



NOTICE OF MEETING

Meeting: General Meeting

Date: Wednesday, 19th June 2024

Location: Council Chambers,
Georgetown

Commencing: 9.00am

Councillors: Cr Hughes
Cr Royes
Cr Tincknell
Cr Ryan
Cr Carroll

Agenda Attached

Ken Timms PSM
CHIEF EXECUTIVE OFFICER

CONFIDENTIAL

Local Government Act Qld 2009

Section 4(2) of the *Local Government Act Qld 2009* state that the local government principles are:

- a) Transparent and effective processes, and decision-making in the public interest
- b) Sustainable development and management of assets and infrastructure, and delivery of effective services
- c) Democratic representation, social inclusion and meaningful community engagement
- d) Good governance of, and by, local government
- e) Ethical and legal behavior of councilors and local government employees

Local Government Regulation 2012

Section 254(J) Closed meetings:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss one or more of the following matters –
 - a) The appointment, dismissal or discipline of a chief executive officer
 - b) Industrial matters affecting employees
 - c) The local government's budget
 - d) Rating concessions
 - e) Legal advice obtained by the Council or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government
 - f) Matters that may directly affect the health and safety of an individual or group of individuals
 - g) Negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government
 - h) Negotiations relating to the taking of land by the local government under the *Acquisition of Land Act 1967*
 - i) A matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State
 - j) An investigation report given to the local government under chapter 5A, part 3, division 5 of the Act.
- (4) However, a local government or a committee of a local government must not resolve that a part of a local government meeting at which a decision mentioned in section 150ER(2), 150ES(3) or 150EU(2) of the Act will be considered, discussed, voted on or made to be closed.
- (5) A resolution that a local government meeting be closed must –
 - a) State the matter mentioned in subsection (3) that is to be discussed; and
 - b) Include an overview of what is to be discussed while the meeting is closed. meeting be closed must state the nature of the matters to be considered while the
 - c) meeting is closed.
- (6) A local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

OPEN SESSION AGENDA

1. OPENING OF THE MEETING AND SIGNING OF THE ATTENDANCE BOOK
2. ACKNOWLEDGEMENT TO COUNTRY
3. PRAYER
4. APOLOGIES, CONDOLENCES AND CONGRATULATIONS
5. DEPUTATION
6. CONFIRMATION OF GENERAL MEETING MINUTES
7. CONSIDERATION OF BUSINESS ARISING FROM GENERAL MEETING MINUTES
8. CONSIDERATION OF DCS OPEN SESSION REPORTS
9. CONSIDERATION OF DES OPEN SESSION REPORTS
10. CONSIDERATION OF CEO OPEN SESSION REPORTS
11. CONSIDERATION OF OPEN ADDENDUM REPORTS
12. CONSIDERATION OF GENERAL BUSINESS
13. CONCLUSION

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CONFIDENTIAL



UNCONFIRMED MINUTES

GENERAL MEETING OF
ETHERIDGE SHIRE COUNCIL
HELD AT COUNCIL CHAMBERS, GEORGETOWN
ON WEDNESDAY, 15TH MAY 2024
COMMENCING AT 9.00AM

UNCONFIRMED MINUTES – GENERAL MEETING 15TH MAY 2024

**ETHERIDGE SHIRE COUNCIL
MINUTES OF THE GENERAL MEETING
HELD AT COUNCIL CHAMBERS, GEORGETOWN
ON WEDNESDAY, 15TH MAY 2024
COMMENCING AT 9.00AM**

ATTENDANCE

Mayor Barry Hughes
Cr. Ian Carroll
Cr. Laurell Royes
Cr. Seven Ryan
Cr. Ian Tincknell

OFFICERS PRESENT

Mr. Ken Timms, Chief Executive Officer
Mr. Raju Ranjit, Director of Engineering Services
Mrs. Renee Bester, Executive Assistant

OPEN GALLERY

The Chief Executive Officer declared the meeting open at 9.00am and welcomed all in attendance.

DEPUTATION

A deputation was requested by Forsayth All Sports Club and accepted by Council.

ATTENDANCE

Clayton Pedracini (President) and Darren Pedracini (Patron) entered the meeting at 9.01am and left the meeting at 9.19am.

ACKNOWLEDGEMENT TO COUNTRY

“We would like to acknowledge the traditional owners of this land and pay our respects to the Elders past, present and future for they hold the history, cultural practice, and traditions, of their people.”

PRAYER

“We ask that today you give us wisdom to make good decisions to benefit our communities. Help us see what will benefit our shire and give us hearts to serve others. Amen”.

DECLARATION OF CONFLICTS OF INTEREST

Nil

APOLOGIES, CONDOLENCES AND CONGRATULATIONS**Condolences:**

Nil

Congratulations:

Nil

Apologies:

Nil

CONSIDERATION OF MINUTES

UNCONFIRMED MINUTES – GENERAL MEETING 15TH MAY 20241. General Meeting Minutes – Wednesday 24th April 2024RESOLUTION

That Council go into closed session at 9.41am to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

MOVED: Cr. Tincknell**SECONDED:** Cr. Royes

CARRIED
RESOLUTION #24.05.01
5/0

RESOLUTION

Council resolve to come out of closed session at 9.47am.

MOVED: Cr. Royes**SECONDED:** Cr. Ryan

CARRIED
RESOLUTION #24.05.02
5/0

REQUEST TO AMEND THE MINUTES

Minutes of previous meeting held 24th April 2024 omitted the discussions around the operations of Savannah Goldfields.

ATTENDANCE

Cr Tincknell advised Council of a prescribed interest in the following agenda item.

ATTENDANCE

Cr Tincknell left the meeting at 9.50am.

EXECUTIVE SUMMARY

Council is currently undergoing communications with Savannah Goldfields regarding their operations and compliance with the Road Use Agreement at Agate Creek.

RESOLUTION:

Council received the update with regard to the operations undertaken by Savannah Goldfields and the Road Use Agreement.

MOVED: Cr. Royes**SECONDED:** Cr. Ryan

CARRIED
RESOLUTION #24.05.03
4/0

ATTENDANCE

Cr Tincknell returned to the meeting at 9.59am.

RESOLUTION:

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 24th April 2024 be amended to include the above information are confirmed as a true and accurate record.

MOVED: Cr. Royes**SECONDED:** Cr. Carroll

CARRIED
RESOLUTION #24.05.04
5/0

BUSINESS ARISING FROM GENERAL MINUTES

Cr Royes

#23.11.25 - Perimeter fence of the Lynd Medical Centre – Budget consideration relates to the purchase of the land.

Cr Tincknell

#24.04.18 – CEO provided an update on operations at L28-30 on SP217469

CONSIDERATION OF OPEN SESSION REPORTS

ATTENDANCE

Neil Crotty entered the meeting via Microsoft Teams at 10.09am.

Director of Corporate Services

1. Director of Corporate Services Briefing Report

RESOLUTION

That Council acknowledges and receives the Director of Corporate Services' Briefing Report.

MOVED: Cr. Ryan

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.05.05
5/0

ATTENDANCE

Neil Crotty left the meeting via Microsoft Teams at 10.31am.

ADJOURNMENT

Council adjourned the meeting for Morning Tea at 10.33am.

ATTENDANCE

Laurie Hawker entered the meeting at 10.45am.

RESUMPTION

Council resumed the meeting at 10.50am.

2. Financial performance for the period 1st July 2023 to 30th April 2024

EXECUTIVE SUMMARY

Tenth month End of Month report for April 2024, Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to present a financial report of its accounts to the Local Government at least monthly.

RESOLUTION

That Council pursuant to Section 204 of the Local Government Regulation 2012, resolve to adopt the monthly financial report for the period ending 30th April 2024, as presented.

MOVED: Cr. Tincknell

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.05.06
5/0

ATTENDANCE

Laurie Hawker left the meeting at 11.13am.
Raju Ranjit entered the meeting at 11.16am.

CONSIDERATION OF OPEN SESSION REPORTS

Director of Engineering Services

3. Director of Engineering Services Briefing Report

RESOLUTION

That Council acknowledges and receives the Director of Engineering Services' Briefing Report.

MOVED: Cr. Carroll

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.05.07
5/0

ADJOURNMENT

Council adjourned the meeting for Lunch at 12.46pm.

RESUMPTION

Council resumed the meeting at 1.20pm.

CONSIDERATION OF OPEN SESSION REPORTS

Chief Executive Officer

4. Chief Executive Officers' Briefing Report

RESOLUTION

That Council acknowledges and receives the Chief Executive Officer's Briefing Report.

MOVED: Cr. Royes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.05.08
5/0

ATTENDANCE

Raju Ranjit entered the meeting at 2.43pm.

RESOLUTION

That Council go into closed session at 2.45pm to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

MOVED: Cr. Tincknell

SECONDED: Cr. Hughes

CARRIED
RESOLUTION #24.05.09
5/0

RESOLUTION

Council resolve to come out of closed session at 3.25pm.

MOVED: Cr. Royes

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.05.10
5/0

CONSIDERATION OF CLOSED SESSION REPORTS

Director of Engineering Services

5. *Quotations for construction of flood way on Oakleigh Road at chainage 14.70 km measured from Kidston Road, Kidston - ESC2024-011-Q*

EXECUTIVE SUMMARY

This report relates to the consideration of quotations received to construct a concrete floodway on Oakleigh Road at Chainage 14.70 km measured from Kidston Road in Kidston, QLD.

RESOLUTION

That Council resolves to accept the quote provided by DICL Contracting company to construct a concrete floodway on Oakleigh Road at Chainage 14.7 in Kidston to the value of \$513,949.20 Incl. GST.

MOVED: Cr. Hughes

SECONDED:

MOTION LAPSED DUE TO NO SECONDER
/0

RESOLUTION

That Council resolve to advise tenderers of ESC2024-2024-011-Q that Council is no longer proceeding with the project.

MOVED: Cr. Ryan

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.05.11
4/1

VOTE

Mayor Hughes requested his vote be recorded against the above Agenda Item.

6. *Quotations for construction of six cross drainage structures in Einasleigh Forsayth Road - ESC2024-003-Q*

EXECUTIVE SUMMARY

This report relates to the consideration of quotations received to construct the six cross drainage structures in the Einasleigh Forsayth Road

RESOLUTION

That Council resolves to accept the quote provided by Wieland Contracting to construct six cross drainages in the Einasleigh Forsayth Road upgrade project to the value of \$ 443,046.03 Incl. GST.

MOVED: Cr. Tincknell

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.05.12
5/0

ATTENDANCE

Renee Bester left the meeting at 4.14pm and returned to the meeting at 4.17pm.
Raju Ranjit left the meeting at 5.28pm and returned to the meeting at pm.

UNCONFIRMED MINUTES – GENERAL MEETING 15TH MAY 2024**GENERAL BUSINESS**

Cr Ryan	<ul style="list-style-type: none"> • Building Approval - Shepherd Services Office, St George St: I request the actual correspondence relating to the building approval process followed from soil sampling to plumbing
Cr Ryan	<ul style="list-style-type: none"> • Speed Notification Signage approach to Einasleigh from the West - The request is for a '80km speed sign' to be put in place approximately 1km from the western entrance of Einasleigh.
Cr Ryan	<ul style="list-style-type: none"> • Gravel Pit Map - This information has been requested.
Cr Ryan	<ul style="list-style-type: none"> • Speed Deterrents: First Street Forsayth - towards Delaney Creek end
Cr Ryan	<ul style="list-style-type: none"> • Drainage in Sawpit Creek on Detour Road - backhoe went underneath existing flood gate - additional fencing works now required by owner to cattle proof.
Cr Ryan	<ul style="list-style-type: none"> • Rebate for Personal Purchase of Fogging Machines v Council Fogging program
Cr Ryan	<ul style="list-style-type: none"> • Minute for 20-year plan to bitumen the LARS Cobbold Gorge Road - there is no existing Council strategic plan objective or operational plan objective that supports these works or intentions. <ul style="list-style-type: none"> o Motion for consideration: <ul style="list-style-type: none"> That Council agree the sealing of the listed two-lane roads be completed before consideration of sealing of LARS roads within the shire: <ul style="list-style-type: none"> § Georgetown to Forsayth - Full seal - two-lane road § Einasleigh to Lynd Highway - Full seal - two-lane road § Mt Surprise to Georgetown - Full seal - two-lane road § Georgetown to Gilbert River - Full seal - two-lane road LARS future Roads: <ul style="list-style-type: none"> o O'briens Creek Road o Cobbold Gorge Road o Gilberton Retreat Road o Shortcut - Einasleigh to Gulf Development Road o Other Tourist / Home Stay / Fossicking business access roads
Cr Ryan	<ul style="list-style-type: none"> • Agate Creek Road incident - Dot & Dave Terry – Compensation
Cr Ryan	<ul style="list-style-type: none"> • Burtons Reserve
Cr Ryan	<ul style="list-style-type: none"> • Einasleigh Town Common - Policy review immediately
Cr Ryan	<ul style="list-style-type: none"> • Einasleigh Town Common - Mustering arrangements
Cr Ryan	<ul style="list-style-type: none"> • Overgrown allotment letters - issue of integrity
Cr Ryan	<ul style="list-style-type: none"> • What is the current Spend \$\$\$\$\$\$ on Forsayth to Long Gully re-seal. More damage sustained during and post re-seal due to continuation of 'doubles gravel carting'.
Cr Ryan	<ul style="list-style-type: none"> • Rural Addressing posts - explain how the locator number is calculated
Cr Ryan	<ul style="list-style-type: none"> • ACTUAL Council decision to make Charleston Dam no camping area? Previous Councillors have advised this was not decided at a Council Meeting.
Cr Ryan	<ul style="list-style-type: none"> • Heritage - previous story recordings with locals: what has happened with this project?
Cr Royes	<ol style="list-style-type: none"> 1. Email - David Terry <ol style="list-style-type: none"> a. Obligations of Council to maintain the road surface
Cr Royes	<ol style="list-style-type: none"> 2. Email - Alan Start <ol style="list-style-type: none"> a. Discuss request to enable overnight camping at Einasleigh Hotel
Cr Royes	<ol style="list-style-type: none"> 3. First Street Forsayth Completion (not as per tendered scope of works)
Cr Royes	<ol style="list-style-type: none"> 4. Community concern over Council use of Drones on private property without permission/notice
Cr Royes	<ol style="list-style-type: none"> 5. Drainage Issue (New footpath /Curbing St Gorge Street)
Cr Royes	<ol style="list-style-type: none"> 6. Overgrown Allotments Issue of Letters
Cr Royes	<ol style="list-style-type: none"> 7. Maintenance Charleston Dam

UNCONFIRMED MINUTES – GENERAL MEETING 15TH MAY 2024

Cr Royes	8. Gravel Left in Gutters (Street Resheeting Georgetown)
Cr Royes	9. Inclusion of all Officer Reports into Open Session Agenda (as opposed to "Information Bulletin")
Cr Tincknell	Closure Carnes Road to Malacura
Cr Tincknell	Cumberland Dam desilt sirt
Cr Tincknell	Cobbold Road/Old Robinhood
Cr Tincknell	Reed Fisher Blocks
Cr Tincknell	Drainage Hayman Street
Cr Tincknell	Housing Plan
Cr Tincknell	Request for streets 40km/hr
Cr Carroll	Lack of road signage at Bundock and Einasleigh creeks.
Cr Carroll	Road works on roads in vicinity of Werrington Station-filling in of natural road depressions with gravel
Cr Carroll	Robertson River sign correction.
Cr Carroll	Einasleigh common.
Cr Carroll	Brain reset tour-Allan Parker
Cr Carroll	Einasleigh Hotel camping.
Cr Carroll	Council heavy vehicle inspection arrangements

RESOLUTION

Etheridge Shire Council resolve to present a letter to the Queensland Police Commissioner expressing concerns surrounding current insufficient police resources within Etheridge Shire and pending closure of Forsayth Station.

MOVED: Cr. Carroll

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.05.13
5/0

ATTENDANCE

Raju Ranjit & Ken Timms left the meeting at 7.14pm

RESOLUTION

Etheridge Shire Council resolve to accept the resignation letter presented to Mayor Barry Hughes by Ken Timms (Chief Executive Officer).

MOVED: Cr. Hughes

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.05.14
5/0

CONCLUSION

There being no further business the Mayor declared the meeting closed at 7.27pm. These minutes will be confirmed by Council at the General Meeting held on Wednesday 19th June 2024.

Cr. Barry Hughes
MAYOR

UNCONFIRMED MINUTES

**SPECIAL MEETING OF
ETHERIDGE SHIRE COUNCIL
HELD AT COUNCIL CHAMBERS, GEORGETOWN
ON WEDNESDAY, 12TH JUNE 2024
COMMENCING AT 9.00AM**

UNCONFIRMED MINUTES – SPECIAL MEETING 12TH JUNE 2024

**ETHERIDGE SHIRE COUNCIL
MINUTES OF THE SPECIAL MEETING
HELD AT COUNCIL CHAMBERS, GEORGETOWN
ON WEDNESDAY, 12TH JUNE 2024
COMMENCING AT 9.00AM**

ATTENDANCE

Mayor Barry Hughes
Cr. Ian Carroll
Cr. Laurell Royes
Cr. Seven Ryan
Cr. Ian Tincknell

OFFICERS PRESENT

Mr. Ken Timms, Chief Executive Officer
Mr. Raju Ranjit, Director of Engineering Services
Mrs. Renee Bester, Executive Assistant

OPEN GALLERY

The Mayor declared the meeting open at 9.08am and welcomed all in attendance.

ACKNOWLEDGEMENT TO COUNTRY

“We would like to acknowledge the traditional owners of this land and pay our respects to the Elders past, present and future for they hold the history, cultural practice, and traditions, of their people.”

PRAYER

“We ask that today you give us wisdom to make good decisions to benefit our communities. Help us see what will benefit our shire and give us hearts to serve others. Amen”.

DECLARATION OF CONFLICTS OF INTEREST

Cr. Ryan – Declared a prescribed conflict of interest with Agenda Item 1
Cr. Carroll - Declared a prescribed conflict of interest with Agenda Item 1

APOLOGIES, CONDOLENCES AND CONGRATULATIONS**Condolences:**

Nil

Congratulations:

Nil

Apologies:

Nil

STANDING ORDERS

Council suspended Standing Orders at 9.15am

STANDING ORDERS

Council resumed Standing Orders at 9.23am

CONSIDERATION OF CLOSED SESSION REPORTS**DECLARATION OF PRESCRIBED CONFLICTS OF INTEREST**

Cr Ryan declared a prescribed interest in Agenda Item 1.
Cr Carroll declared a prescribed interest in Agenda Item 1.

Cr Ryan & Cr Carroll left the meeting at 9.26am and did not participate in any further discussions regarding the agenda item.

RESOLUTION

That Council go into closed session at 9.26am to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

MOVED: Cr. Royes**SECONDED:** Cr. Tincknell

CARRIED
RESOLUTION #SP24.06.01
3/0

RESOLUTION

Council resolve to come out of closed session at 9.43am.

MOVED: Cr. Tincknell**SECONDED:** Cr. Royes

CARRIED
RESOLUTION #SP24.06.02
3/0

Director of Engineering Services**1. Tender for Sealing and Re-sealing for various roads (ESC2024-014)****EXECUTIVE SUMMARY**

This report relates to the consideration of tenders received for sealing and resealing for various roads for 2023/2024 and 2024/2025 financial years.

RESOLUTION

That Council accept the tender of Fulton Hogan to seal and re seal of the following projects to the value of \$1,031,866 (ex GST) :

S.No.	Description of works	Fulton Hogan
A	New seals	
1	Design and Seal of Forsayth-Einasleigh road	\$334,787.71
2	Design and Seal for Forsayth transfer Station	\$17,645.37
3	Design and Seal for Independent Living Facility	\$23,222.69
	Sub Total 1	\$375,655.77
B	Re sealing	
4	Design and reseal for Hayman Street	\$12,078.50

UNCONFIRMED MINUTES – SPECIAL MEETING 12TH JUNE 2024

5	Design and reseal for Einasleigh Forsayth Road (Ch. 9480 to 18960m)	\$357,169.90
6	Design and reseal for Collin Street, Georgetown (Ch.0 to 196m)	\$9,336.07
7	Design and reseal for Crampton Street, Georgetown (Ch.0 to 196m)	\$38,028.41
8	Design and reseal for Cumberland Street, Georgetown (Ch.0 to 196m)	\$33,946.81
9	Design and reseal for Undara Road, Mount Surprise (10 Km)	153545.06
10	Traffic management	52105.81
	Sub Total 2	\$656,210.56
	Grand Total	\$1,031,866

MOVED: Cr. Royes**SECONDED:** Cr. Tincknell

CARRIED
RESOLUTION #SP24.06.03
3/0

DISCUSSION

Cr Tincknell raised a concern regarding the delivery timeframes of the abovementioned tender.

ATTENDANCE

Cr Ryan & Cr Carroll returned to the meeting at 9.46am.

CONCLUSION

There being no further business the Mayor declared the meeting closed at 9.47am. These minutes will be confirmed by Council at the General Meeting held on Wednesday 19th June 2024.

Cr. Barry Hughes
MAYOR

Business Arising				
#	Resolution	Officer	Action Taken	Progress
12th June 2024 - Special Meeting				
SP24.06.03	That Council accept the tender of Fulton Hogan to seal and re seal of the following projects to the value of \$1,031,866 (ex GST)	DES	PO Raised	Complete
15th May 2024 - General Meeting				
24.05.03	Council received the update with regard to the operations undertaken by Savannah Goldfields and the Road Use Agreement.	DES	Update provided to Council. No further action at this stage.	Complete
24.05.04	That the Minutes of the General Council Meeting held at Georgetown on Wednesday 24th April 2024 be amended to include the above information are confirmed as a true and accurate record.	CEO	Reflected in the Unconfirmed May minutes	Complete
24.05.11	That Council resolve to advise tenderers of ESC2024-2024-011-Q that Council is no longer proceeding with the project.	DES	Tenderers advised	Complete
24.05.12	That Council resolves to accept the quote provided by Wieland Contracting to construct six cross drainages in the Einasleigh Forsyth Road upgrade project to the value of \$ 443,046.03 Incl. GST.	DES	PO raised.	Complete
24.05.13	Etheridge Shire Council resolve to present a letter to the Queensland Police Commissioner expressing concerns surrounding current insufficient police resources within Etheridge Shire and pending closure of Forsyth Station.	CEO	Letter prepared and presented to the Commissioner on 28th May 2024	Complete
24.05.14	Etheridge Shire Council resolve to accept the resignation letter presented to Mayor Barry Hughes by Ken Timms (Chief Executive Officer).	CEO	Noted and recruitment process ongoing.	Complete
Outstanding Business				
24th April 2024 - General Meeting				
24.04.10	That Council resolves that prior to accepting the strategic plan to upgrade the existing floodway as presented, that the matter be deferred to a future workshop.	DES	The strategy plan to upgrade the existing floodway will be presented after road register workshop	In progress
24.04.12	That Council resolve to defer the above matter (review and re-adoption of the ESC - C031 – Gates and Grids Policy) to a future meeting of Council.	DES	The Policy will be presented after the road register workshop	In progress
24.04.20	That Council resolves to accept the quote (Unit rates EX.GST) provided by Robinson Civil Construction (RCG) for the KDR Pavement rehabilitation project subject to the accommodation and meals not exceeding \$18,000. The quoted unit rates are: 1.Wirtgen W240 or W2400 2.4 m width x 300 mm depth Daily Hire (Day Rate) = \$ 3600 per day Mobilisation to and from site = 210 per hour Operator Establishment and travel = 80 per hour 2.Streumster Spreader Truck- 16 m3 or 20 m3 Day hire = \$ 1600 per day Mobilisation to and from site = 1600 per day Operator Establishment and travel = 80 per hour 3.ISO Containers and Compressor Day hire = \$ 1250 per day Mobilisation to and from site = 12621 (Lump Sum) 4.Gb Cement Delivered to site = \$ 450 per tonne The Estimated cost for the pavement stabilisation works that will be carried out by RCG is \$ 277,019 (Ex.GST)	DES	PO will be raised before commencing the works	In progress
21st February 2024				
24.02.16	That Council receive the report on the Georgetown Student Hostel and instruct the CEO to present a report to strategically address issues to the next Council Meeting.	CEO	Commenced planning	In progress
15th November 2023				
23.11.22	That Council resolve to consider water connection to the Georgetown Cemetery.	DES	Will be considered for 24/25 budget	For budget consideration
23.11.25	That Council resolve to urgently seek costings for the erection of perimeter fence and remedial work at the Lynd Medical Centre.	DES	Quotes are being sought and land tenure being secured	For budget consideration
16th August 2023				
23.08.12	That Council receive Ms Taylor's Mt Surprise Land Use Survey Report, and adopt the following recommendations made therein, specifically: - 1.The recommendations for Category 1, Category 2, Category 3, Category 4, Category 5, Category 6 and Category 7, outlined in the report, where appropriate; and 2.Council make enquiries with the State government in relation to Lot 11 SP252513, area 3.58 hectares, Reserve for Township and Trucking with Council as Trustee, to determine if the Occupation Lease (352OL454) can be cancelled and the lot transferred to Council as freehold land, to facilitate future development opportunities afforded by the Industrial Precinct designation of the lot, which was supported by the State when preparing the 2020 Planning Scheme for the Shire	DCS	Referred to consulting Town Planner for action	In progress

ACTING DIRECTOR OF CORPORATE SERVICES

GENERAL MEETING: June 2024

Mayor and Councillors
Etheridge Shire Council
PO Box 12
Georgetown, QLD 4871

Councillors

I present my report for the period of: May 2024

Access to Easement-Road Openings-Ewamian People

A cost estimate for survey of the access roads to and from the Aboriginal Reserve, new Easement and the Gulf Developmental Road (indicative map attached) has been requested from TerraModus Surveying. The degree of cost and advice from the Department of Transport and Main Roads will be factors in determining the extent of the survey undertaken.

Depot Operations - L28-30 on SP 217469-Reed Fisher

The Ombudsman has requested monthly updates for a 3 month period on progress of the matter. This has been provided for June.

Council Facility Keyless Entry System

Ongoing- Council's IT Manager Jason Karsten is lead on this project. Jason has been communicating regularly with the technicians to ensure the transition to operational is as smooth and efficient as possible.

Spacetoco is currently in the process of writing the software to create the link with Council's server network.

Housing Infrastructure Grant - Affordable Housing

Council's Solicitor Preston Law has finalised the review of the documents and provided the suggested amendments to the Housing Department for review and comment. Further negotiation will take place to ensure Council is not unduly burdened with overarching conditions that have no relevance to the provision of a 'Grant'.

Council's registration as an 'Affordable Housing Provider' is also being addressed as a necessary component of Funding provision.

2024-25 Budget

Work is well underway by the Finance Section to prepare the Budget and associated documentation for Council to workshop in the coming weeks. The Budget must be adopted on or before July 31st 2024.

The Department of Local Government has introduced a 'Sustainability Framework' of quantitative and qualitative indicators and ratios which must be implemented for the first time in the Budget narrative and applied to the 2023 Financial Statements.

Quantitative Ratios relate to such things as:

Council controlled revenue, Operating Surplus and Cash, Asset - sustainability, consumption, renewal and Population growth.

These will be calculated and reported as a matter of procedure in the 2023 Financial Statements.

The Qualitative indicators (Council Meeting, Workforce and Complaints Management, Key Documents, Audit Function and Grant Delivery) will be evaluated by the Department from a 'business as usual' perspective.

The Sustainability indicators are designed to provide a Risk Framework against which Councils can be rated.

I am currently off-site in Highfields and am scheduled to be back in the office on Wednesday 26th June for a period of approximately 2 weeks while Ken is absent on leave. As and when available I'm providing periodic support from my home office in the interim.

Regards

Neil J. Crotty
Acting Director of Corporate Services

5/30/24, 12:46 PM

Queensland Globe Print

Proposed Road Opening Adjacent to Existing Fenceline and Link With New Easement

Print Preview

Proposed Road Opening to Boundary of Existing Aboriginal Reserve

Landscape Portrait

A4 A3

2D 3D 360

1:2717

With Legend

With Places Legend



18°17'26"S 143°32'33"E

18°17'2

A product of

Legend located on next page



Map Preview

Additional Data

PRINT TO

ETHERIDGE SHIRE COUNCIL

General Meeting **19th June 2024**

Subject	Financial performance for the period 1st July 2023 to May 31
Classification	Open
Author	Laurie Hawker Finance Manager

EXECUTIVE SUMMARY

Eleventh month End of Month report for May 2024, Section 204 of the local Government Regulation 2012 requires the Chief Executive Officer to present a financial report of its accounts to the Local Government at least monthly.

RECOMMENDATION

That Council pursuant to Section 204 of the Local Government Regulation 2012 receive the report.

BACKGROUND

The monthly financial report of Council provides a snapshot of Councils financial performance (Profit and Loss), financial position (Balance Sheet) and cash flow for the reporting period.

LINK TO CORPORATE PLAN

Corporate aim No 5 :Best practice corporate governance and organisational excellence.

Strategy No 5.3.1 ensure transparency of Council's financial operations and performance and promote awareness within the community of councils financial management and other strategies.

BUDGET & RESOURCE CONSIDERATIONS

There are no Budget or resource Considerations contained within this report.

LEGAL CONSIDERATIONS

Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to present a financial report to the Councils monthly meeting. The financial report is to be as close the last day of the month of the reporting period as possible.

POLICY IMPLICATIONS

Advice if called.

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Assess likelihood and consequence to calculate outcome (Low, Medium, High)

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E

C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Report Authorised By:

Laurie Hawker

Ken Timms, Chief Executive Officer

Date: 01/06/2024

Date: 01/06/2024

ATTACHMENTS

Include attachments such as:

- Financial Report as at 31 May 2024

Etheridge Shire Council

Financial Report

**General Meeting of
Council
19 June 2024**

Etheridge Shire Council

Index of Attached Reports

- 1 Highlights
- 2 Cash Position
- 3 Monthly Cash Flow Estimate
- 4 Comparitive Data
- 5 Capital Funding Budget Vs Actual
- 6 Road Works - Budget V's Actual

Standard reports

Capital Funding Detail- WIP report
Rates outstanding balance
PCS Revenue and Expenditure Budget
PCS Balance Sheet Summary
PCS Statement of Comprehensive Income
PCS Statement of Finanical Position
PCS Statement of Cash Flows

Mayor and Councillors
Etheridge Shire Council
Georgetown Qld 4871

1 Highlights of this Month's Financial Report

Reporting Period:=

31-May-2024

Revenue

Total revenue of \$ 31.5M. to 31-May-2024 representing 65 % of total budget of \$ 48.1 M.

These statements are for 11 months of the financial year and generally would represent 92 % of the overall budget.

The Recurrent revenue is \$30.265M reflecting \$16.794M of NDRRA flood revenue year to date

DTMR revenue is \$8.5M, a change of 1.6M from the previous month.

As expected roadworks are ramping up to meet targets for end of year

Expenditure

Total expenditure of \$38.3M for the same period represents 71.1% of total budgeted expenditure of \$53.8 M.

Expenditure on NDRRA flood works totals \$19.160M Year to Date

The change from the previous month was \$2.1M.

Expenditure on DTMR works totals \$6.933M Year to Date, no significant change from previous month.

Surplus / Deficit

The resultant Deficit Net Operating result is \$6,786,235

Etheridge Shire Council

2 CASH POSITION

2023/2024

May-24

CASH AT BANK				
	Operating Account			492,125
SHORT TERM INVESTMENTS				
	QTC Cash Fund			15,729,944
		Total		\$ 16,222,068
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)			760,437
	Restricted cash - grants received not yet spent less grants receivable			5,107,846
				\$ 5,868,284
Balance of estimated rates/other debtors - estimated creditors :				
	(1,276,198	-	338,205)
				\$ 937,993
Plus cash surplus	\$	16,222,068	-	\$ 5,868,284
				\$ 10,353,785
Working Capital			Total	\$ 11,291,779

3. Monthly Cash Flow Estimate For Month of June 2024

Receipts \$ 000's		Expenditure \$ 000's	
Rates	40,000	Payroll	540,000
Fees and Charges Billings	27,000	Operating and Contractor Payables	5,000,000
Own Roads Program Recoveries	0	PAYG-W; GST	
Main Roads Invoiced Recoveries	1,005,507	Loan Payments	0
Grants Expected/Loan drawdown.	20,094	Capital Acq	1,000,000
Flood Damage NDRRA	626,856	Other	0
GST	321,992		
	2,041,449		6,540,000

Cash is therefore expected to decrease by approximately \$ 4,498,000 during the next period

Etheridge Shire Council

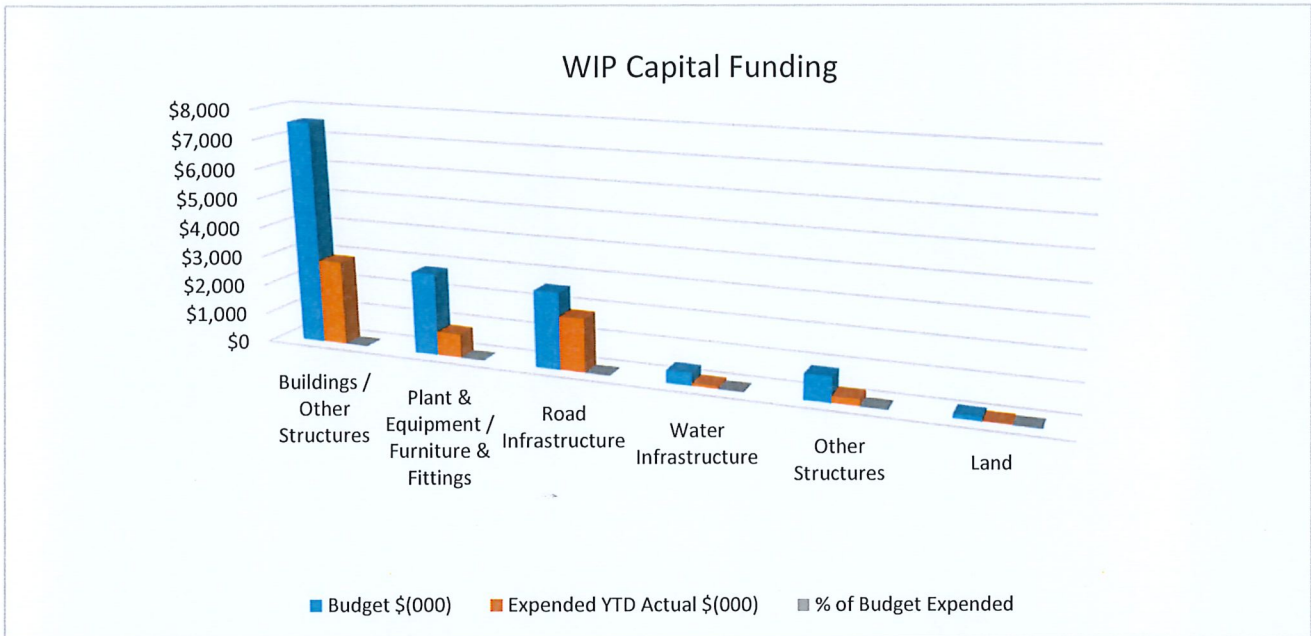
4. Comparative Data for

May-24

	2023-24	2022-23	2021-22
Cash Position	16,222,068	22,220,513	14,083,783
Working Capital	11,291,779	8,687,201	7,138,060
Rate Arrears	180,617	53,529	453,627
Outstanding Debtors	1,095,582	1,001,616	546,787
Current Creditors	275,438	1,136,657	220,507
Current Loan Payable	19,961	41,500	62,565

Etheridge Shire Council
5. Capital Funding

May-24

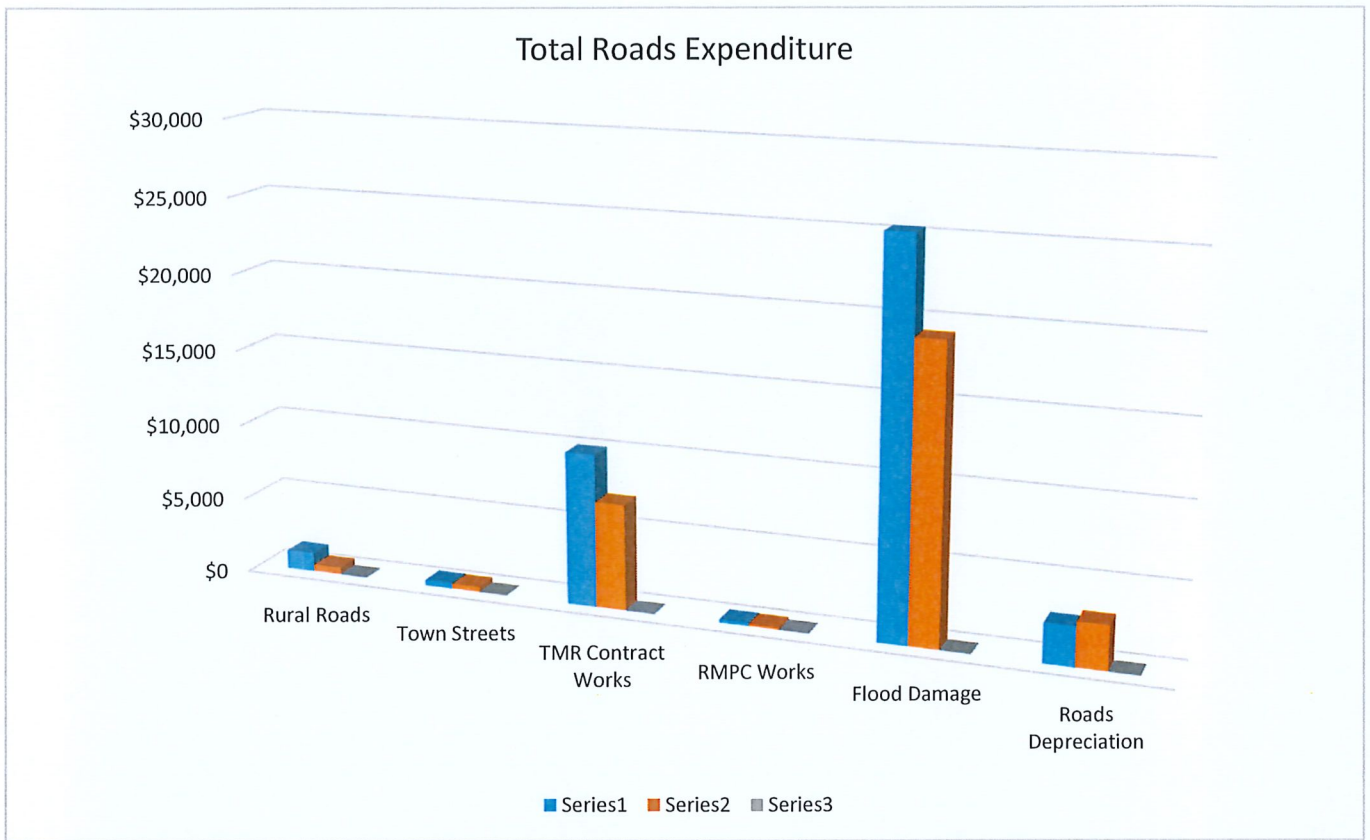


		Budget \$(000)	Expended YTD Actual \$(000)	% of Budget Expended
	Total Capital Funding	\$14,254	\$5,779	40.54%
1	Buildings / Other Structures	\$7,550	\$2,859	37.87%
2	Plant & Equipment / Furniture & Fittings	\$2,772	\$795	28.68%
3	Road Infrastructure	\$2,581	\$1,796	69.59%
4	Water Infrastructure	\$406	\$80	19.70%
5	Other Structures	\$825	\$225	27.27%
6	Land	\$120	\$24	20.00%

Etheridge Shire Council

5. Road Works Expenditure

May-24



		Budget \$ 000's	Expended YTD Actual \$ 000's	% of Budget Expended \$ 000's
	Total Road Expenditure	\$39,634	\$29,878	75%
1	Rural Roads	\$1,225	\$451	37%
2	Town Streets	\$350	\$314	90%
3	TMR Contract Works	\$10,000	\$6,933	69%
4	RMPC Works	\$180	\$133	74%
5	Flood Damage	\$25,329	\$19,161	76%
6	Roads Depreciation	\$2,550	\$2,886	113%

