



# NOTICE OF MEETING

---

**Meeting:** General Meeting

**Date:** Wednesday, 14<sup>th</sup> August 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

## **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. CONFIRMATION OF GENERAL MEETING MINUTES
6. CONSIDERATION OF BUSINESS ARISING FROM GENERAL MEETING MINUTES
7. CONSIDERATION OF DCS OPEN SESSION REPORTS
8. CONSIDERATION OF DES OPEN SESSION REPORTS
9. CONSIDERATION OF CEO OPEN SESSION REPORTS
10. CONSIDERATION OF CLOSED SESSION REPORTS
11. CONSIDERATION OF OPEN ADDENDUM REPORTS
12. CONSIDERATION OF GENERAL BUSINESS
13. CONCLUSION

**TABLE OF CONTENTS**

<b>CONFIRMATION OF MEETING MINUTES</b>		
General Meeting – 17 <sup>th</sup> July 2024		5 – 12
Special Budget Meeting – 24 <sup>th</sup> July 2024		13 – 28
<b>CONSIDERATION OF BUSINESS ARISING</b>		
Business Arising		29 - 32
<b>DIRECTOR CORPORATE SERVICES – OPEN SESSION REPORTS</b>		
<b>Briefing Report</b>		<b>33 - 44</b>
<b>1</b>		
End-of-month Finance Report – 31 <sup>st</sup> July 2024		45 – 75
<b>2</b>		
Policy Review – Advertising Expenditure Policy		76 – 82
<b>3</b>		
Policy Review – Relocation Policy		83 – 88
<b>4</b>		
Policy Review – Drug & Alcohol Policy		89 – 99
<b>5</b>		
Policy Review – Dealing with a Complaint about the Chief Executive Officer Policy		100 – 107
<b>6</b>		
Policy Review – Media Communications Policy & Social Media Policy		108 – 133
<b>7</b>		
Queensland Feral Pig Initiative		134 – 155
<b>DIRECTOR ENGINEERING SERVICES – OPEN SESSION REPORTS</b>		
<b>Briefing Report</b>		<b>156 – 165</b>
<b>CHIEF EXECUTIVE OFFICER – OPEN SESSION REPORTS</b>		
<b>Briefing Report</b>		<b>TBA</b>
<b>8</b>		
2024 LGAQ Annual Conference		166 – 167
<b>FOR YOUR INFORMATION</b>		
<b>For Your Information</b>		<b>168 - 200</b>



# UNCONFIRMED MINUTES

GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 17<sup>TH</sup> JULY 2024  
COMMENCING AT 9.00AM

---

**ETHERIDGE SHIRE COUNCIL  
MINUTES OF THE GENERAL MEETING  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 17<sup>TH</sup> JULY 2024  
COMMENCING AT 9.00AM**

**ATTENDANCE**

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

**OFFICERS PRESENT**

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

**OPEN GALLERY**

The Mayor declared the meeting open at 12.06pm 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***

Nil

***APOLOGIES, CONDOLENCES AND CONGRATULATIONS***

**Condolences:**

Condolences to the family of Terry Wieland formally of Avoca Glen.

**Congratulations:**

Nil

**Apologies:**

Nil

***CONSIDERATION OF MINUTES***

**1. General Meeting Minutes – Wednesday 19<sup>th</sup> June 2024**

**Corrections:**

Cr Tincknell wishes his vote to be recorded against resolution #24.06.13 on pg. 11 of the Minutes of the General Meeting held 19<sup>th</sup> June 2024.

**RESOLUTION**

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 19<sup>th</sup> June 2024 be confirmed.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.07.01**  
**5/0**

## ***BUSINESS ARISING FROM GENERAL MINUTES***

**Cr Royes**

#24.04.10 – Confirmation of resolution

## ***CONSIDERATION OF OPEN SESSION REPORTS***

### ***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 #24.07.02**  
**5/0**

#### ***2. Operational Plan Fourth Quarterly Review***

##### EXECUTIVE SUMMARY

In accordance with s174(3) of the Local Government Regulation 2012, tabled for Council's reception is the Chief Executive Officer's fourth quarter (1st April – 30th June 2024) progress report on implementing Council's 2023/24 Operational Plan.

##### RESOLUTION

That Council receive the fourth quarterly progress report on Council's progress toward implementing its 2023 / 24 Operational Plan.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.07.03**  
**5/0**

#### ***3. Financial performance for the period 1<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024***

##### EXECUTIVE SUMMARY

Twelfth month End of Month report for June 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 30<sup>th</sup> June 2024, as presented.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.07.04**  
**5/0**

#### **4. RADF Advisory Committee Meeting Minutes**

##### EXECUTIVE SUMMARY

Council's Regional Art's Development Fund (RADF) Advisory Committee Meeting was held 10<sup>th</sup> July 2024, in Georgetown. The minutes of this meeting are tabled for Council's review.

##### RESOLUTION

That Council:

- receive the unconfirmed minutes of the RADF Advisory Committee Meeting held 10<sup>th</sup> July 2024, and further;
- Adopt the recommendations included within the RADF Advisory Committee meeting minutes

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.07.05**  
**5/0**

##### ATTENDANCE

Renee Bester left the meeting at 12.29pm and returned to the meeting at 12.29pm.

##### ADJOURNMENT

Council adjourned the meeting for Lunch at 12.59pm

##### RESUMPTION

Council resumed the meeting at 1.39pm

#### **CONSIDERATION OF OPEN SESSION REPORTS**

#### **Director of Engineering Services**

#### **5. Director of Engineering Services Briefing Report**

##### RESOLUTION

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

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.07.06**  
**5/0**

#### **6. Deletion of Amberlee Road**

##### EXECUTIVE SUMMARY

Council has been contacted by owner of the Tonks Camp (527 Forst Home Road) , seeking Council's consent, to delete the name Amberlee Road from the Etheridge Shire Council Road Register permanently.

##### RESOLUTION

That

1. Council informs the applicant that Council offers no objection to the proposal to delete the Amberlee Road permanently.
2. Council authorise Engineering department to take the Amberlee Road off the ESC Road register

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.07.07**  
**5/0**



**7. Closure of a segment of Carnes Road**

EXECUTIVE SUMMARY

Council has been contacted by a Paddy's Road resident, seeking Council's consent, to close a segment of the Carnes Road.

RESOLUTION

That

1. Council inform the applicant that Council offers no objection to the proposal to close a segment of the Carnes Road from chainage 24.40 km to the intersection of the Paddy's road permanently.
2. Council authorise the Engineering Department to take the segment of the Carnes Road from chainage 24+40 km to the Intersection of the Paddy's road.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.07.08**  
**5/0**

**CONSIDERATION OF CLOSED SESSION REPORTS**

RESOLUTION

That Council go into closed session at 2.50pm 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. Ryan

**CARRIED**  
**RESOLUTION #24.07.09**  
**5/0**

RESOLUTION

Council resolve to come out of closed session at 2.54pm.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.07.10**  
**5/0**

**8. Tender for Queenslander Creek & approaches upgrade project, Forsayth – ESC2024-017**

EXECUTIVE SUMMARY

This report relates to the consideration of tenders received for the Queenslander creek and approaches upgrade project (Construction of box culvert) on Cobbold Gorge Road in Forsayth.

RESOLUTION

That Council accept the tender of DIC Pty Ltd to the value of \$ 849,327 (Ex. GST) for tender ESC2024-017.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.07.11**  
**5/0**

## **CONSIDERATION OF OPEN SESSION REPORTS**

### **Chief Executive Officer**

#### **9. Standing Orders and Meeting Procedures Policy - Adoption**

##### 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.

##### RESOLUTION

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.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.07.12**  
**5/0**

#### **10. Biosecurity Advisory Committee Meeting Minutes Adoption**

##### EXECUTIVE SUMMARY

Council’s Biosecurity Advisory Committee held its most recent meeting on 10th July 2024. The minutes of this meeting are tabled for Council’s review.

##### RESOLUTION

That Council:

- receive the unconfirmed minutes of the Biosecurity Advisory Committee meeting held 10<sup>th</sup> July 2024
- update the Terms of Reference to remove Cr Royes and add Cr Ryan as Chair of the Biosecurity Advisory Committee as per committee positions assigned at the Statutory Post Election Meeting held 28<sup>th</sup> March 2024.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.07.13**  
**5/0**

#### **11. Chief Executive Officers’ Briefing Report**

##### RESOLUTION

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

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.07.14**  
**5/0**

##### RESOLUTION

That Council engage the services of LoGo Appointments for the recruitment of the role of a Chief Executive Officer.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.07.14**

## 12. Request for Community Assistance provided to Community Organisations

### EXECUTIVE SUMMARY

Council called applications under its three (3) Community Assistance Policies, with the application period closing Friday 31<sup>st</sup> May 2024 for events being held 1<sup>st</sup> July 2024 through to 30<sup>th</sup> June 2025. A total of 20 applications were received for in kind support, grants and sponsorship.

### RESOLUTION

That Council: -

1. Provide Grant & Sponsorship assistance in accordance with Council's ESC-C047 Grants to Community Organisations Policy & ESC-C049 Sponsorship to Community Organisations Policy to the approved organisations subject to the following conditions:
  - Council's grant/sponsorship funding must be used for the approved project, that is the project the subject of the application.
  - Council's contribution is capped at the amount provided. Any cost over runs will be the responsibility of the applicant.
  - Council's grant/sponsorship will be paid upon completion of the approved project.
  - The applicant must complete the approved project within 12 months from the award of the grant/sponsorship.
  - The applicant must provide a grant/sponsorship acquittal on the approved form.
  - Surplus grant/sponsorship funds from the approved project shall be reimbursed to Council calculated on a proportional basis accordingly to the percentage of Council's grant/sponsorship to the total project cost (for example: if Council's contribution is 80% of the project cost, Council is reimbursed 80% of the surplus funds).
  - The applicant must provide acknowledgement of Council's assistance in all promotional material and give Council due recognition and credit for its support.
2. Provide In-kind assistance in accordance Council's ESC-C050 In Kind Support to Community Organisations Policy to the approved organisations subject to the condition that the recipient organisation suitably acknowledge Council's support of their event.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.07.15**  
**5/0**

## GENERAL BUSINESS

Cr Tincknell	Query regarding the grading of the Torlinger Road
Cr Ryan	Forshadow a motion to consider the verbal recording of General Meetings
Cr Carroll	Green waste collection
Cr Carroll	Cattle grid 1st Street
Cr Carroll	Laurie Baron's drain
Cr Carroll	Neem trees (Rakai - opposite the hospital)
Cr Carroll	Organisation change - Forsayth town maintenance
Cr Carroll	FASC survey of lands
Cr Carroll	Transfer station contractual completion and required re-design costs.
Cr Royes	Local Council Energy Partnership (LCEP) (1.2 million funding stream) - Have we/are we making an application to assist with future DA's related to renewable energy projects
Cr Royes	Bus Parking (Georgetown) - Report/Investigate the location of dedicated bus parking in the town area.
Cr Royes	Water Fill Facility Georgetown - Report/investigate the establishment of a water fill supply to avoid the issue of travellers "taking" water from business/private residences
Cr Royes	Full review of Town/public facility service levels - to ensure Council meets community expectation.
Cr Royes	Investigate a dedicated position/responsibility to seek external funding across council operations. (Grant Officer)

UNCONFIRMED MINUTES – GENERAL MEETING 17<sup>TH</sup> JULY 2024

Cr Royes	Letter Tony Murphy - Hann Highway, Bundock Creek Crossing and Einasleigh Crossing
Cr Royes	Letter Adriene Copeman - Hann Highway

**ATTENDANCE**

Cr Ryan left the meeting at 4.41pm due to a conflict of interest with a General Business item and returned to the meeting at 4.42pm.

**CONCLUSION**

There being no further business the Mayor declared the meeting closed at 5.06pm. These minutes will be confirmed by Council at the General Meeting held on Wednesday 14<sup>th</sup> August 2024.

Cr. Barry Hughes  
MAYOR



# UNCONFIRMED MINUTES

SPECIAL BUDGET MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 24<sup>TH</sup> JULY 2024  
COMMENCING AT 9.00AM

---

**ETHERIDGE SHIRE COUNCIL  
MINUTES OF THE SPECIAL BUDGET MEETING  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 24<sup>TH</sup> JULY 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. Laurie Hawker, Finance Manager  
Mrs. Renee Bester, Executive Assistant to the CEO

**OPENING OF MEETING**

The Mayor declared the meeting open at 9.00am and welcomed all in attendance.

**CONSIDERATION OF OPEN SESSION REPORTS**

**ATTENDANCE**

Jack Parry entered the meeting at 9.23am and left the meeting at 10.12am.  
Ken Timms left the meeting at 9.30am and returned to the meeting at 9.35am.  
Lachlan Bester entered the meeting at 9.33am and left the meeting at 10.12am.

**ADJOURNMENT**

Council adjourned the meeting for Morning Tea at 10.13am

**RESUMPTION**

Council resumed the meeting at 10.28am.

**1. Adoption of the 2024-25 Etheridge Shire Council Budget**

**EXECUTIVE SUMMARY**

The proposed 2024-2025 Budget has been prepared in accordance with the Local Government Act 2009 and the Local Government Regulation 2012; Budget priorities from the Councillors, Executive Management Team and the Corporate Plan Objectives (2021 – 2025).

The 2024-2025 Budget reveals total revenue from ordinary activities amounting to \$49,741,092; total expenses from ordinary activities (including depreciation) amounting to \$47,937,958 and capital expenditure amounting to \$17,225,000.

**RESOLUTION**

Pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's Budget for the 2024 - 2025 financial year, incorporating:

- i. The statements of income and expenditure
- ii. The statements of financial position;
- iii. The statements of cash flow;
- iv. The statements of changes in equity;
- v. The long-term financial forecast;
- vi. The relevant measures of financial sustainability; and
- vii. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget,

To include amendments, be adopted.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION#SP24.07.01**  
**5/0**

## **2. Statement of Estimate Financial Position FYE 2024**

### EXECUTIVE SUMMARY

In accordance with S.205 of the Local Government Regulation 2012 the Chief Executive Officer must present a statement of the “Estimated Financial Position” at the Local Government’s Annual Budget meeting. The statement of “Estimated Financial Position” is a document stating the financial operations and financial position of the Local Government for the previous financial year.

### RESOLUTION

That in accordance with section 205 of the Local Government Regulation 2012, the statement of the financial operations and financial position of Etheridge Shire Council in respect of the previous financial year (“the Statement of Estimated Financial Position”) be received and its contents noted.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.02**  
**5/0**

## **3. Etheridge Shire Council - Operational Plan 2024-2025**

### EXECUTIVE SUMMARY

The Local Government Regulation 2012 requires councils to adopt an annual Operational Plan each financial year, which needs to be consistent with the annual budget and state how the local government will:

- (i) Progress the implementation of the 5 year corporate plan during the period of the annual operational plan; and
- (ii) Manage operational risks.

The Operational Plan identifies projects, initiatives and services that Council will deliver during this financial year toward achieving the long-term objectives of the Corporate Plan. It also provides direction to Council in setting the annual budget.

### RESOLUTION

That Council:

Adopt the proposed Etheridge Shire Council Operational Plan 2024 - 2025 in accordance with Section 174 of the *Local Government Regulation 2012*.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #SP24.07.03**  
**5/0**

## **4. Schedule of Fees and Charges 2024-2025**

**RESOLUTION**

That in accordance with section 97 of the Local Government Act 2009, Council adopts the 2024-2025 Fees and Charges Schedule as presented as part of the 2024-2025 Budget.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.07.04**  
**5/0**

**5. Etheridge Shire Council – Revenue Policy 2024-2025**

**EXECUTIVE SUMMARY**

Section 169 (2)(3) of the Regulation requires a local government’s budget to include a Revenue Policy. Section 193 of the Regulation requires the Revenue Policy to state -

- (a) The principles that the local government intends to apply in the financial year for -
  - (i) Levying of rates and charges; and
  - (ii) Granting concessions for rates and charges; and
  - (iii) Recovering overdue rates and charges; and
  - (iv) Cost-recovery fees
- (b) If the local government intends to grant concessions for rates and charges - the purpose for the concessions, and
- (c) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

The Revenue Policy may state guidelines that may be used for preparing the local government's Revenue Statement.

**RESOLUTION**

That Council:

Adopt the proposed Etheridge Shire Council Revenue Policy 2024-2025 in accordance with and pursuant to Sections 169 and 193 of the *Local Government Regulation 2012*.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.05**  
**5/0**

**6. Adoption of the 2024 – 2025 Revenue Statement**

**EXECUTIVE SUMMARY**

Section 169(2)(b) of the Local Government Regulation requires Council’s Budget to include a Revenue Statement. The purpose of the document to explain the revenue measures adopted in the budget. Section 172 of the Regulation outlines the mandatory contents of the Revenue Statement.

**RESOLUTION**

That Council:

Adopt the Etheridge Shire Council Revenue Statement 2024 - 2025 prepared in accordance with Section 172 of the Local Government Regulation 2012 including the amendment to the discount period.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.06**  
**5/0**

**7. General Rates – Categorisation of land for Differential General Rates**

**EXECUTIVE SUMMARY**



Section 81 of the Local Government Regulation requires Council to decide upon the categories of land for differential rating. As Council is proposing to levy differential rates, Council must first determine the rating categories and assign land to each category.

#### RESOLUTION

That Council: -

- (a) in accordance with section 81 of the Local Government Regulation 2012, categorise rateable land into the following rating categories according to description for each proposed rate category: -

**Category 2 • Rural Land – Other**

**Description:** Rural land that does not fall within any other rural category.

**Category 3 • Urban Residential (Principal Place of Residence)**

**Description:** All urban residential land, which is the owner's principal place of residence.

**Category 4 • Urban Residential (Not Principal Place of Residence)**

**Description:** Other urban residential land, not included in any other category, which is not the owner's principal place of residence.

**Category 5 • Urban Land - Vacant**

**Description:** Urban land that is vacant.

**Category 6 • Rural – Large Scale Mixed Intensive Agriculture**

**Description:** Rural land, that is not within any other rural category that is being utilised or has the potential to be utilised, in whole or in part, by virtue of improvements or activities conducted upon the property for a system of large scale intensive cultivation using large amounts of labour and/or high efficiency machinery for planting, cultivating and harvesting.

**Category 7 • Rural – Large Scale Renewable Energy Farms**

**Description:** Rural Land that is not within any other rural category that is being utilised or has the potential to be utilised in whole or in part by virtue of improvements or activities conducted upon the property for the production of electricity from renewable energy sources such as biomass, solar, wind, tidal, wave and water (i.e. hydro-electric).

**Category 8 • Urban Commercial Land**

**Description:** Rural Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for a commercial purpose.

**Category 9 • Urban Industrial Land**

**Description:** Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for an industrial purpose.

**Category 10 • Transport Terminals**

**Description:** Land being utilized or having the potential to be utilized by virtue of improvements or activities conducted upon the property by trucking, earthmoving or similar providers.

**Category 11 • Rural Tourism**

**Description:** Rural land in whole or in part, being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for tourism purposes.

**Category 13 • Extractive >5,000 tonnes**

**Description:** All land used in whole or in part for licensed extractive industry purposes, where the quantity of material capable of being extracted is greater than 5,000 tonnes per annum.

**Category 14 • Mining Claim**

**Description:** Land upon which an approved Mining Tenement and or Mining Claim exists.

**Category 15 • Mining Claim (< 5 workers, UV <\$70,000)**

**Description:** Land that is a mine, has less than 5 workers and has an Unimproved Value less than \$70,000.

**Definition(s) Mine:**

Land that is the subject of a mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure that was used, is used, or intended to be used:-

. as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation): or

. in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

**Integrated mining operation:**

Land contained in more than one mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

**Category 16**

**• Mining (> 5 workers, UV <\$70,000)**

**Description:** Land that is a mine has 5 workers or more and has an Unimproved Value less than \$70,000.

**Definition(s) Mine:**

Land that is the subject of a mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure that was used, is used, or intended to be used:-

. as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation): or

. in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

**Integrated mining operation:**

Land contained in more than one mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

**Category 17**

**• Mining (UV =>\$70,000)**

**Description:** Land that is a mine and has an Unimproved Value of \$70,000 or more.

**Definition(s) Mine:**

Land that is the subject of a mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure that was used, is used, or intended to be used:-

. as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation): or

. in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

**Integrated mining operation:**

Land contained in more than one mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

**Category 18**

**• Work Camps 15-29**

**Description:** All land used or intended to be used in whole or in part for workforce accommodation of 15 to 29 persons.

**Category 19**

**• Work Camps 30-99**

**Description:** All land used or intended to be used in whole or in part for workforce accommodation of 30 to 99 persons.

**Category 20**

**• Work Camps 100-200**

**Description:** All land used or intended to be used in whole or in part for workforce accommodation of 100 to 200 persons.

**Category 21**

• **Work Camps >200**

**Description:** All land used or intended to be used in whole or in part for workforce accommodation of greater than 200 persons.

**Category 22**

• **Commercial – Utility Service Providers <1Ha**

**Description:** Land being utilized or having the potential to be utilized by virtue of improvements or activities conducted upon the property for a Utility Service Provider (i.e. Telstra, Optus, Ergon, Energex) with and has an area less than one (1) Hectare (Ha)

**Category 23**

• **Commercial – Utility Service Providers 1-5Ha**

**Description:** Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for a Utility Service Provider (i.e. Telstra, Optus, Ergon, Energex) with and has an area of one (1) Hectare but less than five (5) Hectares.

**Category 24**

• **Commercial – Utility Service Providers >=5Ha**

**Description:** Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for a Utility Service Provider (i.e. Telstra, Optus, Ergon, Energex) with and has an area equal to or greater than five (5) Hectares.

**Category 25**

• **Grazing and Agriculture <2,000Ha**

**Description:** Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area less than 2,000 Hectares.

**Category 26**

• **Grazing and Agriculture 2,000 - <5,000Ha**

**Description:** Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 2,000 Hectares but less than 5,000 Hectares.

**Category 27**

• **Grazing and Agriculture 5,000 - <25,000Ha**

**Description:** Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 5,000 Hectares but less than 25,000 Hectares.

**Category 28**

• **Grazing and Agriculture 25,000 - <50,000Ha**

**Description:** Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 25,000 Hectares but less than 50,000 Hectares.

**Category 29**

• **Grazing and Agriculture 50,000 - <150,000Ha**

**Description:** Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 50,000 Hectares but less than 150,000 Hectares.

**Category 30**

• **Grazing and Agriculture >= 150,000Ha**

**Description:** Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area equal to or greater than 150,000 Hectares.

**Category 31**

• **Major Transmission Site >10MVA**

**Description:** All land used or intended to be used in whole or in part as an electricity substation with a capacity of greater than 10MVA.

- (b) Council delegates to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the Local Government Regulation 2012, to identify the rating category to which each parcel of rateable land belongs.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #SP24.07.07**  
**5/0**

## 8. *Setting of Differential General Rates 2024-2025*

### EXECUTIVE SUMMARY

Having established the differential rate categories (above) Council must set the differential general rate to be levied upon each rate category.

### RESOLUTION

That in accordance with section 80 of the Local Government Regulation 2012, Council resolve to levy the following differential general rates upon the associated rate category: -

#### **DIFFERENTIAL RATING CATEGORIES 2024 - 2025**

Category	Cents in Dollar of Unimproved Valuation 2024 -2025
2 Rural Land Other	2.8159
3 Urban Residential (Principal Place of Residence)	3.9368
4 Urban Residential (Not Principal Place of Residence)	4.6074
5 Urban Land – Vacant	5.3576
6 Rural - Large Scale Mixed Intensive Agriculture	0.4141
7 Rural - Large Scale Renewable Energy Farms	27.5576
8 Urban Commercial Land	5.1360
9 Urban Industrial land	5.9920
10 Transport Terminals	5.9920
11 Rural Tourism	1.4458
13 Extractive >5,000 Tonnes	0.4121
14 Mining Claim	15.5971
15 Mining (<5 Workers, UV <\$70,000)	15.5971
16 Mining (>5 Workers, UV <\$70,000)	15.5971
17 Mining (UV =<\$70,000)	15.5971
18 Work Camps 15-29 Persons	27.5576
19 Work Camps 30-99 Persons	27.5576
20 Work Camps 100-200 Persons	27.5576
21 Work Camps >200 Persons	27.5576
22 Commercial - Utility Service Providers <1Ha	125.6374
23 Commercial - Utility Service Providers 1 – 5Ha	104.0711
24 Commercial - Utility Service Providers >= 5Ha	65.8890
25 Rural Land – Grazing and Agriculture <2,000Ha	0.4950
26 Rural Land – Grazing and Agriculture 2,000 - <5,000Ha	0.3195
27 Rural Land – Grazing and Agriculture 5,000 - <25,000Ha	0.3195
28 Rural Land – Grazing and Agriculture 25,000 - <50,000Ha	0.3527
29 Rural Land – Grazing and Agriculture 50,000 - <150,000Ha	0.3527
30 Rural Land – Grazing and Agriculture >150,000Ha	0.4141
31 Major Transmission Site >10MVA	104.0711

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #SP24.07.08**  
**5/0**

## 9. *Minimum General Rates 2024-2025*

### EXECUTIVE SUMMARY

Having established the differential rate categories (above) Council must set the minimum general rate to be levied upon each rate category.

**RESOLUTION**

That in accordance with section 77 of the Local Government Regulation 2012, Council set the minimum general rate for the following rate categories:

**Minimum General Rates 2024 -2025**

	Category	Minimum General Rate 2024 -2025
2	Rural Land Other	\$935
3	Urban Residential (Principal Place of Residence)	\$720
4	Urban Residential (Not Principal Place of Residence)	\$840
5	Urban Land – Vacant	\$840
6	Rural - Large Scale Mixed Intensive Agriculture	\$5,349
7	Rural - Large Scale Renewable Energy Farms	\$13,628
8	Urban Commercial Land	\$896
9	Urban Industrial land	\$896
10	Transport Terminals	\$2,332
11	Rural Tourism	\$1,091
13	Extractive >5,000 Tonnes	\$11,924
14	Mining Claim	\$215
15	Mining (<5 Workers, UV <\$70,000)	\$734
16	Mining (>5 Workers, UV <\$70,000)	\$13,892
17	Mining (UV =<\$70,000)	\$16,538
18	Work Camps 15-29 Persons	\$10,940
19	Work Camps 30-99 Persons	\$21,879
20	Work Camps 100-200 Persons	\$72,926
21	Work Camps >200 Persons	\$145,854
22	Commercial - Utility Service Providers <1Ha	\$8,429
23	Commercial - Utility Service Providers 1 – <5Ha	\$8,429
24	Commercial - Utility Service Providers >= 5Ha	\$8,429
25	Rural Land – Grazing and Agriculture <2,000Ha	\$1,070
26	Rural Land – Grazing and Agriculture 2,000 - <5,000Ha	\$1,070
27	Rural Land – Grazing and Agriculture 5,000 - <25,000Ha	\$1,070
28	Rural Land – Grazing and Agriculture 25,000 - <50,000Ha	\$2,673
29	Rural Land – Grazing and Agriculture 50,000 - <150,000Ha	\$5,349
30	Rural Land – Grazing and Agriculture >150,000Ha	\$10,697
31	Major Transmission Site >10MVA	\$18,250

MOVED: Cr. Royes

SECONDED: Cr. Carroll

CARRIED  
RESOLUTION #SP24.07.09  
5/0

**10. Special Rates & Charges – Waste Management Special Charge**

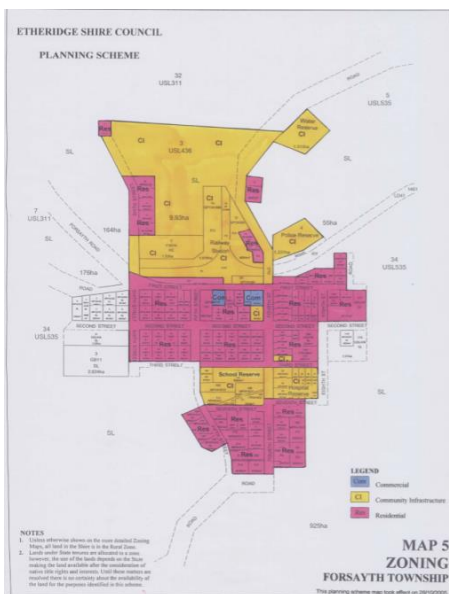
**RESOLUTION**

That Council:

Pursuant to section 94 of the Local Government Act 2009 and section 94 of the Local Government Regulation 2012, Council make and levy a special charge (to be known as the “Waste Management Special Charge”) of \$225.00, on all rateable land to which the overall plan applies, to fund the provision of maintenance and operations of all waste management facilities for the towns of Einasleigh, Mt Surprise and Forsyth.

