some minor electrical work completed at the amenities building on request from the Augathella Ambulance personnel. This enables light during night fall when a patient is being transferred to air transport.

Morven Airport grass has been sprayed to enable ease of grading. This site had four planes use the facility for passengers that attended the opening of the Nurses Museum in Morven. At the time of inspecting the site, it is believed that the commercial helicopter operator at Augathella is using the airstrip as well.

The Airport Reporting Officer that joined Council in April has resigned, advising that he was unable to purchase and or rent a house within Charleville.

ANIMAL CONTROL

Council have rehomed six dogs during the month of May, through Lucky Paws of the Gold Coast.

There have been numerous complaints regarding nuisance dogs, whereby the Ranger has attended each site and spoken with both the complainant and the animal owner. A continual barking dog complaint received in early May, had the offending animal removed from site. However, a further complaint came into Council and it was found that another dog located at another house was the culprit.

Snake catching/control training was undertaken during the month, with seven employees taking the course.

Overgrown allotment

Council has organised for two allotments to be cleaned, resulting in invoices issued to the land owner. All other identified allotments have been rectified by the owners. A number of owners have made contact with Council upon receipt of their first letter notifying that their allotment was over grown. These landowners have implemented action to rectify the situation.

Australia Post notified Council of twelve residences, whereby the post person was unable to deliver surface mail, due to matter being stored on the footpath. Correspondence was sent to all registered owners and tenants seeking for such matter to be removed from the footpath.

LICENSED FOOD PREMISES

A number of businesses have changed ownership, requiring follow up with registration and food handling requirements.

A health inspection has been completed on one Commercial Food premises for a proposed owner, which resulted in a certificate being issued to the responsible party. The owner of the business also requested a copy of the health certification, however this could not be completed, as the inspection was not done for that party.

STOCK ROUTE

Continual spraying of noxious weeds has been the priority over the past month. The numerous species of cactus at Cooladdi has been inspected again, with an infestation of harrisia cactus being found. This site does not have easy access for a motor vehicle and or side by side vehicle. Bio-control options are possible, however it is on the banks of the Quilberry Creek which is of concern.

Stock that had been grazing stock route land west of Charleville were located on the neighbouring land. The Stock Route Supervisor made contact with the stock owner whom advised they were on agistment. Upon checking with the landowner/lessee it was identified that the information provided to the Council officer was incorrect. The animals have been moved again, and Council officers are continuing to check with the owner of the land.

WILD DOG ADVISORY GROUP

At this time, there is no further advancement regarding holding of a meeting for interested parties. It is expected that Council will hold the next Feral Animal Control program week commencing 11 November 2024. Please note, at this time Council do not have a cold room, and no budgetary provision for replacement.

The following number of wild dog scalps have been present to Council this financial year:

18 pups
158 male
102 female

Total cost \$13,450.00

LINK TO CORPORATE PLAN

1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

Nil

11.8 REVENUE POLICY 2024-2025

Author: Director of Corporate Services

Authoriser: CEO

RECOMMENDATION

That Council adopt the Revenue Policy 2024/25 as presented.

BACKGROUND**Purpose**

Under the *Local Government Regulation 2012* (section 193), a local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

Financial Risks

Without the revenue policy being adopted prior to the preparation of the annual budget, Council is not compliant with the legislation.

Legal Risk

As above

LINK TO CORPORATE PLAN

1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. Revenue Policy 2024/25 [↓](#) 



Murweh Shire Council Revenue Policy

| | | | |
|--------------------------------|--------------------------------|----------------------|-----------|
| Policy No: | FIN-002 | Date adopted: | June 2024 |
| Council Resolution Ref: | Folio: | Review Date: | June 2025 |
| Responsible Officer: | Director of Corporate Services | Version No: | 8 |

1. Legislative Authority

Local Government Act 2009
Local Government Regulation 2012

2. Commencement of Policy

This Policy will commence on adoption. It replaces all other specific Revenue policies of Council (whether written or not).

3. Introduction

Under the *Local Government Regulation 2012*(section 193) Council is required to prepare Revenue Policy each year. The Revenue Policy is intended to be a strategic document. Its adoption, in advance of setting the budget, allows Council to set out the principles that it will use to set its budget and to identify in broad terms the general strategy to be used for raising revenue. This Revenue Policy will be of interest to ratepayers, federal and state departments, community groups and other interested parties seeking to understand the revenue policies and practices of Council.

4. Purpose

The purpose of the policy is to identify the planning framework within which Council operates and to set out the principles used by Council for:

- Making of rates and charges;
- Levying of rates;
- Recovery of overdue rates and charges; and
- Concessions for rates and charges and
- Cost recovery methods

5. Planning Framework

The *Local Government Act 2009* sets a general planning framework within which Council must operate. There are a number of elements to the planning framework including the preparation and adoption of a Corporate Plan and Operational Plan. Section 169 (2) of the Regulation also requires each local government to adopt a Revenue Statement as part of its annual budget.

Council considers that the best way of setting its revenue objectives, and to achieve them, is to effectively plan through each of the elements of the planning framework. The revenue policy effectively cascades down through the Corporate Plan. Council’s Corporate Plan sets

out its corporate objectives. This will be achieved by maintenance of Council's existing revenue sources through the following strategies:

- Maintaining an equitable system of rating and charging through annual review of the rating and charging structure; and
- Maximising other revenue sources, grants and subsidies.

6. Principles

In general Council will be guided by the principle of user pays in the making of rates and charges so as to minimise the impact of rating on the efficiency of the local economy. However, Council provides services that are not fully cost recoverable but are deemed to be provided as a Community Service Obligation and are cross subsidised, any subsidy will be in accordance with Council's Community Service Obligation Policy.

Council will also have regard to the principles of:

- transparency in the making of rates and charges;
- having in place a rating regime that is simple and inexpensive to administer;
- equity by taking account of the different levels of capacity to pay within the local community;
- responsibility in achieving the objectives, actions and strategies in Council's Corporate and Operational Plans;
- flexibility to take account of changes in the local economy, adverse seasonal conditions and extraordinary circumstances;
- maintaining valuation relativities within the shire;
- maintaining shire services to an appropriate standard;
- meeting the needs and expectations of the general community; and
- assessing availability of other revenue sources.

6.1 Levy of rates

In levying rates Council will apply the principles of:

- making clear what is the Councils and each ratepayers responsibility to the rating system;
- making the levying system simple and inexpensive to administer;
- timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy; and
- equity through flexible payment arrangements for ratepayers with a lower capacity to pay.

6.2 Recovery of rates and charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:

- transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- making the processes used to recover outstanding rates and charges clear, simple to

- administer and cost effective;
- capacity to pay in determining appropriate arrangements for different sectors of the community;
- equity by having regard to providing the same treatment for ratepayers with similar circumstances; and
- flexibility by responding where necessary to changes in the local economy.

6.3 Concessions for rates and charges

In considering the application of concessions, Council will be guided by the principles of:

- equity by having regard to the different levels of capacity to pay within the local community,
- the same treatment for ratepayers with similar circumstances;
- transparency by making clear the requirements necessary to receive concessions, and
- flexibility to allow Council to respond to local economic issues, adverse seasonal conditions and extraordinary circumstances; and
- fairness in considering the provision of community service concessions.

6.4 Cost Recovery Fees

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees. The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees unless the imposition of the fee is contrary to its express social, economic, environmental and other corporate goals. This is considered to be the most equitable approach and is founded on the basis that the Council's rating base cannot subsidise the specific users or clients of Council's regulatory products and services. However, in setting its cost recovery fees, Council will be cognizant of the requirement that such a fee must be not more than the cost to Council of providing the service or taking the action to which the fee applies.

7. Community Service Obligations

7.1 Policy on Community Service Obligations

Council recognises the need to provide a range of services to their communities which are resourced from general revenues and which are in the nature of public services undertaken for valid social, equitable or environmental reasons. Accordingly, Council resolves to adopt the following policies in relation to its community service obligations.

7.2 Sport, Recreation and Community Facilities

Council believes that the provision of sporting and recreational facilities for use by organisations or the public in general is a community service reflecting community expectations of an appropriate use of general funding.

The costs of provision and maintenance of such facilities cannot be recovered on a full cost basis from users nor would that be in the community's best interests. The treatment in each case has been identified below. This policy decision encourages participation and a healthier community lifestyle and recognises the fact that many community members have an involvement in a number of sporting and recreation associations and contribute considerable time and effort.

7.3 Halls and Community Centres

The maintenance and depreciation on Council's halls and community centres ensures they are available for community functions such as memorial services, commemorative occasions, public meetings and meeting places for special non-profit interest groups, as well as being available for hire to schools, sporting, businesses, entertainment and social functions. To encourage greater use of all facilities and to foster junior sporting and recreational pursuits, Council has undertaken not to charge junior representatives for use of these facilities. An apportionment of costs will be made to ensure that the charges levied on senior (adult) and other interest groups reflects the apportionment of the common costs (above), as well as the direct costs of lighting, cleaning, staffing and the provision of consumables.

7.4 Stock Routes

Operation and maintenance of an extensive stock route network throughout the Shire is undertaken by Council on behalf of the Department of Resources. These stock routes were first established prior to Federation in the mid-1800s providing an essential route between watering holes for travelling stock. Over time they have not only provided a much needed facility for the rural landholders but now provide ready access for recreational pursuits for the fishing enthusiast.

Council believes that these facilities used by the general public are a community service which reflects community expectations of an appropriate use of general funding. This policy decision encourages participation and a healthier community lifestyle and recognises the fact that many community members have an involvement in a number of sporting and recreational pursuits. The costs of operation and maintenance of such facilities cannot be recovered on a full cost basis from users nor would that be in the community's best interests and are identified as a CSO.

7.5 Cemeteries

The costs of burials at the cemetery will be recovered in full from the fee charged. This fee will also offset part of the costs of grounds maintenance and the tending of gravesites. The community as a whole has an ongoing obligation to care for cemeteries as a mark of respect for its previous generations. Those costs are identified as a CSO.

7.6 Television

Council provides relay facilities for the transmission of four channels to the Shire area to overcome a "blackspot" deficiency in reception quality. A user pays charge for the operation and use of this would be impractical. Access to quality television, whilst not a basic function of local government, is nonetheless a community expectation. These costs are therefore treated as a CSO.

7.7 Showgrounds

The showgrounds incorporate a sports oval and indoor sporting amenities. It also has an extensive canteen and kitchen. In addition to its annual use by the Show Society, the show grounds are used by sporting clubs regularly and for catering functions, with senior (adult) participants being charged for use. The charging of fees and bonds for sporting clubs ensures the facilities are properly maintained however to encourage greater use of all facilities and to foster junior sporting and recreational pursuits, Council has undertaken not to charge junior representatives for use of these facilities. The annual show represents an opportunity for the Shire to showcase its products, services and talents to the world in a way that fosters trade, commerce and entertainment. To ensure maximum community participation, the fee is set at a nominal amount. The balance of the attributable costs in maintaining and upgrading facilities at the show grounds are to be treated as a CSO.

7.8 Racecourse

The racecourse was built with special purpose grant funding and incorporates a community hall. Revenue comes from race meeting fees, stabling fees and various meetings and functions. The community hall has largely replaced the town hall in terms of utilisation and the costs for upkeep of the community hall and racecourse excluding hire service fees is treated as a CSO.

The racecourse complex was built through grant funding. Running expenses are met by the Council but it is envisaged that any substantial replacement works would also only be undertaken if grant funding were available.

7.9 Swimming Pool

No swimming pool is self-funding. Patrons, including schools, clubs and other participating organisations, are charged a nominal fee which encourages use of the facility and promotes water safety. This fee is established by the resident lessee and approved by Council. All fees and receipts from the operation of the canteen are retained by the lessee. Whilst the Charleville pool is leased for operating, training and promotional purposes, Council is responsible for all maintenance expenditure. Council treats as a CSO, costs which amount to 90% of the benchmark for the operation of a 50 metre pool in Western Queensland.

7.10 Aged Care

Council runs an accredited aged care facility, which raises funds for its operations through government grants, contributions and rentals charged to its guests. These rentals have been established based on similar facilities in Central Queensland offering a comparable level of service, as well as the reasonable capacity of individuals or families to pay.

A rigorous application of full cost allocations has not previously been undertaken for this facility and there are issues to be addressed in relation to the maintenance and sustainability of existing infrastructure. Council recognises that costs may rise but it also recognises a higher order of community benefit.

Council believes that its older citizens should have the right to choose to remain in their own community so that they may enjoy quality of life in later years from contact with family and friends and in familiar surroundings. It benefits both the individual and the community at large.

Therefore, Council will meet, out of general rate funding, a proportion of the costs of operating the aged care facility where this is not recovered from government grants, contributions or rentals. The proportion, or absolute amount, will be established each year during the budget process and will be recognised as a CSO.

7.11 Water Supply

Metering of all residential, commercial and industrial users is being undertaken by the Council to ensure that usage is correctly monitored. While the water supply system as a whole is intended to be self-funding, there is some cross subsidy between the operations of the separate town systems. This will be identified and quantified in the budget documents. In relation to Fire Brigade usage for firefighting purposes, Council regards the provision of the water as a CSO.

7.12 Aerodromes

Council maintains three airstrips within the Shire – Augathella, Morven and Charleville. Apart from irregular use by the Royal Flying Doctor Service (RFDS) and emergency services, Augathella and Morven strips are only used occasionally by local graziers and there are no hangers or lockdown areas. Consequently, no charges apply at these airstrips either for annual usage or for landing fees. Council does not intend to change this policy nor does it intend to levy those communities separately for the costs of maintaining the facilities. It is Council's view that a wider community service is involved given the nature of its principal purpose, and that the costs should be borne by all ratepayers.

Charleville aerodrome is in a different category. It is the major air link for the Shire. A new terminal building was opened in April 2017. Whilst the present fee structure does not recover the full operating and maintenance costs of the aerodrome, it has been developed to reflect the relative uses by the different categories of user. For instance: Concessional rates apply to the RFDS and to flying schools which practice touchdowns on the strip. Local aircraft owning ratepayers pay an annual charge which includes an adjustment for landing fees. Helicopter musterers pay a reduced annual fee including landing fee adjustment because of the reduced use of the runway. In addition to fees for landing rights, passenger fees and a head tax are levied on Registered Passenger Transport (RPT). Rentals are levied for hangers and lockdown areas to cover use of space and facilities. Council believes that, with the exceptions outlined below, users should pay their full share of the aerodrome costs. In relation to the RFDS, Council will reduce the full costs in recognition of the special services offered to the people of the Shire. The costs of the upkeep of Morven and Augathella airstrips will be met from general funding. These will be recognised as community service obligations of Council.

7.13 Refuse Management

One of Council's strategic objectives is the promotion of a clean and healthy environment and it has instituted several initiatives to further this objective. Council is actively encouraging the use of greenways (reusing green waste) and recycling through publications and community promotions. All refuse tips are free to householders for the disposal of normal rubbish. Use of the services of an oil collection agency is encouraged. Substantial EPA fines apply for illegal dumping. Council levies charges for industrial waste and excessive volumes of disposal by individuals. Fees for these will reflect the appropriate portion of the real costs of disposal. Council will continue, in accordance with its corporate policy, to subsidise the operations of its refuse tips and will treat these as a community service obligation. It is noted that the operation of town garbage services will continue on a cost recovery basis.

7.14 Tourism Facilities

Charleville Cosmos Centre (ex Skywatch facility) is an important tourism facility for Charleville and the Shire becoming a significant tourist attraction in South West Queensland. The volume of visitors is not yet sufficient to recover costs and it is envisaged that this situation will prevail until the full effect of the major marketing initiatives are achieved. A major refurbishment in 2017 was completed in that year.

Cosmos Planetarium was completed in late 2019. This is an educational and tourist attraction which is now operational and open to visitors. It is planned that in the future its operating and maintenance costs will be covered by entry fees collection.

World War II Precinct opened in 2021. This facility is expected to bring visitors to the Shire, both domestic and international visitors. As 2021 is the first year of operations of the precinct, proceeds from entry fees and other income may not fully cover operational costs.

5. Variations

Murweh Shire Council reserves the right to vary, replace or terminate this policy from time to time.

6. Audit and Review

This policy shall be reviewed every year or as required by changes to process of legislation, relevant Standards and industry best practice.

12 ECONOMIC DEVELOPMENT

12.1 ECONOMIC DEVELOPMENT MONTHLY REPORT

Author: Director Economic Development

Authoriser: CEO

RECOMMENDATION
 That Council receives the Economic Development report as presented.

1 PROJECT UPDATES

Outback Museum of Australia: With a high monthly payment schedule in place, recent focus has been on keeping cash flows positive and keeping reporting to government Departments up to date. Main construction is progressing according to schedules and due for completion at the end of August. Completion will be followed by kitchen installation, inspections and sign offs prior to Government financial acquittals.

Cluster Fencing: - The \$1.22 million Projects are well on target for the five cluster groups – Nive; Myendetta; Reynella; Loddon and Yanna. With Yanna almost completed.

CCTV Cameras: Camera are now installed, connected and linked o Charleville Police Station. There are a few glitches which have been identified for remedy. Issues regarding maintenance and repairs costs to be progressed.

Earth Check (Eco Certification): Council has now received interim Silver certification subject to rectification of a few minor compliance issues within 3 months and a few major compliance issues within 12 months.

2 Funding Applications Currently Being Prepared

- Multi-Cultural Funding Welcome to Charleville 2025 \$8,000

3 Funding Applications Submitted and Approved

- Minor infrastructure Fund Showgrounds Changing room \$520,000
- Building Bush Tourism Fund Cosmos Centre Upgrade \$158,601
- SES Support Grant Facility upgrade (showers) \$ 57,790
- Rural Economic Futures Fund Rail Freight Hub Feasibility \$450,000
- Sunsafe Funding Personal protection equipment \$ 5,000
- Regional Networker Grant Mental health workshop for business \$ 2,000

4 Funding Applications submitted but not Approved

- Rural economic Futures Fund Charleville Waste Management Feasibility
- Rural economic Futures Fund Croxdale Carbon Sink initiative
- Queensland Remembers WWII Garden and Display Wall

5 Submitted Funding Initiatives (awaiting decisions)

| | | | |
|---|-----------------------------------|----------------------------|---------------|
| - | Disaster Ready Fund 2 | Emergency generators | \$ 376,500 |
| - | Community Energy Upgrades Funding | Solar Installations | \$ 102,000 |
| - | Queensland Resiliency & Risk Fund | Aurora estate land release | \$1.3 million |

6 General

Financial reporting, payments or acquittals, including: -

- Welcome to Charleville 2024
- Augathella CED scheme
- Building Better Regions (OMOA)
- Cluster fencing program

Meetings

Meeting attended or organised for this month include: -

- Economic Development Forum (State Development)
- QUT. Focus Group on automated vehicles for the Outback
- Queensland Small commissioner
- Regional Economic Futures leadership group.

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

Nil

13 ENGINEERING SERVICES**13.1 HIRE OF PLANT AND EQUIPMENT - FLOOD DAMAGE RESTORATION 2024-2025**

Author: Project Manager - Flood Damage Restoration

Authoriser: CEO

RECOMMENDATION

That Council under section 233 of the Local Government Regulation 2012, includes the following contractors on a preferred supplier arrangement for the hire of plant and equipment for flood damage restoration work in 2024-25, commencing from 1 July 2024 at the rates submitted under this arrangement:

- BK Hire Pty Ltd
- Brooks Hire Service Pty Ltd
- Brown Contractors
- Catfish Logging Pty Ltd
- Charleville Haulage
- Comac Earthmoving Trust
- Hamil Enterprise
- Hastings Deering (Australia) Ltd
- Mining Machinery & Infrastructure Management
- Purcell Civil & Construction
- R & R Tickell Pty Ltd
- Russell's Grader Hire Pty Ltd
- Schmidt Plant Hire Pty Ltd
- Sherrin Rentals
- Suffcon Pty Ltd
- Tolbra Earthmovers & Haulage Pty Ltd

BACKGROUND**Purpose**

To establish a preferred supplier arrangement for the hire of plant and equipment to undertake flood restoration works on Council roads during the 2024/25 financial year, with an option to extend for a further twelve (12) months into 2025/26.

Discussion

Flood damage restoration works are currently being scoped arising from declared heavy rainfall and flood events in January and April 2024. To achieve the timely delivery of these restoration works, it is planned to utilise contractors to work independently in some areas, as well as supplementing Council's Day Labour crews as needed.

Establishing a preferred supplier arrangement allows the engagement of contractors as needed without the ongoing need to request quotations, having already assessed compliance with Council's requirements, specifications and sound contracting principles. Rates for various items of plant for either wet hire, dry hire or both are included and will be valid for the 2024/25 financial year with an

option to extend the arrangement for a further twelve (12) months into 2025/26. Two (2) suppliers were excluded from the arrangement on the basis of non-compliance with the tender requirements.

Consultation

Submissions were publicly advertised on Council's website and social media platforms and were open for a period of twenty-one (21) days as required by the Local Government Regulation 2012 and closed at 4:30pm on Monday 3 June 2024.

Financial Risks

The establishment of a preferred supplier arrangement does not guarantee or commit Council to any minimum amount of work to any suppliers, therefore carries no financial risk. The works being undertaken by the contractors included under this preferred supplier arrangement will be flood damage restoration and approved for funding prior to engagement.

Environmental Risks

Nil

Social Risk

Local and regional suppliers that have undertaken works for Council previously have provided submissions under this arrangement, have been assessed against the requirements of the tender specifications and compliant suppliers have been recommended to be included in the preferred supplier arrangement.

Legal Risk

The establishment of a preferred supplier arrangement is a valid and legal contracting method under section 233 of the Local Government Regulation 2012.

LINK TO CORPORATE PLAN

- 2.4.1 Road and street infrastructure investment is strategic and effective to accomplish maintenance priorities and development opportunities
- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.
- 2.1.1 No loss of life or property, critical infrastructure is protected, and economic impacts are minimised from natural disasters

ATTACHMENTS

Nil

13.2 HIRE OF PLANT AND EQUIPMENT - COUNCIL WORKS 2024-2025

Author: Director Engineering Services

Authoriser: CEO

RECOMMENDATION

That Council under section 233 of the Local Government Regulation 2012, includes the following contractors on a preferred supplier arrangement for the hire of plant and equipment for Council works in 2024-25, commencing from 1 July 2024 at the rates submitted under this arrangement:

- BK Hire Pty Ltd
- Brooks Hire Service Pty Ltd
- Catfish Logging Pty Ltd
- Charleville Haulage
- Charleville Truck & Bobcat
- Comac Earthmoving Trust
- Corbet Group
- Ellis Profiling Qld Pty Ltd
- Ezyquip Hire Pty Ltd
- Hamil Enterprise
- Hastings Deering (Australia) Ltd
- JD & TJ Bell
- Long Plain Contracting
- R & R Tickell Pty Ltd
- Ray Moffat Pty Ltd
- Russell's Grader Hire Pty Ltd
- Schmidt Plant Hire Pty Ltd
- Sherrin Rentals
- Suffcon Pty Ltd
- The Stabilising Pty Ltd
- Warrego Earthworks Pty Ltd
- Western Rural Services

BACKGROUND**Purpose**

To establish a preferred supplier arrangement for the hire of plant and equipment to undertake Council works throughout the shire during the 2024/25 financial year, with an option to extend for a further twelve (12) months into 2025/26.

Discussion

Establishing a preferred supplier arrangement allows the engagement of contractors as needed without the ongoing need to request quotations, having already assessed compliance with Council's requirements, specifications and sound contracting principles. Rates for various items of plant for either wet hire, dry hire or both are included and will be valid for the 2024/25 financial year with an option to extend the arrangement for a further twelve (12) months into 2025/26. One (1) supplier was excluded from the arrangement on the basis of non-compliance with the tender requirements.

Consultation

Submissions were publicly advertised on Council's website and social media platforms and were open for a period of twenty-one (21) days as required by the Local Government Regulation 2012 and closed at 4:30pm on Monday 3 June 2024.

Financial Risks

The establishment of a preferred supplier arrangement does not guarantee or commit Council to any minimum amount of work to any suppliers, therefore carries no financial risk.

Environmental Risks

Nil

Social Risk

Local and regional suppliers that have undertaken works for Council previously have provided submissions under this arrangement, have been assessed against the requirements of the tender specifications and compliant suppliers have been recommended to be included in the preferred supplier arrangement.

Legal Risk

The establishment of a preferred supplier arrangement is a valid and legal contracting method under section 233 of the Local Government Regulation 2012.

LINK TO CORPORATE PLAN

- 2.4.1 Road and street infrastructure investment is strategic and effective to accomplish maintenance priorities and development opportunities
- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

Nil

13.3 TRAFFIC ADVISORY COMMITTEE (TAC) MEETING MINUTES - 28 MAY 2024

Author: Director Engineering Services

Authoriser: CEO

RECOMMENDATION

That Council note the Traffic Advisory Committee (TAC) meeting minutes from the meeting held on the 28 May 2024 and support the recommended actions.

BACKGROUND**Purpose**

The Traffic Advisory Committee is established under the Local Government Regulation 2012 to provide expert advice to Council on traffic, road and transport matters to assist Council in achieving its Corporate Plan objectives.

Discussion

Council held their first TAC meeting of the year on Tuesday 28 May 2024 with representatives from Council, Transport and Main Roads and Queensland Police Service (QPS). The minutes of the meeting have been provided for consideration and assessment by Council as per the Traffic Advisory Committee Terms of Reference.

Consultation

Consultation was held on all matters between members of the advisory committee, this includes representatives from Murweh Shire Council, Department of Transport and Main Roads and the Queensland Police Service.

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.
- 2.4.1 Road and street infrastructure investment is strategic and effective to accomplish maintenance priorities and development opportunities

ATTACHMENTS

1. **TAC Meetings Minutes 28.05.2024** [↓](#) 



**MURWEH SHIRE COUNCIL
TRAFFIC ADVISORY COMMITTEE
MEETING MINUTES**

COUNCIL CHAMBERS, 95-101 ALFRED ST CHARLEVILLE

TUESDAY 28 MAY 2024 AT 2:00PM



1. OPENING OF THE MEETING

The meeting opened at 2:05pm.

2. WELCOME & APOLOGIES

PRESENT: Mayor Shaun Radnedge (MSC), Cr Robert Eckel (MSC), Jacob Barton (MSC), Steven Dart (TMR), Craig Whittaker (TMR), Andrew Finall (QPS)

APOLOGIES: CEO Bruce Scott (MSC), Kirsty Birgan (TMR), Acting Inspector Scott Allan (QPS), Officer in Charge Noel Jones (QPS)

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved: Cr Robert Eckel

Seconded: Steven Dart

- That the minutes of the Traffic Advisory Committee meeting held on the 1 August 2023, copies of which were forwarded to Committee members, have been received and noted.