	PREVIOUS YEARS (Opening balance)	YEAR TO DATE (ACTUALS)	TOTAL EXPENDITURE (ACTUALS)	Closing Balance (post capitalisation)	BUDGET	Consecutive Number
Work in Progress - Land & Land Improvements					\$500,000.00	
Work in Progress - Land Sales - LJ & ACJ Barns (00083-00000-000)	\$ 9,090.91		-\$9,090.91	-\$9,090.91		
Land purchase - Purchase of Lynd medical centre land		\$ 16,034.42	\$16,034.42	\$16,034.42		
Land purchase - Purchase of industrial land	\$ 331,272.17	\$ 7,831.20	\$339,103.37	\$339,103.37		
River Walk (Stage 1) (3)					\$120,000.00	3
	\$322,181.26	\$23,865.62	\$346,046.88	\$346,046.88	\$120,000.00	
		\$23,865.62	Post capitalisation	\$0.00		
Work in Progress - Buildings						
Cap Improvements (IT) - WIFI link Sports Centre to Terrestrial		\$16,204.56	\$16,204.56	\$16,204.56		
			\$0.00	\$0.00		
Aged Care Facilities -Advisory	\$80,323.22	\$6,474.90	\$86,798.12	\$86,798.12		
			\$0.00	\$0.00		
Staff Housing	\$239,924.63	\$4,337.89	\$244,262.32	\$244,262.32		
Staff housing - HSH		\$464,758.87	\$464,758.87	\$464,758.87	\$ 550,000.00	12
Staff housing - SHP		\$10,874.32	\$10,874.32	\$10,874.32	\$ 3,100,000.00	11
Staff housing - ILF (Independent Living Facility)	\$5,885.00	\$403,984.35	\$409,869.35	\$409,869.35	\$ 3,100,000.00	10
			\$0.00	\$0.00		
Demountable office - Relocation		\$3,251.19	\$3,251.19	\$3,251.19		
			\$0.00	\$0.00		
Depot - Cap Improvements - Carpark & shade structure	\$2,763.63	\$0.00	\$2,763.63	\$0.00	\$ -	
			\$0.00	\$0.00		
W4Q Capital Works (21/24) - Georgetown - Streetscaping (roads)		\$150,609.69	\$150,609.69	\$150,609.69	\$ -	
W4Q Capital Works (21/24) - Georgetown Sports Centre	\$47,560.52	\$3,614.40	\$51,174.92	\$51,174.92		
W4Q Capital Works (21/24) - Einasleigh - Drainage improvement (roads)		\$202,946.54	\$202,946.54	\$202,946.54		
W4Q Capital Works (21/24) - Fors/Glown - Water Telemetry		\$100,400.00	\$100,400.00	\$100,400.00		
W4Q Capital Works (21/24) - Rural Addressing		\$8,081.00	\$8,081.00	\$8,081.00		
W4Q Capital Works (21/24) - Forsyth Cemetery Fencing	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00		
Recovery & Resilience Grant - North Head Rd - Install drainage & bitumen seal (roads)		\$0.00	\$0.00	\$0.00		
Recovery & Resilience Grant - Georgetown Street scaping (roads)		\$500,000.00	\$500,000.00	\$500,000.00		
			\$0.00	\$0.00		
LRCI Phase 3 - Forsyth Transfer Station	\$22,600.00	\$439,221.35	\$461,721.35	\$461,721.35	\$ 500,000.00	5
LRCI Phase 3 - Glown Sports center (Parking & drainage) (2- See Land)	\$18,763.24	\$24,839.68	\$43,602.92	\$43,602.92	\$ 300,000.00	2
LRCI Phase 3 - Reseals 2			\$0.00	\$0.00		
LRCI Phase 3 - Industrial estate		\$6,024.00	\$6,024.00	\$6,024.00		
LRCI Phase 3 - Storm water drainage - Forsyth		\$238,743.59	\$238,743.59	\$238,743.59		
LRCI Phase 3 - Reseal Baroota Street Einaslei			\$0.00	\$0.00		
LRCI Phase 3 - Reseal Terrestrial carpark		\$1,729.57	\$1,729.57	\$1,729.57		
			\$0.00	\$0.00		
Cap Imp. Depot - workshop hoist	\$25,277.05	\$5,255.94	\$30,532.99	\$30,532.99		
			\$0.00	\$0.00		
Cap Imp. Einasleigh Common - Upgrade Eins Common Stock Yrds (other structures)	\$12,540.00	\$100,435.54	\$112,975.54	\$112,975.54		
			\$0.00	\$0.00		
Mt Surprise Bike Park - Stage 2			\$0.00	\$0.00		
			\$0.00	\$0.00		
Cap Imp Terrestrial - Ducted airconditioning replacement		\$34,305.68	\$34,305.68	\$34,305.68		
			\$0.00	\$0.00		
Hostel Cap Grant - Building upgrade		\$133,331.20	\$133,331.20	\$133,331.20		
			\$0.00	\$0.00		
	\$455,537.29	\$2,859,422.06	\$3,314,959.35	\$3,312,195.72	\$7,550,000.00	
		\$2,859,422.06	post capitalisation			
Work in Progress - Other Structures						
Comm Devel - 150yr commemorative wall		\$11,454.73	\$11,454.73	\$11,454.73	\$25,000.00	6
			\$0.00	\$0.00		
Shire Office - Cap Works - Car park shade structure	\$2,763.64		\$2,763.64	\$0.00	\$25,000.00	13
			\$0.00	\$0.00		
Georgetown Parks Capital - Heritage park play area upgrade	\$33,397.90		\$33,397.90	\$33,397.90		
			\$0.00	\$0.00		
Cap Works - Wash down facility		\$141,091.84	\$141,091.84	\$141,091.84	750,000.00	7
			\$0.00	\$0.00		
Cap Works - PTIP Mt Surprise Bus Stop		\$15,994.72	\$15,994.72	\$15,994.72		
			\$0.00	\$0.00		
Infrastructure at Cost Building Our Regions Grant Terrestrial Upgrade - Security upgrade	\$2,344.00	\$34,463.48	\$36,807.48	\$36,807.48		
Collection upgrade - John Towning - Topaz purchase	\$25,000.00		\$25,000.00	\$0.00		
			\$0.00	\$0.00		
Cap Imp Depot - Self banded Ad blue tank		\$21,507.61	\$21,507.61	\$21,507.61	25,000.00	14
			\$0.00	\$0.00		
	\$63,505.54	\$224,512.38	\$288,017.92	\$280,254.28	\$825,000.00	
		\$198,748.74	post capitalisation			
Work in Progress - Fleet Plant & Equipment						
Fuso Shogun 8 Wheeler - Tipper				\$0.00	\$362,000.00	15
Fuso Shogun 8 Wheeler - Truck				\$0.00	\$362,000.00	15
Fuso Shogun 8 Wheeler - Truck				\$0.00	\$362,000.00	15
Caravan compass GIS 21 ft				\$0.00	\$100,000.00	15
Caravan roadster vacationer				\$0.00	\$100,000.00	15
Caravan Industrial 2 Man				\$0.00	\$100,000.00	15
Caravan Traymark industrial				\$0.00	\$100,000.00	15
Caravan Traymark industrial				\$0.00	\$100,000.00	15
Water Tank				\$0.00	\$70,000.00	15
Fuso Prime Mover				\$0.00	\$169,000.00	15
Hilux Utilities x 2				\$0.00		15
Plant Purchase - 2022 CAT Grader Trimble	\$76,547.00		\$76,547.00	\$0.00		15
Plant Purchase - Ferris Mower (Plant 3160)	\$14,860.56		\$14,860.56	\$0.00		15
Plant Purchase - Prado (Plant 1340)	\$82,758.09		\$82,758.09	\$0.00		15
Plant Purchase - Prado (Plant 1335)	\$82,758.09		\$82,758.09	\$0.00		15
Plant Purchase - Hilux (Plant 1330)	\$75,201.14		\$75,201.14	\$0.00		15
Plant Purchase - Hilux (Plant 1320)	\$75,201.14		\$75,201.14	\$0.00		15
Plant Purchase - Backhoe Loader (Plant 5105)	\$287,835.80		\$287,835.80	\$0.00	288,000.00	15
Plant Purchase - Fuso Truck (Plant 2640)	\$261,266.38	\$1,122.41	\$262,388.79	\$0.00		15
Plant Purchase - 2400L diesel tank		\$13,435.63	\$13,435.63	\$0.00		15
Plant Purchase - 2023 Cat Grader		\$612,326.05	\$612,326.05	\$0.00	\$610,000.00	15
Plant Purchase - Mower Ferris 72 Inch Zero Turn		\$64,530.75	\$64,530.75	\$0.00		15
Plant Purchase - Water filled barrier		\$12,499.80	\$12,499.80	\$0.00		15
Plant Purchase - Mitsubishi Truck - concrete agitator		\$143,572.00	\$143,572.00	\$0.00	\$160,000.00	15
Plant Purchase - 8-10,000 litre self banded tanks		\$48,739.81	\$48,739.81	\$0.00	\$45,000.00	15
Plant Purchase - Generator - Charleston Dam Pump Station		\$43,441.71	\$43,441.71	\$0.00	\$50,000.00	15
Plant Purchase - Adblue ute pack		\$4,744.13	\$4,744.13	\$0.00		15
				\$0.00		15
Plant 2114 (Agitator)				\$0.00	- 10,000.00	15
Plant 2825 (Fuso Shotgun)				\$0.00	- 100,000.00	15
Plant 2630 (Fuso Shotgun)				\$0.00	- 75,000.00	15
Plant 2635 (Fuso Shotgun)				\$0.00	- 60,000.00	15
Plant 7168 (Caravan)				\$0.00	- 5,000.00	15
Plant 7178 (Caravan)				\$0.00	- 5,000.00	15
Plant 7188 (Caravan)				\$0.00	- 30,000.00	15
Plant 7411 (Caravan)				\$0.00	- 30,000.00	15
Plant 7421 (Caravan)				\$0.00	- 30,000.00	15
Plant ?? (Hilux purchase)				\$0.00	- 50,000.00	15
Plant Sales - Plant 1247, 1025, 1117, 1015, 1077 (Pacific Tovola)	-\$30,000.00		-\$30,000.00	\$0.00		
Plant Sales - Plant 1209, Plant 1261	-\$58,181.82		-\$58,181.82	\$0.00		
Plant Sales - Plant 1163	-\$4,545.45		-\$4,545.45	\$0.00		
Plant Sales - Plant 5013 (Backhoe)		-\$44,000.00	-\$44,000.00	\$0.00	- 44,000.00	15
Plant Sales - Plant 1140 (Tovola Troop carrier)		-\$31,800.00	-\$31,800.00	\$0.00		
Plant Sales - Plant 2498 (Prime Mover Nissan UD GW470 Year 2009)		-\$22,727.27	-\$22,727.27	\$0.00	- 25,000.00	15
Plant Sales - Plant 6078 Grader Caterpillar 12M		-\$150,000.00	-\$150,000.00	\$0.00	- 150,000.00	15
Plant Sales - Plant 3136 Mower Zero Turn John Deer Z997R		-\$2,272.73	-\$2,272.73	\$0.00		
	\$863,700.93	\$693,612.29	\$1,557,313.22	\$0.00	\$2,652,000.00	
		-\$863,700.93	post capitalisation			

Work in Progress - Furniture & Other Equipment						\$0.00	
ActiveKit - Keyless Entry	\$ 44,951.33	\$ 101,122.09	\$146,073.42	\$146,073.42	\$120,000.00		9
	\$44,951.33	\$101,122.09	\$146,073.42	\$146,073.42	\$120,000.00		
		\$101,122.09	post capitalisation	\$20,788.00			
Work in Progress - Roads Infrastructure			\$0.00				
Cap Works - Hayman Street Drainage		\$3,413.60	\$3,413.60	\$3,413.60	\$0.00		
Work In progress -Roads & Streets - First Street Forsayth 22/23 survey/design & construction	\$2,400.00	\$7,932.92	\$10,332.92	\$10,332.92	\$0.00		
Roads & Streets - Road Projects Balance TBC			\$0.00	\$0.00	\$1,245,000.00		20
Capital Ip - Sealed Services - Forsayth - Einasleigh Rd Reseal	\$413,935.54	\$23,114.04	\$437,049.58	\$437,049.58	\$ 413,935.54		16
Forsayth Einasleigh 22/23 - Survey & design (TIDS)	\$6,500.00	\$1,328,964.01	\$1,335,464.01	\$1,335,464.01	50,000.00		21
Forsayth-Eins cap works - sign replacement		\$170,461.43	\$170,461.43	\$170,461.43	168,407.63		19
Further Signage TBC			\$0.00	\$0.00	- 1,407.63		19
Cap imp - Gtown Cemetery Road - Upgrade & seal	\$124,310.98		\$124,310.98	\$0.00	124,310.98		16
Further Reseals TBC			\$0.00	\$0.00	250,853.48		16
Cap imp - Queensland Creek upgrade		\$41,141.43	\$41,141.43	\$41,141.43	\$0.00		
Culvert Replacement			\$0.00	\$0.00	190,250.00		
Cap Imp - Floodways - Gilberton Road		\$52,808.79	\$52,808.79	\$52,808.79	11,111.32		17
Cap Imp - Floodways - Oak Park Road		\$161,298.14	\$161,298.14	\$161,298.14	127,690.24		17
Floodways Jobs- TBC over budget at 31-Dec			\$0.00	\$0.00	- 18,801.56		17
Reseals - Georgetown		\$7,040.54	\$7,040.54	\$7,040.54	\$0.00		
Cap Imp Depot - Seal top yard (1- Land) (budget in land & improvements)			\$0.00	\$0.00	20,000.00		1
	\$547,146.52	\$1,796,174.90	\$2,343,321.42	\$2,219,010.44	\$2,581,350.00		
	\$0.00	\$1,671,863.92	post capitalisation				
Work in Progress - Water Infrastructure			\$0.00				
Capital Imp. Georgetown Water Plant & Equipment at cost - Replacement of Meters	\$8,614.84	\$3,275.17	\$11,890.01	\$11,890.01	\$0.00		
Capital Imp. Georgetown Water Plant & Equipment at cost - New Water Connections	\$4,273.95	\$3,722.71	\$7,996.66	\$7,996.66	\$0.00		
Capital Imp. Georgetown Water Infra - Valve replacement	\$5,877.67		\$5,877.67	\$0.00	\$0.00		
Capital Imp. Georgetown Water Infra - New main to Etheridge River		\$19,760.93	\$19,760.93	\$0.00	18,000.00		22
Capital Imp. Georgetown Water Infra - Install/upgrade Gtown telemetry		\$22,482.91	\$22,482.91	\$22,482.91	25,000.00		23
Capital Imp. Georgetown Water Infra - Standpipe Gtown - landfill		\$15,631.88	\$15,631.88	\$15,631.88	\$0.00		
Water Supply Gtown - Infrastructure at cost - Replace water main (St George St & South St)	\$12,130.02		\$12,130.02	\$0.00	\$0.00		
Capital Imp. Forsayth Water PPE - Replacement of meters	\$4,829.64	\$389.63	\$5,219.27	\$5,219.27	\$0.00		
Capital Imp. Forsayth Water PPE - New Water Connection	\$2,311.05		\$2,311.05	\$2,311.05	\$0.00		
Capital Imp - Forsayth Water Capital Imp. Res. To WTP - Install telemetry	\$7,080.00		\$7,080.00	\$7,080.00	\$0.00		
Charleston Dam - Fish Ladder		\$0.00	\$0.00	\$0.00	\$0.00		
Charleston Dam Rec Area - Charleston Dam Rec Survey Des (4 - See Land)	\$85,373.05		\$85,373.05	\$85,373.05	\$ 363,000.00		4
Charleston Dam Rec Area - Fencing	\$148,906.67	\$1,450.78	\$150,357.45	\$150,357.45	\$0.00		
Charleston Dam - Water supply pipelines		\$13,056.61	\$13,056.61	\$13,056.61	\$0.00		
	\$279,396.89	\$79,770.62	\$359,167.51	\$321,398.89	\$406,000.00		
		\$42,002.00	post capitalisation				
	\$2,576,419.76	\$5,778,479.96	\$8,354,899.72	\$6,604,979.63	\$14,254,350.00	\$0.00	
		\$4,028,559.87	post capitalisation				

Other additions
Renewals

	Cash Flow Payments	4,028,560	Year to date	Statement of cash flow PPE balance	14,254,350.00	Total Budget
Total Budget				Variance		
Opening balance + Year to date				Road adjustment		
Transfer to Asset Reg + Sale Assets+Tfr Expense						
Closing Balance is the WIP balance as per Financial position.						

Opening balance	2,576,419.76	* type in & check
Variance	\$0.00	
Year to date	4,651,013.11	*type in & check
Variance	622,453.24	

Rates Manager20

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Etheridge Shire

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ASSESSMENT	#NAME?	IS YEAR	-----	-----	#NAME?	EARS	-----	-----	INTEREST	UNALLOC F	TOTAL	#NAME?	PAYMENT---
	1st LEVY	2nd LEVY	SUPP. LEV	WATER LEV	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS		AMOUNT	DATE
00039-00000-000	2662.8				2189.92						587.96	5440.68	2115.97 22/10/2021
00051-50000-000	1174				1112.58						285.42	2572	971.47 22/10/2021
00058-10000-000											1083.45	-1083.45	100 4/04/2023
00067-00000-000											0.03	-0.03	911.28 17/09/2023
00078-10000-000				241.87							2.8	244.67	1632.15 11/09/2023
00078-20000-000											5.14	-5.14	340 12/03/2024
00078-50000-000											60.38	-60.38	60.38 27/05/2024
00078-60000-000					1101						14.46	1115.46	200 22/05/2024
00081-60000-000				807.24							12.7	819.94	250 23/05/2024
00097-00000-000											0.01	-0.01	149 4/04/2024
00103-00000-000				57.44							0.67	58.11	1627.97 29/09/2023
00106-10000-000											1193.59	-1193.59	60 23/05/2024
00119-00000-000											5.7	-5.7	100 9/04/2024
00122-00000-000											76.79	-76.79	300 25/04/2024
00125-16700-000											870.72	-870.72	200 15/12/2023
00125-70000-000				2.74							0.02	2.76	1883.48 18/10/2023
00130-10000-000	713.34			97.72							106.9	917.96	100 24/05/2024
00145-00000-000	327.33			226.79							45.03	599.15	2521.04 9/11/2023
00146-00000-000											0.02	0.62	-0.6 71 29/05/2024
00153-00000-000				128.95							1.49	130.44	740.09 18/10/2023
00163-00000-000											76.86	-76.86	2273.54 11/09/2023
00172-00000-000	2621.35			1211.06							363.18	4195.59	200 16/05/2024
00183-00000-000											280.01	-280.01	443.39 21/03/2024
00203-00000-000				63.94							0.74	64.68	1960.56 18/09/2023
00205-00000-000											86.53	-86.53	600 12/03/2024
00214-00000-000				620.96							7.17	628.13	120 9/11/2018
00233-00000-000											288.71	-288.71	200 7/03/2023
00234-00000-000											1853.63	-1853.63	100 21/05/2024
00238-00000-000											727.91	-727.91	115 21/05/2024
00239-10000-000											193.42	-193.42	92.96 11/03/2024
00241-00000-000	2703.14			253.68							204	3160.82	200.07 21/04/2023
00241-10000-000											600	-600	150 21/05/2024
00249-00000-000				165.22							3.74	168.96	150 21/05/2024
00251-00000-000				3.73							0.04	3.77	1029.58 16/10/2023

00359-10016-000	51.22									1.07	52.29	125	28/03/2024	
00373-00000-000											105.94	-105.94	1271.8	14/11/2023
00385-00880-000	3616.2									268.95	3885.15	3517.37	14/11/2022	
00405-01313-000	2353.86									175.11	2528.97	2215.73	14/11/2022	
00405-30203-000	2457.84									182.84	2640.68	2311.09	14/11/2022	
00405-30240-000											1057.55	-1057.55	713.15	17/10/2023
00405-30252-000											1877.28	-1877.28	938.64	9/04/2024
00420-11499-000	786.6									58.51	845.11	757.97	21/11/2022	
00420-11644-000	8933.23									664.42	9597.65	8363.61	14/11/2022	
00422-90000-000	1204.05									120.39	1324.44	6941.95	1/11/2023	
00433-03548-000	1671.4									124.34	1795.74	1619.68	14/11/2022	
00433-30192-000	2457.84									182.84	2640.68	2311.09	14/11/2022	
00433-30193-000	1671.4									124.34	1795.74	1619.68	14/11/2022	
00433-30195-000	2086.48									155.21	2241.69	1970.52	14/11/2022	
00433-30196-000	1671.4									124.34	1795.74	1619.68	14/11/2022	
00433-30201-000	1671.4									124.34	1795.74	1619.68	14/11/2022	
00451-21337-000	1671.4									124.34	1795.74	1619.68	14/11/2022	
00452-00900-000	45839.44	41875.6	5611.42							12399.97	105726.4	36149.01	22/10/2021	
00452-11347-000	3445.71									256.34	3702.05	3161.79	14/11/2022	
00452-11420-000	2687.52									199.88	2887.4	2659.7	20/10/2022	
00452-30231-000	29.2	703.6	660.8	641.4	63.12					729.73	2827.85	577.88	14/07/2021	
00452-30232-000	29.2	693.4	660.8	641.4	641	628.6	234.17			1627.78	5156.35	959	5/06/2017	
00455-30209-000											2.53	-2.53	1715.12	31/10/2023
00456-10003-000	14982.2									1113.08	16095.28	3712.13	30/10/2023	
00458-00000-000											918.57	-918.57	11540.45	6/10/2023
00459-00000-000											910.61	-910.61	12809.5	28/09/2023
00470-00000-000											0.91	-0.91	956.27	19/12/2023
00473-50000-000		1061								5.77	1066.77	3201.82	22/11/2023	
00476-60000-000											2091.69	-2091.69	10614.12	16/10/2023
00481-50000-000											472.53	-472.53	3291.62	16/10/2023
00482-00000-000											1186.18	-1186.18	2186.05	28/10/2022
00491-10000-000											2135.18	-2135.18	22103.66	12/10/2023
00502-00000-000											7813.25	-7813.25	22103.66	11/09/2023
00534-00000-000											813.59	-813.59	6971.87	15/09/2023
00535-05000-000											793.51	-793.51	1540.34	6/10/2023
30031-00000-000											17.18	-17.18	250	20/10/2023

	120270.3	0	1396.24	7177.36	53393.56	9175.38	2391.43	1672.12	1578.2	1161.77	25631.29	42984.97	180862.7	
=====														

NOTE: PENDING R

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General Ledger2023.6.13.1

Revenue and Expenditure Summary

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 92% of year elapsed. To Level 4. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2024

Printed(LAURIEH): 02-06-2024 8:32:36 AM

	REVENUE			EXPENDITURE			SURPLUS/(DEFICIENCY)		
	30 Jun 2024		Budget	30 Jun 2024		Budget	30 Jun 2024		Budget
1000-0001 Governance									
1000-0002 Elected Members	0	0%	0	369,097	85%	432,500	(369,097)	85%	(432,500)
1010-0002 Governance	0	0%	0	670,220	66%	1,015,000	(670,220)	66%	(1,015,000)
1020-0002 Economic Development	569	---	0	526,286	351%	150,000	(525,716)	350%	(150,000)
1030-0002 Civic Receptions and Events	0	0%	0	0	0%	25,250	0	0%	(25,250)
1040-0002 Regulatory Services									
1040-0003 Town Planning	5,950	16%	37,500	24,631	39%	62,500	(18,681)	75%	(25,000)
1041-0003 Building Control	846	13%	6,500	0	0%	20,000	846	-6%	(13,500)
1042-0003 Environmental Health	9,460	189%	5,000	28,134	66%	42,500	(18,674)	50%	(37,500)
1043-0003 Local Laws	0	0%	0	0	0%	5,000	0	0%	(5,000)
1040-0002 Regulatory Services	16,256	33%	49,000	52,765	41%	130,000	(36,509)	45%	(81,000)
1050-0002 Disaster Management	114,034	543%	21,000	32,886	66%	49,750	81,148	-282%	(28,750)
1060-0002 WH&S	0	0%	0	356,929	121%	295,000	(356,929)	121%	(295,000)
1000-0001 Governance	130,860	187%	70,000	2,008,183	96%	2,097,500	(1,877,324)	93%	(2,027,500)
2000-0001 Corporate									
2000-0002 General Rates	2,489,787	115%	2,167,250	351,041	---	0	2,138,746	99%	2,167,250
2010-0002 General Administration	948,185	17%	5,685,000	2,667,708	119%	2,237,099	(1,719,523)	-50%	3,447,901
2020-0002 Employee Services	2,154,936	-73%	(2,933,498)	1,819,000	97%	1,870,000	335,936	-7%	(4,803,498)
2030-0002 ICT	0	0%	0	366,548	84%	435,000	(366,548)	84%	(435,000)
2040-0002 Broadcasting Services	0	0%	0	6,451	23%	27,500	(6,451)	23%	(27,500)
2000-0001 Corporate	5,592,907	114%	4,918,752	5,210,747	114%	4,569,599	382,160	109%	349,153
3000-0001 Community									
3000-0002 Commercial Rental Properties									
3000-0003 Staff housing	123,227	79%	156,000	267,512	61%	441,250	(144,286)	51%	(285,250)
3002-0003 Savannah House	3,575	79%	4,500	25,983	78%	33,500	(22,408)	77%	(29,000)
3003-0003 Demountable Office (Mary St)	47,143	98%	48,000	1,285	26%	5,000	45,858	107%	43,000
3004-0003 Aged Care	0	0%	0	0	0%	100,000	0	0%	(100,000)
3000-0002 Commercial Rental Properties	173,944	83%	208,500	294,781	51%	579,750	(120,836)	33%	(371,250)
3010-0002 Libraries	2,925	49%	6,000	21,933	41%	54,000	(19,008)	40%	(48,000)
3020-0002 Community Development	25,200	105%	24,000	130,444	35%	373,000	(105,244)	30%	(349,000)
3030-0002 Sport & Recreation	90,050	21%	427,500	397,925	75%	529,000	(307,875)	303%	(101,500)
3040-0002 Halls	3,434	69%	5,000	287,820	102%	283,500	(284,386)	102%	(278,500)
3050-0002 Medical Centres	0	0%	0	35,676	71%	50,000	(35,676)	71%	(50,000)
3060-0002 Aerodromes	0	0%	0	306,328	100%	306,000	(306,328)	100%	(306,000)

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Revenue and Expenditure Summary

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 92% of year elapsed. To Level 4. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2024

Printed(LAURIEH): 02-06-2024 8:32:36 AM

	REVENUE			EXPENDITURE			SURPLUS/(DEFICIENCY)		
	30 Jun 2024		Budget	30 Jun 2024		Budget	30 Jun 2024		Budget
3070-0002 Terrestrial Centre	630,716	471%	134,000	458,375	66%	695,250	172,341	-31%	(561,250)
3080-0002 Little Gems Child Care Centre	252,597	93%	272,500	455,664	122%	373,750	(203,067)	201%	(101,250)
3090-0002 Georgetown Student Hostel	171,069	86%	200,000	254,380	69%	370,750	(83,311)	49%	(170,750)
3100-0002 Cemeteries	1,182	---	0	16,479	25%	65,000	(15,297)	24%	(65,000)
3000-0001 Community	1,351,117	106%	1,277,500	2,659,805	72%	3,680,000	(1,308,688)	54%	(2,402,500)
4000-0001 Infrastructure Services									
4000-0002 Parks Gardens Reserves and Grounds	2,365	2%	120,000	654,515	118%	553,250	(652,149)	151%	(433,250)
4010-0002 Rural Lands Protection	32,416	85%	38,000	210,551	33%	640,500	(178,135)	30%	(602,500)
4020-0002 Street Lighting	0	0%	0	11,583	71%	16,250	(11,583)	71%	(16,250)
4030-0002 Roads									
4030-0003 Shire Roads	523,808	13%	4,100,000	3,336,960	88%	3,775,000	(2,813,151)	-866%	325,000
4031-0003 Town Streets	112,500	13%	900,000	313,785	90%	350,000	(201,285)	-37%	550,000
4032-0003 Flood Damage	16,794,543	80%	20,963,000	19,160,868	76%	25,329,000	(2,366,325)	54%	(4,366,000)
4030-0002 Roads	17,430,852	67%	25,963,000	22,811,612	77%	29,454,000	(5,380,761)	154%	(3,491,000)
4040-0002 Depot and Stores	98,797	79%	125,000	977,124	106%	920,250	(878,327)	110%	(795,250)
4050-0002 Recoverable Works									
4050-0003 Private Works	209,273	102%	205,000	133,341	74%	180,000	75,932	304%	25,000
4051-0003 DTMR	8,516,056	74%	11,500,000	6,933,156	69%	10,000,000	1,582,900	106%	1,500,000
4050-0002 Recoverable Works	8,725,329	75%	11,705,000	7,066,497	69%	10,180,000	1,658,832	109%	1,525,000
4060-0002 Plant Operations	5,628,578	80%	7,000,000	3,250,338	79%	4,106,250	2,378,240	82%	2,893,750
4000-0001 Infrastructure Services	31,918,338	71%	44,951,000	34,982,220	76%	45,870,500	(3,063,883)	333%	(919,500)
5000-0001 Utilities									
5000-0002 Water Supply									
5000-0003 Georgetown WTP & Reticulation	389,204	117%	331,500	777,991	88%	880,000	(388,787)	71%	(548,500)
5001-0003 Forsayth WTP & Reticulation	110,717	115%	96,250	266,464	65%	411,000	(155,748)	49%	(314,750)
5002-0003 Charleston Dam	0	0%	0	179,465	90%	200,000	(179,465)	90%	(200,000)
5000-0002 Water Supply	499,921	117%	427,750	1,223,920	82%	1,491,000	(723,999)	68%	(1,063,250)
5010-0002 Waste Management									
5010-0003 Georgetown	141,509	118%	120,000	323,164	136%	237,500	(181,655)	155%	(117,500)
5011-0003 Forsayth	14,555	3%	514,950	24,319	65%	37,500	(9,764)	-2%	477,450
5012-0003 Einasleigh	10,577	101%	10,500	17,602	101%	17,500	(7,025)	100%	(7,000)
5013-0003 Mt Surprise	11,402	104%	11,000	7,459	60%	12,500	3,943	-263%	(1,500)
5010-0002 Waste Management	178,042	27%	656,450	372,543	122%	305,000	(194,501)	-55%	351,450

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Revenue and Expenditure Summary

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 92% of year elapsed. To Level 4. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2024

Printed(LAURIEH): 02-06-2024 8:32:36 AM

	REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)	
	30 Jun 2024	Budget	30 Jun 2024	Budget	30 Jun 2024	Budget
5000-0001 Utilities	677,963	63% 1,084,200	1,596,463	89% 1,796,000	(918,501)	129% (711,800)
TOTAL REVENUE AND EXPENDITURE	39,671,184	76% 52,301,452	46,457,419	80% 58,013,599	(6,786,235)	119% (5,712,147)

General Ledger2023.6.13.1

Balance Sheet

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 93% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2024 Printed(LAURIEH): 02-06-2024 4:30:20 PM

	OPENING BALANCE	YEAR TO DATE 30 Jun 2024	----- BUDGET	----- CURRENT BALANCE 30 Jun 2024	----- BUDGET			
<u>CURRENT ASSETS</u>								
0300-0001	ASSETS LIABILITIES & EQUITY							
0300-0002	CASH AND RECEIVABLES							
0300-3000	Bendigo Cash at Bank	16,807	475,318	-324%	(146,650)	492,125	-379%	(129,843)
0300-3005	Investments	18,051,848	(8,612,275)	----	0	9,439,573	52%	18,051,848
0300-3006	22108 Ether Reserve CF	0	273,419	----	0	273,419	----	0
0300-3007	622265-2024 ILP and Staff Housing	0	6,015,452	----	0	6,015,452	----	0
0300-3020	Cash on Hand	1,500	0	0%	0	1,500	100%	1,500
0300-3020-0010	Office Till Float	200	0	0%	0	200	100%	200
0300-3020-0020	Office Petty Cash	0	0	0%	0	0	0%	0
0300-3020-0030	Community Float	0	0	0%	0	0	0%	0
0300-3020-0040	Child Care Centre Float	0	0	0%	0	0	0%	0
0300-3020-0050	Terrestrial Tills Float	1,300	0	0%	0	1,300	100%	1,300
0300-3020-0060	Terrestrial Combo Machine Float	0	0	0%	0	0	0%	0
0300-3020-0070	Terrestrial Coffee Machine Float	0	0	0%	0	0	0%	0
0300-3020-0080	Stores Till-Petty Cash	0	0	0%	0	0	0%	0
0300-3020-0090	TerrEstrial Petty Cash	0	0	0%	0	0	0%	0
0300-3030	General Fund Bank Error Adjustment	0	0	0%	0	0	0%	0
0300-3100	Receivables - Rates	88,716	91,900	----	0	180,617	204%	88,716
0300-3110	Rates Receivable Adjustment	45,761	(45,761)	----	0	0	0%	0
0300-3120	EOY Receipts-Rates	0	0	0%	0	0	0%	0
0300-3130	Allowance for Impairment - Rates	0	0	0%	0	0	0%	0
0300-3150	Receivables - Govt Subsidy	870	(709)	----	0	161	18%	870
0300-3200	Receivables - Debtors	32,457	1,063,125	----	0	1,095,582	>999%	32,457
0300-3210	Grants Receivable - Roads	0	0	0%	0	0	0%	0
0300-3230	Receivables - Animals	0	0	0%	0	0	0%	0
0300-3240	Bond Receivable	0	0	0%	0	0	0%	0
0300-3250	Debtors Receivable Adjustment	0	0	0%	0	0	0%	0
0300-3260	EOY Receipts-Debtors	0	0	0%	0	0	0%	0
0300-3270	Prepaid Expenses	70,206	(70,206)	----	0	0	0%	70,206
0300-3280	Allowance for Impairment - Debtors	0	0	0%	0	0	0%	0
0300-3290	Debtors Accrual	2,528,243	(2,528,243)	----	0	0	0%	2,528,243
0300-3300	Stores Inventories	462,137	146,777	----	0	608,914	132%	462,137
0300-3310	House & Land - Held for Resale GST	53,093	0	0%	0	53,093	100%	53,093
0300-3320	House & Land -Held for Resale Input	0	0	0%	0	0	0%	0
0300-3330	Store Inventory Accruals	(619)	619	----	0	0	0%	(619)
0300-3335	Accrued Plant	(108,423)	108,423	----	0	0	0%	(108,423)
0300-3340	Store Inventory Impairment Provision	0	0	0%	0	0	0%	0
0300-3400	Contract Receivable	4,716,257	0	0%	0	4,716,257	110%	4,271,297
0390-3000	Heritage Mineral Collection	0	0	0%	0	0	0%	0
0300-0002	CASH AND RECEIVABLES TOTAL	25,958,853	(3,082,161)	>999%	(146,650)	22,876,692	90%	25,321,482
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	25,958,853	(3,082,161)	>999%	(146,650)	22,876,692	90%	25,321,482

General Ledger2023.6.13.1

Balance Sheet

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 93% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2024 Printed(LAURIEH): 02-06-2024 4:30:20 PM

	OPENING BALANCE	----- YEAR TO DATE ----- 30 Jun 2024	----- BUDGET	----- CURRENT BALANCE ----- 30 Jun 2024	----- BUDGET
TOTAL CURRENT ASSETS	25,958,853	(3,082,161)	>999% (146,650)	22,876,692	90% 25,321,482
NON-CURRENT ASSETS					
=====					
0300-0001	ASSETS LIABILITIES & EQUITY				
0400-0002	NON-CURRENT ASSETS				
0400-4000	Land & Buildings - Held for Resale	0	0%	0	0%
0400-4050	WIP - Land & Bldgs - Held for Resale	0	0%	0	0%
0400-4100	Land & Land Improvements	1,770,875	0%	1,770,875	100%
0400-4150	WIP - Land & Land Improvements	322,181	1%	346,047	14%
0400-4200	Buildings	30,847,705	0%	30,847,705	100%
0400-4210	Accum. Dep. - Buildings	(10,508,531)	100%	(11,352,489)	100%
0400-4250	WIP - Buildings	455,537	41%	3,312,196	45%
0400-4300	Other Structures	17,316,708	---	17,284,758	100%
0400-4310	Accum. Dep. - Other Structures	(6,934,305)	166%	(7,467,081)	103%
0400-4350	WIP - Other Structures	63,506	787%	260,254	294%
0400-4400	Fleet Plant & Equipment	13,037,763	---	14,148,110	109%
0400-4410	Accum. Dep - Fleet Plant & Equipment	(4,968,219)	45%	(5,313,320)	93%
0400-4450	WIP - Fleet Plant & Equipment	863,701	-33%	0	0%
0400-4500	Furniture & Other Equipment	1,094,766	---	2,035,514	101%
0400-4510	Accum. Dep - Furniture & Other Equip	(510,789)	---	(569,243)	111%
0400-4550	WIP - Furniture & Other Equipment	44,951	---	146,073	325%
0400-4600	Roads Infrastructure	248,844,163	---	249,392,832	100%
0400-4605	Roads Manual adj	0	---	(418,261)	---
0400-4610	Accum. Dep. - Roads Infrastructure	(39,525,535)	114%	(42,433,704)	101%
0400-4650	WIP - Roads Infrastructure	547,147	65%	2,219,010	71%
0400-4700	Water Infrastructure	19,066,725	---	32,783,855	100%
0400-4710	Accum. Dep. - Water Infrastructure	(5,193,757)	236%	(5,712,587)	106%
0400-4750	WIP - Water Infrastructure	279,397	98%	321,399	100%
0400-4800	Heritage Mineral Collection	915,748	---	0	0%
0480-4000	Land Improvements	13,679,361	---	0	0%
0480-4000-0001	Land improvements - at Cost	12,826,640	---	0	0%
0480-4000-0002	Land Improvements - at Valuation	852,721	---	0	0%
0480-4100	Land improvements - Accum Depn	(128,266)	---	0	0%
0400-0002	NON-CURRENT ASSETS TOTAL	281,380,833	2%	281,601,944	97%
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	281,380,833	2%	281,601,944	97%
	TOTAL NON-CURRENT ASSETS	281,380,833	2%	281,601,944	97%
	TOTAL ASSETS	307,339,686	-30%	304,478,635	96%

General Ledger2023.6.13.1

Balance Sheet

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 93% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2024 Printed(LAURIEH): 02-06-2024 4:30:20 PM

	OPENING BALANCE	YEAR TO DATE 30 Jun 2024	BUDGET	CURRENT BALANCE 30 Jun 2024	BUDGET
<u>CURRENT LIABILITIES</u>					
0300-0001	ASSETS LIABILITIES & EQUITY				
0500-0002	CURRENT PAYABLES AND LIABILITIES				
0500-5000	Contract Liability	11,809,036	0	0%	0
0500-5100	Rates Refund Suspense	(8)	0	0%	0
0500-5101	Rates receivable In Advance	45,761	(45,761)	---	0
0500-5110	Dishonoured Cheques Refund Suspense	0	0	0%	0
0500-5120	Debtors Refund Suspense	0	200	---	0
0500-5200	Accounts Payable	765,136	(489,697)	---	0
0500-5210	Accrued Expenses	1,142,461	(1,142,461)	---	0
0500-5220	Emergency Fire Service Levy	34,805	27,963	---	0
0500-5230	Accrued Time-in-Lieu	6,967	25,946	---	0
0500-5235	Payroll Accrual	89,124	(89,124)	---	0
0500-5240	RDO	122	5,651	---	0
0500-5250	Payroll Suspense	0	(29,436)	---	0
0500-5260	Withholding Tax Suspense	0	0	0%	0
0500-5270	Advance Pay Suspense	0	0	0%	0
0500-5280	General Suspense	3,100	(765)	---	0
0500-5290	GST Suspense	0	(321,992)	---	0
0500-5295	Input tax GST Account	0	0	0%	0
0500-5300	Annual Leave Payable	530,045	(42,723)	---	0
0500-5310	Current LSL Payable	277,982	(18,050)	---	0
0500-5400	Current Loan - Workshop	0	0	0%	0
0500-5410	Current Loan - Forsayth Water	13,510	(9,800)	---	0
0500-5420	Current Loan - Plant	0	0	0%	0
0500-0002	CURRENT PAYABLES AND LIABILITIES TOTAL	14,718,040	(2,130,050)	---	0
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	14,718,040	(2,130,050)	---	0
	TOTAL CURRENT LIABILITIES	14,718,040	(2,130,050)	---	0

General Ledger2023.6.13.1

Balance Sheet

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 93% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2024 Printed(LAURIEH): 02-06-2024 4:30:20 PM

	OPENING BALANCE	----- YEAR TO DATE ----- 30 Jun 2024	----- BUDGET	----- CURRENT BALANCE ----- 30 Jun 2024	----- BUDGET			
<u>NON-CURRENT LIABILITIES</u>								
<u>=====</u>								
0300-0001	ASSETS LIABILITIES & EQUITY							
0600-0002	LOANS & LIABILITIES NON-CURRENT							
0600-6300	Non-Current LSL Provision	114,296	55,235	---	0	169,532	148%	114,296
0600-6310	Non-Current Annual Leave Provision	0	0	0%	0	0	0%	0
0600-6401	622265 2024 ILP and Staff House loan	0	6,000,000	---	0	6,000,000	---	0
0600-6410	Non-Current Loans	16,251	0	0%	5,965,500	16,251	0%	5,981,751
0600-6500	Non-Current Landfill - Georgetown	1,200,700	0	0%	0	1,200,700	91%	1,318,953
0600-6505	Non Current Landfill Old Georgetown	73,522	0	0%	0	73,522	---	0
0600-6506	Non Current Landfill Sanitary pits	63,665	0	0%	0	63,665	---	0
0600-6510	Non-Current Landfill - Forsayth	232,083	0	0%	0	232,083	97%	238,501
0600-6520	Non-Current Landfill - Einasleigh	179,581	0	0%	0	179,581	138%	130,315
0600-6530	Non-Current Landfill - Mt Surprise	238,676	0	0%	0	238,676	79%	300,458
		-----	-----	-----	-----	-----	-----	-----
0600-0002	LOANS & LIABILITIES NON-CURRENT TOTAL	2,118,773	6,055,235	102%	5,965,500	8,174,009	101%	8,084,274
		-----	-----	-----	-----	-----	-----	-----
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	2,118,773	6,055,235	102%	5,965,500	8,174,009	101%	8,084,274
		-----	-----	-----	-----	-----	-----	-----
	TOTAL NON-CURRENT LIABILITIES	2,118,773	6,055,235	102%	5,965,500	8,174,009	101%	8,084,274
		-----	-----	-----	-----	-----	-----	-----
	TOTAL LIABILITIES	16,836,813	3,925,185	66%	5,965,500	20,761,998	117%	17,763,032
		=====	=====	=====	=====	=====	=====	=====
	NETT ASSETS/(LIABILITIES)	290,502,873	(6,786,235)	-198%	3,434,450	283,716,637	95%	299,032,409

General Ledger2023.6.13.1

Balance Sheet

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(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 93% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2024 Printed(LAURIEH): 02-06-2024 4:30:20 PM

	OPENING BALANCE	YEAR TO DATE		CURRENT BALANCE	
		30 Jun 2024	BUDGET	30 Jun 2024	BUDGET
<u>COMMUNITY EQUITY</u>					
<u>=====</u>					
0300-0001	ASSETS LIABILITIES & EQUITY				
0700-0002	SHIRE CAPITAL & RESERVES				
0700-7000	Shire Capital Account	39,500,666	0	0%	0
0700-7100	Current Surplus	0	(6,786,235)	119%	(5,712,147)
0700-7200	Accumulated Surplus	44,330,277	0	0%	0
0700-7300	Asset Reval Reserve - Roads	167,089,454	0	0%	0
0700-7310	Asset Reval Reserve - Land	2,113,661	0	0%	0
0700-7320	Asset Reval Reserve - Buildings	16,015,375	0	0%	0
0700-7330	Asset Reval Reserve - Water	3,772,814	0	0%	0
0700-7340	Asset Reval Reserve -Other Structure	7,730,970	0	0%	0
0700-7350	Asset Reval Reserve-Plant	0	0	0%	0
0700-7360	Asset Reval Reserve-TERMINERAL	488,854	0	0%	0
0700-7400	Reserve Recurrent Expenditure Grants	53,502	0	0%	0
0700-7410	Capital Grants Reserve	0	0	0%	0
0700-7420	Plant Replacement Reserve	872,351	0	0%	0
0700-7430	Future Capital Works Reserve	7,448,875	0	0%	0
0700-7440	Capital Works Reserves	1,086,072	0	0%	0
0700-7500	Appn: General Revenue for Capital	0	0	0%	0
0700-7510	Appn: Profit/Loss on Sale NC Assets	0	0	0%	0
0700-7520	Appn: Profit/Loss on Land Sales	0	0	0%	0
0700-7530	Appn: Unfunded Depreciation	0	0	0%	0
0700-7540	Appn: Constrained Works Reserve	0	0	0%	0
0700-7550	Appn: Reserve held Future Recur Exp	0	0	0%	0
0700-7560	Appn: Capital Grants	0	0	0%	0
0700-7570	Appn: Plant Replacement Reserve	0	0	0%	0
0700-7580	Appn: Future Capital Works Reserve	0	0	0%	0
0700-7590	Appn: Capital Works Reserves	0	0	0%	0
0700-0002	SHIRE CAPITAL & RESERVES TOTAL	290,502,873	(6,786,235)	119%	(5,712,147)
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	290,502,873	(6,786,235)	119%	(5,712,147)
	TOTAL COMMUNITY EQUITY	290,502,873	(6,786,235)	119%	(5,712,147)

Etheridge Shire Council

Statement of Comprehensive Income

For the Year Ended Jun 30 2024

	<u>Notes</u>	<u>2024 Actual</u>	<u>Amend. 23/24</u>
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3	2,723,699	2,741,450
Fees and charges	3	271,759	352,000
Interest Income	3 7	676,671	231,000
Other income	3	55,290	18,000
Rental Income	3 8	173,944	208,500
Sales revenue	3	8,794,631	11,865,000
Grants, subsidies, contributions and donations	3 4	17,569,813	28,159,000
Total recurrent revenue		30,265,807	43,574,950
Capital revenue			
Grants, subsidies, contributions and donations	4	1,210,319	4,535,000
Other capital Income		8,601	0
Total capital revenue		1,218,920	4,535,000
Expenses			
Recurrent expenses			
Employee benefits		(6,486,904)	(6,100,500)
Materials and services		(26,250,473)	(42,812,847)
Finance Interest Costs		0	(201,000)
Depreciation and amortisation: PP&E	9	(5,533,585)	(4,707,750)
Total recurrent expenses	6 7	(38,270,962)	(53,822,097)
Net Operating Result		(6,786,235)	(5,712,147)
Other Expenses			
Total other expenses		0	0
Net Capital result		(6,786,235)	(5,712,147)
Other comprehensive income			
Total other comprehensive income for the year		0	0
WIP Cap Exp			
Total WIP (Tsf to Fin Postn)		0	0
Total comprehensive income for the year		(6,786,235)	(5,712,147)

The above Statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

Etheridge Shire Council Statement of Financial Position

For the Year Ended Jun 30 2024

	<u>Notes</u>	<u>2024 Actual</u>
Current Assets		
Cash and cash equivalents	3	16,222,068
Receivables	12	1,276,359
Contract Assets		4,716,257
Inventories	13	662,008
		<u>22,876,692</u>
Total current assets	2	<u>22,876,692</u>
Non-current Assets		
Property Plant & Equipmt - WIP		6,604,980
Property, plant and equipment	7	274,996,964
Total non-current assets	2	<u>281,601,944</u>
TOTAL ASSETS		<u>304,478,635</u>
Current Liabilities		
Payables	17	27,990
Contract Liabilities		11,809,036
Borrowings	21	3,710
Provisions	18	747,254
Total current liabilities		<u>12,587,989</u>
Non-current Liabilities		
Borrowings	21	6,016,251
Provisions	18	2,157,758
Total non-current liabilities		<u>8,174,009</u>
TOTAL LIABILITIES		<u>20,761,998</u>
NET COMMUNITY ASSETS		<u>283,716,637</u>
Community Equity		
Asset revaluation reserve	25	197,211,129
Shire Capital		39,500,666
Retained surplus/(deficiency)		37,544,042
Reserves		9,460,800
TOTAL COMMUNITY EQUITY		<u>283,716,637</u>

The above Statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

Etheridge Shire Council
Statement of Cash Flows

For the Year Ended Jun 30 2024

Notes	2024 Actual
Cash flows from operating activities:	
Receipts from customers	20,884,576
Payments to suppliers and employees	-42,394,154
Interest received	677,892
Rental income	173,944
Non-capital grants and contributions	17,308,853
Net cash - operating activities	<u>23</u> -3,348,888
Cash flows from investing activities:	
Proceeds from sale of property, plant and equipment	5 8,601
Grants, subsidies, contributions and donations	1,256,698
Payments for property, plant and equipment	-5,754,696
Net cash - from investing activities	<u>-4,489,398</u>
Cash flows from financing activities	
Receipt of Loan	6,000,000
Repayment of borrowings	-9800
Net cash flow - financing activities	<u>5,990,200</u>
Net increase/(decrease) in cash held	-1,848,086
Add cash and cash equivalents - beginning of year	<u>18,070,155</u>
Cash and cash equivalents - closing	<u>3</u> <u>16,222,068</u>

The above Statement should be read in conjunction with the accompanying notes and the Summary Significant Accounting Policies.