The overall plan for the services, facilities and activities in respect of which the waste management special charge is made and levied shall be identified as follows:

- The rateable land to which the waste management special charge applies is land within each of the benefited areas described in the town area maps ‘Planning Maps – Einasleigh, Mt Surprise and Forsyth. Where a parcel of rateable land includes two or more lots, the charge will be levied on each lot.



- The service facility or activity for which the waste management special charge is made is for the provision of maintenance and operations of all waste management facilities for the towns of Einasleigh, Mt Surprise and Forsyth. The waste management special charge will substantially fund the activity, however Council may determine to subsidise the service in view of the high costs of this service provision and the undue hardship that may result if full cost recovery was sought from the special charge.
- Council considers that land contained within the defined areas receives an equal special benefit from access to the waste management facilities. Council also considers that the benefit is shared equally by all parcels of land regardless of the value of such land.
- The service facility or activity for which the waste management special charge is made is for the provision of waste management facilities as set out in the expenditure item in the budget document for the Shire of Etheridge for 2024-25.
- The time for implementing the overall plan is one (1) year ending 30 June 2025. However, provision of waste management facilities is an ongoing activity, and further waste management special charges are expected to be made in future years.
- The works and services specified in the overall plan will be carried out or provided during the year ending on 30 June 2025.
- The estimated cost of implementing the overall plan (being the cost of the planned works and replacement of capital items for 2024-25 is \$ 67,500.00.
- The waste management special charge is intended to raise all funds necessary to carry out the overall plan.

MOVED: Cr. Hughes

SECONDED: Cr. Tincknell

CARRIED

**11. Waste Management Services**RESOLUTION

That in accordance with section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy cleansing utility charges, for the supply of waste management services by the Council, as follows:

**CLEANSING CHARGE**

For each house / dwelling unit / improved property

The amount of the charge to be levied is \$636.00 per annum for a 240 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day.

Additional Bins will be charged at \$573.00 per annum

Commercial, industrial of community Facility

The amount of the charge to be levied is \$636.00 per annum for a 240 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day.

Additional Bins will be charged at \$573.00 per annum

Commercial, industrial of community Facility

The amount of the charge to be levied is \$886.00 per annum for a 900 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day.

Additional Bins will be charged at \$798.00 per annum

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #SP24.07.11**  
**5/0**


**12. Utility Charges – Water Utility Charges**RESOLUTION


That Council:


- (a) In accordance with section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy water utility charges, for the supply of water services, as follows:
- (b) That in accordance with section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy a \$0.545 / kilolitre consumption charge, for the supply of raw water to the following rate assessments:
 


Assessment	Lot on Plan
501-50000	L53 on Plan SP242966
420-01354	L1 on Plan MPH2268
522-50000	L5306 on Plan SP287760
541-00000	L196 on Plan OL 149
- (c) Pursuant to section 102(2) of the Local Government Regulation 2012, a water meter is taken to have been read during the period that starts 2 weeks before, and ends 2 weeks after, the day on which the meter is actually read."

**UNCONFIRMED MINUTES – SPECIAL MEETING 24<sup>TH</sup> JULY 2024**

 <b>The amount of Water Consumption Charge - Georgetown</b>	
Georgetown	Charge per Annum
Per Kilolitre of Use	68.00 cents up to 700 kilolitres per half year
Per Kilolitre of Use	136.00 cents over 700 kilolitres per half year

 <b>The amount of Water Consumption Charge- Forsyth</b>	
Forsyth	Charge per Annum
Per Kilolitre of Use	104.00 cents up to 500 kilolitres per half year
Per Kilolitre of Use	227 cents over 500 kilolitres per half year

 <b>The amount of Water Base Charge – Georgetown</b> (1 unit = \$40.88)		
	Units	Charge per Annum
Unconnected Lots	10 units	\$408.80
All Charitable & Religious Uses	10 units	\$408.80
20mm Service Connection	20 units	\$817.50
25mm Service Connection	30 units	\$1,226.30
32mm Service Connection	50 units	\$2,043.80
40mm Service Connection	80 units	\$3,270.10
50mm Service Connection	125 units	\$5,109.50
75mm Service Connection	280 units	\$11,445.20
80mm Service Connection	320 units	\$13,080.20
100mm Service Connection	500 units	\$20,437.80

 <b>The amount of Water Base Charge – Forsyth</b> (1 unit = \$40.88)		
	Units	Charge per Annum
Unconnected Lots	10 units	\$408.80
All Charitable & Religious Uses	10 units	\$408.80
20mm Service Connection	20 units	\$817.50
25mm Service Connection	30 units	\$1,226.30
32mm Service Connection	50 units	\$2,043.80
40mm Service Connection	80 units	\$3,270.10
50mm Service Connection	125 units	\$5,109.50
75mm Service Connection	280 units	\$11,445.20
80mm Service Connection	320 units	\$13,080.20
100mm Service Connection	500 units	\$20,437.80

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.12**  
**5/0**

**13. Interest on Arrears**

RESOLUTION

That in accordance with section 133 of the Local Government Regulation 2012, compound interest at the rate of 12.35% per annum is to be charged on all overdue rates or charges that remain unpaid after the appointed date for payment (i.e. the date on which the discount period closes) and includes assessments which are making payments of outstanding rates by instalment.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #SP24.07.13**  
**5/0**

**14. Discount Period**

RESOLUTION

That Council:

Pursuant to section 130 of the Local Government Regulation 2012, the differential general rates levied shall be subject to a discount of 15% if paid within the discount period of 30 days of the date of issue of the rate notice provided that:

- (a) all of the aforementioned rates and charges are paid within 30 days of the date of issue of the rate notice;
- (b) all other rates and charges appearing on the rate notice (that are not subject to a discount) are paid within 30 days after the date of issue of the rate notice; and
- (c) all other overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the rate notice.



MOVED: Cr. Ryan

SECONDED: Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.14**  
**5/0**

### **15. Fire & Rescue Levy**

#### RESOLUTION

That Council pursuant to section 105 of the Local Government Regulation 2012 and section 114 of the Fire and Emergency Services Act 1990, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:

- (a) for the full year 1 July 2024 to 30 June 2025 - in August/ September;
- (b) Pursuant to section 118 of the Local Government Regulation 2012, that Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, be paid within 30 days of the date of the issue of the rate notice.

MOVED: Cr. Hughes

SECONDED: Cr. Carroll

**CARRIED**  
**RESOLUTION #SP24.07.15**  
**5/0**

### **16. Issue of Rate Notices**

#### RESOLUTION

That Council:

- (a) Pursuant to section 104 of the Local Government Regulation 2012, Council will issue a rates notice to the owner of the land on which a rate or charge has been applied and furthermore Rates notices shall include the date the notice was issued, the date by which time the rate must be paid and any discounts, rebates or concessions applied.
- (b) Council will issue notices on a yearly basis during the periods 01 July to 30 June in the respective financial year.

MOVED: Cr. Ryan

SECONDED: Cr. Hughes

**CARRIED**  
**RESOLUTION #SP24.07.16**  
**5/0**

### **17. Concessions and Rebates/Concessions on Rates**

#### RESOLUTION

That Council:

- (a) Pursuant to sections 120, 121 and 122 of the Local Government Regulation 2012, a rebate upon the differential general rate, cleansing charge, water base access charge and waste management special charge of \$250.00 per annum above the state government pensioner remission shall be granted to all ratepayers who are pensioners and who are eligible for the State Government pensioner remission and subject to the following conditions:
  - (i) Concessions are only available to approved pensioners who are in receipt of a pension from the Commonwealth Government.
  - (ii) An approved pensioner is one who is and remains an eligible holder of a Queensland 'Pensioner Concession Card' issued by the Department of Social Security or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – For all or specific conditions' issued by the Department of Veterans' Affairs.
  - (iii) The approved pensioner must be the owner / joint owner or life tenant of the property that is his/her principal place of residence. In the cases of co-ownership, the Council subsidy will apply to the full share of the gross rates and charges regardless if only one of the owners are entitled to an approved pension.

- (iv) The claimant must be a resident of the shire on the first day in July in the financial year in which the benefit is being claimed. Pensioners taking residence after that date will be eligible for a pro-rata concession based on the number of day’s resident.
- (v) The concession is only available to claimant’s who reside in a structure which has been approved by Council to be a habitable dwelling, and/or are in receipt of Council services.
- (vi) A pensioner’s eligibility shall be confirmed through the Centrelink Customer Confirmation eService in all circumstances.
- (vii) Application for the above pensioner concessions is required only on initial application

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Ryan


**CARRIED**  
**RESOLUTION #SP24.07.17**  
**5/0**

## 18. Concession for Non-Profit Clubs & Associations

**RESOLUTION**

That Council:

- (a) Pursuant to sections 120, 121 and 122 of the Local Government Regulation 2012, Council will approve the following rating concession to the following Associations as shown within the table below:

 <b>Concessions to Community &amp; Sporting Groups 2024 - 2025</b>				
Club/Association	General Rate Concession 2024 - 2025	Water Access Charge	Water Consumption Charge	Cleansing Charge
Georgetown Golf Club	100%	N/A	N/A	N/A
William Wallace Lodge- Georgetown	100%	N/A	N/A	N/A
Forsyth Tennis Club	100%	N/A	N/A	N/A
Forsyth All Sports Club	100%	N/A	N/A	N/A
Forsyth Sporting Shooters Association	100%	N/A	N/A	N/A
Einasleigh Race Club	100%	N/A	N/A	N/A
Georgetown Turf Club	100%	N/A	N/A	N/A
Oak Park Race Club	100%	N/A	N/A	N/A
Mt Surprise Campdraft	100%	N/A	N/A	N/A
Roman Catholic Diocese of Cairns	100%	50%	N/A	N/A
The Corporation of the Synod of the Carpentaria Diocese	100%	50%	N/A	N/A
QCWA	100%	50%	N/A	N/A
Roman Catholic Diocese of Cairns	100%	50%	N/A	N/A
The Corporation of the Synod of the Carpentaria Diocese	100%	50%	N/A	N/A

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #SP24.07.18**  
**5/0**

## 19. Etheridge Shire Council - Budget Policy 2024-25

**EXECUTIVE SUMMARY**

To assist in the annual budget process Council has developed a Policy called “Etheridge Shire Council Budget Policy” which provides a framework for the administration of the Budget and establishes guidelines to ensure that known variations to the budget are addressed in a timely manner.

**RESOLUTION**

That Council:

Resolve to adopt the Etheridge Shire Council - Budget Policy 2024 - 2025

MOVED: Cr. Carroll

SECONDED: Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.19**  
**5/0**

## **20. Etheridge Shire Council – Investment Policy 2024-2025**

### EXECUTIVE SUMMARY

To provide Council with a contemporary investment policy based on an assessment of counterparty, market and liquidity risk within the legislative framework of the Statutory Bodies Financial Arrangements Act and Regulations.

This Policy applies to the investment of surplus funds in accordance with investment powers under Part 6 of the Statutory Bodies Financial Arrangement Act 1982 (SBFAA).

### RESOLUTION

That in accordance with section 191 of the Local Government Regulation 2012, Council adopt the Investment Policy 2024-2025 as presented.

MOVED: Cr. Royes

SECONDED: Cr. Ryan

**CARRIED**  
**RESOLUTION #SP24.07.20**  
**5/0**

## **21. Etheridge Shire Council – Borrowing Policy 2024-2025**

### EXECUTIVE SUMMARY

The Borrowing Policy provides for responsible financial management on loan funding for infrastructure capital projects by ensuring the level of Council indebtedness is within acceptable limits to Council, its ratepayers and interested external parties. This policy is in accordance with Section 192 of the Local Government Regulation 2012.

### RESOLUTION

That in accordance with Section 192 of the Local Government Regulation 2012 Council adopt Etheridge the Borrowing Policy 2024-2025 as presented.

MOVED: Cr. Hughes

SECONDED: Cr. Carroll

**CARRIED**  
**RESOLUTION #SP24.07.21**  
**5/0**

## **22. Etheridge Shire Council – Procurement Policy 2024-2025**

### EXECUTIVE SUMMARY

Section 198 of the Local Government Regulation 2012 requires Council to prepare a Procurement Policy, and for the Policy to be reviewed annually. As part of the development of Council 2024-2025 Budget, a review of Council's Procurement Policy has been completed.

### RESOLUTION

That in accordance with Section 198 of the Local Government Regulation 2012 Council adopt the Procurement Policy 2024-2025 as presented to include the amendment to Appendix 1.

MOVED: Cr. Tincknell

SECONDED: Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.22**  
**5/0**

## **23. Etheridge Shire Council – Purchasing Card Policy 2024-2025**

### EXECUTIVE SUMMARY

Section 198 of the Local Government Regulation 2012 requires Council to prepare a Procurement Policy, and a Purchase Card Policy is a supporting document to that. The Purchase Card Policy was last reviewed

in 2004 and therefore has been considered for review as part of the budget process. A review of Council's Purchase Card Policy has been completed for consideration.

RESOLUTION

That Council adopt the Purchasing Card Policy as presented.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #SP24.07.23**  
**5/0**

**24. Etheridge Shire Council – Financial Delegations Register**

EXECUTIVE SUMMARY

Section 198 of the Local Government Regulation 2012 requires Council to prepare a Procurement Policy and refers to a Financial Delegations Register as a supporting document. The Financial Delegations Register was last reviewed in June 2023 and has been considered as part of the budget process. Review of the register includes the addition of purchase card limits.

RESOLUTION

That Council adopt the Financial Delegations Register as presented.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #SP24.07.24**  
**5/0**

RESOLUTION

That Council:

On behalf of Council, the Mayor wishes to thank the Council Officers that have been involved with collating information for the 2024-2025 budget and acknowledges the efforts that have gone towards delivering a balanced budget.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #SP24.07.25**  
**5/0**

**CONCLUSION**

There being no further business the Mayor declared the meeting closed at 11.43am. These minutes will be confirmed by Council at the General Meeting held on Wednesday 14<sup>th</sup> August 2024.

Cr. Barry Hughes  
MAYOR

Business Arising					
#	Resolution	Officer	Action Taken	Progress	
<b>24th July 2024 - Special Budget Meeting</b>					
SP24.07.01	<p>Pursuant to sections 166 and 173 of the Local Government Regulation 2012, Council's Budget for the 2024-2025 financial year, incorporating:</p> <ul style="list-style-type: none"> <li>i. The statements of income and expenditure</li> <li>ii. The statements of financial position;</li> <li>iii. The statements of cash flow;</li> <li>iv. The statements of changes in equity;</li> <li>v. The long-term financial forecast;</li> <li>vi. The relevant measures of financial sustainability; and</li> <li>vii. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.</li> </ul>	DCS	2024-2025 Budget Document compiled and displayed on Council's webpage	Complete	
SP24.07.02	That in accordance with section 205 of the Local Government Regulation 2012, the statement of the financial operations and financial position of Etheridge Shire Council in respect of the previous financial year ("the Statement of Estimated Financial Position") be received and its contents noted.	DCS	Noted	Complete	
SP24.07.03	That Council: Adopt the proposed Etheridge Shire Council Operational Plan 2024 - 2025 in accordance with Section 174 of the Local Government Regulation 2012.	DCS	Displayed on Council's website to be reviewed and presented to Council in October 2024.	Complete	
SP24.07.04	That in accordance with section 97 of the Local Government Act 2009, Council adopts the 2024-2025 Fees and Charges Schedule as presented as part of the 2024-2025 Budget.	DCS	Noted and displayed where required	Complete	
SP24.07.05	That Council: Adopt the proposed Etheridge Shire Council Revenue Policy 2024-2025 in accordance with and pursuant to Sections 169 and 193 of the Local Government Regulation 2012.	DCS	Noted and displayed where required	Complete	
SP24.07.06	That Council: Adopt the Etheridge Shire Council Revenue Statement 2024 - 2025 prepared in accordance with Section 172 of the Local Government Regulation 2012 including the amendment to the discount period.	DCS	Noted and displayed where required	Complete	
SP24.07.07	That Council: - (a) in accordance with section 81 of the Local Government Regulation 2012, categorise rateable land into the following rating categories according to description for each proposed rate category: - (b) Council delegates to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the Local Government Regulation 2012, to identify the rating category to which each parcel of rateable land belongs.	DCS	Noted	Complete	
SP24.07.08	That in accordance with section 80 of the Local Government Regulation 2012, Council resolve to levy the following differential general rates upon the associated rate category: -	DCS	Noted	Complete	
SP24.07.09	That in accordance with section 77 of the Local Government Regulation 2012, Council set the minimum general rate for the following rate categories:	DCS	Noted	Complete	
SP24.07.10	<p>That Council: Pursuant to section 94 of the Local Government Act 2009 and section 94 of the Local Government Regulation 2012, Council make and levy a special charge (to be known as the "Waste Management Special Charge") of \$225.00, on all rateable land to which the overall plan applies, to fund the provision of maintenance and operations of all waste management facilities for the towns of Einasleigh, Mt Surprise and Forsyth.</p> <p>The overall plan for the services, facilities and activities in respect of which the waste management special charge is made and levied shall be identified as follows:</p> <ul style="list-style-type: none"> <li>• The rateable land to which the waste management special charge applies is land within each of the benefited areas described in the town area maps 'Planning Maps – Einasleigh, Mt Surprise and Forsyth. Where a parcel of rateable land includes two or more lots, the charge will be levied on each lot.</li> <li>• The service facility or activity for which the waste management special charge is made is for the provision of maintenance and operations of all waste management facilities for the towns of Einasleigh, Mt Surprise and Forsyth. The waste management special charge will substantially fund the activity, however Council may determine to subsidise the service in view of the high costs of this service provision and the undue hardship that may result if full cost recovery was sought from the special charge.</li> <li>• Council considers that land contained within the defined areas receives an equal special benefit from access to the waste management facilities. Council also considers that the benefit is shared equally by all parcels of land regardless of the value of such land.</li> <li>• The service facility or activity for which the waste management special charge is made is for the provision of waste management facilities as set out in the expenditure item in the budget document for the Shire of Etheridge for 2024-25.</li> <li>• The time for implementing the overall plan is one (1) year ending 30 June 2025. However, provision of waste management facilities is an ongoing activity, and further waste management special charges are expected to be made in future years.</li> <li>• The works and services specified in the overall plan will be carried out or provided during the year ending on 30 June 2025.</li> <li>• The estimated cost of implementing the overall plan (being the cost of the planned works and replacement of capital items for 2024-25 is \$ 67,500.00.</li> <li>• The waste management special charge is intended to raise all funds necessary to carry out the overall plan.</li> </ul>	DCS	Noted	Complete	

SP24.07.11	<p>That in accordance with section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy cleansing utility charges, for the supply of waste management services by the Council, as follows:</p> <p>CLEANSING CHARGE For each house / dwelling unit / improved property The amount of the charge to be levied is \$636.00 per annum for a 240 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day. Additional Bins will be charged at \$573.00 per annum</p> <p>Commercial, industrial of community Facility The amount of the charge to be levied is \$636.00 per annum for a 240 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day.</p> <p>Additional Bins will be charged at \$573.00 per annum</p> <p>Commercial, industrial of community Facility The amount of the charge to be levied is \$886.00 per annum for a 900 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day.</p> <p>Additional Bins will be charged at \$573.00 per annum</p>	DCS	Noted	Complete
SP24.07.12	<p>That Council:</p> <p>(a) In accordance with section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy water utility charges, for the supply of water services, as follows:</p> <p>(b) That in accordance with section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy a \$0.545 / kilolitre consumption charge, for the supply of raw water to the following rate assessments:</p> <p>Assessment Lot on Plan 501-50000L53 on Plan SP242966 420-01354L1 on Plan MPH2268 522-50000L5306 on Plan SP287760 541-00000L196 on Plan OL 149</p> <p>(c) Pursuant to section 102(2) of the Local Government Regulation 2012, a water meter is taken to have been read during the period that starts 2 weeks before, and ends 2 weeks after, the day on which the meter is actually read."</p>	DCS	Noted	Complete
SP24.07.13	<p>That in accordance with section 133 of the Local Government Regulation 2012, compound interest at the rate of 12.35% per annum is to be charged on all overdue rates or charges that remain unpaid after the appointed date for payment (i.e. the date on which the discount period closes) and includes assessments which are making payments of outstanding rates by instalment.</p>	DCS	Noted	Complete
SP24.07.14	<p>That Council:</p> <p>Pursuant to section 130 of the Local Government Regulation 2012, the differential general rates levied shall be subject to a discount of 15% if paid within the discount period of 30 days of the date of issue of the rate notice provided that:</p> <p>(a) all of the aforementioned rates and charges are paid within 30 days of the date of issue of the rate notice;</p> <p>(b) all other rates and charges appearing on the rate notice (that are not subject to a discount) are paid within 30 days after the date of issue of the rate notice; and</p> <p>(c) all other overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the rate notice.</p>	DCS	Noted	Complete
SP24.07.15	<p>That Council pursuant to section 105 of the Local Government Regulation 2012 and section 114 of the Fire and Emergency Services Act 1990, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:</p> <p>(a) for the full year 1 July 2024 to 30 June 2025 - in August/ September;</p> <p>(b) Pursuant to section 118 of the Local Government Regulation 2012, that Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, be paid within 30 days of the date of the issue of the rate notice.</p>	DCS	Noted	Complete
SP24.07.16	<p>That Council:</p> <p>(a) Pursuant to section 104 of the Local Government Regulation 2012, Council will issue a rates notice to the owner of the land on which a rate or charge has been applied and furthermore Rates notices shall include the date the notice was issued, the date by which time the rate must be paid and any discounts, rebates or concessions applied.</p> <p>(b) Council will issue notices on a yearly basis during the periods 01 July to 30 June in the respective financial year.</p>	DCS	Noted	Complete

SP24.07.17	That Council: (a) Pursuant to sections 120, 121 and 122 of the Local Government Regulation 2012, a rebate upon the differential general rate, cleansing charge, water base access charge and waste management special charge of \$250.00 per annum above the state government pensioner remission shall be granted to all ratepayers who are pensioners and who are eligible for the State Government pensioner remission and subject to the following conditions: (i) Concessions are only available to approved pensioners who are in receipt of a pension from the Commonwealth Government. (ii) An approved pensioner is one who is and remains an eligible holder of a Queensland 'Pensioner Concession Card' issued by the Department of Social Security or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card - For all or specific conditions' issued by the Department of Veterans' Affairs.  (iii) The approved pensioner must be the owner / joint owner or life tenant of the property that is his/her principal place of residence. In the cases of co-ownership, the Council subsidy will apply to the full share of the gross rates and charges regardless if only one of the owners are entitled to an approved pension. The claimant must be a resident of the shire on the first day in July in the financial year in which the benefit is being claimed. Pensioners taking residence after that date will be eligible for a pro-rata concession based on the number of day's resident. (v) The concession is only available to claimant's who reside in a structure which has been approved by Council to be a habitable dwelling, and/or are in receipt of Council services. (vi) A pensioner's eligibility shall be confirmed through the Centrelink Customer Confirmation eService in all circumstances. (vii) Application for the above pensioner concessions is required only on initial application	DCS	Noted	Complete
SP24.07.18	That Council (a) Pursuant to sections 120, 121 and 122 of the Local Government Regulation 2012, Council will approve the following rating concession to the following Associations as shown within the table below:	DCS	Noted	Complete
SP24.07.19	That Council: Resolve to adopt the Etheridge Shire Council - Budget Policy 2024 - 2025	DCS	Noted and displayed where required	Complete
SP24.07.20	That in accordance with section 191 of the Local Government Regulation 2012, Council adopt the Investment Policy 2024-2025 as presented.	DCS	Noted and displayed where required	Complete
SP24.07.21	That in accordance with Section 192 of the Local Government Regulation 2012 Council adopt Etheridge the Borrowing Policy 2024-2025 as presented.	DCS	Noted and displayed where required	Complete
SP24.07.22	That in accordance with Section 198 of the Local Government Regulation 2012 Council adopt the Procurement Policy 2024-2025 as presented to include the amendment to Appendix 1.	DCS	Noted and displayed where required	Complete
SP24.07.23	That Council adopt the Purchasing Card Policy as presented.	DCS	Noted and displayed where required	Complete
SP24.07.24	That Council adopt the Financial Delegations Register as presented.	DCS	Noted and displayed where required	Complete
<b>17th July 2024 - General Meeting</b>				
24.07.05	That Council: -receive the unconfirmed minutes of the RADF Advisory Committee Meeting held 10th July 2024, and further; -Adopt the recommendations included within the RADF Advisory Committee meeting minutes	DCS	Enacted with the exception of implications regarding 2021-2024 Funding Agreement. Currently consulting with Chair	In progress
24.07.07	That 1. Council informs the applicant that Council offers no objection to the proposal to delete the Amberlee Road permanently. 2. Council authorise Engineering department to take the Amberlee Road off the ESC Road register	DES	I have requested to Shepherd Service for an action	Complete
24.07.08	That 1. Council inform the applicant that Council offers no objection to the proposal to close a segment of the Carnes Road from chainage 24.40 km to the intersection of the Paddy's road permanently. 2. Council authorise the Engineering Department to take the segment of the Carnes Road from chainage 24+40 km to the Intersection of the Paddy's road.	DES	I have requested to Shepherd Service for an action	Complete
24.07.11	That Council accept the tender of DIC Pty Ltd to the value of \$ 849,327 (Ex. GST) for tender ESC2024-017.	DES	Informed to DIC Pty. Ltd	Complete
24.07.12	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.	DCS	Displayed on webpage	Complete
24.07.13	That Council: -receive the unconfirmed minutes of the Biosecurity Advisory Committee meeting held 10th July 2024 -update the Terms of Reference to remove Cr. Royes and add Cr. Ryan as Chair of the Biosecurity Advisory Committee as per committee positions assigned at the Statutory Post Election Meeting held 28th March 2024.	DCS	Terms of Reference amended and being presented to the August Council Meeting.	Complete
24.07.15	That Council engage the services of LoGo Appointments for the recruitment of the role of a Chief Executive Officer.	CEO	PO raised and recruitment process has begun.	Complete
24.07.16	1. Provide Grant & Sponsorship assistance in accordance with Council's ESC-C047 Grants to Community Organisations Policy & ESC-C049 Sponsorship to Community Organisations Policy to the approved organisations subject to the following conditions: • Council's grant/sponsorship funding must be used for the approved project, that is the project the subject of the application. • Council's contribution is capped at the amount provided. Any cost over runs will be the responsibility of the applicant. • Council's grant/sponsorship will be paid upon completion of the approved project. • The applicant must complete the approved project within 12 months from the award of the grant/sponsorship. • The applicant must provide a grant/sponsorship acquittal on the approved form. • Surplus grant/sponsorship funds from the approved project shall be reimbursed to Council calculated on a proportional basis accordingly to the percentage of Council's grant/sponsorship to the total project cost (for example: if Council's contribution is 80% of the project cost, Council is reimbursed 80% of the surplus funds).	DCS	Community organisations have been notified of the outcome pertaining to their application. DCS, CDEO & other relevant officers to liaise with Community Organisations in regards to their events.	Complete
<b>Outstanding Business</b>				
19th June 2024 - General Meeting				

24.06.08	That Council defer the matter to the next meeting on 17 <sup>th</sup> July 2024.	CEO	This resolution does not stand alone, however relates to the adoption of the Standing Orders and Meeting Procedures Policy. Has been included within July agenda	Complete
24.06.16	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	DES	Project to proceed	Complete
<b>24th April 2024 - Genereal Meeting</b>				
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	Complete
<b>21st February 2024</b>				
24.02.16	That Council receive the report on the Georgetown Student Hostel and instruct the CEO to present a report to strategically addressed issues to the next Council Meeting.	CEO	Commenced planning	In progress
<b>15th November 2023</b>				
23.11.22	That Council resolves to consider water connection to the Georgetown Cemetery.	DES	Will be considered for 24/25 budget	Complete
23.11.25	That Council resolve to urgently seek costings for the erection of perimeter fence and remedial work at the Lynd Medical Centre.	CEO	Quotes are being sought and land tenure being secured	In progress
<b>16th August 2023</b>				
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





## DIRECTOR OF CORPORATE SERVICES – BRIEFING REPORT

**GENERAL MEETING:** August 2024

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

Councillors,

I present my report for the period of: July 2024

### **BDO Interim Audit**

BDO conducted their interim audit from the 8<sup>th</sup> – 11<sup>th</sup> July 2024. Council are currently working through their requests and progressing well. A copy of the interim report is attached and will be presented at the next Audit Committee Meeting.