CARRIED

4. OUTSTANDING BUSINESS

The following matters are outstanding from previous meetings of the Committee.

| Item No. | Meeting Date | Description | Recommendation | Status |
|----------|--------------|---|---------------------------------|--|
| 4.1 | 03/03/2023 | Angle Parking and Speed Limit Review at Wills Street | Awaiting final report from HIG. | Engaged HIG to do up layout for nose in angle parking on the rest of Wills Street. Jake to send report to committee for comment once finalised. Speed limit review to follow. Council to respond to letters received from Dance House and The Rocks Motel. |
| 4.2 | 03/03/2023 | Change Wills Street bridge for pedestrian and cyclists only | Community consultation | Went out to consultation with residents across the river, no good feedback received. More public |

| | | | | |
|-----|------------|--|--|---|
| | | | | consultation to be conducted. |
| 4.3 | 01/08/2023 | Alfred Street – Bike parking space outside Milk Bar on Alfred Café | To investigate sites and complete report to take to Council Meeting. | Jake to investigate possible sites for bike racks. |
| 4.4 | 01/08/2023 | Road signs on Caviar Drive | Install road signs | Andrew to check what signs are currently there and investigate what speed sign suitable for rural residential area. |
| 4.5 | 01/08/2023 | Angle Parking in Wills Street Between Galatea & Edward Street | Awaiting final report from HIG. | As per Item 4.1. |
| 4.6 | 01/08/2023 | Speed control devices on Albert Street Morven | Install speed control signs. | Council to let Steven Dart know what signs required as there is funding available for this. |

5. AGENCY REPORTS

5.1 TMR

Caravan Show

- Look at running a caravanning show over a long weekend based around the topic of western road safety and involve the opening of the new weighbridge with education on weights, towing, weight distribution, etc.
- There is a VanSafe Queensland Outback Roadtrip show run by Caravanning Queensland planned in Charleville at the Bailey Bar Caravan Park on Saturday 24 August 2024. Look to tie in an event with them over this weekend.

***Action Item:** Andrew Finall to make contact with lady from VanSafe to express our interest in a combined show with them on the 24 August.*

Steven Dart

- Rehabilitation project on the Warrego Highway through Morven happening at the moment, this will be a very beneficial project for the Murweh Shire.
- The new 2024-2025 RMPC Contract has been sent out to Council, this contract is always beneficial to keep up with the maintenance of our road network.

Craig Whittaker

- Paul Anolek has moved from TMR on to Translink. Kirsty Birgan has moved into the position of Manager of Road Safety with TMR.

- There is a round of funding for the School Transport Infrastructure Program (STIP) closing on Friday and another one closing in October. The funding available is up to \$500,000 with the project co funded 50:50 with Council.

Action Item: Steven Dart to see if they can put an application into the STIP funding round in October for the Morven Rehabilitation Project.

5.2 Police

- Colleague looking at doing project on Sturt Street with red town entry points for the school zone area. Currently getting between 15-20 hits in that area when set up taking speeds.
- Flashing school zone signs on Sturt Street are not in a visible position on the side of the road.

Action Item: TMR to revisit school sign issue and share solutions with committee.

- The QPS exit out of the driveway between the old Police Station and Comm Bank, there is lots of vehicles parking in the first bay stopping access and visibility.

Action Item: Change first parking bay to 'No Parking' and make second parking bay a disabled park as there is currently none on that side of the street.

- Recently conducted a missing person's search in the southwest area. There are big issues in western travel with contractors and travellers who come to the area with no idea, Police to look at doing some education on this issue.
- Caravanners on Parry Street looking for caravan parks are making last minute wide turns; this is a big safety issue with an accident likely to happen soon.

Action Item: Look at erecting more signage directing travellers to caravan parks.

- The Wildie Street into Parry Street corner is an accident looking to happen with people cutting the corner.

Action Item: Jake recommends starting off with line paint on the road, stop sign not necessary at this point.

- Main issue around town is speed, particularly over diversion bridge onto Alfred Street towards vet. Could possibly look at changing size of speed signs for more visibility.
- New highway patrol officer starting, Damian from Morven.

5.3 Schools

Nil

5.4 MSC

- Ongoing issues with contractors unloading trucks in town streets, accident waiting to happen. Council is opening up new industrial blocks in the near future that may help solve these issues.

Action Item: *Millee to circle video out to committee of near miss incident with truck unloading at Charleville Tyre Service.*

6. GENERAL BUSINESS

6.1 TAC Terms of Reference / Appointment of Committee Members

Moved: Jacob Barton

Seconded: Cr Robert Eckel

- The Committee acknowledge the Council Resolution passed at the 15 May 2024 Meeting appointing the Chief Executive Officer, Director Engineering Services, Cr Shaun Radnedge and Cr Robert Eckel to the Traffic Advisory Committee (TAC).
- The Committee note the TAC Terms of Reference approved at the 15 May 2024 Council Meeting.
- The Committee to meet quarterly on the 3rd Tuesday of the quarter.

CARRIED

Action Item: *QPS and TMR to send through written correspondence (email or letter) to appoint their representatives to the committee. The QPS appoint the Highway Patrol Officer and Officer in Charge and TMR appoint Steven Dart, Craig Whittaker and Kirsty Birgan.*

6.2 Speed Limit Review for Charleville Early Learning Centre

Moved: Cr Robert Eckel

Seconded: Jacob Barton

- Council to conduct a speed limit review of Baker Street at the Charleville Early Learning Centre.

CARRIED

6.3 Speeding at Graham Andrew's Park and Request for Speed Controls

Moved: Jacob Barton

Seconded: Andrew Finall

- Council to erect shared space signage at Graham Andrew's Park and assess speeding issue into the future.

CARRIED

6.4 Request for Stop Signs on Croxdale Road – Intersecting State Controlled Road 93A

Moved: Jacob Barton

Seconded: Cr Robert Eckel

- Council to erect stop signs on Croxdale Road at the 93A intersection and send through to TMR for compliance.

CARRIED

6.5 Charleville Principal Cycle Network Plans

Moved: Cr Robert Eckel

Seconded: Andrew Finall

- The Committee received and noted the Charleville Principal Cycle Network Plans.

CARRIED

6.6 Motorbikes Using the Footpath at Gowrie Crossing

Moved: Steven Dart

Seconded: Craig Whittaker

- Committee agreed to lay matter on table for Jacob to table at the next Council Meeting on the 19 June with proposal to erect ‘No Motorbike’ signs at Gowrie’s Crossing and River Walk footpath area.
- QPS recommends the introduction of a Council by law for them to be able to enforce the matter.

CARRIED

Action Item: Andrew and Shaun to approach schools to do some education on motorbike safety around town.

6.7 Revised Parking Layout for Will’s Street Charleville (including improvements to disabled access)

As discussed above in ‘**Outstanding Business Item 4.1.**’

6.8 Charleville Weighbridge – Speed Limits, Delineation and Signage

Moved: Jacob Barton

Seconded: Andrew Finall

- Committee agreed to lay matter on table for Jacob to take to TMR to acquire some feedback for Council before the end of June when the weighbridge is due for completion.

CARRIED

7. DATE OF NEXT MEETING

The next meeting to be held on the **17 September 2024 at 9:00am.**

A Teams meeting to be scheduled for the **6 August 2024** to discuss the proposed caravan show planned for the 24 August in Charleville.

13.4 ENGINEERING REPORT

Author: Director Engineering Services

Authoriser: CEO

RECOMMENDATION

That Council receives and notes the Engineering Services Report.

BACKGROUND**Executive Update****Local Roads**

- Attached maps show FY23/24 expenditure on all local roads.
- Extensive pavement damage on Old Tambo Road because of cattle movements while road was closed to traffic. \$100k+ additional cost incurred for rework.

TIDS

- Preparing for FY24/25 works on Adavale Road (10km pavement upgrade and seal), commencing August 2024.

TMR

- RMPC Contract - \$6.66 million over two financial years. TMR have accepted revised rates after negotiation process. Rates increased above CPI due to compensation for loss in plant fleet.
- No capital works on 4 year QTRIP – may change with State Budget.

Works for Queensland (W4QLD)

- UV disinfection unit expected to be received in Charleville depot before 30 June 2024.
- Contractors on site 19/06/2024 to scope up and fabricate required piping.

Staffing

- David Huxtable will be joining Murweh Shire Council as the Manager of Program Delivery from 24 June 2024.

Buildings

- Termite activity ongoing at 80-82 Alfred Street. Full pest inspection (all levels including roof) and report ordered for week of 17/06/2024.

LRCIP 3

- Public records shed nearing completion (wiring of downlights all that remains).
- Weigh bridge on track for physical completion by 30 June 2024 with the exception that commissioning will be delayed until Ergon Energy can connect power (3 months).
- Pool shade structure under construction and on track for delivery prior to 30 June 2024.

Water & Sewerage

- Septic tank survey in Morven has commenced. Town ganger has reported some residents are hostile and have denied access.
- Specialist control company "Aquamonix" engaged to attend site on 08/07/2024 to assist Murweh Shire Council with troubleshooting ongoing issues with the SCADA system, and train staff to enable remote diagnostics and troubleshooting.

Local Shire Roads

A summary of the capital works and maintenance activities on Local Shire Roads are listed below.

| Road Name | Activity Name | Chainage From (km) | Chainage To (km) | Remarks |
|------------------------|---------------|--------------------|------------------|--|
| Adavale Road | Inspections | 0.00 | 101,000.00 | Racas run category 2 |
| Allambie Road | Inspections | 0.00 | 2,760.00 | Racas run category 3 |
| Allendale Warrah Road | Inspections | 0.00 | 46,630.00 | Racas run category 4 |
| Bakers Bend Road | Inspections | 0.00 | 2,690.00 | Racas run category 3 |
| Bargo Road | Inspections | 0.00 | 132,280.00 | Racas run category 3 |
| Belrose Road | Inspections | 0.00 | 6,410.00 | Racas run category 3 |
| Biddenham Road | Inspections | 0.00 | 63,580.00 | Racas run category 3 |
| Bilbie Park Road | Inspections | 0.00 | 19,140.00 | Racas run category 3 |
| Blackburn Road | Inspections | 0.00 | 8,450.00 | Racas run category 3 |
| Burrandulla Road | Inspections | 0.00 | 32,670.00 | |
| Caledonia Road | Inspections | 0.00 | 1,040.00 | Racas run category 2 |
| Caroline Crossing Road | Inspections | 0.00 | 28,430.00 | Racas run category 3 |
| Clara Creek Road | Inspections | 0.00 | 23,090.00 | Racas run category 3 |
| Clare Access Road | Inspections | 0.00 | 1,860.00 | Racas run category 4 |
| Claren Park Road | Inspections | 0.00 | 950.00 | Racas run category 2 |
| Columbo Road | Inspections | 2,430.00 | 2,430.00 | Racas run category 2 |
| Cooladdi Access Road | Inspections | 0.00 | 1,000.00 | Racas run category 2 |
| Derbyshire Downs Road | Inspections | 0.00 | 2,320.00 | Racas run category 2 |
| Dillalah Bridge Road | Inspections | 0.00 | 4,370.00 | Racas run category 2 |
| Dooblibah Road | Inspections | 0.00 | 36,530.00 | Racas run category 4 |
| Glenbrook Road | Inspections | 18,850.00 | 18,850.00 | Racas run category 2 |
| Guestling Road | Inspections | 0.00 | 20,720.00 | Racas run category 3 |
| Joylands Road | Inspections | 0.00 | 1,900.00 | Racas run category 2 |
| Killarney Road | Inspections | 0.00 | 80,892.00 | Racas run 3 |
| Kyhber Road | Inspections | 0.00 | 79,240.00 | Racas run category 3 |
| Kyhber Road | Clearing | 85,630.00 | 85,630.00 | Remove tree from across road |
| Langlo Mt Morris Road | Inspections | 0.00 | 65,510.00 | Racas run category 3 |
| Langlo Mt Morris Road | Clearing | 40,400.00 | 65,510.00 | Removed regrowth from roadway |
| Lasso Gowrie Road | Inspections | 0.00 | 1,190.00 | Racas run category 2 |
| Meigunya Access Road | Inspections | 0.00 | 4,780.00 | Racas run category 2 |
| Merrigang Road | Inspections | 0.00 | 1,500.00 | Racas run category 2 |
| Merrigol Road | Inspections | 0.00 | 17,115.00 | Racas run category 3 |
| Mona Road | Inspections | 0.00 | 3,550.00 | Racas run category 2 |
| Mt Maria Road | Inspections | 0.00 | 21,460.00 | Racas run category 3 |
| Mt Tabor Road | Inspections | 0.00 | 189,450.00 | Racas run category 3 40%, category 4 50%, category 5 10% very deep bull dust |
| Murweh Road | Inspections | 0.00 | 9,620.00 | Racas run category 3 |

| | | | | |
|---------------------------|--------------------------------|-----------|-----------|---|
| Naaraga Raincourt Road | Inspections | 0.00 | 16,280.00 | Racas run category 3 |
| Nebine Road | Heavy Patching/Pavement Repair | 7,060.00 | 26,670.00 | Fill grid approaches on 7 grids |
| New Farm Road | Inspections | 0.00 | 2,310.00 | Racas run category 2 |
| Newholme Road | Inspections | 0.00 | 18,780.00 | Racas run category 3 |
| Newholme Road | Inspections | 0.00 | 18,720.00 | Road condition - good |
| Newstead Road | Inspections | 0.00 | 12,100.00 | Flood pick up required |
| Noorooloo Road | Inspections | 0.00 | 92,250.00 | Road condition - good, remove anthills and fallen trees |
| Norah Park Road | Inspections | 0.00 | 31,510.00 | Racas run category 3 |
| Old Tambo Road | Inspections | 0.00 | 58,880.00 | Racas run category 5 |
| Old Tambo Road | Gravel Resheeting | 53,910.00 | 54,450.00 | Remove existing material, mix and re-lay. |
| Old Tambo Road | Gravel Resheeting | 56,040.00 | 56,540.00 | Remove existing material, mix and re-lay. |
| Old Tambo Road | Gravel Resheeting | 57,090.00 | 58,580.00 | Remove existing material, mix and re-lay. |
| Old Ward Road | Inspections | 0.00 | 4,800.00 | Racas run category 2 |
| Orange Tree Crossing Road | Inspections | 0.00 | 18,250.00 | Racas run category 3 |
| Ouida Downs Road | Inspections | 0.00 | 7,070.00 | Racas run category 2 |
| Palmers Road | Inspections | 0.00 | 1,670.00 | Racas run category 3 |
| Percvial Road | Inspections | 0.00 | 3,660.00 | Racas run category 2 |
| Perola Park Road | Inspections | 0.00 | 4,530.00 | Racas run category 3 |
| Rainmore Road | Inspections | 0.00 | 1,270.00 | Racas run category 3 |
| Red Lane Road | Inspections | 0.00 | 6,850.00 | |
| Rhylstone Road | Inspections | 0.00 | 1,200.00 | Racas run category 2 |
| Riccaton Road | Inspections | 0.00 | 6,520.00 | Racas run category 2 |
| Roselyn Road | Inspections | 6,780.00 | 0.00 | Racas run category 2 |
| Rosepark Road | Inspections | 0.00 | 3,310.00 | Racas run category 2 |
| Rosewood Road | Inspections | 0.00 | 5,140.00 | Racas run category 2 |
| Shelbourne Road | Inspections | 0.00 | 9,660.00 | Racas run category 3. Unable to cross river |
| Tantellon Road | Inspections | 0.00 | 1,920.00 | |
| Uabba Road | Inspections | 0.00 | 10,040.00 | Racas run category 5 |
| Valeravale Road | Inspections | 0.00 | 7,200.00 | Racas run category 2 |
| Wallal Riverleigh Road | Inspections | 0.00 | 25,110.00 | Racas run category 3 unable to cross River |
| Wardsdale Road | Inspections | 0.00 | 32,121.00 | Racas run category 3 |
| Waterford Road | Inspections | 0.00 | 13,080.00 | Racas run category 3 |
| Winnebah Road | Inspections | 0.00 | 26,850.00 | Racas run category 3 |
| Wintara Road | Inspections | 0.00 | 2,230.00 | Racas run category 2 |
| Wooyenong Road | Inspections | 0.00 | 13,750.00 | Racas run category 3 |
| Yanna Bridge Road | Inspections | 0.00 | 4,040.00 | Racas run category 3 |
| Yarronvale Road | Inspections | 0.00 | 20,060.00 | Racas run category 3 |

Road Maintenance Performance Contract (RMPC)

May 2024 Maintenance Works on National Highways and State Controlled Roads

| Location | Activity Name | Chainage From (km) | Chainage To (km) | Quantity | Costs (\$) |
|---|---|--------------------|------------------|----------|-----------------|
| Diamantina Dev Road (Charleville – Quilpie) | Herbicide Spraying | 0.01 | 106.15 | 189.00 | \$756.00 |
| Diamantina Dev Road (Charleville – Quilpie) | Pothole Patching | 102.60 | 102.60 | 3.10 | \$4,712.00 |
| Diamantina Dev Road (Charleville – Quilpie) | Roadside Burning Off | 0.01 | 106.15 | 5,000.00 | \$5,000.00 |
| Landsborough Highway (Augathella – Tambo) | Other Guide Post and Marker Work | 0.01 | 1.66 | 6,437.00 | \$6,437.00 |
| Landsborough Highway (Augathella – Tambo) | Pothole Patching with Emulsion/Aggregate | 0.15 | 0.15 | 2.00 | \$2,170.00 |
| Landsborough Highway (Augathella – Tambo) | Traffic control/jetpatcher | 0.15 | 0.15 | 3,061.00 | \$3,061.00 |
| Landsborough Highway (Morven – Augathella) | Inspections for Forward List of Works | 0.01 | 88.88 | 1,304.00 | \$1,304.00 |
| Landsborough Highway (Morven – Augathella) | Repair or Replace Guide Markers | 0.01 | 88.88 | 328.00 | \$29,520.00 |
| Landsborough Highway (Morven – Augathella) | Rest Area Servicing | 0.01 | 88.88 | 3,303.00 | \$3,303.00 |
| Mitchell Highway (Charleville – Augathella) | Other Guide Post and Marker Work | 59.25 | 60.32 | 278.00 | \$278.00 |
| Mitchell Highway (Charleville – Augathella) | Other Guide Post and Marker Work | 59.25 | 60.32 | 2,168.00 | \$2,168.00 |
| Mitchell Highway (Charleville – Augathella) | Other roadside work | 77.44 | 77.47 | 950.00 | \$950.00 |
| Mitchell Highway (Charleville – Augathella) | Repair Signs (excluding Guide Signs) | 2.86 | 2.86 | 2.00 | \$724.00 |
| Mitchell Highway (Cunnamulla – Charleville) | Inspections for Forward List of Works | 126.54 | 196.52 | 2,549.00 | \$2,549.00 |
| Mitchell Highway (Cunnamulla – Charleville) | Pavement Repairs (Mechanical) - Minor(50-100km) | 169.79 | 169.79 | 24.00 | \$4,176.00 |
| Mitchell Highway (Cunnamulla – Charleville) | Rest Area Servicing | 126.54 | 196.52 | 760.00 | \$760.00 |
| Mitchell Highway (Cunnamulla – Charleville) | Traffic control/jetpatcher | 169.79 | 169.79 | 3,280.00 | \$3,280.00 |
| Warrego Highway (Morven – Charleville) | Pavement Repairs (Mechanical) - Minor(50-100km) | 46.86 | 46.86 | 25.00 | \$4,350.00 |
| Warrego Highway (Morven – Charleville) | Traffic control/jetpatcher | 46.86 | 46.86 | 2,572.00 | \$2,572.00 |
| Warrego Highway (Mitchell to Morven) | Repair or Replace Guide Markers | 67.44 | 92.60 | 95.00 | \$8,550.00 |
| TOTAL | | | | | \$86,620 |

RMPC 23-24 Works Expenditure

| Schedules | Allocated Budget | UpToDate Expenditure | Remaining |
|---|------------------------|------------------------|----------------------|
| Schedule 1 (National Highways) | \$ 720,723.85 | \$ 464,218.05 | \$ 256,505.80 |
| Schedule 2 (Other State Controlled Roads) | \$ 2,123,800.00 | \$ 1,843,746.94 | \$ 280,053.06 |
| Schedule 3 – Reseal Prep Works (National Highways) | \$ 13,746.00 | \$ 13,746.00 | \$ 0.00 |
| Schedule 4 – Invasive Plants & Animals (Other State Controlled Roads) | \$ 20,000.00 | \$3,699.00 | \$16,301.00 |
| Schedule 5 – Invasive Plants & Animals (National Highways) | \$ 30,000.00 | \$6,911.00 | \$ 23,089.00 |
| Schedule 6 – Fire Risk Management (Other State Controlled Roads) | \$ 5,000.00 | \$ 5,000.00 | \$ 0.00 |
| Schedule 7 – Fire Risk Management (National Highways) | \$ 15,000.00 | \$ - | \$ 15,000.00 |
| Schedule 8 – Reseal Prep Work (Other State Controlled Roads) | \$ 185,711.94 | \$ - | \$ 185,711.94 |
| TOTALS | \$ 3,113,981.79 | \$ 2,337,320.99 | \$ 776,660.80 |



Stabilisation Works on the Diamantina Development Road (Charleville-Quilpie)

Water & Sewerage

Maintenance works carried out in May 2024.

Water Works

Charleville

| Activities | Completed |
|--------------------------|------------------|
| Service Line Breaks | 5 |
| Repair Water Mains | 4 |
| Meters Replaced/ checked | 4 |
| Pump Station Faults | 0 |
| Water Bore Maintenance | Ongoing |
| Disconnections | 0 |
| New Connections | 0 |

General Comment: New water main upgrade / connection has been installed and in service from Parry Street at the High School through to Diversion Road. 2 valves and 1 hydrant also installed on new line.

Morven

| Activities | Completed |
|--------------------------|------------------|
| Service Line Breaks | 0 |
| Repair Water Mains | 2 |
| Meters Replaced/ checked | 0 |
| Pump Station Faults | 1 |
| Water Bore Maintenance | Ongoing |
| Disconnections | 0 |
| New Connections | |

General Comment: Nil.

Augathella

| Activities | Completed |
|--------------------------|------------------|
| Service Line Breaks | 3 |
| Repair Water Mains | 4 |
| Meters Replaced/ checked | 0 |
| Pump Station Faults | 2 |
| Water Bore Maintenance | Ongoing |
| Disconnections | 0 |
| New Connections | 0 |

General Comment: Nil.

Sewerage Works

Charleville

| Activities | Completed |
|--|-----------|
| Main line Chokes | 2 |
| Service Line Chokes | 1 |
| Pump Station Faults | 1 |
| Toilet Faults | 3 |
| New Connections | 0 |
| Unblock Sewer House / Main Connections | 3 |
| Pressure System Faults | 0 |

General Comment: Nil.

Morven

| Activities | Completed |
|--|-----------|
| Main line Chokes | 0 |
| Service Line Chokes | 0 |
| Pump Station Faults | 0 |
| Toilet Faults | 6 Ongoing |
| New Connections | 0 |
| Unblock Sewer House / Main Connections | 0 |
| Pressure System Faults | |

General Comment: Nil.

Augathella

| Activities | Completed |
|--|-----------|
| Main line Chokes | 0 |
| Service Line Chokes | 0 |
| Pump Station Faults | 3 |
| Toilet Faults | 3 |
| New Connections | 0 |
| Unblock Sewer House / Main Connections | 0 |
| Pressure System Faults | 0 |

General Comment: Nil.

Plumbing

Works completed by Council's Preferred Supplier for Plumbing Services, **Lehmann Plumbing and Gas Services**.

| Activity | Charleville | Augathella | Morven |
|--|-------------|------------|--------|
| Unblock drain using water jetting equipment and drain camera equipment to remove blockage at 66 Edward Street. | ✓ | | |
| Repaired a leaking toilet at the rear of the Cosmos building. | ✓ | | |
| Addressed blocked sewerage line at the Southwest Funerals shed. Blockage was due to a problem with the Council's main pump station at the Airport. | ✓ | | |
| Repair damaged water main located outside the jockey room at the racetrack. | ✓ | | |
| Replace broken shower head at showgrounds. | ✓ | | |
| Repair damaged water main at corner of Bendee Street and Cavanagh Street. Also installed 150mm PVC line at sewage ponds for overflow management. | | ✓ | |
| Unblock drain using water jetting equipment at 172 Galatea Street. | ✓ | | |
| Replace filter diaphragm cover and diaphragm valve on racetrack pumps due to blow out in the cover. | ✓ | | |
| Replacement of the pressure release valve on the hot water unit at the Charleville Work Camp. | ✓ | | |
| Unblock drain using water jetting equipment at 7 Chester Street. | ✓ | | |
| Replacement of two toilet cisterns and replacement of flush pipe rubbers at Work Camp. | ✓ | | |
| Replacement of one toilet cistern at the Morven Town Hall. | | | ✓ |
| Replace pressure release valve on hot water unit at Unit 6 Delta Court | ✓ | | |
| Hot water unit at Morven Rec Grounds was inspected and deemed in need of replacement. | | | ✓ |

Electrical

Works completed by Council's Preferred Supplier's for Electrical Services, **Charleville Refrigeration and Electrical (CRE), Brayley's Electrical and Patto's Electrical**.

| Activity | Charleville | Augathella | Morven |
|--|-------------|------------|--------|
| Brayley's Electrical | | | |
| Investigate tripped power at Health Clinic | ✓ | | |
| Supply and replace 4 x 10a at WWII Hangar | ✓ | | |

| Patto's Electrical | | | |
|--|---|---|---|
| Morven Cattle Hub Tested lights at Cattle Hub truck wash, found burnt out and require replacing. Replaced burnt out LED lights and repaired damaged cables. Installed new LED floodlight to truck fill point as per Casey Day's request. | | | ✓ |
| Change out ovens in Cavanagh Street units | | ✓ | |
| Install pump at Pine Street pump station | ✓ | | |
| Install pump at Kyte Street pump station | ✓ | | |
| Pump Station 12 (Partridge St) Replace latches on breaker box Repair / replace circuit breaker at bladder | ✓ | | |
| Install new circuit for vaccine fridge and fix light at health clinic | ✓ | | |
| Showgrounds – Check out main box. Found main switch in the off position. Suggested a lock to be allocated to this board as can be accessed by kids and turned off. | ✓ | | |
| Check out Racecourse track bore not working on auto. Found VSD in power protection mode caused by brownouts. Reset and tested OK. | ✓ | | |
| Change out burnt-out floodlight in the quilt pavilion. Changed, tested and passed. | ✓ | | |
| After hours call out to perform RCD test, tags and fill out MSC report book. | ✓ | | |
| After hours call out to test out gen set for heart truck. Found gen set OK. Found truck has problems that I cannot repair. | ✓ | | |
| Install new program into VSD bore controller at the Morven Cattle Hub. While on site, serviced air tank cut-out valve and tested pressure washer. Pressure washer needs new handgun. | | | ✓ |
| Replaced various lights across the showgrounds. | ✓ | | |
| Repair pump at racecourse. | ✓ | | |

Building

| Activity | Charleville | Augathella | Morven |
|---|-------------|------------|--------|
| Build formwork for footings at Morven Rail Hub | | | ✓ |
| Replace broken glass at 197 Alfred Street | ✓ | | |
| Records Shed <ul style="list-style-type: none"> - Paint inside shed walls and ceiling - Construct shelving units - Paint floor - Downpipes and drainage - Modwood screen | ✓ | | |
| Remove existing workshop office ready for new (2 days) | ✓ | | |
| Prep cricket pitch cover for install | ✓ | | |
| Fix broken glass at Augathella aged care unit | | ✓ | |
| Fix broken glass at Augathella work camp | | ✓ | |
| Install shelving in 40ft containers at airport for records | ✓ | | |
| Remove cupboards from Suncorp bank building | ✓ | | |





Public Records Shed at back of Council Office Building

Town Maintenance

| Activity | Charleville | Augathella | Morven |
|------------------------------------|-------------|------------|--------|
| Grave Digging | 2 | 0 | 1 |
| Edge Break | | | |
| Pothole Patching | | | |
| Repair Seal Defects | | | |
| Bitumen Sealing (Reseal) | | | |
| Heavy Patching/Pavement Repair | | | |
| Gravel Resheeting | | | |
| Table Drain & Floodway Maintenance | | | |
| Clear Culverts | | | |
| Subsurface Drains | | | |
| Slashing | ✓ | ✓ | ✓ |
| Hand Mowing | ✓ | ✓ | ✓ |
| Clearing | ✓ | ✓ | ✓ |
| Weed Spraying | | | |
| Maintain Signs | | | |
| Guidepost Maintenance | | | |
| Footpath Works | ✓ | | |

| | | | |
|------------------------------|---|---|---|
| Line Marking | | | |
| Kerb & Channel | ✓ | | |
| Street Furniture Maintenance | | | |
| Riverwalk Maintenance | ✓ | | |
| Litter Collection | ✓ | ✓ | ✓ |
| Pit Maintenance | ✓ | ✓ | ✓ |
| Dead Animals | | | |
| Other | | | |
| Works Requests | ✓ | ✓ | ✓ |
| Playground Inspections | | | |
| Clean BBQs | ✓ | ✓ | ✓ |
| Slash Gully | ✓ | | |
| Plant Flowers | | | |
| Fix Sprays in Park | ✓ | ✓ | ✓ |
| Water pots in Main Street | | | |
| Mow Ovals & Parks | ✓ | ✓ | ✓ |
| Service Plant | ✓ | ✓ | ✓ |
| New Signs | | | |

Completed Town Works

- General town maintenance in all three towns.
- Started footpath in Sturt Street near Ambulance Station.