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General Meeting 19th June 2024

Subject	2023/24 Budget Review
Classification	Open
Author	Laurie Hawker

EXECUTIVE SUMMARY

Under s104 of the Local Government Act 2009, Council must have an annual budget as part of its suite of financial planning documents. Council's budget was adopted on 26 July 2023 and complied with the requirements of s169 of the Local Government Regulation 2012.

A review of Council's budget has been completed for the period 1 July 2023 to 30 April 2024. It is proposed that Council amend its budget to address issues that have emerged since its adoption. Section 170(3) of the Local Government Regulation 2012 allows Council to amend its budget any time before the end of the financial year.

RECOMMENDATION

That in accordance with s170(3) of the Local Government Regulation 2012, Council amend its 2023/24 budget as per the attached list of proposed amendments.

BACKGROUND

A desktop review of Council's budget has been completed. The effect of the proposed amendments is a decrease in Total Comprehensive Income to -\$2,196,148.

Please refer to the attached:-

- Budget Review spreadsheet,
- Income and Expenditure Statement
- Statement of Financial Position
- Statement of Cash Flows

LINK TO CORPORATE PLAN

Corporate Aim No. 5: Best practice corporate governance and organisational excellence.

Outcome: Council provides community leadership through financial sustainability and an open and accountable governance structure.

BUDGET & RESOURCE CONSIDERATIONS

The net effect of the proposed budget amendment is an increase in Council's cash position \$5,187,060.

LEGAL CONSIDERATIONS

Local Government Act 2009, sections 104

Local Government Regulation 2012, sections 169 & 170

POLICY IMPLICATIONS

Nil

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: High. Likely risk of over expenditure, of minor to moderate consequence.

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Laurie Hawker

Report Authorised By:

Ken Timms PSM, CEO

Date: 03/06/2024

Date:

ATTACHMENTS

Includes attachment:

- Budget Review spreadsheet,
- Income and Expenditure Statement
- Statement of Financial Position
- Statement Of Cash Flows

Revenue				Expenditure				
Budget	Budget review December 23-24	Proposed Budget	GL Account	Description	Original Budget	Budget review December 23-24	Budget review April 23-25	Proposed Budget
			Non-Current Assets					
			0400-4100	Land & Land Improvements				
			0400-4150	WIP - Land & Land Improvements	3,028,000.00	120,000.00		120,000.00 On schedule
			0400-4200	Buildings				
			0400-4210	Accum. Dep. - Buildings				
			0400-4250	WIP - Buildings	6,895,000.00	7,550,000.00 -	5,785,141.33	1,764,858.67 Staff housing carried forward
			0400-4300	Other Structures				
			0400-4310	Accum. Dep. - Other Structures				
			0400-4350	WIP - Other Structures	25,000.00	945,000.00		945,000.00 On schedule
			0400-4400	Fleet Plant & Equipment				
			0400-4410	Accum. Dep - Fleet Plant & Equipment				
			0400-4450	WIP - Fleet Plant & Equipment	2,300,000.00	2,652,000.00 -	1,086,000.00	1,566,000.00 Plant purchases Carried forward
			0400-4500	Furniture & Other Equipment				
			0400-4510	Accum. Dep - Furniture & Other Equip				
			0400-4600	Roads Infrastructure				
			0400-4610	Accum. Dep. - Roads Infrastructure				
			0400-4650	WIP - Roads Infrastructure	3,557,600.00	2,581,350.00		2,581,350.00 On schedule
			0400-4700	Water Infrastructure				
			0400-4710	Accum. Dep. - Water Infrastructure				
			0400-4750	WIP - Water Infrastructure	43,000.00	406,000.00		406,000.00 On schedule
			0400-4800	Heritage Mineral Collection				
			0480-4000	Land Improvements				
			0480-4000-0001	Land improvements - at Cost	15,848,600.00	14,254,350.00 -	6,871,141.33	7,383,208.67 Movement of Capital Expenditure
<u>Revenue and Expenditure Budget Third Quarter review</u>								
Mid Year Ammended Revenue		Proposed Revenue		Budget Change Increase				
57,074,950.00		57,374,686.00		299,736	58,013,599.00		59,570,834.00	Recalculated revenue total to 30 June 2024
								Recalculated expenditure total to 30 June 2025
Net effect		- 299,736.00		Increase in Budgetted Revenue				Reduction of Expenditures
							- 2,196,148.00	Net Reduction in Revenue

General Ledger		Revenue	and Expenditure	Budget		Page - 2	
(Accounts: 1000-0002-0000 to 5014-2400-0000)		. All report	groups. 75% o	f year elapsed. To Le	vel 2. Excludes	committed costs)
Etheridge Shire Council (Budget for full year)		Financi	al Year Ending	2024 Pri		nted(LAURIEH):	29/04/2024 8:35
-----		-----	-----	-----	-----	-----	-----
		REVENUE			EXPENDITURE		
		Original	Proposed	Budget Change	Original	Proposed	Budget Change
		Budget	Budget	Increase/Decrease	Budget	Budget	Increase/Decrease
1000-0001	Governance						
1000-0002	Elected Members	0	0	\$ -	432,500	432,500	\$ -
1010-0002	Governance	0	600	\$ 600.00	1,015,000	670,000	\$ 345,000.00
1020-0002	Economic Development	0	0	\$ -	150,000	250,000	\$ -100,000.00
1030-0002	Civic Receptions and Events	0	0	\$ -	25,250		\$ 25,250.00
1040-0002	Regulatory Services	49,000	21,000	\$ -28,000.00	130,000	70,200	\$ 59,800.00
1050-0002	Disaster Management		114,034	\$ 114,034.00	49,750	35,000	\$ 14,750.00
1060-0002	WH&S	21,000		\$ -21,000.00	295,000	356,600	\$ -61,600.00
1000-0001	Governance	70,000	135,634	65,634	209,750	1,814,300	283,200
2000-0001	Corporate						
2000-0002	General Rates	2,167,250	2,493,000	\$ 325,750.00	0	350,950	\$ -350,950.00
2010-0002	General Administration	5,685,000	6,147,364	\$ 462,364.00	2,237,099	2,910,553	\$ -673,454.00
2020-0002	Employee Services	1,840,000	2,200,000	\$ 360,000.00	1,870,000	1,940,400	\$ -70,400.00
2030-0002	ICT	0	0	\$ -	435,000	365,000	\$ 70,000.00
2040-0002	Broadcasting Services	0	0	\$ -	27,500	8,000	\$ 19,500.00
2000-0001	Corporate TOTAL	9,692,250	10,840,364	1,148,114	4,569,599	5,574,903	-1,005,304
3000-0001	Community						
3000-0002	Commercial Rental Properties	98,500	189,000	\$ 90,500.00	579,750	380,301	\$ 199,449.00
3010-0002	Libraries	6,000	6,000	\$ -	54,000	28,204	\$ 25,796.00
3020-0002	Community Development	134,000	24,000	\$ -110,000.00	373,000	188,463	\$ 184,537.00
3030-0002	Sport & Recreation	427,500	420,000	\$ -7,500.00	529,000	525,718	\$ 3,282.00
3040-0002	Halls	5,000	5,000	\$ -	283,500	354,316	\$ -70,816.00
3050-0002	Medical Centres	0	0	\$ -	50,000	41,000	\$ 9,000.00
3060-0002	Aerodromes	0	0	\$ -	306,000	354,798	\$ -48,798.00
3070-0002	Terrestrial Centre	134,000	259,108	\$ 125,108.00	695,250	644,093	\$ 51,157.00
3080-0002	Little Gems Child Care Centre	272,500	305,000	\$ 32,500.00	373,750	487,750	\$ -114,000.00
3090-0002	Georgetown Student Hostel	200,000	240,000	\$ 40,000.00	370,750	371,200	\$ -450.00
3100-0002	Cemeteries	0	1,300	\$ 1,300.00	65,000	30,000	\$ 35,000.00
3000-0001	Community TOTAL	1,277,500	1,449,408	171,908	3,680,000	3,405,843	274,157

						\$	-
						\$	-
4000-0001	Infrastructure Services					\$	-
		120,000	122,200	\$ 2,200.00	553,250	698,000	-\$ 144,750.00
4000-0002	Parks Gardens Reserves and Grounds	38,000	38,000	\$ -	640,500	620,500	\$ 20,000.00
4010-0002	Rural Lands Protection	0	0	\$ -	16,250	16,250	\$ -
4020-0002	Street Lighting			\$ -			\$ -
4030-0002	Roads	25,963,000	25,963,150	\$ 150.00	29,454,000	30,048,988	-\$ 594,988.00
4040-0002	Depot and Stores	125,000	125,000	\$ -	920,250	1,019,250	-\$ 99,000.00
4050-0002	Recoverable Works	11,705,000	11,720,000	\$ 15,000.00	10,180,000	10,180,000	\$ -
4060-0002	Plant Operations	7,000,000	6,320,000	-\$ 680,000.00	4,106,250	4,106,250	\$ -
-				\$ -			\$ -
4000-0001	Infrastructure Services TOTAL	44,951,000	44,288,350	-\$ 662,650	45,870,500	46,689,238	-\$ 818,738
5000-0001	Utilities						
5000-0002	Water Supply	427,750	481,220	\$ 53,470.00	1,491,000	1,687,700	-\$ 196,700.00
5010-0002	Waste Management	656,450	179,710	-\$ 476,740.00	305,000	398,850	-\$ 93,850.00
-				\$ -			\$ -
5000-0001	Utilities TOTAL	1,084,200	660,930	-\$ 423,270.00	1,796,000	2,086,550	\$ 290,550.00
			Budget Change				
			Increase/Decrease	299,736			-976,135
	TOTAL REVENUE AND EXPENDITURE - Original Budget	<u>69,111,950</u>			<u>65,684,599</u>	<u>\$ 3,427,351.00</u>	Original
	TOTAL REVENUE AND EXPENDITURE - Mid Year Ammended	<u>57,074,950</u>			<u>58,013,599</u>	<u>-\$ 938,649.00</u>	Mid year review
							Third Quarter review
	TOTAL REVENUE AND EXPENDITURE - Third Quarter		<u>57,374,686</u>			<u>59,570,834</u>	<u>-2,196,148</u> Projected Deficit

Etheridge Shire Council

Statement of Comprehensive Income

For the Year Ended Jun 30 2024

	<u>Notes</u>	<u>Orig. 23/24</u>	<u>Amend. 23/24</u>
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3	2,747,450	2,725,810
Fees and charges	3	347,000	291,900
Interest Income	7	225,000	650,000
Other income	3	18,000	58,150
Rental Income	8	208,500	189,000
Sales revenue	3	11,865,000	11,880,000
Grants, subsidies, contributions and donations	4	40,201,000	28,434,198
Total recurrent revenue		55,611,950	44,229,058
Capital revenue			
Grants, subsidies, contributions and donations	4	4,535,000	4,197,108
Total capital revenue		4,535,000	4,197,108
Expenses			
Recurrent expenses			
Employee benefits		(6,100,500)	(6,100,500)
Materials and services		(50,504,750)	(38,741,158)
Finance Interest Costs		(201,000)	(86,000)
Depreciation and amortisation: PP&E	9	(4,707,750)	(5,694,657)
Total recurrent expenses	6 7	(61,514,000)	(50,622,315)
Net Operating Result		(1,367,050)	(2,196,149)
Other Expenses			
Total other expenses		0	0
Net Capital result		(1,367,050)	(2,196,149)
Other comprehensive income			
Total other comprehensive income for the year		0	0
WIP Cap Exp			
Total WIP (Tsf to Fin Postn)		0	0
Total comprehensive income for the year		(1,367,050)	(2,196,149)

The above Statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

Etheridge Shire Council
Budgeted Statement of Financial Position
For the Year Ended Jun 30 2024

	Notes	Amend. 23/24	
Current Assets			
Cash and cash equivalents	3	16,106,651	
Receivables	12	122,043	
Contract Assets		4,271,297	
Other Current Assets		70,206	
Inventories	13	406,188	
		20,976,385	
Total current assets	2	<u>20,976,385</u>	
Non-current Assets			
Property Plant & Equipmt - WIP		7,383,209	
Property, plant and equipment	15	274,643,189	
Total non-current assets	2	<u>282,026,398</u>	
TOTAL ASSETS		<u><u>303,002,783</u></u>	
Current Liabilities			
Payables	17	2,571,752	
Contract Liabilities		6,815,514	
Borrowings	21	13,510	
Provisions	18	277,982	
Total current liabilities		<u>9,678,758</u>	
Non-current Liabilities			
Borrowings	21	5,981,751	
Provisions	18	2,102,523	
Total non-current liabilities		<u>8,084,274</u>	
TOTAL LIABILITIES		<u><u>17,763,032</u></u>	
NET COMMUNITY ASSETS		<u><u>285,239,751</u></u>	
Community Equity			
Asset revaluation reserve	25	195,249,238	
Shire Capital		33,338,605	
Current Surplus		-2,196,149	
Retained surplus/(deficiency)		49,387,257	
Reserves		9,460,800	
TOTAL COMMUNITY EQUITY		<u><u>285,239,751</u></u>	0

The above Statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

Etheridge Shire Council
Budgeted Statement of Cash Flows
For the Year Ended Jun 30 2024

Notes	Amend. 23/24
Cash flows from operating activities:	
Receipts from customers	23,554,530
Payments to suppliers and employees	-53,228,658
Interest received	656,330
Rental income	189,000
Non-capital grants and contributions	27,925,164
Borrowing costs	-86,000
Net cash - operating activities	23 -989,634
Cash flows from investing activities:	
Grants, subsidies, contributions and donations	4,191,142
Payments for property, plant and equipment	-7,383,209
Net cash - from investing activities	-8,034,531
Cash flows from financing activities	
Loan received	6,000,000
Repayment of borrowings	-34,500
Net cash flow - financing activities	5,965,500
Net increase/(decrease) in cash held	-3,058,665
Add cash and cash equivalents - beginning of year	18,070,155
Cash and cash equivalents - closing	3 15,011,490

The above Statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.



General Meeting 19th June 2024

Subject	Standing Orders and Meeting Procedures Policy - Adopt
Classification	Open
Author	Renee Bester, Executive Assistant

EXECUTIVE SUMMARY

The purpose of this report is for council to formalise Post-Election Meeting resolution by considering to adopt the Standing Orders and Meeting Procedures Policy, reflecting the updated “Best practice example standing orders for local government and standing committee meetings” as published by the Queensland Government and updated as at March 2024, following legislative amendments to the *Local Government Act 2009*.

RECOMMENDATION

That Council:

1. Adopt the Standing Orders and Meeting Procedures Policy (C057), replacing all and any historical policies or procedures with the same or similar title or intent.

BACKGROUND

At its Post-Election Meeting held 28 March 2024, Council resolved to “adopt the Standing Orders and Model Meeting Procedures (#SMEC24.03.06), as prepared by the Queensland Government, and update any relevant policies.

To assist local governments, the Department of Housing, Local Government, Planning and Public Works (DHLGPPW) provides best practice standing orders that local governments can choose to adopt to provide written rules for the orderly conduct of local government meetings. These best practice standing orders incorporate the meeting procedures that deal with matters during local government meetings that must be adhered to under the *Local Government Act 2009* (LGA) including the DHLGPPW model meeting procedures and the meeting provisions in the *Local Government Regulation 2012* (LGR). Local governments can revise their standing orders to incorporate the model meeting procedures or adopt the model meeting procedures.

The attached draft Standing Orders and Meeting Procedures Policy reflects the current model “Best practice example standing orders for local government and standing committee meetings”, which also incorporates the meeting procedures. Unfortunately, a previous version of the Standing Orders was attached to the March 2024 agenda, therefore members may notice some anomalies in the attached versus the version presented.

The DHLGPPW recently updated the model/best practice standing orders and meeting procedures to acknowledge the legislative amendments to the Local Government Act 2009 in early November 2023. A key amendment were the changes from ‘inappropriate conduct’ to ‘conduct breach’ and the treatment of referrals and complaints through the Independent Assessor.

In line with the resolution of March 2024 and acknowledging the preparation of the attached, it is requested that Council consider adopting the attached Standing Orders and Meeting Procedures Policy.

LINK TO CORPORATE PLAN

Corporate Aim No. 5: Best practice corporate governance and organisational excellence

BUDGET & RESOURCE CONSIDERATIONS

Not applicable for this report

LEGAL CONSIDERATIONS

Not applicable. Meets legislative requirements and model templates as provided by the Queensland Government

POLICY IMPLICATIONS

Updated Policy will reflect the best practice model as developed by Queensland Government and reflect the amendments to the *Local Government Act 2009*, as of November 2023.

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Renee Bester

Date: 05/06/2024

Report Authorised By:

Ken Timms PSM

05/06/2024

ATTACHMENTS

Include attachments such as:

- Standing Orders and Meeting Procedures Policy (C057)



STANDING ORDERS AND MEETING PROCEDURES POLICY

POLICY VERSION AND REVISION

Version History	Meeting date	
	19 th June 2024	
	Resolution number	
Approval by CEO		
Effective date	Review date	
	March 2028	
Policy Author		
Chief Executive Officer		
Current incumbent		
Ken Timms PSM		
Implementation Officer		
Chief Executive Officer		
Current incumbent	Contact number	Official file no.
Ken Timms PSM	4079 9090	



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1. PURPOSE

These standing orders and meeting procedures set out certain procedures to ensure Council principles are reflected in the conduct of local government meetings and advisory committee meetings.

It is not intended that these standing orders and meeting procedures will deal with all aspects of meeting conduct but only those required to strengthen public confidence in Local Government to deal with the conduct of Councillors in meetings. These meeting procedures do not apply to meetings of Council's audit committee.

2. SCOPE

These Standing Orders and Meeting Procedures apply to all meetings of Council.

3. STANDING ORDERS

- a) These standing orders apply to local government meetings including standing committee meetings. These standing orders do not apply to meetings of the audit committee.
- b) A provision of these standing orders may be suspended by resolution of any meeting of Council except those sections that are mandatory under the model meeting procedures. A separate resolution is required for any suspension and must specify the application and duration of each suspension.
- c) Where a matter arises at Council meeting that is not provided for in these standing orders, the matter will be determined by resolution of Council upon a motion which may be put without notice, but otherwise conforming with these standing orders.

MEETING PROCEDURES

4. PRESIDING OFFICER

- a) The mayor will preside at a meeting of Council.
- b) If the mayor is absent or unavailable to preside, the deputy mayor will preside.
- c) If both the mayor and the deputy mayor, or the mayor's delegate, are absent or unavailable to preside, another councillor chosen by the councillors present at the meeting will preside at the meeting.
- d) Council will choose the chairperson for a committee meeting. This chairperson will preside over meetings of the committee.
- e) If the chairperson of a committee is absent or unavailable to preside, another councillor chosen by the councillors present will preside over the committee meeting.
- f) Before proceeding with the business of Council meeting, the person presiding at the meeting will undertake the acknowledgement and/or greetings deemed appropriate by Council.

5. ORDER OF BUSINESS

- a) The order of business will be determined by resolution of Council from time to time. The order of business may be altered for a particular meeting where the councillors at that meeting pass a procedural motion to that effect. A motion to alter the order of business may be moved without notice.
- b) Unless otherwise altered, the order of business will be as follows:
 - Attendance;
 - apologies and granting of leaves of absence;
 - confirmation of previous minutes;
 - Declaration of Conflicts of Interests; and
 - officers' reports.

Note: The minutes of a previous meeting, whether an ordinary or a special meeting, not previously confirmed will be taken into consideration, at every ordinary meeting of Council, in order that the minutes may be confirmed. No discussion will be permitted about these minutes except with respect to their accuracy as a record of the proceedings. Amendments to the minutes may be

made prior to confirming the minutes. This must be done by moving a motion to amend the minutes that must be voted on and carried. Once the resolution is passed the minutes can be amended. All councillors present at the meeting can vote to confirm the minutes including those who were absent at the previous meeting and those who had a conflict of interest at the previous meeting. Once the minutes are confirmed by resolution of the meeting they cannot be changed. If Council needs to make a correction to the confirmed minutes, that can be done by passing a rescinding motion or a new motion that states what the correction is, but the original minutes remain as they are recorded.

6. AGENDAS

- a) The agenda may contain:
 - notice of meeting
 - amendments correcting the minutes of the previous meeting
 - adoption of the minutes of the previous meeting
 - business which the mayor wishes to have considered at that meeting without notice
 - matters of which notice has been given
 - committees' reports referred to the meeting by the chief executive officer (CEO)
 - officers' reports referred to the meeting by the CEO
 - councillor conduct breach investigation reports provided by the investigator
 - deputations and delegations from the community that are approved to attend
 - any other business Council determines by resolution be included in the agenda.
- b) Business not on the agenda, or not fairly arising from the agenda, will not be considered at any local government meeting unless permission for that purpose is given by Council at the meeting. Business must be in accordance with the adopted terms of reference for each committee.
- c) The notice of the meeting and the agenda must be given to each councillor at least two days before the meeting and in the case of Indigenous regional councillors, being Torres Strait Regional Council and Northern Peninsula Area Regional Council, at least four days prior to the meeting, unless it is impracticable to give the notice before that time.
- d) The agenda for Council must be made publicly available by 5pm on the business day after the notice of meeting is given to the councillors. Any related reports, including any summary investigation report for a conduct breach matter, for Council meeting must also be included and available to the public when the agenda for the meeting is made publicly available, excluding confidential reports. If the related report is made available to councillors or committee members during the period starting immediately after notice of the meeting is given and ending immediately before the meeting is held, then these reports must be made available to the public as soon as practicable after it is made available to the councillors or committee members.
- e) Matters on the agenda that may require the meeting to be in a closed session consistent with the provisions under section 254J LGR, can be identified on the agenda as 'may be closed by resolution of the meeting for the matter to be debated'.

7. QUORUM

- a) A quorum at a local government meeting is a majority of its councillors. If the number of councillors is even, then one half of the number is a quorum.
- b) If a quorum is not present within 15 minutes after the time set for the meeting to begin, it may be adjourned to a later hour or a later day within 14 days after the day of the adjournment. The meeting may be adjourned by a majority of councillors present, or if only one councillor is present, then that councillor, or if no councillors are present then the CEO.

8. PETITIONS

- a) Any petition presented to a meeting of Council will:
 - be in legible writing or typewritten and contain a minimum of 10 signatures
 - include the name and contact details of the principal petitioner (i.e., the key contact)
 - include the postcode of all petitioners, and
 - have the details of the specific request/matter appear on each page of the petition.
- b) Where a councillor presents a petition to a meeting of Council, no debate in relation to it will be allowed, and the only motion which may be moved is:
 - that the petition be received

- received and referred to a committee or officer for consideration and a report to Council, or
 - not be received because it is deemed invalid.
- c) Council will respond to the principal petitioner in relation to all petitions deemed valid.

9. DEPUTATIONS

- a) A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than seven business days before the meeting.
- b) The CEO, on receiving an application for a deputation, shall notify the chairperson who will determine whether the deputation may be heard. The CEO will inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time will be arranged for that purpose, and an appropriate time period allowed (e.g. 15 minutes).
- c) For deputations comprising three or more persons, only three persons shall be at liberty to address Council meeting unless the councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.
- d) If a member of the deputation other than the appointed speakers interjects or attempts to address Council meeting, the chairperson may terminate the deputation.
- e) The chairperson may terminate an address by a person in a deputation at any time where:
- the chairperson is satisfied that the purpose of the deputation has been sufficiently explained to the councillors at the meeting
 - the time period allowed for a deputation has expired, or
 - the person uses insulting or offensive language or is derogatory towards councillors or others.
- f) The CEO is responsible for the deputation, including that the appointed speaker/s are notified in writing of developments or future actions as appropriate.

10. PUBLIC PARTICIPATION AT MEETINGS

- a) A member of the public may take part in the proceeding of a meeting only when invited to do so by the chairperson.
- b) In each local government meeting, time may be required to permit members of the public to address Council on matters of public interest related to local government. An appropriate time period will be allowed (e.g. 15 minutes) and no more than three speakers shall be permitted to speak at one meeting. The right of any individual to address Council during this period shall be at the absolute discretion of Council chairperson.
- c) If any address or comment is irrelevant, offensive, or unduly long, the chairperson may require the person to cease making the submission or comment.
- d) For any matter arising from such an address, Council may take the following actions:
- refer the matter to a committee
 - deal with the matter immediately
 - place the matter on notice for discussion at a future meeting
 - note the matter and take no further action.
- e) Any person addressing Council shall stand, act, and speak with decorum and frame any remarks in respectful and courteous language.
- f) Any person who is considered by Council or the chairperson to be inappropriately presenting may be directed by the chairperson to immediately withdraw from the meeting. Failure to comply with such a request may be considered an act of disorder.

11. PRESCRIBED CONFLICT OF INTEREST

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a local government or committee meeting (other than ordinary business matters as prescribed under section 150EF of the LGA). When dealing with a prescribed conflict of interest, councillors must abide by the following procedures:

- a) A councillor who has notified the CEO in writing, including all the particulars, of a prescribed conflict of interest in a matter to be discussed in a local government meeting must also give notice during the meeting at the time when the matter is to be dealt with.
- b) A councillor who first becomes aware of a prescribed conflict of interest in a matter during a local government meeting must immediately inform the meeting of the conflict of interest and the particulars.
- c) When notifying the meeting of a prescribed conflict of interest, the following particulars must be provided:

- for a gift, loan, or contract—the value of the gift, loan, or contract
 - for an application for which a submission has been made—the matters the subject of the application and submission:
 - the name of the entity, other than the councillor, that has an interest in the matter
 - the nature of the councillor's relationship with the entity
 - details of the councillor's, and any other entity's, interest in the matter.
- d) The councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject councillor has written notice of approval from the Minister for Local Government (the Minister) to participate in deciding the matter in a meeting including participating in the discussion and the vote.

Note: Ministerial approval may be obtained when a quorum is lost due to the number of councillors with a prescribed conflict of interest in the matter, and the matter cannot be delegated. The councillor with the conflict of interest must apply to the Minister for approval to participate. The Minister may give the approval subject to the conditions stated in the notice of approval.

- e) Once the councillor has either left the area where the meeting is being conducted or remains in the meeting under ministerial approval, Council can continue discussing and deciding on the matter at hand. However, if the prescribed conflict of interest was reported to the meeting by a councillor other than the subject councillor, then the councillor must disclose their belief or suspicion to the chairperson and the processes, duty to report another councillor's conflict of interest under section 150EW of the LGA, will apply. If more than one councillor is reported by another councillor to have a suspected prescribed conflict of interest in a matter, the meeting must deal with each councillor individually. If the councillor with the suspected declarable conflict of interest considers there is no conflict of interest, then the eligible councillors (those who do not have a conflict of interest in the matter) must make a decision about whether or not the subject councillor has a prescribed conflict of interest under section 150EX(2) of the LGA applies.

12. DECLARABLE CONFLICT OF INTEREST

Councillors are ultimately responsible for informing of any declarable conflict of interest on matters to be discussed at local government or committee meetings that might lead to a decision that is contrary to the public interest (other than the interests that are not declarable conflicts of interest prescribed under section 150EO of the LGA and ordinary business matters prescribed under section 150EF of the LGA).

A councillor may raise their personal interests in a matter at the meeting to canvas the view of the other councillors prior to deciding to declare a conflict of interest. If the other councillors suspect the personal interest might be a conflict of interest, the councillor or councillors may disclose their belief or suspicion to the chairperson and the processes, duty to report another councillor's conflict of interest under section 150EW of the LGA, will apply. If more than one councillor is reported by another councillor to have a suspected declarable conflict of interest in a matter, the meeting must deal with each councillor individually. The eligible councillors must then make a decision under section 150EX(2) of the LGA.

When dealing with a declarable conflict of interest, councillors must abide by the following procedures:

- a) A councillor who has notified the CEO of a declarable conflict of interest in a matter to be discussed at a local government meeting must also give notice during the meeting at the time when the matter is to be dealt with.
- b) A councillor who first becomes aware of a declarable conflict of interest in a matter during a local government meeting must stop participating in the decision on the matter and must inform the meeting of the conflict of interest including the particulars.
- c) When notifying the meeting of a declarable conflict of interest, councillors should provide sufficient detail to allow the other councillors to make an informed decision about how best to manage the declarable conflict of interest in the public interest. The following details must be provided:
 - the nature of the declarable conflict of interest
 - if it arises because of the councillor's relationship with a related party:
 - the name of the related party to the councillor; and

- the nature of the relationship of the related party to the councillor; and
 - the nature of the related party's interest in the matter
 - if it arises because of a gift or loan from another person to the councillor or a related party:
 - the name of the other person; and
 - the nature of the relationship of the other person to the councillor or related party and
 - the nature of the other person's interest in the matter; and
 - the value of the gift or loan and the date the gift or loan was made.
- d) After a councillor has declared a conflict of interest, the councillor should consider leaving the meeting while the matter is discussed unless they have ministerial approval to participate, or they have reasons why their participation would improve making the decision in the public interest.
- e) If the councillor chooses not to leave the meeting, the councillor may advise the other councillors of their reasons for seeking permission to participate in making the decision as prescribed in section 150ES of the LGA. In deciding on a councillor's declarable conflict of interest in a matter, only eligible councillors (those who do not have a prescribed or declarable conflict of interest in the matter) can participate in the decision making. The decision may be made even if the number of eligible councillors is less than a majority, or does not form a quorum for the meeting, or is a single eligible councillor, consistent with section 150ET of the LGA. If there is a single eligible councillor deciding, then a seconder for the resolution is not required.

Note: The ability to make a resolution without a seconder applies when making a resolution under section 150ES of the LGA.

- f) The eligible councillor/s at the meeting must then decide, by resolution, whether the councillor can participate in the decision making in relation to the matter, including voting on the matter, or whether they should not participate in the decision and leave the place of the meeting while the matter is decided by the eligible councillors. The eligible councillors may impose conditions on the councillor to either participate or leave the meeting e.g. they may stay for the debate but must leave for the vote. The councillor must comply with any decision and any condition imposed by the eligible councillors. The councillor must not participate in the decision unless authorised in compliance with section 150ES of the LGA or under an approval by the Minister for Local Government under section 150EV.
- g) The councillor who is the subject of the decision may remain in the meeting while the debate is occurring about their ability to participate and can answer questions from the chairperson to assist the eligible councillors in making their decision. The subject councillor must not vote or otherwise participate in making the decision but may remain in the meeting while the vote on the matter takes place and the decision is declared by the chairperson, on whether the councillor may remain in the meeting and participate in deciding the matter in which the councillor has a declarable conflict of interest.
- h) When deciding whether a councillor may participate in the decision making on a matter in which they have a declarable conflict of interest, the eligible councillors should consider the particular circumstances of the matter including, but not limited to:
- how does the inclusion of the councillor in the deliberation affect the public trust
 - how close or remote is the councillor's relationship to the related party
 - if the declarable conflict of interest relates to a gift or other benefit, how long ago was the gift or benefit received
 - will the benefit or detriment the subject councillor or their related party stands to receive from the decision have a major or minor impact on them
 - how the benefit or detriment the subject councillor stands to receive compares to others in the community
 - how this compares with similar matters that Council has decided and have other councillors with the same or similar interests decided to leave the meeting
 - whether the subject councillor has unique skills, knowledge or expertise that might help make the best decision in the public interest.
- i) If the eligible councillors cannot decide about the councillor's participation in the meeting with a declarable conflict of interest, they are taken to have decided that the councillor must leave and stay away from the meeting while the eligible councillors discuss and vote on the matter as prescribed in section 150ET(3) of the LGA.
- j) A decision about a councillor who has a declarable conflict of interest in a matter will apply to participating in the decision and all subsequent decisions about the same matter as prescribed in

section 150ET(4) of the LGA, unless there is a change to the councillor's personal interests and/or the nature of the matter being discussed. If the eligible councillors decide by resolution the councillor can act in the public interest on the matter, then the councillor may participate in the meeting and be involved in processes occurring outside of a local government meeting about the same matter e.g. workshops.

- k) In making the decision, it is irrelevant how the subject councillor intended to vote on the issue or any other issue (if known or suspected).
- l) A councillor does not contravene the above procedures if the councillor participates in a decision under written approval from the Minister as prescribed in section 150EV of the LGA.

13. REPORTING A SUSPECTED CONFLICT OF INTEREST

If a councillor at a meeting reasonably believes or suspects that another councillor has a personal interest in a matter that may be a prescribed or a declarable conflict of interest, and that councillor is participating in a decision on that matter, the informing councillor who believes that a conflict of interest exists must immediately inform the chairperson of the meeting of their belief or suspicion and the facts and circumstances that led to their belief or suspicion. If more than one councillor is reported by another councillor to have a suspected personal interest in a matter, the meeting must deal with each councillor individually.

- a) The chairperson then should ask the councillor with the suspected personal interest whether they have any prescribed or declarable conflict of interest in the matter. If the councillor agrees they have a conflict of interest, the councillor must follow the relevant meeting procedures above for prescribed and declarable conflicts of interest.
- b) If the councillor believes they do not have a conflict of interest, they must inform the meeting of that belief and their reasons for that belief.
- c) The eligible councillors must then decide whether the relevant councillor has a prescribed conflict of interest, a declarable conflict of interest or that the councillor does not have any conflict of interest in the matter. If the meeting decides the councillor has a conflict of interest, the councillor must follow the relevant meeting procedures above. If a councillor with a declarable conflict of interest wants to participate in the decision despite the declarable conflict of interest, then the eligible councillors must make a decision about the councillor's participation.
- d) If the eligible councillors at the meeting cannot make a decision about, whether a councillor has a declarable conflict of interest under section 150ER of the LGA, or whether the councillor may or may not participate in the decision despite the subject councillor's declarable conflict of interest under section 150ES of the LGA, then they are taken to have determined that the councillor must leave the meeting and stay away while the matter is being decided under section 150ET(3) of the LGA. A decision under these provisions about a councillor participating in the meeting applies to the matter and subsequent decisions, about the same matter unless there is a change to the councillor's personal interests and/or the nature of the matter being discussed. If the eligible councillors decide by resolution that the subject councillor can act in the public interest on the matter, then the councillor may participate in the meeting and be involved in processes occurring outside of a local government meeting about the same matter e.g. workshops.
- e) When a councillor informs a meeting that they or another councillor have a prescribed or declarable conflict of interest in a matter, the minutes of the meeting must record all the relevant details.

Note: The minutes must include details of how the conflict of interest was dealt with, being (section 150FA of the LGA):

- *the name of any councillor and any other councillor who may have a prescribed or declarable conflict of interest*
- *the particulars of the prescribed or declarable conflict of interest provided by the councillor*
- *the actions taken by a councillor after informing the meeting that they have, or they reasonably suspect another councillor has a prescribed or declarable conflict of interest*
- *any decision then made by the eligible councillors*
- *whether the councillor with a prescribed or declarable conflict of interest participated in or was present for the decision under ministerial approval*
- *Council's decision on what actions the councillor with a declarable conflict of interest must take and the reasons for the decision.*

- f) The minutes of the meeting must record the name of each eligible councillor who voted in relation to whether the councillor has a declarable conflict of interest, and how each of the councillors voted.

Note: The eligible councillors include a councillor who has either been granted approval by the Minister or their fellow councillors to participate and vote on a matter (e.g. the eligible councillors in this subsection means all councillors who were entitled to vote on the matter).

If the councillor has a declarable conflict of interest, the following additional information must be recorded in the minutes of the meeting when the meeting is informed of a councillor's personal interest by someone other than the councillor.

- g) Where a decision has been made under section 150ES of the LGA, the minutes must include the:
- decision and reasons for the decision
 - name of each eligible councillor who voted, and how each eligible councillor voted.

14. LOSS OF QUORUM

- a) In the event where one or more councillors leave a meeting due to a prescribed or declarable conflict of interest in a matter that results in a loss of a quorum for deciding the matter, Council must resolve to:
- delegate the consideration and decision on the matter, as described in section 257 of the LGA, unless the matter cannot be delegated under subsection three of both sections, because an Act says it must be decided by resolution of Council
 - decide by resolution to defer the matter to a later meeting
 - decide by resolution not to decide the matter and take no further action in relation to the matter unless the LGA or another Act provides that Council must decide the matter.
- b) Council may by resolution delegate a power under section 257 of the LGA to:
- the mayor or CEO
 - a standing committee, or joint committee of Council
 - the chairperson of a standing committee or joint standing committee of Council
 - another local government for a joint government activity
 - the Establishment and Coordination Committee (only applies to Brisbane City Council).
- c) Council must not delegate a decision to an entity if the entity, or a majority being at least half of its members, has a prescribed or declarable conflict of interest in the matter.
- d) Council may only delegate a power to make a decision about a councillor's conduct under section 150AG of the LGA pursuant to section 257(2) of the LGA, to:
- the mayor
 - a standing committee
- e) The Minister for Local Government may, by signed notice give approval for a conflicted councillor to participate in deciding a matter in a meeting including being present for the discussion and vote on the matter, if there is a loss of quorum and deciding the matter cannot be delegated, subject to any conditions the Minister may impose.

MOTIONS

15. MOTION TO BE MOVED

- a) A councillor is required to 'move' a motion and then another councillor is required to 'second' the motion. When a motion has been moved and seconded, it will become subject to the control of Council and cannot be withdrawn without the consent of Council meeting.
- b) Other councillors can propose amendments to the motion, which must be voted on before voting on the final motion:
- a motion brought before a meeting of Council in accordance with the LGA or
 - these standing orders will be received and put to the meeting by the chairperson.
 - the chairperson may require a motion or amendment to a motion to be stated in full or be in writing before permitting it to be received.
 - the chairperson may refuse to accept a motion if it is not within the meeting's jurisdiction and rule a motion out of order if necessary. Any motion that is vague, proposes an unlawful action,

is outside the scope of the meeting, is defamatory, vexatious or is unnecessary, may be ruled out of order.

- c) The chairperson may call the notices of motion in the order in which they appear on the agenda. Where no objection is raised to a motion being taken as a formal motion, and the motion is then seconded, the chairperson may put the motion to the vote without discussion and the vote can occur.
- d) No more than one motion or one proposed amendment to a motion may be put before a meeting of a local government at any one time.

16. ABSENCE OF MOVER OF MOTION

- a) Where a councillor who has given notice of a motion is absent from the meeting of Council at which the motion is to be considered, the motion may be:
 - moved by another councillor at the meeting
 - deferred to the next meeting.

17. MOTION TO BE SECONDED

- a) A motion or an amendment to a motion will not be debated at a meeting of Council unless or until the motion or the amendment is seconded.
- b) Procedural motions are an exception to this rule and do not need to be seconded.

18. AMENDMENT OF MOTION

- a) An amendment to a motion should maintain or further clarify the intent of the original motion and not contradict the motion.
- b) Where an amendment to a motion is before a meeting of Council, no other amendment to the motion will be considered until after the first amendment has been voted on.
- c) Where a motion is amended, the original motion cannot be re-introduced as a subsequent amendment to the first amended motion.

19. SPEAKING TO MOTIONS AND AMENDMENTS

- a) The mover of a motion or amendment will read it and state that it is moved but will not speak to it until it is seconded.
- b) The chairperson will manage the debate by allowing the councillor who proposed the motion the option of speaking first on the motion. The chairperson will then call on any other councillors who wish to speak against the motion and then alternatively for and against the motion as available, until all councillors who wish to speak have had the opportunity.
- c) A councillor may make a request to the chairperson for further information before or after the motion or amendment is seconded.
- d) The mover of a motion or amendment has the right to reply. Each councillor will speak no more than once to the same motion or same amendment except as a right of reply. Once the right of reply has been delivered the debate ends.
- e) Each speaker will be restricted to not more than five minutes unless the chairperson rules otherwise.
- f) Where two or more councillors indicate, they may wish to speak at the same time, the chairperson will determine who is entitled to priority.
- g) In accordance with section 254H of the LGR, if a decision made at Council meeting is inconsistent with a recommendation or advice given to Council by an advisor, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation or advice.

Note: If a report contains distinct recommendations, the decision of Council may be taken separately on each recommendation. If a decision by the meeting is contra to a recommendation in a report the minutes must give the reasons for the decision.

20. METHOD OF TAKING VOTE

- a) The chairperson will call for all councillors in favour of the motion to indicate their support. The chairperson will then call for all councillors against the motion to indicate their objection.
- b) A councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. If a division is taken, the minutes of the meeting will record the names of councillors

voting in the affirmative and of those voting in the negative. The chairperson will declare the result of a vote or a division as soon as it has been determined.

- c) Councillors have the right to request that their names and how they voted be recorded in the minutes if they request it when voting other than by division.
- d) Except upon a motion to repeal or amend it, the resolution will not be discussed after the vote has been declared.

21. WITHDRAWING A MOTION

- a) A motion or amendment may be withdrawn by the mover with the consent of Council, which will be without debate, and a councillor will not speak to the motion or amendment after the mover has been granted permission by Council meeting for its withdrawal.

22. REPEALING OR AMENDING RESOLUTIONS

- a) A resolution of Council may not be amended or repealed unless notice of motion is given in accordance with the requirements of the legislation (five business days).
- b) Councillors present at the meeting at which a motion to repeal or amend a resolution is put may defer consideration of that motion. The deferral may not be longer than three months.