### **Access to Easement-Road Openings - Ewamian People**

Council have sought quotes for the survey of the access road; however we are waiting on further advice from the Department of Transport and Main Roads in relation to conditions (if any) which may be imposed in respect of the intersection of the roads with the Gulf Developmental Road

### **Depot Operations - L28-30 on SP 217469 (Hayman Street)**

Council's Consulting Town Planner together with the Director of Engineering have confirmed conformance with Town Planning requirements. The owner has been advised that he has met all required conditions to continue operations. Further to this matter, Council has submitted the finalisation of conditions to the Ombudsman for review in relation to the complaint made regarding the Transport Depot. The Ombudsman has advised that they are satisfied with Council's response, and the matter is finalised. Any further complaints pertaining to the Transport Depot will be made through Council's complaint procedure

### **Council Facility Keyless Entry System**

Council's IT Manager Jason Karsten is lead on this project. Jason has been communicating regularly with SpacetoCo to ensure the transition to operational is as smooth and efficient as possible. Spacetoco have finished setting up the software and development environment and are now working on the implementation stage including testing. Assuming this goes smoothly, we will proceed to providing credentials to our server.

### **Independent Living Facility - Housing Infrastructure Grant**

Council and State have come to terms with requirements of the documentation to secure the Grant. The State has backed away from it's hardline approach to securing a Mortgage over Council's entire Project. Documents for execution are now being prepared by the Department of Housing and will be forwarded to Council in the short term. Preston Law are currently developing the tenancy guideline and agreements for the 2 x Affordable Living Houses.

### **Casey's Rest Upgrade Project**

Council is still awaiting a response regarding QPS contribution given that both Bill Stanley and Far North Region Director have been on leave.

#### **Student Hostel**

Hostel contract to be re-negotiated In September/October. Additionally, Shaun successfully applied for a capital grant through Department of Education and works have been planned to carry out the roof and drainage upgrade.

#### **Commercial Lease Negotiations – Savannah House**

Council has engaged Preston Law to assist with negotiations and preparations of a renewed lease over Savannah House by Gulf Savannah NRM.

#### **Sustainable Destinations Project**

Council is awaiting the findings of our initial audit with the intention of receiving Silver Certification. There were 5 Major Non-Conformances identified during audit which were to be rectified by 28<sup>th</sup> August 2024 and have been addressed by Council on 1<sup>st</sup> August 2024.

Council still has 4 Minor Non-Conformances to address and will be verified at the next audit in 2025. Minor Non-Conformances have no effect on obtaining Silver Certification.

#### **Purchase of Lot 4 on CD35 (Lynd Medical Centre)**

Council have addressed their obligations within the Offer from DOR, however, are awaiting finalisation from Powerlink and Ergon. The original settlement date was 2<sup>nd</sup> July 2024. Council have sought an extension through to 2<sup>nd</sup> October 2024 to finalise paperwork with the third parties.

Regards  
Renee Bester  
Director of Corporate Services



## 2024 INTERIM REPORT

# Etheridge Shire Council

25 July 2024

---

Councillor Barry Hughes  
Mayor  
Etheridge Shire Council

Dear Cr Hughes

## 2024 Interim report

We present our interim report for Etheridge Shire Council for the financial year ended 30 June 2024. This report details the results of our interim work performed to 12 July 2024. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your Council's next ordinary meeting.

### Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

#### Significant deficiencies:

- 2 unresolved from prior years.

#### Deficiencies:

- 2 raised in the current year relating to review of system user access and compliance with procurement policy.
- 8 unresolved from prior years.

#### Other matters:

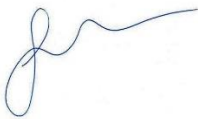
- 1 unresolved from prior years.

Based on the results of our testing completed to date and the resolution of prior year issues, we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls.

Refer to sections on [status of issues](#) and [matters previously reported](#) for further details.

If you have any questions or would like to discuss the audit report, please contact me on 07 4046 0090.

Yours sincerely



James Gaustad  
Partner

Enc.

cc. Ken Timms, Chief Executive Officer

# 1. Status of issues

## Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	-	2	-
Prior year issues – unresolved	2	8	1
<b>Total issues</b>	<b>2</b>	<b>10</b>	<b>1</b>

Note: \*Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at the date of this letter. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.



## **D** Lack of review of system users

### 24IR-1

#### Observation

During our review of the IT systems and processes, we noted a lack of review of user accounts in both Windows and the accounting software Practical. The purpose of these reviews is to determine not only if the users still need access, but also if the level of access given is appropriate. Council performed a detailed review of user access in February 2023; however no subsequent reviews have taken place in the following 17 months.

#### Implication

Data fraud and cyber-attacks which can result in significant losses for an entity are becoming more common. Suitable procedures around user access management can reduce risks in relation to inappropriate user access.

If user access is not terminated in a timely manner, the users may still have access to internal systems. There is an increased risk for inappropriate access to business information, fraud or error in the systems.

Additionally, a lack of periodic reviews can lead to unauthorised or inappropriate access to financial systems which can result in financial misstatement or loss.

#### QAO recommendation

We recommend a comprehensive review of the IT policies and controls to ensure Council has sufficient and enforceable controls and processes in place to appropriately protect Council data and resources. This should include regular reviews of user access to ensure that access of former employees has been revoked.

**Management response**

Your recommendation is noted, and Council staff agree entirely with your approach. Staff partially adhere to appropriate management of IT systems and realise the importance of protecting Council data and resources. This issue is regularly discussed at staff monthly meetings. A review will be scheduled in the near future.

Responsible officer: Director of Corporate Services

Status: Work in progress

Action date: 30 November 2024

**D Procurement approved outside of delegation limits**

**24IR-2**

**Observation**

We identified two examples where invoices of \$70,000 and \$299,000 were approved by the Infrastructure and Engineering Services Manager for payment. Per the Council’s published delegations register, Managers have a delegation limit of \$50,000.

**Implication**

Delegation limits are approved based on the experience and expertise of Council employed positions. There is a risk that if staff are approving expenditure above their delegation limits, Council will pay for goods or services that are not in accordance with budget, are outside of agreed terms of contracts, or that do not achieve the best value for money for Council.

**QAO recommendation**

We recommend that staff responsible for approving payments are reminded of their delegation limits. We also recommend that training is provided to staff who process payments, to ensure they are aware of delegation limits, and that those staff are given the support they need to enable them to reject payments that have not been approved with delegation limits.

**Management response**

It appears these two instances of a Council manager exceeding their delegations was an oversight that Council is vigorously working towards ensuring is eliminated. Council administrative staff have been actively trained to identify instances of non-compliance with procurement policy and it appears Council practices are improving quickly. Checking with responsible administration staff produced a positive response as to how they would handle this type of issue if discovered during processing. It appears that any further actions to decrease the risk of recurrence of this rare event would not decrease the recurrence. That said, staff are very aware of their responsibilities and act diligently at all times. Your recommendations are noted and have been adopted.

Responsible officer: Director of Corporate Services

Status: Resolved pending audit clearance

Action date: 31 October 2024

**Financial reporting issues**

This table identifies the number of financial reporting issues we raised. Refer to the next section for the status of previously raised financial reporting issues.

Year and status	High risk	Medium risk	Low risk
Current year issues	-	-	-
Prior year issues – unresolved	-	-	-
<b>Total</b>	-	-	-

We did not identify any new financial reporting issues from our interim testing.

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.gao.qld.gov.au/information-internal-controls](http://www.gao.qld.gov.au/information-internal-controls) or scan the QR code.



## 2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.





Ref.	Rating	Issue	Status
22CR-1	<b>S</b>	<p><b>Chart of accounts requires amendment</b></p> <p>The chart of accounts did not enable Council to accurately track and record grant revenue, capitalised expenditure and prepare accurate financial statements.</p>	<p><b>Work in progress</b></p> <p>Some revision to chart of accounts has taken place but there is still further work required.</p> <p>Responsible officer: Director of Corporate Services</p> <p>Action date: 26 January 2023</p> <p>Updated action date: 30 June 2024</p> <p>Revised action date: 30 June 2025</p>
21CR-2	<b>S</b>	<p><b>Management of capital grants</b></p> <p>No comprehensive grants register detailing relevant details including recognition method applicable to the funding. Errors identified in current and prior year financial statements were material.</p>	<p><b>Resolved pending audit verification</b></p> <p>Grants register includes revenue for each grant and is regularly updated with expenditure. The register will be used as the basis for contract asset and liability calculations for 2024 EOFY. If there are no material errors in EOFY grant accounting, item will be marked as resolved.</p>
21CR-3	<b>S</b>	<p><b>Job costing and chart of accounts</b></p> <p>The structure of the chart of accounts makes it difficult to determine whether each contract and sub-contract generated a surplus or a loss.</p>	<p><b>Work in progress</b></p> <p>Some revision to chart of accounts has taken place but there is still further work required. Furthermore, job costing is still to be reviewed.</p> <p>Responsible officer: Director of Corporate Services</p> <p>Action date: 30 June 2022</p> <p>Updated action date: 30 June 2024</p> <p>Revised action date: 30 June 2025</p>
23CR-1	<b>S</b>	<p><b>Lack of quality assurance over information provided for audit purposes</b></p> <p>Financial statements presented to audit were materially misstated and contained significant quantitative and qualitative errors. Balances and disclosures in the financial statements were supported by system reports which were materially misstated.</p>	<p><b>Resolved pending audit verification</b></p> <p>External contractor has been engaged to assist with year-end reconciliations and financial statement preparation. Item will be marked as resolved if 2024 financial statements are of sufficient quality.</p>
23CR-2	<b>S</b>	<p><b>Lack of documentation of independent verification of bank account change requests</b></p> <p>Supplier bank account was changed without documented verification of the validity of the change request.</p>	<p><b>Resolved</b></p> <p>Training provided to staff on independent verification of supplier details. No exceptions were noted in the audit samples we examined during the current year.</p>

Ref.	Rating	Issue	Status
23CR-3	<b>S</b>	<p><b>Enterprise bargaining agreement requires review</b></p> <p>Councils EBA has not been formally reviewed since its nominal expiry date, nor is there any regular review to ensure employees are not worse off under the EBA than under awards.</p>	<p><b>Resolved</b></p> <p>Council have obtained legal advice around the ongoing use of the EBA without it being updated. All State wage minimum increases have been applied to employee wages.</p> <p>From work performed during the audit, we did not identify any examples of employee pay rates being lower than applicable award rates.</p>
21CR-4	<b>D</b>	<p><b>IT general controls and policies</b></p> <p>A number of IT policies were outdated or did not include key elements to ensure adequate management of the IT environment.</p> <p>The computer, email and internet policy remained out of date at the date of the audit visit.</p>	<p><b>Work in progress</b></p> <p>Policy framework review has commenced.</p> <p>Responsible officer: Director of Corporate &amp; Community Services</p> <p>Action date: 30 June 2022</p> <p>Updated action date: 30 June 2024</p> <p>Revised action date: 30 June 2025</p>
21CR-6	<b>D</b>	<p><b>Registers of interest</b></p> <p>Identified instances where Registers of interests were incomplete.</p>	<p><b>Resolved</b></p> <p>Register of interest forms for all Councillors and Executives are up to date at date of interim visit.</p>
21CR-7	<b>D</b>	<p><b>Stocktake procedures</b></p> <p>Stock items were identified as counted on count sheets, but not physically located in stores indicating a process deficiency.</p>	<p><b>Resolved</b></p> <p>Change in Stores Manager and other stock personnel. Audit stock count identified only minor variances.</p>
21CR-9	<b>D</b>	<p><b>Review of asset revaluations</b></p> <p>Insufficient evidence of management's review and scrutiny of the asset valuations.</p> <p>In 2022, errors were identified during audit review that were corrected by valuer prior to amounts being entered into the system.</p>	<p><b>Resolved pending audit verification</b></p> <p>DCS has established an internal Asset Management Committee to review asset capitalisation, valuation and depreciation. There is evidence that 2024 valuations were reviewed by relevant parties prior to acceptance of final results. Audit clearance is pending response to audit queries issued to valuer.</p>
22CR-2	<b>D</b>	<p><b>Compliance with procurement policy</b></p> <p>We identified instances where purchase orders were raised after invoice date and tender documents that were unable to be located.</p>	<p><b>Resolved</b></p> <p>No examples of invoices raised before purchase order identified in 2024 audit testing.</p>
22CR-3	<b>D</b>	<p><b>Contracts over \$200,000 not disclosed on Council's website</b></p> <p>We identified contracts which were not disclosed on Council's website in the 2022 financial year.</p> <p><i>Update: We identified one examples of a contract over \$200,000 in the 2024 financial year that was not disclosed on the Council website.</i></p>	<p><b>Work in progress</b></p> <p>Responsible officer: Director of Corporate Services</p> <p>Action date: 30 June 2023</p> <p>Updated action date: 30 June 2024</p> <p>Revised action date: 30 June 2025</p>



Ref.	Rating	Issue	Status
22-CR5	<b>D</b>	<p><b>Management of fixed assets register and capital WIP</b></p> <p>We identified delays in capitalisation and errors in depreciation calculations. We recommended a comprehensive review of the capitalisation process.</p>	<p><b>Resolved pending audit verification</b></p> <p>Majority of assets are still being capitalised at EOFY. However, due to the timing of the annual wet season, most projects are not completed until the final quarter of each financial year. Depreciation on these assets would not be material. Any projects that are completed prior to the wet season are capitalised during the year. Motor vehicles and plant are being capitalised when they are purchased.</p> <p>Audit testing over asset capitalisations will confirm whether capitalisation timeframe is reasonable.</p>
22-CR6	<b>D</b>	<p><b>Plant hire rates</b></p> <p>We note that the plant hire rates have not been updated in several years and may not accurately represent the running costs of plant assets. We recommended a review of plant hire rates to ensure they are appropriate and can be evidenced.</p>	<p><b>Resolved</b></p> <p>External consultants were engaged, and plant hire rates updated.</p>
23IR-1	<b>D</b>	<p><b>Improve financial reporting by strengthening month-end and year-end processes</b></p> <p>A number of material balances are not being accrued and adjusted on a regular basis including accruals, contract assets and liabilities, asset capitalisations and clearance of work in progress.</p>	<p><b>Work in progress</b></p> <p>Some material balances are still not updated until end of financial year.</p> <p>Responsible officer: Director of Corporate Services</p> <p>Original Action date: 31 March 2024</p> <p>Revised Action date: 30 June 2025</p>
23IR-2	<b>D</b>	<p><b>Review of recruitment policy</b></p> <p>Recruitment policy does not have a requirement to assess, obtain or document criminal history checks or to verify qualifications of prospective employees.</p>	<p><b>Work in progress</b></p> <p>Policy remains out of date.</p> <p>Responsible officer: Director Corporate Services</p> <p>Action date: 31 December 2023</p> <p>Revised action date: 30 June 2025</p>
23IR-3	<b>D</b>	<p><b>Insufficient risk management and governance procedures</b></p> <p>Risk register is out of date and governance procedures are limited.</p>	<p><b>Work in progress</b></p> <p>Risk register remains out of date, however updating it has been flagged as a high priority.</p> <p>Responsible officer: Director of Corporate Services</p> <p>Action date: 30 June 2024</p> <p>Revised action date: 31 December 2024</p>
23IR-4	<b>D</b>	<p><b>Policies are not reviewed on a timely basis</b></p> <p>We have reviewed the information on Council's website against requirements of the LG Act and Regulation.</p> <p>[1] Investigation policy – does not appear to be disclosed on Council's website [s150AE LGA].</p>	<p><b>Work in progress</b></p> <p>Various policies remain on the Council website that are past their review date. A register of policies and their revision dates is being worked through with policies being prioritised for update.</p>

Ref.	Rating	Issue	Status
		<p>[2] Fraud &amp; corruption management policy and management plan were due for review on 30 June 2018.</p> <p>[3] Procurement principles policy per Council website was due for review on 30 June 2024.</p> <p>[4] Delegation policy per website is not signed as endorsed and does not have details of when it was adopted by Council or when the review date is.</p> <p>[5] Advertising expenditure policy was due for review on 28 February 2021.</p> <p>[6] Internal audit policy was due for review on 30 April 2020.</p> <p>[7] Asset management policy was due for review on 30 April 2021.</p> <p>[8] Dealing with a complaint about a public official policy was due for review on 30 June 2020.</p> <p>[9] Risk management policy was due for review on 15 April 2021.</p> <p>Various other Council specific policies disclosed on Council website are past their review date.</p>	<p>Responsible officer: Chief Executive Officer / Director Corporate Services</p> <p>Original Action date: 30 June 2024</p> <p>Revised Action date: 30 June 2025</p>
23-CR4	<b>D</b>	<p><b>Credit card policy is out of date, and recognition of credit card transactions is not timely</b></p> <p>The credit card policy has not been renewed since 2004. Credit card transactions are not recorded until the card balance is paid.</p>	<p><b>Work in progress</b></p> <p>Credit card policy has not been reviewed.</p> <p>Responsible officer: Director Corporate Services</p> <p>Action date: 30 June 2024</p> <p>Revised action date: 30 June 2025</p>
23-CR5	<b>D</b>	<p><b>Handwritten timesheets are not clear and legible</b></p> <p>We identified examples of timesheets not being legible, with no evidence of review or verification by the employee or supervisor.</p>	<p><b>Resolved</b></p> <p>We did not identify any examples of timesheets without evidence of review in our current year sample.</p>
23-CR6	<b>D</b>	<p><b>Employee termination checklists incomplete</b></p> <p>We identified examples of termination checklists that had sections not completed and/or were not signed or dated. We identified further examples of this in the current year (2023-24) audit.</p>	<p><b>Work in progress</b></p> <p>Checklist has been revised; however, it has been observed that the checklists are not always fully completed for all staff members.</p> <p>Responsible officer: Director Corporate Services</p> <p>Action date: 30 June 2024</p> <p>Revised action date: 30 June 2025</p>
21CR-8	<b>O</b>	<p><b>Policy to support reimbursement of relocation expenses</b></p> <p>Lack of formal policy or documented evidence of reimbursements paid to key management personnel. We recommended implementing a formal policy to support these decisions.</p>	<p><b>Work in progress</b></p> <p>Formal Relocation Assistance Policy has been drafted but not yet adopted by Council.</p> <p>Responsible officer: Director of Corporate Services</p> <p>Action date: 30 June 2024</p> <p>Revised action date: 30 September 2024</p>

Ref.	Rating	Issue	Status
23CR-8		<p><b>GST errors</b></p> <p>We identified examples of GST being incorrectly claimed on items that do not include GST (stamp duty and levies).</p>	<p><b>Resolved</b></p> <p>Staff training has been provided to refresh staff on entering invoices with non-standard GST. We did not identify any examples of incorrect GST treatment.</p>
21CR-12		<p><b>Inadequate review of draft financial statements</b></p> <p>Significant changes were required to the disclosure and presentation of financial statements for the year ended 30 June 2021, 2022, and 2023 indicating inadequate review prior to audit.</p>	<p><b>Resolved pending audit verification</b></p> <p>External contractor has been engaged to assist with year-end reconciliations and financial statement preparation.</p>
22-CR12		<p><b>Write-offs and renewals of capital assets</b></p> <p>We recommended implementing a process to review existing assets for loss or significant damage and segregating capital works into additions and renewals.</p>	<p><b>Resolved pending audit verification</b></p> <p>DCS has established an internal Asset Management Committee to review asset capitalisation, valuation and depreciation. Renewals to be reviewed at final audit visit.</p>
22-CR14		<p><b>Plant assets – residual values</b></p> <p>We recommend a formal annual review of the fixed asset register to confirm that estimates including useful lives, residual values and depreciation rates are appropriate.</p>	<p><b>Resolved</b></p> <p>DCS has established an internal Asset Management Committee to review asset capitalisation, valuation and depreciation.</p>



[qao.qld.gov.au/reports-resources/reports-parliament](https://qao.qld.gov.au/reports-resources/reports-parliament)

---



Suggest an audit topic

Contribute to an audit in progress

Subscribe to news and our blog

Connect with QAO on LinkedIn

William Cunningham  
Queensland Audit Office  
T: 07 3149 6000  
E: [william.cunningham@qao.qld.gov.au](mailto:william.cunningham@qao.qld.gov.au)

James Gaustad  
BDO Audit (NTH QLD) Pty Ltd  
T: 07 4046 0090  
E: [james.gaustad@bdo.com.au](mailto:james.gaustad@bdo.com.au)

T: (07) 3149 6000  
E: [qao@qao.qld.gov.au](mailto:qao@qao.qld.gov.au)  
W: [www.qao.qld.gov.au](http://www.qao.qld.gov.au)  
53 Albert Street, Brisbane Qld 4000  
PO Box 15396, City East Qld 4002





**General Meeting      21st August 2024**

<b>Subject</b>	Financial performance as at 31st July 2024
<b>Classification</b>	Open
<b>Author</b>	Laurie Hawker Finance Manager

**EXECUTIVE SUMMARY**

In accordance with section 204 of the Local Government Regulation 2012, a monthly finance report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting held.

**RECOMMENDATION**

That Council receives the financial statements for the period ended 31<sup>st</sup> July 2024 pursuant o, and in accordance with, the Local Government Regulation 2012 (s204).

---

**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
<b>No consultation required</b>	<input checked="" type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Inform</b>	<input type="checkbox"/>		
<b>Consult</b>	<input type="checkbox"/>		
<b>Involve</b>	<input type="checkbox"/>		
<b>Collaborate</b>	<input type="checkbox"/>		
<b>Empower</b>	<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:**

<b>Laurie Hawker</b>	Ken Timms, Chief Executive Officer
<b>Date: 05/08/2024</b>	Date: 05/08/2024

ATTACHMENTS

Include attachments such as:

- Financial Report as at 31 July 2024

**ETHERIDGE SHIRE COUNCIL**



# **Etheridge Shire Council**

## **Financial Report**

**General Meeting of  
Council**

**14<sup>th</sup> August 2024**

## **Index of Attached Reports**

- 1 Highlights
- 2 Cash Position
- 3 Monthly Cash Flow Estimate
- 4 Comparative 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 Financial Position  
PCS Statement of Cash Flows



**Mayor and Councillors  
Etheridge Shire Council  
Georgetown Qld 4871**

## **1 Draft Highlights of this Month's Financial Report**

**Reporting Period:=-**

**31-July-2024**

### **Revenue**

Total revenue of \$ 7.4M. to 31-Jul-2024 representing 13 % of total budget of \$ 56.9 M.

These statements are for 1 month of the financial year and generally would represent 8 % of the overall budget.

The Recurrent revenue is \$6.958M which is largely due to the receipt of the FAGS grant in July 2024, FAGS operating \$5.128M and FAGS roads \$1.755M  
DTMR revenue is nil, any recent revenue recognised prior to June 30.  
Flood damage revenue is nil and will be accrued at a later date during preparation of the 2023-24 Financial reports.

### **Expenditure**

Total expenditure of \$1.5M for the period represents 3% of total budgeted expenditure of \$47.938 M.

By far the biggest expenditure to date is flood damage, incurring \$1.3M in July.

Expenditure on DTMR works totals \$616k Year to Date against the budget of \$1.2M.

### **Surplus / Deficit**

The Surplus Net Operating result is \$5.8M due to receipt of FAGS Grants of \$6.883 M.