Workshop

| MSC WORKSHOP MONTHLY REPORT MAY 2024 | |
|--------------------------------------|---|
| SAFTEY | 1 cut finger requiring first aid. |
| WORK CARRIED OUT ON UTES | |
| Unit 678 | Upgrade rear suspension |
| Unit 617 | Carried out service |
| Unit 668 | Repaired battery wiring |
| Unit 677 | Carried out service, repaired UHF and repaired Cel fi booster |
| Unit 659 | Rewired spotlights and work lights |
| Unit 670 | Replaced battery |
| Unit 669 | Carried out service |
| Unit 661 | Replaced battery |
| Unit 663 | Replaced front brake hoses |
| Unit 674 | Carried out service |
| Unit 613 | Carried out service |

| WORK CARRIED OUT ON TRUCKS | |
|---|---|
| Unit 55 | Replaced air compressor, carried out service, replaced sway bar bushes, replaced engine mount, replaced gearbox mount, replaced rear wheel cylinders and replaced rear wheel bearings |
| Unit 34 | Replaced heater hoses and repaired engine light |
| Unit 54 | Replaced belts, adjusted door and repaired air leak |
| Unit 53 | Repaired hydraulic leak |
| Unit 52 | Replaced alternator, repaired spray rig, removed and cleaned radiator |
| Unit 50 | Repaired coolant leak |
| Unit 41 | Repaired rear mud guard |
| Unit 48 | Repaired hated pressure washer, replaced fog lamp, replaced tie rod and tie rod ends |
| Unit 38 | Replaced trailer plug |
| Unit 49 | Carried out service, replaced brake booster and repaired air leaks |
| Unit 43 | Repaired a/c belt |
| Unit 57 | Replaced throttle position sensors |
| Unit 33 | Repaired air leaks |
| Unit 44 | Repaired air leaks |
| Unit 59 | Carried out service, installed isolator and replaced rear shocks |
| WORK CARRIED OUT ON TRAILERS | |
| Unit 492 | Repaired deck widening air circuit, fitted toolbox and remounted spare wheel carrier |
| Unit 252 | Repaired light wiring |
| Unit 240 | Carried out service |
| Unit 187 | Repaired air leaks |
| Unit 331 | Repaired ring feeder and repaired side light carrier |
| WORK CARRIED OUT ON NAVMAN | |
| UNITS UPGRADED TO 4G | |
| Unit 165 | |
| WORK CARRIED OUT MOWERS AND TRACTORS | |
| Unit 192 | Repaired hydraulic quick couplings, replaced PTO switch, replaced PTO output shaft seal, adjust gearbox output shaft |
| Unit 583 | Repaired hydraulic leak, carried out service |
| Unit 589 | Replaced fuel cut off solenoid and repaired cut off circuit wiring |
| Unit 587 | Repaired starter motor, replaced ignition switch and replaced electromagnetic clutch |
| Unit 183 | Replace all internal PTO seals, replace washer bottle and repair lights |
| Unit 181 | Replace PTO seal, replace air horn, repair headlights and replace PTO flange |
| Unit 190 | Replace washer bottle, replace washer jets and repair drum roller |
| WORK CARRIED OUT ON MISCELLANEOUS | |
| Unit 189 Forklift | Carried out service |

| | |
|---|---|
| Unit 387 Generator | Carried out service, repaired fuel system, repaired cooling system and made forklift skids |
| Unit 488 Spreader | Repaired air leaks and adjusted spread rate |
| Unit 489 Spreader | Repaired air leaks and adjusted spread rate |
| Unit 165 Backhoe | Carried out 2000hr service, repaired roof, repaired under guards and replaced beacon lights |
| Unit 351 Dingo | Repaired oil leak |
| Unit 490 Water Jetter | Carried out electrical repairs |
| Unit 203 Multi Tyre Roller | Replaced LH window, replaced UHF, repaired horn and repaired air leaks |
| Unit 997 Bus | Replaced brake light switch |
| Unit 373 Caravan | Replaced all windows |
| Unit 372 Caravan | Replaced all windows |
| Unit 177 Backhoe | Carried out service and replaced hydraulic sight glass |
| Unit 172 Loader | Carried out service and replaced mirror |
| Unit 156 Skid Steer | Adjusted door |
| Unit 164 Backhoe | Carried out service and replaced door struts |
| Unit 153 Skid Steer | Repaired attachment wiring and repaired A/C hose |
| Unit 154 Excavator | Replaced drive motor hoses |
| PLAN FOR JUNE | |
| Carry out all required services and repairs ready for the new financial year. | |

Murweh Shire Flood Restoration Works – May Report

Monthly Progress Report



| | | | |
|-----------------|--|---------------|----------|
| Project Name | Murweh Shire Dec 21, May 22 & Sept 22 Flood Restoration Delivery | | |
| Date | 5 June 2024 | Report Period | May 2024 |
| Project Manager | Russell Hood | | |
| Reporting To | Bruce Scott Jacob Barton Troy McQueen | | |

| | |
|----|---|
| 1. | <p>Current Status</p> <p>The balance of work under all 3 events is being delivered by Council crews with sub-contractors as required.</p> <p>Overall progress for the Dec 21 and May 22 events from the 21-22 year to the end of May 2024 as reported to QRA is 97%. There are 4 damage sites remaining under the Dec 21 event and 8 damage sites remaining under the May 22 event. All but one of these are sealed road pavement repairs that have been done and only the final bitumen seal is outstanding, which will be done by mid-June. The final site is a concrete floodway to be done under betterment at chainage 26km on Bamgo Road, which will be commenced late June and finished in July. An extension of time has been submitted to QRA for this due to delays as a result of the April 2024 flood event.</p> <p>Overall progress for the Sept 22 event from the 22-23 year to the end of May 2024 as reported to QRA is 58%. There are 301 damage sites remaining under the Sept 22 event, primarily as follows:</p> <ul style="list-style-type: none"> - Heavy formation grading and areas of gravel top-up on Cooladdi Langlo Road and side roads which is currently in progress; - Heavy formation grading and areas of gravel top-up on Mt Tabor and Khyber Roads; - Sealed Road pavement repairs on Old Tambo, Biddenham, Khyber and Adavale Roads. <p>This work must be completed prior to 30 June 2025.</p> <p>Council has been activated for a new event from heavy rainfall in late January 2024. Emergent works have been done and damage assessment is complete for this event. A claim for the emergent works will be submitted to QRA in June 2024.</p> <p>Council has also been activated for the heavy rainfall and flooding from early April 2024. Emergent works are in progress for this event and damage assessment has also commenced. This will result in another 2 events in the 23-24 financial year. Preliminary assessment of damage is estimated at \$15M for this event.</p> |
| | <p>Delivery</p> <ul style="list-style-type: none"> o The maintenance grading crew is continuing work on Cooladdi Langlo Road under the Sept 22 event. This crew will also complete Nimboy, Loddon West, Norah Park, Biloola and Ouida Roads before leaving this area. o The construction crew have done the sealed road pavement repairs on Biddenham Road and Old Tambo Road under the Dec 21 and May 22 events. The final seal on these is planned to be done by mid-June. o The concrete floodway on Bamgo Road will be started in late-June and completed in July 2024. |
| 2. | <p>Submissions</p> <ul style="list-style-type: none"> o All submissions under the Dec 21 and May 22 event are approved. The approved funding of these 2 events including Project Management, Contingencies and Escalation is \$5,840,685. o All submissions under the Sept 22 event are approved. The approved funding of this event including Project Management, Contingencies and Escalation is \$11,783,608. |

Monthly Progress Report



| | |
|-----------|---|
| 3. | Overall Program Progress |
| | <ul style="list-style-type: none"> ○ Dec 21 and May 22 events overall program progress is 97% to end of May 2024. ○ Sept 22 event overall program progress is 58% to end of May 2024. ○ QRA monthly progress reports and payment claims prepared and imported into QRA Mars Portal and lodged on 4 June 2024. |
| 4. | Budget |
| | <ul style="list-style-type: none"> ○ Total claimable expenditure Dec 21 and May 22 events to end of April 2024 - \$5,163,689 ○ Estimated cost to complete - \$92,400 ○ Estimated final cost - \$5,256,089 |
| | <ul style="list-style-type: none"> ○ Total claimable expenditure Sept 22 event to end of April 2024 - \$5,410,248 ○ Estimated cost to complete - \$3,803,835 ○ Estimated final cost - \$9,214,083 |
| | <ul style="list-style-type: none"> ○ Payment claims are being made each month where expenditure of a submission exceeds 30% upfront payment. Where submissions have reached 90% completion, no further payments will be made until the final close-out of the submission is done, when the final 10% will be paid. ○ Submission MuSC.0031.2223C.REC has been completed and the final close-out submission has been lodged with QRA with all completion photos and financial transactions. The final cost for this submission was \$745,265. ○ Submission MuSC.0024.2122B.REC has been completed and the final close-out submission has been lodged with QRA with all completion photos and financial transactions. The final cost for this submission was \$652,220. The final outcome report for this submission has been received with only \$256.91 ineligible costs due to accumulated rounding of each line item. ○ Submission MuSC.0038.2223C.REC has been completed and the final close-out submission has been lodged with QRA with all completion photos and financial transactions. The final cost for this submission was \$700,593. ○ Submission MuSC.0034.2223C.REC has been completed and the final close-out submission has been lodged with QRA with all completion photos and financial transactions. The final cost for this submission was \$528,678. ○ Submission MuSC.0023.2122B.REC has been completed and the final close-out submission with all completion photos and financial transactions will be lodged with QRA by 1 May 2024. The final cost for this submission was \$1,300,735. ○ Submission MuSC.0025.2122B.REC has been completed and the final close-out submission with all completion photos and financial transactions will be lodged with QRA by 1 May 2024. The final cost for this submission was \$588,709. ○ Submission MuSC.0021.2122B.REC has been completed and the final close-out submission with all completion photos and financial transactions will be lodged with QRA by 17 May 2024. The final cost for this submission was \$813,664. |
| 5. | Potential Risks and Issues |
| | <ul style="list-style-type: none"> ○ The delivery of the concrete floodway under betterment funding on Barngo Road was to be complete by 30 June 2024. Due to delays and impacts from the April 2024 flood event, the work will be commenced but not complete by this time. A request for an extension of time to 31 July 2024 has been lodged with QRA. The outcome of this request has not been received as yet, but the work is still planned to commence in mid-June. |

December 2021 Event Flood Restoration

| Asset / road name | Recommended Value | Claimed Expenditure | % Complete | Timing |
|------------------------|-------------------|---------------------|------------|-----------------|
| Barngo Road | \$491,386.77 | \$542,988.75 | 100% | |
| Barngo Road Floodway | \$72,607.17 | \$213.29 | 0% | Betterment July |
| Bogarella Road | \$64,001.48 | \$86,165.21 | 100% | |
| Caldervale Road | \$15,453.92 | \$23,493.26 | 100% | |
| Caroline Crossing Road | \$11,633.65 | \$11,804.36 | 100% | |
| Cunno Road | \$65,259.78 | \$39,502.71 | 100% | |
| Hoganthulla Road | \$32,712.54 | \$25,140.32 | 100% | |
| Mona Road | \$668.16 | \$106.29 | 100% | |
| Orange Tree Crossing | \$7,915.22 | \$12,136.33 | 100% | |
| Rosewood Road | \$22,084.35 | \$20,778.00 | 100% | |
| Waterford Road | \$2,500.81 | \$2,825.02 | 100% | |
| Mt Tabor Road | \$1,055,284.10 | \$732,004.07 | 100% | |
| Balmacarra Road | \$62,252.69 | \$55,431.58 | 100% | |
| Black Ward Road | \$415,370.48 | \$332,080.02 | 100% | |
| Cooladdi Langlo Road | \$2,117.46 | \$2,745.60 | 100% | |
| Coolaman Road | \$1,057.61 | \$0.00 | 100% | |
| Creswell Access Road | \$2,759.13 | \$0.00 | 100% | |
| Croxdale Road | \$6,145.33 | \$5,860.65 | 100% | |
| Middle Creek Road | \$308,150.50 | \$287,691.69 | 100% | |
| Newholme Road | \$92,915.98 | \$92,082.50 | 100% | |
| Old Quilpie Road | \$68,382.26 | \$57,984.00 | 100% | |
| Pinnacle Road | \$5,372.43 | \$5,027.40 | 100% | |
| Red Ward Road | \$367,389.86 | \$352,971.39 | 100% | |
| Rosepark Road | \$792.95 | \$0.00 | 100% | |
| Yarronvale Road | \$11,707.06 | \$4,869.00 | 100% | |
| Alice Downs Road | \$55,524.22 | \$49,620.00 | 100% | |
| Armidilla Road | \$6,279.35 | \$6,275.00 | 100% | |
| Bakers Bend Road | \$11,355.28 | \$8,220.00 | 100% | |
| Bollon Road | \$12,529.98 | \$7,569.09 | 100% | |
| Caledonia Road | \$2,934.05 | \$2,970.00 | 100% | |
| Columbo Road | \$9,613.03 | \$6,800.00 | 100% | |
| Dundee Road | \$5,295.96 | \$5,100.00 | 100% | |
| Durella Road | \$25,496.45 | \$25,915.00 | 100% | |
| Gunnawarra Road | \$2,112.52 | \$1,380.00 | 100% | |
| Maryvale Road | \$81,488.86 | \$79,517.50 | 100% | |
| Nebine Road | \$73,825.73 | \$71,188.51 | 100% | |
| Noorooloo Road | \$183,664.55 | \$181,518.61 | 100% | |
| Old Charleville Road | \$47,409.69 | \$46,501.04 | 100% | |
| Palmers Road | \$6,995.00 | \$4,460.00 | 100% | |
| Percvial Road | \$6,046.20 | \$4,250.00 | 100% | |

| | | | |
|------------------------|-----------------------|-----------------------|------------|
| Rocky Road | \$30,370.00 | \$29,947.26 | 100% |
| Shelbourne Road | \$37,743.59 | \$35,185.00 | 100% |
| Wallal Riverleigh Road | \$20,055.23 | \$16,760.77 | 100% |
| Wheatleigh Road | \$21,430.06 | \$19,560.00 | 100% |
| Allendale Warrah Road | \$103,380.29 | \$99,238.67 | 100% |
| Belrose Road | \$32,957.19 | \$31,547.50 | 100% |
| Borea Road | \$528.80 | \$570.00 | 100% |
| Clara Creek Road | \$12,882.71 | \$9,485.43 | 100% |
| Greenstead Road | \$7,720.76 | \$7,210.00 | 100% |
| Gundare Road | \$6,014.05 | \$5,100.00 | 100% |
| Killarney Road | \$35,330.55 | \$34,764.41 | 100% |
| Mt Maria Road | \$59,121.25 | \$56,605.00 | 100% |
| Newstead Road | \$27,901.17 | \$28,785.12 | 100% |
| Northview Road | \$1,760.88 | \$1,817.50 | 100% |
| Ouida Downs Road | \$7,042.42 | \$6,630.00 | 100% |
| Rainmore Road | \$23,957.20 | \$15,374.82 | 100% |
| Uabba Road | \$13,315.04 | \$14,313.24 | 100% |
| Wellwater Road | \$178,074.64 | \$168,023.67 | 100% |
| Winnebah Road | \$65,082.16 | \$64,860.00 | 100% |
| Biddenham Road | \$33,431.09 | \$32,941.59 | 80% |
| Cargara Road | \$13,779.28 | \$13,929.00 | 100% |
| Kyhber Road | \$458,526.01 | \$344,311.79 | 100% |
| Laguna Road | \$41,960.76 | \$53,610.82 | 100% |
| Naaraga Raincourt Road | \$45,124.46 | \$36,592.95 | 100% |
| Old Tambo Road | \$29,071.67 | \$27,810.00 | 100% |
| Dec 21 PM | \$388,255.85 | \$388,283.91 | 100% |
| Total | \$5,411,309.67 | \$4,738,444.64 | 98% |

Bitumen seal
June

Weighted Percentage Complete from QRA Progress Reports

97%

Dec 21 & May 22 RV \$5,840,685.03

Dec 21 & May 22 Exp \$5,163,689.58

May 2022 Event Flood Restoration

| Asset / road name | Recommended Value | Claimed Expenditure | % Complete | Timing |
|--------------------|---------------------|---------------------|------------|-------------------|
| Adavale Road | \$309,538.86 | \$311,661.00 | 100% | |
| Claren Park Road | \$13,770.46 | \$5,945.49 | 100% | |
| Killarney Road | \$1,698.53 | \$0.00 | 0% | Defer to Sept 22 |
| Old Tambo Road | \$54,919.00 | \$69,704.03 | 80% | Bitumen seal June |
| Red Lane Road | \$16,370.75 | \$7,129.96 | 100% | |
| Wardsdale Road | \$573.78 | \$244.15 | 100% | |
| Wellwater Road | \$1,670.66 | \$0.00 | 100% | |
| Project Management | \$30,833.32 | \$30,560.31 | 100% | |
| Total | \$429,375.36 | \$425,244.94 | 85% | |

Weighted Percentage Complete from QRA Progress Reports

96%

Killarney Road superceded by additional damage in Sept 22 Event.

September 2022 Event Flood Restoration

| Asset / road name | Recommended Value | Claimed Expenditure | % Complete | Timing |
|-----------------------|-------------------|---------------------|------------|--------|
| Alfred Street | \$5,372.92 | \$865.00 | 5% | Jul-24 |
| Belrose Road | \$31,830.77 | \$27,117.50 | 100% | |
| Gowrie Crossing Road | \$25,823.14 | \$638.00 | 0% | Jul-24 |
| Greenstead Road | \$171,245.26 | \$70,137.50 | 100% | |
| River Street | \$7,234.47 | \$0.00 | 0% | Jul-24 |
| Wellwater Road | \$1,218,192.93 | \$693,926.17 | 100% | |
| Wills Street | \$5,425.84 | \$0.00 | 0% | Jul-24 |
| Bilbie Park Road | \$53,510.90 | \$50,569.20 | 100% | |
| Bollon Road | \$520,837.10 | \$256,735.00 | 100% | |
| Merrigang Road | \$10,828.06 | \$8,710.00 | 100% | |
| Newstead Road | \$71,104.80 | \$49,391.00 | 100% | |
| Noorooloo Road | \$731,306.49 | \$266,560.52 | 100% | |
| Shelbourne Road | \$8,525.31 | \$5,300.00 | 100% | |
| Old Tambo Road | \$551,237.37 | \$106,219.35 | 20% | Aug-24 |
| Allendale Warrah Road | \$132,020.06 | \$89,820.00 | 100% | |
| Borea Road | \$87,368.78 | \$27,590.00 | 100% | |
| Clara Creek Road | \$208,600.87 | \$113,257.00 | 100% | |
| Gundare Road | \$81,060.69 | \$79,595.00 | 100% | |
| Joylands Road | \$11,166.96 | \$12,922.50 | 100% | |
| Meigunya Access Road | \$35,189.61 | \$34,420.00 | 100% | |
| Newholme Road | \$26,085.76 | \$25,547.50 | 100% | |

| | | | | |
|-------------------------|--------------|--------------|------|-----------------|
| Ouida Downs Road | \$78,642.22 | \$62,912.20 | 100% | |
| Valeravale Road | \$22,106.68 | \$21,165.00 | 100% | |
| Woolabra Road | \$7,025.92 | \$6,800.00 | 100% | |
| Balmacarra Road | \$38,245.44 | \$35,525.00 | 100% | |
| Burrandilla Road | \$149,646.56 | \$140,714.50 | 100% | |
| Croxdale Road | \$28,296.81 | \$24,671.00 | 100% | |
| Lass O Gowrie Road | \$9,671.37 | \$1,813.00 | 100% | |
| Lyons Road | \$7,697.09 | \$6,925.00 | 100% | |
| Middle Creek Road | \$106,181.16 | \$77,477.10 | 100% | |
| Pinnacle Road | \$1,345.45 | \$1,840.00 | 100% | |
| Red Ward Road | \$332,964.12 | \$155,500.02 | 100% | |
| Rhylstone Road | \$10,606.95 | \$6,061.72 | 100% | |
| Wardsdale Road | \$227,531.32 | \$178,892.78 | 100% | |
| Albury Road | \$15,962.30 | \$7,440.00 | 100% | |
| Blackburn Road | \$31,199.02 | \$29,325.00 | 100% | |
| Coolaman Road | \$4,820.47 | \$2,550.00 | 100% | |
| De Warra Road | \$2,720.85 | \$2,390.00 | 100% | |
| Dillalah Bridge Road | \$799.14 | \$6,423.23 | 100% | Abutment Repair |
| Dundee Road | \$13,174.04 | \$10,180.00 | 100% | |
| Fortland Road | \$29,203.76 | \$26,930.00 | 100% | |
| Glenbrook Road | \$36,417.91 | \$0.00 | 0% | Aug-24 |
| Guestling Road | \$115,672.05 | \$111,765.00 | 100% | |
| Gunnawarra Road | \$17,746.81 | \$14,590.00 | 100% | |
| Hythe Road | \$159,137.92 | \$158,135.00 | 100% | |
| Killarney Road | \$118,983.48 | \$114,234.15 | 95% | Aug-24 |
| Murweh Road | \$85,055.84 | \$84,600.00 | 100% | |
| Nebine Community Rd | \$108.97 | \$0.00 | 100% | |
| Nebine Road | \$264,545.58 | \$230,000.00 | 85% | Aug-24 |
| Nebine Shortcut Road | \$1,995.29 | \$1,700.00 | 100% | |
| No 7 Block Road | \$8,188.49 | \$0.00 | 100% | |
| Wallal Riversleigh Road | \$171,519.79 | \$136,470.00 | 100% | |
| Wheatleigh Road | \$86,010.23 | \$44,045.00 | 100% | |
| Wyandra Boatman Road | \$30,881.72 | \$0.00 | 100% | |
| Yanna Bridge Road | \$35,495.27 | \$30,600.00 | 100% | |
| Biloola Road | \$92,498.59 | \$0.00 | 0% | Aug-24 |
| Cooladdi Access Road | \$5,233.38 | \$0.00 | 0% | Aug-24 |
| Cooladdi Langlo Road | \$331,521.85 | \$122,779.06 | 35% | In progress |
| Doobiblah Road | \$85,569.86 | \$36,708.50 | 100% | |
| Glenallen Road | \$23,399.29 | \$15,409.00 | 100% | |
| Langlo Mt Morris Road | \$276,833.03 | \$88,591.50 | 100% | |
| Loddon East Road | \$17,045.81 | \$11,316.00 | 100% | |

| | | | | |
|------------------------|------------------------|-----------------------|------------|-------------|
| Loddon West Road | \$26,043.65 | \$0.00 | 0% | Jun-24 |
| Merrigol Road | \$16,636.57 | \$15,673.00 | 100% | |
| Monamby Road | \$23,042.44 | \$0.00 | 0% | Aug-24 |
| Nimboy Road | \$85,048.52 | \$83,367.00 | 90% | |
| Norah Park Road | \$40,624.68 | \$0.00 | 0% | Jul-24 |
| Old Quilpie Road | \$122,010.67 | \$83,415.27 | 100% | |
| Old Ward Road | \$2,949.98 | \$2,600.00 | 100% | |
| Ouida Road | \$2,176.68 | \$0.00 | 100% | |
| Riccartoon Road | \$23,095.99 | \$18,090.00 | 100% | |
| Wiringa Road | \$20,060.09 | \$19,864.50 | 100% | |
| Wooyenong Road | \$58,252.00 | \$26,148.00 | 100% | |
| Yarronvale Road | \$74,590.05 | \$31,877.00 | 100% | |
| Adavale Road | \$340,190.93 | \$70,204.99 | 20% | Aug-24 |
| Biddenham Road | \$1,935,722.62 | \$146,114.31 | 8% | Sep-24 |
| Cargara Road | \$10,701.98 | \$13,930.52 | 100% | |
| Caroline Crossing Road | \$101,681.91 | \$93,859.00 | 100% | |
| Cavanagh Street | \$46,493.95 | \$1,606.51 | 5% | In progress |
| Khyber Road | \$143,120.50 | \$0.00 | 0% | Aug-24 |
| Laguna Road | \$233,614.12 | \$185,939.00 | 100% | |
| Main Street | \$442.93 | \$0.00 | 0% | Jun-24 |
| Mt Tabor Road | \$199,990.73 | \$14,027.62 | 7% | Aug-24 |
| Raincourt Road | \$100,063.28 | \$49,107.00 | 100% | |
| Oxford Downs Road | \$194,507.62 | \$117,655.00 | 100% | |
| Perola Park Road | \$19,877.89 | \$14,150.00 | 100% | |
| Project Management | \$886,998.48 | \$496,819.45 | 55% | |
| Total | \$11,783,608.18 | \$5,410,248.17 | 80% | |





Weighted Percentage Complete from QRA Progress Reports

58%

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 2.4.1 Road and street infrastructure investment is strategic and effective to accomplish maintenance priorities and development opportunities