23. PROCEDURAL MOTIONS

- a) A councillor at a meeting of Council may during the debate of a matter at the meeting, move the following motions, as a procedural motion without the need for a seconder:
 - that the question/motion be now put before the meeting
 - that the motion or amendment now before the meeting be adjourned
 - that the meeting proceeds to the next item of business
 - that the question lie on the table
 - a point of order
 - a motion of dissent against the chairperson's decision
 - that this report/document be tabled
 - to suspend the rule requiring that [insert requirement]
 - that the meeting stands adjourned.
- b) A procedural motion that 'the question be put' may be moved and, where the procedural motion is carried, the chairperson will immediately 'put the question to the motion' or amendment to that motion under consideration. Where the procedural motion is lost, debate on the motion or amendment to that motion will resume.
- c) A procedural motion that 'the motion or amendment now before the meeting be adjourned', may specify a time or date to which the debate will be adjourned. Where no date or time is specified:
 - a further motion may be moved to specify a time or date; or
 - the matter about which the debate is to be adjourned, will be included in the agenda for the next meeting.
- d) Where a procedural motion that 'the meeting proceed to the next item' is carried, debate on the matter that is the subject of the motion will cease and may be considered again by Council on the giving of notice in accordance with the standing orders.
- e) A procedural motion that 'the question lie on the table' will only be moved where the chairperson or a councillor requires additional information on the matter before the meeting (or the result of some other action of Council or person is required) before the matter may be concluded at the meeting. Where such a procedural motion is passed, Council will proceed with the next matter on the agenda.
- f) A motion that 'the matter be taken from the table', may be moved at the meeting at which the procedural motion was carried or at any later meeting.
- g) Any councillor may ask the chairperson to decide on a point of order where it is believed that another councillor:
 - has failed to comply with proper procedures
 - is in contravention of the legislation; or
 - is beyond the jurisdiction of Council meeting.

Note: Points of order cannot be used as a means of contradicting a statement made by the councillor speaking. Where a point of order is moved, consideration of the matter to which the

motion was moved will be suspended. The chairperson will determine whether the point of order is upheld.

- h) Upon the question of order suddenly arising during the process of a debate, a councillor may raise a point of order, and then the councillor against whom the point of order is raised, will immediately cease speaking. Notwithstanding anything contained in these standing orders to the contrary, all questions or points of order at any time arising will, until decided, suspend the consideration and decision of every other question.
- i) A councillor may move a motion of dissent in relation to a ruling of the chairperson on a point of order. Where such motion is moved, further consideration of any matter will be suspended until after a ruling is made. For example, where a motion of dissent is carried, the matter to which the ruling of the chairperson was made will proceed as though that ruling had not been made. Where the opposite ruling is made, that the matter was discharged as out of order, it will be restored to the agenda and be dealt with in the normal course of business.
- j) The motion that 'a report/document be tabled' may be used by a councillor to introduce a report or other document to the meeting only if the report or other document is not otherwise protected under confidentiality or information privacy laws. On tabling the document, it ceases to be a confidential document and is available for public scrutiny.
- k) A procedural motion 'to suspend the rule requiring that' may be made by any councillor in order to permit some action that otherwise would be prevented by a procedural rule. A motion to suspend a rule will specify the duration of the suspension.
- l) A procedural motion that 'the meeting stands adjourned', may be moved by a councillor at the conclusion of debate on any matter on the agenda or at the conclusion of a councillor's time for speaking to the matter, and will be put without debate. Such a procedural motion will specify a time for the resumption of the meeting and on resumption of the meeting, Council meeting will continue with the business before the meeting at the point where it was discontinued on the adjournment.

24. QUESTIONS

- a) At a local government meeting, a councillor may ask a question for reply by another councillor or an officer regarding any matter under consideration at the meeting.
- b) Questions will be asked categorically and without argument and no discussion will be permitted at Council meeting in relation to a reply or a refusal to reply to the question.
- c) A councillor or officer to whom a question is asked without notice may request that the question be taken on notice for the next meeting.
- d) A councillor who asks a question at a meeting, whether or not upon notice, will be deemed not to have spoken to the debate of the motion to which the question relates.
- e) The chairperson may disallow a question which is considered inconsistent with an acceptable request or good order, provided that a councillor may move a motion that the chairperson's ruling be disagreed with, and if carried the chairperson will allow the question.

MEETING CONDUCT

25. PROCESS FOR DEALING WITH UNSUITABLE MEETING CONDUCT

The conduct of a councillor is unsuitable meeting conduct if the conduct happens during a local government meeting and contravenes a behavioural standard of the Code of Conduct for Councillors. When dealing with an instance of unsuitable meeting conduct by a councillor in a meeting, the following procedures must be followed:

- a) When an instance of unsuitable meeting conduct has been engaged in by a councillor at a meeting the following process for how the chairperson of a local government meeting may deal with unsuitable meeting conduct by a councillor must occur.
- b) The chairperson must reasonably believe that unsuitable meeting conduct has been engaged in by a councillor during a meeting. The chairperson may consider the severity of the conduct and whether the councillor has been issued with any previous warnings for unsuitable meeting conduct. If the chairperson decides the conduct is of a serious nature or another warning is unwarranted, the chairperson can make an order in relation to the conduct under section 25g) below.
- c) If the chairperson decides unsuitable meeting conduct has occurred, but is of a less serious nature, the chairperson may request the councillor take remedial actions such as:

- ceasing and refraining from exhibiting the conduct
 - apologising for their conduct
 - withdrawing their comments.
- d) If the councillor complies with the chairperson's request for remedial action, no further action is required.
- e) If the councillor fails to comply with the chairperson's request for remedial action, the chairperson may warn the councillor that failing to comply with the request could result in an order of unsuitable meeting conduct being issued.
- f) If the councillor complies with the chairperson's warning and request for remedial action, no further action is required.
- g) If the councillor continues to fail to comply with the chairperson's request for remedial action or the chairperson decides a warning was not appropriate under 25b), the chairperson may make one or more of the orders below:
- an order reprimanding the councillor for the conduct
 - an order requiring the councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
- h) If the councillor fails to comply with an order to leave and stay away from the meeting, the chairperson can issue an order that the councillor be removed from the meeting.
- i) Following the completion of the meeting, the chairperson must ensure the minutes record the information about unsuitable meeting conduct (see note below).

Note: Details of any order issued must be recorded in the minutes of the meeting. If it is the third or more order made within a 12-month period against a councillor, or the councillor has refused to comply with an order issued to leave the meeting, these matters are to be dealt with at the next local government meeting as a suspected conduct breach. Council's CEO is advised to ensure details of any order made is updated in Council's councillor conduct register.

- j) Any councillor aggrieved with an order issued by the chairperson can move a motion of dissent for parts 25a), b), g) and h) above.

26. PROCESS FOR DEALING WITH UNSUITABLE MEETING CONDUCT BY A CHAIRPERSON

- a) If a councillor at the meeting reasonably believes that the conduct of the chairperson during the meeting is unsuitable meeting conduct, the councillor may raise the matter in the meeting by point of order.
- b) The chairperson may correct their unsuitable meeting conduct or if they do not properly correct their behaviour, the councillor may move a motion that the chairperson has engaged in unsuitable meeting conduct (a seconder for the motion is required). The councillors present, excluding the chairperson, must decide by resolution if the conduct is unsuitable meeting conduct.
- c) The chairperson has a declarable conflict of interest in the matter and must declare the conflict of interest and leave the place where the meeting is being held, including any area set aside for the public, during the debate and vote on the matter. If the chairperson wishes to remain in the meeting, the eligible councillors must make a decision and follow the procedures set out above for declarable conflict of interest.
- d) For the debate and vote on the motion, a councillor other than the councillor that moved the motion, is to act as the chairperson.
- e) If the original chairperson remains in the meeting, on the condition that they will not vote on the matter as determined by the eligible councillors, they can put forward their reasoning about their conduct, and respond to questions through the chairperson from the eligible councillors.
- f) The acting chairperson of the meeting will preside over the meeting while the councillors present at the meeting vote on whether the chairperson has engaged in unsuitable meeting conduct (the acting chairperson will have a casting vote on the resolution if required).
- g) If it is decided that the chairperson has engaged in unsuitable meeting conduct, the councillors can decide to make an order reprimanding the chairperson for the conduct.
- h) Once the councillors make a decision, the chairperson returns to the meeting (unless they have been permitted to remain in the meeting) and is informed of the decision by the acting chairperson.
- i) The chairperson then resumes the role of chairperson, and the meeting continues.

Note: Details of any reprimand order must be recorded in the minutes of the meeting. Council's CEO is advised to ensure details of any order made is updated in Council's councillor conduct register.

For conduct of a chairperson, at local government meetings that is part of a course of conduct leading to orders for unsuitable meeting conduct being made against the chairperson, on three occasions within a 12-month period, the conduct that led to the orders being made, taken together, becomes a conduct breach.

If the conduct of a councillor, including a chairperson, at the meeting becomes a conduct breach (in accordance with section 150J of the LGA and is a conduct breach under section 150K of the LGA), Council is not required to notify the Independent Assessor (the Assessor) about the conduct, and may deal with the conduct under section 150AG of the LGA as if an investigation had been conducted. It may be dealt with at the next local government meeting.

27. MEETING PROCEDURES FOR DEALING WITH A SUSPECTED CONDUCT BREACH INCLUDING THAT WHICH HAS BEEN REFERRED TO A LOCAL GOVERNMENT BY THE INDEPENDENT ASSESSOR

Under chapter 5A, part 3, division 3A of the LGA, the Assessor must make a preliminary assessment and dismiss a complaint, notice or information if satisfied that particular circumstances apply – see section 150SD of the LGA. If the Assessor finds that a matter is a suspected conduct breach it must refer the matter to Council. The Assessor refers the councillor's suspected conduct breach to the local government by giving a referral notice.

Note: A conduct breach is conduct that:

- *contravenes a behavioural standard of the Code of Conduct for Councillors, or a policy, procedure, or resolution of Council; or*
- *the conduct contravenes an order of the chairperson of a local government meeting for the councillor to leave and stay away from the place at which the meeting is being held; or*
- *an instance of a suspected conduct breach that may arise from circumstances of three instances of unsuitable meeting conduct orders within a 12-month period.*

- a) In relation to matters referred by the Assessor to Council, Council may decide not to start or discontinue an investigation if:
- the complainant withdraws the complaint
 - the complainant consents to the investigation not starting or discontinuing
 - the complainant does not provide extra information when requested
 - there is insufficient information to investigate the complaint
 - the councillor vacates or has vacated their office as a councillor.

Note: Council investigation must be conducted in a way that is consistent with Council's Investigation Policy. An investigation report must be prepared to assist the councillors in making a decision on the outcome under section 150AG of the LGA. Before debating a matter relating to making a decision, a summary investigation report (with redactions) must be prepared and made publicly available under section 150AFA of the LGA on or before the day and time prescribed by regulation.

- b) Council must decide in a local government meeting, whether the councillor has engaged in a conduct breach, unless the decision has been delegated to the mayor under section 257(2)(a) of the LGA, or to a standing committee section 257(2)(b) of the LGA, decisions about a conduct breach can only be delegated to the mayor or a standing committee.
- c) When dealing with an instance of a suspected conduct breach which has been referred to a local government by the Assessor:
- Council must act in a manner consistent with Council principle of transparent and accountable decision making in the public interest, by deciding the outcome of an investigation of a suspected conduct breach in an open meeting of Council. However, where the matter requires debate a local government may close all or part of a meeting to the public, if considered necessary, to discuss an investigation report under section 254J of the LGR.

- no resolution for a decision can be made in the closed session including a decision about a conflict of interest matter. All matters must be decided in an open session of the meeting or at a later meeting.
- where a local government makes a decision about a conduct breach matter at a local government meeting that is inconsistent with a recommendation made about that matter in an investigation report, a statement of the reasons for the inconsistency must be included in the minutes of the meeting under section 254H of the LGR and section 242H of the CBR.
- the subject councillor has a declarable conflict of interest in the matter and must declare the conflict of interest. The eligible councillors at the meeting can decide by resolution that the subject councillor may remain in the meeting (unless the eligible councillors decide otherwise) during the debate about the investigation report and may answer questions put to the subject councillor through the chairperson in relation to the evidence or written submission about the conduct breach provided by the councillor to Council.
- the subject councillor who has a declarable conflict must leave the place where the meeting is being held, including any area set aside for the public, during the vote on whether they have engaged in a conduct breach and what, if any, penalty to impose if the councillor is found to have engaged in a conduct breach.
- if the complainant is a councillor, that councillor has a declarable conflict of interest in the matter and if so, must follow the declarable conflict of interest procedures. If the complainant councillor who has a conflict of interest, wishes to remain in the meeting during the debate and vote on the matter, the eligible councillors (who do not have a conflict of interest in the matter) must decide how to deal with the conflict of interest. The complainant councillor can be required to leave the meeting place, or conditions may be applied to allow that councillor to participate in either the debate, the vote, or the decision on any disciplinary action to be applied under section 150AH of the LGA.

Note: After making a decision under section 150AG of the LGA, Council must make the full investigation report, publicly available within 10 business days after the decision is made, with redactions of the name of the complainant and any witnesses, but including the name of a councillor or the CEO of Council if they were the complainant/s, or any councillor who declared a conflict of interest in the matter.

- d) If Council has lost quorum due to the number of conflicted councillors or another reason, Council must do one of the following:
- delegate deciding the matter under section 257 of the LGA to the mayor or a standing committee, to the mayor or the Establishment and Coordination Committee, or a standing committee, whichever is the most appropriate in the circumstances, or
 - decide, by resolution, to defer the matter to a later meeting, or
 - decide, by resolution, not to decide the matter and take no further action in relation to the matter unless the LGA or another Act provides that Council must decide the matter.

Note: A local government cannot decide to take no further action on a decision about a conduct matter because it is required under the LGA. In order to reach a decision when a loss of quorum has occurred, the matter can be delegated to the mayor or a standing committee, or the matter can be deferred to a later meeting when a quorum can be maintained.

If the conduct breach referral notice is about the suspected conduct breach by the mayor, then the matter will need to be delegated to a standing committee for a decision.

Council should establish a standing committee under section 264 of the LGR to deal with decisions about conduct breach matters. The standing committee must be in existence before receiving the referral notice from the Assessor, in circumstances where there is no quorum to decide a matter under sections 150AEA or 150AG of the LGA due to conflicts of interest. The standing committee will decide about the mayor's conduct. While section 12(4)(f) of the LGA provides that the mayor has the extra responsibility of being a member of each standing committee, the mayor could not be a decision-making member of a standing committee dealing with decisions about the mayor's conduct because of a conflict of interest. The remainder of the unconflicted members of the committee will decide the matter.

- e) If a decision is reached that the subject councillor has engaged in a conduct breach, then the councillors must decide what penalty or penalties from the orders detailed in 150AH of the LGA, if any, to impose on the councillor. In deciding what penalty to impose, Council may consider any previous inappropriate conduct of the councillor and any allegation made in the investigation that was admitted, or not challenged, and that Council is reasonably satisfied is true.
- f) Council may order that no action be taken against the councillor or make one or more of the following:
- an order that the councillor make a public apology, in the way decided by Council, for the conduct
 - an order reprimanding the councillor for the conduct
 - an order that the councillor attend training or counselling to address the councillor's conduct, including at the councillor's expense
 - an order that the councillor be excluded from a stated local government meeting
 - an order that the councillor is removed, or must resign, from a position representing Council, other than the office of councillor
 - an order that if the councillor engages in the same type of conduct again, it will be treated as misconduct
 - an order that the councillor reimburse Council for all or some of the costs arising from the councillor's conduct breach.
- g) A local government may not make an order in relation to a person who has vacated their office as a councillor.
- h) The subject councillor, and where relevant, the complainant councillor, must be invited back into the place where the meeting is being held once a decision has been made, and the chairperson must advise them of the decision made by Council and if relevant any orders made by resolution.

Note: The minutes of the meeting must reflect the decision and any orders made. A notice must be given to the Assessor as soon as practicable about the decision and the reasons for the decision and if an order is made under section 150AH the details of the order.

28. GENERAL CONDUCT DURING MEETINGS

- a) After a meeting of Council has been formally constituted and the business commenced, a councillor will not enter or leave from the meeting without first notifying the chairperson.
- b) Councillors will speak to each other or about each other during Council meeting by their respective titles ('mayor' or 'councillor'), and when speaking of or addressing officers, will call them by their respective official or departmental title and will confine their remarks to the matter under consideration.
- c) No councillor who is speaking will be interrupted except upon a point of order being raised either by the chairperson or by another councillor.
- d) When the chairperson speaks during the process of a debate, the councillor speaking or offering to speak will immediately cease speaking, and each councillor present will observe strict silence so that the chairperson may be heard without interruption.

29. DISORDER

- a) The chairperson may adjourn the meeting of Council, where disorder arises at a meeting other than by a councillor.
- b) On resumption of the meeting, the chairperson will move a motion, to be put without debate, to determine whether the meeting will proceed. Where the motion is lost, the chairperson shall declare the meeting closed, and any outstanding matters will be deferred to a future meeting.

ATTENDANCE AND NON-ATTENDANCE

30. ATTENDANCE OF PUBLIC AND THE MEDIA AT A LOCAL GOVERNMENT MEETING

- a) An area shall be made available at the place where any meeting of Council is to take place for members of the public and representatives of the media to attend the meeting and as many members of the public as reasonably can be accommodated in that area will be permitted to attend the meeting.

- b) When Council is sitting in closed session, the public and representatives of the media will be excluded from the meeting.

31. CLOSED SESSION

- a) A local government meeting, standing committee meeting and advisory committee meeting may resolve that a meeting be closed to the public if its councillors and members consider it necessary to discuss any of the following matters pursuant to section 254J(3) of the LGR:
- appointment, dismissal, or discipline of the CEO
 - industrial matters affecting employees
 - Council's budget (which does not include the monthly financial statements)
 - rating concessions
 - legal advice obtained by Council or legal proceedings involving Council, including for example, legal proceedings that may be taken by or against Council
 - matters that may directly affect the health and safety of an individual or a group of individuals
 - negotiations relating to a commercial matter involving Council for which a public discussion would be likely to prejudice the interests of Council negotiations relating to the taking of land by Council under the Acquisition of Land Act 1967
 - a matter that Council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or State
 - a matter relating to the consideration of an investigation report for a conduct breach matter given to Council by the Assessor under the LGA chapter 5A, part 3, division 5.
- b) A local government or committee meeting cannot resolve that a meeting be closed where the meeting is informed of a councillor's personal interest in the matter by another person and the eligible councillors at the meeting must decide whether the councillor has a declarable conflict of interest in the matter.
- c) Further, the meeting must not be closed if a quorum is lost due to the number of conflicted councillors who leave the meeting. Council must instead:
- d) delegate consideration and decision on the matter, under section 257 of the LGA, unless the matter cannot be delegated
- decide by resolution to defer the matter to a later meeting when a quorum may be available
 - decide by resolution not to decide the matter and take no further action in relation to the matter unless the LGA or another Act provides that Council must decide the matter.
- e) None of the above will be considered, discussed, voted on or made during a closed session.
- f) If a closed session includes attendance by teleconference, the councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting (a failure to do so could be a contravention of section 171(3) of the LGA).
- g) To take a matter into a closed session Council must abide by the following process:
- pass a resolution to close the meeting
 - the resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered
 - if it is known in advance, the agenda should clearly identify that the matter may be considered in closed session, and an explanation of why the councillors at the meeting may consider it necessary to take the issue into closed session must be stated
 - no resolution can be made while in a closed meeting (other than a procedural resolution).

32. TELECONFERENCEING OF MEETINGS

- a) If a councillor wishes to be absent from a local government meeting place during a meeting, the councillor must apply to Council to participate by teleconference, at least three business days prior to the meeting or as soon as practicable once the councillor becomes aware of their intended absence. Council may allow a councillor to participate in a local government or committee meeting by teleconference.

Note: There is no legislative requirement for a resolution by a local government to allow a councillor to participate by audio link or audio-visual link. This means Council may delegate the matter. For example, Council may delegate to the chairperson of Council or a committee meeting the ability to decide whether a councillor can attend a meeting by audio link or audio-visual link.

- b) The councillor taking part by teleconference is taken to be present at the meeting if the councillor was simultaneously in audio contact with each other person at the meeting. The attendance of the councillor must be recorded in the minutes as present at the meeting.

Note: Teleconferencing includes the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in a discussion as it happens.

33. RELATED LEGISLATION, DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulations 2012*
- Code of Conduct for Councillors in Queensland (Queensland Government)

34. REVIEW

It is the responsibility of the Chief Executive Officer to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years, as required by Council or as per legislative or model amendments.

The adopted policy can be amended, by resolution, at any time and must be able to be inspected and/or purchase by the public at the local government's public office and also published on the local government's website.



Meeting Date	19th June 2024
Subject	Councillor Remuneration 2024 2025
Classification	Open
Author	Ken Timms, Chief Executive Officer

EXECUTIVE SUMMARY

Each year the Local Government Remuneration and Discipline Tribunal review the rate of pay applicable to Councillors in each category of Council. Having decided on a maximum amount of remuneration for each category before 1 December each year, the Tribunal must prepare a remuneration schedule and a report within 14 days. A copy of the schedule and report must be provided to the Minister, and the schedule must be published in the Queensland Government Gazette.

Councils must pay the maximum amount of remuneration to councillors unless, by resolution within 90 days of the gazettal of a new schedule, they decide on another amount which cannot exceed the maximum decided by the Tribunal.

RECOMMENDATION

That Council:

Resolve to accept the Local Government Remuneration and Discipline Tribunal Schedule of Rates for Councillor’s remuneration effective from 1st July 2024 in accordance with Section 247 of the Local Government Act 2009 and furthermore that Council resolve to identify, that the Ordinary General Meetings and Budget (workshop) Meetings are those “identified “meetings where the presence of all councillors is expected to attend to receive the meeting fee component of the remuneration level set out in the Local Government Remuneration and Discipline Tribunal’s remuneration schedule below.

	Salary 1 July 23 to June 24	Salary July 24 to June 25	Difference
Mayor	\$114,801	\$119,393	\$4,592
Deputy Mayor	\$66,231	\$68,880	\$2,649
Councillors	(see Note 2) \$57,401	(see Note 2) \$59,695	\$2,294

Note 2

For councillors in Category 1 councils, a base payment of \$39,796.67 is payable for the 12 months commencing 1 July 2024. A meeting fee of \$1,658.00 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.

BACKGROUND

The process for making remuneration determinations is prescribed in some detail in Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012*. Essentially, Councils are allocated to categories based primarily on size of population, and maximum remuneration, including additional remuneration for the mayor and deputy mayor. Each Council may determine the remuneration for each councillor, up to the maximum. If no determination is made, the maximum applies.

The Local Government Remuneration tribunal must, before 1 December of each year, and for each category of local government, decide the maximum amount of remuneration payable from 1 July of the following year to a councillor, mayor or deputy mayor of a local government in each category. The report explains the rationale behind the adoption of a system of remuneration for Category 1 Councils which comprise a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated Council meetings; however, rather than the meeting fee being based, solely, on attendance at and participation in mandated council meetings, the tribunal believes that the meeting fee concept should be extended to incorporate other important

meetings which require a councillor's attendance, and participation, such as budget meetings, planning sessions, and the like. This is because the role of a councillor requires them to fully participate in, and contribute to, such meetings. As such, the Tribunal recommends that councils should identify, at the commencement of each year, those meetings where the presence of all councillors is expected so as to identify the number of meetings which each councillor will need to attend to receive the meeting fee component of the remuneration level set out in the note at the foot of the remuneration schedule.

The following table shows the new level of remuneration:

Mayor	\$119,393.00
Deputy Mayor	\$68,880.00
Councillors	\$59,695.00

LINK TO CORPORATE PLAN

Corporate Aim No 5: Best practise corporate governance and organisational excellence

BUDGET & RESOURCE CONSIDERATIONS

Rates will apply from the July pay and will be reflected in the 2024/25 budget.

LEGAL CONSIDERATIONS

Local Government Act (Qld) 2009

Local Government Regulations (Qld) 2012

POLICY IMPLICATIONS

Not applicable

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Not applicable	Not applicable
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Minor (C2)

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Jodi Kernan, HR/Payroll Officer

Date: 11th June 2024

Report Authorised By:

Ken Timms PSM, Chief Executive Officer

Date: 11th June 2024

ATTACHMENTS

Local Government Remuneration Commission Annual Report 2022-2023

Local Government Remuneration Commission

Annual Report 2023



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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not consider individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available at www.dsdilgp.qld.gov.au.

Local Government
Remuneration Commission

13 December 2023

The Hon. Steven Miles MP
Deputy Premier
Minister for State Development, Infrastructure, Local Government and Planning and Minister
Assisting the Premier on Olympic and Paralympic Games Infrastructure
1 William Street
Brisbane QLD 4000

Dear Deputy Premier

On 1 December 2023, the Local Government Remuneration Commission (Commission) concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the *Local Government Act 2009* and Chapter 8, Division 1 of the *Local Government Regulation 2012* (the Regulation).

This also concluded our review of the council remuneration categories, which the Commission undertook during 2023 in accordance with the requirement of section 243 of the Regulation.

Our determinations on these matters, together with the Remuneration schedule to apply from 1 July 2024 are included in the enclosed Report, which we commend to you.

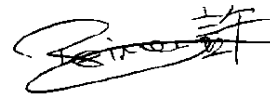
Yours sincerely



Robert (Bob) Abbot OAM
Chairperson



Andrea Ranson
Commissioner



Reimen Hii
Commissioner

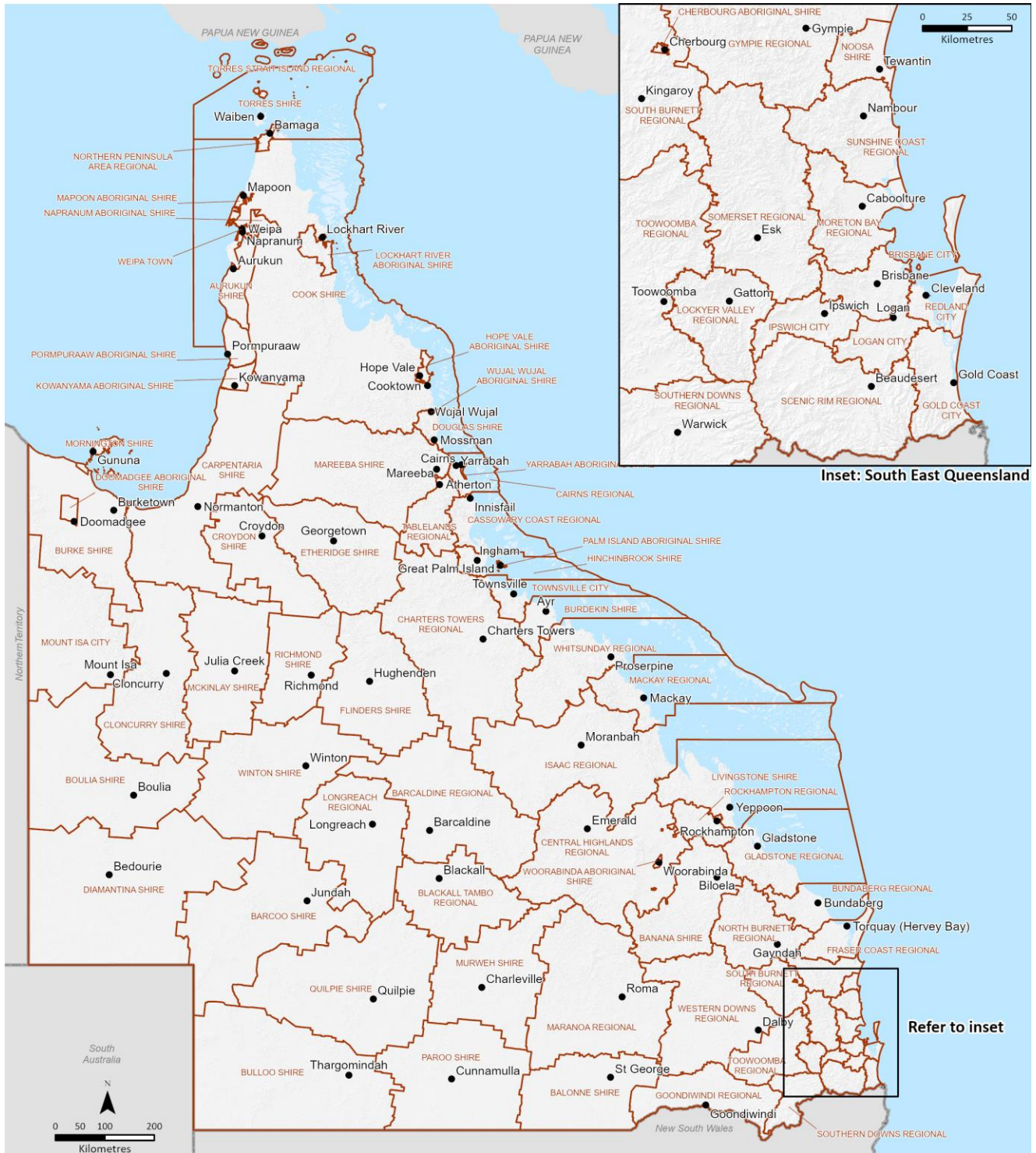


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1.2023 Report key determinations

Review of council remuneration categories

The Commission has a statutory obligation to complete a review of the remuneration categories once during each local government term.

Consistent with section 243 of the *Local Government Regulation 2012* (the Regulation) the Commission has completed a review of council remuneration categories, which included consultation with Queensland councils and other stakeholders. Following this review the Commission has established new remuneration categories to better reflect the current environment.

Under the *Local Government Act 2009* (the Act), in establishing council categories, the Commission is required to consider the size, and geographical and environmental terrain, of local government areas; the population of local government areas, including the areas' demographics, the spread of population serviced by the local governments and the extent of the services the local governments provide; and any other matter relevant to the effectiveness, efficiency and sustainability of local government.

Following a comprehensive review during 2023, a new set of council remuneration categories has been developed for implementation from 1 July 2024.

Determination of maximum remuneration levels

The Commission has established maximum remuneration levels for Queensland mayors, deputy mayors and councillors for each of the new council remuneration categories. In most cases maximum remuneration levels increase by between 3% and 5% from 2023-24.

As a result of the outcomes of the review, and in the application of the new methodology determined by the Commission in setting the new council remuneration categories, some councils will receive a larger maximum remuneration level increase. No councils receive a reduced maximum remuneration level.

In making its determination of maximum remuneration levels applicable for 2024-25, the Commission considered the following:

- The practical outcome of the Commission's new category methodology, together with the general application of earlier principles that have been consistently applied by the Commission in its annual determination, namely; consistency and austerity, when reviewing wages in the public sector.
- The importance of maintaining financially sustainable and fiscally responsible wage growth, taking into consideration:
 - the recently challenging and unstable inflationary environment and measures taken by other government authorities to manage the impacts of inflation;
 - the challenges faced by local governments and their communities in relation to climate change and environmental, social and corporate governance (ESG) reporting;
 - the affordability and sustainability impacts for councils of wage increases for elected members;

- the Commission’s inability to predict changes in the Consumer Price Index (CPI) in the short or long term;
- the potential differential impact of CPI changes across various parts of Queensland, including rural and remote regions;
- the appropriateness or otherwise of CPI as a potential measure in significant inflationary periods of time and the relative volatility of CPI in the past twelve (12) months;
- existing remuneration disparity in dollar terms between the remuneration paid to mayors and councillors in smaller, rural, regional and remote parts of Queensland when compared to mayors and councillors in larger, metropolitan locations;
- the role of local governments in Queensland’s economic development and innovation;
- anecdotal evidence of uncertainty as to future trade and industry opportunities and how this may impact sustainability of communities;
 - anecdotal evidence of the potential costs and resources required to address climate, sustainability and ESG reporting requirements, including trade diversification and significant anticipated increases in investment in infrastructure and innovation;
 - anecdotal evidence of transient populations and the impact of serving the needs of a shifting population;
 - anecdotal evidence of, and a generally observed increasing call from council’s for role recognition via remuneration increases that align with attracting diversity and high performance in mayor and councillor candidates;
- anecdotal evidence of the desire to attract and retain high quality candidates to these roles, particularly in regional and remote areas.

The Commission further took into consideration the following data:

- Increase in CPI¹:

	Dec qtr 2022	Mar qtr 2023	Jun qtr 2023	Sep qtr 2023
All Groups CPI inflation change (quarterly)				
Brisbane	1.5%	1.9%	1.0%	0.7%
Australia ¹	1.9%	1.4%	0.8%	1.2%
All Groups CPI inflation change (annual)				
Brisbane	7.7%	7.4%	6.3%	5.2%
Australia	7.8%	7.0%	6.0%	5.4%

¹ ‘Australia’ refers to weighted average of eight capital cities

- Increases in the Wage Price Index (WPI) for the financial year ended 30 June 2023 as compared to the financial year ending 30 June 2022²:

¹ Australian Bureau of Statistics
Consumer Price Index, Australia, September 2021 | Australian Bureau of Statistics
(abs.gov.au)<https://www.abs.gov.au/statistics/economy/price-indexes-and-inflation/consumer-price-index-australia/latest-release>

² Australian Bureau of Statistics
<https://www.abs.gov.au/statistics/economy/price-indexes-and-inflation/wage-price-index-australia/sep-2023>

		Seasonally adjusted		Original	
		All Industries	Public Sector	All Industries	Public Sector
Quarterly change Jun 2023 to Sep 2023	Queensland			2.3%	
	Australia	1.3%	0.9%	1.9%	1.1%
Annual change Sep 2022 to Sep 2023	Queensland			4.7%	
	Australia	4.0%	3.5%	4.1%	3.5%

- As in previous years, the Commission considered the Brisbane City Council's Independent Councillor Remuneration Tribunal (ICRT) remuneration determination as a potentially relevant factor. However, at the time of the Commission's determination the ICRT had not yet made their decision about remuneration.
- The Office of Industrial Relations (OIR) advice that on 23 October 2023, the *State Government Entities Certified Agreement 2023 (2023 Core Agreement)* was certified by the Queensland Industrial Relations Commission (QIRC). The wage increases as part of the 2023 Core Agreement are as follows
 - 4% effective 1 July 2023 + COLA payment of max 3% base wages
 - 4% effective 1 July 2024 + max 3% COLA if applicable
 - 3% effective 1 July 2025 + max 3% COLA if applicable.

COLA refers to the Cost of Living Adjustment paid if CPI is higher than the base wage increases e.g. in a year where base increase is 4% and CPI is 7% the COLA paid will be 3%. If base increase is 4% and CPI is 6%, the COLA paid will be 2%.

New South Wales³

- Section 239 of the New South Wales Local Government Act (the LG Act) requires the New South Wales Tribunal (NSW Tribunal) to determine the categories of councils and mayors at least once every 3 years.
- In accordance with the LG Act the NSW Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.
- Accordingly, the revised categories of general purposes councils were determined by the NSW Tribunal as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

- The NSW Tribunal determination of a 3 per cent per annum increase in the minimum and maximum fees applicable to each category, together with the NSW Tribunal determination

³ <https://www.remtribunals.nsw.gov.au/local-government/current-lgrt-determinations>

for new categories having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Victoria

- On 30 June 2023, the Victorian Independent Remuneration Tribunal made the allowance payable to mayors, deputy mayors, and councillors (Victoria) Annual Adjustment Determination 2023⁴.
- The VIRT determined a 2% increase to the values of the base allowances payable to mayors, deputy mayors, and councillors, effective from 1 July 2023. A 2% increase has also been applied to the base allowance values which take effect on⁵:
 - 18 December 2023
 - 18 December 2024 (mayors and deputy mayors only)
 - 18 December 2025 (mayors and deputy mayors only).

Tasmania

- In Tasmania, the remuneration for local government councillors is automatically increased under the provisions of the Local Government (General) Regulations 2015. The increase, effective 1 November 2023, is an automatic indexation of local government allowances provided for under the Local Government Act 1993 (Tas) by multiplying the allowances for the previous year by the inflationary factor (determined by calculating the current year's June quarter Wage Price Index divided by the previous years' June Wage Price Index)⁶.

Northern Territory

- In the Northern Territory, the allowances for local government council members are indexed by CPI (Darwin) on 1 July each year⁷.

Councillor advisors

The Commission did not receive any direction or request from councils to make recommendations relating to councillor advisors in the period between 1 December 2022 to 30 November 2023.

⁴ <https://www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors#minister%E2%80%99s-letter-of-request>

⁵ <https://www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors-annual-adjustment>
https://www.dpac.tas.gov.au/divisions/local_government/councillor_resources/councillor_allowances
https://www.dpac.tas.gov.au/__data/assets/pdf_file/0019/126613/2023-Councillor-allowances-information-sheet.PDF

⁷ <https://dlghcd.nt.gov.au/local-government/local-government-legislationguideline-1-local-authorities.pdf> (nt.gov.au)

2. The Commission

Formation and composition

The Local Government Remuneration Commission (the Commission) is an independent entity established under the *Local Government Act 2009* (the Act). On 1 October 2019, Governor in Council, approved the current Commission for a term of four years.

The Chair and Commissioners were reappointed by Governor in Council for a second four-year term on 1 October 2023.

This is the fifth report of the Commission, and the 17th report including the reports of the former Local Government Remuneration and Discipline Tribunal and the Local Government Remuneration Tribunal.

The Chair and Commissioners of the Commission are:

Mr Robert (Bob) Abbot OAM

Chairperson

Mr Abbot has extensive experience in the local government sector with 32 years as an elected councillor and mayor. Mr Abbot has experience working at state and national local government organizations and has held board and panel positions, including Deputy Chair of the South East Queensland Council of Mayors, Director of the Local Government Association of Queensland (LGAQ), and Director of the Australian Local Government Association. Mr Abbot has been a mentor for newly elected mayors on behalf of the LGAQ, with a particular focus on mentoring Queensland Indigenous mayors.

In the Australia Day 2021 Honours List, Mr Abbot was the recipient of an Order of Australia (OAM) for his service to local government and to the communities of Noosa and the Sunshine Coast.

Ms Andrea Ranson

Commissioner

Ms Ranson is a practising commercial and dispute resolution lawyer with experience in both public and private sectors of business and governance. She holds a Master of Laws (LLM), Bachelor of Laws (Hons) and Bachelor of Arts from Monash University, Victoria. She is additionally a Graduate of the Australian Institute of Directors (GAICD) and a Fellow of the Governance Institute of Australia (FGIA). Ms Ranson is a director appointed to North Queensland Bulk Ports Corporation, a government owned corporation, holding the role of Chair of the Corporate Governance and Planning Committee, and the role of Member of the Audit & Financial Risk Management Committee of that Board. Her experience includes business and commercial law, employment and industrial relations, diversity, justice, and ethics. Ms Ranson lives regionally and is passionate about regional development. Ms Ranson is a Nationally Accredited Mediator presently working with QCAT, the QSBC, the QBCC and is a member of the QLD Department of Justice & Attorney-General Dispute Resolution Panel.

Mr Reimen Hii**Commissioner**

Mr Hii is a barrister and Nationally Accredited Mediator. He holds the degrees of Bachelor of Laws and Bachelor of Arts. He is a practicing lawyer with extensive knowledge in public administration and community affairs, and a particular interest in civil and commercial law. Mr Hii is experienced in professional discipline matters, including investigations, public administration, corporate and public governance, public sector ethics and finance. Mr Hii has a culturally and linguistically diverse background and experience collaborating with diverse communities. Mr Hii has previously been recognized as Australian Young Lawyer of the Year by the Law Council of Australia, in recognition of his significant contribution to access to justice and diversity advocacy. Mr Hii provides a deep understanding of diversity and brings well respected analytic skill, together with legal and business acumen to the role.

Remuneration responsibilities

Chapter 6, Part 3 of the Act, established the Local Government Remuneration Commission to assume the remuneration functions of the former Local Government Remuneration and Discipline Tribunal which ceased to exist on 3 December 2018.

Section 177 of the Act provides the functions of the Commission are:

- to establish the categories of local governments, and
- to decide the category to which each local government belongs, and
- to decide the maximum amount of remuneration payable to the councillors in each of the categories, and
- to consider and make recommendations to the Minister about the following matters relating to councillor advisors—
 - (i) whether or not to prescribe a local government under section 197D(1)(a)
 - (ii) the number of councillor advisors each councillor of a local government may appoint
 - (iii) the number of councillor advisors a councillor of the council under the City of Brisbane Act 2010 may appoint; and
- another function related to the remuneration of councillors if directed, in writing, by the Minister.

Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (Regulation) sets out the processes of the Commission in deciding the remuneration that is payable to mayors and councillors.

The Regulation requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election, to determine whether the categories and the assignment of local governments to those categories require amendment.

After determining the categories of local governments, the Regulation also requires the Commission to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors and councillors in each category from 1 July of the following year.

In addition, section 248 of the Regulation allows a local government to make a submission to the Commission to vary the remuneration for a councillor, or councillors, to a level higher than that stated in the Remuneration schedule where the local government considers exceptional circumstances apply. The Commission may, but is not required to, consider any such submission. If the Commission is satisfied that exceptional circumstances exist, the Commission may approve payment of a higher amount of remuneration.

Section 197A of the Act established requirements for councils that wish to employ councillor advisors and councillor administrative support staff to assist councillors to complete their duties.

The requirements in relation to the appointment of councillor advisors include the following:

- must vote to pass a resolution to create councillor advisor positions (except Brisbane City Council)
- appoint advisor, at the discretion of councillors and only until the councillor's term ends, unless re-appointed by a new councillor

- must report the costs of councillor advisors to the community, for example through the council's annual report.

Requirements for councillor advisors include the following:

- they must submit registers of interests and keep them up to date
- they must follow a new Code of conduct for councillor advisors in Queensland
- they must comply with the local government principles and can be found guilty of integrity offences.

The Commission is yet to receive any submissions or enquiries in relation to councillor advisors as at the date of its determination.

3. Remuneration determination

Remuneration determination for councillors

As required by section 246 of the Regulation the Commission has prepared a Remuneration schedule (the Schedule) for the 2023-2024 financial year, applicable from 1 July 2024, which appears below.

Arrangements have been made to publish the Schedule in the Queensland Government Gazette and for this Report to be printed and presented to the Minister for Local Government.

Methodology

The Commission had regard to the matters in section 244 and 247 (2), (5) of the Regulation in determining the Schedule. The Commission also noted and had regard to the matters listed throughout this Report to determine the appropriate maximum remuneration in each category of local government.

Matters not included in the Remuneration schedule

The Commission considered all submissions received during the consultation phase of the review of council categorisations for the purpose of developing a framework to create categories and place councils.

Pro rata payment

Should an elected representative hold a councillor position for only part of a financial year, they are only entitled to remuneration to reflect the portion of the year served. It is out of the scope of the Commission's powers to determine otherwise.

Remuneration schedule to apply from 1 July 2024

Remuneration determined from 1 July 2024 (\$ per annum; see Note 1)				
Category	Local Governments assigned to categories	Mayor	Deputy Mayor	Councillor
A1 ** Note 2	Barcaldine Regional Council	\$119,393	\$68,880	\$59,695
	Barcoo Shire Council			
	Bulloo Shire Council			
	Croydon Shire Council			
	Doomadgee Aboriginal Shire Council			
	Kowanyama Aboriginal Shire Council			
	Mapoon Aboriginal Shire Council			
	McKinlay Shire Council			
	Richmond Shire Council			
	Torres Shire Council			
	Woorabinda Aboriginal Shire Council			
	Wujal Wujal Aboriginal Shire Council			
A2 ** Note 2	Aurukun Shire Council	\$119,393	\$68,880	\$59,695
	Blackall-Tambo Regional Council			
	Boulia Shire Council			
	Burke Shire Council			
	Cherbourg Aboriginal Shire Council			
	Cloncurry Shire Council			
	Diamantina Shire Council			
	Etheridge Shire Council			
	Hinchinbrook Shire Council			
	Hope Vale Aboriginal Shire Council			
	Lockhart River Aboriginal Shire Council			
	Mornington Shire Council			
	Murweh Shire Council			
	Napranum Aboriginal Shire Council			
	North Burnett Regional Council			
	Palm Island Aboriginal Shire Council			
	Paroo Shire Council			
	Pormpuraaw Aboriginal Shire Council			
Quilpie Shire Council				
Winton Shire Council				
Yarrabah Aboriginal Shire Council				

A3 ** Note 2	Longreach Regional Council	\$120,541	\$69,543	\$60,270
	Balonne Shire Council			
	Douglas Shire Council			
	Flinders Shire Council			
	Goondiwindi Regional Council			
	Northern Peninsula Area Regional Council			
B1	Banana Shire Council	\$120,541	\$69,543	\$60,270
	Carpentaria Shire Council			
	Burdekin Shire Council			
	Cook Shire Council			
	Torres Strait Island Regional Council			
B2	Maranoa Regional Council	\$146,239	\$91,399	\$77,688
	Cassowary Coast Regional Council			
	Charters Towers Regional Council			
	Gympie Regional Council			
	Livingstone Shire Council			
	Mareeba Shire Council			
	Mount Isa City Council			
	Scenic Rim Regional Council			
	Somerset Regional Council			
	South Burnett Regional Council			
	Southern Downs Regional Council			
	Tablelands Regional Council			
B3	Isaac Regional Council	\$146,593	\$91,620	\$77,876
	Noosa Shire Council			
	Whitsunday Regional Council			
	Lockyer Valley Regional Council			
C1	Central Highlands Regional Council	\$148,359	\$92,723	\$78,814
	Western Downs Regional Council			
C2	Gladstone Regional Council	\$171,156	\$112,604	\$99,090
	Rockhampton Regional Council			
C3	Bundaberg Regional Council	\$172,818	\$113,697	\$100,052
	Fraser Coast Regional Council			
D2	Cairns Regional Council	\$198,182	\$135,123	\$117,109
	Mackay Regional Council			
	Redland City Council			
	Toowoomba Regional Council			
D3	Townsville City Council	\$225,206	\$153,145	\$135,123
	Ipswich City Council			
E2	Logan City Council	\$252,233	\$174,761	\$153,141

	Moreton Bay City Council			
	Sunshine Coast Regional Council			
F2	Gold Coast City Council	\$279,258	\$196,679	\$166,653

Notes to the Remuneration schedule

The 2014 annual report by the former Local Government Remuneration and Discipline Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated council meetings.