2 CASH POSITION

2023/2024

Jul-24

CASH AT BANK					
	Operating Account				525,224
SHORT TERM INVESTMENTS					
	QTC Cash Fund				11,682,306
			<b>Total</b>		<b>\$ 12,207,530</b>
<p>The following items should be backed by cash and investments, plus any increases in the surplus of Debtors over Creditors.</p>					
	Cash backed <b>Current Liabilities</b> (AL,LSL,SL,RDO)				766,833
	Restricted cash - grants received not yet spent less grants receivable				4,589,835
					<b>\$ 5,356,668</b>
<p>Balance of estimated rates/other <b>debtors</b> - estimated <b>creditors</b>:</p>					
	(	2,158,941	-	102,528	) \$ 2,056,413
Plus cash surplus	\$	12,207,530	-	\$	5,356,668
					<b>\$ 6,850,862</b>
Working Capital			<b>Total</b>		<b>\$ 8,907,276</b>

### 3. Monthly Cash Flow Estimate For Month of August 2024

#### Receipts \$ 000's

#### Expenditure \$ 000's

Rates	40,000	Payroll	540,000
Fees and Charges Billings	27,000	Operating and Contractor Payables	4,000,000
Own Roads Program Recoveries	0	PAYG-W; GST	
Main Roads Invoiced Recoveries		Loan Payments	
Grants Expected	1,791,589	Capital Acq	0
Flood Damage NDRRA	0	Other	0
GST	416,441		
	2,275,030		4,540,000

Cash is therefore expected to decrease by approximately \$ 2,264,970 during the next period

**Etheridge Shire Council**  
**4. Comparative Data for**

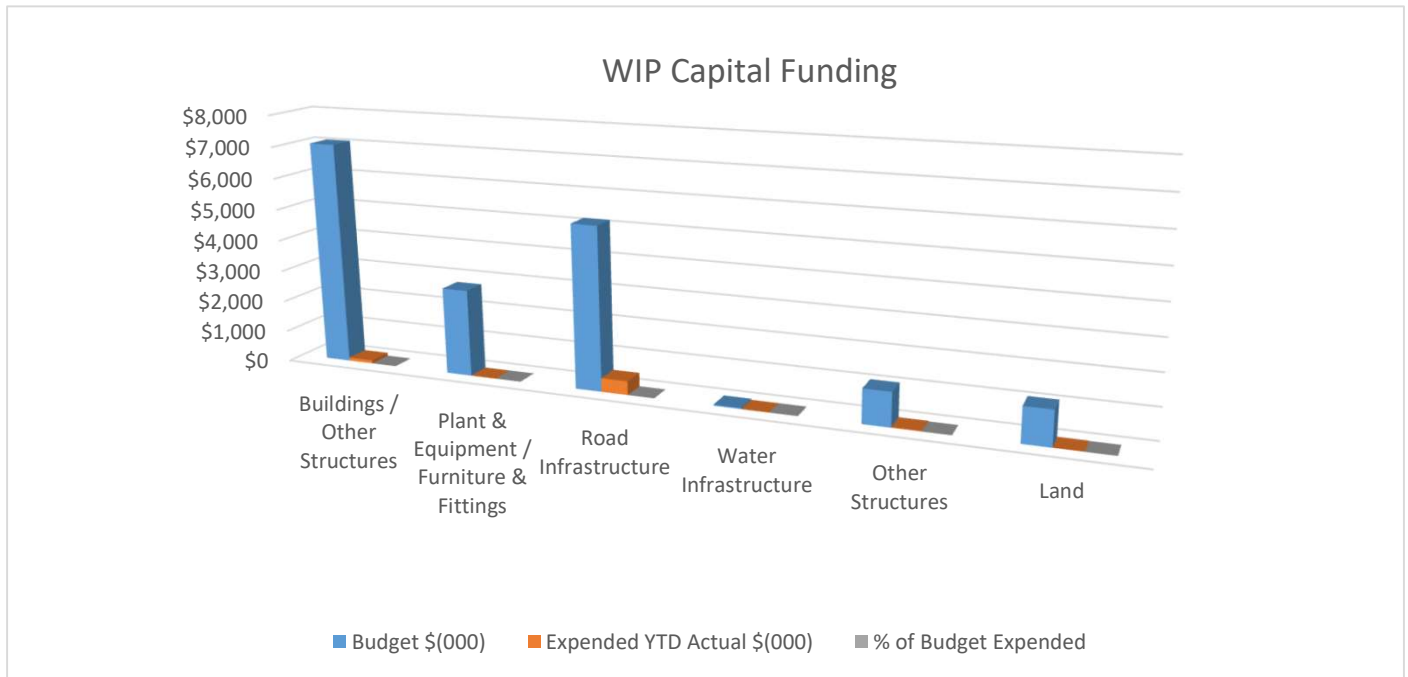
**Jul-24**

	<b>2024-25</b>	<b>2023-24</b>	<b>2022-23</b>	<b>2021-22</b>
<b>Cash Position</b>	<b>12,207,530</b>	<b>10,588,038</b>	<b>22,220,513</b>	<b>14,083,783</b>
<b>Working Capital</b>	<b>8,907,276</b>	<b>15,658,614</b>	<b>8,687,201</b>	<b>7,138,060</b>
<b>Rate Arrears</b>	<b>163,420</b>	<b>170,021</b>	<b>53,529</b>	<b>453,627</b>
<b>Outstanding Debtors</b>	<b>1,995,521</b>	<b>1,157,754</b>	<b>1,001,616</b>	<b>546,787</b>
<b>Current Creditors</b>	<b>41,919</b>	<b>0</b>	<b>1,136,657</b>	<b>220,507</b>
<b>Current Loan Payable</b>	<b>19,961</b>	<b>19,961</b>	<b>41,500</b>	<b>62,565</b>

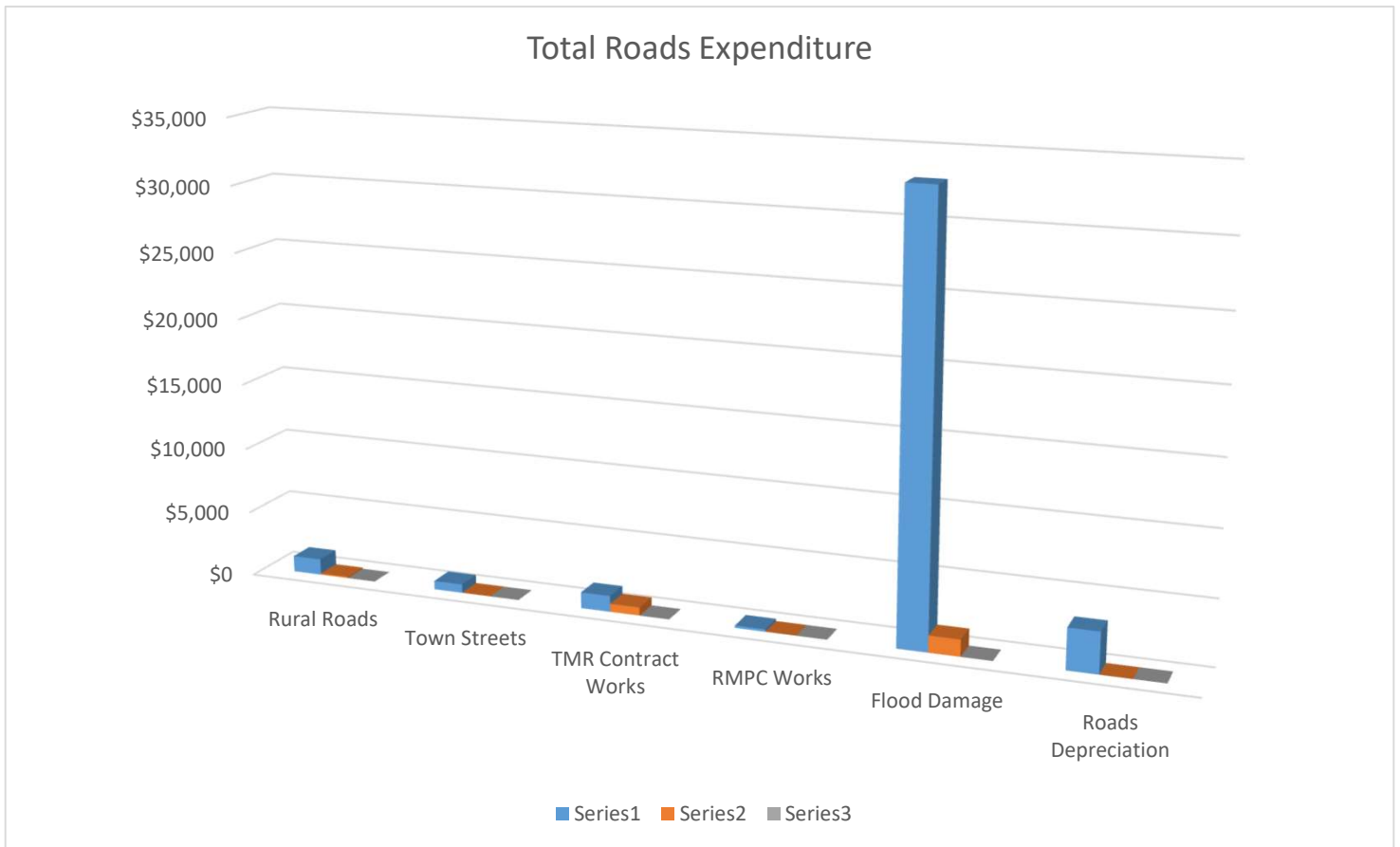
**Etheridge Shire Council**

**5. Capital Funding**

**Jul-24**



		Budget \$(000)	Expended YTD Actual \$(000)	% of Budget Expended
	<b>Total Capital Funding</b>	<b>\$17,225</b>	<b>\$559</b>	3.25%
1	<b>Buildings / Other Structures</b>	\$7,076	\$98	1.38%
2	<b>Plant &amp; Equipment / Furniture &amp; Fittings</b>	\$2,761	\$0	0.00%
3	<b>Road Infrastructure</b>	\$5,174	\$434	8.39%
4	<b>Water Infrastructure</b>	\$35	\$1	2.86%
5	<b>Other Structures</b>	\$1,075	\$17	1.58%
6	<b>Land</b>	\$1,104	\$9	0.82%



		Budget \$ 000's	Expended YTD Actual \$ 000's	% of Budget Expended \$ 000's
	<b>Total Road Expenditure</b>	<b>\$39,269</b>	<b>\$1,990</b>	<b>5%</b>
1	Rural Roads	\$1,225	\$90	7%
2	Town Streets	\$655	\$6	1%
3	TMR Contract Works	\$1,219	\$616	51%
4	RMPC Works	\$180	\$7	4%
5	Flood Damage	\$32,879	\$1,270	4%
6	Roads Depreciation	\$3,112	\$0	0%

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 9% of year elapsed. To Level 4.

Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

Printed(LAURIEH): 01-08-2024 10:38:59 AM

				----- REVENUE -----		----- EXPENDITURE -----	
----- SURPLUS/(DEFICIENCY) -----				31 Jul 2024	Budget	31 Jul 2024	
Budget	31 Jul 2024		Budget				
1000-0001	Governance						
1000-0002	Elected Members			0.00	0%	0	36,656.14 8%
458,000	(36,656.14)	8%	(458,000)				
1010-0002	Governance			0.00	0%	0	65,734.47 9%
740,000	(65,734.47)	9%	(740,000)				
1020-0002	Economic Development			0.00	0%	2,141,000	86,520.45 35%
250,000	(86,520.45)	-5%	1,891,000				
1040-0002	Regulatory Services						
1040-0003	Town Planning			0.00	0%	10,000	0.00 0%
35,000	0.00	0%	(25,000)				
1041-0003	Building Control			0.00	0%	2,000	0.00 0%
200	0.00	0%	1,800				
1042-0003	Environmental Health			1,650.00	18%	9,000	6,712.54 22%
30,000	(5,062.54)	24%	(21,000)				
1043-0003	Local Laws			0.00	0%	0	0.00 0%
5,000	0.00	0%	(5,000)				
-----				-----	-----	-----	
1040-0002	Regulatory Services			1,650.00	8%	21,000	6,712.54 10%
70,200	(5,062.54)	10%	(49,200)				

1050-0002	Disaster Management			420,000.00	933%	45,000	194.49	0%
133,000	419,805.51	-477%	(88,000)					
1060-0002	WH&S			0.00	0%	0	18,867.08	7%
280,000	(18,867.08)	7%	(280,000)					
-----								
1000-0001	Governance			421,650.00	19%	2,207,000	214,685.17	11%
1,931,200	206,964.83	75%	275,800					
-----								
2000-0001	Corporate							
2000-0002	General Rates			122.30	0%	2,655,000	1,303.99	0%
350,950	(1,181.69)	0%	2,304,050					
2010-0002	General Administration			5,131,233.48	76%	6,764,773	152,189.73	6%
2,666,500	4,979,043.75	121%	4,098,273					
2020-0002	Employee Services			311,918.67	14%	2,200,000	180,159.87	8%
2,143,000	131,758.80	231%	57,000					
2030-0002	ICT			0.00	0%	0	43,722.29	12%
365,000	(43,722.29)	12%	(365,000)					
2040-0002	Broadcasting Services			0.00	0%	0	1,167.19	18%
6,600	(1,167.19)	18%	(6,600)					
-----								
2000-0001	Corporate			5,443,274.45	47%	11,619,773	378,543.07	7%
5,532,050	5,064,731.38	83%	6,087,723					
-----								
3000-0001	Community							
3000-0002	Commercial Rental Properties							
3000-0003	Staff housing			11,558.00	8%	140,000	4,737.56	1%
517,000	6,820.44	-2%	(377,000)					
3002-0003	Savannah House			325.00	8%	4,000	0.00	0%
29,000	325.00	-1%	(25,000)					
3003-0003	Demountable Office (Mary St)			4,000.00	8%	48,000	0.00	0%



6,000	4,000.00	10%	42,000					
3004-0003	Aged Care			0.00	0%	1,200,000	0.00	0%
0	0.00	0%	1,200,000					
-----								
3000-0002	Commercial Rental Properties			15,883.00	1%	1,392,000	4,737.56	1%
552,000	11,145.44	1%	840,000					
3010-0002	Libraries			0.00	0%	6,000	45.63	0%
26,200	(45.63)	0%	(20,200)					
3020-0002	Community Development			0.00	0%	24,000	15,813.77	6%
268,000	(15,813.77)	6%	(244,000)					
3030-0002	Sport & Recreation			0.00	0%	0	22,222.53	5%
455,500	(22,222.53)	5%	(455,500)					
3040-0002	Halls			81.82	2%	5,000	1,242.65	0%
326,000	(1,160.83)	0%	(321,000)					
3050-0002	Medical Centres			0.00	0%	0	95.69	0%
49,200	(95.69)	0%	(49,200)					
3060-0002	Aerodromes			0.00	0%	450,000	2,741.11	1%
314,500	(2,741.11)	-2%	135,500					
3070-0002	Terrestrial Centre			24,209.75	2%	1,137,000	43,742.57	7%
632,000	(19,532.82)	-4%	505,000					
3080-0002	Little Gems Child Care Centre			6,080.00	2%	286,000	42,771.76	9%
494,500	(36,691.76)	18%	(208,500)					
3090-0002	Georgetown Student Hostel			18,229.52	8%	240,000	7,372.69	2%
361,450	10,856.83	-9%	(121,450)					
3100-0002	Cemeteries			45.45	2%	2,000	1,314.80	7%
20,000	(1,269.35)	7%	(18,000)					
-----								
3000-0001	Community			64,529.54	2%	3,542,000	142,100.76	4%
3,499,350	(77,571.22)	-182%	42,650					
4000-0001	Infrastructure Services							
4000-0002	Parks Gardens Reserves and Grounds			515.35	26%	2,000	27,059.31	4%

625,000	(26,543.96)	4%	(623,000)					
4010-0002	Rural Lands Protection			3,904.16	10%	38,000	3,445.62	1%
425,073	458.54	0%	(387,073)					
4020-0002	Street Lighting			0.00	0%	0	0.00	0%
17,250	0.00	0%	(17,250)					
4030-0002	Roads							
4030-0003	Shire Roads			1,755,223.00	45%	3,857,650	90,497.48	2%
4,336,500	1,664,725.52	-348%	(478,850)					
4031-0003	Town Streets			0.00	0%	198,000	5,588.41	1%
654,542	(5,588.41)	1%	(456,542)					
4032-0003	Flood Damage			0.00	0%	32,252,193	1,270,146.53	4%
32,879,049	(1,270,146.53)	203%	(626,857)					
-----	-----		-----	-----		-----	-----	
4030-0002	Roads			1,755,223.00	5%	36,307,843	1,366,232.42	4%
37,870,091	388,990.58	-25%	(1,562,249)					
4040-0002	Depot and Stores			9,722.19	8%	125,000	66,315.01	6%
1,084,800	(56,592.82)	6%	(959,800)					
4050-0002	Recoverable Works							
4050-0003	Private Works			2,898.66	1%	220,000	7,107.07	4%
180,000	(4,208.41)	-11%	40,000					
4051-0003	DTMR			0.00	0%	4,753,901	616,171.42	51%
1,218,901	(616,171.42)	-17%	3,535,000					
-----	-----		-----	-----		-----	-----	
4050-0002	Recoverable Works			2,898.66	0%	4,973,901	623,278.49	45%
1,398,901	(620,379.83)	-17%	3,575,000					
4060-0002	Plant Operations			1,162,886.68	16%	7,120,000	156,072.92	4%
3,664,000	1,006,813.76	29%	3,456,000					
-----	-----		-----	-----		-----	-----	
4000-0001	Infrastructure Services			2,935,150.04	6%	48,566,744	2,242,403.77	5%
45,085,115	692,746.27	20%	3,481,628					

5000-0001	Utilities							
5000-0002	Water Supply							
5000-0003	Georgetown WTP & Reticulation			135.00	0%	395,100	16,835.83	2%
848,900	(16,700.83)	4%	(453,800)					
5001-0003	Forsyth WTP & Reticulation			12.01	0%	111,200	22,207.15	8%
271,500	(22,195.14)	14%	(160,300)					
5002-0003	Charleston Dam			0.00	0%	0	63.13	0%
120,000	(63.13)	0%	(120,000)					
-----								
5000-0002	Water Supply			147.01	0%	506,300	39,106.11	3%
1,240,400	(38,959.10)	5%	(734,100)					
5010-0002	Waste Management							
5010-0003	Georgetown			42.07	0%	150,400	15,565.63	5%
305,800	(15,523.56)	10%	(155,400)					
5011-0003	Forsyth			0.00	0%	14,950	1,822.38	2%
75,000	(1,822.38)	3%	(60,050)					
5012-0003	Einasleigh			9.70	0%	10,500	0.00	0%
18,885	9.70	0%	(8,385)					
5013-0003	Mt Surprise			5.12	0%	12,000	0.00	0%
8,711	5.12	0%	3,289					
-----								
5010-0002	Waste Management			56.89	0%	187,850	17,388.01	4%
408,396	(17,331.12)	8%	(220,546)					
-----								
5000-0001	Utilities			203.90	0%	694,150	56,494.12	3%
1,648,796	(56,290.22)	6%	(954,646)					

=====	=====	=====	=====	=====	=====	=====	=====	
	TOTAL REVENUE AND	EXPENDITURE		8,864,807.93	13%	66,629,667	3,034,226.89	5%
57,696,511	5,830,581.04	65%	8,933,156					

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 9% of year elapsed. To Details. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

Printed(RENEEB): 01-08-2024 12:17:37 PM

		OPENING	----- YEAR TO DATE -----			----- CURRENT BALANCE -----		
		BALANCE	31 Jul 2024		BUDGET	31 Jul 2024		BUDGET
CURRENT ASSETS								
=====								
0300-0001	ASSETS LIABILITIES & EQUITY							
0300-0002	CASH AND RECEIVABLES							
0300-3000	Bendigo Cash at Bank	404,731.88	120,492.23	37%	329,843	525,224.11	263%	200,000
0300-3005	Investments	3,893,457.35	1,499,000.00	-15%	(9,781,848)	5,392,457.35	65%	8,270,000
0300-3006	22108 Ether Reserve CF	274,454.76	0.00	0%	270,000	274,454.76	102%	270,000
0300-3007	22821-2024 ILP and Staff Housing	6,013,893.71	0.00	0%	0	6,013,893.71	---	0
0300-3020	Cash on Hand	1,500.00	0.00	0%	0	1,500.00	100%	1,500
0300-3030	General Fund Bank Error Adjustment	0.00	0.00	0%	0	0.00	0%	0
0300-3100	Receivables - Rates	170,021.19	(6,601.07)	-8%	81,824	163,420.12	96%	170,540
0300-3110	Rates Receivable Adjustment	0.00	0.00	0%	0	0.00	0%	0
0300-3120	EOY Receipts-Rates	0.00	0.00	0%	0	0.00	0%	0
0300-3130	Allowance for Impairment - Rates	0.00	0.00	0%	0	0.00	0%	0
0300-3150	Receivables - Govt Subsidy	188.02	0.00	0%	0	188.02	22%	870
0300-3200	Receivables - Debtors	1,199,067.33	796,453.26	119%	667,543	1,995,520.59	285%	700,000
0300-3210	Grants Receivable - Roads	0.00	0.00	0%	0	0.00	0%	0
0300-3230	Receivables - Animals	0.00	0.00	0%	0	0.00	0%	0
0300-3240	Bond Receivable	0.00	0.00	0%	0	0.00	0%	0
0300-3250	Debtors Receivable Adjustment	0.00	0.00	0%	0	0.00	0%	0
0300-3260	EOY Receipts-Debtors	(41,643.60)	41,643.60	---	0	0.00	0%	0
0300-3270	Prepaid Expenses	0.00	230,259.95	---	0	230,259.95	328%	70,206
0300-3280	Allowance for Impairment - Debtors	0.00	0.00	0%	0	0.00	0%	0
0300-3290	Debtors Accrual	1,677,598.55	(1,677,598.55)	107%	(1,573,325)	0.00	0%	954,918
0300-3300	Stores Inventories	475,095.41	14,144.47	16%	87,863	489,239.88	89%	550,000
0300-3310	House & Land - Held for Resale GST	53,093.45	0.00	0%	(53,093)	53,093.45	---	0
0300-3320	House & Land -Held for Resale Input	0.00	0.00	0%	0	0.00	0%	0
0300-3330	Store Inventory Accruals	0.00	0.00	0%	0	0.00	0%	(619)
0300-3335	Accrued Plant	(420,817.03)	420,817.03	---	0	0.00	0%	(108,423)
0300-3340	Store Inventory Impairment Provision	0.00	0.00	0%	0	0.00	0%	0
0300-3400	Contract Receivable	4,716,256.55	0.00	0%	190,290	4,716,256.55	106%	4,461,587
0390-3000	Heritage Mineral Collection	0.00	0.00	0%	0	0.00	0%	0
		-----	-----		-----	-----		-----
0300-0002	CASH AND RECEIVABLES TOTAL	18,416,897.57	1,438,610.92	-15%	(9,780,903)	19,855,508.49	128%	15,540,579
		-----	-----		-----	-----		-----
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	18,416,897.57	1,438,610.92	-15%	(9,780,903)	19,855,508.49	128%	15,540,579

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 9% of year elapsed. To Details. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

Printed(RENEEB): 01-08-2024 12:17:37 PM

	OPENING BALANCE	----- YEAR TO DATE ----- 31 Jul 2024		BUDGET	----- CURRENT BALANCE ----- 31 Jul 2024		BUDGET
TOTAL CURRENT ASSETS	18,416,897.57	1,438,610.92	-15%	(9,780,903)	19,855,508.49	128%	15,540,579
NON-CURRENT ASSETS							
=====							
0300-0001 ASSETS LIABILITIES & EQUITY							
0400-0002 NON-CURRENT ASSETS							
0400-4000 Land & Buildings - Held for Resale	0.00	0.00	0%	0	0.00	0%	0
0400-4050 WIP - Land & Bldgs - Held for Resale	0.00	0.00	0%	0	0.00	0%	0
0400-4100 Land & Land Improvements	2,104,888.62	0.00	0%	0	2,104,888.62	119%	1,770,875
0400-4150 WIP - Land & Land Improvements	16,034.42	9,007.79	0%	(2,400,181)	25,042.21	---	0
0400-4200 Buildings	34,155,541.64	0.00	0%	8,294,295	34,155,541.64	87%	39,142,000
0400-4210 Accum. Dep. - Buildings	(12,277,332.23)	0.00	0%	(928,219)	(12,277,332.23)	100%	(12,277,000)
0400-4250 WIP - Buildings	3,446,976.07	97,731.34	8%	1,249,989	3,544,707.41	41%	8,600,526
0400-4300 Other Structures	18,131,875.21	0.00	0%	770,292	18,131,875.21	100%	18,087,000
0400-4310 Accum. Dep. - Other Structures	(5,726,207.07)	0.00	0%	1,529,805	(5,726,207.07)	100%	(5,726,000)
0400-4350 WIP - Other Structures	788,058.94	16,751.16	0%	7,740,494	804,810.10	10%	7,829,000
0400-4400 Fleet Plant & Equipment	14,033,606.72	0.00	0%	995,237	14,033,606.72	100%	14,033,000
0400-4410 Accum. Dep - Fleet Plant & Equipment	(5,435,756.64)	0.00	0%	307,969	(5,435,756.64)	100%	(5,435,000)
0400-4450 WIP - Fleet Plant & Equipment	0.00	0.00	0%	(3,015,701)	0.00	0%	500,000
0400-4500 Furniture & Other Equipment	2,035,514.29	0.00	0%	24,486	2,035,514.29	100%	2,035,000
0400-4510 Accum. Dep - Furniture & Other Equip	(574,371.21)	0.00	0%	(63,211)	(574,371.21)	100%	(574,000)
0400-4550 WIP - Furniture & Other Equipment	22,477.55	0.00	0%	0	22,477.55	50%	44,951
0400-4600 Roads Infrastructure	239,453,196.57	0.00	0%	(9,921,662)	239,453,196.57	100%	239,347,000
0400-4605 Roads Manual adj	(418,261.00)	0.00	0%	0	(418,261.00)	---	0
0400-4610 Accum. Dep. - Roads Infrastructure	(40,830,044.76)	0.00	0%	0	(40,830,044.76)	97%	(42,083,023)
0400-4650 WIP - Roads Infrastructure	4,583,611.79	433,743.05	6%	7,116,503	5,017,354.84	49%	10,225,000
0400-4700 Water Infrastructure	36,518,261.45	0.00	0%	2,812,914	36,518,261.45	103%	35,559,000
0400-4710 Accum. Dep. - Water Infrastructure	(5,694,874.02)	0.00	0%	(280,243)	(5,694,874.02)	100%	(5,694,000)
0400-4750 WIP - Water Infrastructure	283,117.72	556.57	-2%	(22,397)	283,674.29	95%	300,000
0400-4800 Heritage Mineral Collection	0.00	0.00	0%	0	0.00	0%	0
0480-4000 Land Improvements	0.00	0.00	0%	0	0.00	0%	0
0480-4100 Land improvements - Accum Depn	0.00	0.00	0%	0	0.00	0%	0
0400-0002 NON-CURRENT ASSETS TOTAL	284,616,314.06	557,789.91	4%	14,210,370	285,174,103.97	93%	305,684,329
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	284,616,314.06	557,789.91	4%	14,210,370	285,174,103.97	93%	305,684,329
TOTAL NON-CURRENT ASSETS	284,616,314.06	557,789.91	4%	14,210,370	285,174,103.97	93%	305,684,329
TOTAL ASSETS	303,033,211.63	1,996,400.83	45%	4,429,467	305,029,612.46	95%	321,224,908

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 9% of year elapsed. To Details. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

Printed(RENEEB): 01-08-2024 12:17:37 PM

		OPENING	----- YEAR TO DATE -----			----- CURRENT BALANCE -----		
		BALANCE	31 Jul 2024		BUDGET	31 Jul 2024		BUDGET
CURRENT LIABILITIES								
=====								
0300-0001	ASSETS LIABILITIES & EQUITY							
0500-0002	CURRENT PAYABLES AND LIABILITIES							
0500-5000	Contract Liability	11,809,035.63	0.00	0%	4,993,486	11,809,035.63	100%	11,809,000
0500-5100	Rates Refund Suspense	0.00	0.00	0%	0	0.00	0%	(8)
0500-5101	Rates receivable In Advance	0.00	0.00	0%	0	0.00	0%	0
0500-5110	Dishonoured Cheques Refund Suspense	0.00	0.00	0%	0	0.00	0%	0
0500-5120	Debtors Refund Suspense	0.00	494.00	---	0	494.00	---	0
0500-5200	Accounts Payable	0.00	41,918.66	-11%	(373,136)	41,918.66	11%	392,000
0500-5210	Accrued Expenses	3,650,244.59	(3,702,123.76)	-278%	1,333,716	(51,879.17)	-2%	2,476,177
0500-5220	Emergency Fire Service Levy	59,845.65	763.50	3%	27,195	60,609.15	98%	62,000
0500-5230	Accrued Time-in-Lieu	30,460.67	(9,658.33)	-36%	27,033	20,802.34	61%	34,000
0500-5235	Payroll Accrual	348,363.02	(348,363.02)	---	0	0.00	0%	89,124
0500-5240	RDO	4,829.95	(3,378.69)	-117%	2,878	1,451.26	48%	3,000
0500-5250	Payroll Suspense	0.00	0.00	0%	0	0.00	0%	0
0500-5260	Withholding Tax Suspense	0.00	0.00	0%	0	0.00	0%	0
0500-5270	Advance Pay Suspense	0.00	0.00	0%	0	0.00	0%	0
0500-5280	General Suspense	0.00	0.00	0%	(3,100)	0.00	0%	0
0500-5290	GST Suspense	(556,736.96)	140,295.42	---	0	(416,441.54)	---	0
0500-5295	Input tax GST Account	0.00	0.00	0%	0	0.00	0%	0
0500-5299	Retentions Current	0.00	27,038.64	---	0	27,038.64	---	0
0500-5300	Annual Leave Payable	485,288.44	42,780.37	-8%	(530,045)	528,068.81	---	0
0500-5310	Current LSL Payable	247,451.37	(30,940.43)	-45%	69,018	216,510.94	62%	347,000
0500-5400	Current Loan - Workshop	0.00	0.00	0%	0	0.00	0%	0
0500-5410	Current Loan - Forsayth Water	3,709.62	0.00	0%	(9,810)	3,709.62	100%	3,700
0500-5420	Current Loan - Plant	0.00	0.00	0%	0	0.00	0%	0
0500-0002	CURRENT PAYABLES AND LIABILITIES TOTAL	16,082,491.98	(3,841,173.64)	-69%	5,537,235	12,241,318.34	80%	15,215,993
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	16,082,491.98	(3,841,173.64)	-69%	5,537,235	12,241,318.34	80%	15,215,993
	TOTAL CURRENT LIABILITIES	16,082,491.98	(3,841,173.64)	-69%	5,537,235	12,241,318.34	80%	15,215,993

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 9% of year elapsed. To Details. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