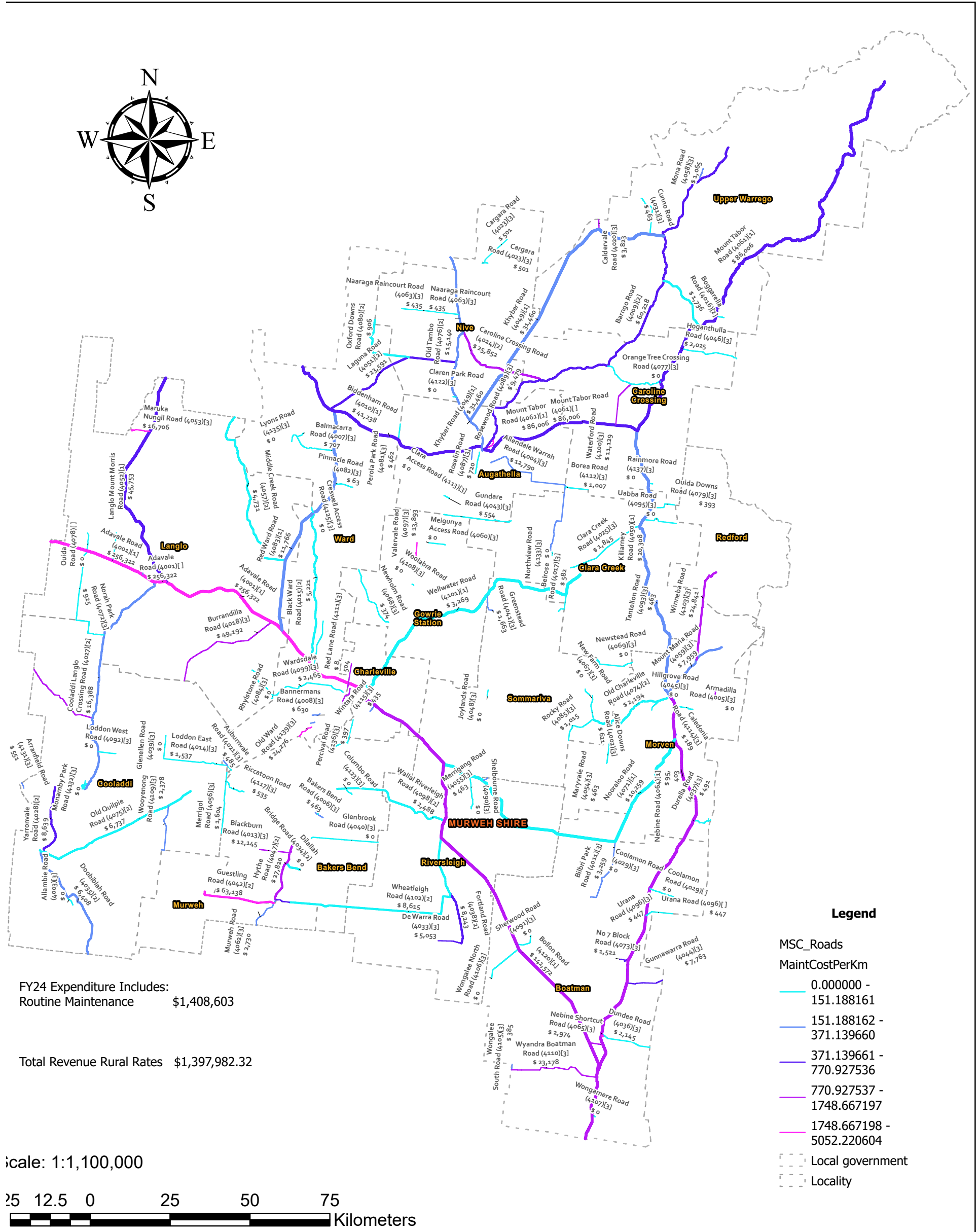
ATTACHMENTS

1. Engineering Services Costing Report [↓](#) 
2. Engineering Project Overview - May 2024 [↓](#) 
3. FY24 Rural Road Network Rotuine Maintenance Expenditure [↓](#) 
4. FY24 Rural Road Network Total Expenditure [↓](#) 

ENGINEERING PROJECT OVERVIEW - MAY 2024

| Job No | Description | Program | Status | Notes | Budget | Actuals | Remaining |
|-----------|--|-------------|----------------------|---|--------------|--------------|-------------|
| 8000-5254 | Charleville Water Renewals | General | Construction started | Annual allocation | \$ 200,000 | \$ 100,421 | \$ 99,579 |
| 8000-5260 | Morven Water Renewals | General | Construction started | Annual allocation | \$ 150,000 | \$ 14,807 | \$ 135,193 |
| 8000-5252 | Augathella Water Renewals | General | Construction started | Annual allocation | \$ 150,000 | \$ 21,058 | \$ 128,942 |
| 8000-5350 | Augathella Sewerage | General | Not started | Annual allocation | \$ 100,000 | \$ - | \$ 100,000 |
| 8000-5360 | Charleville Sewerage | General | Construction started | Annual allocation | \$ 150,000 | \$ 16,697 | \$ 133,303 |
| 8000-3017 | Flood Levee Renewal | General | Completed | Project completed by external contractor Suffcon. | \$ 45,000 | \$ 44,221 | \$ 779 |
| 8000-1751 | SES Shed | General | Completed | All works completed. | \$ 100,509 | \$ 95,739 | \$ 4,770 |
| 8000-1200 | Plant Purchase | General | Construction started | Annual allocation | \$ 3,510,000 | \$ 3,508,615 | \$ 1,386 |
| 8001-3040 | Footpath Renewals | General | Construction started | Annual allocation - footpath renewals completed at State School on Sturt St, Parry St and Wills St. Started footpath in Sturt Street near Ambulance station. | \$ 200,000 | \$ 130,878 | \$ 69,122 |
| 8000-2305 | Kerb and Channel Renewals | General | Construction started | Annual allocation - started repairs on kerb in front of South West Ford. | \$ 150,000 | \$ 31,460 | \$ 118,540 |
| 8000-2360 | Swimming Pool Shade Cover | LCRIP3 | Design started | Construction started 10/06/2024. Due to be completed by end of June. | \$ 180,000 | \$ 36,140 | \$ 143,860 |
| 8000-2575 | Refurbish Existing Racecourse Complex Building | LCRIP3 | Construction started | Final invoice received from CRE 10/06/2024. Project complete. | \$ 300,000 | \$ 192,503 | \$ 107,497 |
| 8000-2579 | Charleville Weigh Bridge | LCRIP3 | Construction started | Final concrete pour on deck 11/06/2024. Earthworks for approaches started. Ergon power connection may take 3 months which will delay commissioning. | \$ 470,000 | \$ 627,785 | \$ -157,785 |
| 8000-4083 | Red Ward Rd / Biddenham Road - Reseals | LCRIP3 | Completed | Project complete Program reporting to be reviewed. | \$ 270,000 | \$ 300,281 | \$ -30,281 |
| 8004-4049 | Khyber Road - Reseal | LCRIP3 | Completed | Project complete Program reporting to be reviewed. | \$ 280,000 | \$ 244,047 | \$ 35,953 |
| 8000-4076 | Old Tambo Road - Reconstruct and Reseal Works | LCRIP4 | Construction started | Works delayed due to rain but flood damage commenced late March. Works to restart after emergent works complete. | \$ 220,000 | \$ 81,051 | \$ 138,949 |
| 8000-3016 | Alfred Street - Resealing Works | LCRIP4 | Not started | Reseal works to be programmed and completed as a contract package. | \$ 117,467 | \$ - | \$ 117,467 |
| 8000-3020 | Edward Street - Resealing Works Chainage 0-960m | LCRIP4 | Not started | Reseal works to be programmed and completed as a contract package. | \$ 74,000 | \$ - | \$ 74,000 |
| 8000-3021 | Edward Street - Resealing Works Chainage 1200-2420m | LCRIP4 | Not started | Reseal works to be programmed and completed as a contract package. | \$ 100,000 | \$ - | \$ 100,000 |
| 8000-3023 | Hood Street - Resealing Works | LCRIP4 | Not started | Reseal works to be programmed and completed as a contract package. | \$ 60,000 | \$ - | \$ 60,000 |
| 8000-3022 | Augathella Stormwater Drainage | LCRIP4 | Design started | \$46,000 project scope delivered under flood funding (3626-2004-0001). Site preparation to start mid May. The incommat was delivered on 07/05/2024. Site preparation and earthwork to start from 03/06/2024 Site preparation and stone laying was completed on 06/06/2024. The site preparation and stone laying is done under flood funding. Chasing for concrete pump from Clermont and waiting for quotes. | \$ 130,000 | \$ 18,124 | \$ 111,876 |
| 8000-3018 | Flood Levee Remediation Works | NFMIP 21-22 | Completed | Project completed | \$ 300,000 | \$ 364,105 | \$ -64,105 |
| 3620-0001 | Flood Risk Study for Warrego River & Bradley's Gutly Charleville | QRA | Concept started | Genesis Hydrology awarded contract 17.01.2024. | \$ 92,000 | \$ 9,780 | \$ 82,220 |
| 3620-0002 | Flood Warning Review Charleville & Augathella | QRA | Concept started | Genesis Hydrology awarded contract 17.01.2024 | \$ 92,000 | \$ - | \$ 92,000 |
| 3620-0004 | Flood Risk Definition Study Augathella | QRA | Concept started | Genesis Hydrology awarded contract 17.01.2024 | \$ 69,000 | \$ 9,240 | \$ 59,760 |
| 3620-0003 | Flood Intelligence System MSC | QRA | Concept started | QIT Plus awarded contract | \$ 46,000 | \$ 45,500 | \$ 500 |
| 8001-4061 | Mt Tabor Road FY23/24 | R2R/TIDS | Completed | 10km sealing of Mt Tabor Road completed April 2024. | \$ 2,095,000 | \$ 1,815,316 | \$ 279,684 |
| 4518-0000 | Mitchell Highway Widening | TMR | Completed | Final claim \$241,970.30 paid. Project complete. Total revenue \$3,680,879.91. | \$ 3,668,347 | \$ 3,457,349 | \$ 210,998 |
| 8000-3040 | Walking the Grant Project | TMR | Concept started | Pre-start meeting was conducted on 27/05/2024. Shepard Services have programmed the project and will provide with the detail schedule soon. As per the schedule the project is proposed to be completed by the mid of September 2024. | | \$ 27,825 | \$ -27,825 |
| 8000-2951 | GA Park Amenities | W4QLD | Completed | Project completed. | \$ 250,000 | \$ 221,984 | \$ 28,016 |
| 8000-2610 | Park Upgrades & Beautification | W4QLD | Completed | Project completed. | \$ 150,000 | \$ 334,058 | \$ -184,058 |
| 8000-2950 | Historic House Amenities | W4QLD | Completed | Amenities block completed and new side pool fence installed. | \$ 150,000 | \$ 165,194 | \$ -15,194 |
| 8000-1761 | Augathella Truck Wash Upgrade | W4QLD | Abandoned | Contract terminated with Russell's Grader Hire by mutual agreement due to being unable to deliver within timeframe. W4QLD variation submitted to withdraw project and transfer budget to UV Disinfection Unit project. | \$ - | \$ - | \$ - |
| 8000-2599 | Upgrade Morven Camp | W4QLD | Completed | Project completed. | \$ 150,000 | \$ 149,976 | \$ 24 |
| 8000-6270 | UV Disinfection Unit | W4QLD | Construction started | W4QLD variation approved, new project budget \$380,000 and extension to 30 September 2024. UV unit cleared customs and currently in Brisbane. | \$ 380,000 | \$ 22,091 | \$ 357,909 |
| 8000-2357 | Upgrade Council's Public Records Storage | W4QLD | Construction started | All building works complete, awaiting Wired Wright to complete electrical works. | \$ 100,000 | \$ 109,429 | \$ -9,429 |

Rural Road Routine Maintenance - FY24



FY24 Expenditure Includes:
 Routine Maintenance \$1,408,603

Total Revenue Rural Rates \$1,397,982.32

Date Printed: 7/06/2024 3:19 PM

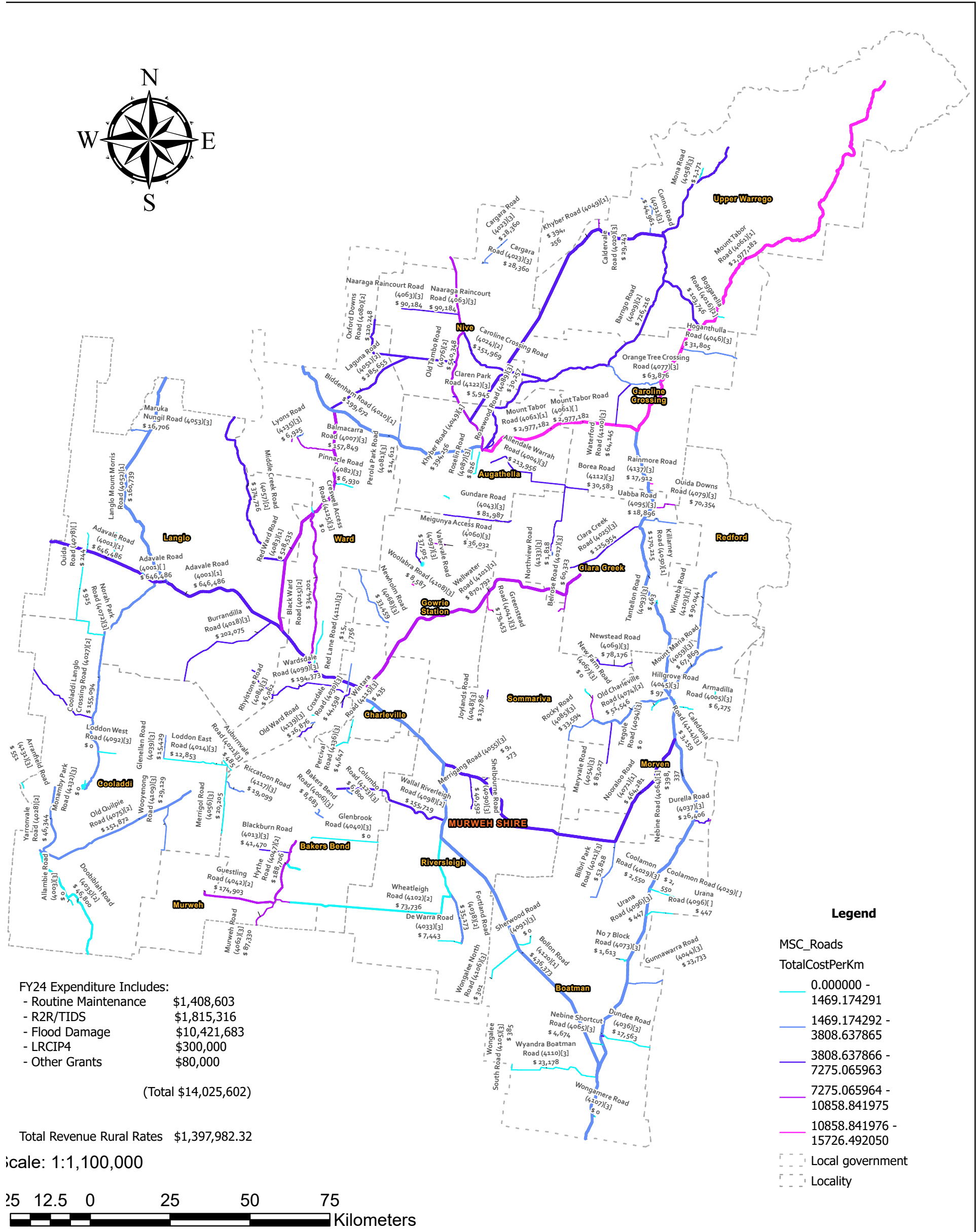
While every care is taken to ensure the accuracy of this data, contributors to this publication, makes no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all injuries, expenses, losses, damages (including without limitation, liability, expenses, losses, damages including indirect or consequential damage) and costs which might be incurred as a result of the data being inaccurate or incomplete in any way or for any reason.

Spatial Reference Name: WGS 1984 Web Mercator Auxiliary Sphere
 PCS: WGS 1984 Web Mercator Auxiliary Sphere
 GCS: GCS WGS 1984

Datum: WGS 1984
 Projection: Mercator Auxiliary Sphere
 Scale Factor: 0.0000
 Azimuth: 0.0000
 Map Units: Meter



Rural Road Network - FY24 Expenditure



FY24 Expenditure Includes:

- Routine Maintenance \$1,408,603
- R2R/TIDS \$1,815,316
- Flood Damage \$10,421,683
- LRCIP4 \$300,000
- Other Grants \$80,000

(Total \$14,025,602)

Total Revenue Rural Rates \$1,397,982.32

Scale: 1:1,100,000



Date Printed: 7/06/2024 3:16 PM

While every care is taken to ensure the accuracy of this data, contributors to this publication, makes no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all injuries, expenses, losses, damages (including without limitation, liability, expenses, losses, damages including indirect or consequential damage) and costs which might be incurred as a result of the data being inaccurate or incomplete in any way or for any reason.

Spatial Reference Name: WGS 1984 Web Mercator Auxiliary Sphere
 PCS: WGS 1984 Web Mercator Auxiliary Sphere
 GCS: GCS WGS 1984

Datum: WGS 1984
 Projection: Mercator Auxiliary Sphere
 Scale Factor: 0.0000
 Azimuth: 0.0000
 Map Units: Meter



14 OFFICE OF CHIEF EXECUTIVE

14.1 RURAL DOCTORS FOUNDATION DONATION REQUEST

Author: CEO

Authoriser: CEO

RECOMMENDATION

That Council supports the Rural Doctors Foundation with a donation to support the attraction and retention of health care workers in the Murweh Shire communities.

BACKGROUND

The Mayor Cr S Radnedge and the Chief Executive Officer Mr B Scott have been meeting regularly with the Rural Doctors Foundation and discussing the Foundation's GPs4RuralDocs program supported by Rural Generalist Dr John Douyere.

The GPs4RuralDocs was launched recently which was a huge success with every appointment with Dr John Douyere taken up by Charleville's healthcare practitioners. This was the same in Cunnamulla and Quilpie and obviously was encouraging and reinforced the need for the service.

The program received great media coverage on the day with several media outlets and medical publications bringing attention to the challenges rural health practitioners face and their limitations to accessing personal healthcare and with that the community of Charleville.

<https://ruraldoctorsfoundation.org.au/our-news/press-coverage/>

From 1 May, rural doctors, nurses and allied health professionals in the remote Queensland towns of Quilpie, Charleville and Cunnamulla, have been able to access both face-to-face and telehealth consultations through the new GPs4RuralDocs program.

The program has been commissioned by the Rural Doctors Foundation (RDF) to provide independent, accessible primary healthcare, with a goal of keeping health professionals in their communities.

It is part of an overall preventive strategy to sustain the rural and remote workforce, in light of recent data indicating that GPs working in these areas are more likely to retire in the next 10 years than those working in major cities.

Living in remote communities, rural GPs often face significant barriers when trying to see a doctor, such as lack of available local services or having to travel long distances to seek care.

A recent RDF survey featuring more than 125 respondents found that 42% of doctors needed to travel out of town to receive healthcare, with 20% travelling more than 800 km to do so.

Rural GPs also experience challenges unique to their profession, such as having to find someone to cover their on-call work while they take medical leave.

The RDF survey found that almost one in four rural doctors worked over 60 hours per week. Of those working in remote towns, 32% were the only doctor in town and a startling 70% received no work relief to attend to their health.

LINK TO CORPORATE PLAN

3.1.1 Health and wellbeing services meet community needs and expectations

ATTACHMENTS

1. Rural Doctors Foundation [↓](#) 

How you can help us keep doctors and nurses in rural communities



[Your gift could change the health of a rural community](#)

Dear Bruce,

We're reaching out because we need your help.

Our rural communities are in crisis due to a shortage of health care workers. These communities - who are responsible for 90% of the food on Australian tables and contribute approximately 67% of Australia's exports – are essential to our daily lives.

We need to care for them.

Healthcare workers are in significant shortage across the country. If we don't act now, more and more rural health workers are likely to leave rural practice – leaving our rural communities with even less access to healthcare.

[Will you help us support the health of our rural communities in need throughout Australia? Without healthy doctors and nurses, we don't have healthy rural communities.](#)

With only **2.5 doctors per 1,000 people** in rural and remote areas (compared to 4.1 per 1,000 in urban areas), this loss will be devastating for the communities they serve.

Doctors, nurses and allied health practitioners are often over-worked and under-resourced, especially in rural towns.

Not only does this leave them physically vulnerable, **it also impacts their emotional wellbeing**. Statistics show female doctors suicide at 2.27 times the rate of the general population, and male doctors at 1.41 times the general population.

Add the extra challenge of rural isolation into the mix, and these statistics likely get worse. And not just for doctors. Rural nurses and allied health workers face these challenges too.

[That's why we are flying GPs into rural towns to provide care for health workers.](#)

Help us look after our rural communities



One such rural doctor, **Dr Katie Chang** from Charleville, previously had to arrange her GP visits up to six months in advance.

“I travelled three hours to see my GP in Roma and I would need a day off work, because you can’t do it on the weekend,” she says, adding that it was easier to just avoid the trip altogether.

When you’re the only doctor in town or part of a small team of healthcare professionals, accessing independent and confidential healthcare isn’t easy.

Katie points out the issues in seeking healthcare from a colleague, friend or boss. It’s a conflict of interest and shouldn’t be the only option available to rural health workers.

The impact for health workers like Katie is that their health concerns go untreated. This can potentially lead to more complicated medical issues down the line, or may force them to leave rural practice.

Bruce can you help us to support communities like Katie's close-knit community of Charleville to have better access to healthcare.

Make a donation today

Sadly, Katie's story isn't unusual. This is the reality for many rural doctors, nurses and allied health practitioners.

In our research findings, **40% of rural healthcare practitioners reported they travel more than 300km** to seek independent and confidential medical treatment, with around **one in five travelling more than 800km**.

As they say, you can't pour from an empty cup. Healthy doctors create healthy communities, but first we need to address the challenges faced by healthcare workers in rural areas.

We're proud to provide independent and confidential GP clinics for health practitioners in rural areas. With your help, we can visit more rural and remote communities across Australia.

How your donation will help:

The image block consists of three horizontal panels. The top panel features a dark blue background with the text '\$50 for medical supplies' in white and blue, next to a photograph of various medical supplies on a green surface. The middle panel features a blue background with the text '\$100 for medical equipment' in white and blue, next to a photograph of three healthcare workers in scrubs looking at a tablet. The bottom panel features a dark blue background with the text '\$250 for 10 telehealth services' in white and blue, next to a photograph of a telehealth consultation with a doctor and a patient on a video call screen.



Together, we can keep rural communities healthy.

[Rural Australia needs you. Donate today and help us keep the backbone of Australia strong.](#)

With gratitude

Fran Avon

Chief Executive Officer
Rural Doctors Foundation

If you or someone you know is in crisis and needs help now, call triple zero (000). You can also call Lifeline on 13 11 14 - 24 hours a day, 7 days a week.

If you are a doctor or medical student who is in crisis and needs help now, call triple zero (000). You can also call Doctors' Health Queensland on 07 3833 4352 - 24 hours a day, 7 days a week.

Stay connected with Rural Doctors Foundation

[Share](#) **Rural Doctors Foundation**
[Forward](#) GPO Box 1495
 Brisbane QLD 4000
 07 3031 0099

14.2 PRESENTATION OF AUDITOR-GENERAL'S AUDIT REPORT TO COUNCIL RELATING TO THE INTERIM AUDIT 2023/24.

Author: Director of Corporate Services

Authoriser: CEO

RECOMMENDATION

That Council receives and notes the 2023-24 Interim report for Murweh Shire Council.

BACKGROUND**Purpose**

Section 213B – Local Government Regulation 2012;

(3) The mayor must present the copy of the audited financial statements at the next ordinary meeting of the local government.

(4) The local government must ensure that, within 14 days after the copy of the audited financial statements is presented at the meeting, the copy is, or a link to the copy is, published on the local government's website.

Discussion

The outcome of the interim audit 2023/24 is detailed in the interim report.

Interim audit results*Significant deficiencies*

- No new significant deficiencies raised in the current year.

Deficiencies and other matters

- One new other matter raised relating to the procure-to-pay maturity assessment.
- One unresolved deficiency from prior year

Financial reporting matters

- No new financial reporting matters raised in the current year.

LINK TO CORPORATE PLAN

1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. Murweh Shire Council - Interim Report - 30 June 2024 [↓](#) 



2024 INTERIM REPORT

Murweh Shire Council

24 May 2024



CONFIDENTIAL

2024 Interim report

Mr. Shaun Radnedge
 Mayor
 Murweh Shire Council

Dear Mayor Radnedge,

2024 Interim report

We present our interim report for Murweh Shire Council for the financial year ending 30 June 2024. This report details the results of our interim work performed to 19 April 2024. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Significant deficiencies:

- No new significant deficiencies raised in the current year.

Deficiencies and other matters:

- One (1) new other matter raised in the current year, relating to the procure-to-pay maturity assessment.
- One (1) unresolved deficiency from prior year.

Financial reporting matters:

- No new financial reporting matters raised in the current year.

Refer to section 1 and 2 for further details.

Based on the results of our testing completed to date; we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls. From the interim audit visit, one new other matter has been noted from completion of the local government questionnaire.

Areas of audit focus

Valuation of Industrial Land Estate:

During interim discussions it was highlighted that the Council has not sold any lots within the Council's Industrial Land Estate. This increases the risk that the carrying value of inventory does not fairly represent its net realisable value. Consequently, Council have engaged an external valuer to perform a comprehensive valuation opinion and a position paper will be submitted at the final audit visit to support the carrying value of the Industrial Land Estate.

Other areas of audit focus

We have also performed work over the areas of audit focus we identified in our external audit plan. Our progress against the areas of audit focus is on track and no significant deficiencies or changes in audit planned procedures have been noted.

Milestones – On track

To date, all milestones set out in our external audit plan have been met.

Audit fees – On track

If you have any questions or would like to discuss the audit report, please contact me on 3222 8341 or Sam Spellacy on 3222 8397.

Yours sincerely



Dan Colwell
 Engagement Partner

cc. Mr Bruce Scott OAM, Chief Executive Officer

2024 Interim report

CONFIDENTIAL

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

| Year and status | Significant deficiencies | Deficiencies | Other matters* |
|--------------------------------|--------------------------|--------------|----------------|
| Current year issues | - | - | 1 |
| Prior year issues – unresolved | - | 1 | - |
| Total issues | - | 1 | 1 |

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified during our interim audit visit as at 19 April 2024. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



O Other Matter

24IR-1 Maturity of Procurement and Contract Management Processes

Observation

We noted from our discussions with management that Council are aware of the QAO’s procure-to-pay maturity model, put forward by the QAO as part of their recommendations to councils from *Local Government 2022 (Report 15: 2022/23)*, but have not yet applied it to Council’s procurement and contract management processes.

Implication

There is a risk that Council’s procurement and contract management processes are not fully optimised.

QAO recommendation

It is recommended that council should identify their desired level of maturity and compare this to the maturity level that best represents their current practices. This assessment will assist management to identify and implement practical improvement opportunities for their procurement and contract management processes.

Management response

Process update has been acknowledged.

Responsible officer: Director of Corporate Services

Status: Work in progress

Action date: 30 June 2024

2024 Interim report

CONFIDENTIAL

2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

| Ref. | Rating | Issue | Status |
|----------|----------|--|--|
| 23FY-D-1 | D | <p>Issuance Letter of Formal Role Changes</p> <p>During control testing performed over Council's payroll cycle, audit identified two instances where no formal role change letters have been issued. Though no formal role change letters have been issued, audit have confirmed that the responsibilities had been transferred to the employee next in charge.</p> | <p>Work in progress</p> <p>No formal role change letters are issued, however in the absence of a responsible officer, emails are sent to appoint specific employees to acting positions.</p> <p>Responsible officer: Human Resources Manager Action date: 30 June 2024</p> |

3. Climate-related financial disclosures

The Commonwealth Treasury has issued proposed legislation outlining the scope of mandatory climate and environmental sustainability reporting and assurance.