*** Note 1**

The monetary amounts shown are the per annum figures to apply from 1 July 2024. If an elected representative only serves for part of a full financial year (that is, 1 July to 30 June) they are currently only entitled to a pro rata payment to reflect the portion of the year served.

**** Note 2**

For councillors in category A1, A2 or A3 councils, a base payment of \$39,796.67 is payable for the 12 months commencing on 1 July 2024. A meeting fee of \$1,658 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive of the council. Mayors and deputy mayors in category A1, A2 and A3 are currently entitled to receive their full annual remuneration level shown.

The Commission has not determined to make changes to the system of base payment and mandated council meetings for its 2022-2023 determination. Future consideration by the Commission may be given to whether changes to the current system should be made.

4. Finalisation of council categorisation review

As outlined in the Commission's [Consultation Paper](#) released in July 2023, the new framework for council categorisation would include a primary criterion and supporting criteria to assist in the categorisation of councils.

The Commission has considered various input factors and has determined that operating revenue aligns to the Commission's guiding principles for the category review and importantly the legislative requirements as it addresses all the primary requirements. The Commission observed that a council's revenue raising capacity is influenced by the size of land, population demographics and the extent of service delivery required to be met.

The Commission has used operating revenue as the primary criterion to guide decision-making about council categorisation. A council's operating revenue information is collated from council's audited financial records will consist of net rates, service fees, utilities and charges, operating grants revenue, sales contract, and recoverable works. This will not include capital grants or disaster recovery grants. This information is readily available and supports a transparent methodology.

Supporting criteria are included by the Commission in the framework to assist the primary criteria classification. The supporting criteria recognises elements that are not captured by operating revenue, but which may have an impact on the complexity and demands placed on a council.

The supporting criteria used by the Commission includes:

- population/geography dispersion
- projected population growth
- socio-economic indexes for areas (SEIFA)

Future criterion for category determination may include items raised in council's submissions received, for example, the impact of trade or industry diversification / growth; the impact of transient populations; the impact and cost of working with renewables.

The Framework for council categorisation includes:

CRITERIA		KEY MEASURE (SOURCE)	RATIONALE
PRIMARY CRITERION	Revenue	Total operating revenue (Source: Council's Financial Statements)	Total operating revenue (rates, service fees, grants, other sources) provides an accurate measure of regular and sustained revenue to reflect the scale and complexity of operations on an ongoing basis and is not subject to fluctuations.
SUPPORTING CRITERIA	Population/ Geography	Population dispersion based on total average distance from primary centre (calculated as average km of small centres from primary centre multiplied by number of small places based on scaled count score) (Source: QGSO)	Population dispersion considers both population and geography. It reflects the travel demands placed on council / councillors, as measured by the total average distance from the primary centre, which is not captured by total operating revenue, or the other supporting criteria.
	Projected population growth	Annualised population growth based on data from the previous 5 years and projected 5 years (Source: QGSO)	A historical and projected view over a 10-year period smooths out and reduces any potential projection errors. Any significant infrastructure and service delivery impacts on Council because of projected population growth would include longer-term planning horizon. This approach acknowledges the complexities of future planning and infrastructure development not reflected in total operating revenue or other supporting criteria.
	Socio-Economic Status	SEIFA index of relative socio-economic disadvantage decile (Source: ABS)	SEIFA is a commonly used measure to assess the socio-economic status of an area.

The revenue thresholds used for the primary criterion were as follows:

Category	Operating Revenue
A	Up to \$50m
B	\$50.1m to \$125m
C	\$125.1m to \$250m
D	\$250.1m to \$500m
E	\$500.1m to \$1b
F	> \$1b

Category review consultation

In July 2023, the Commission released a consultation paper to councils as part of the review process. The Commission confirmed that submissions in response to the consultation paper would be considered as part of completing the category review.

26 responses were received by the Commission, these were made up of submissions from councils, individual councillors, and council associations.

Overall, 90% of the respondents were supportive of the case for change, 83% supported the guiding principles, whilst 59% supported operating revenue as the key criterion.

One council who did not support the case for change also commented that total operating revenue should exclude non recurrent grant and incomes such as disaster recovery funding.

97% support was observed for the use of supporting criteria to further differentiate from the revenue categories.

Key themes

Industry Impacts

The use of industry impacts as a supporting criterion was widely supported by councils, however, there were very few metrics that could be used to document this impact to councillor complexity. The impacts from industry included; mining, FIFO and non-resident population, regional planning/development applications and Indigenous Councils' inability to attract certain industries due to their lack of freehold land.

However, without a fair, equitable and contestable metric to measure this impact the Commission decided that this potential supporting criterion would presently remain on hold. The Commission may elect to give future consideration to these suggested metrics.

Diversity of council issues and councillor challenges

Multiple submissions highlighted the difficulties for council's that were negatively impacted by managing and providing services to a transient, non-resident population. This was notable in the responses received from regional areas and those with significant FIFO or tourism activity.

Town and regional planning including development precincts such as state planning areas; were also raised as topics that increased the challenges for councils due to large scale negotiations of the council.

Small councils

A theme raised by a group of councils indicated that the size of the council does not reflect the needs and requirement of councillors in smaller councils, particularly where the council has limited administrative resources. It was also highlighted that the framework did not recognise the increased need in smaller councils for greater travel, advocacy, and the difficulty in provision of services.

5. Matters raised with the Commission

A summary table of submissions made to the Commission during the review period and the Commission's determination is provided below.

Meetings and deputations

Local governments were provided with the opportunity to engage with the Commission at the Annual Conference of the LGAQ in Gladstone from 21 to 23 October 2023.

Livingstone Shire Council, Logan City Council, Sunshine Coast Regional Council, Northern Peninsular Area Regional Council, Western Down Regional Council, and Western Queensland Alliance of Councils provided the Commission with oral deputations during the 2023 LGAQ Conference in Gladstone.

Local governments were also given an opportunity to provide written submissions to the Commission. A total of 26 written submissions were received and considered.

The Commission did not seek submissions solely based on remuneration during the period of its category review. Many of the 26 written submissions proposed greater remuneration based on the complexities of modern governance faced by councillors and mayors.

In making its determination, the Commission had regard to all submissions it received, together with the matters on throughout this report.

Key points raised with the Commission during the 2023 review period included themes that had been consistently submitted by councils in earlier years; as accounting for an increase in complexity and workload for elected members. These included:

- **Innovation and Sustainability:** growing demands on council to take action, particularly in relation to transitioning to renewables and economic diversification.
- **Remuneration and Talent:** need for competitive salaries to attract diverse and skilled elected candidates and a desire to attract and maintain high quality candidates, particularly in regional areas.
- **Innovation Recognition:** exploring potential ways to incentivise and reward innovative council initiatives that support community growth, resourcefulness and development.
- **Inflationary Impact:** addressing the disproportionate impact of rising inflation on local governments and their constituents, especially those on lower incomes and in rural areas.
- **Economic Uncertainty:** navigating the current volatility and uncertainty surrounding inflation and its impact on cost-of-living pressures.
- **Community Sustainability:** ensuring the long-term viability and prosperity of communities during the global transition to renewable energy and the need for significant infrastructure changes.

Table – Summary of 2023 submissions

1	<p>Date received</p> <p>Received from</p> <p>Summary of submission</p>	<p><u>Oral submission</u> 17 October 2023 – LGAQ Annual Conference</p> <p><u>Livingstone Shire Council:</u> Councillor Andrea Friend</p> <p>Livingstone Shire Council has approximately 9,000 ratepayers though they are all portfolio councillors and not divisional councillors. Therefore, all councillors are required to oversee the entire council area and not just a specific area within council boundary.</p> <p>Management of waste, water, environment, local laws permeate throughout the entire council space and not just the smaller divisional space. Councillors who manage portfolio instead of divisions should be remunerated at higher rate.</p> <p>Role of a councillor is not part time and often councillors within Livingstone Sire council are required to work extended period continuously without break.</p> <p>Concerned that the salary level of a councillor is less than that during time when employed by council. This reduced salary is having a negative impact on potential candidates and not incentivising quality candidates from running for council.</p> <p>Cr Friend proposed the Commission consider a payment option of a base level x an amount per ratepayer. There was ongoing concern that the current remuneration categorisation methodology is no longer fit for purpose in particular requiring ad hoc submissions by councils for their matters to be heard. In addition, the assessment of environment terrain is too varied given that Livingstone Shire Council has the second longest coastline behind Torres Strait, plus inclusive of rural and coasted terrain)</p>
	Determination	<p>Chairperson outlined the Commissions' position and the legislative requirements to complete a category review and allocate councils into categories. That the development of a new framework to guide the council categorisation process was to be concise measurable and defensible.</p> <p>The matters raised specifically in the submissions have also been considered by the Commission as part of the 2023 annual review of council categorisation</p>
2	<p>Date received</p> <p>Received from</p>	<p><u>Oral submission</u> 17 October 2023 – LGAQ Annual Conference</p> <p><u>Logan City Council</u> Councillor Jaco Heremaia Councillor Jon Raven</p>

	<p>Summary of submission</p> <p>Provided initial feedback to say that council accepted the proposed framework and that they agreed with the use of operating revenue as the primary criterion.</p> <p>Raised a query for the use of SEIFA index and how this would aid councils with greater issues of lower socio-economic standing given that housing, homelessness, and unemployment are areas that are often interlinked.</p> <p>Councillors stated their support for the inclusion of innovation in the framework and outlined the innovative measure that Logan City Council were managing and developing. This included transitioning council operations and resources to a net zero position over the coming years.</p> <p>Logan City Council were producing other innovative measures to improve their community such as façade improvement programs for business shop fronts and the integration of their town plan to consider net zero.</p> <p>Cr Raven raised the topic of innovation being a driver of councillor challenges and highlighted that rolling revenue was being used as a proxy to use a measurable criterion to assist in category placement.</p> <p>Request</p> <p>Cr Raven requested that a broader assessment to consider regional topics such as housing and how councils could be assessed against measurements for attending to State Regional Plans (i.e. Housing or infrastructure development) could be incorporated in the Commission’s determinations.</p> <p>Determination</p> <p>Commission reinforced their position that despite any council reclassification no council would be going backwards from a financial remuneration position.</p>
<p>3</p> <p>Date received</p> <p>Received from</p> <p>Summary of submission</p>	<p><u>Oral submission</u> 17 October 2023 – LGAQ Annual Conference</p> <p><u>Sunshine Coast Regional Council</u> Mayor Mark Jamieson Emma Thompson – Chief Executive Officer Craig Matheson – Group Executive Civic Government</p> <p>Council believed that this was a timely view and appropriate given that the existing framework is no longer fit for purpose. Council supported the method to anchor councils using operating revenue as the primary criterion and the use of multiple supporting criteria.</p> <p>Council supported the additional possible consideration for innovation and non-resident population to be enhanced and considered in further iterations of the framework by the Commission.</p> <p>Council submitted that non-resident population does not directly provide input to operating revenue base but that it does impact on council’s provision of services including waste management, water, and road traffic.</p>

<p>Request</p> <p>Determination</p>	<p>Council requested that consideration be given to growth councils who require additional levels of innovation as a basis for increased revenue. Strong councils would ensure that increases occurred through delivery of development and project delivery and not through alternative methods of improving revenue, for example, increasing rates.</p> <p>Commission provided an overview of proposed model and expressed the use of operating revenue as a useable proxy to assess challenges and difficulties of local governments fairly, transparently and consistently. Council agreed that use of population should not be the key driver.</p> <p>Commission advised that they would be unable to include an additional supporting criterion to promote innovation in the current determination, as it is as yet unable to be defined in a measurable way across different council's and sectors.</p>
<p>4 Date received</p> <p>Received from</p> <p>Summary of submission</p>	<p>Oral submission 17 October 2023 – LGAQ Annual Conference</p> <p>Northern Peninsula Area Regional Council Mayor Patricia Yusia Deputy Mayor Kitty Gebadi Councillor Gina Nona Councillor Mabalene Whap Kate Gallaway – Chief Executive Officer</p> <p>Council advised that the workload and responsibilities within Indigenous communities is exceedingly high for elected members. Northern Peninsula Area Regional Council was amalgamated in 2008. Prior to amalgamation there were 26 elected members to complete a similar volume of work. The council now consists of only 6 elected members creating significant pressure and increased workload for elected members.</p> <p>Councillors raised concerns regarding workload and issues related to management of land under Deed of Grant in Trust (DOGIT).</p> <p>Part 4 of the <i>Local Government Act 2009</i> provides that DOGIT matters must be addressed separately from council business which results in additional responsibilities that are not dealt with by non-Indigenous councils.</p> <p>Councillors were not supportive of the use of operating revenue as primary criterion given that councils' capacity to generate own revenue was submitted to be limited due to the small percentage of rateable land. Council further submitted that revenue raised through DOGIT land use has limitations on how it is used under the <i>Land Act 1994</i> and that council does not have full autonomy to use of this revenue.</p> <p>Councillors raise the ongoing issue of their council being the provider of last resort and councils limited ability to obtain commercially viable terms for essential services such as waste management. This increased the workload of councillors.</p> <p>Mayor Yusia raised the topic of ongoing housing issues and council attending to the responsibilities that other government</p>

	<p>departments such as Department of Housing would normally address. NPARC councillors and staff, it was submitted, were nevertheless required to have a housing plan and address the associated tasks.</p> <p>CEO Gallaway mentioned that the use of census data in relation to population growth and population numbers are troublesome due to low literacy rates and low completion rates for census in their demographic. As a result, it was submitted that, this produces a reduced rating for these areas that are not reflected by the category framework.</p> <p>Council submitted that the propose category framework did not include matters such as the impact on councillor workloads related to the limited boarder control measures regionally with respect to the ongoing and regular movement of people from Papua New Guinea in the region.</p> <p>Lastly council submitted that the transference of responsibility of the Local Thriving Communities initiatives are primarily State based responsibilities to local government resulting in councillors attending additional meetings. It was submitted that these demands do not reflect equally across all local government.</p> <p>Determination</p> <p>The Commission advised that framework for council categorisation would have regard to the challenges incurred by DOGIT responsibilities.</p>
<p>5</p> <p>Date received</p> <p>Received from</p> <p>Summary of submission</p>	<p>Oral submission 17 October 2023 – LGAQ Annual Conference</p> <p>Western Queensland Alliance of Councils Mayor Jane McNamara Mayor Jack Bawden Mayor Samantha O’Toole Mayor Andrea Martin Councillor Tony Rayner Simone Talbot – Executive Officer, South West Queensland Region of Council) Greg Hoffman PSM – Executive Officer, North West Queensland Region of Council</p> <p>Attended on behalf of the entire group of councils within their association.</p> <p>Expressed that the proposed framework model does not accurately reflect the challenges within small and regional council. Cost shifting and requirements for small councils to provide services due to their inability to obtain commercially viable terms limits their options was raised with the Commission.</p> <p>The use of operating revenue as a primary criterion does not adequately reflect the challenges and workload of councillors. Within Flinders, it was submitted that, only 10-12% of revenue is rate based and that revenue fluctuates based on disaster recovery grants. Therefore, the year-on-year revenue level is heavily impacted by natural disaster works and grants.</p>

	<p>Simone Talbot queried how the proposed model would assist regional councils to attract young and quality candidates for future elections, unless their remuneration reflected a full-time equivalent value. It was submitted that the use of population growth as a supporting criterion would not assist regional Queensland, nor does it adequately reflect the workload of councillors due to the decreasing population from far Western Queensland areas.</p> <p>It was further submitted that despite the decrease in population, the services expected to be delivered and the workload of councillors remained the same. The theme of smaller councils required to provide more with less is prevalent and ongoing within their communities.</p> <p>An additional criterion was proposed to be added, to reflect the diversity of industry and operating revenue options within a council's operations.</p> <p>The Commission reiterated their process for the review of councillor categorisation and their intention to develop a framework that is based on a model using a simple, repeatable, and documented process supported by clear and measurable metrics.</p>
<p>6</p> <p>Date received</p> <p>Received from</p> <p>Summary of submission</p>	<p>Written submission: 16 January 2023 Oral submission: 17 October 2023 – LGAQ Annual Conference</p> <p>Western Downs Regional Council Councillor Paul McVeigh Councillor Andrea Smith Jodie Taylor – Chief Executive Officer</p> <p>Councillor Smith submitted that the role of a councillor exceeds the previously held view of a part time role and that the remuneration level should reflect the workload.</p> <p>This increased workload has resulted in councillors having to forego additional part time employment, with resulting adverse financial outcomes for individual councillors and the potential for a reduction in candidates who can fulfil the role.</p> <p>The region and specifically Western Down Regional Council, it was submitted, has seen significant growth across both agricultural and energy industries. This has included the inclusion and involvement in regional and a State plan such as Queensland Energy and Jobs Plan that requires state-based negotiations and creates additional workload and responsibility.</p> <p>It was submitted that the knowledge and skill required of a councillor to guide this transitional process to renewables and trade diversification has increased over recent years. Additionally, the need to continue to attract a diversity of business and industries to the area remains important due to the proposed use of operating revenue as a primary criterion in the proposed category review framework.</p> <p>Councillor's highlighted that their local government has 24 approved solar and 3 approved wind farms on top of their</p>

Determination

traditional agricultural sector and that this innovation is not acknowledged by the Commission in their proposed framework.

The Commission reiterated that the use of operating revenue as a primary criterion would assist the Commission to capture the complexities and challenges that developing councils faced in a measurable way. This included councils that transitioned their business operations to include and increased involvement across varying industries.

The use of operating revenue as a primary criterion was discussed as a possible method for council to aspire to continue to develop their revenue and expand their operations to improve the outcomes for their residents and in turn be classified in a higher category.

6. Other activities

Exceptional circumstances submissions (matters raised under Local Government Regulation 2012, section 248):

Nil.

7.Future priorities

The Commission will continue to consider enhancements to the framework for council remuneration categorisation including an equitable method to consider industry impacts on councils and matters relating to transitioning communities and improving sustainability.

The Commission will invite ongoing submissions from all Councils as part of its general review of categories and maximum determination of remuneration prior to 1 December 2024.

The Commission intends to engage with local governments throughout the year including the option for a mid-year deputation process to be established. The Commission invites councils in all areas to participate in the deputation process and any further opportunities for submissions to be made that the Commission may announce.

Further information about the Commission can be located at www.statedevelopment.qld.gov.au.

Local Government Remuneration Commission

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Meeting Date	19th June 2024
Subject	Councillor Reimbursement of Expenses and Provision of Facilities Policy
Classification	Open
Author	Ken Timms, Chief Executive Officer

EXECUTIVE SUMMARY

Section 250(1) of the Local Government Regulation 2012 states that a Local Government, must adopt by resolution an expenses reimbursement policy.

The Councillor’s reimbursement of expenses and provision of facilities policy is a policy providing for the following –

- a) payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors;
- b) provision of facilities to councillors for that purpose

This policy ensures accountability and transparency in the reimbursement of expenses incurred by councillors and ensures that councillors are provided with reasonable facilities to assist them in carrying out their civic duties.

RECOMMENDATION

That Council:

Resolve to adopt the “Councillor Reimbursement of Expenses and Provision of Facilities Policy” in accordance with and pursuant to Section 250(1) of the Local Government Regulation 2012.

BACKGROUND

In accordance with Division 2, Section 249 of the Local Government Regulation 2012 (Reimbursement of expenses and provision of facilities) is about the expenses reimbursement policy for Councillors.

The expenses reimbursement policy is a policy providing for the following -

- a) payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors;
- b) provision of facilities to councillors for that purpose.

Section 250 of the Regulation relates to the requirement to adopt an expenses reimbursement policy or amendment to the said policy.

- A local government must adopt an expenses reimbursement policy; and
- A local government may, by resolution, amend its expenses reimbursement policy at any time.

As soon as practicable after a local government adopts or amends its expenses reimbursement policy, the local government must -

- a) ensure a copy of the policy may be inspected and purchased by the public at the local government’s public office; and
- b) publish the policy on the local government’s website.

The price for purchasing a copy of the policy must be no more than the cost to the local government of making the copy available for purchase, which is in accordance with Section 251

Section 252 relates to meetings about expenses reimbursement policy, which states that a local government cannot resolve under section 275 that a meeting at which a proposed expenses reimbursement policy is discussed (including its adoption or amendment, for example) be closed to the public.

LINK TO CORPORATE PLAN

Corporate Aim No 5: Best practise corporate governance and organisational excellence

Outcome No 5.1: Council provides community leadership through financial sustainability and an open and accountable governance structure.

Outcome No 5.2: Effective communication between council and the community and across the community.

Outcome No 5.3: Council operations support quality service provision and good governance.

BUDGET & RESOURCE CONSIDERATIONS

Council's 2023/24 Budget has provisions for the associated expenditure contained within this policy.

LEGAL CONSIDERATIONS

Local Government Act (Qld) 2009

Local Government Regulations (Qld) 2012

POLICY IMPLICATIONS

This policy will supersede any previous policies of Council relating to the reimbursement of expenses and provision of facilities to Councillors.

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Policy has been reviewed and upon adoption will supersede previous policies	Council will inform the community of the 2024 General Meeting dates.
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low (D2)

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Jodi Kernan, HR/Payroll Officer

Date: 11th June 2024

Report Authorised By:

Ken Timms PSM, Chief Executive Officer

Date: 11th June 2024

ATTACHMENTS

Nil attachments.

ESC – S001 – Councillors Reimbursement of Expenses Provision of Facilities Policy

POLICY VERSION AND REVISION

Version History		Meeting date	
Post-Election Meeting – Dated 11 th April 2016		19 th June 2024	
General Meeting – Dated 15 th January 2017			
General Meeting – Dated 15 th January 2018		Resolution number	
General Meeting – Dated 23 rd January 2019			
General Meeting – Dated 24 th January 2024			
General Meeting – Dated 19 th June 2024			
Approval by CEO			
Effective date		Review date	
1 st July 2024		1 st June 2025	
Policy Author			
Current incumbent			
Implementation Officer			
Chief Executive Officer			
Current incumbent		Contact number	Official file no.
Ken Timms PSM		4079 9090	



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1. PURPOSE

The Etheridge Shire Council is committed to ensuring that Councillors are provided with the facilities required to enable them to perform their duties.

Councillors should not be financially disadvantaged when carrying out their roles, and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations.

The Councillors' Reimbursement of Expenses and Provision of Facilities Policy is a statutory policy¹ ensuring accountability and transparency in the reimbursement of expenses incurred by councillors and ensures that councillors are provided with reasonable facilities to assist them in carrying out their civic duties.

2. SCOPE

Chapter 8 Part 1 Division 2 of the *Local Government Regulation 2012* states that and Expenses Reimbursement Policy is a policy providing for the following² —

- a) Payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors;
- b) Provision of facilities to the councillors for that purpose.

This policy applies to all councillors of Etheridge Shire Council for the reimbursement of expenses incurred, or to be incurred, by them in undertaking their responsibilities.

Council will reimburse councillors for eligible expenses set out in this policy. Any expenses not provided for by this policy will not be reimbursed without approval from the Chief Executive Officer.

Councillor Remuneration is not covered by this policy. Councillor remuneration is determined annually by the Local Government Remuneration and Disciplinary Tribunal.

Spouses, partners and family members of councillors are not entitled to reimbursement of expenses or have access to facilities allocated to councillors.

Failure to comply with this policy, falsifying claims or the misuse of facilities may breach the Councillors' Code of Conduct and/or represent an offence under the Criminal Code and may be referred to the Crime and Misconduct Commission.

3. POLICY STATEMENT

3.1. GENERAL PRINCIPLES

This policy ensures that the Council's reimbursement of expenses incurred by Councillors is consistent with the local government principles and financial sustainability criteria as defined in the Local Government Act 2009³.

In addition, the principles that underpin this policy are:

- Councillors should not receive a private benefit through their role as a councillor;
- The use of public monies in the public interest by responsible budgeting and accounting;
- Fair and reasonable allocation of council resources (allowances, facilities and other benefits) to enable all councillors to conduct the duties of their office;
- Transparent decision-making by public disclosure of policy and resolutions; and
- Accountability for expenditure and use of facilities through full justification and acquittal.

Expenses will be paid to a councillor through administrative processes approved by Etheridge Shire Council's Chief Executive Officer (CEO) subject to the limits outlined in this policy, or council endorsement by resolution.

¹ Local Government Regulation 2012 (Qld). S250a

² Local Government Regulation 2012 (Qld). S249

³ Local Government Act 2009 (Qld). S4

3.2. EXPENSE CATEGORIES

Professional Development

Council will reimburse expenses incurred for mandatory professional development and/or discretionary professional development deemed essential for the Councillors' role. The Mayor attends the Local Government Association Queensland (LGAQ), Australian Local Government Association (ALGA) and any other relevant conferences/seminars/workshops as the primary delegate (council shall appoint the other delegates). Councillors can attend workshops, courses, seminars and conferences that are related to the role of a councillor. Approval to attend is made by council resolution and therefore councillors should advise the CEO of their desire to attend an event. The CEO will provide a report to council seeking approval on behalf of the councillor.

Discretionary Professional Development

Each councillor can attend (at their own discretion) workshops, courses, seminars and conferences that improve the skills relevant to their role. This training is initially limited to \$5000 per councillor over the current term of office, but will be reviewed annually when setting the budget. There is no requirement for a council resolution to approve these attendances, however, the councillor would need to submit a request to the CEO (prior to attendance) and provide all relevant documentation within 14 days of attending the event to ensure their expenses are reimbursed.

Travel

Council will reimburse local, interstate and, in some cases, intrastate and overseas travel expenses (such as flights, motor vehicle, accommodation, meals and associated registration fees) deemed necessary to achieve the business of council where a councillor is an official representative of council and the activity/event and travel has been endorsed by resolution of council.

Council will pay for reasonable expenses incurred for overnight accommodation when a councillor is required to stay outside or in some cases within the Etheridge Shire. All councillor travel approved by council will be booked and paid for by council. This includes transfers to and from airports (e.g. taxis, trains and buses).

Councillors will be reimbursed for parking costs that they have incurred while attending to official council business (e.g. secured vehicle parking at the airport).

Private Vehicle Usage

Councillors' private vehicle usage will be reimbursed if the usage is for official council business. This includes travel to and from councillors' principal place of residence to:

- attend official council business/meetings/functions/community events and public meetings in the role of councillor;
- investigate issues/complaints regarding council services raised by residents/rate payers and visitors to the region.

Councillors making a claim for reimbursement of private vehicle usage can do so by submitting the appropriate form detailing the relevant travel based on log book details. The amount reimbursed will be based on the published Australian Tax Office business-use-of-motor vehicle-cents-per-kilometre method and kilometre rate applicable at the time of travel.

The Commissioner of Australian Taxation Office determines claimable cents per kilometre rates in each income year.

Rates per business kilometre		
Engine capacity		Cents per kilometre
Ordinary engine	Rotary engine	
N/A	N/A	88 cents

Meals

Council will reimburse reasonable costs of meals for a councillor when the councillor has incurred the cost personally and the meal was not provided within the registration cost of the approved

activity/event, upon production of a valid tax invoice. If a councillor elects not to produce tax invoices and seek reimbursement for meals while attending official council business, he/she may claim a meal allowance where the meal was not provided within the registration costs of the approved activity/event. Expenses relating to the consumption of alcohol will not be reimbursed.

Should the councillor choose not to attend a provided dinner/meal, then the full cost of the alternative meal shall be met by the councillor.

Incidental Daily Allowance

An incidental daily allowance of \$10.00 up to five nights away and \$15.00 after five nights will be paid to councillors to cover incidental costs incurred while they are traveling and staying away from home overnight.

Councillors claiming this allowance should do so on the appropriate form within 14 days of the conclusion of the event and submit to the CEO for reimbursement.

Hospitality

Councillors may have occasion to incur hospitality expenses while conducting council business apart from civic receptions organised by council. The Mayor may particularly require additional reimbursement when entertaining dignitaries outside of official events.

To allow for this expense, the following amounts can be claimed: \$500 per annum for councillors and up to \$5,000 per annum for the Mayor.

Accommodation

Councillors may need to stay away from home overnight while attending to council business. When attending conferences, councillors should take advantage of the package provided by conference organisers (if applicable) and therefore stay in the recommended accommodation unless prior approval has been granted by the CEO. All councillor accommodation for council business will be booked and paid for by council. Suitable accommodation will be sought within a reasonable distance to the venue that the councillor is to attend. Should more than one councillor attend the same event, council will book and pay for a separate room for each attending councillor.

3.3. PROVISION OF FACILITIES

Council will provide facilities for the use of councillors in the conduct of their respective roles with council. All facilities provided remain the property of council and must be returned when the councillor's term expires.

The facilities provided by council to councillors are to be used only for council business unless prior approval has been granted by resolution of council.

Secretarial Support

The Mayor's office will be assisted with secretarial support by Council's executive assistant.

Secretarial support will be provided to Councillors with prior approval by the Chief Executive Officer.

Administrative Tools and Office Amenities

Councillors are entitled to use Council facilities as required to assist in discharging their duties and responsibilities including (but not limited to):

- Shared office space and meeting rooms;
- Shared access to landlines, internet, photocopiers, fax, scanner, printers and shredders;
- Stationary;
- Promotional material necessary for official Council business;
- Other resources as approved by the Mayor or Chief Executive Officer.

IT Equipment

Councillors will be provided with the following IT equipment to assist in discharging their duties and responsibilities:

- laptop computer and/or tablet device and necessary software

Council will provide all software necessary to enable Councillor's to carry out their duties as elected members. All software is licensed to the Etheridge Shire Council and remains the property of Council at the end of term. All software licensed to Council that has been installed on a councillor's tablet device will be removed prior to the end of the Councillor's term.

Telephone and Data

Councillors will be provided with the following:

- mobile phone (where a mobile phone is provided by council, all costs attributed to council-business use shall be paid by Council (including total plan costs).

Maintenance Costs of Council-Owned Equipment

Council is responsible for the ongoing maintenance and reasonable wear-and-tear costs of council-owned equipment that is supplied to councillors for official business use. This includes the replacement of any facilities that fall under council's Asset Replacement Program.

Uniforms and Safety Equipment

Council will provide to a councillor:

- Uniform allowance as per staff policy
- Necessary safety equipment for use on official business (e.g. safety helmet, boots and safety glasses).

Use of Council Vehicles

Councillors will have access to a suitable council vehicle for official business. A councillor wishing to use a council vehicle for council business use must submit a request to the CEO at least two days prior, except in exceptional circumstances as determined between the councillor concerned, Mayor and CEO.

The Mayor will be provided with a fully maintained Toyota Prado (or equivalent) including all running costs provided for unlimited and unrestricted use by the Mayor for council business in recognition of the duties required to be performed by the Mayor and the irregular hours required to attend council, community and civic responsibilities. This vehicle is also available for councillor's use while the Mayor is not utilizing the vehicle.

All fuel used in a council-owned vehicle on official council business will be provided or paid for by council.

Insurance

Councillors will be covered under relevant council insurance policies while discharging civic duties. Specifically, insurance cover will be provided for public liability, professional indemnity, Councillors' liability and personal accident. Council will pay the excess for injury claims made by a councillor resulting from the conduct of official council business and on any claim made under insurance cover.

Council will cover costs incurred through injury, investigation, hearings or legal proceedings into the conduct of a councillor, or arising out of (or in connection with) the councillor's performance of his/her civic functions. If it is found the councillor breached the provisions of the Local Government Act 2009 the councillor will reimburse council with all associated costs incurred by council.

Returning of Facilities

It is outlined within this policy that Council will provide reasonable facilities to a Councillor during their term to assist Councillors in carrying out their civic duties.

Councillors are entitled to use these facilities until such time as their term of office comes to an end. If a Councillor is not re-elected the term of office ends when the returning officer declares the result of the election of the council.

However, to ensure that facilities are returned in a reasonable period, and to assist the Chief Executive Officer in the collection of facilities (as stated within this policy), it is required that all Councillors return all facilities to the Chief Executive Officer on or before the Friday preceding the Quadrennial Local Government Elections, or if a Councillor resigns during their term, the facilities are to be returned to the Chief Executive Officer prior to their last day in active office.

Misuse of Council Provided Resources for Electoral Purposes

This policy provides for the following –

- a payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors;
- provision of facilities to the councillors for that purpose.

A breach of the reimbursement of expenses and facilities policy is a misuse of information or material acquired in or in connection with the performance of the councillor's responsibilities and would be "misconduct" (as provided in Chapter 6, Part 2, Division 6 of the Local Government Act 2009).

Therefore, elected members should pay particular care in any campaign activity to ensure that there can be no possible perception of use of council provided resources / facilities for activity that could be perceived as having some electoral favour.

3.4. CLAIMS FOR REIMBURSEMENT

All claims for reimbursement of expenses must be made on the approved form and submitted with original receipts to the Chief Executive Officer. Claims certified by a Councillor as complying with this policy will be authorised for payment by the Chief Executive Officer.

Claims must be presented within three months of incurring expenses.

When considering an application for approval of any matter related to this policy, the council or the Chief Executive Officer must have regard to the limits outlined in this policy and any relevant budget allocation.

4. REPORTING

Expenses will be paid to a councillor through administrative processes approved by Etheridge Shire Council's Chief Executive Officer (CEO) subject to the limits outlined in this policy, or council endorsement by resolution.

Pursuant to s186 of the Local Government Regulation 2012, Council's Annual Report must contain the particulars of the expenses incurred by, and the facilities provided to, each Councillor during the financial year under this policy.

5. DEFINITIONS

To assist in interpretation of this policy and associated guidelines, the following definitions shall apply:

Approved Council Business – includes:

- a. Formal meetings of Council, including Ordinary, Statutory and Special Meetings;
- b. Official committee meetings, including advisory committee meetings of which a Councillor is a member;
- c. Formal public consultation meetings;
- d. Civic functions at which a Councillor is attending in his/her official capacity as a Councillor;
- e. Community functions to which a Councillor has been invited in his/her official capacity as a Councillor;
- f. Official inspections;
- g. Formal training, professional development and conferences approved by Council;
- h. Other activities approved by the Mayor and ratified at a subsequent meeting of Council.

Council - means the Etheridge Shire Council.

Councillors - means the Mayor, Deputy Mayor and Councillors unless otherwise specified.

Expenses - means costs reasonably incurred, or to be incurred, in connection with Councillors discharging their duties. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge. Expenses are not included as remuneration.

Entertainment and hospitality - means the cost to council of providing entertainment or hospitality as outlined in council's Entertainment Hospitality Expenditure Policy.

Facilities - mean the facilities deemed necessary to assist Councillors in their role.

Incidental private use - includes use incidental to Approved Council Business. (Example - stopping at a shop on the way to or from Approved Council Business).

Professional development – includes activities undertaken by Councillors to improve their understanding, competence and knowledge of matters that specifically relate to local government functions, or to improve their competence and knowledge of matters that will assist them in carrying out their role as a Councillor. Examples of professional development include (but are not limited to): Local Government industry training, conferences, workshops, seminars or specific events that are relevant to a Councillors role; or that are relevant to the development of a Councillor's individual knowledge and competence in conducting their role.

Reasonable - shall mean Council must make sound judgements and consider what is prudent, responsible and acceptable to the community when determining reasonable levels of facilities and expenditure.

Training – any facilitated learning activity which is considered by council to be a requirement for councillors to discharge their duties and responsibilities as councillors.

6. RELATED LEGISLATION, DOCUMENTS AND REFERENCES

Local Government Act 2009
Local Government Regulation 2012
Procurement Policy
Entertainment Hospitality Policy

7. REVIEW

It is the responsibility of the Chief Executive Officer to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years or as required by Council.

The adopted policy can be amended, by resolution, at any time and must be able to be inspected and/or purchase by the public at the local government's public office and also published on the local government's website^{4 5}.

⁴ Local Government Regulation (Qld) 2012. S250b

⁵ Local Government Regulation (Qld) 2012. S251



General Meeting 19th June 2024

Subject	Councillor Investigation Policy
Classification	Open
Author	Renee Bester, Executive Assistant

EXECUTIVE SUMMARY

The purpose of this report is for council to consider adopting the Councillor Investigation Policy, reflecting the updated “Queensland Government’s model Example Local Government Investigation Policy – March 2024”, following legislative amendments to the Local Government Act 2009 in November 2023.

RECOMMENDATION

That Council:

1. Adopt the ‘Councillor Investigation’ Policy (ESC – S017).

BACKGROUND

A local government must adopt, by resolution, an investigation policy (the policy) about how it deals with the suspected conduct breaches of councillors referred, by the assessor, to the local government to be dealt with, under Local Government Act 2009 (LGA) (section 150AE (1)) and must be published on the local government’s website (LGA s150AE (4)).

To assist local governments, the Department of Housing, Local Government, Planning and Public Works (DHLGPPW) provides a best practice model and Example Local Government Investigation Policy. The DHLGPPW recently (March 2024) updated their Example document to reflect the legislative amendments to the Local Government Act 2009 assented in early November 2023.

It is noted that at present Council has not yet adopted an Investigation Policy, however the attached draft Councillor Investigation Policy has reflected the updated version of the Queensland Governments. The following explain key amendments:

- Proposed to rename the Policy to “Councillor Investigation Policy”. This is for clarity of purpose as the current name can be confusing to those not familiar with local government legislation and terminology;
- The new example is significantly more detailed than the previous version. However, it does provide templates should they be required. The further detail provides more clarity on process.
- There is reference to council giving consideration to creating Committee to deal with referrals where it cannot obtain a quorum or if the referral notice is relating to the Mayor:
 - The adoption of this policy doesn’t preclude these discussions at a latter date – i.e. the draft provides that council may consider to create a committee. (this is as per the Example);
 - It would be prudent to adopt the proposed draft version to ensure consistency with the updated legislation and Example provided by the DHLGPPW, with the committee matter to be discussed at a later date.
 - It is noted that there are ample provisions in the LGA to guide any referrals or investigations.

The attached is the updated draft of the entitled Councillor Investigation Policy.

LINK TO CORPORATE PLAN

Corporate Aim No. 5: Best practice governance and organisational excellence

Corporate Outcome No. 5.1: Council provides community leadership through financial sustainability and an open and accountable governance structure.

BUDGET & RESOURCE CONSIDERATIONS

Where expenses arise relating to an investigation, funding sources will be identified at that time and will be facilitated as per the Councillor Investigation Policy

LEGAL CONSIDERATIONS

Not applicable, reflects legislative requirements.

POLICY IMPLICATIONS

Policy reflects best practice example as developed by Queensland Government and reflect the amendments to the Local Government Act 2009, as of November 2023.

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Policy is statutory requirement	Council will implement after adoption.
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Assess likelihood and consequence to calculate outcome (Low, Medium, High)

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Renee Bester

Date: 11/06/2024

Report Authorised By:

Ken Timms PSM

Date: 11/06/2024

ATTACHMENTS

Include attachments such as:

- Councillor Investigation Policy (ESC – S017)



COUNCILLOR INVESTIGATION POLICY

POLICY VERSION AND REVISION

Version History	Meeting date	
	Resolution number	
Approval by CEO		
Effective date	Review date	
Policy Author		
Chief Executive Officer		
Current incumbent		
Ken Timms PSM		
Implementation Officer		
Chief Executive Officer		
Current incumbent	Contact number	Official file no.
Ken Timms PSM	4079 9090	



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1. PURPOSE

This is Etheridge Shire Council's Investigation Policy for how complaints about the suspected conduct breach of councillors will be dealt with as required by the section 150AE of the *Local Government Act 2009* (the LGA).

Note: This Policy reflects the Queensland Government's model [Example Local Government Investigation Policy – March 2024](#)

2. SCOPE

This Policy applies to investigations and determinations by the Etheridge Shire Council about the suspected conduct breach of a councillor including a mayor, which has been referred by the Independent Assessor. The policy must:

- include a procedure for investigating the suspected conduct breaches of councillors (see Addendum 2 – Investigation Standards; and
- state the circumstances in which another entity may investigate the conduct; and
- be consistent with the principles of natural justice; and
- require the local government to prepare a report about each investigation (see Addendum 1 - Report template and summary report template); and
- require a notice about the outcome of investigations be provided to the Assessor, councillor and persons who made complaint about the councillors' conduct; and
- include a procedure about when the local government may decide not to start, or to discontinue, an investigation under section 150AEA.

The policy must require the Council -

- to give the councillor information about the suspected conduct, including details about the evidence of the conduct; and
- to give the councillor a notice if an investigation is not started or is discontinued; and
- for conduct the subject of a complaint - to give the person who made the complaint, if the contact details of the person are known, a notice if an investigation is not started or is discontinued; and
- to give the councillor the preliminary findings of the investigation before preparing an investigation report about the investigation (see Addendum 3 - Statement of Preliminary Findings Template); and
- to allow the councillor to give evidence or a written submission to the local government about the suspected conduct and preliminary findings; and
- to consider any evidence and written submission given by the councillor in preparing the investigation report for the investigation; and
- to include in the investigation report -
 - if evidence is given by the councillor—a summary of the evidence; and
 - if the councillor gives a written submission—a full copy of the written submission.

Out of Scope

This Policy does not relate to more serious councillor conduct, such as misconduct or corrupt conduct, which are dealt with under separate legislative provisions.

This Policy also does not deal with unsuitable meeting conduct, or any conduct undertaken in a personal capacity by a councillor, for example, a sitting councillor campaigning for re-election or attending a private social function.

3. POLICY STATEMENT

Chapter 5A of the LGA prescribes the councillor conduct management system. Section 150CT of the LGA establishes an Independent Assessor (the Assessor) to carry out certain functions including the preliminary assessment, dismissal, referral, or investigation of complaints about councillor conduct.

After undertaking a preliminary assessment on a councillor conduct matter, if the Assessor reasonably suspects a councillor has engaged in a conduct breach, the Assessor may decide to refer a suspected conduct breach to the Etheridge Shire Council to deal with under section 150SD(4)(a) or 150W(b) of the LGA.

Upon receipt of the referral notice of a complaint of suspected conduct breach the Council must deal with the councillor's conduct as prescribed under section 150AF of the LGA unless a decision is made not to start or to discontinue the investigation under section 150AEA of the LGA. In conducting the investigation, the Etheridge Shire Council must comply with this investigation policy.