Printed(REENEB): 01-08-2024 12:17:37 PM

	OPENING BALANCE	----- YEAR TO DATE ----- 31 Jul 2024		----- BUDGET -----	----- CURRENT BALANCE ----- 31 Jul 2024		----- BUDGET -----
NON-CURRENT LIABILITIES							
=====							
0300-0001 ASSETS LIABILITIES & EQUITY							
0600-0002 LOANS & LIABILITIES NON-CURRENT							
0600-6300 Non-Current LSL Provision	174,126.75	6,993.43	12%	59,704	181,120.18	104%	174,000
0600-6310 Non-Current Annual Leave Provision	0.00	0.00	0%	0	0.00	0%	0
0600-6401 622265 2024 ILP and Staff House loan	6,000,000.00	0.00	0%	0	6,000,000.00	---	0
0600-6410 Non-Current Loans	16,251.07	0.00	0%	0	16,251.07	0%	5,981,751
0600-6500 Non-Current Landfill - Georgetown	1,200,699.64	0.00	0%	428,047	1,200,699.64	69%	1,747,000
0600-6505 Non Current Landfill Old Georgetown	73,522.00	0.00	0%	0	73,522.00	---	0
0600-6506 Non Current Landfill Sanitary pits	63,665.00	0.00	0%	0	63,665.00	---	0
0600-6510 Non-Current Landfill - Forsayth	232,082.72	0.00	0%	(238,501)	232,082.72	---	0
0600-6520 Non-Current Landfill - Einasleigh	179,580.99	0.00	0%	0	179,580.99	138%	130,315
0600-6530 Non-Current Landfill - Mt Surprise	238,675.64	0.00	0%	0	238,675.64	79%	300,458
	-----	-----		-----	-----		-----
0600-0002 LOANS & LIABILITIES NON-CURRENT TOTAL	8,178,603.81	6,993.43	3%	249,250	8,185,597.24	98%	8,333,524
	-----	-----		-----	-----		-----
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	8,178,603.81	6,993.43	3%	249,250	8,185,597.24	98%	8,333,524
	-----	-----		-----	-----		-----
TOTAL NON-CURRENT LIABILITIES	8,178,603.81	6,993.43	3%	249,250	8,185,597.24	98%	8,333,524
	=====	=====		=====	=====		=====
TOTAL LIABILITIES	24,261,095.79	(3,834,180.21)	-66%	5,786,485	20,426,915.58	87%	23,549,517
	=====	=====		=====	=====		=====
NETT ASSETS/(LIABILITIES)	278,772,115.84	5,830,581.04	-430%	(1,357,018)	284,602,696.88	96%	297,675,391



(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 9% of year elapsed. To Details. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

Printed(RENEEB): 01-08-2024 12:17:37 PM

		OPENING	----- YEAR TO DATE -----		----- CURRENT BALANCE -----	
		BALANCE	31 Jul 2024	BUDGET	31 Jul 2024	BUDGET
COMMUNITY EQUITY						
=====						
0300-0001	ASSETS LIABILITIES & EQUITY					
0700-0002	SHIRE CAPITAL & RESERVES					
0700-7000	Shire Capital Account	39,500,666.35	0.00	0%	(666)	39,500,666.35 100% 39,500,000
0700-7100	Current Surplus	0.00	5,830,581.04	65%	8,933,156	5,830,581.04 65% 8,933,156
0700-7200	Accumulated Surplus	33,519,083.35	0.00	0%	2,811,596	33,519,083.35 66% 50,969,805
0700-7300	Asset Reval Reserve - Roads	158,489,446.47	0.00	0%	(8,654,133)	158,489,446.47 100% 158,473,431
0700-7310	Asset Reval Reserve - Land	2,113,661.06	0.00	0%	852,060	2,113,661.06 100% 2,113,000
0700-7320	Asset Reval Reserve - Buildings	17,460,264.12	0.00	0%	3,444,625	17,460,264.12 90% 19,460,000
0700-7330	Asset Reval Reserve - Water	7,420,590.68	0.00	0%	2,794,465	7,420,590.68 100% 7,420,000
0700-7340	Asset Reval Reserve -Other Structure	10,318,749.35	0.00	0%	2,587,030	10,318,749.35 100% 10,318,000
0700-7350	Asset Reval Reserve-Plant	0.00	0.00	0%	0	0.00 0% 0
0700-7360	Asset Reval Reserve-TERMINERAL	488,854.46	0.00	0%	(854)	488,854.46 100% 488,000
0700-7400	Reserve Recurrent Expenditure Grants	53,502.00	0.00	0%	(53,502)	53,502.00 ---% 0
0700-7410	Capital Grants Reserve	0.00	0.00	0%	0	0.00 0% 0
0700-7420	Plant Replacement Reserve	872,351.00	0.00	0%	(872,351)	872,351.00 ---% 0
0700-7430	Future Capital Works Reserve	7,448,875.00	0.00	0%	(7,448,875)	7,448,875.00 ---% 0
0700-7440	Capital Works Reserves	1,086,072.00	0.00	0%	(1,086,072)	1,086,072.00 ---% 0
0700-7500	Appn: General Revenue for Capital	0.00	0.00	0%	0	0.00 0% 0
0700-7510	Appn: Profit/Loss on Sale NC Assets	0.00	0.00	0%	0	0.00 0% 0
0700-7520	Appn: Profit/Loss on Land Sales	0.00	0.00	0%	0	0.00 0% 0
0700-7530	Appn: Unfunded Depreciation	0.00	0.00	0%	0	0.00 0% 0
0700-7540	Appn: Constrained Works Reserve	0.00	0.00	0%	0	0.00 0% 0
0700-7550	Appn: Reserve held Future Recur Exp	0.00	0.00	0%	0	0.00 0% 0
0700-7560	Appn: Capital Grants	0.00	0.00	0%	0	0.00 0% 0
0700-7570	Appn: Plant Replacement Reserve	0.00	0.00	0%	0	0.00 0% 0
0700-7580	Appn: Future Capital Works Reserve	0.00	0.00	0%	0	0.00 0% 0
0700-7590	Appn: Capital Works Reserves	0.00	0.00	0%	0	0.00 0% 0
0700-0002	SHIRE CAPITAL & RESERVES TOTAL	278,772,115.84	5,830,581.04	176%	3,306,478	284,602,696.88 96% 297,675,391
0300-0001	ASSETS LIABILITIES & EQUITY TOTAL	278,772,115.84	5,830,581.04	176%	3,306,478	284,602,696.88 96% 297,675,391
	TOTAL COMMUNITY EQUITY	278,772,115.84	5,830,581.04	176%	3,306,478	284,602,696.88 96% 297,675,391

		PREVIOUS YEARS (Opening balance)	YEAR TO DATE (ACTUALS)	TOTAL EXPENDITURE (ACTUALS)	Closing Balance (post capitalisation)	BUDGET	Consecutive Number	% budget expended
<b>0400-4150-0000</b>	<b>Work in Progress - Land &amp; Land Improvements</b>							
3255-4500-0000	Land purchase - Purchase of Lynd medical centre land & surveying costs	16,034.42	9,007.79	25,042.21	25,042.21			
		<b>16,034.42</b>	<b>9,007.79</b>	<b>25,042.21</b>	<b>25,042.21</b>	-		0%
<b>0400-4250-0000</b>	<b>Work in Progress - Buildings</b>							
3080-4501-0000	Aged Care Facilities -Advisory	86,798.12		86,798.12	86,798.12			
3135-4500-0000	Recovery & Resilience (24-25) - Cap Imp - Coordination Centre (Gtown)		4,518.00	4,518.00	4,518.00	200,000.00	8	2%
3270-4500-0000	Cap Imp - Shire Office - Admin office parking area					75,000.00	13	0%
3280-4504-0000	Staff housing - SHP	50,655.70	12,526.91	63,182.61	63,182.61	3,069,304.00	12	0%
3280-4505-0000	Staff housing - ILF (Independent Living Facility)	1,119,497.87	29,134.63	1,148,632.50	1,148,632.50	2,616,643.00	11	1%
3295-4500-0000	Demovable office - Relocation	3,251.19		3,251.19	3,251.19			
3350-4502-0003	Depot - Cap improvements - Septic installation	9,136.40		9,136.40	9,136.40			
3411-4500-0001	W4Q Capital Works (21/24) - Georgetown - Streetscaping (roads)	366,670.20		366,670.20	366,670.20			
3411-4500-0002	W4Q Capital Works (21/24) - Georgetown Sports Centre	114,393.31	558.13	114,951.44	114,951.44			
3411-4500-0003	W4Q Capital Works (21/24) - Einasleigh - Drainage improvement (roads)	213,312.55		213,312.55	213,312.55			
3411-4500-0004	W4Q Capital Works (21/24) - Fors/Gtown - Water Telemetry							
3411-4500-0005	W4Q Capital Works (21/24) - Rural Addressing	39,603.45	44,212.67	83,816.12	83,816.12			
3411-4500-0006	W4Q Capital Works (21/24) - Forsayth Cemetery Fencing							
3411-4500-0005	W4Q Capital Works (24/25) - Multi-Purpose Centre Mt Surprise		4,518.00	4,518.00	4,518.00			
3620-4500-0001	LRCI Phase 3 - Forsayth Transfer Station	569,004.97	2,263.00	571,267.97	571,267.97			
3620-4500-0002	LRCI Phase 3 - Gtown Sports center (Parking & drainage) (2- See Land)	45,452.61		45,452.61	45,452.61			
3620-4500-0003	LRCI Phase 3 - Reseals 2	428,053.23		428,053.23	428,053.23			
3620-4500-0004	LRCI Phase 3 - Industrial estate	6,024.00		6,024.00	6,024.00	222,888.00	5	0%
3620-4500-0005	LRCI Phase 3 - Storm water drainage - Forsayth	252,644.99		252,644.99	252,644.99			
3620-4500-0006	LRCI Phase 3 - Reseal Baroota Street Einaslei							
3620-4500-0007	LRCI Phase 3 - Reseal Terrestrial carpark	9,036.95		9,036.95	9,036.95			
4011-4501-0000	Gtown Streets Cap Imp - Georgetown Streetscaping & chairs					20,000.00	9	0%
4013-4500-0000	Einasleigh Cap Imp - Streets - Gorge picnic area					50,000.00	10	0%
5030-4500-0001	Cap Imp - Upgrade Eins Common Stock Yrds (other structures)	112,975.54		112,975.54	112,975.54			
5151-4505-0000	Cap Imp - Mt Surprise Bike Park - Stage 2	-		-	-			
5151-4506-0000	W4Q 24-27 Cap Imp - Mt Surprise Sports Facility					120,000.00	7	0%
6010-4500-0000	Cap Imp Terrestrial - TED - Terrestrial Up Build Extension					1,000,000.00	6	0%
6010-4503-0001	Cap Imp Terrestrial - Ducted airconditioning replacement	34,305.68		34,305.68	34,305.68			
		<b>3,460,816.76</b>	<b>97,731.34</b>	<b>3,558,548.10</b>	<b>3,558,548.10</b>	<b>7,373,835.00</b>		<b>1%</b>
<b>0400-4350-0000</b>	<b>Work in Progress - Other Structures</b>							

4093-4500-0001	Cap Imp - Airstrip Einasleigh - Fencing					450,000.00	14	0%
4094-4500-0001	Cap Imp - Airstrip Mt Surprise - Fencing					450,000.00	14	0%
4140-4506-0001	Cap Imp Depot - Self bunded Ad blue tank	21,535.41		21,535.41	21,535.41			
4500-4512-0000	Cap Imp - Charleston Dam & other fencing					20,000.00	19	0%
5151-4500-0000	NWMP Round 2 - Walking path, signage, TO engagement, bush tucker	65,218.14		65,218.14	65,218.14	58,440.00	4	0%
5151-4501-0000	Griffith Uni Project - Totem structures & boundary signs	448,134.28	16,751.16	464,885.44	464,885.44			
5151-4502-0001	Cap Imp - All Towns - Electronic notice boards					80,000.00	15	0%
5151-4504-0000	Cap Works - Wash down facility	200,368.91		200,368.91	200,368.91	450,000.00	2	0%
5151-4507-0000	Cap Works - PTIIP Mt Surprise Bus Stop	15,994.72		15,994.72	15,994.72			
5152-4500-0001	Cap Imp - Forsayth - Seating					25,000.00	17	0%
5152-4500-0002	Cap Imp - Forsayth - Signage							
5152-4500-0003	Cap Imp - Forsayth - Fitness Equipment					20,000.00	18	0%
5152-4500-0004	Cap Imp - Forsayth - Learning Hub							
5154-4500-0001	Cap Imp - Mt Surprise - Learning Hub							
5163-4500-0001	Cap Imp -Einasleigh Cemetery - Improvements					15,000.00	16	0%
6010-4502-0001	Cap Imp Terrestrial - Security upgrade	36,807.48		36,807.48	36,807.48			
		788,058.94	16,751.16	804,810.10	804,810.10	1,568,440.00		1%
<b>0400-4450-00000</b>	<b>Work in Progress - Fleet Plant &amp; Equipment</b>							
4150-4500-2625	Fuso Shogun 8 Wheeler - Tipper					\$362,000.00	22	0%
4150-4500-2630	Fuso Shogun 8 Wheeler - Truck					\$362,000.00		0%
4150-4500-2635	Fuso Shogun 8 Wheeler - Truck					\$362,000.00	21	0%
new number req.	Caravan compass GIS 21 ft					\$100,000.00		0%
new number req.	Caravan roadster vacationer					\$100,000.00		0%
new number req.	Caravan Industrial 2 Man					\$100,000.00		0%
new number req.	Caravan Traymark industrial					\$100,000.00		0%
new number req.	Caravan Traymark industrial					\$100,000.00		0%
new numbers req.	24-25 replacements					\$1,175,000.00		20
		-	-	-	-	2,761,000.00		0%
<b>0400-4550-0000</b>	<b>Work in Progress - Furniture &amp; Other Equipment</b>							
2060-4500-0001	Cap Imp - Keyless Entry	22,477.55		22,477.55	22,477.55			
		22,477.55	-	22,477.55	22,477.55	-		#DIV/0!
<b>0400-4650-0000</b>	<b>Work in Progress - Roads Infrastructure</b>							
3610-4502-0001	Rec & Res 24-25 Cap Works Rds - Gilbert River Bridge upgrade					500,000.00	27	0%
3620-4505-0001	LRCI Phase 4 - Roadworks					1,196,108.00	24	0%
3620-4505-0002	LRCI Phase 4 - Mt Surprise Remedial street drainage					198,000.00	28	0%
4011-4500-0000	Cap Works - Hayman Street Drainage	3,413.60		3,413.60	3,413.60			
4012-4500-0000	Work In progress -Roads & Streets - First Street Forsayth 22/23 survey/design & construction	10,332.92		10,332.92	10,332.92			

4013-4501-0001	Cap Imp - Eins Roads - Dust pads Copperfield Bridge					50,000.00	26	0%
4020-4500-0002	Capital Imp - Sealed Services - Forsyth - Einasleigh Rd Reseal	437,049.58	231.80	437,281.38	437,281.38			
4020-4530-0000	Forsyth Einasleigh 22/23 - Survey & design (TIDS)	3,167,100.37	420,434.77	3,587,535.14	3,587,535.14	1,269,422.00	23	33%
4020-4540-0000	Forsyth-Eins cap works - sign replacement	170,643.58		170,643.58	170,643.58			
	new number req. Further Signage TBC					40,000.00	32	0%
4020-4560-0000	Forsyth-Eins Rd Ch 32.57-33.27 (R2R) - Reconstruction	7,890.61		7,890.61	7,890.61	1,335,063.00	25	0%
4020-4570-0000	Big Joe Bridge Einasleigh R2R - Asphalt work	3,457.78	433.18	3,890.96	3,890.96			
4040-4500-0000	Cap Imp - Queenslander Creek upgrade	44,269.63		44,269.63	44,269.63	60,000.00	29	0%
4060-4500-0001	Cap Imp - Floodways	346,248.14	12,643.30	358,891.44	358,891.44			
4060-4501-0001	Cap Imp - Floodways	161,298.14		161,298.14	161,298.14			
4060-4502-0000	Cap Imp - Culvert Replacement					66,750.00	30	0%
4061-4504-0000	Reseals - Georgetown	195,454.65		195,454.65	195,454.65	459,000.00	31	0%
4063-4500-0000	Reseals - Mt Surprise	12,802.19		12,802.19	12,802.19			
4065-4500-0000	Reseals - Oak Park	27,184.96		27,184.96	27,184.96			
4140-4505-0001	Cap Imp Depot - Seal top yard (1- Land) (budget in land & improvements)					20,000.00	3	0%
		4,587,146.15	433,743.05	5,020,889.20	5,020,889.20	5,194,343.00		8%
<b>0400-4750-0000</b>	<b>Work in Progress - Water Infrastructure</b>							
4320-4500-0002	Capital Imp. Georgetown Water Plant & Equipment at cost - Replacement of Meters	6,769.74		6,769.74	6,769.74			
4320-4500-0004	Capital Imp. Georgetown Water Plant & Equipment at cost - New Water Connections	7,996.66		7,996.66	7,996.66			
4320-4501-0006	Cap Imp Gtown Water - new main to Etheridge River					50,000.00	33	0%
4320-4501-0008	Capital Imp. Georgetown Water Infra - Standpipe Gtown - landfill	15,631.88		15,631.88	15,631.88			
4340-4500-0002	Capital Imp. Forsyth Water PPE - Replacement of meters	1,621.28		1,621.28	1,621.28			
4340-4500-0004	Capital Imp. Forsyth Water PPE - New Water Connection	2,311.05	556.57	2,867.62	2,867.62			
4500-4506-0001	Charleston Dam Rec Area - Charleston Dam Rec Survey Des (4 - See Land ) - playground	85,373.05		85,373.05	85,373.05	277,626.95		0%
4500-4506-0002	Charleston Dam Rec Area - Fencing	150,357.45		150,357.45	150,357.45		1	0%
4500-4508-0000	Charleston Dam - Water supply pipelines	13,056.61		13,056.61	13,056.61			0%
		283,117.72	556.57	283,674.29	283,674.29	327,626.95		0%
		9,157,651.54	557,789.91	9,715,441.45	9,715,441.45	17,225,244.95		3%



Etheridge Shire C

Printed(REENEB): 01-08-2024 12:18:20 PM

ASSESSMENT	THIS YEAR				ARREARS						INTEREST	UNALLOC REC	TOTAL	---LAST PAYMENT---	
	1st LEVY	2nd LEVY	SUPP. LEVIES	WATER LEVIES	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS				AMOUNT	DATE
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
00488-60000-000												2983.78	-2983.78	10570.00	27-10-2023
00491-10000-000												2135.18	-2135.18	22103.66	12-10-2023
00502-00000-000												7813.25	-7813.25	22103.66	11-09-2023
00509-10031-600			597.69										597.69	0.00	
00520-00000-000												2169.99	-2169.99	7054.62	18-10-2023
00532-00000-000												1227.59	-1227.59	4306.86	11-10-2023
00534-00000-000												813.59	-813.59	6971.87	15-09-2023
00535-05000-000												793.51	-793.51	1540.34	06-10-2023
00544-20000-000												1045.04	-1045.04	9817.84	04-10-2023
30031-00000-000												17.18	-17.18	250.00	20-10-2023
	0.00	0.00	1133.45	0.00	124944.12	53393.56	9175.38	2391.43	1672.12	2739.97	29813.13	61743.04	163520.12		

NOTE: PENDING RATES RECEIPTS JOURNAL TOTAL \$100.00

# Etheridge Shire Council

## Statement of Financial Position

For the Year Ended Jun 30 2025

	<u>Notes</u>	<u>2025 Actual</u>	<u>Amend. 24/25</u>
<b>Current Assets</b>			
Cash and cash equivalents	3	12,207,530	8,741,500
Receivables	12	2,159,129	1,826,328
Contract Assets		4,716,257	4,461,587
Other Current Assets		230,260	70,206
Inventories	13	542,333	440,958
		<b>19,855,508</b>	<b>15,540,579</b>
<b>Total current assets</b>	<b>2</b>	<b>19,855,508</b>	<b>15,540,579</b>
<b>Non-current Assets</b>			
Property Plant & Equipmt - WIP		9,698,066	27,499,477
Property, plant and equipment	7	275,476,038	278,184,852
<b>Total non-current assets</b>	<b>2</b>	<b>285,174,104</b>	<b>305,684,329</b>
<b>TOTAL ASSETS</b>		<b>305,029,612</b>	<b>321,224,908</b>
<b>Current Liabilities</b>			
Payables	17	(343,045)	3,056,293
Contract Liabilities		11,809,036	11,809,000
Borrowings	21	3,710	3,700
Provisions	18	744,580	347,000
<b>Total current liabilities</b>		<b>12,214,280</b>	<b>15,215,993</b>
<b>Non-current Liabilities</b>			
Borrowings	21	6,016,251	5,981,751
Provisions	18	2,169,346	2,351,773
<b>Total non-current liabilities</b>		<b>8,185,597</b>	<b>8,333,524</b>
<b>TOTAL LIABILITIES</b>		<b>20,399,877</b>	<b>23,549,517</b>
<b>NET COMMUNITY ASSETS</b>		<b>284,629,736</b>	<b>297,675,391</b>
<b>Community Equity</b>			
Asset revaluation reserve	25	196,291,566	198,272,431
Shire Capital		39,500,666	39,500,000
Retained surplus/(deficiency)		39,349,664	59,903,438
Reserves		9,460,800	0
<b>TOTAL COMMUNITY EQUITY</b>		<b>284,602,697</b>	<b>297,675,869</b>

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 2025

	<u>Notes</u>	<u>2025 Actual</u>	<u>Amend. 24/25</u>
<b>Cash flows from operating activities:</b>			
Receipts from customers		1,952,617	18,408,402
Payments to suppliers and employees		(7,123,752)	(45,070,418)
Interest received		2,002	669,100
Rental income		15,883	192,000
Non-capital grants and contributions		6,884,136	40,212,966
Borrowing costs		0	(240,000)
<b>Net cash - operating activities</b>	23	<b>1,730,886</b>	<b>14,172,049</b>
<b>Cash flows from investing activities:</b>			
Grants, subsidies, contributions and donations		419,358	7,085,500
Payments for property, plant and equipment		(557,790)	(18,651,920)
<b>Net cash - from investing activities</b>		<b>(138,432)</b>	<b>(11,566,420)</b>
<b>Cash flows from financing activities</b>			
Repayment of borrowings		0	(9,810)
<b>Net cash flow - financing activities</b>		<b>0</b>	<b>(9,810)</b>
<b>Net increase/(decrease) in cash held</b>		<b>1,592,454</b>	<b>2,595,819</b>
Add cash and cash equivalents - beginning of year		10,588,038	17,923,505
<b>Cash and cash equivalents - closing</b>	3	<b>12,207,530</b>	<b>8,741,500</b>

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



Etheridge Shire Council  
Statement of Comprehensive Income  
For the Year Ended Jun 30 2025

Notes	2025 Actual	Amend. 24/25
Income		
Revenue		
Recurrent revenue		
Rates, levies and charges	3      -2,964	2,892,853
Fees and charges	3      37,667	315,600
Interest Income	3      1,867	668,100
	7	
Other income	3      4,066	63,150
Rental Income	3      15,883	192,000
	8	
Sales revenue	3      18,314	5,053,901
Grants, subsidies, contributions and donations	3      6,884,136	40,555,966
	4	
Total recurrent revenue		
	6,958,969	49,741,570
Capital revenue		
Grants, subsidies, contributions and donations	4      420,000	7,130,500
Total capital revenue		
	420,000	7,130,500
Expenses		
Recurrent expenses		
Employee benefits	-574,781	-6,336,250
Materials and services	-973,607	-35,285,463
Finance Interest Costs	0	-240,000
Depreciation and amortisation: PP&E	9      0	-6,076,723
Total recurrent expenses	6	
	-1,548,388	-47,938,436
	7	
Net Operating Result		
	5,830,581	8,933,634
Other Expenses		
Total other expenses		
	0	0
Net Capital result		
	5,830,581	8,933,634
Other comprehensive income		
Increase / (decrease) in asset revaluation surplus	0	-8,437,607
Total other comprehensive income for the year		
	0	-8,437,607
WIP Cap Exp		
Total WIP (Tsf to Fin Postn)		

	0	0
Total comprehensive income for the year	5,830,581	496,027

The above Statement should be read in conjunction with the Significant Accounting Policies.

Page 1



**General Meeting      21st August 2024**

<b>Subject</b>	Advertising Expenditure Policy
<b>Classification</b>	Open
<b>Author</b>	Renee Bester, Director Corporate Services

**EXECUTIVE SUMMARY**

The purpose of this report is for council to adopt the updated draft Advertising Expenditure Policy as outlined within section 197 of the Local Government Regulations 2012. This policy review was due February 2021 is part of Council's current Policy Review project to ensure Council is satisfying its legislative requirements.

**RECOMMENDATION**

That Council:

1. Adopt the updated draft 'Advertising Expenditure Policy (S007).

---

**BACKGROUND**

The *Local Government Regulations 2012* (Regulations), section 197, require Council to adopt an advertising spending policy. The Regulations specify that:

- (2) *A local government may spend money on advertising only—*
  - (a) *if—*
    - (i) *the advertising is to provide information or education to the public; and*
    - (ii) *the information or education is provided in the public interest; and*
    - (b) *in a way that is consistent with the local government's advertising spending policy.*
- (3) **Advertising** *is promoting, for the payment of a fee, an idea, goods or services to the public.*

Council last reviewed its Advertising Expenditure Policy in January 2019. The attached is the updated draft Advertising Expenditure Policy for council's consideration. The updated draft has been reviewed referring to the Queensland Government's model template.

**LINK TO CORPORATE PLAN**

Corporate Aim 5: Best practice corporate governance and organisational excellence  
 Outcome 5.3: Council operations support quality service provision and good governance.

**BUDGET & RESOURCE CONSIDERATIONS**

Not applicable. Expenses will as per adopted budget and program requirements.

**LEGAL CONSIDERATIONS**

Not applicable, reflects legislative requirements.

**POLICY IMPLICATIONS**

Policy reflects best practice example as developed by Queensland Government.

**CONSULTATION**

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

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

**RISK ASSESSMENT**

Risk Assessment Outcome: Low

<b>CONSEQUENCE</b>					
<b>LIKELIHOOD*</b>	<b>Insignificant 1</b>	<b>Minor 2</b>	<b>Moderate 3</b>	<b>Major 4</b>	<b>Catastrophic 5</b>
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: 6<sup>th</sup> August 2024**

**Report Authorised By:**

Ken Timms PSM

Date: 6<sup>th</sup> August 2024

**ATTACHMENTS**

Include attachments such as:

- Advertising Expenditure Policy (S007)

# ADVERTISING EXPENDITURE POLICY

## POLICY VERSION AND REVISION

Version History	Meeting date	
18 <sup>th</sup> February 2015 , Resolution No: 2015 / GM1260 18 <sup>th</sup> January 2017, Resolution No. 2017/GM1930 GMCCS6 23 <sup>rd</sup> January 2019, Resolution No. 2019/ GM2528	<del>23 January 2019</del> <a href="#">14 August 2024</a>	
	Resolution number	
Approval by CEO		
Effective date	Review date	
<del>14 August 2024</del> <a href="#">23 January 2019</a>	<del>28 February 2024</del> <a href="#">1 August 2028</a>	
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	



## Contents

1.	Background & Context .....	3
2.	Purpose & Scope .....	3
3.	Definitions.....	3
4.	Policy Provisions .....	3
4.1.	General.....	3
4.2.	Types of advertising that Council Considers provides information or education to the public - Section 197 (2) (a) of the Regulation .....	4
4.3.	Types of information or education that Council Considers are in the public interest to provide - Section 197 (2) (a) of the regulation.....	4
4.4.	Conditions imposed on advertising DURING THE CARETAKER PERIODor during the period of bi-election .....	4
5.	Procedure that must be followed when approving spending on Advertising – Section 142(2)(d) of the Regulation .....	4
6.	Related Documentation.....	5

## 1. BACKGROUND & CONTEXT

To provide guidelines for expenditure on advertising so as to ensure that this expenditure is in the public interest and complies with the requirements of Section 197 of the Local Government Regulations 2012.

## 2. PURPOSE & SCOPE

The local government must prepare and adopt a policy about the local government's spending on advertising (**an advertising expenditure policy**), in accordance with Section 197(1) of the Regulation. Council may incur Advertising Expenditure only if:

- the advertising is to provide information or education to the public; and
- the information or education is provided in the public interest; and
- in a way that is consistent with the local government's advertising spending policy.

In addition to the above statutory requirements, all advertising expenditure must be:

- Reasonable;
- Cost effective;
- Within the relevant budget allocations;
- For official purposes; and
- Able to withstand public scrutiny.