In June 2023, the International Sustainability Standards Board (ISSB) issued its first 2 standards – IFRS S1 *General Requirements for Disclosure of Sustainability-related Financial Information* and IFRS S2 *Climate-related Disclosures*.

In October 2023, the Australian Accounting Standards Board (AASB) issued Exposure Draft SR1 *Australian Sustainability Reporting Standards (ASRS) 1 General requirements for disclosure of Climate-related Financial Information* for public feedback. The AASB's approach is to take a 'climate first' approach. It is proposing that references to sustainability in the ISSB standards be replaced with 'climate-related' in the Australian equivalents.

In January 2024, the Commonwealth Treasury issued proposed legislation on how it will mandate application of climate-related financial disclosures to entities reporting under the *Corporations Act 2001* (Corporations Act). These proposals are expected to affect many Queensland government owned corporations (GOCs) and large public sector companies.

It will be up to Queensland Treasury to determine how the standards apply to the public sector entities under its jurisdiction that are outside of the Corporations Act (such as departments and statutory bodies). Queensland Treasury is currently evaluating how the content of the proposed standards will apply to these entities. This will include those registered as companies who are required to report under the new standards.

The impact on your entity

Your entity is not included in the scope of the draft Commonwealth legislation. Therefore, you are not a mandatory reporting entity and will need to follow the guidance from Queensland Treasury.

14.3 MURWEH SHIRE COUNCIL ADVISORY COMMITTEE POLICY**Author:** CEO**Authoriser:** CEO**RECOMMENDATION**

That Council adopt the draft Murweh Shire Council Advisory Committee Policy as presented.

BACKGROUND

Murweh Shire Council has started to form advisory committees to provide advice to Council on certain matters across agencies or particular subjects and matters of importance. This Advisory Committee Policy gives guidance on providing consistency in forming advisory committees, their terms of reference (ToR) and alignment with the *Local Government Regulation 2012*.

The purpose of this Murweh Shire Council (Council) policy is to provide for the establishment of Advisory Committees pursuant to s265 of the *Local Government Regulation 2012*. Advisory Committees are established to assist Murweh Shire Council in making decisions by providing a mechanism for receiving advice and recommendations from stakeholders and the community in general.

This policy applies to all Advisory Committees (as provided in the Terms of Reference for Advisory Committees) document which provides an overview of each Advisory Committee including membership requirements.

Application

This policy applies to employees of Murweh Shire Council. It does not form part of any employee's contract of employment.

This Policy applies to members of Murweh Shire Council Advisory Committees whether employed by Council or external of Council.

Policy

The *Local Government Regulation 2012* Division 2 refers to Committees and requirements for committee meetings.

Advisory committees may include councillors and members of the public and are not standing committees.

Advisory Committees are to:

- promote the awareness of a specific topic or the strategic management of a facility within Council and the community;
- advise Council on current and emerging issues;
- provide a process for input into the planning and provision of services and facilities; and
- provide a process for feedback from the community to Council.

Operational need

Advisory Committees will be formed to support Council in delivering on its Corporate and Operational Plan. The membership of committees will be such that they will provide expertise and advice that may not be available to Council in an alternate forum.

Membership

The Mayor and Chief Executive Officer and all Councillors are ex-officio members of all Advisory Committees. In addition to the Mayor, there will be an additional two Councillors, appointed by Council, in each Advisory Committee.

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

1. **Draft Murweh Shire Council Advisory Committee Policy** [↓](#) 



Murweh Shire Council Advisory Committee Policy

| | |
|--------------------------------|-------------------------|
| Policy No: | GOV-12 |
| Council Resolution Ref: | |
| Date Adopted: | 21 June 2024 |
| Review Date: | 21 June 2027 |
| Version No: | 1.0 |
| Responsible Officer: | Chief Executive Officer |

Purpose

Purpose

The purpose of this Murweh Shire Council (Council) policy is to provide for the establishment of Advisory Committees pursuant to s265 of the *Local Government Regulation 2012* Advisory Committees are established to assist Murweh Shire Council in making decisions by providing a mechanism for receiving advice and recommendations from stakeholders and the community in general.

Scope

This Document applies to all Advisory Committees (as provided in the Terms of Reference for Advisory Committees) document which provides and overview of each Advisory Committee including membership requirements.

Commencement of Policy

This Policy will commence on adoption by Council. It replaces all other policies (whether written or not). Council may amend this policy by resolution.

Application

This policy applies to employees of Murweh Shire Council. It does not form part of any employee’s contract of employment.

This Policy applies to members of Murweh Shire Council Advisory Committees whether employed by Council or external of Council.

Policy

The *Local Government Regulation 2012* Division 2 refers to Committees and requirements for committee meetings. Advisory committees may include councillors and members of the public and are not standing committees.

Advisory Committees:

- promote the awareness of a specific topic or the strategic management of a facility within Council and the community;
- advise Council on current and emerging issues;
- provide a process for input into the planning and provision of services and facilities; and



Murweh Shire Council Advisory Committee Policy

- provide a process for feedback from the community to Council.

Operational need

Advisory Committees will be formed to support Council in delivering on its Corporate and Operational Plan. The membership of committees will be such that they will provide expertise and advice that may not be available to Council in an alternate forum.

Membership

The Mayor and Chief Executive Officer and all Councillors are ex-officio members of all Advisory Committees. In addition to the Mayor, there will be an additional two Councillors, appointed by Council, in each Advisory Committee.

The Chair of the committee will be one of the current Councillors. In the absence of the Chair, the Deputy Chair, or the Mayor, will fulfil the role of Chair.

Members of the Community will be invited to be members and will have a term of four (4) years membership.

Community members have full voting rights, as do those that are specified in the Terms of Reference.

If a voting member is absent for two consecutive meetings, the Chair of the committee may write to that member seeking an explanation on why they should remain on the Committee.

The community groups included in each Advisory Committee will be updated as required by resolution of Council. That is, where a new group is to be added or an existing group removed, a resolution of Council will be required to update membership defined in the Murweh Shire Council Advisory Committee Terms of Reference.

Where a community group is granted membership, only one vote is counted. To clarify, representation of a community group at each meeting is restricted to one person.

Murweh Shire Council personnel and contractors may be invited by the Chief Executive Officer to attend a meeting to provide additional information, however, do not have any voting rights.

Resignation and replacement of committee members

A committee member may resign at any time by way of written or emailed advice to the Chairperson.

When a resignation is received, the resigning member may be replaced as follows:

- Where such resignation is a Councillor or Officer of the Murweh Shire Council, Council may appoint a suitable replacement representative.
- Where such resignation is from a member representing an Authority, Industry Group or State Agency, or community group, the nominating agency may at its discretion nominate a replacement representative.
- Where such resignation is from a Community Representative, Council will fill the vacancy from previously submitted expressions of interest or (should there be no further suitable / available candidates) call for expressions of interest for a suitable replacement.

Roles and responsibilities

Accountability

An Advisory Committee is accountable for:

- Fostering collaboration
- Maintaining at all times the focus of the Advisory Committee on the agreed scope, outcomes and benefits,



Murweh Shire Council Advisory Committee Policy

- Monitoring and managing the factors outside the Advisory Committee's control that are critical to its success.

Membership

Will commit to:

- Attending all scheduled meetings
- Wholeheartedly championing the partnership with Council to deliver benefits to the Murweh Shire;
- Share all communications and information across all members;
- Make timely recommendations and provide advice on strategic matters,
- Commit to open and honest discussion and respectful behaviour without resort to any misleading assertions.

Council

Murweh Shire Council will

- Notify members of the Advisory Committee, as soon as practical, if any matter arises which may be deemed to affect the development of the partnership.
- Provide each member with complete, accurate and meaningful information in a timely manner; and
- Give the Advisory Committee reasonable time to make key recommendations.
- Provide a Secretariat function for each Advisory Committee.

Meetings

Meetings will be held:

- At Murweh Shire Council operated buildings and alternate sites as required,
- At least four times per year with the exception of the Audit & Risk Advisory Committee (if established) that will meet at least twice per year,
- As per s269 of the *Local Government Regulation 2012*, a quorum of a committee is a majority of its members, however, if the number of members is an even number, one-half of the number is a quorum,
- Recommendations will be made by consensus (that is, members are satisfied with the recommendation even though it may not be their first choice). If not possible, the Advisory Committee Chair makes the final recommendation, and
- Meeting agenda and reports will be provided by Murweh Shire Council administrative staff.

Records of meetings

Under s254G of the *Local Government Regulation 2012*, Advisory Committees may, by resolution of Council, exempt Advisory Committees from the requirement to take minutes of its proceedings.

The requirement, therefore, is that each Advisory Committee must otherwise give Council a written report of the committee's deliberations and its advice or recommendations in the absence of minutes.

Unless otherwise provided in the Terms of Reference, the Advisory Committee will generally adopt informal meeting procedures.



Murweh Shire Council Advisory Committee Policy

Voting

Each Member of the Advisory Committee may vote on business before the Committee, except where the Member has a conflict of interest.

Voting at a meeting must be open and questions decided by a majority of the votes of the Members present however, if the votes are equal, the matter is affirmed to be submitted to Council for consideration.

If a member present fails to vote, the member is taken to have voted in the negative.

Conflict of interest

Where Committee Members have a conflict of interest, or could reasonably be taken to have a conflict of interest, in an issue being considered or to be considered at the meeting, the Member must declare the conflict of interest to the meeting and must not be present while the matter, or a related matter, is being considered by the Committee or otherwise take part in any decision of the Committee in relation to the matter or a related resolution.

For the purposes of this clause, a member has a conflict of interest in an issue if there is a conflict between the Member's private interest and the public interest.

Review of Advisory Committees

Committees that operate in an advisory capacity to Council will be reviewed every two years to ensure they are appropriate for providing strategic advice and recommendations to Council to meet the Corporate and Operations Plans.

Each committee will have a Purpose Statement to provide direction and include recommended membership from the community and other organisations to provide balanced and expert advice.

Communication

This document will be published on the Murweh Shire Council website and will be provided to members of each committee at the commencement of their term.

Related Council documentation

- Murweh Shire Council Corporate Plan 2022-27
- Murweh Shire Council Operational Plan
- Various Murweh Shire Council Advisory Committee(s) Terms of Reference

Review of Policy

This policy will be reviewed every three years and remains in force until amended or repealed by resolution of Council.

Audit and Review

This policy shall be reviewed every ***three years*** or as required due to changes to in legislation.



Murweh Shire Council Advisory Committee Policy

Definitions

| | |
|-------------------------------|---|
| Advisory Committee | A collection of individuals who bring unique knowledge and skills which augment the knowledge and skills of a formal board in order to more effectively guide the organisation. |
| Chief Executive Officer (CEO) | The person appointed by Council to administer Council operations with duties including providing general leadership and strategic guidance and helping to expand operations and ensure long-term success. |
| Community Group | A community group is a group that is invited to join the Advisory Committee. |
| Community Group member | A representative of a community group that has been nominated by the community group to attend the Advisory Committee. The representative has full voting rights. |
| Community member | A member of the community who is invited to join the Advisory Committee for a term of two years. A member has full voting rights. |
| Non-member | A non-member includes Councillors and employees of Murweh Shire Council who may be ex-officio members. Non members have no voting rights however have the right to be heard. |
| Visitors | Visitors are those who are invited to attend a specific meeting to make a presentation or provide advice or obtain feedback around particular topics of interest of the Advisory Committee. They have no voting rights. |
| Voting rights | A person who is able to have their vote counted towards making a decision by the committee, without discrimination. |

"**Public Sector Ethics**" means the ethics principles as defined in the *Public Sector Ethics Act 1994*.

References

- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld) Version Control

| Version No. | Date | Approved | Amendment |
|-------------|------------|----------|-----------|
| 1.0 | 21/05/2024 | CEO | |

Approval

| | | | |
|-------------------------|-------------|------------|--|
| Chief Executive Officer | Bruce Scott | | |
| Date: | 21/05/2024 | Signature: | |

14.4 TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE: TERMS OF REFERENCE

Author: CEO

Authoriser: CEO

RECOMMENDATION

That Council adopts the draft Tourism, Events and Marketing Advisory Committee Terms of Reference consistent with the Advisory Committee Policy; and

1. Nominates two (2) Councillors to the Tourism, Events and Marketing Advisory Committee; and
2. Nominates a Councillor as Chairperson of the Tourism, Events and Marketing Advisory Committee.

BACKGROUND

Council has at its May Council Meeting resolved (Resolution No.104/24) to form a Tourism, Events and Marketing Advisory Committee.

The Committee Purpose

The Murweh Shire Council Tourism, Events and Marketing Advisory Committee would be established to provide advice and recommendations on:

- The implementation of the Tourism Master Plan
- Opportunities to maximise tourism, marketing, and visitor servicing of the Murweh Shire Council area
- Strategies to develop and enhance the local tourism product
- Emerging themes and visitation trends applicable to the region
- Opportunities to enhance the coordinated delivery of tourism services
- Funding applications from local tourism enterprises

Committee Responsibilities

The Murweh Shire Council Tourism, Events and Marketing Advisory Committee is an Advisory Committee of Council and has been established under the framework of s265 of the *Local Government Regulation 2012*.

The Committee is empowered to do the following:

- Provide feedback and make input into the implementation of the Tourism master plan and other tourism initiatives identified by council
- Provide expert advice regarding opportunities and hindrances impacting on visitation and dollar spend of visitors within and from outside the region
- Recommend opportunities for increased service coordination between council and local businesses
- Recommend the allocation of funding support to eligible enterprises and groups

The Committee will not have the power to commit Council to any decision or action, or to direct Council staff in their duties.

The Committee may make recommendations for consideration by Council, but Council reserves the right to accept or reject recommendations from the Committee.

Membership

Committee membership shall consist of (2) two Murweh Shire Council Councillors (with one (1) being elected the Chairperson), and a maximum of ten (10), and a minimum of five (5) additional people which would / could include the following:

- Councillor, Murweh Shire Council (Chairperson)
- Councillor, Murweh Shire Council
- Director of Economic Development
- Tourism Manager
- Corporate Marketing & Events Officer
- Cosmos Centre Manager
- WWII Secret Base Museum Manager
- Bilby Experience Manager
- Charleville Visitor Information Centre Manager
- Community Members (Maximum of 2)
- If required, the remainder to be made up of representatives with relevant tourism industry knowledge and / or experience.

The intent of the committee makeup shall be to encourage as wide a range of relevant representation as possible.

The makeup of the committee will have a preference for a gender and age balance and from a geographic range within the municipality. Industry experience from the following sectors will be considered:

- Retail sector
- Accommodation sector
- Food services' sector
- Environmental sector
- Sport, Leisure and Recreation Sector
- Attractions sector
- Events sector

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 1.2.1 Council has in place effective whole of community communication and engagement strategies

ATTACHMENTS

- 1. **Draft Murweh Shire Council Tourism, Events and Marketing Advisory Committee** [↓](#) 



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

1. PURPOSE

The Murweh Shire Council Tourism, Events and Marketing Advisory Committee ('the Committee') has been established to provide advice and recommendations on:

- The implementation of the Tourism Master Plan
- Opportunities to maximise tourism, marketing, and visitor servicing of the Murweh Shire Council area
- Strategies to develop and enhance the local tourism product
- Emerging themes and visitation trends applicable to the region
- Opportunities to enhance the coordinated delivery of tourism services
- Funding applications from local tourism enterprises

2. RESPONSIBILITIES

The Murweh Shire Council Tourism, Events and Marketing Advisory Committee is an Advisory Committee of Council and has been established under the framework of s265 of the *Local Government Regulation 2012*.

The Committee is empowered to do the following:

- Provide feedback and make input into the implementation of the Tourism master plan and other tourism initiatives identified by council
- Provide expert advice regarding opportunities and hindrances impacting on visitation and dollar spend of visitors within and from outside the region
- Recommend opportunities for increased service coordination between council and local businesses
- Recommend the allocation of funding support to eligible enterprises and groups

The Committee does not have the power to commit Council to any decision or action, or to direct Council staff in their duties. The Committee may make recommendations for consideration by Council, but Council reserves the right to accept or reject recommendations from the Committee



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

3. MEMBERSHIP

Committee membership shall consist of (2) two Murweh Shire Council Councillors (with one (1) being elected the Chairperson), and a maximum of ten (10), and a minimum of five (5) additional people which could include the following:

- Councillor, Murweh Shire Council (Chairperson)
- Councillor, Murweh Shire Council
- Director of Economic Development
- Tourism Manager
- Corporate Marketing & Events Officer
- Cosmos Centre Manager
- WWII Secret Base Museum Manager
- Bilby Experience Manager
- Charleville Visitor Information Centre Manager
- Community Members (Maximum of 2)
- If required, the remainder to be made up of representatives with relevant tourism industry knowledge and / or experience.

The intent of the committee makeup shall be to encourage as wide a range of relevant representation as possible.

The makeup of the committee will have a preference for a gender and age balance and from a geographic range within the municipality. Industry experience from the following sectors will be considered:

- Retail sector
- Accommodation sector
- Food services' sector
- Environmental sector
- Sport, Leisure and Recreation Sector
- Attractions sector

Edited:24/05/2024

Terms of Reference: MSC Tourism, Events & Marketing Advisory Committee

Page 2



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

- Events sector

Ex Officio Attendees (not all are required, dependent on reports and agenda)

- Mayor and all Councillors
- Chief Executive Officer
- Director of Corporate Services
- Morven and Augathella Visitor Information Centre Coordinators

Participating Organisations

Nominated member organisations will be contacted by the Chairperson (or nominee) and invited to identify a representative for the Committee.

3.1 Council Officer

Council Officers, (Tourism Manager or delegates) will attend meetings as required and at the following meeting of Council will report the Committee's recommendations, with comments where necessary and appropriate.

3.2 Selection

Any external representatives of the Tourism, Events and Marketing Advisory Committee will be selected through an application process, advertised in a local newspaper, on Council's website and Council's social media channels.

Applications should include details of community involvement, previous experience of committee membership, relevant skills and reasons for nominating for the Advisory Committee.

If the number of applications does not exceed the number of vacancies, the Council will have the discretion to approve or not approve nominations, with consideration of the composition of the Committee as identified in Section 3. In the event of more than the required number of applicants for the available positions, recommendations will be forwarded to Council for determination.

3.3 Alternative Representatives

As required, alternative representatives may attend meetings on behalf of the named user groups. Alternative representatives are entitled to vote if the main representative of the user group is not present.

Edited:24/05/2024

Terms of Reference: MSC Tourism, Events & Marketing Advisory Committee

Page 3



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

If a named representative is unable to attend three or more consecutive meetings, the Chairperson will contact the member and if required a new representative will be identified.

3.4 Council Endorsement of Nominations

Recommendations regarding the filling of any vacancies of the Committee will be submitted to Council for approval, subject to the requirements of “Section 3. Membership” being met.

3.5 Specialist Advice

Individuals and groups may be invited to attend Advisory Committee meetings to provide specialist advice. They must not be involved in the decision making process and cannot vote on any issue

3.6 Committee

The Committee will:

- Confirm the Councillor as representative of Murweh Shire Council to be the Chairperson
- Develop a schedule of Advisory Committee meetings and notify the Council
- Distribute information of relevance from the Committee to their member organisations and user groups
- Confirm the accuracy of minutes at the next meeting of the Committee. The Chairperson must sign a copy of the confirmed minutes
- Actively participate in activities that support the achievement of the Purpose of the Committee

3.7 Attendance at Meetings

It is expected that members will attend all meetings. In the event of a Committee member missing a meeting they should contact the Chairperson with notice of their absence and this will be recorded in the minutes.

If the member of the Committee misses three consecutive meetings without explanation the Chairperson will contact the member to determine if they wish to continue their participation on the Committee.

If a member resigns from the Committee, their position will be filled by a nominee from the same representative/user group.



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

3.8 Confidentiality

Information discussed, received, used or created by the Committee may be confidential. A Committee member must not disclose, discuss or otherwise make public confidential information, unless authorised by the Officer supporting the Committee.

Council may terminate a Committee member's appointment if they have been found to breach confidentiality requirements.

3.9 Conflicts of Interest

Conflicts of interest must be declared and the declaration must be recorded in the minutes.

The person declaring the conflict of interest shall not vote on the issue being considered and is required to leave the meeting for the purposes of discussion in private by the rest of the Committee.

3.10 Media

The Chairperson is empowered to be spokesperson for the activities of the Committee.

In the absence of the Chairperson, the other Councillor or Tourism Manager is empowered to be the spokesperson for the Committee.

Media releases, flyers, brochures, pamphlets or other sources of information distributed by the Committee must be first approved by the Tourism Manager, or nominee.

3.11 Chairperson

The Chairperson will be a Councillor representative from Murweh Shire Council.

The Chairperson may nominate a deputy chairperson being another Councillor representative or council officer from the Murweh Shire Council who will perform the duties of the Chairperson if the Chairperson is absent or unable to perform their duties.

The Chairperson is elected for the full four-year term or for their term as Councillor, and can renominate for a second or subsequent term on the Committee.

4. OPERATING PROCEDURES

4.1 Meetings

At the beginning of each calendar year, the Committee will agree on a regular schedule of meetings.



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

Meetings will be held a minimum of four (4) times each year and may also be held over at certain times if it is agreed that there is no business to be dealt with by the Committee.

Additional, special meetings may be called as required. Committee members must be provided with two days' written notice of a special or additional meeting and the purpose of the meeting must be clearly stated.

4.2 Quorum and Decision Making

The quorum is a majority of representatives from the membership. However, if the number of members is an even number, one-half of the number is a quorum. No quorum will exist if the Chairperson or nominated replacement deputy Chairperson is not present.

No formal business shall be conducted by the Committee unless a quorum exists. If a quorum is not present, the Chairperson may decide that the committee meet for discussion only.

In forming recommendations consensus decision making is preferred. However, all members are entitled to vote and a matter may be voted upon at the discretion of the Chairperson. Committee members shall have one vote. The Councillor must vote.

If there is an equal division of votes, the Chairperson or Deputy Chairperson shall have a second or casting vote.

4.3 Councillor report

The Chairperson will report the key issues of each meeting to the next meeting of Council.

4.4 Recommendations and Actions

The Tourism Manager will authorise actions within their delegated authority and will refer other recommendations and requests to Council departments and/or Council for discussion and approval.

5. EVALUATION AND REVIEW

The composition, activities and Terms of Reference of the Committee will be reviewed at least every two years, or as required.

The results of any review shall be reported to Council prior to the second year of operation or earlier, if a quorum is unable to be formed for three successive meetings. The report shall consider:

- The Committee's achievements;



TOURISM, EVENTS & MARKETING ADVISORY COMMITTEE

Terms of Reference

- The Purpose and Responsibilities of the Committee;
- Composition of the Committee;
- Whether there is a demonstrated need for the Advisory Committee to continue;
- Any other relevant matter.

5.1 Cessation

An Advisory Committee ceases to exist at the conclusion of the period specified in the Terms of Reference, unless Council resolves that it continue.

Council may also disband a Committee following a review at any time during its operation.

6. RESPONSIBILITY

Responsible Officers:

Director of Economic Development

Tourism Manager

Corporate Marketing & Events Officer

7. DOCUMENT CONTROL

| Version Number | Approval Date | Approval by Council resolution No: | Amendment |
|----------------|---------------|------------------------------------|--------------------|
| 1.0 | 21 June 2024 | | Terms of Reference |
| | | | |

14.5 2024-25 GET READY QUEENSLAND GRANT PROGRAM

Author: CEO

Authoriser: CEO

RECOMMENDATION

That Council nominates the below per-approved activities for the 2024-25 Get Ready Queensland Grants:

Informative literature

Information for distribution to residents and business owners, which instructs and informs on disaster preparedness tasks and contact details.

Event collateral

Funding could cover items such as banners, signage, displays, leaflets, posters, specifically relating to the grant recipient’s disaster preparedness messages.

Disaster dashboard improvements

Funding is available for developing or making improvements to the dashboards, plus hosting costs for the first year of operation.

SMS alert systems

Text message alerts to provide up to date weather information to local communities.

Technology-based preparedness systems

This may be infrastructure such as flood cameras or alert systems.

BACKGROUND

The Queensland Government established the Get Ready Queensland (GRQ) grants program to help position Queensland as the most disaster resilient state in Australia. The program is an all-hazards, resilience building initiative incorporated under a single, overarching brand.

\$2 million annually in grants have been committed to Queensland local governments to facilitate locally driven events and initiatives that promote individual and community participation in, and understanding of, disaster preparedness and resilience.

The aim of the GRQ grants program is to help local governments engage their communities and assist them to better prepare for extreme weather and related declared disasters in Queensland while continuing to build their resilience into the future.

The GRQ grants program is administered by the Queensland Reconstruction Authority (QRA).

Through GRQ, grant recipients are to demonstrate a commitment toward developing partnerships with their local community that foster an innovative approach to improving the community’s resilience and capability.

The GRQ grants program is an opportunity for local governments to focus minds and efforts on delivering resilience-building activities from the ground up.

PROGRAM OBJECTIVES

The objectives of the GRQ grants program are to:

Help all Queenslanders understand their extreme weather risks and undertake preparedness activities that increases their resilience to natural disasters.

Unite all the state’s preparedness and resilience activities under an overarching brand

Fund activities that contribute to the key objectives and outcomes of the [Queensland Strategy for Disaster Resilience](#) and help position Queensland as the most disaster resilient state in Australia.

RELEVANT POLICIES

The objectives of the GRQ grants program align with the [Queensland Strategy for Disaster Resilience](#) (QSDR) which provides an overarching framework to guide and coordinate the delivery of strategic commitments and actions to improve the resilience of Queensland communities across whole-of-government, with the support of key industry stakeholders.

GRQ funding must be directed toward activities that enhance community resilience, strengthen communities' understanding of local extreme weather risks and empower individuals to undertake preparedness activities.

FUNDING

The GRQ grants program funding of \$2 million will be allocated to grant recipients following approval by the Chief Executive Officer of QRA.

The funding period is for a single financial year from 1 July to 30 June in the respective years, as per [Annexure 3](#).

Grant recipients must expend their GRQ funding allocation and complete their activities within the respective financial year and cannot carry over their allocation to the following year.

KEY TIMEFRAMES

For guidance on the funding timeline and key dates see [Annexure 3](#).

ELIGIBLE ACTIVITIES

GRQ funded activities must:

- promote the GRQ program aims objectives and overarching brand
- contribute to the key objectives and outcomes of [Queensland Strategy for Disaster Resilience](#).

PRE-APPROVED ACTIVITIES

QRA has identified a list of pre-approved activities for the GRQ funding.

By selecting these activities on your Plan of Activities, you are eligible for self-certification. You will find your Plan of Activities in the GRQ Project Form..

Please refer to [Annexure 1](#) of these Guidelines for details.

OTHER ACTIVITIES

Should there be an activity that could be considered eligible but is not listed on the pre-approved activities list, please contact your QRA Resilience and Recovery Officer or the GRQ team to discuss prior to submitting your GRQ Project Form.

Activities not included on the pre-approved activities list will be subject to approval by QRA. Find out more about alternative activities that require approval in [Annexure 2](#).