The Etheridge Shire Council may decide not to start or discontinue the investigation if:

- if the complaint is withdrawn by the complainant
- if the complainant consents to the matter being withdrawn. For example, the matter has been resolved and it is unnecessary for the local government to investigate the matter.
- if the complainant refuses to cooperate by providing additional information during the investigation phase and not enough information is available to proceed
- if the office of the councillor becomes vacant for any reason, i.e., the person has resigned or was not re-elected and is no longer a councillor.

3.1. CONFIDENTIALITY

Matters relating to the investigation of suspected conduct breach of a councillor are confidential to the local government during the investigation period, except:

- to give the councillor information about the suspected conduct, including details about the evidence of the conduct
- to give the councillor the preliminary findings of the investigation before preparing an investigation report about the investigation
- to give the councillor a notice if an investigation is not started or is discontinued; and
- for conduct the subject of a complaint - to give the person who made the complaint, and the Assessor a notice if an investigation is not started or is discontinued.

However, once the conduct is investigated and an investigation report is received, a summary of the investigation report must be made publicly available before any discussion is undertaken by the Council. The published summary report must not contain any names or identifying information about the complainant and persons who were interviewed or a transcript of interview, or provided a statement or affidavit, unless the complainant is a councillor or chief executive officer of the local government, whose identity was disclosed at the meeting at which the investigation report was considered.

Once the matter has been investigated and a report has been provided to the local government, the matter will be placed on the council meeting agenda and the investigation report and any recommendations of the investigator may be debated in the council meeting, which may be in a closed session under section 254J(j) of the LGR. At this point, the summary investigation report is not treated as confidential as it must be publicly available and attached to the agenda papers that are circulated before the meeting.

A final decision by resolution of the council in an open council meeting must take place when the decision is made about whether a councillor engaged in a conduct breach and if so any decision about orders that are made under section 150AH of the LGA. Any decision that is not consistent with the recommendation of the investigation report must state in the meeting minutes, the reasons for the decision. The minutes must give sufficient information to demonstrate the logic that has been applied to justify the decision not to follow the recommendation of the investigation report.

The full investigation report must be made publicly available within 10 business days of the Council making a decision by resolution about whether the councillor engaged in a conduct breach and if so, any orders made in relation to the matter. The published report must not contain any names or identifying information about the complainant, persons who were interviewed or a transcript of interview, or provided a statement or affidavit unless the complainant is a councillor or chief executive officer of the local government whose identity was disclosed at the meeting at which the investigation report was considered.

When deciding what action to take, the local government may consider any previous conduct breach of the councillor, any allegation made in the investigation that was admitted or not challenged, and the local government is reasonably satisfied is true.

A notice about the outcome of the investigation must be given to the Assessor as soon as practicable that states the decision, the reasons for the decision and the details of any orders made under section 150AH of the LGA.

Note: For investigation report templates please refer to Addendum 1 - Report template & summary report template, and Addendum 3 - Statement of Preliminary Findings Template. These templates must be used by the investigator

3.2. NATURAL JUSTICE

Any investigation of suspected conduct breach of a Councillor/s must be carried out in accordance with natural justice.

"Natural justice" or procedural fairness refers to three key principles:

- that the councillor who is the subject of the suspected conduct breach matter has a chance to have his or her say before adverse formal findings are made and before any adverse action is taken i.e., fair hearing;
- that the investigator should be objective and impartial i.e., absence of bias;
- that any actions taken, or decisions made are based on evidence i.e., not on suspicion or speculation.

A fair hearing means the councillor who is the subject of the suspected conduct breach matter will receive information about the suspected conduct, including;

- the preliminary findings of the investigation before the preparing of an investigation report about the investigation; and
- a notice if an investigation is not started or is discontinued including the reasons for the decision; and
- allow the councillor to give evidence or a written submission to the local government about the suspected conduct breach and preliminary findings; and
- require the local government to consider the evidence or written statement from the councillor in preparing the investigation report, and
- include, if evidence is given by the councillor, a summary of the evidence and, if a written submission is provided, a full copy of the written submission, in the investigation report.

The local government must give the following notices to the other parties;

- the person who made the complaint if an investigation is not started or dismissed including the reasons for the decision
- the Assessor if an investigation is not started or dismissed including the reasons for the decision.

An absence of bias means that any investigation must not be biased or be seen to be biased in any way. This principle embodies the concept of impartiality.

A proper examination of all issues means the investigation must give a proper and genuine consideration to each party's case.

Note: It must be kept in mind that the matter when referred, is suspected, and not yet proven

3.3. STANDARD OF PROOF

The civil standard of proof is applied by the Investigator when determining whether a councillor has engaged in a conduct breach.

The civil standard of proof is 'on the balance of probabilities,' which means the weighing up and comparison of the likelihood of the existence of competing facts or conclusions.

An allegation is sustained 'on the balance of probabilities,' if based on the evidence, the Investigator and/or the local government, is reasonably satisfied that its existence is more probable than not.

3.4. TIMELINE

The councillor conduct framework must be effective and efficient. The investigator will make all reasonable endeavours to complete the investigation and provide a report for inclusion on the agenda of the local government's meeting within eight weeks of commencing the investigation, after the receipt of the complaint from the Assessor.

Note: If the investigator is of the opinion that it may take longer than eight weeks to complete the investigation, the matter should be raised with the mayor or delegate (if the mayor is managing the investigation) to seek an extension of time. Delay in procuring an investigator to undertake the investigation should be avoided by the local government.

3.5. EXPENSES

Local Governments must pay the expenses associated with the investigation of suspected conduct breach of a councillor including any costs of:

- an independent investigator engaged on behalf of the Etheridge Shire Council;
- travel where the investigator needed to travel to undertake the investigation, or to interview witnesses;
- obtaining legal or expert advice.

Note: Council may order the subject councillor to reimburse them for all or some of the costs arising from a sustained conduct breach. These costs would usually only relate to obtaining legal or expert advice and reasonable costs for the investigator engaged to undertake the investigation. Any costs incurred by complainants, or the subject councillor will not be met by council. Where possible, costs should be kept to a reasonable rate taking into consideration the costs for more serious matters dealt with by, for example, the Councillor Conduct Tribunal or other jurisdictions who deal with conduct matters.

3.6. COUNCILLOR CONDUCT REGISTER

The chief executive officer must ensure decisions and any orders under section 150AH of the LGA made about suspected conduct breach of a councillor or any decision to not start, or to discontinue an investigation of suspected conduct breach under section 150AEA of the LGA, are entered into the relevant councillor conduct register.

PROCEDURES FOR THE INVESTIGATION

3.7. INDEPENDENT ASSESSOR'S REFERRAL

The Etheridge Shire Council will receive a referral notice from the Assessor about the suspected conduct breach of a councillor. The referral notice will include details of the conduct and any complaint received about the conduct, state why the Assessor reasonably suspects that the councillor has engaged in a conduct breach and include information about the facts and circumstances that form the basis of the Assessor's reasonable suspicion.

The Etheridge Shire Council must deal with the matter and the investigation must be conducted in a way that is consistent with this investigation policy.

The Assessor must also give a notice to the councillor that states the councillor's conduct has been referred to the Etheridge Shire Council to deal with and a copy of the referral notice must be attached.

3.8. RECEIPT OF ASSESSOR'S REFERRAL

On receipt of a referral notice about the suspected conduct breach of a councillor from the Assessor, the chief executive officer will forward a copy of that referral notice to the mayor and all councillors, including the subject councillor, as a confidential document.

The councillor who is the subject of the complaint and the complainant, if the complainant is a councillor, have a declarable conflict of interest and should manage it in a way that is consistent with the requirements of the meeting procedures.

The mayor will manage the investigation process and may undertake the investigation himself, or engage an external investigator, to investigate the suspected conduct breach and prepare an investigation report with recommendations about whether the councillor engaged in a conduct breach and how the conduct may be dealt with. If the mayor has a conflict of interest in the matter, the mayor's powers to manage the investigation must be delegated by council resolution to the Deputy Mayor, or if the Deputy Mayor is conflicted, then an acting mayor must be appointed from the other councillors by resolution, to manage the investigation.

Where the local government meeting loses quorum due to conflicts of interest of councillors or absent councillors, then the conduct matter must be delegated to the mayor or a standing committee to make a decision. If the referral notice is about the suspected conduct breach by the mayor, then the matter must be delegated to a standing committee.

The Council will consider establishing a standing committee under section 264 of the LGR to deal with decisions about a conduct breach matters which are delegated by resolution to a standing committee. The standing committee will decide about the mayor's conduct in all circumstances where there is a loss of quorum or more generally, may also deal with councillors' conduct

While section 12(4)(f) of the LGA provides that the mayor has the extra responsibility of being a member of each standing committee, the mayor could not be a decision-making member of a standing committee dealing with decisions about the mayor's conduct because of the conflict of interest. The remainder of the unconflicted members of the committee will decide the matter.

The standing committee must be in existence before receiving the referral notice from the Assessor, in circumstances where there is no quorum to decide a matter under sections 150AEA or 150AG of the LGA due to conflicts of interest.

3.9. WHEN THE LOCAL GOVERNMENT MAY DECIDE NOT TO START, OR TO DISCONTINUE, AN INVESTIGATION

On receipt of the referral notice from the Assessor, the mayor will manage the investigation unless it is delegated. If there are circumstances for considering not starting or discontinuing an investigation, the matter will be placed on the agenda for the next council meeting. The local government may decide by resolution to not start, or discontinue, a suspected conduct breach matter. The resolution must state the decision and the reasons for the decision.

The only circumstances in which the local government can formally not start or discontinue a matter are under section 150AEA of the LGA: Note: The matters not started or discontinued must be reported in the annual report (including the reasons) and recorded in councillor conduct register

3.10. LOCAL GOVERNMENT INVESTIGATING THE SUSPECTED CONDUCT BREACH OF A COUNCILLOR

Unless the matter has been delegated by the local government, the mayor will manage the investigation of suspected conduct breach matters relating to other councillors by either performing the role of Investigator or engaging a suitably qualified person to undertake the investigation and provide an investigation report for the local government to consider. The mayor is authorised by council to expend money as reasonably needed to engage contractors in accordance with the council's procurement policy.

If the investigator obtains information which indicates a councillor may have engaged in misconduct, the investigator must cease the investigation and advise the mayor and the chief executive officer. The chief executive officer will determine if the conduct is within the timeframe for reporting the matter. The chief executive officer will then provide an information notice to the Assessor giving the details of the suspected misconduct. The notice must be given within 1 year after the conduct occurred, or within 6 months after the conduct comes to the knowledge of the chief executive officer or another person who gave the information notice to the Assessor, but within 2 years after the conduct occurred.

If the investigator obtains information that indicates a councillor may have engaged in corrupt conduct, the investigator must cease the investigation and advise the mayor and chief executive officer. The chief executive officer will then provide an information notice to the Assessor giving the details of the

suspected corrupt conduct or notify the Crime and Corruption Commission of the suspected corrupt conduct. There are no reporting time limits for corrupt conduct.

3.11. ENGAGING AN INVESTIGATOR

Once an investigator has been selected to undertake the investigation, that investigator will follow the investigation standards of the local government (see Addendum 2– Investigation Standards) e.g. an investigation plan and file management system will be established.

Once the investigation is finalised the investigator will prepare a report for the local government including the following the details:

- the investigation process
- any witnesses interviewed
- documents or other evidence obtained
- a statement of the relevant facts ascertained
- confirmation that the subject councillor has been provided with an opportunity to respond to the complaint and the evidence compiled
- the investigation findings
- a statement of any relevant previous disciplinary history
- any recommendations about dealing with the conduct
- a record of the investigation costs.

3.12. COMPLETION OF INVESTIGATION

Findings and recommendations

The investigator must prepare a Preliminary Statement of Findings and must give the preliminary findings to the councillor before preparing the Investigation Report and allow the councillor to give evidence or a written statement about the conduct and preliminary findings.

The investigator must consider any evidence or written submission given by the councillor in preparing the investigation report and include a summary of the evidence and a full copy of any written submission in the investigation report.

Investigation Report

The investigator must prepare an investigation report about the investigation of a suspected conduct breach matter referred by the Assessor to the local government under section 150AFA of the LGA.

The investigation report must include the findings of the investigation, a summary of the evidence or a full copy of any written submission given by the councillor and recommendations for consideration by the local government (see Addendum 1 – Report Template).

A summary investigation report with the preliminary Statement of Findings and summary of the outcome of the investigation attached, must be prepared for public availability before the meeting where the councillors will consider the investigation report matter on or before the day and time prescribed by the LGR section 254C, which is;

- 5pm on the next business day after the notice of the meeting at which a decision is to be made has been provided to the councillors, or
- the day and time when the agenda for the meeting at which a decision is to be made is publicly available.

The Council, must prepare a summary of the investigation report that must include—

- the name of the councillor whose conduct has been investigated; and
- a description of the alleged conduct; and
- a statement of the facts established by the investigation; and
- a description of how natural justice was afforded to the councillor during the conduct of the investigation; and
- a summary of the findings of the investigation; and
- any recommendations made by the investigator who investigated the conduct.

The following information must not be made publicly available:

- if the investigation relates to the conduct of a councillor that was the subject of a complaint—

- the name of the person who made the complaint or any other person, other than the councillor; or
- information that could reasonably be expected to result in identifying a person who made the complaint or any other person;
- if a person, other than the councillor, provided information for the purposes of the investigation including, for example, by giving an interview or making a submission or affidavit:
 - the name of the person; or
 - information that could reasonably be expected to result in identifying the person or any other person, other than the councillor;
 - any other information the local government is entitled or required to keep confidential under a law.

Making a decision about the investigation

The Council must make a decision as to whether the subject councillor has engaged in a conduct breach.

When debating this matter the subject councillor who has a declarable conflict of interest in the matter, must declare the conflict of interest, and the eligible councillors (those who do not have a conflict of interest in the matter) can decide by resolution for the subject councillor to remain in the meeting during the debate and may answer questions put to the subject councillor through the chairperson to assist the eligible councillors in making a decision. The resolution can include conditions that the subject councillor must leave the place where the meeting is being held, including any area set aside for the public, during the vote on whether they have committed a conduct breach and what, if any, penalty to impose if the councillor is found to have committed a conduct breach.

Should the complainant be a councillor, that councillor has a declarable conflict of interest in the matter and must follow the declarable conflict of interest procedures set out in the model meeting procedures.

If the council has lost quorum due to the number of conflicted councillors or another reason, the matter must be delegated consistent with section 257 of the LGA, or deferred to another date when a quorum will be present.

If a decision is reached that the councillor has engaged in a conduct breach, the Council (with the exception of the councillor the subject of the investigation and the complainant, if another councillor), will consider the findings and recommendations of the investigator's report and decide what, if any, action it will take under section 150AH of the LGA.

After making a decision about the conduct breach, the Council must make the investigation report for the investigation publicly available after the meeting at which the decision about the outcome of the investigation is made, by;

- on or before the day and time prescribed by regulation, or 5pm on the tenth day, or
- the day and time that the meeting minutes are made publicly available.

The following information contained in the investigation report must not be made publicly available;

- if the investigation relates to the conduct of a councillor that was the subject of a complaint
 - the name of the person who made the complaint or any other person, other than the councillor even if that person has a declarable conflict of interest; or
 - information that could reasonably be expected to result in identifying a person;
- if a person, other than the councillor, provided information for the purposes of the investigation including, for example, by giving an interview or making a submission or affidavit:
 - the name of the person; or
 - information that could reasonably be expected to result in identifying the person or any other person, other than the councillor;
 - the submission or affidavit of, or a record or transcript of information provided orally by, a person, including, for example, a transcript of an interview;

- any other information the local government is entitled or required to keep confidential under a law e.g. documents subject to legal professional privilege or information that is part of a public interest disclosure under the Public Interest Disclosure Act 2010.

The report made publicly available must include the name of the person who made the complaint if:

- the person is a councillor or the chief executive officer of the local government; and
- the person's identity as the complainant was disclosed at the meeting at which the report for the investigation was considered.

3.13. DISCIPLINARY ACTION AGAINST COUNCILLORS

If the Council decides that the councillor has engaged in a conduct breach, any of the following orders may be imposed:

- order that no action be taken against the councillor, or
- make an order outlining action the councillor must undertake in accordance with section 150AH(1)(b) of the LGA.

Note: For further information refer to Addendum 4 - Conduct Breach Disciplinary Action Guideline

3.14. NOTICE ABOUT THE OUTCOME OF THE INVESTIGATION

After an investigation is finalised, the Council must give a notice about the outcome decision of the investigation if the local government decides not to start or discontinue an investigation (section 150AEA of the LGA), or makes a decision about whether the councillor has engaged in a conduct breach (section 150AG of the LGA) including the reasons for the decision and any orders made under section (150AH of the LGA).to:

- the Assessor,
- the person who made the complaint about the councillor' conduct that was the subject of the investigation, and
- the subject councillor who was investigated.

4. DEFINITIONS

Assessor means the Independent Assessor appointed under section 150CT of the LGA.

Behavioural standard means a standard of behaviour for Councillors set out in the Code of Conduct for Councillors in Queensland approved under section 150D and 150E of the LGA.

Conduct includes —

- (a) failing to act; and
- (b) a conspiracy, or attempt, to engage in conduct

Councillor Conduct Register means the register required to be kept by Council as set out in section 150DX and 150DY of the LGA.

Conduct Breach see section 150K of the LGA.

Investigation Policy, refers to this policy, as required by section 150AE of the LGA.

Investigator means the person responsible under this investigation policy for carrying out the investigation of the suspected conduct breach of a councillor or mayor.

LGA means the Local Government Act 2009.

Local Government meeting means a meeting of —

- (a) a local government; or
- (b) a committee of a local government.

Misconduct see section 150L of the LGA.

Model Meeting Procedures see section 150F of the LGA.

Referral Notice see section 150AB, QC and AD of the LGA.

Tribunal means the Councillor Conduct Tribunal as established under section 150DK of the LGA.

Unsuitable Meeting conduct see section 150H of the LGA.

5. RELATED LEGISLATION, DOCUMENTS AND REFERENCES

Legislation

- *Local Government Act 2009 (LGA)*
- *Local Government Regulation 2012 (LGR)*
- *Crime and Corruption Act 2001*
- *Information Privacy Act 2009*
- *Public Interest Disclosure Act 2010 (PIDA)*
- *Public Sector Ethics Act 1994 (PSEA)*

Council Documents

- Councillor Code of Conduct
- Administrative Complaints Process Policy
- Records Management Policy
- Public Interest Disclosure Policy
- Code of Conduct for Councillors in Queensland
- Model Meeting Procedures/Standing Orders
- Example Local Government Investigation Policy – March 2024

6. REVIEW

It is the responsibility of the Chief Executive Officer to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years, as required by Council or as per legislative or model amendments.

The adopted policy can be amended, by resolution, at any time and must be able to be inspected and/or purchase by the public at the local government's public office and also published on the local government's website.



ADDENDUMS

The content of the Addendums reflects the Queensland Government’s Example Local Government Investigation Policy - March 2024. As required the content of the templates below will be transferred to Etheridge Shire Council’s branded templates.

ADDENDUM 1 - REPORT TEMPLATE AND SUMMARY REPORT TEMPLATE

Conduct Breach Complaint Investigation and Recommendation Report to Etheridge Shire Council.

Reference Number	Date received from Council	Name of Complainant*

**who made the complaint about the alleged conduct (Consider if council indicates the matter relates to a public interest disclosure and ensure compliance with the Public Interest Disclosure Act 2010)*

- The complaint
Description of the alleged conduct

(Outline the allegation/s as referred for investigation, including date/s, time/s, place/s, description of alleged conduct. Succinct description of (full title and relevant sections) of policy (e.g. code of conduct) alleged to have been breached)

- The subject councillor

Name	
Years as a councillor	
Has the councillor had any past disciplinary history including for like matters	

- Conflict of interest considerations

(Declaration of any conflict of interest or ‘no conflict of interest’ by the investigator)

- Summary of the investigation process

- *scope of the investigation*
- *interviews conducted*
- *documents examined*
- *facts identified*
- *category of the conduct breach (set out relevant standards of sections considered).*

6. Investigation report

- *date of the report*
- *wording of allegation for consideration*
- *a statement of the facts established by the investigation*
- *a description of how natural justice was afforded to the councillor during the conduct of the investigation*
- *a summary of the findings of the investigation*
- *a summary of any relevant previous disciplinary history*
- *summary of the evidence or a full copy of any written submission given by the councillor*
- *application of facts to the conduct breach outlined above*
- *a record of the investigation costs.*

Note: Insert discussion of sufficiency of evidence to sustain the allegation and whether the evidence is capable of supporting a finding that the councillor has breached

7. Recommendation to council

- Recommendations made by the investigator who investigated the conduct

It is recommended that:

- a) This report be submitted to the Etheridge Shire Council for consideration, pursuant to section 150AG of the Local Government Act 2009 (LGA), as to whether or not the councillor has engaged in inappropriate conduct; and if they are found to have so engaged, what action the local government will take to discipline the councillor pursuant to section 150AH of the LGA.
- b) Having analysed the material from this investigation, a conclusion might be drawn that:

Note: make a recommendation as to whether a conduct breach is made or not, with succinct reasons:

- c) *If Etheridge Shire Council finds the councillor has engaged in inappropriate conduct, are there any aggravating or mitigating circumstances that should be taken into account? For example, any action taken by the councillor since the conduct, any Aboriginal traditions or Islander customs of the councillor.*
- d) *If council finds the councillor has engaged in a conduct breach, the following disciplinary action under section 150AH LGA is recommended (refer to the 'Guideline – conduct breach disciplinary action').*

_____ (SIGN)
NAME:

ATTACHMENTS:



8. Summary report template Include the following:

- *the name of the councillor whose conduct has been investigated; and*
- *a description of the alleged conduct; and*
- *a statement of the facts established by the investigation; and*
- *a description of how natural justice was afforded to the councillor during the conduct of the investigation; and*
- *a summary of the findings of the investigation; and*
- *any recommendations made by the investigator who investigated the conduct.*

ADDENDUM 2 – INVESTIGATION STANDARDS

The investigation must be managed in a consistent manner.

Documentation must be contained in an efficient records management system. Confidential information must be secured appropriately.

1. Case management file

The investigation must be supported by a recognised case management tool so that emails, letters, statements, and evidence can be stored and secured confidentially. File notes must be made in the case management system to document key milestones in the investigation such as when lines of inquiry are identified, witnesses are spoken to, when evidence is secured, and document key decisions.

2. Investigation plan

The mayor or delegate will, prior to beginning the investigation, check that the investigator does not have a conflict of interest in the matter. Remove them immediately from the investigation should a conflict of interest become known.

The following investigation process must be followed by the investigator unless the mayor or delegate agrees to vary the process in a particular case.

Take all necessary steps to protect the identity of the complainant(s) as far as possible during communications with the councillor.

Consider the following:

- research the legislation and policy framework thoroughly
- identify lines of inquiry and record them as a file note in case file management system
- present all the evidence the councillor provides or gives in a written statement
- gather further evidence (for example, from interviewing other witnesses, obtaining documents, or carrying out site inspections) when necessary
- secure evidence in case file management system, making a file note when lines of inquiry are followed up and key decisions are made during the course of in the investigation
- undertake a proper and impartial examination of the evidence gathered, including expert advice and analysis and / or legal advice if required
- draw conclusions based on the evidence and applying the appropriate legislative and policy frameworks.

3. Prepare an investigation report

Prepare the investigation report for the local government to consider on the template attached (Addendum 1).

If during the course of an investigation, the investigator obtains new information that a Councillor may have engaged conduct that may give rise to a new allegation, the investigator must obtain particulars related to the conduct and then advise the mayor and the chief executive officer who will provide an information notice to the Assessor. The Assessor will undertake a preliminary assessment or alternative action on the matter.

The investigator will be informed of activities of the Etheridge Shire Council in relation to the investigation. For example, the investigator will be informed in the event the finalisation of a matter is delayed, or if the Etheridge Shire Council has to notify of a fresh allegation identified during the course of an investigation to the Assessor for a preliminary assessment.



If during the course of an investigation, the investigator obtains new information that a councillor may have engaged in misconduct or corrupt conduct the investigation will cease and the investigator will notify the mayor and chief executive officer who will be responsible for providing an information notice to the Assessor/Crime and Corruption Commission.



ADDENDUM 3 - STATEMENT OF PRELIMINARY FINDINGS TEMPLATE

Statement of preliminary findings

The investigator has assessed the evidence set out in the investigation report and, taking into account the seriousness of the allegations, has made findings on the balance of probabilities.

The table below contains a summary of the allegations and the investigator’s findings.

A detailed summary of the evidence and findings is provided in the full investigation report.

CONDUCT ALLEGATIONS

Allegation	Finding
Allegation: Particulars:	Substantiated/Not Substantiated Summary of Evidence: Summary of reasons for finding:

_____ Date

_____ <Investigator’s signature and name>

ADDENDUM 4 - CONDUCT BREACH DISCIPLINARY ACTION GUIDELINE

This guideline is provided to assist Queensland local governments to make consistent decisions about the appropriate disciplinary action to be taken against a councillor who is found to have engaged in a conduct breach.

1. What is a conduct breach?

According to section 150K of the *Local Government Act 2009* (LGA), a conduct breach occurs when a councillor:

- breaches a behavioural standard (Code of Conduct for Councillors in Queensland)
- breaches a council policy, procedure, or resolution
- contravenes an order by a chairperson of a local government to leave a council meeting and stay away from the place at which it is being held
- is part of a course of unsuitable meeting conduct orders on three occasions, within a one-year period, taken together. The local government is not required to notify the Assessor of these matters and may deal with the conduct as if an investigation has been undertaken section 150J and make a decision under section 150AG of the *Local Government Act 2009* (including Brisbane City Council).

2. Decision

Section 150AG of the LGA provides that where an allegation of a conduct breach has been referred by the Assessor to a local government for investigation, the local government must decide:

- whether or not the councillor has engaged in a conduct breach, and,
- what action the local government will take under section 150AH of the LGA to discipline the councillor if the councillor has been found to have engaged in a conduct breach.

3. Types of orders

Section 150AH of the LGA provides a list of the types of orders that the local government may make where it has found that a councillor has engaged in inappropriate conduct:

- an order that no action be taken against the councillor
- an order that the councillor make a public apology, in the way decided by the local government, for the conduct
- an order reprimanding the councillor for the conduct
- an order that the councillor attend training or counselling addressing the councillor's conduct including at the councillor's expense
- an order that the councillor be excluded from a stated local government meeting
- an order that the councillor is removed or must resign from a position representing the local government other than the office of councillor
- an order that if the councillor engages in the same type of conduct again, it will be treated as misconduct
- an order that the councillor reimburse the local government for all or some of the costs arising from the councillor's conduct breach.



4. Factors that may be taken into account

Section 150AG(2) of the LGA provides that in deciding what action to take, the local government may consider:

- any previous conduct breach of the councillor
- any allegation made in the investigation that-
 - was admitted, or was not challenged; and
 - the local government is reasonably satisfied is true.

5. Guidance on appropriate disciplinary action

It is open to local governments to decide which order/s in section 150AH of the LGA are suitable when a councillor is found to have engaged in a conduct breach. The particular circumstances of a case must always be taken into consideration.

As a guide, it is suggested that it may be appropriate for the local government to consider making an order or combination of orders depending on whether a councillor has been found to have engaged in a conduct breach for the first time, or for a second, or third time.

Section 150L of the LGA provides that conduct is misconduct if the conduct is part of a course of conduct leading the local government to take action under section 150AG to discipline the councillor for a conduct breach on three occasions within a one-year period.

The table on the following page may assist councils to decide what disciplinary action is suitable in various circumstances.

Order	First instance engaging in a conduct breach	Second instance engaging in a conduct breach	Third instance engaging in a conduct breach
No action be taken against the councillor	✓		
An order for the councillor to make a public apology in the way decided by the local government, for the conduct	✓*	✓*	✓*
An order reprimanding the councillor for the conduct	✓#	✓#	✓#
An order that the councillor attend training or counselling addressing the councillor’s conduct including at the councillor’s expense	✓#	✓#	✓#
An order that the councillor be excluded from a stated local government meeting		✓	✓
An order that the councillor is removed or must resign from a position representing the local government other than the office of councillor			✓
An order that if the councillor engages in the same type of conduct again, it will be treated as misconduct	✓^	✓	



Order	First instance engaging in a conduct breach	Second instance engaging in a conduct breach	Third instance engaging in a conduct breach
An order that the councillor reimburse the local government for all or some of the costs arising from the councillor's inappropriate conduct **		✓	✓

* May be appropriate where there is heightened or particular public interest in the type of conduct or the subject matter relating to the conduct

May be particularly appropriate where the conduct involves bullying or harassment or making inappropriate comments about another person

^ For more serious and deliberate conduct breaches by an experienced councillor

** Costs arising from the councillor's conduct breach includes investigative costs, legal costs, and administrative costs. However, costs should be kept to a reasonable rate taking into consideration the costs for more serious matters dealt with by the Councillor Conduct Tribunal.



General Meeting 19th June 2024

Subject	Code of Conduct for Councillors Policy
Classification	Open
Author	Renee Bester, Executive Assistant

EXECUTIVE SUMMARY

The purpose of this report is for council to consider repealing the Code of Conduct for Councillors Policy (C041) as it is not legislatively, or operatively, required

RECOMMENDATION

That Council:

1. Repeal the Etheridge Shire Council - Code of Conduct for Councillors Policy (C041); and
2. Acknowledge the Queensland Government’s ‘Code of Conduct for Councillors in Queensland’ that sets out the standards of behaviour for councillors in performing their functions as councillors

BACKGROUND

At its Post-Election Meeting held on the 28 March 2024, council resolved to (#SPEM24.03.05):

“adopt the Councillors Code of Conduct as prepared by the Minister under Section 150D of the Local Government Act 2009 and approved under Section 239A of the Local Government Regulation 2012”.

The Code of Conduct sets out the principles and standards of behaviour expected of Councillors and Mayors when carrying out their roles, responsibilities and obligations as elected representatives for their communities. By adhering to the behaviours set out below, Councillors will increase public confidence in Local Government and Council decisions.

Under section 150D of the Local Government Act 2009 (the Act), the Minister for Local Government must make a Code of Conduct stating the standards of behaviour for Councillors in the performance of their responsibilities as Councillors. In addition to this, the Code of Conduct may contain anything the Minister considers necessary for, or incidental to, the standards of behaviour.

Council has previously had a Code of Conduct for Councillors Policy, however this is supplementary to the [Ministers Code of Conduct for Councillors](#) and is not required.

As there is a model Code developed by the Queensland Government, which is readily available online, it is proposed to repeal Council’s Policy and direct all stakeholders to the Queensland Government’s Code of Conduct for Councillors in Queensland’ as the single point of truth.

Upon Councils’ consideration of the above proposal and final resolution the relevant corporate registers and published documents will be removed. For completeness, a link to the Code of Conduct for Councillors in Queensland has been placed on Council’s webpage, following the resolution in March 2024.

Please note that also attached is a supplementary guidance document developed by the [Queensland Government – Code Of Conduct For Councillors In Queensland Guidance Material](#).

LINK TO CORPORATE PLAN

Corporate Aim No. 5: Best practice governance and organisational excellence

Corporate Outcome No. 5.1: Council provides community leadership through financial sustainability and an open and accountable governance structure.

BUDGET & RESOURCE CONSIDERATIONS

Not applicable for this report

LEGAL CONSIDERATIONS

Not applicable. Meets legislative requirements.

POLICY IMPLICATIONS

If the recommendation is supported by Council, the Code of Conduct for Councillors Policy will be repealed and stakeholders will be directed and encouraged to familiarise themselves with the official Code of Conduct for Councillors in Queensland available on the Queensland Government's Website

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input checked="" type="checkbox"/>	Policy not required as governed by State Governments code	Will implement after adoption of resolution.
Inform	<input type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Renee Bester

Date: 11/06/2024

Report Authorised By:

Ken Timms PSM

Date: 11/06/2024

ATTACHMENTS


Include attachments such as:

- Current Etheridge Shire Council – Code of Conduct for Councillors Policy (C041) (to repeal)
- [Code of Conduct for Councillors in Queensland](#)
- [CODE OF CONDUCT FOR COUNCILLORS IN QUEENSLAND Guidance Material](#)



C041 – Code of Conduct for Councillors

POLICY VERSION AND REVISION

Version History		Meeting date	
Post Election Meeting – 11 April 2016		28 th March 2024	
Post Election Meeting – 15 April 2020		Resolution number	
		Res #SPEM24.03.05	
Approval by CEO			
Effective date			
28 th March 2024		31 st March 2028	
Policy Author			
Chief Executive Officer			
Current incumbent			
Ken Timms PSM			
Implementation Officer			
Chief Executive Officer			
Current incumbent		Contact number	Official file no.
Ken Timms PSM		4079 9090	ESC – C041



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1. PURPOSE

The Code of Conduct sets out principles and standards of behaviours expected of the Mayor and Councillors when carrying out their roles, responsibilities and obligations as selected representatives for their communities. By adhering to the behaviours set out below, Councillors will increase public confidence in local Government and Local Government decisions.

2. SCOPE

This policy applies to the Mayor and Councillors of Etheridge Shire Council.

3. POLICY STATEMENT

This code of conduct sets out, for both councillors and the community, the standards of behaviour expected of the Mayor and Councillors of Etheridge Shire Council.

This code has been adopted by resolution of council and accordingly considers this code to be a "procedure" for the purposes of section 176 (4) of the Local Government Act 2009 (the act), meaning breaches of this code are considered to be breaches of the act.

While it is recognised that this code is not exhaustive, it does draw out the main responsibilities. Where there is any inconsistency between this code and the act, the act is preferred.

3.1. KEY RESPONSIBILITIES OF COUNCILLORS UNDER THE LOCAL GOVERNMENT ACT 2009

- A councillor must represent the current and future interests of the residents of the local government area. (S.12 (1) of the Act)
- Councillors have the following responsibilities to ensure that the local government discharges its responsibilities under this Act (S.12 (3) (a) (i) of the Act)
- Achieves its corporate plan (S.12 (3) (a) (ii) of the Act)
- Complies with all laws that apply to local governments (S.12(3)(a)(iii) of the Act)
- Provide high quality leadership to the local government and the community (S.12 (3) (b) of the Act)
- Participate in council meetings, policy development and decision making for the benefit of the local government area (S.12 (3) (c) of the Act)
- Being accountable to the community for the local government's performance (S.12 (3) (d) of the Act)
- When performing a responsibility, a councillor must serve the overall public interest of the whole local government area (S.12 (6) of the Act)
- A person who is, or has been, a councillor must not use information that was acquired as a councillor to gain, directly or indirectly, a financial advantage for the person or someone else; or cause detriment to the local government. (S.171 (1) (a) (b) of the Act)
- *Note: Maximum penalty—100 penalty units or 2 years imprisonment*
- A councillor must not release information that the councillor knows, or should reasonably know, is information that is confidential to the local government. (S. 171 (3) of the Act)

3.2. OTHER KEY RESPONSIBILITIES

Other key responsibilities of the Mayor and Councillors include:

- To keep register of interests up to date (S.289; S.292 of the Local Government Regulations 2012)
- The mayor may give a direction to the chief executive officer or senior executive employees¹. (S.170 (1) of the Act)
- No councillor, including the mayor, may give a direction to any other local government employee. (S.170 (2) of the Act)
- A councillor may ask a local government employee to provide advice to assist the councillor carry out his or her responsibilities under this Act only in accordance with guidelines prepared by the Chief Executive Officer (S.170A (1) (4) (6) of the Act)

¹ A **senior executive employee**, of a local government, is an employee of the local government -

(a) who reports directly to the chief executive officer; and

(b) whose position ordinarily would be considered to be a senior position in the local government's corporate structure.



3.3. KEY ETHICAL AND BEHAVIOUR OBLIGATIONS

Councillors must:

- Ensure their personal conduct does not reflect adversely on the reputation of Council
- Demonstrate respect for fellow councillors, council staff and other members of the public
- Refrain from harassing, bullying or intimidating fellow councillors, council staff and other members of the public
- Do not communicate with the public or media on behalf of the council, unless expressly authorised by the council to make that communication
- When communicating with the public or the media, make it clear when they are expressing a personal opinion, and when they are speaking on behalf of council
- When communicating with the public or the media to express a personal opinion about a council resolution, respect the democratic process by first acknowledging that council resolutions represent the majority view of council

3.4. CONSEQUENCES OF FAILING TO COMPLY WITH THIS CODE

A failure to comply with this code by a councillor may lead to the following:-

1. A reprimand for inappropriate conduct (S.181 of the Act).
2. For repeat inappropriate breaches or misconduct; that the councillor be counselled; make an admission of error or an apology; participate in mediation; or monitor a councillor's compliance with the act (S.180 of the Act).
3. For serious misconduct referred to the tribunal, any order or recommendation that the tribunal considers appropriate in the circumstances, this includes the penalties in point 2 above; or forfeiture of an allowance, benefit, payment or privilege; reimbursement of an expense; suspension; dismissal; or referral of the matter to the Queensland Police Service or crime and corruption commission (S.180 of the Act).
4. A councillor can face disciplinary action (including dismissal) for seriously or continuously breaching the responsibilities and requirements of councillors (S.4, 12, 122, 180 of the Act).

4. REPORTING

No additional reporting is required.

5. DEFINITIONS

Assessor – means the Independent Assessor appointed under section 150CV of the LGA

Conduct – includes 9a) failing to act; and 9b) a conspiracy, or attempt, to engage in conduct

Conduct breach – see section 150K of the LGA

LGA – means Local Government Act (Qld) 2009 (the Act)

Local government meeting – means a meeting of (a) a local government; or (b) a committee of a local government.

Misconduct – see section 150L of the LGA

Unsuitable meeting conduct – see section 150H of the LGA

6. RELATED LEGISLATION, DOCUMENTS AND REFERENCES

Councillors Conduct Register

Crime and Corruption Act 2001 (Qld)

Investigations Policy

Local Government Act 2009 (Qld)

Media & Communications Policy

7. REVIEW

It is the responsibility of the Chief Executive officer to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every 4 years or a required by Council.

DIRECTOR OF ENGINEERING SERVICES – BRIEFING REPORT

GENERAL MEETING: June 2024

Mayor and Councillors
Etheridge Shire Council
PO Box 12
Georgetown, QLD 4871

Councillors,

I present my report for the period of: May 2024

1. Transport Main Roads

- Bundock Creek flood monitoring camera is now operational .
- Permanent electronic road closure sign for Lynd Roadhouse that can be changed via 4G/5G networks and will be funded by the TMR.
- Log Creek and Somerset Creek funding has been sourced for electronic warning signs. TMR is working on it.

2. Grants (LRCIP Round 3)

- Forsyth Transfer Station Construction project - Work in progress (90 % completed)
- Industrial estate – Work in progress
- Resealing work in Baroota Street , Einasleigh- completed (100 % completed)



Photo 1_ Facing East North (General view)



Photo2 – Facing East North (Concrete structure detail)



Photo 3 – Bin Concrete slab

3. Works for Queensland

- St George Street (main street in Georgetown) to create a visual aesthetic, such as alterations to parking arrangements, improvements to safety such as lighting, pedestrian access points to improve safety, plants – Footpath work completed (100 % completed)
- Additional structures for spectator safety and comfort shelter and shade - hip roof on north and south edges of sport play areas. – Contract has been awarded for design and preparation of construction drawing for the roof extension work. Waiting for quotations to supply and install the lean roof . (40 % completed)
- Improved drainage to main street in Einasleigh – Major works completed except handrails (98 % completed)
- In-line with the Disaster Management plan, installing identification and directional signage to for rural properties. – Order has been placed (100 % completed)

4. Passenger Transport Infrastructure Investment Program (PTIIP)

- Bus stop in Mount Surprise – has been scheduled to install in July 2024

5. Heavy Vehicle Safety Productivity Program (HVSPP)

- Georgetown washdown bay – Concrete works completed and other activities in progress (85 % Completed)



Photo 4 – Facing west



Photo 5 – Facing west south



Photo 6 – Facing west to effluent collection unit

6. Bridge Renewal Program

- Queenslander Creek Box culvert, Forsayth – Will be re tendered in June 2024.
- Application for the Gilbert River / Greens Road had been lodged and waiting for results.

7. Transport Infrastructure Development Scheme

- Forsayth – Einasleigh Road (27.77 km to 33.27 Km) – Subbase up to 5.5 km completed.
- Laying of the Base course in progress
- Installation of 4 structures 60% completed.



Photo 7 – Facing west – ready for road base
Einasleigh - Forsayth Road (75 % completed)



Photo 8 – Facing East – Ready for road base
Einasleigh - Forsayth Road



Photo 9 – First structure (3 cells box culvert)
Einasleigh - Forsayth Road

8. Rural Addressing

- All completed except Iona Road (Rungalla national Park). This will be installed in 3rd week of June 2024.

9. Council Own Source

Kidston

- Construction of columbarium wall completed and ready to use (100 % completed)



Photo 10 – Side view



Photo 11 – Isometric view

10. State of Queensland Affordable Housing Project

The Work Progress of the ILH (Independent Living Houses) Project is as follows:

- Six lots stage 1 have been formed to the design levels.
- Access Road 1 from Green Street to the Road 2 is partially completed up to the subbase level.
- Intersection to Green Street is pending for revision of the design due to the problem of existing water mains and Telstra line.
- Relocation of existing water mains to the Lot No. 30SP206959 beside the current lot development.
- After relocation of the existing water mains, the road 1 can be completed.
- All the roads will be completed up to the subbase level.
- Road base course will be completed after kerbing line is constructed.

Staff Housing

- Pending for development of civil drawings from the Design Consultant, ERSCON.
- Possibly the drawings would be available in early June 24.

11. North West Mineral Province Project

Footpath (140 m x 2 m) construction towards to the Golf Club – completed (Ref. WIP spreadsheet) (100 % completed)

12. Roads To Recover (RTR)

Following the May 2024 Council meeting, The Concrete floodway project on Oakleigh Station Road has been withdrawn from the RTR project list and the asphalt work on Joe Bridge over the Copperfield river, Einasleigh has been added. The proposed project cost of the Oakleigh Station Road floodway was \$ 350,000 (\$ 290,000 RTR and \$ 60,000 Council) has been distributed to Joe Bridge asphalt work project (\$ 150,000) and Einasleigh Forsayth Road project (\$ 200,000). (Ref. WIP attached for details.

13. Remote Airstrip Upgrade Program Round 10

- Received a grant application successful email.
- Council has accepted the funding for Rural Airstrip Upgrade Program funding and a “contract negotiation form “ has been submitted on 31st May 2024 to the funding body.

14. Charleston Dam

- BBQ is now operational
- Cleaning is in progress
- Charleston Dam Safety was Audited on 22nd April 2024.



Photo 12 – Charleston Dam – facing East



Photo 13- Charleston Dam – Facing South



Photo 14 – Charleston Dam – Facing West



Photo 15 – Charleston Dam – Facing North

14. Calendar of Event**Previous Month**

1.5.2024 – Executive Management Team (EMT) Meeting
3.5.2024- Meeting with QRA Re: Betterment application
8.5.2024- Affordable Housing Project meeting
10.5.2024 – FNQROC Regional Water Alliance meeting (MS Team)
13.5.2024 – Charleston Dam visit re: Fencing
15.5.2024 – Council meeting
16.5.2024 – LGW workplace health Audit Meeting
20.5.2024 – Managers Meeting
24.5.2024- FNQROC RRTG Meeting
28.5.2024 – Gulg Water Plan Review meeting
30.5.2024 -LRAP Review meeting, Independent Housing meeting, Charleston Dam Fishway Project meeting

Next Month

1.7.2024 - Managers meeting
9.7.2024 – DRFA Monthly Meeting – Shepherd Services office
9.7.2024 – Genex Site Visit
1.7.2024- Budget Workshop
15.7.2024- Managers meeting
17.7.2024- Council meeting
24.7.2024- Special Budget meeting
26.7.2024 – FNQROC RRTG Committee meeting (MS Team)
29.7.2024- Managers Meeting.