## 3. DEFINITIONS

For the purpose of this policy:

**“Advertising”** is promoting an idea, goods or services to the public for which a fee is paid.

The term does not include the following types of advertising:

- For the acquisition or disposal of property, plant and equipment used, or to be used by Council in its business;
- For tenders, quotations or expressions of interest under Council's Procurement Policy or Local Government Regulation 2012; or
- For staff recruitment purposes

**“Advertising Expenditure”** is any expenditure on Advertising.

**“Caretaker Period”** – as defined in section 90A of the Local Government Act 2009, the period during an election for the Council that starts on the day when the public notice of the holding of the election is given and ends at the conclusion of the election. The exact dates of a caretaker period are determined by the Electoral Commission of Queensland (ECQ)

**“Regulation”** is the Local Government Regulation 2012

## 4. POLICY PROVISIONS

### 4.1. GENERAL

In accordance with Section 197(1) of the Regulation, Council may incur Advertising Expenditure only if:

- (a) The advertising is to provide information or education to the public; and
- (b) The information or education is provided in the public interest; and
- (c) It is in the way that is consistent with its advertising expenditure policy.

In addition to the above statutory requirements, all advertising expenditure must be:

- a) Reasonable and appropriate to Council's business
- b) For official Council purposes only and incurred in providing a service in the public interest
- c) Properly documented and available for internal and external scrutiny, including the provision of detailed tax invoices, invoices and receipts

- d) In accordance with all other related policies, procedures and practices; and  
 e) Approved for in a work program / budget and be authorised in accordance with Council's normal accounting financial management procedures. Reasonable;  
 Cost effective;  
 Within the relevant budget allocations;  
 For official purposes; and  
 Able to withstand public scrutiny

#### 4.2. TYPES OF ADVERTISING THAT COUNCIL CONSIDERS PROVIDES INFORMATION OR EDUCATION TO THE PUBLIC - SECTION 197 (2) (A) OF THE REGULATION

Advertising:

- To advise the public of a new or ~~continuing existing~~ services, programs, venues or facilities~~y~~ provided by Council;
- To advise the public about changes to an existing services, programs, venues or facilities~~y~~ provided by Council;
- To increase the use of a service, program, vanue or facility provided by Council;
- To achieve Council's plans, goals and objectives
- ~~• To change the behaviour of the public for the benefit of all or some of the community or to achieve the objectives of a Council policy or program;~~
- ~~• To advise the public of the time, place and content of scheduled Council meetings;~~
- To advise the public of Council meetings, outcomes, legislation and proposed policies
- ~~• To advise and explain to the public decisions made by Council;~~
- ~~• To request comment on proposed policies or activities of Council;~~
- To request public feedback or comment on Council's business
- To recruit staff, acquire or dispose of property, plant and equipment, promote tenders and expressions of interest.
- To promote tenders for work required by Council to advance projects and programs
- To promote the economic development and sustainability of the region.
- To effectively engage with the Community as part of its Community Engagement Policy;
- To promote the Etheridge Shire and Region; and
- To comply with applicable legislation.

#### 4.3. TYPES OF INFORMATION OR EDUCATION THAT COUNCIL CONSIDERS ARE IN THE PUBLIC INTEREST TO PROVIDE - SECTION 197 (2) (A) OF THE REGULATION

Council considers that the types of advertising contained in clause 4.2 contain information and education that are in the public interest.

#### 4.4. ~~CONDITIONS IMPOSED BY COUNCIL TO LIMIT LEVEL OF SPENDING ON ADVERTISING IN DURING THE CARETAKER PERIOD THE 3 MONTH PERIOD IMMEDIATELY BEFORE A LOCAL GOVERNMENT ELECTION OR DURING THE PERIOD OF BI-ELECTION~~

In accordance with section 90D of the Local Government Act 2009, Councillors and Council officers shall not publish or distribute anything during caretaker period that may influence an elector about voting in an election or affect the result of an election.

~~Place advertisement relating to future plans unless those plans have been formally adopted by council;~~

- ~~• Advertise the activities of Council;~~
- ~~• Place advertisement which seeks to influence support for particular candidates or groups;~~
- ~~• Feature one of more councilors in any paid council advertisements.~~

#### 5. PROCEDURE THAT MUST BE FOLLOWED WHEN APPROVING SPENDING ON ADVERTISING – SECTION 142(2)(D) OF THE REGULATION

All Advertising (except that required by applicable legislation) is to be approved by either the Chief Executive Officer or delegate., ~~Director of Corporate & Community Services and the Director of Engineering Services.~~





All officers incurring and authorising Advertising Expenditure must do so in accordance with relevant financial delegations under Council’s Procurement Policy and ensure that:

- it is for official purposes and falls generally within the type of Advertising listed in clause 4.1;
- it is properly documented with the purpose identified;
- the documentation is available for scrutiny by both internal and external audit;
- it appears appropriate and reasonable and can withstand the “public defensibility test”; and
- it is in accordance with Council’s budget and appropriate communications plan.

## 6. RELATED DOCUMENTATION

- [Local Government Act 2009](#)
- [Local Government Regulation 2012](#)
- [Etheridge Shire Council's 2024/2025 adopted Budget](#)
- [ESC – S006 – Procurement Policy](#)
- [ESC – S012 – Community Engagement Policy](#)
- [ESC – C052 – Caretaker Period Policy](#)

~~When staff vacancies are advertised externally, Council is required to send a copy of the advertisement to the Ewamian People in accordance with the ILUA #3.~~

~~This policy needs to be read in conjunction with Council's “ACQUISITION OF GOODS & SERVICES AND THE CARRYING OUT OF THE PROCUREMENT PRINCIPLES POLICY”~~



**General Meeting      19th June 2024**

<b>Subject</b>	Review of Relocation Policy
<b>Classification</b>	Open
<b>Author</b>	Jodi Kernan

**EXECUTIVE SUMMARY**

Council are currently undertaking a Policy Review to ensure of their governance compliance. As part of this review, Council have developed and/or reviewed policies and suggested appropriate changes.

A review of the Councillor Policy: ESC – HR033 Relocation Policy

**RECOMMENDATION**

That Council note the completion of the review of the ESC – HR033 Relocation Policy, and re-adopt the reviewed version.

---

**BACKGROUND**

Council is required to prepare certain policies as part of their legislative compliance. The policy developed, is considered to provide relocation assistance to key staff as an incentive to take up permanent employment with Etheridge Shire Council.

**LINK TO CORPORATE PLAN**

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

Outcome 5.3: Council operations support quality service provision and good governance.

**BUDGET & RESOURCE CONSIDERATIONS**

Nil

**LEGAL CONSIDERATIONS**

These policies have been developed and/or reviewed in compliance with statutory requirements. It remains compliant with these requirements.

**POLICY IMPLICATIONS**

Advice if called.

**CONSULTATION**

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

<b>Consultation</b>	<b>Tick</b>	<b>Policy Consideration</b>	<b>Action</b>
<b>No consultation required</b>	<input checked="" type="checkbox"/>	Internal Policy to implemented going forth.	Read through and adopt policy for internal use.
<b>Inform</b>	<input type="checkbox"/>		
<b>Consult</b>	<input type="checkbox"/>		
<b>Involve</b>	<input type="checkbox"/>		
<b>Collaborate</b>	<input type="checkbox"/>		
<b>Empower</b>	<input type="checkbox"/>		

**RISK ASSESSMENT**

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

<b>CONSEQUENCE</b>					
<b>LIKELIHOOD*</b>	<b>Insignificant 1</b>	<b>Minor 2</b>	<b>Moderate 3</b>	<b>Major 4</b>	<b>Catastrophic 5</b>
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:**

<b>Jodi Kernan</b>	Ken Timms PSM, Chief Executive Officer
<b>Date: 05/06/2024</b>	Date: 05/06/2024

ATTACHMENTS

Include attachments such as:

- ESC – HR033 Relocation Policy



## ESC – HR033 Relocation Policy

### POLICY VERSION AND REVISION

<b>Version History</b>		<b>Meeting date</b>	
		14 <sup>th</sup> August 2024	
		<b>Resolution number</b>	
<b>Approval by CEO</b>			
<b>Effective date</b>		<b>Review date</b>	
14 <sup>th</sup> August 2024		30 <sup>th</sup> July 2026	
<b>Policy Author</b>			
Payroll Officer/HR Assistant			
<b>Current incumbent</b>			
Ken Timms PSM			
<b>Implementation Officer</b>			
Payroll Officer/HR Assistant/Director/CEO			
<b>Current incumbent</b>		<b>Contact number</b>	<b>Official file no.</b>
Ken Timms PSM		4079 9090	ESC – HR033



# Contents

- 1. Background & Context..... 3
- 2. Purpose & Scope..... 3
- 3. Policy Provisions..... 3
- 4. Authorities Accountabilites ..... 4
- 5. Related Documentation ..... 4



## **1. BACKGROUND & CONTEXT**

To ensure that relocation can occur quickly and seamlessly for the employee and council. Ensuring that relocation costs are met and that the employee is appropriately compensated for these costs, without being financially advantaged or disadvantaged.

## **2. PURPOSE & SCOPE**

To provide relocation assistance to key staff as an incentive to take up permanent employment with Etheridge Shire Council.

## **3. POLICY PROVISIONS**

### **3.1 Eligible Staff**

The Chief Executive Officer will have the discretion to identify positions that will be offered relocation assistance. A sliding scale of assistance has been endorsed by Council as follows;

- Chief Executive Officer \$10,000.00
- Director \$8,000.00
- Manager, Direct report to a Director or hard to fill role \$5,000.00
- All other positions \$1,000.00

### **3.2 Expenses in which Relocation Assistance applies**

Relocation assistance maybe provided for actual expenses incurred in removing the employee's personal effects and furniture for the previous residence to their new residence in Etheridge Shire.

Council will only provide relocation assistance in respect of costs incurred by a commercial removal organisation and hire of appropriate vehicles. Relocation assistance is not payable in the respect to those removal costs attributable to the employee's own time and labour.

Council's purchasing policy applies with obtaining quotations and appropriate documentation in respect to the removal expenses.

### **3.3 Limit to Relocation Assistance**

The maximum relocation assistance available to any employee in a continuous term employment shall be no more than \$10,000.00. Any relocation expenses incurred in excess of this amount will be payable by the employee.

### **3.4 Upfront Payment of Removal Expenses**

1. Council will pay, upon receipt of an invoice, the approved removal expenses. The employee will be invoiced for any amount over the maximum payment of assistance. This amount will become a debt of the employee, due for immediate repayment.

2. Employee to pay removal expenses and then claim reimbursement from Council.



3. The Chief Executive Officer reserves the right to refuse the upfront payment of any relocation expenses which are considered excessive.

### **3.5 Employee Liability for Removal Expenses**

Relocation assistance will be provided on the provision that the employee completes 12 months of continuous service with the Council.

Option 1. 0 to 3 months employment 0% refundable to employee

Option 2. 6 months continuous employment 50% refundable to employee

Option 3. 12 months continuous employment 100% refundable to employee

*(Relocation Assistance Provided up to a maximum of \$10,000.00 (CEO), subsequent to completing 6 months of continuous employment \$5,000.00 will be reimbursed with the balance reimbursed after 12 months of continuous service).*

### **3.6 Termination of Employment Before 12 months Service**

If an employee voluntarily leaves the employment of the Etheridge Shire Council or is dismissed by Council, before they have completed their 12 months service, then any amount of relocation assistance still owing will be immediately payable by the employee.

*(Relocation Assistance Provided up to a maximum of \$10,000.00, and the employee leaves after 10 months of service, the Relocation Assistance that needs to be re paid to Council would be \$5,000.00 when the employee leaves).*

## **4. AUTHORITIES ACCOUNTABILITES**

Chief Executive Officer, Director & Human Resources

## **5. RELATED DOCUMENTATION**

Employee Code of Conduct  
Offer of employment  
Purchasing Policy



**General Meeting      21st August 2024**

<b>Subject</b>	Review of Drug & Alcohol Policy
<b>Classification</b>	Open
<b>Author</b>	Cindy Reimers, Workplace Health & Safety Advisor

**EXECUTIVE SUMMARY**

Council is currently undertaking a Policy Review to ensure of their governance compliance. As part of this review, Council have developed and/or reviewed policies and suggested appropriate changes. A review of the ESC – A012 Drug & Alcohol Policy is attached.

**RECOMMENDATION**

That Council:

- Adopt the reviewed version of the ESC – A012 Drug & Alcohol Policy.

---

**BACKGROUND**

Council is required to prepare certain policies as part of their legislative compliance. The policy developed, is considered to provide relocation assistance to key staff as an incentive to take up permanent employment with Etheridge Shire Council.

**LINK TO CORPORATE PLAN**

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

Outcome 5.3: Council operations support quality service provision and good governance.

**BUDGET & RESOURCE CONSIDERATIONS**

Nil

**LEGAL CONSIDERATIONS**

These policies have been developed and/or reviewed in compliance with statutory requirements. It remains compliant with these requirements.

**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
<b>No consultation required</b>	<input checked="" type="checkbox"/>	Internal Policy to implemented going forth.	Read through and adopt policy for internal use.
<b>Inform</b>	<input type="checkbox"/>		
<b>Consult</b>	<input type="checkbox"/>		
<b>Involve</b>	<input type="checkbox"/>		
<b>Collaborate</b>	<input type="checkbox"/>		
<b>Empower</b>	<input type="checkbox"/>		

**RISK ASSESSMENT**

Risk Assessment Outcome: Medium



<b>CONSEQUENCE</b>					
<b>LIKELIHOOD*</b>	<b>Insignificant 1</b>	<b>Minor 2</b>	<b>Moderate 3</b>	<b>Major 4</b>	<b>Catastrophic 5</b>
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:**

**Renee Bester**

Ken Timms PSM, Chief Executive Officer

**Date: 06/08/2024**

Date: 06/08/2024

ATTACHMENTS

Include attachments such as:

- ESC – A012 Drug & Alcohol Policy



# DRUG & ALCOHOL POLICY

## POLICY OUTLINE

### 1. PURPOSE

Etheridge Shire Council is committed to providing a safe, healthy and productive working environment for all Council employees. Council is committed to minimizing harm to staff and members of the wider community that can be associated with the use of alcohol and other drugs. Further, Council recognises that the inappropriate use of alcohol and other drugs can hinder workplace safety and performance and can significantly contribute to absenteeism and reduced morale.

### 2. SCOPE

This Drug and Alcohol Policy applies to all employees of Council and any person who performs work for Council, including trainees, labour hire, volunteer staff, consultants and contractors & their employees.

### 3. AIM

The aim of the Policy is to minimise the risk of drug and/or alcohol consumption that might affect the health, safety, productivity or efficiency of individuals present at any Council workplace. The Policy is aimed at preventing individuals who may be impaired by drugs or alcohol from undertaking work, the consequences of which may result in detrimental effect on health, safety, productivity, efficiency or other significant aspects of the work environment. The Policy also seeks to ensure that the Council and its employees comply with the legislation of the Federal and States/Territory Governments regarding drugs and alcohol where appropriate.

### 4. POLICY

Possession, distribution and use of illegal drugs while at work is strictly prohibited.

When presenting to work, all staff must be fit for work and free from impairment from alcohol and other drugs, that is, to be below the **acceptable levels** (refer to section **13 Acceptable Levels**) for alcohol or drugs when at work.

Employees taking over-the-counter or prescribed medication that may result in some level of impairment must notify their supervisor upon commencement of the course of medication so that where possible, alternate work arrangements can be implemented to ensure the employee's safety and the safety of those around the employee.

To remove doubt, the primary consideration of this Policy is whether an employee is fit or **unfit for work** (that is free from impairment from alcohol or drugs) than having a lawful authority to be under the influence of alcohol or drugs. To illustrate: -

#### *Example 1*

*Alcohol: It is lawful to consume alcohol. It is lawful to operate a motor vehicle (excl. trucks and plant) with a **BAC** <0.05, the point at which Parliament has determined a person is impaired. However, Council has set the acceptable limit for BAC at 0.00, recognizing the high-risk environment within which our employees work and Council's duty of care to provide a safe workplace. Therefore, an employee will be in breach of this policy if they record a **BAC** >0.00.*

#### *Example 2*

*Prescription Drugs (Opioids & Cannabis): Employees may be prescribed opioids or cannabis for pain relief or for other therapeutic reasons, meaning it is lawful to possess and consume what would otherwise be an illegal drug. Consuming opioids and / or cannabis will impair a person. The Australian Standards have defined the cut-off levels for certain drugs at which point the drug is deemed to have an impairing affect. Therefore, an employee taking opioids and / or cannabis under the authority of a personal, medical prescription issued by a health care professional is **unfit for work** if they test in excess of the cut-off level defined by the relevant Australian Standard. In other words, regardless of having a prescription for medicinal cannabis,*

an employee will be **unfit for work** and in breach of this Policy if they test in excess of the cut-off level for cannabinoids as defined in the Australian Standard.

## **POLICY GUIDELINES**

### **5. DEFINITIONS**

- **Acceptable Level** (for alcohol or drugs) means the concentration of alcohol or drugs permitted under this policy before being in breach of the Policy. Refer to section 13.
- **Authorising Officer** means the **Chief Executive Officer** (CEO), Director or a Senior Manager
- **BAC** means Blood Alcohol Concentration
- **Chief Executive Officer** (CEO) means the **Chief Executive Officer** of the Council including any person acting in the role of CEO.
- **Council** means Etheridge Shire Council
- **Delegated Person** means a person authorised by the **Chief Executive Officer** to assist, using delegated authority, with the application of this Policy and Guidelines. Delegated Persons are listed in Appendix A.
- **Drug** includes any illegal, medically prescribed or over the counter substance that may cause an employee to not be fit for work.
- **Employee** means any person who performs work for Council, including trainees, labour hire, volunteer staff, consultants and contractors and their employees. Where this Drug and Alcohol Policy refers specifically to an employee of Council rather than, for example, contractors and their employees, the expression “Council employee” is used
- **Executive Management Team** comprises the **Chief Executive Officer** and Directors.
- **Illicit Drug** refers to the Drugs listed at 13.1.
- **Laboratory** means a laboratory which tests in accordance with AS/NZS 4308 and as chosen from time to time by Council as its preferred provider.
- **Misconduct** means improper conduct which may be grounds for disciplinary action against employees and which is less serious than serious misconduct.  
Examples may include but are not limited to
  - A worker who fails to notify their supervisor that they have consumed drugs and/or alcohol which may then hinder their work performance or conduct
  - Failing to abide by the reporting obligations/responsibilities of this policy
- **Nominated Tester** means a person trained and competent in the use of the selected equipment and the relevant requirements for the collection and testing of samples for drugs and alcohol.
- **Returned laboratory result** means a result returned to Council from a laboratory which tests in accordance with AS/NZS 4308 and as chosen from by Council as its preferred provider
- **Serious Event** means a medical injury (i.e. an incident resulting in injury which requires immediate medical treatment by a health professional e.g. a doctor or nurse), property damage or environmental damage, an incident which requires reporting to Council’s insurance officer, or an incident that requires reporting to the Environmental Protection Agency
- **Serious Misconduct** means the improper conduct of an employee that, if proved, could be
  - A criminal offence
  - A serious breach of Council policy providing reasonable grounds for terminating employment (in accordance with the *Local Government Act 2009* or as amended).Examples may include but are not limited to
  - A worker who consumes drugs or alcohol and in doing so poses significant safety risks to themselves and/or others, while acting in the course or scope of their employment.
  - A worker, acting in the course or scope of their employment, who supplies illegal drugs to others
  - Tampering with the results of a drug or alcohol test
- **Testing** means drug and alcohol testing as described in this Drug and Alcohol Policy
- **Unfit for work** means, for the purposes of this Policy:

- An employee who tests positive to having a blood alcohol level over 0.00
- An employee who tests positive to a drug-screening sample
- **Worker** has the same meaning as Worker as defined in the *Work Health & Safety Act 2011*
- **Workplace** means all those areas (including Council vehicles and equipment) where an employee works or is likely to be working in the course of carrying out their duties.

## 6. OVERVIEW

Consistent with Council's obligation and commitment to ensuring a safe workplace, employees will be required to undergo drug and alcohol testing in the following circumstances (see Section 8 for further details):

- As a part of an employee's Pre-Employment Medical Assessment
- As part of a Random Testing Program
- In a Case of Concern or Suspicion Testing
- Following an Incident
- Follow up testing after a Positive Test Result or Target Testing
- Return To Work Test

Two types of testing will be conducted:

### 6.1 For Alcohol: use of a Breathalyser

Breathalyser testing is a highly accurate and effective way of detecting alcohol levels for the purpose of determining fitness for work.

### 6.2 For Drugs:

Oral Fluid Sampling is a simple, non-intrusive and accurate way to test for recent and current drug use for the purpose of determining fitness for work. Urine testing is a far more accurate testing technique than oral fluid testing and may also be used for testing a second sample should the initial oral fluid sample produced a 'non-negative' result.

## 7. KEY ROLES AND RESPONSIBILITIES

### 7.1 Employees

All employees have a role in and a responsibility to:

- Present as fit for work at all times including meal and rest breaks
- Cooperate in the implementation of this Drug and Alcohol Policy and in particular:
  - Be available and participate in testing procedures
  - Attend the follow-up interview(s) if a positive test result is recorded, with a support person of their choice
  - Cooperate in the process of determining fitness for work while using prescription or over the counter medications

### 7.2 Supervisors / Coordinators

All Council Supervisors and Coordinators have a role in and a responsibility to:

- Assist WH&S and / or Human Resources staff as requested in organising randomly selected employees for drug and alcohol testing
- Request an employee(s) be tested upon reasonable concern a subordinate is under the influence of alcohol or drugs and / or following an incident at their work site.
- Not allow employees to undertake work when an employee appears to be **unfit for work** especially due to the consumption of drugs or alcohol.
- Attend First Positive Test interviews

### 7.3 Managers / Directors

All Council Managers and Directors have a role in and a responsibility to:

- Request an employee(s) be tested upon reasonable concern a subordinate is under the influence of alcohol or drugs and / or following an incident at their work site.
- Liaise with WH&S and / or Human Resources staff regarding testing when authorising a test

### 7.4 Directors

All Council Directors have a role in and a responsibility to:

- Request an employee(s) be tested upon reasonable concern a subordinate is under the influence of alcohol or drugs and / or following an incident at their work site.

### 7.5 Chief Executive Officer

Council's **Chief Executive Officer** has a role in and a responsibility to:

- Oversee the regular and ad hoc testing of the workforce as a means of ensuring, as far as practicable a safe workplace.
- Commence disciplinary action against employees in breach of the policy, and to see such disciplinary process through to its conclusion.

#### **7.6 Workplace Health and Safety Advisor**

Council's Workplace Health and Safety Advisor has a role in and a responsibility to:

- Implement and review this Policy.
- Induct **workers** on the operation and application of this Policy prior to commencement.
- Conduct drug and alcohol testing in accordance with this policy on a frequency agreed upon with the **Chief Executive Officer** and ~~within budgetary constraints.~~
- Coordinate external random drug and alcohol testing with service providers.
- Review requests for drug and alcohol testing (due to Concern or Following an Incident) made by supervisory staff and conduct / coordinate tests as required.
- Schedule all external medical testing bookings.
- Facilitate after-hours testing as required (camp site incident, call-outs, personal use of work vehicle incident etc.)
- Liaise with pre-employment medical attendees (preferred applicants) and advise Supervisor / Director and / or **Chief Executive Officer** if reasonable adjustments need to be made in the workplace.
- Liaise with treating medical practitioners to determine 'fitness for work' in the case of a prescribed or over the counter medication.

#### **7.7 Human Resources**

Council's HR function has a role and responsibility under this Policy to:

- Provide new hires with pre-employment medical assessment forms and review results when received.
- Prepare letters to employees (following positive test results) for signature by the **Chief Executive Officer**
- Assist supervisory staff with HR / IR assistance on the implementation and application of this policy.

### **POLICY PROCEDURES - OVERVIEW**

#### **8. TESTING PROCEDURE – DRUGS AND ALCOHOL**

There are six (6) types of testing:

##### **8.1 Pre- Employment Medical**

A pre-employment medical, including testing, is required for all potential new employees (i.e. permanent full-time, fixed term, part-time and casual employees) at the final stage of the recruitment process.

##### **8.2 Random Testing**

Random drug and alcohol testing will be undertaken by Council, without notice. A worker, group of selected workers or all workers at a worksite may be required to undergo testing at random. Random testing may be a neutral selection process carried out at any working time/s and on any work day/s.

##### **8.3 Test for Concern or Suspicion Testing**

An employee who is concerned that another employee may not be fit for work due to the presence of drugs or alcohol should report their concerns to his/her Supervisor, Manager or Director or the WHSA.

An employee will be required to undergo testing if their Supervisor, Manager, Workplace Health and Safety Adviser, Director or **Chief Executive Officer** has reasonable grounds for concern that the employee may be not fit for work due to the presence of drugs or alcohol.

Any Nominated Tester may carry out a Test for Concern.

##### **8.4 Testing Following an Incident**

An employee will be required to undergo testing if they are involved in an incident which in the opinion of the Supervisor, Manager, Director, CEO or WH&SA:

- is a Serious Event (see Definitions in Section 4) or
- had the potential to result in a Serious Event

Any Nominated Tester may carry out Testing Following an Incident.

### **Reporting Serious Events**

Employees must, as soon as practicable, report (by telephone and before an incident report form is completed) a Serious Event to their Supervisor, Manager and/or Workplace Health and Safety Advisor as soon as practicable after the incident.

### **Remaining at the Accident/Incident Site**

Except for reasonable cause (e.g. for medical attention) an employee must remain at the scene of a Serious Event until instructed otherwise by their Supervisor, Manager or Workplace Health & Safety Advisor.

### **8.5 Follow up Testing after a Positive Test Result or Target Testing**

An employee who has returned a Positive Test Result in the preceding 12 months will be tested: -

- In-house testing-randomly as many times as deemed necessary, to be determined by the CEO.
- External testing: As many times as necessary, to be determined by the CEO.

### **8.6 Return to Work Testing**

Employees who initially test positive or refuse a test must produce a negative Return to Work test before being allowed onsite. Employees may also need to attend Counselling as directed by Council.

Any Nominated Tester may carry out Testing Following an Incident.

## **9. FAILURE TO TAKE A DRUG OR ALCOHOL TEST**

### **9.1 First Refusal**

In the first instance, refusal by an employee to submit to, or co-operate fully with, the administration of a drug and/or alcohol test will result in that employee's Supervisor being called upon to counsel the employee and encourage the employee to take the test.

### **9.2 Continued Refusal**

Continued failure to take a test, for example by refusal or by non-attendance at a notified testing time, without reasonable excuse, will be dealt with in accordance with Council's Discipline Policy, unless the employee gives medical evidence (to Council's reasonable satisfaction) of inability to undertake testing.

Furthermore, the following actions will be taken:

- He/she will be returned to his/her usual place of residence
- He/she will be placed on personal leave for that day, or if the employee has no accumulated personal leave, he/she can elect to use either annual leave, RDO or TOIL or otherwise will be placed on leave without pay
- Another test will be conducted before the employee returns to work and he/she must test negative.

### **9.3 Consulting own Doctor after Refusal**

If the employee or contractor who refused to submit to a drug or alcohol test subsequently consults their own doctor who administers a test and they are then found to have a negative result for either drugs or alcohol, no reimbursement of their wages will occur. A copy of the doctor's certification to return to work and the relevant test results will be required by Council before allowing the employee to resume duties.

## **10. TAMPERING WITH SAMPLES**

Any attempt to:

- tamper with any in-house or external samples
- falsify any drug and/or alcohol test
- alter the concentration of drugs or alcohol in their own or another's sample before or after providing a breath, oral fluid or urine sample

will constitute serious misconduct and will be dealt with in accordance with Council's Discipline Policy.

## **11. EMPLOYEES ON-CALL OR RESPONDING TO AFTER- HOURS EMERGENCIES**

Employees who are rostered according to Council's on-call arrangements are required to be fit for work: that is, having a blood alcohol concentration of zero and be free of impairment from **drugs**.

In cases where an employee is requested to respond to an after hours call, the employee is required to immediately notify their on-call Supervisor if he/she is **unfit for work**, in which case the Supervisor will make alternate arrangements.