LINK TO CORPORATE PLAN

- 1.2.1 Council has in place effective whole of community communication and engagement strategies
- 2.1.1 No loss of life or property, critical infrastructure is protected, and economic impacts are minimised from natural disasters

ATTACHMENTS

1. **Murweh Shire Council Letter Get Ready Qld**  
2. **2024-25 Get Ready Qld Grants Guidelines**  

Queensland Reconstruction Authority

For reply please quote: – QRATF/24/3125

16 May 2024

Mr Bruce Scott
Acting Chief Executive Officer
Murweh Shire Council
bruce_scott@murweh.qld.gov.au;
ceo@murweh.qld.gov.au

Dear Mr Scott

Re: 2024-25 Get Ready Queensland Grant Program

The Queensland Reconstruction Authority's (QRA) Get Ready Queensland (GRQ) grant funding supports local governments to deliver activities that increase disaster preparedness and improve resilience in their communities. Funding is distributed on a non-competitive basis annually.

The 2024-25 funding allocation for Murweh Shire Council is \$10,660 (excluding GST).

Please find enclosed the following:

- 2024 GRQ funding submission checklist
- GRQ funding guidelines
- Project Funding Schedule (for signing)
- Self-certification template (for signing)
- Excel project form. Within the Project Form, you'll find:
 - Instructions (located in tab A1)
 - Plan of activities (located in tab A2).

The updated 2024-2025 Get Ready Queensland Branding guidelines will be available on the Council Hub as of 1 July 2024.

Please ensure that both the project funding schedule and self-certification template are signed by the relevant delegations and are submitted along with your Council's completed plan of activities (through the Excel project form) by 30 June 2024.

Any outstanding submissions as of 1 September 2024, will be automatically expended through QRA, facilitated by boosted Get Ready Queensland advertising in your local government area.

By signing the Project Funding Schedule, a Project Funding Agreement will be formed and provided back to you in accordance with clause 2.3 of your existing Head Agreement with QRA.

Following the execution of the Project Funding Agreement, QRA will authorise an initial payment of 90 per cent of the approved allocation via a Recipient Created Tax Invoice (RCTI). The final 10 per cent will be released on program acquittal against eligible project costs.

Level 11, 400 George Street Brisbane
PO Box 15428 City East
Queensland 4002 Australia
Telephone +61 7 3008 7200
Facsimile +61 7 3008 7299
www.qra.qld.gov.au

QRA's Resilience and Recovery Officers can provide support, including guidance with the Plan of activities template, the submission and acquittal processes, as well as help for activity development and delivery. The Get Ready Queensland team is also available for support and advice.

Your Resilience and Recovery Officer, Eden Hughes-Barbour, can be contacted on 0467 716 525 or via Eden.Hughes-Barbour@qra.qld.gov.au.

Council's 2024-25 Get Ready Queensland allocation must be expended before 30 June 2025. Unspent or underspent funding cannot be rolled over for use in future Get Ready Queensland funding rounds and must be acquitted back to QRA.

For more information about the 2024-25 Get Ready Queensland program please refer to the enclosed guidelines. If you have any questions or if you or a member of your team would like to receive communications from the GRQ team, please contact your QRA Resilience and Recovery Officer or email getready@qra.qld.gov.au.

Finally, 2024 Get Ready Queensland Week is earmarked to commence Tuesday 8 October 2024 following the King's Birthday Public Holiday. The week is a great opportunity to encourage community involvement in disaster preparedness, and I encourage you to get involved in this important statewide initiative.

Yours sincerely



Major General (Retd) Jake Ellwood
Chief Executive Officer



CONTENTS

Section 1 – Overview and objectives 4

1.1 Introduction 4

1.2 Key Contacts 4

1.3 Program Objectives 4

1.4 Relevant Policies 5

1.5 Funding 5

1.6 Key Timeframes. 5

1.7 Eligible Recipients 5

1.8 Eligible Activities 5

1.9 Plan of Activities Variations 6

1.10 Ineligible Expenditure 7

Section 2 – Governance and administration arrangements 8

2.1 Approval 8

2.2 Payments 8

2.3 Progress Reporting 9

2.4 Extensions of Time 9

2.5 Project Acquittal 9

2.6 Procurement (Buy Local). 9

2.7 Public Acknowledgement 10

2.8 Sharing Ideas, Designs and Resources 10

2.9 The Get Ready Queensland Council Hub. 10

Annexure 1 – Pre-approved activities 2024-2025 grants. 11

Annexure 2 – Other activities requiring GRQ approval and additional reporting requirements. 13

Annexure 3 – Guidance Material 14

The Get Ready Queensland Funding Program 14

Critical Dates. 14

Submission and Acquittal Process 14

Annexure 4 – Glossary. 16



SECTION 1 OVERVIEW AND OBJECTIVES

1.1 INTRODUCTION

The Queensland Government established the Get Ready Queensland (GRQ) grants program to help position Queensland as the most disaster resilient state in Australia. The program is an all-hazards, resilience building initiative incorporated under a single, overarching brand.

\$2 million annually in grants have been committed to Queensland local governments to facilitate locally driven events and initiatives that promote individual and community participation in, and understanding of, disaster preparedness and resilience.

The aim of the GRQ grants program is to help local governments engage their communities and assist them to better prepare for extreme weather and related declared disasters in Queensland while continuing to build their resilience into the future.

The GRQ grants program is administered by the Queensland Reconstruction Authority (QRA). Through GRQ, grant recipients are to demonstrate a commitment toward developing partnerships with their local community that foster an innovative approach to improving the community’s resilience and capability.

The GRQ grants program is an opportunity for local governments to focus minds and efforts on delivering resilience-building activities from the ground up.

1.2 KEY CONTACTS

Get Ready Queensland Team:

- Email: getready@qra.qld.gov.au
- Website: www.getready.qld.gov.au

Find your QRA Resilience and Recovery Officer and their contact details at: www.qra.qld.gov.au/RL0

1.3 PROGRAM OBJECTIVES

The objectives of the GRQ grants program are to:

- Help all Queenslanders understand their extreme weather risks and undertake preparedness activities that increases their resilience to natural disasters
- Unite all the state’s preparedness and resilience activities under an overarching brand
- Fund activities that contribute to the key objectives and outcomes of the [Queensland Strategy for Disaster Resilience](#) and help position Queensland as the most disaster resilient state in Australia.

1.4 RELEVANT POLICIES

The objectives of the GRQ grants program align with the [Queensland Strategy for Disaster Resilience](#) (QSDR) which provides an overarching framework to guide and coordinate the delivery of strategic commitments and actions to improve the resilience of Queensland communities across whole-of-government, with the support of key industry stakeholders.

GRQ funding must be directed toward activities that enhance community resilience, strengthen communities’ understanding of local extreme weather risks and empower individuals to undertake preparedness activities.

1.5 FUNDING

The GRQ grants program funding of \$2 million will be allocated to grant recipients following approval by the Chief Executive Officer of QRA.

The funding period is for a single financial year from 1 July to 30 June in the respective years, as per [Annexure 3](#).

Grant recipients must expend their GRQ funding allocation and complete their activities within the respective financial year and cannot carry over their allocation to the following year.

1.6 KEY TIMEFRAMES

For guidance on the funding timeline and key dates see [Annexure 3](#).

1.7 ELIGIBLE RECIPIENTS

The program applies to all local governments and the Weipa Town Authority in Queensland.

1.8 ELIGIBLE ACTIVITIES

GRQ funded activities must:

- promote the GRQ program aims objectives and overarching brand
- contribute to the key objectives and outcomes of [Queensland Strategy for Disaster Resilience](#).

Pre-approved activities

QRA has identified a list of pre-approved activities for the GRQ funding. By selecting these activities on your Plan of Activities, you are eligible for self-certification. You will find your Plan of Activities in the GRQ Project Form..

Please refer to [Annexure 1](#) of these Guidelines for details.

Other activities

Should there be an activity that could be considered eligible but is not listed on the pre-approved activities list, please contact your QRA Resilience and Recovery Officer or the GRQ team to discuss prior to submitting your GRQ Project Form.

Activities not included on the pre-approved activities list will be subject to approval by QRA. Find out more about alternative activities that require approval in [Annexure 2](#).

QRA-led activities

If the grant recipient cannot undertake any of the pre-approved or other GRQ activities, the GRQ team can assist with the QRA-led activities listed in the table below. Payment for these activities will be funded from the grant recipient’s GRQ grant funding.

Please contact the GRQ team to discuss this option, prior to submitting your GRQ Project Form. QRA-led activities can only be nominated as an activity if elected in Tranche 1 timeframes (see [Annexure 3](#)).

| QRA-LED ACTIVITIES | DETAILS |
|--------------------|--|
| Paid advertising | Depending on the grant recipient’s budget, GRQ will work with suppliers to design the advertisement and purchase the advertising space for the GRQ campaign period, between October and January. |

Other QRA assistance

The GRQ team is offering to create marketing packages for grant recipients to make it easy to share important disaster preparedness messages with communities. Grant recipients must give four weeks' notice of the package requirement.

What grant recipients will supply to GRQ:

- high quality local images (see photography guidelines)
- list of relevant hazards
- relevant local messages
- relevant local contact information (for public)
- contact point for GRQ at council
- Council logo.

What GRQ will supply to grant recipients:

- Social media tiles and cover image designs
- Pull-up banner design
- Email signature banner.

Grant recipients will arrange and pay for their own printing and/or production using their GRQ grant allocation.

Collaborative expenditure

Grant recipients can combine funding and nominate a lead organisation to create and share preparedness messages, resources, advertising, projects and collateral across a region.

If the organisation is planning to combine funding with another organisation or if you would like support in coordinating potential councils to partner with, please notify your QRA Resilience and Recovery Officer or the GRQ team by 1 June 2024.

The GRQ team will work with you to manage the combined funding and acquittal process

1.9 PLAN OF ACTIVITIES VARIATIONS

If the grant recipient seeks to alter the planned and approved activities during the relevant financial year, they must email getready@qra.qld.gov.au seeking approval of the change.

The email must include:

- what the original activities were and cost
- what the new activities are and the cost implications.

The GRQ team will assess the new activities against the guidelines and inform the grant recipient of approval. If it is determined that the new activities are not eligible, the grant recipient will need to find an alternative and submit via email for approval.

New activities will need to be included in the acquittal paperwork. Please refer to [Section 2.5](#) of these Guidelines.

1.10 INELIGIBLE EXPENDITURE

Below are some examples of ineligible activities under the GRQ grants program. If you are unsure of the eligibility, please contact your QRA Resilience and Recovery Officer or the GRQ team at getready@qra.qld.gov.au.

Examples of ineligible activities and ineligible expenditure include, but are not limited to:

- events or activities that do not contribute to increasing the preparedness and resilience of communities and/or meet the desired outcomes of the GRQ program
- expenditure on the grant recipient's core or "business as usual" services and operations such as:
 - » rubbish removal
 - » infrastructure like boat ramps, utilities, pathways, public facilities or recreational items
 - » animal management
 - » council vehicles, large machinery or trailers that serve an operational purpose
 - » emergency shelters
 - » council website development and maintenance other than disaster dashboards
 - » maintenance of council equipment and infrastructure, outside minor equipment listed in the pre-approved items list
 - » staff training and attending conferences.
- alcohol and entertainment
- expenditure not associated with the delivery of GRQ activities
- on-going disaster dashboard hosting costs, subscription and administration fees
- expenditure that does not support the key objectives and outcomes of the [Queensland Strategy for Disaster Resilience](#)
- expenditure that is not expended in the relevant financial year
- payment of staff wages in relation to the management of GRQ grant funding or GRQ funded activities that are not pre-approved
- clean-up activities undertaken after a weather event.



SECTION 2

GOVERNANCE AND ADMINISTRATION ARRANGEMENTS

2.1 APPROVAL

Pre-approved activities (self-certification):

If activities are selected from the pre-approved activities list (as listed in [Annexure 1](#) of these Guidelines), the grant recipient will submit the completed GRQ Project Form, with the Plan of Activities (Tab A2) and signed Certification (Approval) (Tab A3) forms, and the signed Project Funding Schedule (PFS) to QRA via submissions@qra.qld.gov.au by 30 June.

For further guidance on completing the GRQ Project Form, please refer to [Annexure 3](#) of these Guidelines.

Alternative activities:

For other activities not listed in the pre-approved activities list, the grant recipient will need to submit the completed GRQ Project Form with the Plan of Activities (A2), signed Certification (Approval) (A3) forms and the signed Project Funding Schedule (PFS) to QRA, which will be subject to approval by QRA.

For further guidance on completing the GRQ Project Form, please refer to [Annexure 3](#) of these Guidelines.

To accept the conditions for GRQ funding, the grant recipient must sign and return the PFS via email to submissions@qra.qld.gov.au by 30 June, prior to the commencement of the relevant financial year. By signing the PFS, a Project Funding Agreement will be formed. No payments will be made without receipt of the signed PFS, GRQ Project Form and the Certification Form.

2.2 PAYMENTS

QRA agrees to pay the grant recipient the approved funding as detailed in the signed PFS. Funding will be distributed as:

- first payment (90%) upon receipt of the grant recipient's signed acceptance of the PFS and the completed Plan of Activities Form
- final payment (10%) upon receipt of the grant recipient's final acquittal documentation, due to QRA on or before 30 September in the following financial year.

Subject to the terms of the PFS, the grant recipient agrees to meet all associated costs over and above the approved funding.

The approved funding amount will not exceed the total amount detailed in the PFS.

Payments will be made by electronic transfer, with payment subject to the grant recipient advising relevant bank account details to QRA.

Funding rollovers are not permitted for the GRQ program. Should organisations have any unspent or uncommitted funds at the close of the financial year, they must acquit the remaining GRQ funding back to QRA.

2.3 PROGRESS REPORTING

Grant recipients are required to attend a community of practice meeting to deliver a 5-minute program update. If the grant recipient is unable to attend, a proxy should be arranged.

Additionally, the grant recipient is required to complete a one-time progress report at the point of acquittal. This report will be requested by email in July 2025 for the purpose of QRA facilitating closure of your submission on your behalf in the MARS portal.

If any of the activities requires a variation, please refer to [Section 1.9 Plan of Activities Variations](#).

2.4 EXTENSIONS OF TIME

Extensions of time are not available under this funding arrangement. All funding must be used by end of the relevant financial year. Any remaining funds are to be returned to the QRA.

2.5 PROJECT ACQUITTAL

The grant recipient must submit the completed GRQ Project Form with the Acquittal Activities (Tab B2) and signed Certification (Acquittal) forms to submissions@gra.qld.gov.au by 30 September immediately following the relevant financial year.

The following supporting documents are also required at acquittal:

- Detailed transaction general ledger report or transaction invoices to support claimed expenditure
- Evidence of the completed activities (e.g. photographs of events, collateral, videos produced)
- A signed Certification (Acquittal) form. By submitting this form, the grant recipient agrees that:
 - a. the completed activities comply with these guidelines regarding the purpose, use and benefit to the community and has achieved the objectives of the funding program
 - b. the approved funding has been used for the public benefit and all the conditions of funding have been met.

For grant recipients choosing to combine their funding, only the lead organisation managing the expenditure will need to submit the completed GRQ Project Form, with the Acquittal Activities (Tab B2) and signed Certification (Acquittal) (Tab B3) forms and provide all supporting documentation.

Should a grant recipient require a variation to the approved activities, please refer to section [Section 1.9 of these Guidelines](#). When it comes to acquittal variations, the Acquittal Activities section (Tab B2) will need to list the original activity, showing it was not delivered. The new activity should then be listed underneath.

2.6 PROCUREMENT (BUY LOCAL)

The grant recipient acknowledges the approved funding is provided for the public benefit, which includes supporting greater employment opportunities for members of the local community.

When conducting procurement processes, the grant recipient agrees to use its best endeavors to ensure that competitive local firms (that comply with relevant legislation) are given a full, fair and reasonable opportunity. For larger, more complex purchases, 'local' may be interpreted as the whole of Queensland.

2.7 PUBLIC ACKNOWLEDGEMENT

All activities and items delivered using GRQ program grants must:

- Use the GRQ name in full ('Get Ready Queensland', not 'Get Prepared' or other deviations), identifier (name style) and branding in accordance with the program's branding guidelines. This includes, but is not limited to, any programs and community activities and/or awareness campaigns and promotional or printed materials, such as posters, signs, and plaques produced with GRQ program funding.
- Use the GRQ name, identifier (name style) and branding in accordance with the program's branding guidelines in all advertising and marketing campaigns.
- The grant recipient agrees to recognise the contribution of the Queensland Government as set out in the branding guidelines.
- The GRQ branding guidelines are on the Get Ready Queensland Council Hub
 - » www.getready.qld.gov.au/council-hub
 - » Use the password get-ready-qld
 - » No username required.

The grant recipient agrees to recognise the GRQ program through the organisation's social media accounts by proactively arranging photographs and social media posts of the grant recipients GRQ activities and initiatives, applying the social media hashtag and tagging the Get Ready Queensland social media accounts.

- @GetReadyQueensland
- #GetReadyQueensland

2.8 SHARING IDEAS, DESIGNS AND RESOURCES

GRQ endeavours to ensure that ideas, designs and resources created by grant recipients across the state are shared within a community of practice. Allowing other grant recipients to access and use completed, tried and tested products adds significant value to the GRQ program.

Noting potential limitations and constraints relating to talent agreements and intellectual property, where possible, the grant recipient agrees to share ideas, designs and resources with other grant recipients, with appropriate and approved acknowledgement of the originating organisation.

2.9 THE GET READY QUEENSLAND COUNCIL HUB

The GRQ website features a [council hub](#) with information and resources to support GRQ funded activities.

To access the Council Hub, use the password: get-ready-qld. You do not need to create an account or a username.

For support with planning GRQ activities, email getready@qra.qld.gov.au.



ANNEXURE 1 PRE-APPROVED ACTIVITIES 2024-25 GRQ GRANTS

The following table provides a list of activities that are pre-approved for 2024-25 GRQ program expenditure.

| PRE-APPROVED ACTIVITIES | DESCRIPTION |
|---|---|
| BUSINESS COMMUNITY | |
| Small business disaster resilience and recovery training | Workshop for small businesses or upskilling the grant recipient’s officers to train and support local small businesses to recover from disasters and apply for disaster grants. |
| Small business disaster preparation and resilience training | Upskilling the grant recipient’s officers to train and support local small businesses to prepare, respond and recover from disasters and other crises. |
| Post-disaster seminars | Aimed at specifically identifying lessons learned and making recommendations to improve preparedness and resilience to future events, such as the betterment of processes, infrastructure, information or systems. |
| Business related preparedness materials | Items such as fact sheets or emergency kits. |
| Crisis communications and media training | Training to support small businesses, councils, business mentors and industry representatives to respond and recover from disasters, including practical responses to ensure better communications with all stakeholders. |
| COMMUNITY ENGAGEMENT | |
| Local community engagement activities | These may include information sessions, emergency service expos, disaster centre tours or preparedness information stall at other events. Costs relating to events, activities or entertainment that do not specifically target disaster preparedness are not eligible under this funding. |
| Neighbourhood awareness activities | Activities include the production of localised guidance material or information to build disaster preparedness. |
| Network-building and partnerships | Costs associated with the facilitation of building connections between community groups, other local governments and associations to achieve improved disaster management response capability within the area. For example, putting in place partnership agreements or hosting coordination meetings. |
| Training sessions to increase capability | This includes training of any individual, group or organisation specifically in lessons around preparedness and resilience. |

| COMMUNITY PREPARATION | |
|---|--|
| Large scale community disaster preparation events | <p>These events may include expos or clean-ups that involve the public, build knowledge, reduce hazards, and help communities be more prepared.</p> <p>Note – clean-up activities after a disaster event are not eligible under this funding.</p> |
| DIVERSE COMMUNITIES | |
| Programs targeting diversity groups | <p>Activities such as presentations, meetings or participation in events to specifically share disaster preparedness information with diversity groups such as: culturally and linguistically diverse; Aboriginal and Torres Strait Islanders; seniors; people with disability and/or remote members of the community.</p> |
| Diverse communities' resources | <p>The development of materials that are accessible by diverse communities, such as translated or simplified disaster preparedness information.</p> <p>Activities involved in co-designing materials would be eligible.</p> |
| EDUCATION | |
| Local school programs | <p>Educational activities conducted in schools to promote disaster preparedness.</p> |
| Educational resources | <p>The development of traditional or digital curriculum or non-curriculum-based activities to be delivered by schools. These could be items such as activity sheets, workbooks, games, teacher guides, e-learning modules, videos, certificates, Get Ready household emergency plan packs.</p> |
| MARKETING | |
| Informative literature | <p>Information for distribution to residents and business owners, which instructs and informs on disaster preparedness tasks and contact details.</p> |
| Event collateral | <p>Funding could cover items such as banners, signage, displays, leaflets, posters, specifically relating to the grant recipient's disaster preparedness messages.</p> |
| EQUIPMENT AND COMMUNITY INFRASTRUCTURE | |
| Purchase of equipment | <p>Equipment that supports communities to prepare and respond to disaster events, such as flood cameras, signage for evacuation centres, automated external defibrillator, emergency kits, sandbagging machines, solar powered charging stations, display gazebos, chainsaws, or sanitation equipment.</p> |
| Education programs on the use of equipment | <p>Training programs specific to upskilling people to use equipment such as flood cameras, signage for evacuation centres, automated external defibrillator, emergency kits, sandbagging machines, solar powered charging stations, display gazebos, chainsaws, or sanitation equipment.</p> |
| Repairing minor equipment | <p>Where repairs for eligible equipment is lower cost than replacement, this activity would be eligible such as flood cameras, signage for evacuation centres, automated external defibrillator, emergency kits, sandbagging machines, solar powered charging stations, display gazebos, chainsaws, or sanitation equipment.</p> |
| RESILIENT TECHNOLOGY | |
| Disaster dashboard improvements | <p>Funding is available for developing or making improvements to the dashboards, plus hosting costs for the first year of operation.</p> |
| SMS alert systems | <p>Text message alerts to provide up to date weather information to local communities.</p> |
| Technology-based preparedness systems | <p>This may be infrastructure such as flood cameras or alert systems.</p> |
| STAFFING COSTS | |
| Temporary project management or delivery | <p>A staff member hired to project manage Get Ready activities or events that present awareness and education of preparedness and resilience.</p> <p>Staffing costs may be included as part of a project that is specifically related to the 2024–25 GRQ program desired outcomes and is project specific.</p> |



ANNEXURE 2

OTHER ACTIVITIES REQUIRING GRQ APPROVAL AND ADDITIONAL REPORTING REQUIREMENTS

| ADVERTISING | |
|--------------------------------------|--|
| Local and regional advertising costs | <p>Targeted advertising that promote local disaster risks, contact information and disaster preparedness. Channels could be digital, television, radio, newspaper, magazine, social media, online, streaming.</p> <p>Design work should be initiated only after running concepts by the GRQ team. Refer to the Branding guidelines for appropriate acknowledgements.</p> |



ANNEXURE 3

GUIDANCE MATERIAL

THE GET READY QUEENSLAND FUNDING PROGRAM

Information on the Get Ready Queensland 2024–25 grant allocations has been mailed to the grant recipients' CEOs, requesting the GRQ Project Form be submitted to submissions@qra.qld.gov.au by 30 June 2024.

Grant allocations are the same as the 2023-24 program.

If you have not received advice on Get Ready Queensland 2024–25 grant allocations, please speak with your QRA Resilience and Recovery Officer or email Get Ready Queensland at getready@qra.qld.gov.au.

CRITICAL DATES

- **2024-25 grant submission due date: 30 June 2024**
- **2024-25 grant submission payment schedule:**
 - » All submissions received before or on 30 June 2024 will be paid in tranche one (first round of payments). The QRA aims to release tranche one as soon as possible, giving recipients time to prepare activities to coincide with the 2024 Get Ready Queensland Week, 7-13 October.
 - » All submissions received between 30 June 2024 and before 31 August 2024 will be paid in tranche two (second round of payments).
 - » Any submissions outstanding as of 1 September 2024 will be automatically expended via a QRA-led activity (GRQ advertising campaign).
- **2024-25 grant acquittal due date: 30 September 2025**

SUBMISSION AND ACQUITTAL PROCESS

STEP 1 – ACCESS FILES

Download the files received with your QRA correspondence:

- 2024-25 Get Ready Queensland Guidelines
- 2024-25 GRQ Project Form, containing tabs for the Plan of Activities (Tab A2), as well as the Acquittal Activities (Tab B2) and Certification (Acquittal) (Tab B3) forms.
- Certification (Approval)
- Project Funding Schedule
- Checklist to be completed.

STEP 2 – POPULATE and SUBMIT

In the GRQ Project Form, complete the Plan of Activities (Tab A2) and sign the PFS and Certification (Approval) before submitting the documents by email to submissions@qra.qld.gov.au.

The Plan of Activities must be submitted as an excel workbook.

Signed certification must be signed and scanned into pdf.

Grant recipients that have all their activities selected from the pre-approved activities list will have their plans automatically certified. Their plans will not be subject to assessment.

Grant recipients that nominate other activities will be assessed by QRA in July 2024.

Grant recipients that nominate a lead agency will have the lead agency submit the above documentation to QRA, and only the lead agency will receive the PFS. This must be sent to QRA no later than 30 June 2024.

By signing the PFS, the grant recipient acknowledges that it has read, understood and will abide by the conditions outlined in the PFS and the Get Ready Queensland Grant Guidelines. When the signed version is returned to QRA and executed by both parties, a Project Funding Agreement will be formed in accordance with clause 2.3 of the Agreement. No payments will be made without the receiving the signed PFS.

STEP 3 – ACQUITTAL

The reporting template for acquittal is included in your GRQ Project Form. The Acquittal Activities (Tab B2) and the Certification (Acquittal) (Tab B3) tabs need to be updated by the Organisation and submitted, along with supporting document (see section 2.5 of the guidelines), via email to submissions@qra.qld.gov.au by or before 30 September 2025. The Acquittal Activities must be submitted as an excel workbook.

Signed certification can be provided in the Project Form or as a separate signed and scanned PDF.

Variations: Please refer to [Section 1.9](#) of these Guidelines.



ANNEXURE 4

GLOSSARY

| TERM | DEFINITION |
|--------------------------|---|
| Approval advice | The letter from the Chief Executive Officer containing the Program Guidelines, QRA Project Form and the Project Funding Schedule. |
| Approved Funding | The allocation of GRQ Program funding to the Organisation as approved by the Chief Executive Officer, QRA and noted/mentioned in the Organisation’s Project Funding Schedule. |
| Funding Agreement | The standard terms and conditions under which the QRA will offer and the Organisation will accept the Approved Funding. |
| GRQ Project Form | The excel file containing the Plan of Activities (A2), Certification (Approval) (A3), Acquittal Activities (B2) and Certification (Acquittal) (B3) tabs. |
| GRQ | Get Ready Queensland. |
| Organisation | The funding recipient. |
| QRA | Queensland Reconstruction Authority, the Queensland government statutory authority responsible for administering the GRQ program. |
| Project Funding Schedule | For each Project Funding Agreement, the schedule prepared by QRA and executed by both Parties in accordance with clause 2.2 of the Head Agreement. |

14.6 MURWEH SHIRE 2025 SPECIAL HOLIDAY REQUESTS**Author:** CEO**Authoriser:** CEO**RECOMMENDATION**

That Council nominates the Friday of the Charleville Show as the Murweh Shire 2025 Special Holiday.