Regards

Raju Ranjit
Director of Engineering Services

Attachment : WIP (Capital Work in Progress spreadsheet)

Capital - Projects - 2023/2024																		
Job Number	Project Description	Project title	Approved Budget	Funding source									Total Project cost	Actual year to date 2023-24	% of 2023-24 budget	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)
				W4Q4	Council own fund	LRCIP2	LRCIP3	LRCIP4	RTR	TIDS	BRP / HVSP	Recovery and Resilience						
			Approved budget															
3411-4500-0001	St George Street (main street in Georgetown) to create a visual aesthetic, such as alterations to parking arrangements, improvements to safety such as lighting, pedestrian access points to improve safety , plants.	Georgetown - Streetscaping in main street	\$ 700,000.00	400,000.00								\$ 700,000	\$ 150,610	37.65%	DES			
3411-4500-0002	Additional structures for spectator safety and comfort shelter and shade - hip roof on north and south edges of sport play areas.	Georgetown Sports Centre	\$152,439	270,000.00								\$270,000	\$56,094	20.78%	DES	5.12.2023 work in progress		
3411-4500-0003	Improved drainage to main street in Einasleigh - near hotel	Construction of spoon drain (200 m long x 700 mm wide), upgrade of one existing pipe culvert - Einasleigh	\$ 213,088.00	140,000.00			\$ 110,000.00					\$ 250,000.00	\$213,088	85.24%	DES	works completed except one additional item i.e hand rail		
3411-4500-0004	Water reticulation system for Forsyth and Georgetown	Water reticulation telemetry	\$100,000	100,000.00								\$ 100,400.00	\$100,400	100.40%	DES	5.12.2023- Purchase order has been issued 29.12.2023 works in progress		
3411-4500-0005	In-line with the Disaster Management plan, installing identification and directional signage to for rural properties.	Rural Addressing		100,000.00								\$ 100,000.00	\$ 8,081.00	8.08%	DES	5.12.2023 Work in progress		
3411-4500-0006	Fence to create security and aesthetics along side of the approach to the new Charleston Dam.	Forsyth Cemetery Fence		40,000.00								\$ 40,000.00	\$ 40,873.96	102.18%	DES			
3620-4500-0002	Improving drainage and off-street parking at the sports centre in Georgetown, to prevent erosion and improve runoff quality.	Drainage Upgrade - Sports Centre***					\$ 45,602.00					\$ 543,602.00	\$543,602	100.00%	DES	Project completed on 2/11/2023		
3620-4500-0001	Construction of a new transfer station and close the old landfill site at Forsyth, which does not comply with current environmental conditions. The transfer station will be available for the public to use as is the current landfill site.	Forsyth Transfer Station					\$ 500,000.00					\$ 500,000.00	\$ 440,094.94	88.02%	DES	Work in Progress		
3620-4500-0003	Reseal on the Forsyth Einasleigh Road between chainage 1 -	Reseal Forsyth Einasleigh Road													DES	completed		
3620-4500-0004	Development of industrial estate at Georgetown. Construction will involve providing upgrades to the industrial estate including upgrade to the intersection and trunk water main. Project will result in improved service to the community, and improve access, safety and potable water capacity to the area	Industrial Estate *****			\$ 682,888.00		\$ 40,000.00					\$ 400,000.00	\$ 399,739.30	99.93%	DES			
3620-4500-0005	Construction of storm water drainage (150 m x 450 mm diameter blackmix pipe) - Forsyth	Construction of storm water drainage (150 m x 450 mm diameter blackmix pipe) - Forsyth						\$ 240,000.00				\$ 240,000.00	\$ 238,470.19	99.36%	DES	Work in Progress		
3620-4500-0006	Re sealing work (1095 m x 6 m) in Baroota Street in Einasleigh	Re sealing work (1095 m x 6 m) in Baroota Street in Einasleigh						\$ 52,000.00				\$ 52,000.00	\$ 46,507.86	89.44%	DES	Scheduled for June 2024		
3620-4500-0007	Re sealing work (25 m x30 m) in Terrestrial centre car park, Georgetown	Re sealing work (25 m x30 m) in Terrestrial centre car park , Georgetown						\$ 40,000.00				\$ 40,000.00	\$ 7,558.88	18.90%	DES	sealing work done on 24/4/2024		
4020-4500-0001	Reseal of the road between chainage 8.7 - 16.4km	Forsyth Einasleigh Road										\$ 413,935.54	\$413,936	144.46%	DES	10.11.2023 Job completed in 2022/2023		
4091-4501-0001	Reseal of the runway, taxiway and apron	Georgetown Aerodrome					\$ 286,549.00	\$ 240,000.00				\$ 137,341.00	\$137,341	57.23%	DES	10.11.2023 Job completed		
4020-4530-0002	Forsyth - Einasleigh Road (27.77 km to 30.07 km) upgrade unsealed road	Forsyth - Einasleigh Road (27.77 km to 30.07 km) upgrade unsealed road	\$ 450,000.00		\$ 253,790.00		\$ 89,510.00			\$ 343,300.00		\$ 686,600.00	\$ 520,107.60	75.75%	DES	Work in progress		
4020-4530-0002	Forsyth - Einasleigh Road (30.07 km to 32.37 km) upgrade unsealed road	Forsyth - Einasleigh Road (30.07 km to 32.37 km) upgrade unsealed road								\$ 343,300.00		\$ 686,600.00	\$ 520,107.60	75.75%	DES	Work in progress		
4020-4530-0002	Forsyth - Einasleigh Road (32.37 km to 34.37 km) upgrade unsealed road	Forsyth - Einasleigh Road (32.37 km to 34.37 km) upgrade unsealed road								\$ 394,589.00		\$ 789,178.00	\$ 85,000.00	10.77%	DES	Work in progress		
4020-4530-0002	Forsyth - Einasleigh Road (34.37 km to 36.37 km) upgrade unsealed road	Forsyth - Einasleigh Road (34.37 km to 36.37 km) upgrade unsealed road								\$ 291,411.00		\$ 582,822.00	\$ 80,000.00	13.73%	DES	Work in progress		
4020-4530-0002	Forsyth - Einasleigh Road (36.37 km to 37.10 km) upgrade unsealed road	Forsyth - Einasleigh Road (36.37 km to 37.10 km) upgrade unsealed road								\$ 291,411.00		\$ 582,822.00	\$ 5,000.00	0.86%	DES	Work in progress		
4012-4500-0001	First Street Forsyth Drainage (Survey+Design)	First Street Forsyth Drainage (Survey+Design)	\$ 50,000.00									\$ 10,718.90	\$ 10,718.90	100.00%	DES	Design completed		
4040-4500-0001	Bridge / Box culvert - Queenslander Creek - North Head Road, Forsyth	Bridge / Box culvert - Queenslander Creek - North Head Road, Forsyth	\$ 200,000.00									\$ 1,000,000	\$ 43,149.43	4.31%	DES	Tendering in progress		
5151-4504-0001	Washdown facility - Georgetown (Survey & Design)	Washdown facility - Georgetown (Survey & Design)	\$ 150,000.00									\$ 38,763	\$ 38,762.76	100.00%	DES	Design completed		
5151-4504-0002	Washdown facility - Georgetown (Qleave)	Washdown facility - Georgetown (Qleave)										\$ 412,000.00	\$ 2,424.66	0.59%	DES	Work in progress		
5151-4504-0003	Washdown facility - Georgetown (Construction)	Washdown facility - Georgetown (Construction)										\$ 299,237.00	\$ 100,302.00	33.52%	DES	Work in progress		
4064-4500-0003	Third Street	Third Street	\$ 6,750.00						\$ 6,750.00			\$ 6,750.00	\$5,836	86.47%	DES	Cmpleted		
4061-4504-0001	Haldane Street	Resealing work starts from 0 to 234 m measured from GDR towards north end	\$ 13,000.00						\$ 13,000.00			\$ 13,000.00	\$13,000	100.00%	DES	Completed		
4061-4504-0002	High Street	Resealing work starts from 0 to1094 m measured from Short Street	\$ 60,000.00						\$ 60,000.00			\$ 60,000.00	\$60,000	100.00%	DES	Completed		
4061-4504-0003	Low Street	Resealing work starts from 0 to995 m measured from Short Street	\$ 58,750.00						\$ 60,000.00			\$ 58,750.00	\$58,750	100.00%	DES	Completed		
4061-4504-0004	Short Street	Resealing work starts from 0 to 252 m measured from Saint George Street	\$ 14,000.00						\$ 14,000.00			\$ 14,000.00	\$14,000	100.00%	DES	Completed		
4061-4504-0005	South Street	Resealing work starts from 0 to 678 m measured from Saint George Street	\$ 35,000.00						\$ 35,000.00			\$ 35,000.00	\$35,000	100.00%	DES	Completed		
4061-4504-0006	St George Steet	Resealing work starts from 0 to 231 m measured from GDR to wards north	\$ 29,000.00						\$ 29,000.00			\$ 29,000.00	\$29,000	100.00%	DES	Completed		
4065-4500-0001	Oak Park Road	Resealing work starts from 0 to 650 m measured from KDR	\$ 45,000.00						\$ 45,000.00			\$ 45,000.00	\$45,000	100.00%	DES	Completed		
4063-4500-0001	Cox lane	Resealing work starts from 0 to94 m measured from GDR	\$ 4,000.00						\$ 4,000.00			\$ 4,000.00	\$4,000	100.00%	DES	Completed		
4063-4500-0002	Garnet Street	Resealing work starts from 0 to 225 m measured from GDR	\$ 11,000.00						\$ 11,000.00			\$ 11,000.00	\$11,000	100.00%	DES	Completed		
4061-4504-0008	Re sealing work in Hayman Street , Georgetown, work area starts from chainage 0 m and ends at chainage 319 m measure from Green street	Re sealing work in Hayman Street , Georgetown, work area starts from chainage 0 m and ends at chainage 319 m measure from Green street							\$ 17,000.00			\$ 17,000.00	\$0	0.00%	DES	Scheduled in June 2024		
4060-4500-0002	Floodway replacment - Agate Creek Road- Ch.16.833	Floodway replacment - Agate Creek Road- Ch.17831	\$ 60,000.00						\$ 180,000.00			\$ 240,000.00	\$0	0.00%	DES	Contract has been awarded		
4060-4500-0003	Floodway replacment - Oakleigh Station Raod - Ch 14700 (100 m x 4 m x 0.25 m reinforcement concrete works)	Floodway replacment - Oakleigh Station Raod - Ch 14700	\$ 60,000.00						\$ -			\$ -	\$0	#DIV/0!	DES	Not approved		
4020-4570-0001	Asphalt work in Joe Bridge, Einasleigh	Asphalt work in Joe Bridge, Einasleigh							\$ 150,000.00			\$ 150,000.00	\$0	0.00%	DES	Contract has been awarded		
4060-4500-0016	Culvert Replacment	Culvert Replacment													DES			
4060-4500-0014	Rosela plane	Rosela plane 1050 mm diameter singel row	\$ 36,249.53									\$ 36,249.53	\$14,890	100%	DES	Completed		
4060-4500-0014	North Head Road _ Ch 21.09km	North Head Road _ Ch 21.09km	\$ 9,500.00									\$ 9,500.00	\$2,587	27%	DES	Work in progress		

Job Number	Project Description	Project title	Approved Budget	Funding source								Total Project cost	Actual year to date 2023-24	% of 2023-24 budget	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)
4060-4500-0011	Dulthera Station Road-Ch 45107	Dulthera Station Road-Ch 45108	\$ 8,000.00									\$ 8,000.00	\$0		DES	Scheduled in June 2024	🔴
4060-4500-0001	Kidston Road (old name Gilberton Road-ch.24680	Gilberton Road-ch.24680 Kidston Road, Kidston, The proposed pipe work is located at chainage 24679 m on the kidston Road measured from Gregory Development Road (1650 mm diameter x 3 cells)	\$ 107,500.00	\$ 47,526.00				\$ 59,974.00				\$ 107,500.00	\$1,260	1%	DES	Contract has been awarded	🟡
4020-4500-0002		Forsyth - Einasleigh Road, Forsyth. The re-sealing works area starts from chainage 0.00 m to 470 m and 530 m to 1310 m measured from First street.						\$ 50,000.00				\$ 50,000.00	\$50,000	100%	DES	Completed	🟢
		Einasleigh Forsyth Road reconstruction from chainage 36100 to 37100 m measured from First Street						\$ 444,229.00				\$ 444,229.00	\$260,000	59%	DES	Work in progress	🟡
4060-4500-0015	Vanlee Station Road- ch 9459	Vanlee Station Road- ch 9460	\$ 8,000.00									\$ 8,000.00	\$2,290	29%	DES	Schedule for June	🟡
4060-4500-0018	Gilberton Road- ch 81394	Gilberton Road- ch 81394	\$ 16,500.00									\$ 16,500.00	\$0	0%	DES	Schedule for June	🔴
4060-4500-0013	Kidston Road- ch 26545	Kidston Road- ch 26546	\$ 16,750.00									\$ 16,750.00	\$0	0%	DES	Schedule for June	🔴
4060-4500-0010	Dulthera Road- Ch. 38152	Dulthera Road- Ch. 38153	\$ 8,000.00									\$ 8,000.00	\$4,572	57%	DES	Schedule for June	🟡
4020-4540-0000	Signage - Einasleh Forsyth Road	Signage - Einasleh Forsyth Road	\$ 167,000.00									\$ 167,000.00	\$130,000	77.84%	DES	Work in Progress	🔴
4011-4500-0001	Haymn Street Drainage	Haymn Street Drainage	\$ 100,000.00									\$ 100,000.00	\$3,413	3.41%	DES	Survey completed, design in progress	🟡
5151-4507-0001	Bus Shelter- Mt. Surprise	Bus Shelter- Mt. Surprise	\$ 90,000.00									\$ 90,000.00	\$15,995	17.77%	DES	Work in Progress	🟡
4020-4550-0001	Percy Vale Road realinment	Percy Vale Road realinment	\$ 40,000.00									\$ 40,000.00			DES	Scheduled for site visit on 7/5/2024	🔴
4320-4501-0008	Standpipe Georgetwon landfill	Standpipe Georgetwon landfill	\$ 15,000.00									\$ 15,000.00			DES	Completed	🟢
5151-4500-0001	Footpath construction towards Golf Course	Footpath construction towards Golf Course	\$ 90,000.00									\$ 90,000.00	\$60,000	100.00%	DES	Completed	🟢
Total Capital			3,028,526.53	1,050,000.00	984,204.00	526,549.00	1,517,112.00	0.00	1,178,953.00	1,664,011.00	1,400,000.00	500,000.00	90,000.00	11,459,135.73	5,028,586.16		
		Approved budget	3,028,526.53														
		External fundings	7,141,876.00														
		Total Project cost	11,459,135.73														
		Gap	1,288,733.20														



General Meeting 19th June 2024

Subject	Remote Airstrip Upgrade Program Round 10 – Successful Application
Classification	Closed
Author	Raju Ranjit – Director of Engineering Services

EXECUTIVE SUMMARY

This report relates to the “Remote airstrip upgrade Program Round 10 successful application. Council is required to accept the grant agreement by 9th June 2024 on the Portal.

RECOMMENDATION

That Council resolve to:

1. Note and accept the grant of \$450,000 from the Australian Government (Department of Infrastructure, Transport, Regional Development, Communications and the Arts to upgrade fencing in Mount Surprise and Einasleigh Airports and,
2. That Council allocate of \$ 450,000 from own source to match the funding.

BACKGROUND

The Remote Airstrip Upgrade Program (RAUP) is part of the Australian Government’s Regional Aviation Access Program.

The objective of the Remote Airstrip Upgrade Program is to enhance the safety and accessibility of aerodromes in remote and very remote areas of Australia. Safe, operational aerodromes are vital in the delivery of essential goods and services in remote and very remote communities, particularly where road access is unavailable, unreliable or disrupted for extended periods due to seasonal weather conditions. An effective airstrip, accessible all year round, improves the delivery of health care services such as those provided by the Royal Flying Doctor Service or other aeromedical providers, improves access to work and education opportunities and helps connect residents of remote communities. This funding is based on 1:1 co – contribution.

Under the scheme, Etheridge Shire Council lodged an application for Mount Surprise and Einasleigh Air strip on 14th December 2023. The estimated project for the two airstrips was Project Budget - \$900,000

Scope of Works for both Mount Surprise and Einasleigh as follows:

- Site Establishment
- Site Clearance
- Removal of existing fencing and disposal at allocated site
- Excavation for concreting for posts Installation of new fencing
- Site Disestablishment

Mount Surprise will be fenced a total of 2833 m with 2 double gates.
 Einasleigh will be fenced a total of 3273m with 2 double gates and 1 single gate.

Specification of the fencing materials are as follows :

- 1800mm high Galvanized Chain Wire Mesh Fence.
- Gate Post Corner Post Strainer Post:
- 80mm NB Medium galvanized pipe posts at 2600mm, capped.:
- 50mm NB Medium galvanized pipe posts at 2600mm, capped. :
- 50mm NB Medium galvanized pipe posts at 2600mm, capped, at 200mtr max centres.
- Strainer Stay Intermediate Post:
- 32mm NB Medium galvanized double bent stays at 3250mm [Post to Post].:

- 40mm NB Light galvanized pipe post at 2400mm, capped at 2400mm, capped, at max 3mtr max centres.
- Wire Mesh Cable Wire Tie/Lace Wire Strainer Wire Fauna Mesh Gate Frames:
- 1800mm x 50mm x 2.5mm heavy galvanized chain wire mesh.:
- 4.00mm heavy galvanized Helicoil Cable Wire – 3 rows.:
- 1.60mm heavy galvanized Plain Wire. :
- 3.15mm heavy galvanized Strainer Wire – double twitched + M12 HDG turnbuckle.:
- 900mm x 50mm x 1.4mm HDG hexagonal mesh, pegged to the ground at 1mtr centres.:
- 25mm NB pipe frames, with hand holes, locking chain, drop bolts and mesh infill.
- Footing-Gate Post Footing-Strainer/Corner Post Footing-Intermediate Post:
- 300mm diameter x 800mm deep with concrete footings.:
- 250mm diameter x 800mm deep with concrete footings.:
- 250mm diameter x 650mm deep with concrete footings.

Note: All posts, rails and gates Hot Dip Galvanized in accordance with AS1725.1 and AS4792.

The Maximum funding available is \$ 450,000

LINK TO CORPORATE PLAN

Corporate Objective No. 1 – Developing a resilient transport infrastructure and connectivity to support current and future industry.

BUDGET & RESOURCE CONSIDERATIONS

Council has been successful to secure a funding of \$450,000 on the basis of co - contribution of 1:1 funding basis.

LEGAL CONSIDERATIONS

Local Government Act 2009.

POLICY IMPLICATIONS

Advise if called

CONSULTATION

Please consult Council's Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input type="checkbox"/>	N/A	Consulted with relevant staff
Inform	<input checked="" type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Raju Ranjit

Report Authorised By:

Ken Timms PSM

Date: 17/05/2024

Date: 27/05/2024

ATTACHMENTS

1. Approval email
2. Approved list

Raju Ranjit

From: Muxith Habib
Sent: Friday, 10 May 2024 2:58 PM
To: Shane Butler
Cc: Raju Ranjit
Subject: FW: Remote Airstrip Upgrade Program Round 10 application

For your information.

Regards

Muxith Habib

Project Engineer
 Etheridge Shire Council
 PO Box 12 | St George Street | Georgetown Q 4871
 Phone: 07 4079 9091 or 07 4079 9029 | Mob: 0484 119 391
 Email: Muxith.Habib@etheridge.qld.gov.au



Privileged or confidential information is contained in this electronic message. If this message is not addressed to you, or if you are not responsible for the delivery of this message to the addressee, you may not download copy or forward this message to any other person. If you do not immediately delete this message you may be liable for a breach of confidentiality. We would be grateful if you would notify us of your receipt and deletion of this message.

From: Mail@business.gov.au <Mail@business.gov.au>
Sent: Friday, May 10, 2024 2:42 PM
To: Muxith Habib <Muxith.Habib@etheridge.qld.gov.au>
Subject: Remote Airstrip Upgrade Program Round 10 application

You don't often get email from mail@business.gov.au. [Learn why this is important](#)
 This email was automatically generated. Please do not reply to it.

ETHERIDGE SHIRE COUNCIL

Your reference no: RAUPX000009

Remote Airstrip Upgrade Program Round 10 - Successful application

Your Remote Airstrip Upgrade Program Round 10 application was successful.

Name of project	Aerodrome Fencing - Mount Surprise & Einasleigh
Maximum grant funding amount	\$450,000
Capped amounts per financial year	<ul style="list-style-type: none"> 2023/24, \$450,000, Australian Dollar
Grant percentage	Up to 50 per cent
Total eligible project expenditure	\$900,000
Special conditions	Condition - Detailed project plan.

You need to enter into a grant agreement with the Commonwealth. We will confirm details specific to your project and provide the agreement to you on the business.gov.au portal soon. You can view a sample grant agreement on the grant opportunity page on business.gov.au.

We cannot make any grant payments until we execute the grant agreement with you. 'Execute' means both you and the Commonwealth Government accept the grant agreement. You will be responsible for any expenses incurred until we execute the grant agreement. You have 30 days from the date of this email to execute the grant agreement. We may withdraw the offer if both parties do not accept the grant agreement by 9 June 2024.

The grant opportunity guidelines explain when you can start the project. They also explain how we will manage the grant agreement and inform you of your obligations. This includes notifying us immediately if the project or your circumstances change significantly from that described in your application.

A representative authorised to enter into an agreement on behalf of your organisation must accept the grant agreement on the [portal](#). Accepting the agreement on the portal is equivalent to signing a grant agreement. To do this you must have the participant role of 'Authorised signatory' in the portal.

If you are not authorised to accept the grant agreement, you will need to invite someone who is, as a new participant in the grant application. To invite them to participate you should return to your application on the [portal](#) and select the 'participants' option. Follow the instructions to add a new participant as an authorised signatory. This [how to invite a participant](#) video shows you the steps needed to make you, or another person an authorised signatory.

If you have not already provided your bank account details in your application, you will need to do so before we can pay your grant. You can download an Accounts Payable – Supplier Details form from the [portal](#), complete it and return to us at the program email address below.

If you have any questions, you can email us at raup@industry.gov.au and a member of the team will be in contact with you.

Department of Industry, Science and Resources

business.gov.au 13 28 46 (8am - 8pm local time, Monday to Friday)

We recognise the First Peoples of this nation and their ongoing connection to culture and country. We acknowledge First Nations Peoples as the traditional Owners, Custodians and Lore Keepers of the world's oldest living culture and pay respects to their Elders past, present and emerging.

[Home](#) / [Infrastructure, transport & vehicles](#) / [Aviation](#) / [Regional & remote aviation](#) / [Remote Airstrip Upgrade Program](#)
/ Remote Airstrip Upgrade Program round 10—approved projects

Remote Airstrip Upgrade Program round 10—approved projects



Applicant	State/ Territory	Aerodrome	Project	Australian Government Funding (GST exc) \$
Wirrimanu Aboriginal Corporation	WA	Balgo Hill Airstrip	Re-sheet and re-contouring of airstrip to support all weather operations and alleviate risk of closure during wet season	2,745,000
Warmun Community (Turkey Creek) Inc	WA	Warmun Airstrip	Pilot Activated Lighting (PAL) and Windsock system, flight navigation procedures and CASA airstrip certification	500,000
Ardyaloon Inc	WA	Ardyaloon Airstrip	Seal current gravel strip to provide all-weather surface with dust suppression	863,106
Nipapanha Community Aboriginal Corp	SA	Nipapanha (Nepabunna) Angepena Airstrip	Construction of airside passenger shelter and installation of helipad LED lighting	30,705
District Council of Ceduna	SA	Ceduna Airport	Resealing of Runway 11/29, line-marking and upgrade of runway and taxiway lighting to LED	527,972
District Council of Lower Eyre Peninsula	SA	Port Lincoln Airport	Runway 01/19 remediation and re-seal of runway (including shoulders), taxiway and apron and line-marking	661,504
Eibaroo Pty Ltd	SA	Coorabie Airstrip	Resurface airstrip and purchase new Solar Airfield Lighting	59,850
Blinman Progress Assoc Inc	SA	Blinman Airstrip	Resurfacing of main runway to ensure all-weather availability	149,750
Lockhart River Aboriginal Shire Council	QLD	Lockhart River Aerodrome	Aeronautical Ground Lighting Upgrade	2,956,799
Aurukun Shire Council	QLD	Aurukun Aerodrome	Purchase and installation of Aerodrome Weather Information Service (AWIS) system	436,600
Maranoa Regional Council	QLD	Injune Aerodrome	Lighting Upgrade	145,324
Woorabinda Aboriginal Council	QLD	Woorabinda Airstrip	Resurfacing and line marking of runway and aprons and lighting upgrade	889,752
Balonne Shire Council	QLD	Saint George Airport	Lighting upgrade and replacement of part of fencing	200,000
Etheridge Shire Council	QLD	Mount Surprise & Einasleigh airstrips	Replacement of current fence with animal exclusion fencing around airstrips	450,000
Kowanyama Aboriginal Shire Council	QLD	Kowanyama Airport	Runway reseal and restoration of taxiway	1,443,440
Marthakal Homelands and Resource Centre Aboriginal Corp	NT	Elcho Island Airport	Generator back-up system	125,835
Northern Territory Government	NT	Nyirripi Aerodrome	Perimeter fence upgrade	300,000
Northern Territory Government	NT	Various NT airstrips	Windsock Pole and Signal Circle Black Matting Upgrades	200,000

Applicant	State/ Territory	Aerodrome	Project	Australian Government Funding (GST exc) \$
Northern Territory Government	NT	Willowra Aerodrome	Apron and Taxiway Seal Upgrades	200,000
Northern Territory Government	NT	Oenpelli Aerodrome	Perimeter fence upgrade	400,000
Bogan Shire Council	NSW	Nyngan Airport	Lighting upgrade	116,550

Social media

The Department of Infrastructure, Transport, Regional Development, Communications and the Arts acknowledges the Traditional Custodians of Country throughout Australia.

Aboriginal and Torres Strait Islander people are advised that this website may contain images, voices and names of deceased people.

ABN: 86 267 354 017



General Meeting 19th June 2024

Subject	Provision of 80 km/h and 60 Km/h speed sign
Classification	Open
Author	Raju Ranjit – Director of Engineering Services

EXECUTIVE SUMMARY

This report is about the installation of 80 km/h , 60 km/h and 50 km/h signs on the Forsayth – Einasleigh Road.

RECOMMENDATION

That Council note and accept the proposal to implement the following speed signs at following speed zone length on the Forsayth – Einasleigh Road :

Forsayth Town (Entering to Forsayth)

- 80 Km/h at Ch. 3100 m.
- 60 Km/m at Ch. 1900 m
- 50 Km/h at Ch. 1000 m

Einasleigh Town (Entering to Einasleigh)

- 80 Km/m at Ch. 64500 m
- 60 Km/h at Ch. 65700 m

BACKGROUND

The Forsayth Einasleigh Road is Council controlled road and has various speed zones from 50 Km/h to 100 Km/h. Following the suggestions received from elected members, a site assessment has been and consulted with the Department of Transport and Main Road.

Based on the information received form the TMR and the Queensland Road Safety Technical Users Volume (QRSTUV), following are the approved speed signs and their speed zone lengths at each approaches :

- 80Km/h for a speed zone length of 1200 m and
- 60 Km/h for a speed zone length of 900m.

Speed limits are crucial for road safety and proper speed signs help to prevent accidents, reduce the severity of collisions and protect both drivers and pedestrians.

The Forsayth – Einasleigh Road near the Einasleigh town entry has 50 km/h sign at chainage 66600 m measured from the First Street , Forsayth and non in the Forsayth Entry . Following are the proposed sign and its location.

Towards Einasleigh Town

- 80 km/h at chainage 64500 m
- 60 Km/h at chainage of 65700

Towards Forsayth Town

- 80 km/h at chainage 3100 m
- 60 Km/h at chainage of 1900
- 60 Km/h at chainage of 1000

LINK TO CORPORATE PLAN

Corporate Aim no 1 : A Sustainable Transport Network that Meets Community Needs.

BUDGET & RESOURCE CONSIDERATIONS

The total cost of the signs including materials and installation is \$ 2250 and will be added on the 2024/2025 sign replacement budget .

LEGAL CONSIDERATIONS

Councils are responsible for installing and maintaining speed limit signs within the Council's jurisdiction

POLICY IMPLICATIONS

ESC 95- Road Policy

CONSULTATION

Consultation	Tick	Policy Consideration	Action
No consultation required	<input type="checkbox"/>	N/A	Consulted with relevant staff
Inform	<input type="checkbox"/>		
Consult	<input checked="" type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Moderate H if not installed proper speed signs

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Report Authorised By:

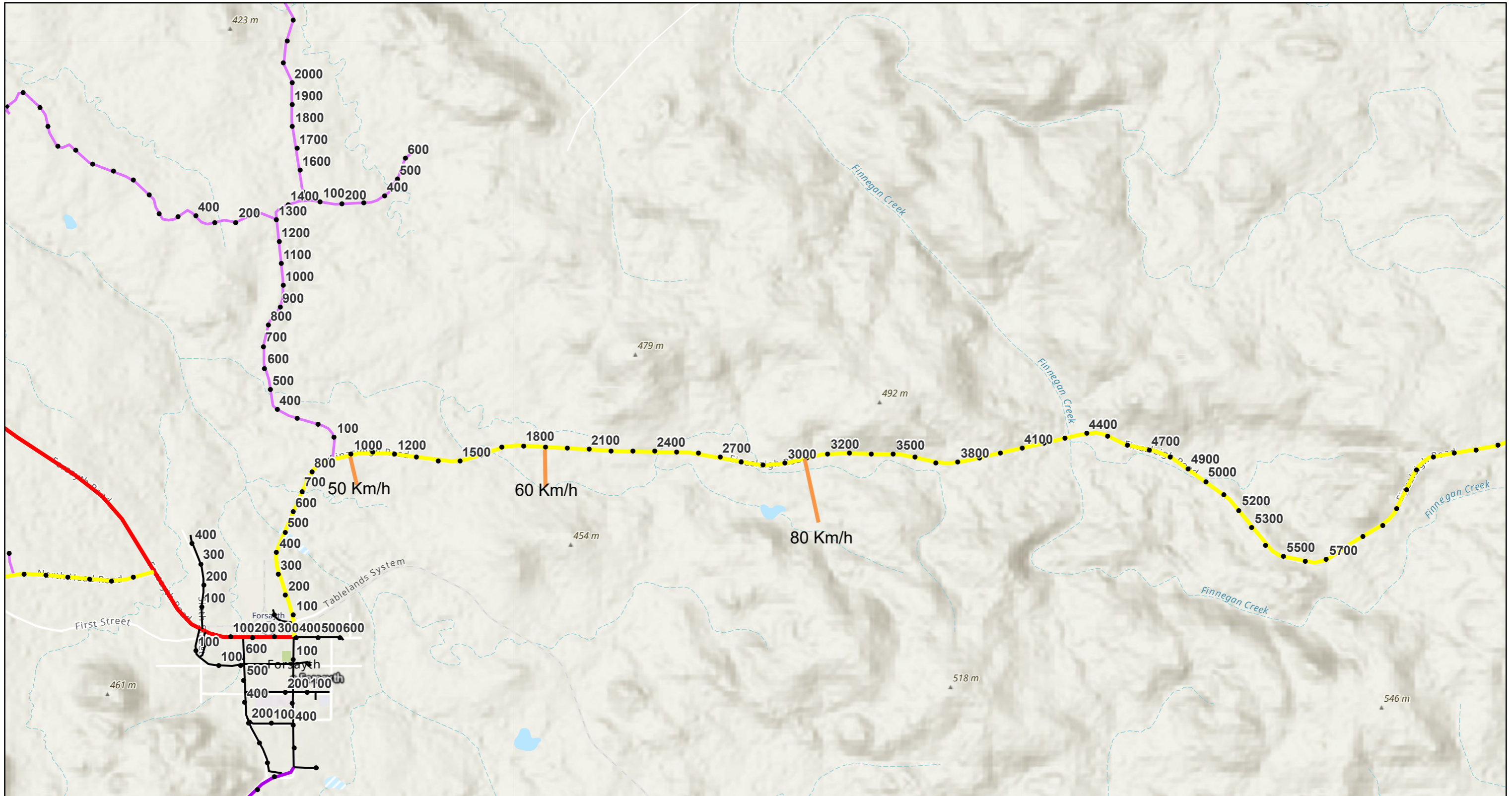
Raju Ranjit

Date:28/5/2024

Date:

ATTACHMENTS

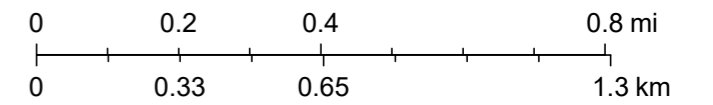
1. Sign location map _ Einasleigh End
2. Sign location map _ Forsyth End



26/05/2024, 8:02:11 pm

1:18,056

- Cities and Towns
 - Chainage 100m (2022)
- | | | |
|-----------------|---|----|
| Road Centreline | 1 | 5A |
| | 2 | 5B |
| | | 9A |



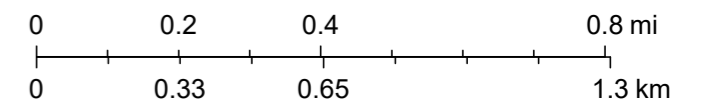
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26/05/2024, 7:17:47 pm

1:18,056

- Cities and Towns
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 4.8m Resolution Metadata
- Chainage 100m (2022)
- Road Centreline
- 1
- 2
- 2 - Proposed LARRS
- 9A



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General Meeting 19th June 2024

Subject	Request for Special Holidays – Etheridge Shire Show Holiday
Classification	Open
Author	Renee Bester, Executive Assistant

EXECUTIVE SUMMARY

Council has received correspondence from the Department of Industrial Relations seeking Council’s nomination(s) for the Shire’s Agricultural Show and / or Special Holidays for 2025.

Online publishing of special holiday dates occurs only after all applications from Councils have been received and approved by the Minister and published in the Queensland Government Gazette. Closing date to nominate your special holiday for 2025 is 12 July 2024.

The Special Holiday in previous years is held on the Friday prior to the Forsayth Turnout held the first weekend of August each year. Forsayth All Sports Club Inc. have confirmed their event will be held on 1st – 3rd August 2025.

RECOMMENDATION

The Council resolve to respond to the Office of Industrial Relations by 12th July 2024 to advise of Etheridge Shire Councils request for Friday, 1st August 2025 to be the Etheridge Shire Show Day.

BACKGROUND

In previous years Council has nominated the Friday of the Forsayth Turnout to be Etheridge Shire’s Gazetted Show holiday titled Etheridge Show Day. Forsayth Turnout 2025 will be held Friday 1st and Saturday 2nd August.

Special holidays are different to Agricultural Show days and are appointed for special events or commemorative days in certain districts throughout Queensland. Council can apply for more than one special holiday however if granted then all award based employees are entitled to a paid public holiday.

Gazetted dates are only current for one year and must be applied for every year so dates and holidays can be changed, added or omitted when needed.

LINK TO CORPORATE PLAN

Corporate Aim No. 4: Quality infrastructure makes the shire a desirable place to live
 Corporate Outcome No. 4.1: An active community with a variety of recreational activities
 Corporate Outcome No. 4.3: A culturally aware community

BUDGET & RESOURCE CONSIDERATIONS

Not applicable.

LEGAL CONSIDERATIONS

Special holidays are covered under Qld Legislation, Holiday Act 1983, Section 4. Special Holidays. Upon Gazettal of the Public Holiday, all government and award-based employees are entitled to a paid public holiday.

POLICY IMPLICATIONS

Not applicable.

CONSULTATION

Please consult Council’s Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
No consultation required	<input type="checkbox"/>		

Inform	<input type="checkbox"/>	Forsyth All Sports Club Inc. were consulted in this decision.	Forsyth All Sports Club Inc. will be advised of outcome of this decision to further their 2025 event planning.
Consult	<input type="checkbox"/>		
Involve	<input checked="" type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Renee Bester

Date: 11th June 2024**Report Authorised By:**

Ken Timms PSM

Date: 11th June 2024**ATTACHMENTS**

Includes the following attachments:

- OIR Request Letter
- Forsyth All Sports Club Inc. Letter of Support



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
ABN 94 496 188 983



FORSAYTH ALL SPORTS CLUB INC.

President: Clayton Pedracini
Vice-President: Ian Carroll
Secretary: Seven Ryan
Treasurer: Nicholle Bush
E: forsaythallsportsclub@gmail.com
M: 0400 411 001

10 June 2024

To Whom It May Concern

Support for Etheridge Shire Show Holiday – Friday 1 August 2025

This letter is to provide support from the Forsyth All Sports Club Incorporated (FASCI) for the Etheridge Shire 2025 Show Holiday application for the date of Friday 1 August 2025.

If this letter of support requires further discussion, please do not hesitate to contact me on the details provided above or by email to forsaythallsportsclub@gmail.com

We look forward to your favorable decision for the Etheridge Shire 2025 Show Holiday declaration.

Yours faithfully

Seven Ryan
Secretary
Forsyth All Sports Club Incorporated



FOR YOUR INFORMATION

OFFICIAL



Australian Government

**Department of Infrastructure,
Transport, Regional Development,
Communications and the Arts**

Application ID: GRIG000277

Mr Ken Timms
Chief Executive Officer
Etheridge Shire Council
Lot 905, 41 Saint George Street
GEORGETOWN QLD 4871

Via: ken.timms@etheridge.qld.gov.au

Dear Mr Timms

I am pleased to advise you that the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government (the Minister), as the decision-maker for the Growing Regions Program has approved funding up to \$8,235,000 (GST exclusive) to the Etheridge Shire Council for the Unearth Etheridge Tourism Developments project to proceed under the Growing Regions Program – Round 1.

I would ask you to keep the details of this letter under embargo until the Minister has publicly announced the outcome of the round.

This approval delivers on the Australian Government's commitment of \$600 million for the Growing Regions program, to be delivered over two \$300 million rounds. We are working towards the implementation of the program and will provide you with further advice regarding next steps shortly. We acknowledge that this process has taken longer than originally anticipated, and as such, we can confirm that projects will not be required to commence by 15 May 2024.

Please note the provision of this funding is dependent on the preparation and execution of a funding agreement. The Funding Agreement will set out the terms and conditions under which the funding is provided. Therefore, you must not make any financial commitments for the project until a funding agreement has been executed. Execution means both you and the funding body have accepted the agreement. We are not responsible for any expenditure you incur and payments cannot be made until an agreement is executed. Further advice on the funding agreement will be provided in due course.

Further information about the implementation arrangements for the Growing Regions Program will be provided before the end of this financial year.

Please advise the Business Grants Hub by close of business on 22 May 2024 if the delay to the project commencement means that you are no longer able to proceed with your project as stated in your application. The Business Grants Hub can be contacted by email at Growing.Regions@industry.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Clare Chapple', with a long horizontal flourish extending to the right.

Clare Chapple
First Assistant Secretary
14 May 2024

Growing Regions Round	Applicant Organisation	Project Title	Project Description	Project Location	Project State	Commonwealth Funding Approved
1	CLONCURRY SHIRE COUNCIL	Curry Kids Early Learning Centre Upgrade	The project will construct an early learning centre for over 100 children.	Cloncurry	QLD	\$4,123,537
1	SHIRE OF WYNDHAM EAST KIMBERLEY	The Goonoonoorram Project [Kununurra Airport Runway Extension]	The project will extend the Easy Kimberley Regional Airport runway to increase tourism and improve safety.	Kununurra	WA	\$13,389,626
1	CASSOWARY COAST REGIONAL COUNCIL	Mission Beach Town Centre Revitalisation Project (Stage 2)	The project will restore town centre facilities and services to support tourism and improve safety.	Mission Beach	QLD	\$7,924,508
1	SWAN HILL RURAL CITY COUNCIL	Reinvigorating Our Riverfront - Creating Places for Everyone	The project will transform areas along the riverfront into a contemporary community space.	Swan Hill	VIC	\$5,076,157
1	MITCHELL SHIRE COUNCIL	Seymour Community Wellbeing Hub – Stage 1	The project will include a library, learning facilities, educational, health and wellbeing spaces, outdoor events area and social enterprise cafe.	Seymour	VIC	\$15,000,000
1	PARKES SHIRE COUNCIL	Boardwalks and Bird hides: Elevating Parkes Wetlands	The project will construct bird-hides and boardwalks to support habitat creation and increase visitor numbers.	Parkes	NSW	\$943,738
1	CAMPASPE SHIRE COUNCIL	Victoria Park Multipurpose Facility: meeting now & future community needs	The project will redevelop the Victoria Park complex into a new multi-purpose community and emergency relief centre.	Echuca	VIC	\$11,356,067
1	THE UNITING CHURCH IN AUSTRALIA PROPERTY TRUST (Q.)	Multifunctional OSCH, education and community space for Mossman, Queensland	The project will construct a multi-purpose, community accessible complex including an activity centre and mobility friendly church.	Mossman	QLD	\$743,843
1	GREATER BENDIGO CITY COUNCIL	Heathcote Civic Precinct (Community Hub) incorporating Heathcote Library	The project will include a library, technology access hub, flexible community spaces and a customer service centre.	Heathcote	VIC	\$2,031,610
1	YORKE PENINSULA COUNCIL	Edithburgh Jetty Diving Platform	The project will install diving stairs and platforms to the jetty to improve access.	Edithburgh	SA	\$551,747
1	WALHALLOW LOCAL ABORIGINAL LAND COUNCIL	Walhallow Community Infrastructure Project (WCIP)	The project will upgrade community infrastructure to improve functionality and community cultural needs.	Caroona	NSW	\$1,539,955
1	KANGAROO ISLAND COUNCIL	Penneshaw Foreshore Upgrade Project	The project will upgrade public amenities to better service the growing needs of tourists and the local community.	Penneshaw	SA	\$1,375,380
1	DISTRICT COUNCIL OF LOWER EYRE PENINSULA	Coffin Bay Foreshore Revitalisation Project	The project will develop a town centre car park and bus park, an esplanade and walking trail.	Coffin Bay	SA	\$1,272,091
1	LAUNCESTON CITY MISSION INC	Launceston Community Precinct: housing, health and community services hub	The project includes commercial, retail and shared spaces to deliver social services.	Launceston	TAS	\$11,000,000
1	BENDIGO FOODSHARE	Community Food hub for Central Victoria	The project will construct a food warehouse to address demand for food relief.	Golden Square	VIC	\$665,636
1	MANSFIELD SHIRE COUNCIL	Lords Around the Ground Package	The project will repair amenities damaged by rain and improve social interaction and community engagement.	Mansfield	VIC	\$1,410,000
1	MAREEBA SHIRE COUNCIL	Mareeba - Lake and Parkland Upgrade	The project will upgrade lake and parkland areas to improve accessibility and promote physical activity.	Mareeba	QLD	\$849,197
1	MIDWEST COMMUNITY LIVING ASSOCIATION INC	Creation of an inclusive multipurpose Opportunity Hub in Geraldton.	The project will improve existing structures to support independent living and training for people with disabilities.	Geraldton	WA	\$836,829
1	GUNIDA GUNYAH ABORIGINAL CORPORATION	Community Cultural Hub Project	The project will expand and upgrade an existing community facility for wider community benefit.	Gunnedah	NSW	\$2,181,534
1	MOREE PLAINS SHIRE COUNCIL	Moree Artesian Aquatic Centre (MAAC) Redevelopment	The project will construct a new pool, children's play area, grandstand and clubhouse.	Moree	NSW	\$9,641,761
1	BAW BAW SHIRE COUNCIL	Library & Learning Centre: Baw Baw Culture & Connection Precinct Stage 1	The project will build a new library and learning centre precinct.	Warragul	VIC	\$14,500,000
1	THE BAROSSA COUNCIL	Barossa Creative Industries Centre	The project will repurpose the Barossa Regional Gallery to create space for local artists.	Tanunda	SA	\$6,961,000
1	BREWARRINA SHIRE COUNCIL	Brewarrina PCYC – Youth Hub and Indoor Sports Centre	The project will construct a multi-sport indoor facility, gymnasium and amenities.	Brewarrina	NSW	\$10,069,524
1	GLADSTONE REGIONAL COUNCIL	Agnes Water Skate Park Revitalisation	The project will upgrade the Agnes Water Skate Park to provide community-focused infrastructure.	Agnes Water	QLD	\$971,850
1	MULLUMBIMBY SUSTAINABILITY EDUCATION AND ENTERPRISE DEVELOPMENT INCORPORATED	Upgrade of Community Facilities at the Mullum SEED Eco Hub	The project will construct a Men's Shed, environmental centre, performance stage and commercial kitchen.	Mullumbimby	NSW	\$618,869
1	MACKAY REGIONAL COUNCIL	Northern Beaches Community Hub Stage 1B	The project will deliver a centralised multi-storey precinct including health and community services.	Rural View	QLD	\$15,000,000



Queensland
Government

Office of
Industrial Relations

Department of State
Development and
Infrastructure

24 May 2024

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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
ABN 94 496 188 983

Renee Bester

From: Ken Timms
Sent: Monday, 27 May 2024 2:20 PM
To: Glen Hudson
Cc: Renee Bester
Subject: FW: Upcoming changes to the value of a penalty unit and the maximum interest rate on overdue rates and charges

Glen
 Please file

Renee
 For the council meeting agenda – information.