Employees rostered to be on-call that report being **unfit for work** will forego the on-call allowance for the day(s) they are **unfit for work** and may be subject to disciplinary action under Council's Discipline Policy.

## 12. SCREENING / TESTING PROCEDURES

### Alcohol

Screening for alcohol will be conducted using a relevant breathalyser unit that meets the current Australian Standard.

### Drugs

Preliminary analytical testing for **illicit drugs** will be conducted using a relevant Drug Detection System that meets the current Australian Standard.

Where an employee provides a positive oral screening sample using the unit, confirmatory testing will occur by laboratory analysis. Where the screening is being performed by an external agent, the external agent will obtain a second sample (whether oral fluid or urine) and arrange for laboratory testing in accordance with their protocols. In the instance of a detection through in-house testing, the employee will be required to produce a negative laboratory test before returning to work.

## 13. ACCEPTABLE LEVELS AND TESTING TIMEFRAMES

Below are the **acceptable levels** for the purposes of determining whether a person is hindered for work due to drugs and/or alcohol as defined in this Policy.

### 13.1 Illicit Drugs

All employees at a Council workplace are to produce a confirmed laboratory result of 'negative' for drugs in oral fluid for the five (5) drug classes, namely:

- Cannabinoids
- Sympathomimetic Amines
- Opiates (incl. Oxycodone)
- Cocaine
- Benzodiazepine

The cut off levels for the drugs listed above are as follows, as stated in the AUS/NZS 4760:2019:

Drug groups	Urine drug test kits	Saliva drug test kits
Amphetamines	300µg/L	50ng/mL
Benzodiazepines	200µg/L	N/A
THC	50µg/L	15ng/mL
Cocaine	300µg/L	50ng/mL
Opiates	300µg/L	50ng/mL
Oxycodone	N/A	40ng/mL

Employee's will be deemed 'negative' when they return a sample less than the respective cut-off level for the testing device used as defined by the relevant Australian Standard.

A confirmed laboratory result of 'positive' that exceeds the respective cut-off level specified in the relevant Australian Standard will be considered a breach of this policy and may result in an employee being subjected to disciplinary action.

Contractors: Any contractor that produces a non-negative test will be stood down and immediately asked to leave site. The employer of the contractor will be notified and issued with a notice.

### 13.2 Alcohol

All employees must have a blood alcohol concentration (**BAC**) of 0.00.

A confirmed test indicating a **BAC** in excess of 0.00 is considered a breach of this policy and may result in an employee being subjected to disciplinary action.

Once an employee has produced three (3) non-negative alcohol tests, the employee may face termination or further disciplinary action as directed by the CEO.

Contractors: Any contractor that produces a positive result, will be stood down for the rest of the day, and be required to conduct another alcohol test the next working day which must be 0.00.

If the contractor is positive, they will then face disciplinary action as directed by the CEO.

### 13.3 Testing Timeframes (following an Incident or Cause for Concern)

While every attempt will be made to test as soon as possible following an incident or for a **Test for Concern**, in-house drug and alcohol testing will usually be undertaken within three (3) hours of the incident being reported to the WH&SA, HRO or a senior manager (CEO, Director or Infrastructure Services Operations Manager)

## **14. SELF-TESTING ARRANGEMENTS**

### **14.1 Self-Test Breathalyser**

Self-Test breathalyser units, identical to the testing breathalyser, will be located in high staff volume areas (i.e. the Mary Street Depot, work camps and Administration Office).

Any employee that considers they may not be fit for work as a result of alcohol consumption is expected to utilise the self-test arrangement prior to placing themselves on duty.

Should an employee self-test higher than the **acceptable levels** of 0.00 **prior to placing themselves on duty**, the employee may elect to remain off duty and self-test again up to 30 minutes after the normal starting time for that day.

In this case, the employee must inform their immediate Supervisor and remain within the immediate area. If the employee can provide a self-test within the **acceptable levels** within the first 30 minutes after the normal starting time for that day, the employee may then place themselves on duty, but will not be paid for the time they are not on duty.

If the employee remains **unfit for work** after the first 30 minutes following the normal starting time for the day, the employee may elect to access leave entitlements to take the remainder of the day off-work or return later in the day for a 'return to work' test. The employee may only return to work after returning a 0.00 **BAC** sample.

### **14.2 Self-test for Drugs (Oral Fluid sampling)**

Should an employee provide a positive result from testing, he/she will be deemed not fit for work and not be permitted to work until providing medical evidence that they are fit for work while taking that prescribed or over-the counter medication, or providing a negative 'return to work' test.

## **15. EMPLOYEE CONSULTATION, COMMUNICATION AND INFORMATION**

Council will ensure that the implementation and continual improvement of this Drug and Alcohol Policy occurs in consultation with all stakeholders including employees, management and Workplace Health and Safety (WH&S) representatives.

Employees will be informed of their responsibility in relation to the consumption of drugs and alcohol, and their role in maintaining a safe workplace.

Council will communicate this Policy and Guidelines to all new employees through Inductions and will also ensure that contractors, labour hire companies / employees, volunteers and work experience persons are informed of Council's Drug and Alcohol Testing guideline.

## **16. EDUCATION AND TRAINING**

### **16.1 Education of Employees**

Council recognises that it is important to develop a workplace culture through education where employees are prepared to encourage each other to be safe and fit for work.

### **16.2 Education of Testers, Custodians and Delegated Persons**

All Nominated Testers and Delegated persons will receive training for the correct use and care Alcohol Testing equipment in accordance with the manufacturer's requirements.

All nominated testers and delegated persons will receive training for the correct use and care for the Drug Testing Equipment in accordance with the manufactures requirements and Legislative requirements.

Nominated Testers and Delegated persons for drug testing must also successfully complete a course of instruction in compliance to AS 4760-2006 (Procedures for Specimen Collection and the Detection and Quantitation of Drugs in Oral Fluid) and receive a statement of attainment in accordance with the Australian Quality Training Framework.

## **17. RIGHT OF APPEAL**

If at any time an employee disputes the results of testing, the employee has the right to a second test. This may mean a second breathalyser test for alcohol testing, or a second drug test by a qualified tester. When confidential results are returned to the CEO and/or the Human Resource Officer, results may require initiation of an interview. This should occur as soon as possible.



## 18. APPENDIX

### Appendix A

#### DELEGATED PERSONS

Title	Department	Delegation of Testing
Chief Executive Officer	Office of the CEO	Alcohol Testing
Director Corporate Services	Corporate & Community Services	Alcohol Testing
Director Engineering Services	Engineering Services	Alcohol Testing
Human Resource Officer	Corporate & Community Services	Alcohol Testing
Workplace Health & Safety Adviser	Office of the CEO	Alcohol & Drug Testing
Infrastructure Services Operations Manager	Engineering Services	Alcohol Testing
Works Manager	Engineering Services	Alcohol Testing
Construction Supervisors	Engineering Services	Alcohol Testing
Town Overseer	Engineering Services	Alcohol Testing
Parks & Gardens Supervisor	Engineering Services	Alcohol Testing
Childcare Director	Corporate & Community Services	Alcohol Testing
Terrestrial Manager	Corporate & Community Services	Alcohol Testing

## 19. RELEVANT LEGISLATION

Legislation applicable to this Policy includes, but is not limited to:

- *Work, Health and Safety Act 2011*
- *Work, Health and Safety Regulation 2011*
- *Queensland Traffic Act 1949*
- *Transport Operations (Road Use Management) Act 1995*• *Drugs Misuse Act 1986*
- *Drugs Misuse Regulations 1987*
- *Crimes and Corruption Act 2001*
- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Australian/New Zealand Standard AS/NZS4760:2019*

## 20. ASSOCIATED DOCUMENTS

- ESC Discipline Policy

## 21. CONCLUSION

The co-operation and support of all individuals in the implementation of this Policy & Procedure is essential to ensure that the operations of the Etheridge Shire Council workplaces and the environment in which the individuals are required to work, are free from the deleterious and unwelcome effects of drug or alcohol consumption. The intention is to ensure a safer and more productive workplace. If you believe that you are hindered by alcohol or drugs of any kind, do not come to work and endanger both your safety and that of your workmates.

If you think you may have a problem or consider that you may have a drug or alcohol dependence, Council encourages you to raise your concerns with your Manager, WH&SA and / or the Human Resources team for assistance.

Further information and assistance may also be obtained from: -

- Alcohol, Tobacco and other Drugs Service (ATODS) <https://www.health.qld.gov.au/public-health/topics/atod>,
- QLD Alcohol and Drug Info Service (ADIS) 1800 177 833 or
- Access EAP (Employee Assistance Program) 1800 818 728.

**22. AUTHORISATION**

<b>Approved by Council</b>	<b>Meeting number and date</b>	
	18 <sup>th</sup> January 2023	
	<b>Resolution number</b>	
	23.01.10DCS	
<b>Approval by CEO</b>		
<b>Effective date</b>	<b>Review date</b>	
<b>Policy Author</b>		
Workplace Health & Safety Advisor		
<b>Current incumbent</b>		
Cindy Reimers		
<b>Implementation Officer</b>		
Workplace Health & Safety Advisor		
<b>Current incumbent</b>	<b>Contact number</b>	<b>Official file no.</b>
	4079 9017	



**General Meeting**      **21st August 2024**

<b>Subject</b>	Dealing with a Complaint about the Chief Executive Officer Policy
<b>Classification</b>	Open
<b>Author</b>	Renee Bester, Director Corporate Services

## EXECUTIVE SUMMARY

The purpose of this report is for council to adopt the updated draft ESC – S014 – Dealing with a Complaint about a Chief Executive Officer Policy as outlined within section 48A of the *Crime and Corruption Act 2001*. This policy review was completed as part of Council’s current Policy Review project to ensure Council is satisfying its legislative requirements.

## RECOMMENDATION

That Council:

1. Adopt the updated and renamed draft ‘Dealing with a complaint about a Chief Executive Officer’ Policy (S014).

---

## BACKGROUND

The *Crime and Corruption Act 2001*, section 48A, requires Council to adopt a policy about how complaints involving public officials are to be dealt with. The Act specifies that:

- (1) A public official must, in consultation with the chairperson, prepare a policy about how the unit of public administration for which the official is responsible will deal with a complaint that involves or may involve corruption of the public official.*
- (2) The policy may nominate a person other than the public official to notify the commission of the complaint under section 37 or 38, and to deal with the complaint under subdivision 1 or 2, on behalf of the public official.*
- (3) If the policy includes a nomination as mentioned in subsection (2), this Act applies as if a reference about notifying or dealing with the complaint to the public official were a reference to the nominated person.*

For the purposes of the *Crime and Corruption Act 2001*, the Chief Executive Officer is the public official.

Council last reviewed its Dealing with a Complaint about Public Official Policy (S014) in May 2019. The attached is the updated draft ESC – S014 Dealing with a Complaint about a Chief Executive Officer Policy for council’s consideration. The updated draft has been reviewed referring to the Queensland Government’s model template.

It is proposed to rename the policy by replacing the words ‘public official’ with the words ‘Chief Executive Officer’ for clarity on the purpose of the policy.

The attached updated draft is provided in mark-up to highlight the amendments.

## LINK TO CORPORATE PLAN

Corporate Aim No. 5: Best practice corporate 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. Expenses will as per adopted budget and program requirements.

## LEGAL CONSIDERATIONS

Not applicable, reflects legislative requirements.

**POLICY IMPLICATIONS**

Policy reflects best practice example as developed by Queensland Government.

**CONSULTATION**

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

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

**RISK ASSESSMENT**

Risk Assessment Outcome: Low

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

**Report Prepared By:**

**Report Authorised By:**

**Renee Bester**

**Ken Timms PSM**

**Date: 6<sup>th</sup> August 2024**

**Date: 6<sup>th</sup> August 2024**

**ATTACHMENTS**

Include attachments such as:

- Dealing with a compliant about a Chief Executive Officer (S017)

**ESC –S014 Dealing with a complaint involving the public Chief Executive Officer official: Section 48A of the Crime & Corruption Act.**

**POLICY VERSION AND REVISION**

Version History		Meeting date	
18 <sup>th</sup> February 2015 Resolution No: 2015/GM1264		<del>24<sup>th</sup> January 2024</del> 14 <sup>th</sup> August 2024	
21 <sup>st</sup> June 2017 Resolution No: 2017/GM2051		<b>Resolution number</b>	
17 <sup>th</sup> May 2019 Resolution No: 2019/GM2619			
<b>Approval by CEO</b>			
Effective date		Review date	
<del>4<sup>th</sup> July 2024</del> 14 <sup>th</sup> August 2024		<del>30<sup>th</sup> June 2026</del> 1 <sup>st</sup> August 2028	
<b>Policy Author</b>			
Chief Executive Officer			
<b>Current incumbent</b>			
Ken Timms PSM			
<b>Implementation Officer</b>			
Chief Executive Officer			
Current incumbent		Contact number	Official file no.
Ken Timms PSM		4079 9090	ESC – S014



## Contents

1.	Background & Context.....	3
2.	Purpose & Scope.....	3
3.	Definitions .....	3
4.	Policy Provisions.....	3
5.	Authorities & Accountabilities .....	6



## 1. BACKGROUND & CONTEXT

Under section 48A of the *Crime and Corruption Act 2001* (CC Act), ~~council a public official/CEO~~ must have a policy about how ~~their unit of public administration (UPACouncilit)~~ will deal with a complaint that involves, or may involve, corrupt conduct by the ~~public official/Chief Executive Officer (CEO)~~, so that transparency and integrity are maintained.

## 2. PURPOSE & SCOPE

~~For the purposes of the CC Act and this policy, t~~The CEO is the public official of the Etheridge Shire Council (~~CouncilUPA~~).

The objective of this policy is to set out how the ~~UPACouncil~~ will deal with a complaint (also information or matter)<sup>2</sup> that involves or may involve corrupt conduct<sup>3</sup> of its ~~public official/CEO~~ as defined in the *Crime and Corruption Act 2001* (CC Act).

The policy is designed to assist the ~~UPACouncil~~ to:

1. Comply with s48A of the *Crime and Corruption Act 2001*
2. Promote public confidence in the way suspected corrupt conduct of the ~~public official/CEO~~ for the ~~UPACouncil~~ is dealt with (s34(c) CC Act)
3. Promote accountability, integrity and transparency in the way the ~~UPACouncil~~ deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the ~~public official/CEO~~.

## 4. DEFINITIONS

Crime and Corruption Commission (CCC)	the Commission continued in existence under the <i>Crime and Corruption Act 2001</i>
CC Act	<i>Crime and Corruption Act 2001</i>
Complaint	Includes information or matter. See definition provided by s48A(4) of the <i>Crime and Corruption Act 2001</i>
Contact details	Mayor, Etheridge Shire Council, P <del>O</del> Box 12, Georgetown Qld 4871 0458 621 233 mayor@etheridge.qld.gov.au
Corruption	see Schedule 2 (Dictionary) of the <i>Crime and Corruption Act 2001</i>
Corrupt conduct	see s15 of the <i>Crime and Corruption Act 2001</i>
<i>Corruption in Focus</i>	<a href="http://www.ccc.qld.gov.au/corruption/information-for-the-publicsector/corruption-in-focus">http://www.ccc.qld.gov.au/corruption/information-for-the-publicsector/corruption-in-focus</a> ; see chapter 2, page 2.5
Deal with	see Schedule 2 (Dictionary) of the <i>Crime and Corruption Act 2001</i>
Nominated person	see item 5 of this policy
Police misconduct	see Schedule 2 (Dictionary) of the <i>Crime and Corruption Act 2001</i>
Public Official/CEO	see Schedule 2 (Dictionary) and also s48A of the <i>Crime and Corruption Act 2001</i>
Unit of public administration ( <del>UPACouncil</del> )	see s20 of the <i>Crime and Corruption Act 2001</i>

## 5. POLICY PROVISIONS

This policy applies:

- if there are grounds to suspect that a complaint may involve corrupt conduct of the ~~public official/CEO~~ of the ~~UPACouncil~~
- to all persons who hold an appointment in, or are employees of, the ~~UPACouncil~~.

For the purpose of this policy a complaint includes information or matter.



### **Nominated person**

Having regard to S.48A (2) and (3) of the CC Act, this policy nominates:

- The Mayor as the nominated person

to notify the Crime and Corruption Commission (CCC) of the complaint and to deal with the complaint under the CC Act.

Once the [UPACouncil](#) nominates a person, the CC Act applies as if a reference about notifying or dealing with the complaint to the [public-official/CEO](#) is a reference to the nominated person.

### **COMPLAINTS ABOUT THE [PUBLIC-OFFICIAL/CEO](#)**

#### **1. *Complaint involving a reasonable suspicion of corrupt conduct, where there is NO nominated Person***

If a complaint may involve an allegation of corrupt conduct against the [public-official/CEO](#) of the [UPACouncil](#), the complaint may be reported to:

- the [public-official/CEOnominated person](#), or
- an appropriate manager or supervisor within the [UPACouncil](#) in accordance with the [UPACouncil](#)'s statutory, policy or procedural framework, or
- a person to whom there is an obligation to report under an Act<sup>9</sup> (this does not include an obligation imposed by ss37, 38 and 39(1) of the CC Act)

[If there is uncertainty about whether or not a complaint should be reported, it is best to report it to the nominated person.](#)

If the [public-official/CEOnominated person](#) reasonably suspects that the complaint may involve corrupt conduct on their part, they must:

- a) notify the CCC of the complaint<sup>10</sup>, and
- b) Deal with the complaint, subject to the CCC's monitoring role, when —
  - directions issued under s40 apply to the complaint, if any, or
  - pursuant to s46, the CCC refers the complaint to the [public-official/CEOnominated person](#) to deal with.<sup>11</sup>

#### **2. *Complaint involving a reasonable suspicion of corrupt conduct, where there is a nominated Person***

Where there is a nominated person, if a complaint may involve an allegation of corrupt conduct of the [public-official/CEO](#) of the [UPACouncil](#), the complaint may be reported to:

- the nominated person, or
- a person to whom there is an obligation to report under an Act<sup>12</sup> (this does not include an obligation imposed by ss37, 38 and 39(1) of the CC Act).

If there is uncertainty about whether or not a complaint should be reported, it is best to report it to the nominated person.


If the nominated person reasonably suspects the complaint may involve corrupt conduct of the public official/CEO, they are to:

- a) notify the CCC of the complaint<sup>13</sup>, and
- b) deal with the complaint, subject to the CCC's monitoring role, when —
  - directions issued under s40 apply to the complaint, if any, or
  - pursuant to s46, the CCC refers the complaint to the [nominated person] to deal with.<sup>14</sup>

If the [public-official/CEO](#) reasonably suspects that the complaint may involve corrupt conduct on their part, [and there is a nominated person](#), the [public-official/CEO](#) must:

- i. report the complaint to the nominated person as soon as practicable and may also notify the CCC, and



- 
- ii. take no further action to deal with the complaint unless requested to do so by the nominated person in consultation with the [title of person or entity to whom the ~~public official/~~CEO is accountable].

Where there is a nominated person, and if directions issued under s40 apply to the complaint:

- i. the nominated person is to deal with the complaint, and
- ii. the ~~public official/~~CEO is to take no further action to deal with the complaint unless requested to do so by the nominated person in consultation with the [title of person or entity to whom the ~~public official/~~CEO is accountable].

### Recordkeeping requirements

Should the nominated person decide that a complaint, or information or matter, about alleged corrupt conduct of the ~~public official/~~CEO is not required to be notified to the CCC under s. 38 of the CC Act, the nominated person must make a record of the decision that complies with s. 40A of the CC Act.

### Resourcing the ~~public official/~~CEO or the nominated person

If pursuant to ss40 or 46, the ~~public official/~~CEO or nominated person has responsibility to deal with the complaint:

- i. the ~~UPACouncil~~ will ensure that sufficient resources are available to the ~~public official/~~CEO or nominated person to enable them to deal with the complaint appropriately, and
- ii. the ~~public official/~~CEO or nominated person is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without:
- authorisation under a law of the Commonwealth or the State, or
  - the consent of the ~~public official/~~CEO or nominated person responsible for dealing with the complaint
- iii. the ~~public official/~~CEO or nominated person must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
- purposes of the CC Act<sup>17</sup>
  - the importance of promoting public confidence in the way suspected corrupt conduct in the ~~UPACouncil~~ is dealt with<sup>18</sup>, and
  - the ~~UPACouncil~~'s statutory, policy and procedural framework.

If the nominated person has responsibility to deal with the complaint, they:

- are delegated the same authority, functions and powers as the ~~public official/~~CEO to direct and control staff of the ~~UPACouncil~~ as if the nominated person is the ~~public official/~~CEO of the ~~UPACouncil~~ for the purpose of dealing with the complaint only
- are delegated the same authority, functions and powers as the ~~public official/~~CEO to enter into contracts on behalf of the ~~UPACouncil~~ for the purpose of dealing with the complaint
- do not have any authority, function or power that cannot — under the law of the Commonwealth or the State — be delegated by either the Mayor or the ~~public official/~~CEO, to the nominated person;<sup>19</sup> ~~and~~

~~If the public official/CEO has responsibility to deal with the complaint, they must:~~

- ~~• disclose the complaint to the Mayor~~
- ~~• deal with the complaint, and~~
- ~~• before finally dealing with the complaint, report to the Mayor about~~
  - ~~○ the action taken or not taken~~
  - ~~○ the reasons the public official/CEO considers the action to be appropriate in the circumstances and~~
  - ~~○ the results of the action taken that are known at the time of the report<sup>19</sup>.~~



### **Liaising with the CCC**

The ~~public official~~/CEO is to keep the CCC and the nominated person/s (if any) informed of:

- the contact details for the ~~public official~~/CEO and the nominated person/s (if there is a nominated person)
- any proposed changes to this policy.

### **Consultation with the CCC**

The ~~public official~~/CEO will consult with the CCC when preparing any policy about how the ~~council~~(UPACouncil) will deal with a complaint that involves or may involve corrupt conduct of the ~~public official~~/CEO.

## **6. AUTHORITIES & ACCOUNTABILITIES**

### **Statutory references**

Unless otherwise stated, all statutory references are to the *Crime and Corruption Act 2001*.



**General Meeting**      **21st August 2024**

<b>Subject</b>	Media Communications Policy and Social Media Policy
<b>Classification</b>	Open
<b>Author</b>	Renee Bester, Director Corporate Services

## EXECUTIVE SUMMARY

The purpose of this report is for council to adopt the updated draft Media Communications Policy and draft Social Media Policy.

## RECOMMENDATION

That Council:

1. Adopt the updated draft 'Media Communications Policy' (C008)
2. Adopt the 'Social Media' Policy (C028).

---

## BACKGROUND

Council has engaged the LGMA Qld Governance Advisory Service to assist with a Governance review, specifically focusing on governance compliance relating to policies, implementation of policies and other related governance protocols. This review includes ensuring compliance with legislative requirements, as well as best practice and contemporary governance.

Council recognises the importance of effective communication of Council services, decisions and projects to community members, visitors, ratepayers, private enterprise and government.

The purpose of this report is to provide an updated Media Communications Policy and a proposed Social Media Policy. The current Media Communications Policy was adopted in April 2016, however there is not a Social Media Policy adopted by Council. There is an operational policy for staff only, however best practice is for this policy to be adopted by council. With the evolution of social media, how it is used as a tool for community engagement and information sharing, it is imperative that there be a whole of organisation policy to ensure it is being managed effectively. This operational policy will be superseded by the adoption of the attached draft.

In relation to the Social Media Policy, reference is also made to the attached LGAQ Social Media Guide for local government elected members in Queensland.

The attached have been updated referencing best practice and using endorsed Queensland Government templates.

### Media Communications Policy

The Media Communications Policy and Media Communications Procedure outlines the process and requirements of Councillors and Council staff when addressing the media.

### Social Media Policy

The intent is to ensure that there are clear expectations on acceptable use of social media, how council uses it and ensure there are mechanisms in place to manage access and audit requirements.

## LINK TO CORPORATE PLAN

Corporate Aim 5: Best practice corporate governance and organisational excellence.

Outcome 5.3: Council operations support quality service provision and good governance.

## BUDGET & RESOURCE CONSIDERATIONS

Not applicable.

## LEGAL CONSIDERATIONS

Not applicable.

**POLICY IMPLICATIONS**

Policy reflects best practice and LGAQ guidelines.

**CONSULTATION**

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

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

**RISK ASSESSMENT**

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

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

**Report Prepared By:**

**Report Authorised By:**

**Renee Bester**

Ken Timms PSM t.

**Date: 08/08/2024**

Date: 08/08/2024

**ATTACHMENTS**

Include attachments:

- Media Communications Policy (updated draft)
- Social Media Policy (draft)
- Social Media Guide for Elected Members

# ESC – C008 Media Communications Policy

## POLICY VERSION AND REVISION

Version History		Meeting date	
Post-Election Meeting - Dated 11 April 2016 Resolution No. 2016/GM006			
		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	ESC – C008



Contents

- 1. Background & Context..... 3
- 2. Purpose & Scope..... 3
- 3. Definitions ..... 3
- 4. Policy Provisions..... 4
- 5. Related Documentation ..... 6



## 1. BACKGROUND & CONTEXT

Etheridge Shire Council's interaction with the media requires careful management and a consistent and proactive approach. The development of clear processes around media interaction and factors such as: target publics, political sensitivity and public interest are essential in maintaining a positive organisational reputation and serve the interests of all stakeholders.

## 2. PURPOSE & SCOPE

### Intent

This protocol is intended to clarify the appropriate process for:

1. Preparing / releasing media statements (proactive).
2. Responding to media enquiries (reactive).

### Principles:

- Council acknowledges the important role that media interaction plays in community engagement.
- Council respects the principle of freedom of the press and the right of media outlets to report on Council matters in a manner that they consider appropriate.
- Council will seek positive relationships with media outlets to ensure that balanced and objective reporting of Council matters is achieved.
- As a general rule, Council will not respond to "Letters to the Editor", unless a gross inaccuracy requires explicit correction.
- Staff contact with editorial media other than that authorised under this policy is prohibited.
- Council respects the democratic decision-making process prescribed at law for local government in Queensland and respects the right of individual Councillors to debate against a motion, vote against a motion and/or record their dissent where appropriate. However, Council also respects the long-standing convention of all Councillors publicly supporting the consensus decision-making process, regardless of their viewpoint on a particular matter.
- This protocol does not purport to restrict Councillors from making statements, or from responding to media enquiries they may receive. However, should Councillors intend to make statements reflecting personal/political opinion, or, that are in some way contrary to published Council position, such remarks should be qualified accordingly.

## 3. DEFINITIONS

Council: Etheridge Shire Council

Communication: Refers to all forms of communication with the media and similar outlets including, but not limited to, interviews, press statements, emails, facsimiles, letters, policies etc.

Councillor: All elected representatives who hold current office with Council, including the Mayor.

Employees: Includes a person who carries out work in any capacity for Council (i.e. temporary or permanent employee, contractor, sub-contractor, employee of a labour hire company, outworker, trainee, apprentice, volunteer, work experience student.

Media: communication of news widely to the public via print (includes web sites), radio or television.

Public Relations: the management function which evaluates public attitudes, identifies the policies and procedures of an individual or an organisation with the public interest, and plans and executes a programme of action to earn public understanding and acceptance, (PR News).

Media Release (or news release): a written or recorded communication issued to the media to inform them of information the organisation has deemed as possessing news value to attract favorable media attention



## 4. POLICY PROVISIONS

Council encourages open, prompt and accurate communication with the media to promote a positive, progressive and professional image of Council.

It is the policy of Council to provide relevant, timely and accurate comment and information to media outlets when requested.

### **Preparing / Releasing Media Statements (Proactive)**

1. The Mayor is Council's official spokesperson and has primary responsibility for communicating decisions of Council or its position on a particular issue.
2. At the Mayor's/Chief Executive Officer's discretion, media statements may also be prepared in the following manner:
  - a) If the matter being reported has been initiated by a particular Councillor, or has origins of obvious significance to that Councillor's pursuits (ie. matter relates to a Council-appointed committee of which the Councillor is a member), that Councillor would be nominated as Council's spokesperson.
  - b) Alternatively, if the matter has a specialized or technical component, the Mayor / Chief Executive Officer may call on a senior officer for input and approve that the remarks be attributed accordingly.
3. Persons to whom comments are attributed are to approve any media release in advance.
4. As a matter of courtesy, copies of final releases are to be distributed to Councillors, the Chief Executive Officer, relevant Director and relevant operational staff (including those likely to have customer contact on the matter) prior to publication. In practice, this will generally occur (by e-mail) at the same time as the item is released to media outlets.
5. Where time permits, items of a politically sensitive nature are to be distributed to Councillors to provide them with the opportunity to review the statements prior to release. It is recognised that this is not always possible.