BACKGROUND

The *Holiday's Act 1983* provides for the granting and observance of special holidays which includes show days. Each year local governments are invited to request special and show holidays for the following year.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, on a public holiday employees are, without loss of ordinary pay, entitled to be absent from work or refuse to work in reasonable circumstances. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but is a bank holiday only and under the Trading (Allowable Hours) Act 1990, is only a holiday for banks and insurance offices and under a directive of the Public Sector Act 2022, a holiday for public service employees unless otherwise determined by a chief executive.

Requests are made via a special proforma which is 'signed or endorsed' by the Chief Executive Officer and submitted to the Office of Industrial Relations no later than Friday 12 July 2024.

If Council choose not to make a request for a special holiday, the Office of Industrial Relations would prefer to be notified of this decision.

Once all requests are received by Office of Industrial Relations these are prepared for Ministerial approval, gazettal and publishing on the website.

A confirmation letter will be emailed to Councils advising of the Ministerial approval of appointed holidays for their area.

LINK TO CORPORATE PLAN

1.2.1 Council has in place effective whole of community communication and engagement strategies

ATTACHMENTS

1. **Nomination 2025 Special Public Holiday** [↓](#) 



Queensland
Government

Office of
Industrial Relations

Department of State
Development and
Infrastructure

24 May 2024

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2025 for districts in your local government area, please complete the attached request form and submit via email to info@oir.qld.gov.au by no later than **Friday, 12 July 2024**.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, on a public holiday employees are, without loss of ordinary pay, entitled to be absent from work or refuse to work in reasonable circumstances. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but is a bank holiday only and under the *Trading (Allowable Hours) Act 1990*, is only a holiday for banks and insurance offices and under a directive of the *Public Sector Act 2022*, a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Patricia Faulkner, Office of Industrial Relations on (07) 3406 9845 or email patricia.faulkner@oir.qld.gov.au.

Yours sincerely

Shane Donovan
A / Executive Director, Industrial Relations
Office of Industrial Relations

1 William Street Brisbane
Queensland 4000 Australia
GPO Box 69 Brisbane
Queensland 4001 Australia
Telephone 13 QGOV (13 74 68)
WorkSafe 1300 362 128
Website www.worksafe.qld.gov.au
www.business.qld.gov.au

14.7 OUTBACK QUEENSLAND MASTERS 2025**Author: CEO****Authoriser: CEO****RECOMMENDATION**

That Council supports the hosting of the Outback Queensland Masters golf series by:

1. That Council provide cash sponsorship \$22,000; and
2. That Council provide in-kind support as requested to the value of \$8,000

BACKGROUND

Murweh Shire Council has been asked to consider having Augathella as a host town for the 2025 Outback Queensland Masters.

Golf Australia is proposing that the Augathella event is #2 in the 2025 Outback Queensland Masters schedule and takes place over the weekend of 28th and 29th June 2025.

Outback Queensland Masters has requested that Murweh Shire Council partners with the event at a Mateship level of \$22,000 (plus GST) and agreed in-kind support including:

- Where infrastructure allows, Golf Australia will provide advertising items such as street banner poles etc. - with council to provide labour to install and uninstall the advising material.
- Provision of hire tables and chairs to the Augathella Golf Club to host the "Dinner under the stars" for approx. 250 people.
- Supply of two x 3-phase power outlets to the Augathella Golf Club. If such power does not currently exist at the golf club, then provision of an appropriate generator and fuel is to be supplied.

Golf Australia has provided a list of Council benefits for hosting the Outback Queensland Masters which can be accessed on page 26 of the attached proposal.

Golf Australia has also advised that any Partnership payment would not be required until the 24/25 financial year.

With the pending success of 2023-24 event Golf Australia Outback Queensland Masters are planning to ensure they capitalise on this by releasing the 2025 schedule at this year's Million Dollar Hole finale in Quilpie on July 21.

Purpose

The Outback Queensland Masters is a high-profile event held in the outback parts of Queensland that draws golfers and patrons of the game to the regions. Apart from a great opportunity to showcase the region, Outback Queensland Masters injects a considerable amount of money into the economy of the regional and remote communities it visits in the way of overnight accommodation, meals, fuel, entertainment and incidentals.

Discussion

The Murweh Shire Council Mayor has been in discussions with Golf Australia and the organisers of the Outback Queensland Masters regarding the Council sponsorship, in-kind support and logistics for hosting the event in Augathella.

Consultation

Due the commercial in confidence arrangements for venue anonymity, Golf Australia and Outback Queensland Masters were only able to consult with Murweh Shire Council with regards to venue capability and community resources.

Community consultation can occur once the event is formally announced.

Financial Risks

Council will provision this expenditure in it 2024-25 Financial Year Budget.

Environmental Risks

Nil identified.

Social Risk

Nil identified.

Legal Risk

Council has adequate public liability insurance and will do a full risk assessment on any activities or access granted to Council owned public facilities.

LINK TO CORPORATE PLAN

- 1.2.1 Council has in place effective whole of community communication and engagement strategies

ATTACHMENTS

1. Letter to Murweh Shire Council Outback Queensland Masters 2025 [↓](#) 
2. OQM25 Proposal - Murweh Regional Council [↓](#) 



Commercial in confidence

3rd February 2024

Mr Shaun Radnedge
Murweh Shire Council

Via email – shaun_radnedge@murweh.qld.gov.au

Dear Shaun,

Please see attached a proposal for Murweh Shire Council to consider in having Augathella as a host town in the 2025 Outback Queensland Masters (OQM).

As discussed, Golf Australia is proposing that the Augathella event is #2 in the 2025 Outback Queensland Masters schedule and takes place over the weekend of 28th and 29th June 2025 (please see complete schedule on Page 3 of the proposal) and that Murweh Shire Council partners with the event at a Mateship level of \$22,000 (plus GST) and agreed in-kind support including:

- Where infrastructure allows, the provision of advertising via street banner poles or similar with council to install and deinstall banners FOC, GA to provide banners to council.
- Provision of hire tables and chairs to the Augathella Golf Club to host the "Dinner under the stars" for approx. 250 people.
- Supply of two x 3-phase power outlets to the Augathella Golf Club. If such power does not currently exist at the golf club, then provision of an appropriate generator and fuel is to be supplied.

Council benefits are listed on page 26 of the proposal. Partnership payment would not be required until the 24/25 financial year.

With the success of this year's event imminent we are planning to ensure we capitalise on this by releasing the 2025 schedule at this year's Million Dollar Hole finale in Quilpie on July 21. With this timeline in mind please don't hesitate to contact me if you have any questions on the proposal/event.

Thank you for your consideration and I look forward to hearing from you soon.

Kind regards

A handwritten signature in black ink, appearing to read "Luke Bates", written over a white background.

Luke Bates
Golf Australia State Manager – Queensland & NT
Luke.bates@golf.org.au
0439 780 677

Level 1, 87 Schneider Rd,
Eagle Farm, QLD, 4009
T: 03 9626 5000. F: 03 9626 5095 golf.org.au

Reg No. A0048256Z
ARBN 118 151 894
ABN 54 118 151 894



OUTBACK
QUEENSLAND MASTERS

COUNCIL PROPOSAL 2025

Commercial in confidence

MILLION
DOLLAR
HOLE-IN-ONE

AUSTRALIA'S MOST REMOTE GOLF TOURNAMENT



Australia's most remote golf tournament, spanning over 2,000 kilometres, the Outback Queensland Masters (OQM), staged annually across six Outback Queensland locations in June and July, culminates with a MILLION-DOLLAR HOLE-IN-ONE challenge!.

This truly unique event is an opportunity for amateur golfers and friends, locals, adventure seekers and travellers alike, to test their skills with a rare opportunity to immerse themselves in local communities and experience the genuine spirit of the Outback in the **worlds richest amateur golfing event.**



KEY DATES 2025

| | |
|------------|--|
| Location 1 | June 21, 22 |
| Location 2 | June 28, 29 |
| Location 3 | July 5, 6 |
| Location 4 | July 12, 13 |
| Location 5 | July 19, 20 |
| Location 6 | July 25, 26, 27 – Million Dollar Hole-in-One |



AWARDS



VOTED

Australia's Best New Event, Australian Event Awards, 2019
Finalist, Best Sporting Event, Queensland Sports Awards, 2021 & 2022
Best Regional Event, Queensland Tourism Awards 2022
Gold Winner Best Grey Nomad Festival or Event 2022
Gold Winner Festival & Events, Australian Tourism Awards 2022



WELCOME TO COUNTRY

Partnering with 6 traditional owners, incorporating Welcome to Country and Indigenous performers, such as internationally acclaimed William Barton

OUTBACK
QUEENSLAND MASTERS







- Junior Clinics occur at each location and are **FREE** to the local kids in the community.
 - PGA Professional Darren Weatherall provides these clinics at each event.
- OUTBACK**
QUEENSLAND WATER

VISITOR FEEDBACK

WHERE WE ARRIVE AS STRANGERS, BUT LEAVE AS MATES



iously can't wait to
this trip again and
tch up with some
amazing people."

Chilli Hill

"I would like to congratulate you both and your team on such a wonderful well-organized event at Biloela on the 19th and 20th of June. Locals are still talking about what an event like this brings to rural towns and the economic and social benefit that comes with it.

The social side was terrific with good food and entertainment, I hope the other towns have as much fun and benefit from this great event as much as the Banana Shire did.
big thank you to your sponsors Golf Australia, PGA Australia, Outback Tourism and the Queensland Government. Stay safe and not a better place to be then in The Outback at the moment."

"Well done Outback Qld Masters! Great weekend in Quilpie and the catering and coffee van were awesome!"

Teeny Patterson

"Will be another amazing experience with good friends and making new ones."

Judith Callanan

"The effort, resourcefulness and creativity everyone put into it is so impressive"

Edwina Robertson

"It has been really good. Golf and meals organised every weekend for 6 weeks and five days in between to wind your way to the next venue. Would highly recommend the tour"

Robbe Fitz

"It's good that Golf Australia are trying something like this because v sometimes get left behind. Having spent the last few weeks ensuring course is up to standard. It has already captured considerable interest word of mouth will help it become even bigger in future years."

Clifford Jones, Charleville Golf Club

"Best thing we've done ever!!!!
Can't wait to do it again!!!"



ECONOMIC + TOURISM IMPACTS



5,646

VISITOR NIGHTS IN
THE OUTBACK



1,183

TOTAL
ATTENDANCE



\$1,867,333

ECONOMIC IMPACT INTO
OUTBACK QLD
+7%yoy



MEDIA & SOCIAL MEDIA OVERVIEW

Total Combined Reach: 47,209,785



Online News Reach

147,115,607+

+483%yoy



Radio Reach

1,830,800+



TV Reach

4,324,638+

+30%yoy



AVE

\$1,417,757+

+403%yoy



Facebook Reach

1,080,123

+85%yoy



Instagram Reach

57,106

+99%yoy

Total estimated combined reach from available data. Note: Not all news media outlets have available data.



TRENDING THEMES IN ONLINE NEWS

millions of dollars in visitor

tourism industry regional queensland

country PGA golf weekend

competition hole Amateur golfers

Outback Queensland

Insight into keywords and key phrases that are most frequently associated with the media coverage.



TRENDING THEMES ON SOCIAL



Insight into keywords and key phrases that are most frequently associated with social media.

SOCIAL MEDIA OVERVIEW



| | 1 September 2022 | 31 August 2023 | Growth |
|----------------------|------------------|----------------|--------|
| Facebook Followers | 4,737 | 5,655 | +918 |
| Facebook Reach | | 1,080,123 | +85.2% |
| Facebook Reactions | | 31,538 | +16.4% |
| Facebook Link Clicks | | 43,153 | +396% |
| | | | |
| Instagram Followers | 1,108 | 1,261 | +153 |
| Instagram Reach | | 57,106 | +99.8% |

Social media content year round - *every* week of the year.

MARKETING COLLATERAL SELF-DRIVE & FLY-DRIVE EXAMPLES

IT'S LIVE!
in Queensland

OUTBACK
QUEENSLAND MASTERS

JUNE – JULY 2024

MILLION DOLLAR HOLE-IN-ONE

**BIRDSVILLE • BOULIA • WINTON
BARCALDINE • CHARLEVILLE • QUILPIE**

PLAY AUSTRALIA'S RICHEST & MOST REMOTE AMATEUR GOLF SERIES

PASSES ON SALE NOW!

Presented by **GOLF AUSTRALIA** Strategic Partner **Queensland**

OUTBACKQLDMASTERS.COM

IT'S LIVE!
in Queensland

OUTBACK
QUEENSLAND MASTERS

2024 POCKET GUIDE

15 JUNE - 21 JULY 2024

MILLION DOLLAR HOLE-IN-ONE

OUTBACKQLDMASTERS.COM

BIRDSVILLE | BOULIA | WINTON | BARCALDINE | CHARLEVILLE | QUILPIE

MASTERS ROAD TRIP 2024

38 NIGHTS | 1,649 KILOMETRES

Buckle up for this 1,649 kilometre adventure taking from Birdsville to Quilpie, including each of the 2024 Outback Queensland Masters locations

Make your way to Birdsville, (getting here is all part of the adventure!) the host of the first leg of the 2024 Outback Queensland Masters teeing off on June 15th.

Birdsville is as outback as they come, home to a hundred or so locals, perched on the edge of the Simpson Desert (Mungah-Thirri National Park).

famous Big Red sand dunes your 4WD skills or work your muscles and walk to the top view... worth it!

Take a dip at Birdsville's Pelican Point or enjoy a thirst-quenching beverage the sandstone walls of Queensland's most westerly watering hole to start your Outback Queensland Masters adventure. The Birdsville

reX.

Take to the skies with Rex with OQM locations in 2024. Find out more, visit rex.com.au

OUTBACK
QUEENSLAND MASTERS

Navigate Outback Queensland and discover the treasures west of the Great Divide. This event guarantees beautiful scenery and memorable moments along your journey.

Whether you come by road, rail, coach or air, we can't wait to welcome you.

For more travel experiences visit outbackqueensland.com.au

OUTBACKQLDMASTERS.COM











OUTBACK
QUEENSLAND MASTERS

2023 HIGHLIGHTS

MILLION
DOLLAR
HOLE-IN-ONE

TV COVERAGE



7 News QLD - 17.06.23



10 News First
National - 17.06.23



9 News National -
17.06.23



9 News QLD -
17.06.23



7 News Toowoomba
- 19.06.23



7 News National -
23.07.23



9 News QLD
- 23.07.23



Today Show Live
National - 24.07.23



ONLINE NEWS

Herald Sun
 Outback Queensland Masters in St George this weekend with \$10,000 prize up for grabs
 Whopping \$10,000 is up for grabs for amateur golfers this weekend in a regional Queensland town as part of a major outback golfing tournament spanning across six regions.
 The six location event draws golfing enthusiasts to some of Queensland's most remote golf courses.
 Brisbane Mayor Samantha O'Toole said she was excited to welcome visitors from across Australia to St George this week for the official tee-off on Saturday June 17, with the competition set to run throughout June and July.
 "We're thrilled to have this distinguished golfing event at the St George Golf Club with the culture of Outback Queensland Masters golf on its doorstep," Ms O'Toole said.

Gold Coast Bulletin
 Outback Queensland Masters golf tournament
 Outback enthusiasts descended on St George to compete for the coveted orange jacket in Australia's most remote golf series.
 Amateur golfers gathered at the St George golf course for the annual Outback Queensland Masters.
 The winner of the coveted orange jacket for the women's category was Raylene Hall of the Roma Golf Club with 42 points while in the men's division Ron Jackson of the Carangera Area Golf Club, who had never played on sand greens before, managed to pull off a 39 point win.
 The tournament is fast becoming an iconic Australian bucket list destination for golf lovers, recently taking out gold at the Australian Tourism Awards for the Best Grey Nomad Event of 2022.
 Since its inception in 2019, the Outback Queensland Masters has generated millions of dollars in visitor spend for the remote communities of Outback Queensland. In 2022 alone the tour generated 13,062 visitor nights and contributed \$1.86m to the Queensland economy.
 "This event really helps spread visitor spend through to the far reaches of this great and vast region, with the majority competing over the full six locations," Brisbane State Mayor Samantha O'Toole said.
 "It was such a great opportunity to have an exciting event and series kick-off at the St George Golf Club."

The Guardian
 Where the greens are brown and the birdies are thieves: golfing at Birdsville Golf Club
 Welcome to Australia's newest golf course, where players must contend with venomous snakes, flies, extreme heat, dust storms and crows.
 Get our morning and afternoon news emails, free app or daily news podcast.
 Birdsville Dunes golf club president Neil Brook. "It's a special course." Photograph: Michael Adams/The Guardian
 On the edge of the Simpson Desert, an old man drags the teeth of black steel rake around a hole in the earth and shuffles outward in concentric sweeps.
 Then the man stops. He turns the head of the rake to its cylindrical side and retraces his steps, smoothing a perfect circle of marmalade-coloured sand.
 This is not the ritual of a zen monk but a member of Australia's newest golf club, deep in the heart of the outback.
 Sign up for a weekly email featuring our best reads
 Swatting away a gathering army of flies, grazer David Brook dons a mesh net on his head and strolls towards his ball, which is somewhere among the buck bush, whose whimsical local names also include 'roly-poly' and 'windy'.

Daily Telegraph
 Major events key to keeping bush tourism
 A multi-million dollar prize is set to Queensland's quality calendar of iconic events encouraging travellers to spend more on bush tourism.
 50+ photos: Outback Queensland Masters 2023, St George
 Check out all the photos from St George that captured the spirit of the Outback Queensland Masters 2023.
 A multi-million-dollar prize is set to Queensland's quality calendar of iconic events encouraging travellers to spend more on bush tourism.
 "We know unique world-class events are important for encouraging Australian overseas visitors to explore more of regional Queensland's great lifestyle," he

RADIO COVERAGE



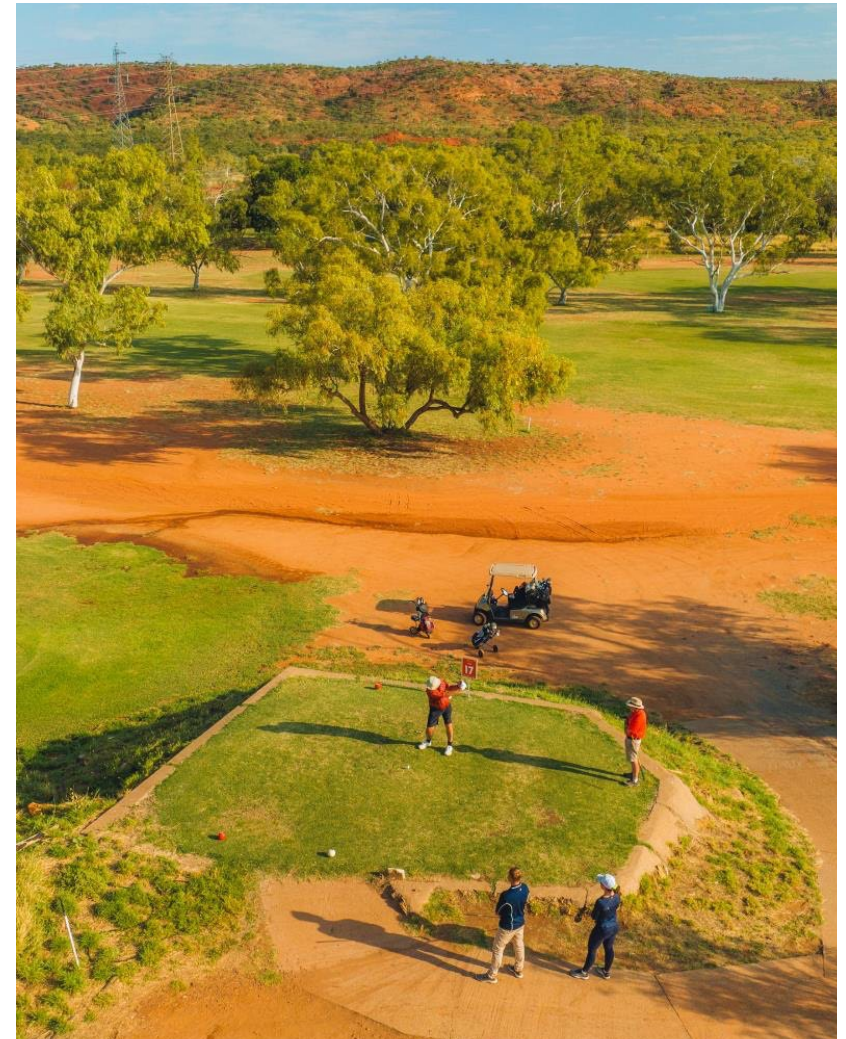
ABC

4ABC

BRISBANE

2GB

SYDNEY





2025 PARTNERSHIP
OPPORTUNITIES

WHY PARTNER WITH AUSTRALIA'S BEST?

- Your town will feature in a 12 month marketing campaign
- Legacy of professional film and drone footage, and high resolution images available post the event
- OQM provides a financial injection directly through your local golf club and through the community
- Delivery of approximately 200 unique out-of-region visitors to your town for a minimum of four nights
- Delivery of a world class three day event including a \$10,000 hole in one challenge
- Opportunity for your local club to be exposed to the operations of a World Class Golfing event where local staff and volunteers have the opportunity to gain experience and then use similar practices at events in the future.

OUTBACK

2025 – COUNCIL PARTNER BENEFITS?



Mateship Partner –\$22,000 (Plus GST) and agreed In-Kind Support for local promotion and assistance to the host Golf Club Benefits:

- Town inclusion on official OQM marketing collateral poster, program, website, advertising (TV/print/digital/e-news)
- 5 Editorial based social media content
- Editorial in official pocket guide, including attractions, accommodation listings
- Self-drive itinerary promotion and town on OQM official touring map
- Dedicated Media Release announcing partnership with interview opportunities
- eDM to OQM database and Golf highlighting partnership and your local town
- 2 Outback Player Passes
- 8 Outback Spectator Passes
- Speaking opportunity at Player Presentation in your town
- Logo inclusion on Tee Signage displayed at various locations on the golf course
- Logo inclusion on Digital Leaderboard displayed at each location
- Logo inclusion on Scorecard distributed to all players
- Logo inclusion on Partner page on OQM Website
- Professional photographer and videographer at each location
- Provision of event hi-res images and footage available post the event for each location worth \$5,500

14.8 MAYORS ACTIVITY REPORT

Author: Mayor
Authoriser: CEO

RECOMMENDATION
 That Council approves the Mayor’s travel as presented and notes the Mayor’s Monthly Meeting Schedule Report.

BACKGROUND



CR SHAUN RADNEDGE

MAYOR’S REPORT FOR THE MONTH OF APRIL 2024







| Date | Meeting |
|------------|---|
| May | |
| 14 | Meeting with Outback Queensland Tourism Association (OQTA) CEO Ms Denise Brown |
| 16 | Meeting Minor Infrastructure and Inclusive Facilities funding approval \$520,000 for Charleville Show Grounds amenities block. |
| 17 | South West Queensland Regional Organisation of Councils (SWROC) Leadership Group Meeting |
| 19 | Travel Brisbane |
| 20 | Meetings with Queensland Government 12pm Assistant Minister for Housing, Local Government, Planning and Public Works, Ms Ali King MP 1pm Deputy Director-General Local Government Mr Joshua Hannon 2pm Meeting with Translink re Central Route 1 Regular Passenger Transport (RPT) air services 4pm Meeting with Queensland Premier Hon. Steven Miles MP and Director-General of Premier and Cabinet Mr Mike Kaiser |
| 21 | Local Government Association of Queensland (LGAQ) Civic Leaders Forum – Speaker Request on the topic of Advocacy for Great Artisan Basin (GAB) 2pm Minister for Fire and Disaster Recovery and Minister for Corrective Services Hon. Nicky Boyd MP 3pm Minister for Agriculture Industry Development and Fisheries and Minister for Rural Communities Hon. Mark Furner MP 4pm Meeting with Mr Ben Ikin Queensland Rugby League (QRL) |
| 22 | 8-11am Western Queensland Alliance of Councils (WQAC) Leadership Group Meeting 1pm Meeting Richie Bates Advisor to Queensland Minister for Tourism and Sport, Minister Michael Healy MP |

| | |
|------|--|
| | 3.30pm Meeting with the Minister for Regional Development and Manufacturing and Minister for Water, Hon. Glenn Butcher MP |
| 24 | 9am South West Queensland Regional Organisation of Councils (SWROC) Leadership Meeting |
| 27 | Murweh Shire Local Housing Action Plan meeting with the Department of Housing Officers Ms Liz Hussey & Ms Mary Crosdale |
| 28 | 11am How not to get hacked training. 1pm Meeting with Peak Services 2pm Traffic Advisory Committee (TAC) Meeting 6pm The Long Ride Meet & Greet |
| 29 | Tourism Evens Update |
| 30 | Travel to Brisbane |
| 31 | 9am South West Queensland Regional Organisation of Councils (SWQROC) Leadership Meeting |
| June | |
| 4 | Murweh Shire Council Budget Workshop |
| 5 | Murweh Shire Council CEO Briefing Session |
| 6-7 | Darling Down & South West Queensland Council of Mayors Council of Mayors on Computer (CEO & Mayor) |
| 10 | Business Mingle with Small Business Commissioner, Ms Dominique Lamb |
| 11 | Mayors School Leadership Morning Tea with Small Business Commissioner, Ms Dominique Lamb Murweh Shire Councillors and CEO Lunch with Small Business Commissioner, Ms Dominique Lamb |
| 11 | Meeting with CWAATSICH CEO Ms Sheryl Lawton |
| 12 | Augathella Public Consultation |
| 13 | Meeting with Charleville Chamber of Commerce Executive |
| 14 | 5pm South West Queensland Regional Organisation of Councils (SWQROC) Leadership Meeting |

LINK TO CORPORATE PLAN

1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. **Premier of Queensland - Message for Councillor Radnedge** [↓](#) 
2. **Commissioner of Police Letter to Mayor Shaun Radnedge Murweh Shire Council** [↓](#) 
3. **Murweh Shire Council Mayor from Hon. Nikki Boyd MP** [↓](#) 
4. **Correspondence from the Minister for Energy and Clean Economy Jobs** [↓](#) 
5. **Congratulations on re-election - Councillor Shaun (Zoro) Radnedge** [↓](#) 
6. **Mayor Correspondence from Minister Scanlon LGGSP 11 June 24** [↓](#) 



Premier of Queensland

For reply please quote: *PO/PS – TF/24/7861 – DOC/24/79638*

14 JUN 2024

Councillor Shaun Radnedge
Mayor
Murweh Shire Council
shaun_radnedge@murweh.qld.gov.au

1 William Street Brisbane
PO Box 15185 City East
Queensland 4002 Australia
Telephone +61 7 3719 7000
Email ThePremier@premiers.qld.gov.au
Website www.thepremier.qld.gov.au

Dear Councillor Radnedge

Congratulations on your re-election as Mayor of Murweh Shire Council. It was great to personally welcome you and your fellow Mayors recently at Queensland Parliament.

Your role as leader of your community is vital to ensuring the ongoing good governance, capacity and sustainability of Queensland communities across the State. I understand the essential role that local government plays in local services, where we live, the look and feel of our communities, and in helping to ensure Queensland continues to be a great place to live, work and play.