Kind Regards



Ken Timms PSM

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**UNEARTH
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From: Josh Hannan <Joshua.Hannan@dsdilgp.qld.gov.au>
Sent: Monday, 20 May 2024 1:44 PM
Subject: Upcoming changes to the value of a penalty unit and the maximum interest rate on overdue rates and charges

You don't often get email from joshua.hannan@dsdilgp.qld.gov.au. [Learn why this is important](#)

Good afternoon

I want to take this opportunity to update you on upcoming changes regarding the value of a penalty unit and the maximum interest rate which can be charged on overdue rates and charges.

Value of a Penalty Unit

The value of a penalty unit will increase to **\$161.30** commencing from **1 July 2024**.

This means that the value of a penalty unit for most offences under both state legislation and local laws will become \$161.30.

For more information regarding the value of a penalty unit, refer to <https://www.statedevelopment.qld.gov.au/local-government/for-councils/laws/value-of-a-penalty-unit> or the department's internal portal for councils, *LG Central*.

Maximum Interest Rate on Overdue Rates and Charges

From 1 July 2024, the new maximum interest rate of 12.35 per cent for overdue rates and charges for the 2024-25 financial year will apply. It is important to remember that councils must make a resolution at their budget meeting setting the actual rate to be charged.

You can find out more about the interest rate on overdue rates and charges via the department's website at: <https://www.statedevelopment.qld.gov.au/local-government/finance/interest-rate-on-overdue-rates-and-charges> or the department's internal portal for councils, *LG Central*.

Regards

Joshua Hannan

Local Government Division

Department of Housing, Local Government, Planning and Public Works

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Level 16, 1 William Street, Brisbane QLD 4000



I acknowledge the Traditional Custodians of the land on which we walk, work and live. I pay my respects to Elders past, present, and emerging.



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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

Barry Hughes
Mayor
Etheridge Shire Council
PO Box 12
GEORGETOWN QLD 4871

Via: mayor@etheridge.qld.gov.au
Cc: info@etheridge.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 **Etheridge Shire Council** will receive **\$6,675,315** for the five-year funding period 1 July 2024 to 30 June 2029.

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 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

Stronger Dog Laws: Safer Communities Project Overview

[Choose date (delete if not required)]

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1. Introduction

Over one million Queenslanders are dog owners. Effective dog management, that balances the numerous benefits of dog ownership and community safety, creates ongoing challenges for local governments, our health system, and communities. Across Queensland, more than 8500 complaints about aggressive dogs and dog attacks are received annually by local governments with approximately 2500 dog attack victims requiring hospitalisation. Queensland's dog-related emergency department presentations have increased by 64.5 per cent over 10 years.

Australia records an average of 100,000 dog bites annually with an estimated associated cost of \$7 million each year. Around 3 percent of attack victims require hospitalisation with Queensland's dog-related emergency department presentations increasing by 64.5 per cent over 10 years. Most dog attacks are predictable and preventable. Data and research from Queensland and other national and international jurisdictions show consistent patterns that we can learn from to better prevent attacks occurring in the first place.

It is estimated that children are 3 times more likely to need hospitalisation for dog attacks than adults. Children are more likely to experience severe implications because of dog attacks. They are more likely to need initial and ongoing treatment. Children are more likely to experience injuries to their face and neck that require long term injury management, including reconstructive surgeries.

2. Changes to the Animal Management (Cats and Dogs) Act (2008)

Due to the over-whelming increase in dog attacks in Queensland, which far exceeds the population growth, the Department of Agriculture and Fisheries (DAF) proposed amendments to the Animal Management (Cats and Dogs) Act (2008) (Act), these changes were supported by local government representatives. The Animal Management Task Force and Technical Working Group were involved in these amendments to build responsible dog ownership, prevent dog attacks, and reduce the risk of harm from dog attacks. However, it should be noted that there is further work to be completed by the Task Force and the Technical Working Group in relation to the Act.

There have been changes to the Act that have already commenced with further changes coming into effect either on 31 July or 28 August 2024. A full list of changes will be issued separately.

3. Project overview

DAF commissioned the "Stronger Dog Laws: Safer Communities" (SDLSC) project with a focus on three main initiatives:

- Community education and awareness campaign
- Capability development in local government
- Support to First Nations communities

The SDLSC project is a 5-year project and has been split into three separate, but inter-related work streams listed below:

Work Stream 1	Work Stream 2	Work Stream 3
Community Education and Awareness Campaign	Capability Development	First Nations Initiatives

Details of the individual work streams, deliverables and objectives are in section 4.

This project was developed to support the changes to the Animal Management (Cats & Dogs) Act 2008, along with commencement of the three project initiatives following the assent of the Bill.

DAF is commencing information gathering from several sources including local governments, Queensland Health, Australia Post, the LGAQ, Department of Communities and housing data. This information will be used to build baseline data to have a fixed reference point that can be used to compare performance and results over time, examples of these could be:

- an increase in public perception of responsible dog ownership
- an increase in the number of prosecutions/enforcement action
- an increase or decrease in dog attacks

It is vital that this information is gathered to ensure that the baseline is accurate, based on the information available. Comparison to the baseline information can then be compared against throughout the project life cycle as well as the end of the project to determine the level of success. For more information on information gathering please see attached document 'Information Gathering'.

This information will be used to shape DAF's policy position and direction when it comes to responsible pet ownership and reducing dog attacks in the community.

4. Work Stream 1: Community Education and Awareness Campaign

Objective: To build responsible dog ownership, prevent dog attacks and reduce the risk of harm from dog attacks.

4.1.1 Development of community campaign

Community education and awareness is an essential component of any comprehensive approach to community safety. It is critical in preventing dog attacks and promoting dog safety behaviours, particularly to those most vulnerable such as young children.

Leveraging the available evidence, an initial program informed by stakeholder engagement will focus on targeted education for children, young people and their parents and caregivers.

Ongoing campaign messaging, outsourcing of campaign development, and a more extensive partnership delivery program that supports stakeholders, will be delivered across a range of platforms, and repeated over time to shift audiences from awareness to behavioural change.

4.1.2 Research and analysis

Behavioural research and analysis will inform ongoing campaign messaging. Using an external research company, the study will provide a benchmark to understand Queenslanders current awareness and knowledge of dog and the prevention of dog bites.

The initial online research will survey 800 Queenslanders using several questions. The results will be compared to similar research done by the South Australia on dog bites and behaviour as part of their Good Dogs, Bad Days campaign. This will enable cross-jurisdiction qualitative data, that can be analysed and shared.

The survey will be repeated each year to identify the effectiveness of the campaign against its intended objectives.

5. Work Stream 2: Capability Development

Objective: To establish 3 specialised investigators and 1 prosecutor for the life of the funding as well as a training officer for a set time period. Also, to develop and support an agreement, guidelines and other upskilling and operational activities for coordinated and consistent local government implementation of the amendments to the Act.

5.1 Additional roles

As part of the SDLSC project, work stream 2 'Capability Development', the following roles have been identified as key areas to provide support to local governments. It is expected that the 3 Investigators will be in position shortly and recruitment has begun for the Prosecutor role. The Training Officer role will be filled in the latter half of 2024.

5.1.1 Investigators

The Investigators will work in a team undertaking investigations into serious dog attacks and non-compliance with the Act. This role will also assist local governments by supporting their capability and enhancing their capability for conducting investigations into non-compliance of the Act.

There will be 3 Investigators hired across Queensland with one based in North Queensland. It is anticipated the Investigators will support local governments via desktop assessments and advice, and when necessary, travel across Queensland to support local governments with serious dog attacks.

During the duration of the SDLSC project, the Investigators will have the responsibility of assessing serious dog attacks referred to them for action by DAF. Local governments will continue to retain the primary jurisdiction over dog attacks in their local government area.

A guideline on roles and responsibilities is a key deliverable of the SDLSC project and will set out the roles and responsibilities between the State Government and Local Government so that each party is aware of their responsibilities when investigating dog incidents.

5.1.2 Prosecutor

The Prosecutor will liaise with DAF investigators that undertake investigations into serious dog attacks and non-compliance of the Act.

They will assist local governments by supporting their capability and enhancing their capability for conducting investigations into non-compliance with the Act by providing expertise, mentoring and support in undertaking investigations, enforcement action and applying legislation.

The Prosecutor will also represent Biosecurity Queensland in court proceedings and will brief internal legal officers and external Counsel when prosecutions are undertaken.

5.1.3 Training Officer

DAF will be hiring a Training Officer by the end of 2024. The role of the Training Officer will be to roll out training programs content that is appropriate to local governments and provide educational expertise.

5.2 Operational activities

Listed below are the operational activities that DAF has developed, or will develop, to support local governments.

5.2.1 Guidelines

A combined guidelines is currently being developed that will cover the following areas:

- Prohibited dog breeds classification list
- Roles and responsibilities (between local government and state government)
- Destruction orders

In addition, a separate guideline is being developed for prosecutions and issuing penalty infringement notices (PINs).

5.2.2 On-call facility

A key responsibility of the Investigators will be to facilitate an on-call facility that will operate through either a dedicated email address or phone number. It will not be manned continuously but it will have an agreed response time to provide the best support to local governments. This operational activity will be actioned once the Investigators are in position.

Note: The support and guidance provided through the on-call system is not legal advice and should not be treated as such. The on-call facility provides investigation advice only. Any legal advice should be sought from the local government's independent legal advice agency.

5.2.3 Animal Management Task Force

The Animal Management Task Force was formed with senior management representatives of local councils to provide advice to the Minister for Agricultural Industry Development and Fisheries on priority areas for action to ensure community safety in relation to regulated dogs and other matters.

The Task Force has overseen a targeted review of the Act and has submitted key changes for consideration. These changes have now been granted ascent so the next stage of work for the Task Force will focus on the implementation of the changes to the Act.

The Task Force will engage with local government officers about the new offences and other amendments to the Act, some of which will affect the administrative functions currently undertaken by local government.

The Task Force will also oversee the development of the guidelines on PINs, dog breed classification, roles and responsibility and destruction orders to support local governments.

5.2.4 Technical Working Group

The technical working group was formed with representatives from local councils that were elected by Task Force members. As the work has progressed to the implementation of the changes to the Act the technical working group will be represented by members of local councils who have an interest in meeting topics. This will be co-ordinated through the Animal Management "Work Place" website run by LGAQ.

The role of the technical working group is to provide technical expertise to the Task Force on regulatory implementation and animal management issues in the community, focussing on priority areas for action to ensure community safety in relation to regulated dogs and other matters.

There will be an opportunity for the technical working group members to provide feedback to DAF on outstanding issues that they would like to discuss, following the implementation stage.

5.2.5 Training materials

The Investigators and Training Officer will develop training materials to be rolled out to local governments. The training materials will focus on:

- Evidence Collection
- Handling of Evidence
- Establishing elements of the offense
- Enforcement options for when an offense has been committed
- Dog attack procedures

The roll-out of the training materials will be conducted by the Training Officer and will be completed primarily via online training sessions. However, it is possible that some training sessions will be conducted in person.

6. Work Stream 3: First Nations Initiatives

Objective: To develop dog management initiatives in First Nations communities.

6.1.1 Engagement of First Nations communities

In remote areas local government face complex issues with dangerous dogs particularly as First Nations people are over-represented in dog attack victim numbers.

Given the potential for disproportionate impacts on First Nations communities, along with the cultural significance of dogs and localised factors, a Senior First Nations Engagement Officer (SFNEO) has been appointed as part of the SDLSC project. The role of the SFNEO is to consult with communities, explore culturally appropriate management approaches and identify options for collaboration and leveraging efforts to help reduce the incidence of, and harm caused by, dog attacks.

6.1.2 Options paper

The SFNEO will gather and integrate First Nations aspirations, cultural protocols, and knowledge, with an external consultant to develop an option paper. This paper will consist of opportunities, including those that leverage existing initiatives to reduce dog attacks, and the harm caused by dog attacks in First Nations communities.

6.1.3 Grant funding

There is funding available to First Nations communities, which will be informed by the consultation completed by the SFNEO and the external consultant, which will be used to drive initiatives for dog management in their communities.

Stronger Dog Laws: Safer Communities Information Gathering

[Choose date (delete if not required)]

1. Project overview

DAF commissioned the “Stronger Dog Laws: Safer Communities” (SDLSC) project with a focus on three main initiatives:

- Community education and awareness campaign
- Capability development in local government
- Support to First Nations communities

The SDLSC project is a 5-year project and has been split into three separate, but inter-related work streams listed below:

Work Stream 1	Work Stream 2	Work Stream 3
Community Education and Awareness Campaign	Capability Development	First Nations Initiatives

This project was developed to support the changes to the Animal Management (Cats & Dogs) Act 2008, along with commencement of the three project initiatives following the assent of the Bill.

DAF is commencing information gathering from several sources including local governments, Queensland Health, Australia Post, the LGAQ, Department of Housing, Local Government, Planning and Public Works. This information will be used to build baseline data to have a fixed reference point that can be used to compare performance and results over time, examples of these could be:

- an increase in public perception of responsible dog ownership
- an increase in the number of prosecutions/enforcement action
- an increase or decrease in dog attacks trends

It is vital that this information is gathered to ensure that the baseline is accurate, based on the information available. Comparison to the baseline information can then be compared against throughout the project life cycle as well as the end of the project to determine the level of success. For more information on information gathering please see Section 7 ‘Information Gathering’.

This information will be used to shape DAF’s policy position and direction when it comes to responsible pet ownership and reducing dog attacks in the community. Further details in the use of the baseline information are available in Section 7 ‘Information Gathering’.

2. Information gathering

DAF is commencing information gathering from several sources including local governments and Queensland Health. This information will be used to build a baseline of the current situation of dog attacks in Queensland. The baseline information will be used for the following reasons:

- To highlight the difference in the current position versus the future position (the end of the SDLSC project) of dog attacks in Queensland. This will showcase the success of the project.
- By having comparable data from the beginning of the project to the end of the project, we will be able to confirm what was successful and not successful in the project. This will allow us to focus on the areas that provided the most benefits.

- In having reliable data, it justifies the funding that was allocated to the SDLSC project. It also means that we will be in a more secure position to ask for additional funding to continue this work past the original 5-year timeframe if required.
- Currently there is no funding allocated to the prosecution of dog offenses. To request additional ongoing funding for state funded prosecution we must be able to justify the request and be able to prove that it is an appropriate allocation of public funding.

To be achieve the above points DAF is asking local governments to provide or update information on the following areas.

2.1 Confirming the existing information in the dangerous dog registry is accurate

DAF has completed a review of the existing information contained in the dangerous dog registry and found the following concerns:

- The dangerous dog registry is not being used by all local governments
Examples: Councils are not aware of the dangerous dog register and their requirements to complete the registry or councils do not have the time to update the register when a dog attack or declarations occurs
- Entries are not being updated when the dogs' circumstances changes
Examples: The dog dies, leaves the local government area, or cannot be located.
- There are multiple entries of the same information
Example: The same dog or owners' information has been entered into the registry more than once.
- Data is not always accurate
Example: For dogs that were declared last year it has been inputted that they were born in 1973, 2000, 2001 etc.

2.2 Completing the dangerous dog registry

By ensuring that the dangerous dog registry is accurate it provides DAF with a valuable tool and source of information. This information can then be used for targeted approaches to responsible dog ownership.

2.3 Providing dog attacks information

DAF is asking local governments to provide information on the dog attacks that have occurred in their area. This information will be used to populate a database that, combined with the dangerous dog registry, will support DAF in building a complete database. The database will be used to ascertain if dog attacks are increasing, the predominant breeds of dogs involved in dog attack and the demographics of high dog attacks areas.

This information will be used to provide an overview of dog attack statistics in Queensland, particularly to identify areas with a high number of dog attacks so that the following actions can be implemented:

- Use a targeted approach to promote responsible dog ownership to the community
- Concentrate on local areas such as parks or spaces that could benefit from extra signage, installation of additional CCTV and patrols
- Introducing selective campaign material, such as increased penalty infringement notices, into the annual dog registration information

Please note that DAF will request this information annually (in May) for the next two years until May 2026 to continue to populate the information database.

2.3.1 Process for providing dog attack information to DAF

DAF will issue an information template to local governments for the following:

- Date of the dog attack
- Location of dog attack
 - Including a breakdown of suburb and if the dog attack occurred in a public place such as a park, beach, dog off leash park or private property
- Breed of attacking dog
- Was the dog attack on an animal or person
- Details of the dog attack and any injuries to the victim
 - Including if the dog was on a leash, muzzled, had a restricted collar (if required)
- Is the dog previously declared dangerous or menacing, or restricted
- Outcome of attack, was any enforcement actions taken if so, what? (wanting to get info if they regulated the dog, took no action, issued fines, or prosecution)

Animal Management (Cats & Dogs) Act changes

Note: 1 penalty unit is \$154.80. Penalty units are rounded down to the nearest dollar with the on the spot fine equal to 10% of the PIN. So 150 penalty units equates to a potential fine of \$23,200 in Court or a \$2320 on the spot fine.

Amendment	Variation
The following changes start date is on assent	
S81 (1 and 2) Obligation to apply with permit conditions	Penalty increases from 75 units to 150
S93 (1) Owner's obligation if proposed declaration notice in force	Text change to include proposed restricted dog and proposed declared and penalty increases from 75 units to 150
S 97 (1) Declared dangerous dogs	Penalty increases from 75 units to 150
S98 (1) Declared menacing dogs	Penalty increases from 75 units to 150
S134 (2) Failure to comply with notice	Penalty increases from 75 units to 150
Appeals (plus new clause)	An appeal against QCAT's decision in the proceeding of a destruction order may only be made on a question of law
The following changes start date is 31 July 2024	
S4 amendment How purposes are to be primarily achieved	Inclusion of next text after persons toexercise effective control of dogs in particular circumstances and removal of S64, When a regulated dog is under effective control
S89 amendment Power to make a decision	Definition of serious attack
S125 Seizure powers for dogs	Text change
S191 Definitions (new section)	Inclusion of new definitions
S192 What is effective control (new section)	Outline of definition of effective control
S193 Relevant person must exercise effective control of dog in public place (new section)	Definition plus applicable fines. Causing death or grievous bodily harm on person (600 units \$92,800 or \$9280 for regulated dog or 2 years prison or 500 units for causing death or maiming an animal \$77,400 or \$7740 on the spot fine)
S195 and S195 amendments (new section Relevant person must ensure dog does not attack or cause fear)	Removal of both sections and replacment text for S194 plus fines, again up to 600 units
S195 (new section) Prohibition on allowing or encouraging dog to attack or cause fear	Inclusion of new section and list of fines up to 700 penalty units or \$108,300 or \$10,830 on the spot fine or 3 years imprisonment
S196 amendment Defences for offence against S194 or S195	Omitting of some sections
S207A amendment Chief executive (transport) must disclose information	Prescribed offence
Clause 30 amendment Permit conditions and conditions applying to declared dangerous and menacing dogs	Addition
The following changes start date is 28 August 2024	
S3 amendment to purpose of the Act	
S4 amendment How purposes are to be primarily achieved	
S45 amendment Dog must bear identification in particular circumstances	
S47 amendment What registration form must state	Addition and deletion
S52 amendment Registration fee must be fixed to giving desexing incentive	Addition and deletion
S54 amendment of registraion	Addition and deletion
S59 amendment purpose of Ch 4 and its achievement	Addition and deletion
S60 amendment What is a regulated dog	Delete
S63 amendment What is a restricted dog	Delete
S65 amendment Application of pt 2	Delete
S66 amendment Prohibition on supply of restricted dog	Delete
S67 amendment Prohibition on supply of declared dangerous dog or menacing dog	Addition and deletion

Replacement of Ch 4, pt 2, div 3 heading Restricted dogs and declared dangerous dogs only	Heading replacement
S70 amendment Compulsory desexing of declared dangerous dog or restricted dog	Addition plus penalty units (150)
Omission of Ch 4, PT 2, Div 4 Restricted dogs only	Delete
Omission of Ch 4, PT3 Div 4 Restricted dogs permits	Delete
S89 amendment Power to make declaration	Delete
S90 amendment Notice to proposed declaration	Addition and deletion
S93 amendment Owner's obligation if proposed declaration notice in force	Addition and deletion
S95 amendment Notice and taking effect of declaration	Addition and deletion
S96 amendment Operation of Pt 5	Addition and deletion
S97 amendment Declared dangerous dogs	Addition and deletion
S98 amendment Declared menacing dog	Addition and deletion
S99 amendment Failure to decide application taken to be refusal	Delete
S102 amendment Recovery of seizure and destruction costs	Addition
S103 amendment Cost of regulated dog enclosure - dividing fence	Addition and deletion
New Chapter 4	Addition plus penalty units (150)
103A What is a prohibited dog	
103B Prohibition on prohibited dogs	
103C Prohibition on supply of prohibited dogs	
103D Prohibition on breeding with prohibited dogs	
103E Surrender of prohibited dogs	
S111 amendment General power to enter places	Addition and deletion
S112 amendment Additional entry powers for particular dogs	Addition and deletion
S113 amendment Approval of inspection program authorising entry	Addition and deletion
S125 amendment Seizure powers for dogs	Addition and deletion
S126A new section What is a destruction order	New
S127 S127AA amendment Power to destroy seized regulated dog	New
S127A amendment Concurrent regulated dog declaration and destruction order	Addition and deletion
S130 amendment Return of particular dog	Addition and deletion
S131 amendment Return of particular dog to registered owner	Addition and deletion
S172 amendment Chief executive must keep regulated dog register	Addition and deletion
S174 amendment Chief executive officer must give information	Addition and deletion
S175 amendment Chief executive officer must give information about owner	Addition and deletion
S178 amendment General register	Addition and deletion
S184 amendment Stay of operation of original decision	Addition and deletion
s185A amendment Internal review of concurrent regulated dog declaration and destruction order	Addition and deletion
S189 amendment Condition on stay granted by QCAT for particular reasons	Addition and deletion
S190 amendment Appeal against QCAT decision on external review relating to destruction order only on question of law	Addition
S196A new content	New
S197 amendment Muzzling decommissioned greyhounds in public places	New
S203 amendment Other evidentiary aids	Delete and renumber

2024-25

State Budget

Every Queensland community
deserves to be a liveable one.



Dear Member,

Today Queensland Treasurer Cameron Dick handed down the 2024-25 State Budget - the last before the looming State Election on 26 October.

As has been well publicised, this State Budget is very much framed as a budget for consumers – with a number of cost-of-living announcements included as well as the State Government's touted 'Big Build' of public works infrastructure.

On behalf of our sector, we welcome State Budget funding for initiatives that will enhance community liveability including:

- The recent announcement of an additional \$100 million in funding for the Works for Queensland program by the Premier, making the next round of funding \$300 million over the next three years from 1 July 2024.
- Increased State Government Financial Aid grants for First Nations councils for a further two years.
- Establishing a Cross Border Commissioner for Queensland to improve the liveability of local communities whose lives traverse across two different states every day.
- A one-year extension of last-year's funding increase to Transport Infrastructure Development Scheme (TIDS), although it is still below the cost escalation experienced by the construction sector.
- Additional resourcing of \$3 million in 2024-25 to support the negotiation, authorisation and implementation of Indigenous Land Use Agreements for the renewal of sales permits of quarry material.

However, the Budget fell short when it came to meeting key member asks regarding road and water infrastructure funding, among other unmet requests.

In the Treasurer's [Budget Speech](#), he highlighted that State Government fees and charges would not increase in the next financial year, and suggested therefore, that any decision by a council to increase rates would be entirely their own, claiming "zero State Government impact on council rates bills".

2024-25

State Budget

Page 189 of 202



Every Queensland
community deserves
to be a liveable one

2024-25 State Budget

Every Queensland community
deserves to be a liveable one.



"The people of Queensland will also pay no more when it comes to fees and charges.

For the 2024-25 financial year, the indexation for fees and charges in Queensland will be zero. That means zero increase on the Emergency Management Levy introduced by the Newman Government, that appears on Council rates bills across Queensland.

And that means zero State Government impact on Council rates bills.

If Council rates bills rise, that is entirely a matter for those Councils."

- Treasurer Cameron Dick

This simply is not true. The State Government continues to shift costs onto councils, like the growing trunk infrastructure funding gap. Cost-shifting has a direct impact on local communities. It's why the LGAQ is advocating for a stop to cost shifting, so that Queensland ratepayers are not unfairly impacted. We need the State Government's help to prevent this happening to Queenslanders.

The LGAQ provided our State Budget submission to Treasury back in November and we have been making regular representations to the State Government, promoting the key priorities of Queensland councils included in that submission.

A copy of our State Budget submission is [here](#).

What we asked for	What was announced	Next steps
PART A: CRITICAL FUNDING PRIORITIES		
Works for Queensland (W4Q) permanently funded at a minimum of \$100 million a year, plus indexation.	The Premier recently announced \$100 million in funding for the Works for Queensland program, making the next round of funding \$300 million over the next three years from 1 July 2024.	While councils welcome the extension of the program and the top up to \$100 million a year, the LGAQ will continue to advocate for Works for Queensland to be made permanent, with indexation.
\$300 million State/Federal jointly funded Housing Resilience Program over three years.	There was no mention in the Budget of further funding for the continuation and expansion of the Housing Resilience Program.	Currently, the \$741 million Resilient Homes Fund introduced by State and Federal governments is available to homes affected by the 2021-22 Queensland

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		floods across 39 affected LGAs, meaning that councils outside these LGAs will not receive assistance.
State Government Financial Aid (SGFA) funding to First Nations councils permanent at \$26 million a year, plus indexation.	SGFA secured for an extra two years at \$30.8 million per year in 2024-25 and 2025-26.	The LGAQ will continue to advocate for the permanency of this critical funding to our First Nations councils.
\$500 million per annum for at least four years towards a Catalytic Infrastructure Development Fund	The Budget has not established any such funding pool.	This is a key policy ask in the LGAQ's 2024 State Election platform.
\$60 million over four years towards a fund to support councils to conduct business cases and plan the feasibility of projects that help develop a pipeline of works.	No funding has been committed towards supporting councils to conduct business cases or feasibility of infrastructure projects to help develop a pipeline of works.	In the absence of a dedicated funding program, the LGAQ will advocate for existing funding programs to be amended to adopt an element of planning funding to support capital infrastructure upgrades, similar to the changes secured to the Works for Queensland guidelines.
\$130 million over four years towards continuing the SEQ Community Stimulus Program at \$50 million per year.	While this is a rolling \$200 million infrastructure program that has \$72 million allocated in 2024-25, there is no new funding allocated beyond the next financial year (2025-26).	This is a key policy ask in the LGAQ's 2024 State Election platform.
Establish a \$10 million Net Zero Innovation Initiative that provides targeted operational and capital grant programs for councils.	\$10 million to support communities in seizing industry development opportunities presented by global decarbonisation as part of the Regional Economic Futures Fund.	This funding is not targeted directly at councils and so we will continue to advocate on this critical ask.

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<p>\$800 million over four years to support increased opportunities to deliver more betterment projects and increase community resilience from the impact of local disasters.</p>	<p>Additional funding of \$100 million over 3 years from the Disaster Recovery Funding Arrangements Efficiencies jointly funded by the Queensland and Federal governments to support high priority disaster resilience and mitigation infrastructure and non-infrastructure programs and projects.</p>	<p>This does not meet the ask from Queensland councils of \$800 million over the next four years. The LGAQ will continue to advocate for the appropriate funding necessary for the country's most disaster-prone State. This is a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$80 million over four years to extend the Indigenous Councils Critical Infrastructure Program.</p>	<p>There is \$10 million allocated in 2024-25 but this is the same funding that was originally committed, which needs to be acquitted in this financial year.</p>	<p>This is a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$320 million over four years to establish a Circular Economy Fund.</p>	<p>No funding has been committed to establishing a Circular Economy Fund.</p>	<p>Councils are a key partner for the State Government in encouraging and spearheading investment in their local communities to develop circular economy hubs in partnership with relevant industry. The LGAQ will continue to engage with the Minister and Department to advocate for a fund that provides incentives for development of circular economy solutions.</p>
<p>Increase annual funding for the Transport and Infrastructure Development Scheme (TIDS) to \$100 million.</p>	<p>A one-year extension of last-year's \$6 million funding increase to TIDS, although it is still below the cost escalation experienced by the construction sector.</p>	<p>This remains a key policy ask in the LGAQ's 2024 State Election platform.</p>

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<p>\$100 million each year towards establishing a Sewerage and Water Infrastructure Development Scheme (SWIDS).</p>	<p>Further funding to improve water infrastructure has not been reflected in the Budget following the previous \$2.6 million invested in an Urban Water Risk Assessment.</p>	<p>This remains a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>Extend the Queensland Climate Resilient Councils (Q CRC) Program for three years with increased funding of \$16 million.</p>	<p>The LGAQ is working with the department to secure a new contract with increased funding for 2024-25 with the Department of Energy and Climate.</p>	<p>This remains a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$55 million to deliver a three-year program to fund and scale up trials identified in the Reef Councils Rescue Plan (RCRP).</p>	<p>No new funding announced to support councils to deliver activities that protect the GBR.</p>	<p>Funding to partner with Queensland's Reef Councils on programs that improve the health and prospects of the Great Barrier Reef remains a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$400 million over four years from the \$1.1 billion Jobs and Recycling Fund to support the development of waste infrastructure needed to reach landfill diversion targets in regional and First Nations communities.</p>	<p>The Budget is providing increased funding of \$247.8 million over 5 years for continued delivery of the \$2.1 billion waste package, announced in 2022-23. This includes funding for programs supporting waste management including local government waste management plans and grants to address illegal dumping, as well as \$131.4 million in 2027-28 in planned annual payments to councils to ensure no impact on households.</p>	<p>The LGAQ will work with the Department of Environment, Science and Innovation to determine specific funding for local governments and supporting the delivery of regional waste management plans. This also remains a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>Waste Levy Parity</p>	<p>The State Government is engaging directly with</p>	<p>Reviewing the waste levy remains a key policy ask in</p>

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	impacted councils on this critical funding ask.	the LGAQ's 2024 State Election platform.
\$15 million towards establishing a competitive grant program (over three years), for local governments to assist in addressing the housing crisis.	The Budget details investment in the housing plan 'Homes for Queenslanders', which is supported by over \$3 billion in funding, which seeks to boost housing affordability and supply. However, no funds are stipulated under a Local Housing Solutions Fund.	The LGAQ will continue to advocate on behalf of local government to develop Local Housing Implementation Plans, revitalise under-utilised council-owned land for emergency or crisis accommodation, or developing plans and providing safe and liveable precincts.
\$42 million over four years towards CCTV infrastructure.	The government is providing additional funding of \$5 million in 2024-25 for administration of the Local Government Community Safety Fund, for security equipment upgrades. This initiative is part of the \$1.28 billion Community Safety Plan for Queensland.	The LGAQ's research into cost shifting reveals councils are funding millions of dollars every year for the installation, maintenance and ongoing operational costs of CCTV in their communities. The LGAQ will continue to advocate for the full funding for this critical priority.
\$21.6 million over four years to support place-based crime prevention strategies and enable local government to employ youth development officers.	The 2024-25 Budget allocates an extra \$1.28 billion over 5 years under the Community Safety Plan for Queensland, however only the \$5 million for CCTV is directly funded to councils.	Supporting place-based crime prevention strategies remains a key policy ask in the LGAQ's 2024 State Election platform.
\$200 million every year for four years to establish a Renewable Energy Infrastructure Transition Fund.	While there is significant funding for energy generation and transmission infrastructure, there is no specific allocation for critical enabling infrastructure.	This is a key ask in the LGAQ's 2024 State Election platform.

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<p>\$4 million over four years for domestic cat management.</p>	<p>No funding provided.</p>	<p>Without support councils will not be able to encourage appropriate domestic cat ownership leading to further feralisation of domestic cats. The LGAQ will continue to engage with the Minister and Department on this request.</p>
<p>\$10 million over four years to continue the Queensland Feral Pest Initiative and support the delivery of regional priorities identified in regional biosecurity plans.</p>	<p>The government is providing additional funding of \$12 million over 4 years to build rural and regional capacity and resilience to proactively manage biosecurity threats. This includes assisting local governments to manage invasive pests, providing exclusion fencing grants, enhancing biosecurity surveillance, increasing traceability, helping maintain the Wild Dog Barrier Fence and providing agribusiness digital solutions grants.</p>	<p>This commitment will deliver \$4.5 million for the next two years for invasive species management activities.</p> <p>The LGAQ will, however, seek further information from the State regarding this commitment which the DAF Service Delivery Statement notes will be used to offset the loss of national funding, as well as funding shortfalls in maintaining the WDBF.</p>
<p>\$4 million over four years for local government to manage the threat of Red Imported Fire Ants and Yellow Crazy Ants in affected local government areas.</p>	<p>The DAF budget includes a reduction in national cost sharing arrangements for the Electric Ants and Four Tropical Weeds eradication programs of \$7.2 million due to the cessation of response plans and current funding arrangements at 30 June 2024.</p> <p>This decrease is partly offset by additional funding allocated for 2024-25</p>	<p>Whilst it appears that the four tropical weeds eradication program and electric ant eradication program will continue, funding lost from national cost sharing partners will be supplemented by other Department funding sources. The LGAQ will seek further clarification on what this may mean to other service areas.</p>

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	<p>targeting a range of initiatives. These include Backing Bush Communities Fund towards invasive species management and workforce training of \$4.2 million.</p> <p>DAF deliverables for 2024-25 includes continuing to deliver the National Fire Ant Eradication Program, in collaboration with the Fire Ant Suppression Taskforce, with the Program delivering effective treatment of 299,000 unique hectares, contributing to achieve a greater than 99 per cent confidence that fire ant nests have been destroyed from the identified areas.</p>	
PART B: PRIORITY FUNDING REQUESTS		
<p>\$2.5 million over two years as a pilot project aimed at supporting the expansion of ePlanning tools.</p>	<p>To date and in the Budget, no announcements have been made which directly respond to this ask.</p>	<p>The LGAQ will continue to advocate for this funding as councils continue to be constrained in their ability to access funding for ePlanning systems which improve people's access to and understanding of planning information relevant to them.</p>
<p>Enhance koala conservation activities with additional funding of \$5 million over three years.</p>	<p>The Budget is providing increased funding of \$31.3 million over 4 years and \$8.4 million per annum ongoing to continue planned actions under the South-East Queensland Koala</p>	<p>Funding will be available for the delivery of koala conservation activities in the SEQ region. The LGAQ will seek further information as it is unclear whether</p>

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	Conservation Strategy that address the decline in koala populations and preserve and restore key koala habitat.	councils will be eligible for this funding. This is a key policy ask in the LGAQ's 2024 State Election platform.
\$12 million over the next three years to continue flying fox management.	No specific funding announced in the 2024-25 FY Budget, however the 2023/24 FY Budget did include the continuation of the Local Government Urban Flying Fox Roost Management Program @ \$500,000/year for three years.	This is a key policy ask in the LGAQ's 2024 State Election platform.
\$8 million per year over four years to continue the Regional Recycling Transport Assistance Program.	No further funding announced for this critical ask.	The LGAQ will continue to review the response to budget asks from this year's State Budget submission.
Western Roads Upgrade Program	There is no specific dedicated program for Western Roads upgrades.	The LGAQ will continue to review the response to budget asks from this year's State Budget submission.
\$120 million on a 50/50 basis with local governments over the next three years towards dam safety upgrades.	No funding support announced for council-owned dams. Through state-owned water businesses, the government is delivering increased water security, fortifying the flood resilience of water infrastructure and ensuring the ongoing safety and reliability of their dams.	Councils facing deadlines for dam safety upgrades will need to find funding from other sources such as borrowings. The LGAQ will continue to engage with the Minister on this request.
A further increase to the First Start program of \$12 million over the next four years.	No new funding announced.	This is a key policy ask in the LGAQ's 2024 State Election platform.

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<p>A further \$1.1 million over two years towards expanding the Rural and Remote Capacity Building Project.</p>	<p>No new funding announced.</p>	<p>This is a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$12 million over four years towards reinstating the invasive plant and animal research program.</p>	<p>No funding announced. Invasive species research continues to be under funded with the State Government reducing base investment by 52.78 per cent from 2011 to 2022.</p>	<p>This is a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$2.5 million annually ongoing for the maintenance of the wild dog barrier fence.</p>	<p>The State Government is continuing to commit \$1.6 million to upgrade the WDBF (no change).</p>	<p>The government is providing additional funding of \$12 million over 4 years to build rural and regional capacity and resilience to proactively manage biosecurity threats. This includes assisting local governments to manage invasive pests, providing exclusion fencing grants, enhancing biosecurity surveillance, increasing traceability, helping maintain the Wild Dog Barrier Fence and providing agribusiness digital solutions grants. The LGAQ will seek further details on how much will be going to the WDBF.</p> <p>This is a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$1.6 million annual ongoing as a 50% contribution towards the</p>	<p>No specific funding announced.</p>	<p>Whilst not responding to the ask, funding for rabbit management activities will be available for Queensland</p>

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<p>Darling Downs-Moreton Rabbit Board Fence.</p>		<p>councils through the Backing the Bush commitments.</p> <p>This is also a key policy ask in the LGAQ's 2024 State Election platform.</p>
<p>\$2.5 million in 2024-25 to support local homelessness outreach service providers.</p>	<p>The 2024-25 Budget allocates additional funding of \$1.688 billion over 5 years and \$130.4 million per annum towards housing and homelessness services and responses - this includes a temporary 20 per cent increase in funding (almost \$390 million) for Specialist Homelessness Services.</p> <p>On 31 May 2024, the State Government also signed a new 5-year National Agreement on Social Housing and Homelessness commencing 1 July 2024. Under the agreement, the Federal Government will provide \$355 million to Queensland in 2024-25 to contribute to the effective operation of Australia's social housing and homelessness services and help those people who are at risk or are experiencing homelessness.</p>	<p>The LGAQ will continue to advocate to the State Government on the other unmet housing asks contained in our Local Government Housing Strategy and 2024 State Election platform.</p>
<p>\$2 million towards reestablishing the Regional Arts Protocol between</p>	<p>No new funding.</p>	<p>The LGAQ will continue to review the response to budget asks from this year's State Budget submission.</p>

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State and local government.		
\$1.5 million towards a Solar Street Lighting pilot program.	No new funding.	The LGAQ will continue to review the response to budget asks from this year's State Budget submission.

Other general issues and news from the 2024-25 State Budget

Cross Border Commissioner

- The State Government has announced the establishment of a Cross Border Commissioner which will help break down any intergovernmental barriers and ensure support and resourcing can be shared quickly between States. This was a 2022 Annual Conference resolution, championed by Queensland's border councils.

Infrastructure

- The next round of the Local Government Grants and Subsidies Program will commence from 1 July 2024 as a \$115 million allocation over four years. The new funding guidelines will be released this week, with successful projects to be short-listed later this year. As well as new priority infrastructure, the funding is also aimed at extending the life of existing assets and planning projects. Final funding decisions for infrastructure projects will be made following a two-stage, competitive application and assessment process.

Housing and Homelessness Support

- The Stamp duty threshold for the first-home owners has been increased from \$500,000 to \$700,000.

First Nations Support and Development

- The Budget will release \$3 million in centrally held funds in 2024-25, matched by a co-contribution from the Federal Government, to continue to work closely with community and Traditional Owners to improve the quality of First Nations tourism experiences, deliver a range of initiatives and new events and support employment across Queensland.
- The Budget includes \$209.9 million in new funding and \$114.8 million from internal resources to accelerate efforts to address inequity in health and wellbeing outcomes with First Nations Queenslanders, by putting First Nations First and putting the Queensland Government back on track to close the gap by 2031.

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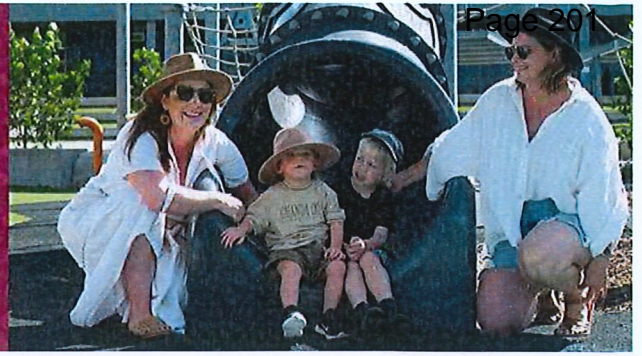
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Transport

- The Budget will increase the State's annual Bruce Highway funding by \$250 million each year from 2027-28.

Cost of Living

- The State Government will spend \$170 million to reduce all public transport journeys to 50c. It will come into effect on buses, trains, light rail, and city cats from 5 August. \$10 million will also be spent to halve Air Train tickets from \$21.90 to \$10.95.
- 20 per cent reduction on car registration to all light vehicle registrations for a 12-month period from 16 September 2024. The discount will start to appear on renewal notices sent to customers from 5 August.
- \$1000 reduction for every household from 1 July on their power bill.

Biosecurity

- The Budget includes additional funding of \$7.3 million over five years, which will provide more coordinated, consistent and effective government action in response to dog attacks. This includes a strong community education campaign designed to build awareness, prevent harm and provide targeted support for dog management initiatives in First Nations communities.

Protecting our Natural Resources

- The Budget includes increased funding of up to \$32 million over 4 years for the Great Artesian Basin Water Security Program, with funding matched by the Federal Government, to continue the bore capping program in the Great Artesian Basin to support regional economies and protect cultural and environmental values.
- The Budget includes increased funding of \$21.1 million to support critical firefighter needs and manage bushfire risk in a changing climate, improve community safety and safeguard natural and cultural values, including World Heritage values. This funding will support the management of fuel loads within National Parks and thus reduce the risk of bushfire events.
- The Budget includes additional funding of \$2 million over 2 years to develop three pilot bioregional plans focussed on renewable energy, critical minerals and urban development. Bioregional plans support the Australian Government deliver the Nature Positive Reforms. The Plans will be a sister document to PA Regional Plans and will identify go and no-go areas for development (based on underlying environmental values), as well as direct future conservation funds.

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Family and Domestic Violence Prevention

- The Budget includes \$154.4 million over 4 years and \$38.4 million per annum ongoing to support a 20 per cent increase in funding to Domestic, Family and Sexual Violence service providers.
- The Budget includes \$34.7 million over 6 years to deliver Domestic and Family Violence foundational training modules, including coercive control and legislative change modules, and to establish a state-wide domestic and family violence training support and coordination service.

Youth Justice

- The Budget includes increased funding of \$24 million over 2 years, held centrally, to enable targeted and immediate responses to emerging youth crime and to expand the On Country Program.

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