I know Queenslanders are doing it tough, which is why in my first budget as Premier we are doing what matters for Queensland, delivering the biggest cost-of-living relief in Queensland's history.

By making multinational mining companies pay their fair share, we are:

- taking \$1000 off every Queenslanders' power bill (with an additional \$300 off from the Albanese Government)
- reducing rego bills by 20 per cent
- Giving \$200 FairPlay vouchers to 200,000 Queensland families to help with the cost of kids' sport.

We are responding to the immediate pressures facing Queenslanders while also laying the foundations for a strong and secure future for our State by:

- investing in our future through Free TAFE and Free Kindy
- continuing our nation-leading Queensland Energy and Jobs Plan, creating 100,000 new jobs and putting downward pressure on power prices
- delivering stronger frontline services with record investments in our health and education systems and creating 70,000 jobs through our infrastructure Big Build
- abolishing stamp duty for first home buyers purchasing homes worth up to \$700,000 and paying for it by increasing charges on foreign property investors.

I also recently announced an additional \$100 million to the Works for Queensland Program, bringing total funding for this grant round to \$300 million, ensuring local governments can continue to deliver essential local infrastructure and services.

My Government has also just announced the newest round of the 2024–28 Local Government Grants and Subsidies Program. \$115 million of competitive funding is available to local governments to apply for, to support economic development and job creating infrastructure.

As part of the \$1.28 billion *Community Safety Plan for Queensland*, we are providing an additional funding of \$5 million in 2024–25 for administration of the Local Government Community Safety Fund, for security.


We have also provided increased funding of \$6 million for the Transport Infrastructure Development Scheme to enable better management of ongoing demands and timely delivery of transport infrastructure priorities across the State.

My Government understands the devastating impacts that cuts to local government funding programs could have. That is why I guarantee all existing allocated funding to local governments.

This is a budget which relieves pressure now, as well as creating opportunity and prosperity for the future, and I encourage you to promote these budget initiatives throughout your community.

My Ministers and I are personally available to assist you and your council, and I look forward to continuing to work with you to further deliver for Queensland communities.

Yours sincerely



STEVEN MILES MP
PREMIER OF QUEENSLAND



QUEENSLAND POLICE SERVICE

COMMISSIONER'S OFFICE
200 ROMA STREET BRISBANE QLD 4000 AUSTRALIA
GPO BOX 1440 BRISBANE QLD 4001 AUSTRALIA

Email: commissioner@police.qld.gov.au



Our Ref:

Your Ref:

28 May 2024

Mayor Shaun Radnedge
Local Disaster Management Chair
Murweh Shire Council
95-101 Alfred Street
CHARLEVILLE QLD 4470

Via email shaun_radnedge@murweh.qld.gov.au

Dear Mayor Radnedge,

I am writing to you to inform you of the current status of the Disaster and Emergency Management Reforms.

In October 2023, the responsibility for Disaster Management functions transitioned from Queensland Fire and Emergency Services (QFES) to the Queensland Police Service (QPS), as a component of the Disaster and Emergency Services Reforms.

The next stage of the reforms will be transitioning State Emergency Service (SES) to QPS, which involves welcoming SES volunteers to the QPS.

I refer to the upcoming changes to the administrative arrangements of the SES. As part of these changes, SES will be transitioned from QFES to the QPS. This new arrangement will see SES recognised as its own entity within the QPS. This change is scheduled to come into effect from Monday 3 June 2024, and will be published in the Queensland Government Gazette No.9, p.61.

SES will be established as a discreet entity under the QPS lead by newly appointed Chief Officer Mark Armstrong. Chief Officer Armstrong will report directly to QPS Deputy Commissioner, Disaster and Emergency Management.

The SES will continue to operate with its own chain of command, budget, and corporate support. It will also maintain the corporate identity that our

QUEENSLAND POLICE SERVICE

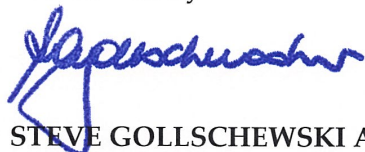
community has come to recognise and trust during times of disasters or emergencies.

I would like to acknowledge your ongoing partnership arrangements and take the opportunity to thank you for your commitment to your local SES groups and the exemplary work you do to keep Queenslanders safe across prevention, preparedness, response and recovery activities.

As Commissioner, it is my priority not only to keep the people of Queensland safe, but to also ensure they feel safe. Together, we can achieve this by maintaining and enhancing our collective responses to disasters and emergency management.

If you have any questions, please do not hesitate to contact the Deputy Commissioner, Disaster and Emergency Management via email deputycommissioner.disasterandemergencymanagement@police.qld.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Steve Gollschewski', written over a white rectangular box.

STEVE GOLLSCHIEWSKI APM
COMMISSIONER



Minister for Fire and Disaster Recovery and
Minister for Corrective Services

Ref No: 00970-2024

1 William St
Brisbane Qld 4000
PO Box 15195 City East
Queensland 4001 Australia
Email fdrc@ministerial.qld.gov.au
ABN 65 959 415 158

21 May 2024

Councillor Shaun Radnedge
Mayor
Murweh Shire Council
Shaun_radnedge@murweh.qld.gov.au

Dear Mayor

On behalf of the Queensland Government, I wish to congratulate you on the success of your application under round 2024–25 of the State Emergency Service (SES) Support Grant. I am pleased to advise that the Support Grant of \$57,790 has been awarded to contribute towards the Charleville SES Headquarters Internal Upgrade project.

The aim of the SES Support Grant program is to provide financial assistance to local governments, enabling SES to respond to disasters and emergencies throughout Queensland.

As the Minister responsible for Fire and Emergency Services, I am very aware of the extensive and important work the local government does with the volunteer SES groups to support Queensland communities.

The SES will provide further correspondence outlining the details of your funded grant agreement. In the meantime, should you require further information in relation to your grant please contact SES.Grants@qfes.qld.gov.au.

I wish your organisation every success with your 2024–25 SES Support Grant project.

Should you wish to discuss this matter, please contact Mr Kerryn Manifold, Chief of Staff on (07) 3719 7360.

Yours sincerely

A handwritten signature in black ink that reads 'Nikki Boyd'.

The Honourable Nikki Boyd MP
**Minister for Fire and Disaster Recovery and
Minister for Corrective Services**



Minister for Energy and Clean Economy Jobs

Leader of the House

Councillor Shaun Radnedge
Mayor
Murweh Shire Council
Email: shaun_radnedge@murweh.qld.gov.au

1 William Street
Brisbane Queensland
GPO Box 2457 Brisbane
Queensland 4001 Australia
Telephone +617 3719 7270
E: energy@ministerial.qld.gov.au

Dear Mayor

In recent months, the Miles Labor Government introduced the *Energy (Renewable Transformation and Jobs)* and *Clean Economy Jobs* Bills to deliver our shared commitment to a prosperous future for Queenslanders, protecting existing jobs and decarbonising the economy.

These reforms are the culmination of years of determined action to ensure a just transition, real action on climate and retention of assets in public ownership.

The Bills passed on 18 April 2024, and will ensure more investment, bring more manufacturing back onshore, protect existing jobs and create more new jobs for Queenslanders.

The new laws ensure the transition is credible, affordable and puts workers and communities at the forefront. They enshrine our commitments to work with unions, business, communities and all levels of government to realise the transition's opportunities for all Queenslanders.

For the world to reach net zero by 2050, Queensland needs to be a central part of that journey. Given energy accounts for 34% percent of emissions, it remains critical that orderly transition out of fossil fuels, in accordance with the Queensland Energy and Jobs Plan, remains on track.

The emissions targets in the *Clean Economy Jobs Act 2024* are only achievable with a timely renewable energy transition.

The Queensland Energy and Jobs Plan is underpinned by renewable energy targets, public ownership and a job security guarantee for thousands of energy workers and is enshrined in the *Energy (Renewable Transformation and Jobs) Act 2024*.

It is important that Queenslanders are fully aware that the LNP voted "NO" to the *Energy (Renewable Transformation and Jobs)* Bill, and I enclose the record of proceedings which detail this. For clarity the LNP voted "NO" to:

- renewable energy targets
- public ownership of energy assets
- the Job Security Guarantee

Please do not hesitate to contact my office should you have any questions on the above.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Mick de Brenni".

Mick de Brenni MP
Minister for Energy and Clean Economy Jobs

Ref No: 2024-4403

20 May 2024

Councillor Shaun (Zoro) Radnedge
Mayor
Murweh Shire Council

shaun_radnedge@murweh.qld.gov.au

Dear Councillor Radnedge



Queensland
Government

Inspector-General of
Emergency Management

Re: Congratulations from the Office of the Inspector-General of Emergency Management

Congratulations on your re-election as Mayor to Council. I hope these last few weeks have seen you settle back into the role and thought now would be a good time to officially welcome you back.

As the Inspector-General of Emergency Management (IGEM), I am committed to ongoing work with stakeholders across the disaster management sector to support those helping Queenslanders prevent, prepare for, respond to, and recover from, any disaster.

I acknowledge the key role that local governments play in disaster management. Your leadership has and will continue to support your community in developing further disaster resilience. My office will continue to provide the following services to enable confidence in the Queensland disaster management arrangements:

- Provide independent, timely and valued assurance activities and insights to enhance Queensland disaster management arrangements.
- Undertake activities to drive continuous improvement through collaborative assessment, partnerships, engagement, and research.
- Work with local governments, state government agencies, non-government organisations and researchers to identify gaps and broker solutions in disaster management knowledge, policy and practice.
- Bring together the disaster management sector, and in consultation with industry, to focus collective efforts to enhance capability.

You will know that my office has been tasked by the Minister of Police and Community Safety to conduct a review of the 2023-24 severe weather season. We have since sent correspondence to councils, communities and other stakeholders to welcome submissions to inform the review. Submissions can be made on our website.

If you would like to see an example of a previous review, in 2023 my office conducted a review of Queensland's disaster management arrangements, which provides recommendations for a greater focus on resilience and preparedness. You can read the review here: [The Queensland Disaster Management Arrangements Review](#).

Furthermore, my office supports Councils in conducting an annual assessment of disaster management plans. This has been completed for 2023, and we will soon be in touch with your team regarding preparations for 2024.

Level 26, 111 George St
PO Box 12068, George Street,
Brisbane Qld 4003
Telephone +61 7 3029 8813

I also encourage you to visit the [Queensland Reconstruction Authority](#) website for information about disaster funding activations.

If you have questions or would like to meet, I would be delighted to set up a time with you. I can be contacted by email at info@igem.qld.gov.au or on (07) 3029 8813.

Yours sincerely



Alistair Dawson APM

Inspector-General of Emergency Management

(Enclosed: 2024 Fact Sheet – Office of the IGEM Executive Leadership)



Minister for Housing, Local Government and Planning Minister for Public Works

Our Ref: MBN24/44

11 June 2024

1 William Street
Brisbane Queensland
GPO Box 806 Brisbane
Queensland 4001 Australia
T: +617 3719 7170
E: housing@ministerial.qld.gov.au

Councillor Shaun Radnedge
Mayor
Murweh Shire Council
shaun_radnedge@murweh.qld.gov.au

Dear Councillor Radnedge

I am writing to you about the 2024-28 Local Government Grants and Subsidies Program (LGGSP).

The 2024-28 LGGSP is providing up to \$115 million over four years to support Queensland councils deliver infrastructure and planning projects in local communities right across the state.

LGGSP is an important part of the Queensland Government's support for a strong and sustainable local government sector. Since 2015, the Queensland Government has approved more than \$255 million in funding across five LGGSP rounds.

The 2024-28 LGGSP builds on this commitment. It provides an opportunity for all Queensland councils to submit project proposals that prioritise investment in infrastructure and planning projects that deliver the essential infrastructure and economic development projects that make local communities great places to live, work and play.

I encourage council to prioritise project applications that are based on identified project need and which support the long-term sustainability of your council.

The 2024-28 LGGSP guidelines are available on the website of the Department of Housing, Local Government, Planning and Public Works (the department) at [2024-28 LGGSP Funding Guidelines](#).

Mr Joshua Hannan, Deputy Director-General (Local Government Division), in the department will write separately to the council's Chief Executive Officer providing additional information regarding the administrative arrangements for the program.

I look forward to the department working closely with the council to deliver projects that support Queensland's local communities.

If you require further information, my Chief of Staff, Ms Clare Manton can be contacted on (07) 3719 7170 or by email at clare.manton@ministerial.qld.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to be "Meaghan Scanlon".

Meaghan Scanlon MP
Minister for Housing, Local Government and Planning
Minister for Public Works

14.9 TOURISM REPORT**Author:** Tourism Manager**Authoriser:** CEO**RECOMMENDATION**

That Council receives and notes the Tourism Report.

BACKGROUND**Budget Tracking:**

This will be an item moving forward in new financial year from August 2024 as we are having one on one budget meetings monthly.

Meetings Attended:

SWROC Steering Committee
B2B Trade Presentation Training for 2025 Trade International Trade Presentations
TEQ Campaign Update
Mental Health Workplace Evening

SWQ Tourism Steering Committee Meeting:

We have had multiple discussions regarding advertising and best dollar values, still in process of formulating who to go with and what campaign to utilise. We have also discussed QMF Music Trail and what councils will be working with them. Murweh appears to have gained the most and had the better relationship with QMF. Also working on the Toowoomba Expo in July, all councils are going to market regions, Linda will be the Murweh representative. Looking at refreshing the Natural Sciences loop and formulating star gazing trail as well.

Media:

TEQ Bluey campaign, Charleville has our promotion on website, thanks to Michelle for providing a huge amount of assistance with this. We also launched our green and open video on our Experience Charleville FB page and are working on updates for the website.

Transport:

Charleville Visitor Information Centre booked for 7 people - Queensland Rail Tickets.
Charleville Visitor Information Centre booked for 7 people - Greyhound Tickets.
Charleville Visitor Information Centre had 1 enquiry about Rex Airline.

Charleville Visitor Information Centre:

For the month of May, the Charleville Visitor Information Centre were busy welcoming people through the doors and supporting them with everything Charleville and Murweh.

QRail completed some maintenance work on the track. We had to rearrange some Bilby tours, but all tourists were happy and notified well in advance of any changes.

Had Pete Murray visit and record some footage for promoting the Bilby Experience.

Welcome to Charleville – Ambassador week – we had a small number of locals participate.

| Charleville VIC Walk in Stats | | | | | | | | | | | | | |
|-------------------------------|-----|-----|------|------|------|------|------|------|------|------|------|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2019 | 230 | 159 | 285 | 1333 | 1893 | 2150 | 2896 | 1666 | 1737 | 158 | 303 | 123 | 12933 |
| 2020 | 193 | 201 | 186 | 0 | 24 | 606 | 1333 | 1351 | 2183 | 1236 | 657 | 340 | 8310 |
| 2021 | 367 | 266 | 1134 | 3543 | 2086 | 6972 | 7169 | 3393 | 5040 | 2758 | 982 | 750 | 34460 |
| 2022 | 670 | 332 | 1311 | 3544 | 3433 | 6313 | 6703 | 4713 | 4660 | 2234 | 1022 | 544 | 35479 |
| 2023 | 677 | 656 | 1184 | 2947 | 4290 | 6582 | 6002 | 4646 | 4206 | 1665 | 695 | 411 | 33961 |
| 2024 | 525 | 506 | 1103 | 2537 | 3929 | | | | | | | | |

| Charleville VIC Phone Stats | | | | | | | | | | | | | |
|-----------------------------|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2019 | 103 | 91 | 125 | 159 | 139 | 156 | 206 | 223 | 219 | 131 | 92 | 37 | 1681 |
| 2020 | 83 | 138 | 111 | 59 | 78 | 199 | 101 | 153 | 277 | 183 | 149 | 40 | 1571 |
| 2021 | 124 | 84 | 325 | 461 | 652 | 1222 | 344 | 384 | 490 | 366 | 188 | 152 | 4792 |
| 2022 | 147 | 170 | 318 | 526 | 666 | 998 | 1019 | 725 | 554 | 349 | 255 | 109 | 5836 |
| 2023 | 159 | 206 | 314 | 488 | 800 | 1075 | 1010 | 709 | 666 | 454 | 238 | 147 | 6266 |
| 2024 | 271 | 242 | 383 | 747 | 631 | | | | | | | | |

| Information Packs Sent Out | | | | | | | | | | | | | |
|----------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2019 | 16 | 25 | 14 | 9 | 8 | 14 | 6 | 9 | 5 | 1 | 4 | 1 | 112 |
| 2020 | 3 | 6 | 5 | 5 | 3 | 8 | 4 | 0 | 0 | 0 | 2 | 2 | 38 |
| 2021 | 8 | 12 | 15 | 13 | 6 | 3 | 0 | 0 | 2 | 1 | 1 | 0 | 61 |
| 2022 | 0 | 7 | 9 | 10 | 5 | 9 | 6 | 16 | 5 | 4 | 1 | 0 | 72 |
| 2023 | 4 | 8 | 6 | 3 | 7 | 6 | 2 | 1 | 0 | 2 | 0 | 0 | 39 |
| 2024 | 0 | 7 | 4 | 10 | 3 | | | | | | | | |

| Email Enquiries | | | | | | | | | | | | | |
|-----------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2018 | | | | | | | | 0 | 5 | 3 | 4 | 8 | 22 |
| 2019 | 3 | 6 | 16 | 8 | 8 | 10 | 4 | 11 | 8 | 17 | 4 | 6 | 101 |
| 2020 | 6 | 7 | 114 | 11 | 2 | 2 | 168 | 5 | 12 | 18 | 15 | 15 | 375 |
| 2021 | 20 | 20 | 86 | 61 | 306 | 712 | 713 | 33 | 149 | 28 | 9 | 5 | 2142 |
| 2022 | 12 | 17 | 24 | 102 | 36 | 25 | 48 | 26 | 19 | 8 | 12 | 7 | 336 |
| 2023 | 12 | 17 | 18 | 25 | 45 | 47 | 34 | 22 | 10 | 19 | 15 | 8 | 272 |
| 2024 | 15 | 24 | 16 | 18 | 32 | | | | | | | | |

| Web enquiries | | | | | | | | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2018 | | | | | | | | | | | | 70 | 5 |
| 2019 | 10 | 0 | 8 | 10 | 15 | 12 | 10 | 5 | 7 | 15 | 4 | 5 | 101 |
| 2020 | 6 | 4 | 5 | 11 | 0 | 0 | 26 | 15 | 8 | 25 | 11 | 0 | 111 |
| 2021 | 0 | 9 | 115 | 52 | 178 | 10 | 15 | 4 | 5 | 2 | 3 | 2 | 395 |
| 2022 | 0 | 0 | 2 | 2 | 3 | 3 | 1 | 0 | 3 | 2 | 0 | 1 | 17 |
| 2023 | 0 | 1 | 4 | 2 | 3 | 3 | 2 | 2 | 4 | 3 | 2 | 0 | 26 |
| 2024 | 1 | 0 | 0 | 3 | 0 | | | | | | | | |

Morven Visitor Information Centre:

The Morven Visitor Information Centre had a total of 255 people visit the centre for the month of May.

- Opening hours have changed to 9:00am – 1:00pm.

Provided an accredited Visitor Information sign to Gidgee Coffee Van.

Augathella Visitor Information Centre:

The Augathella Visitor Information Centre had a total of 183 people visit for the month of May.

Bilby Experience:

| Bilby Experience Pax | | | | | | | | | | | | | |
|----------------------|-----|-----|-----|------|------|------|------|------|------|------|-----|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2021 | | | 231 | 1749 | 1559 | 1334 | 2928 | 1334 | 2418 | 1334 | 272 | 270 | 13429 |
| 2022 | 178 | 0 | 547 | 1633 | 1606 | 2515 | 2777 | 1890 | 1992 | 876 | 270 | | 14284 |
| 2023 | 76 | 105 | 288 | 1159 | 1442 | 2454 | 2144 | 1656 | 1730 | 543 | 180 | 0 | 11777 |
| 2024 | 10 | 51 | 342 | 845 | 1054 | | | | | | | | |

| Bilby Experience Shows | | | | | | | | | | | | | |
|------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| 2021 | 0 | 0 | 15 | 72 | 61 | 101 | 102 | 48 | 64 | 37 | 23 | 19 | 542 |
| 2022 | 21 | 0 | 43 | 60 | 60 | 74 | 73 | 60 | 66 | 47 | 13 | 11 | 528 |
| 2023 | 8 | 11 | 26 | 58 | 64 | 75 | 59 | 55 | 64 | 32 | 21 | 0 | 473 |
| 2024 | 3 | 6 | 29 | 51 | 49 | | | | | | | | |

Charleville Cosmos Centre:

Briefing:

This May has seen visitor numbers returning to a level comparable to May 2023, after a slow start to the season.

The Small and Personal tour – our premium stargazing experience – has now been opened for future bookings on moonless nights which typically occurs during the first week or two of each month. This is a positive change from previous years where we would only open them on request due mostly to a lack of experienced guides. Not only is it one of the best experiences we offer, but it also brings in a higher profit margin than most of our other products.

The Queensland Police Service held their annual conference in the theatre room at the Cosmos Centre this month. The feedback was exceptional and proved that this space is suitable for venue hire and provides a range of options and flexibility for groups.

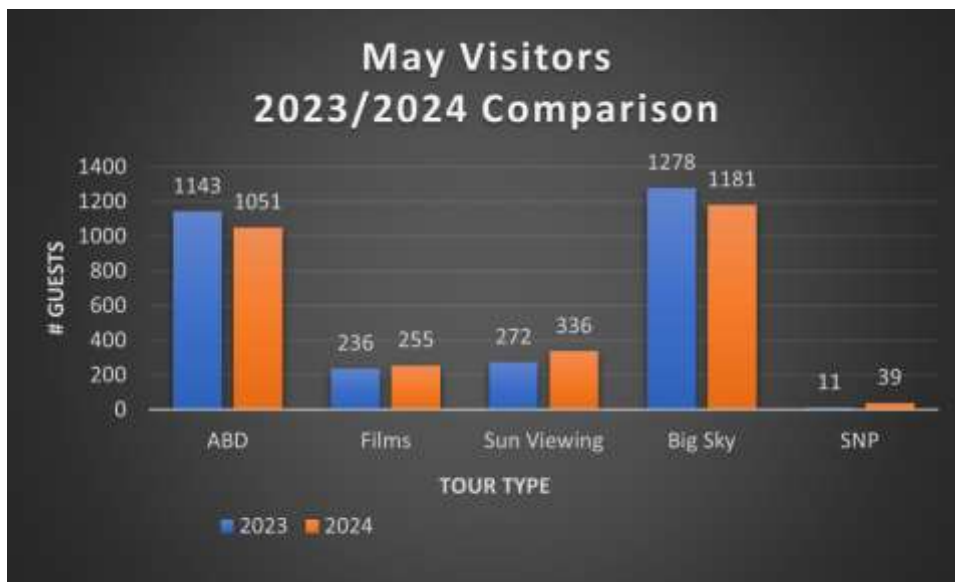


Figure 1: "ABD" is Astronomy by Day - interactive exhibit | "Films" are the Planetarium movies | "Big Sky" is the Big Sky Observatory – our main night tour | "SNP" is the Small and Personal tour with the 30" telescope.

WWII Secret Base:

The month of May has been eventful for the WWII Secret Base as we expanded our outreach to engage a wider audience. As well as improving the overall operation and our presence in the tourism landscape with our tourism awards nomination.

Media Features

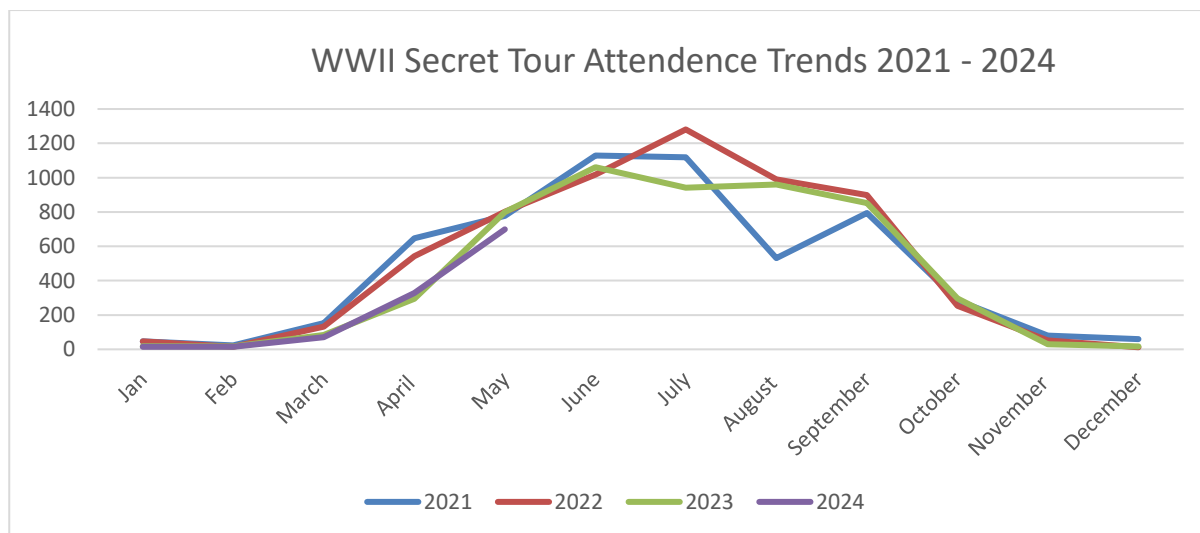
Creek to Coast:

Our segment on Creek to Coast attracted substantial attention, driving 1,634 unique visits to our Facebook page post-program. Throughout the month, **we totaled 4,046 views, a remarkable 194% increase** in our usual page visits in May.

WynFM's "The Vibe"

We had a 20-minute interview with WynFM on their The Vibe segment to discuss all things WWII Secret Base. This interview also **strengthened ties with the American Australian Association** through host Sam Muscat's presidency of the association.

| WWII Tour monthly | 2021 | 2022 | 2023 | 2024 | % growth |
|-------------------|------|------|------|------|----------|
| Jan | 47 | 46 | 19 | 15 | -21% |
| Feb | 23 | 15 | 17 | 15 | -12% |
| March | 153 | 133 | 83 | 71 | -14% |
| April | 647 | 543 | 294 | 329 | 12% |
| May | 777 | 801 | 800 | 699 | -13% |
| June | 1129 | 1018 | 1061 | | |



Future Planning/Events:

Centre Managers are working on Business Plans for each attraction as well as an overarching Business Plan. They have also some strategic planning days coming up, to have a more formulated proactive plan for Tourism - which will then be presented to council.

WW2 Secret Base has been nominated for the Cultural Tourism Awards and Abigail is working on this along with Linda and overseeing all of this is a former judge of the tourism awards. We are not expecting a win but rather brand recognition and support in better marketing the WW2 Secret Base which can be utilised over the other attractions.

The Tourism Manager is attending TEQ and OQTA networking event in Roma on the 25th of June, Abigail is attending on her own dollar as part of her Professional Development.

We had our Business Mingle on 10th of June, and will hold the Picnic in the Park on 22nd of June.

LINK TO CORPORATE PLAN

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

Nil

15 CORRESPONDENCE FOR CONSIDERATION

Nil

16 CONFIDENTIAL MATTERS

Nil

17 CLOSURE