### **Responding to Media Enquiries (Reactive)**

1. The Mayor is Council's official spokesperson and has primary responsibility for communicating decisions of Council or its position on a particular issue.
2. All editorial media enquiries and requests for media comment should be directed to the Chief Executive Office in the first instance where the Mayor will be offered the first opportunity to respond. On those occasions where the Mayor is unavailable or sees fit that another person respond, the following general guidelines will be used by the Chief Executive Officer in allocating responsibility:
  - a) If the matter being reported has been initiated by a particular Councillor, or has origins of obvious significance to that Councillor's pursuits (ie. matter relates to a Council-appointed committee of which the Councillor is a member), that Councillor would be nominated as Council's spokesperson.
  - b) Alternatively, if the matter has a specialized or technical component, the Chief Executive Officer or senior officer may respond.
3. Where the matter is of a sensitive nature, spokespeople authorised under this policy are encouraged to consider seeking the opportunity to provide a written response to specific questions.
4. In any case, where comment is made to the media, spokespeople are requested to notify their colleagues (Councillors) and the Chief Executive Officer for information.





### **Official Spokesperson**

The Mayor is the official spokesperson for all media items issued from Etheridge Shire Council. At the Mayor's discretion this responsibility can be delegated to another Councillor or Council Officer.

The Chief Executive Officer is the official spokesperson for all staff-related or organisational issues.

The Chief Executive Officer, at their discretion, will delegate the responsibility to another Council Officer where appropriate.

### **Interacting with the Media**

The Chief Executive Officer is responsible for and must authorise paid advertisements, social media pages, community notices and promotional material prepared by Council.

Council employees are not permitted to engage with the media about any Council-related matter without authority from the Chief Executive Officer (CEO).

This policy is not intended to limit a Councillor from communicating with or engaging with their constituents. Councillors are actively encouraged to do this, provided that the Councillor Code of Conduct requirements are complied with. In doing so, Councillors need identify that they are not speaking on behalf of Council.

This policy does not preclude Councillors from making their own statements or comments which may conflict with Council's position, or on matters that are not current Council programs or initiatives. In these scenarios, Councillors must be aware of their Code of Conduct obligations by ensuring that their comments are not portrayed by them as the official view of Council.

### **Requests for Information**

Some journalists may request background information for news items. All staff should refer reporters to the Chief Executive Officer.

With Mayoral or Chief Executive Officer approval, council officers and staff are authorised to provide background information to journalists but cannot be quoted. This should be stated to the journalist at the beginning and end of the discussion and requests for quotes forwarded to the Mayor, Chief Executive Officer or relevant Councillor.

When staff become aware of sensitive or reactive issues that may encourage media attention they should contact the Chief Executive Officer immediately with the details.

At **no point** should Council staff provide personal comment on, or speculate about Council decisions to the media.

### **'Off-the-record' Comments**

Etheridge Shire Council does not provide 'off-the-record' comments. Often these types of comments flag an issue for further/greater media attention. A good journalist will try and get the same information 'on-the-record' from another source and these sources may be less accurate or appropriate. If it is not suitable for the information to be provided to the public, leave it out of all conversations with the media.

### **Record-Keeping**

All media releases, responses to media or external requests for statements, information etc., must be recorded and stored according to Council's records management policy and procedures.

### **Non-Compliance**

Non-compliance with the provisions of this policy may result in disciplinary action being taken in accordance with Council's policies and procedures.



## **5. RELATED DOCUMENTATION**

*Local Government Act 2009;*  
*Local Government Regulation 2012*



## ESC – C028 Social Media Policy

### POLICY VERSION AND REVISION

<b>Version History</b>	<b>Meeting date</b>	
	14 <sup>th</sup> August 2024	
	<b>Resolution number</b>	
<b>Approval by CEO</b>		
<b>Effective date</b>	<b>Review date</b>	
14 <sup>th</sup> August 2024	14 <sup>th</sup> August 2028	
<b>Policy Author</b>		
Chief Executive Officer		
<b>Current incumbent</b>		
Ken Timms PSM		
<b>Implementation Officer</b>		
Chief Executive Officer		
<b>Current incumbent</b>	<b>Contact number</b>	<b>Official file no.</b>
Ken Timms PSM	4079 9090	ESC – C028



## Contents

1.	Purpose .....	3
2.	Scope.....	3
3.	Definitions .....	3
4.	Policy Statement.....	3
5.	Guiding Principles.....	4
	Acceptable use of social media channels.....	4
	Authorities and responsibilities .....	4
	Comments and Replies.....	4
	Creation of new accounts .....	4
	Obligations when using Social Media .....	4
	Moderation and Terms of Use for third parties .....	5
6.	Personal Social Media Use .....	5
	Guidelines for Elected Members .....	5
	Guidelines for Employees .....	6
7.	Record Keeping .....	6
8.	Non-Compliance .....	6
9.	Legislation/ Literature .....	6
10.	References .....	6



## 1. PURPOSE

The purpose of this Policy is to set out the standards of behaviour expected in relation to professional use of social media on behalf of Etheridge Shire Council, and the use of social media by Council employees and Elected Members.

The objectives of this policy are to:

- develop a culture of openness, trust and integrity in Council through appropriate use of social media;
- provide direction on the responsibilities and expectations for:
  - the professional use of social media on behalf of Council;
  - the use of social media by employees and Elected Members; and
  - standards of behaviour by any parties wishing to interact on social media platforms administered by council, including elected members.

This Policy should be read in conjunction with Councils Social Media Procedures/Guidelines.

## 2. SCOPE

This policy applies to all employees of Council and Elected Members who use social media platforms either professionally or privately.

## 3. DEFINITIONS

TERM	DEFINITION
CEO	Chief Executive Officer (of Council)
Council	Etheridge Shire Council
Councillors / Elected Member	All elected representatives who hold (current) office with Council, including the Mayor and all Councillors.
Employee/s	includes a person who carries out work in any capacity for Council (i.e. temporary or permanent employee, contractor, sub-contractor, employee of a labour hire company, outworker, trainee, apprentice, volunteer, work experience student.)
Public Record	Has the meaning provided in the <i>Public Records Act 2009</i> .
(Social Media) Moderator	Designated Council employee who monitors online communications. The moderator may also answer general questions via the channel and respond to complaints or provide basic Council information or clarifications. A moderator may also be a Social Media Editor.
Social Media Accounts	All social media accounts, platforms and pages that Council support and manage, that have been created and approved by the CEO
Social Media Editor	A Council staff member who has the authority, in accordance with their delegations, to represent Council on social media.  Includes CEO and other delegated officers, as set out in the Social Media Procedure/Guideline

## 4. POLICY STATEMENT

Council employs various social media platforms to provide information on Council initiatives, public notices, activities, facilities, services, events and programs. Social media should be used where the Council wishes to engage with the community to provide information or raise awareness of Council related matters. There may be exceptions to this rule under the discretion of the Chief Executive Officer.

Social media is considered an important tool for Council to actively engage with our community and provides a platform for active discussion and the exchange of ideas, promoting the Etheridge Shire as a place to live, work, play, visit and invest.



## 5. GUIDING PRINCIPLES

### ***Acceptable use of social media channels***

Council's social media assets are managed by Social Media Editors/Moderators and are used for engaging with the community, advertising matters required by legislation, advising the public of decisions made by council at its meetings, Council announcements, conducting community consultation, promoting the region, promoting careers at Council, promoting Tender and grant opportunities, pre and post event promotion of regional events and community activities, emergency and disaster communication, promoting economic and community development and increasing Council's brand awareness and promoting Council services.

### ***Authorities and responsibilities***

The primary responsibility for Council's social media is the <position> who is generally responsible for all Council social media accounts across all platforms.

All social media accounts are to be set up and transacted in the name of Etheridge Shire Council for all council operations and Uneath Etheridge for relevant program activities, unless another Council business name is approved by the Chief Executive Officer,

All content published and/or shared on Council's social media platforms is to be prepared, edited and issued through Office of the CEO and/or delegated Social Media Editors using an official Council account, to ensure adherence to the Social Media Policy, messaging and consistency in branding. The Social Media Editors will ensure they consult and receive approval of content by the subject matter expert and their relevant supervisor.

Moderation of social media content on Council's platforms, consistent with Council's Terms of Use, will be undertaken by the Office of the CEO or their delegate (Social Media Editors/Moderators).

The Director of Corporate Services reserves the right to remain an administrator of any accounts created to ensure risk management measures (including centralised storage of master passwords for each site) to protect Council's reputation are satisfied.

Employees may not have access to Council's social media accounts and comment on behalf of Council unless they are authorised by the CEO in liaison with the Director of Corporate Services.

Access will be based upon the duties of each position with relevant officers only having access to relevant platforms, in accordance with the Social Media Procedure/Guideline.

### ***Comments and Replies***

Service requests, requests for information or complaints must be submitted through Council's official correspondence channels via phone, email, in writing or in person.

This is to ensure they are genuine and captured via the appropriate customer service and records systems and responded accordingly.

Should Council deem it appropriate to respond to a comment or post, these will be responded to generally within normal business hours. Comments received outside of normal business hours will be responded to on the following business day where possible.

### ***Creation of new accounts***

A full list of Council's official social media accounts can be obtained from the Director Corporate Services. The creation of new social media accounts is at the discretion of the CEO.

### ***Obligations when using Social Media***

When using social media, the following rules will apply:

- only publish content that is classified as public information. No comment will be made on social media sites regarding confidential, personal, private or legal matters;



- only use corporate imagery such as logos and official Council photographs with the permission of the CEO (or nominee);
- all content posted is accurate and has been approved by the CEO or Director.
- comments will be respectful of the community and portray the Council in a positive way;
- all content will be impartial, apolitical and will not promote Elected Members
- posts will only promote projects and decisions that have been approved by Council;
- posts will not promote any business other than Council or a Council owned business;
- users must adhere to the terms of use and guidance associated with the relevant social media platform/website;
- ensure that no copyrighted or trademarked material is published without permission;
- ensure that information posted online is not illegal, libellous, discriminatory, defamatory, abusive, or obscene; and
- ensure capture of information/records and information privacy meet all legislative obligations.

### ***Moderation and Terms of Use for third parties***

Council's social media platforms generally will only be monitored within business hours.

An open dialogue on social media is encouraged, however, comments and materials published on Council's social media platforms must adhere to appropriate standards of behaviour.

Council will not tolerate the following, and will remove any posts/messages that meet this unacceptable behaviour, including:

- Content considered defamatory, prejudicial, racist, inflammatory, repetitive, vexatious, offensive, cyberbullying, trolling or otherwise inappropriate;
- Comments or remarks which are off-topic to the source subject;
- Swearing, foul language or profanity;
- Harassment of, or personal attacks against, other users, council, councillors or council staff;
- Disclosure of personal or sensitive information about others;
- Material that could be considered spam, including links to other sites, such as commercial, non-government or off-topic pages; and
- Anything not in the public interest as determined by the CEO.

Any comments deemed to fit under these definitions will be subject to immediate removal. Users who engage in the above behaviours may be permanently banned or blocked from Council's social media sites. Determinations regarding breaches of the above will be made by an authorised council staff member.

The above actions will acknowledge record keeping procedures.

## **6. PERSONAL SOCIAL MEDIA USE**

### ***Guidelines for Elected Members***

The Mayor and Councillors will act in accordance with this policy, Council's Media Communications Policy, [Code of Conduct for Councillors in Queensland](#), and all other related council policies and procedures.

Elected Members will manage their own social media and Council has no role in the creation or management of these platforms.

This policy does not preclude Elected Members from making their own statements or comments which may conflict with Council's position, or on matters that are not current Council programs or initiatives. In these scenarios, Elected Members must be aware of their Code of Conduct obligations by ensuring that their comments are not portrayed by them as the official view of Council.

Elected Members are to take reasonable steps to ensure that any comment they make will be understood as representing their personal views, not those of Council.



Elected members are encouraged to refer to the Office of Independent Assessor & LGAQ resource – Social Media Guidelines for Councillors and other relevant material published by third party Agencies.

## **Guidelines for Employees**

Council recognises that social media is a part of everyone's daily life. This policy does not limit the usage of social media by Council employees for personal use, but reminds employees that you may be viewed as representatives of Council by the public. Any information that is shared about Council must only be what is available publicly.

All employees are reminded to act in accordance with this policy, the Code of Conduct (staff), the Media Communications Policy and all other related council policies and procedures.

## **7. RECORD KEEPING**

A public record includes any form of recorded information, created or received by, or created on behalf of a Queensland public authority in the transaction of government business.

Social Media postings, messages, attachments and polls are digital public records under the *Public Records Act 2002* and must be recorded and stored according to Council's records management policy and procedures.

## **8. NON-COMPLIANCE**

Non-compliance with the provisions of this policy may result in action being taken in accordance with Council's policies and procedures or relevant legislative requirements.

## **9. LEGISLATION/ LITERATURE**

*Information Privacy Act 2009*  
*Local Government Act 2009*  
*Local Government Regulations 2012*  
*Public Records Act 2002*

## **10. REFERENCES**

Code of Conduct for Councillors in Queensland  
Code of Conduct (Staff)  
Community Engagement Policy  
Disciplinary Procedure  
Information Privacy Policy  
Social Media Procedure  
Media Communications Policy  
Media Communications Guideline  
Records Management Policy  
Caretaker Period Policy  
LGAQs Social Media Guide for Elected Members

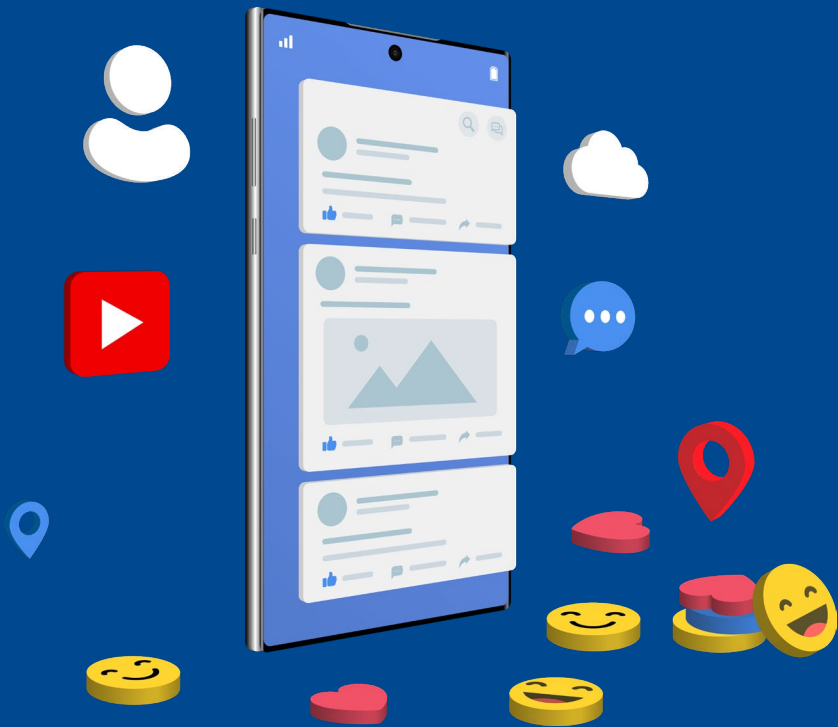


# Social media guide

For local government elected  
members in Queensland



# Table of Contents



The Importance of social media .....	3
What to post and what not to post .....	3
Social media obligations .....	5
Local government elections and social media .....	7
Well-being – trolling, cyberbullying, defamation and moderating comments .....	8
Case Studies .....	9

# The importance of social media

In today's digital era, social media serves as a bridge that connects local government leaders directly to their constituents and community. It provides an enormous opportunity to amplify community outreach, share timely information, and cultivate a sense of unity among residents.

Social media has become an ever-present aspect of daily life, transcending age groups and demographics. Platforms such as Facebook, Instagram, TikTok and X (formerly Twitter) serve as virtual town squares where Queenslanders share experiences, connect with friends and family, and stay informed about local and global events. Harnessing the power of social media allows you to connect, communicate and engage safely with your constituents and your community. This connectedness extends beyond personal interactions, influencing how businesses, government agencies, and community organisations engage with the public.

For elected members, maintaining a successful social media presence allows you to connect, communicate and engage easily with your constituents and your community on local government issues that matter most to you and to them.

## Tip:

The *Australian Style Manual* has good tips on social media content management.

## What to post and what not to post

Communities expect a higher standard of behaviour from their elected representatives. When in a leadership position, certain things should not be said, and certain information should not be shared.

A successful social media profile for an elected member blends professionalism with relatable content, maintains a consistent posting and monitoring schedule, encourages engagement and provides clear avenues for further information.

Whether sharing achievements, attending community events, or behind-the-scenes glimpses, it is important that you are cognisant of what platforms are provided to you for use by the council and that you are aware of any restrictions imposed. Your council's social media policy, expenses and reimbursement policy and IT policies and guidelines are a good starting point for understanding any use restrictions. For example, some councils may give elected members the option to have a page run by the council on the elected member's behalf, while others may require the elected member to create and maintain their own.

Regardless of the way your social media is set up and administered, it is wise to not confuse your personal life and your leadership aspirations. Social media platforms can sometimes become magnets for inappropriate or off-topic comments that distract others from the important information being shared. As an elected member you may be subject to the best and the worst of what social media has to offer and navigating your way through this safely is important for your role and reputation as a councillor and for your personal health and well-being.

Politicians at all levels of government have found themselves in trouble for inappropriate interactions online. It is vital that you are mindful of any content that you like or share and conduct appropriate research on the topic to ensure accuracy. Most people will interpret a councillor liking, sharing, or reposting content as an endorsement of that material.

When considering what to, or what not to post, the following table provides a list of considerations.



## Content:

**1. Accessibility:** ensure that your content is accessible to all users, including those with visual or hearing impairments by using alt text and descriptions for images, captioning for videos and legible fonts.

**2. Confidential information:** confidential or proprietary information should not be shared on social media. Be cautious about discussing sensitive matters or commenting on legal matters without proper authorisation.

**3. Inappropriate or offensive content:** content that is discriminatory, offensive, sexually explicit, or disrespectful can lead to severe consequences. Always consider the potential impact on you and on others.

**4. False information or rumours:** misinformation, spreading rumours, or engaging in deliberate disinformation campaigns can damage reputations and have legal implications. Always fact-check before sharing information.

**5. Over-sharing personal information:** such as your home address, phone number, or financial details can leave you vulnerable. Also be mindful of personal information relating to others.

**6. Plagiarism or copyright infringement:** check intellectual property rights and give credit where it's due.

**7. Moderating comments:** regularly monitor your social media platforms to ensure you are not facilitating, encouraging, or assisting others in making unlawful or non-compliant publications (check your council's social media and record keeping policies to ensure that you are doing this in a compliant manner).

## Behaviour:

**8. Cyberbullying:** do not engage in online harassment, bullying, trolling, baiting or threatening behaviour towards others.

**9. Disparaging council:** do not criticise your council, colleagues, employees, or clients on social media.

**10. Political controversy:** be mindful of being excessively controversial. While individuals have the right to express their political views, being overly divisive can lead to political and community fallout.

**11. Illegal activities:** do not promote or encourage content that documents or promotes illegal activities this includes drug use, violence, or any behaviour that violates the law.

**12. Complaints:** ensure you deal with complaints lodged via your social media swiftly and appropriately. Check your council processes and policies to ensure you understand the correct procedure.

**13. Social media management and other relevant policies:** ensure compliance with social media platform's Terms of Use, council social media and other relevant policies, (for example, Reimbursement of Expenses and Provision of Facilities policy) and the councillor Code of Conduct.). Many policies will state that facilities and equipment provided by council to councillors are to be used only for council business unless prior approval has been granted by resolution of council.

**14. Cybersecurity:** be mindful of cybersecurity, caution should always be given when clicking on any links or posts that might contain malicious files, or software. Refer to your IT section for more information on cybersecurity.

# Customer service complaints

Don't fall into the trap of being a replacement for council's existing customer service functions. Residents and constituents should always go through official channels if they need to lodge service requests or grievances.

You can assist residents to connect with council's existing services and set expectations about the role that you have in operational matters.

Hey Cr, That water tap in the park is still leaking. Why aren't you fixing it!

[DON'T] Yeah.. our council staff are hopeless. You are right to be angry. I've just sent an urgent email to the CEO to get it fixed ASAP!!

**[DO] Thanks for letting us know. It's always best to report issues like this on 1300 111 111 or help@mycouncil.qld.gov.au - you can expect one of our council team members to contact you within 48 hours to advise of a resolution time.**

Figure 1 - How to deal with customer service requests.



# Social media obligations

While social media can be a great communication and marketing tool, there is a serious side that local government elected members need to consider.

## The Queensland Code of Conduct for Councillors

The Code of Conduct for Councillors in Queensland (the Code) extends to online conduct, particularly if that online activity can be identified to a particular councillor and reflects adversely on council or is corrupt conduct.

Online conduct that breaches the Code is a conduct breach. This includes behaving in a way which contradicts the local government principles and values outlined in the Code, such as transparency, meaningful community engagement, social inclusion, and ethical and legal behaviour. This could include replying to comments in a way that does not show respect or misrepresents council.

Councillors must balance their freedom of political expression and robust policy debate with the standards of behaviour expected. Whilst it is well within a councillor's right to fight for specific community outcomes and make it clear when not in agreement with others, it is important that councillors remain mindful that comments that are offensive or ill-considered could constitute a breach of the Code and may result in a complaint to the Office of the Independent Assessor (OIA).

## Complaints involving the (OIA)

The OIA must by law assess all complaints that it receives; this will include any complaint that relates to social media conduct. Depending on the type and severity of the conduct alleged, the OIA may refer the complaint back to council or the Crime and Corruption Commission (CCC) for investigation. It's important to note that depending on the conduct and outcome of the investigation, serious repercussions may arise including being required to: make a public apology about your conduct, attend training or counselling on social media etc, and ordered to reimburse the local government for costs associated with the conduct/ investigation.

If you are subject to an investigation by the OIA, it is recommended that you seek independent legal advice. The Local Government Association of Queensland (LGAQ) can also put you in touch with representatives from Local Government Mutual Services (LGMS) to assess whether there is any insurance cover available to you.

## Record keeping

Posts on your official social media page may constitute a public record under the *Public Records Act 2002*. It is your responsibility to ensure all public records created in your role as a councillor are provided to your council for capture and management in official council systems.

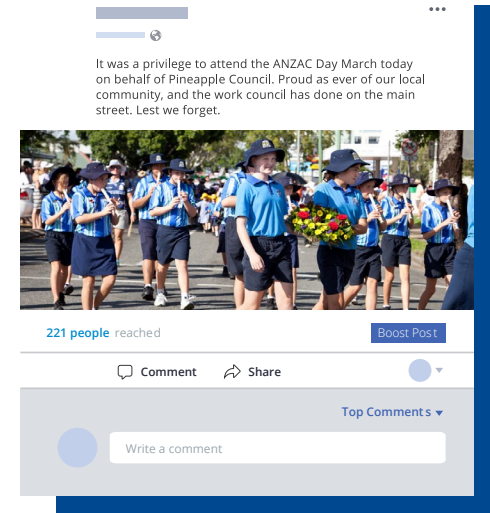
Posts by councillors related to council administration or business are public records and this includes such posts on personal social media pages. Posts by councillors related to purely personal activities, including political activities and election campaigning, when not using a council hosted platform, are not public records.

While the *Public Records Act 2002* does not restrict the use of private email and social media accounts or messaging apps, any public record about council business created or received using these channels must be kept. The Councillor Code of Conduct behavioural standard 1.3 however provides that you must use only official council electronic communications accounts, for example email accounts, when conducting council business. If you receive a communication on your private email account that is a public record, forward that email to your official councillor email account so that it is captured in the council official records management system.

It is a breach of the *Public Records Act 2002* if public records received on private email accounts, and other private social media platforms (such as WhatsApp, Facebook Messenger) are not captured in the councils official records system, this may constitute misconduct.

A short guide on public records has been developed by the Queensland State Archives and the Crime and Corruption Commission. The guide can be found [here](#) and further explains the requirements and benefits of effective recordkeeping.

## Public Record



## Non Public Record

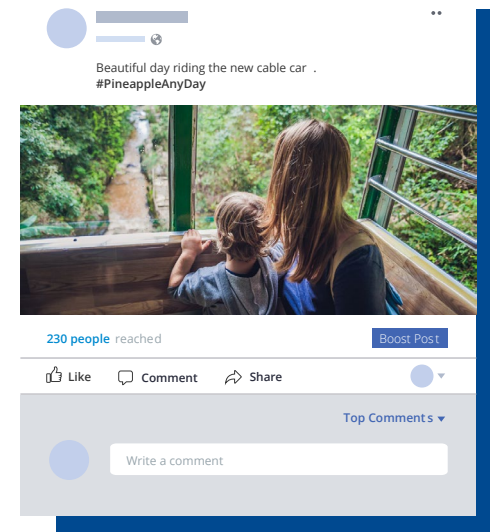


Figure 2 – What is a public record?

Your council should have an approved process in place for capturing and keeping public records from social media platforms. You should check with your CEO for your council's preferred method. In the absence of any process, the quickest and easiest way is to screenshot the entire post, including the date and timestamp and provide it to council for capture in their official records management systems.



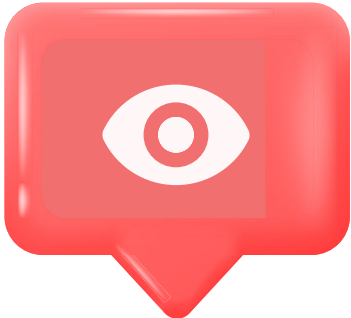
Figure 3 – Capturing public records.

**If in doubt about whether something is a public record, ask yourself:**

- a) Does this post provide evidence of the council's administration or business?
- b) Was this post made to be used by council, or for a purpose of the council, or is it connected to the council's statutory, administrative, or other public responsibilities?

If the answer is yes, then it is likely to be a public record and needs to comply with the *Public Records Act 2002* requirements for record keeping.

**Capture Screenshot**  
 Include date: 26/03/19  
 Time: 2:15pm posted  
  
**Keep Record posting**



# Local government elections and social media

The Department of Housing, Local Government, Planning and Public Works (DHLGP&PW), has recently published a guide on the caretaker period, which can be accessed here. The guide reiterates that during the caretaker period, a local government must not publish or distribute election material. Election material is anything that could influence an elector about their vote or affect the election result. You are encouraged to read this guide and understand your obligations during the caretaker/election period especially as it relates to social media.

**Tip:**  
 If you have announced that you will be recontesting an election, you must ensure that you do not use council resources for electioneering from the date of your announcement.

If a councillor chooses to use social media to campaign for an election, the platform must state the name and address (other than a post office box) of the person who authorised the material. If videos, images, or other material is posted that can be downloaded and distributed separately from the platform as a distinct piece of election material, it is recommended that those videos, images, or materials also include the same authorisation.

Elected members recontesting an election should ensure social media posts (both official and personal accounts) do not use council-owned resources, intellectual property or branding for campaigning purposes.

Councillors should also ensure posts make a clear distinction between whether they are intended for the councillor's role as a councillor, or campaigning for the upcoming election. The easiest way to do this is by creating a new social media account for campaigning purposes.

### **Election expenses (social media)**

The *Local Government Electoral Act 2011* governs expenses incurred in relation to campaigning, this includes funds put towards social media. The Electoral Commission of Queensland has produced a factsheet which defines electoral expenditure: [Local Government Fact Sheet 12 – Definition of electoral expenditure](#).

# Well-being – trolling, cyberbullying, defamation and moderating comments

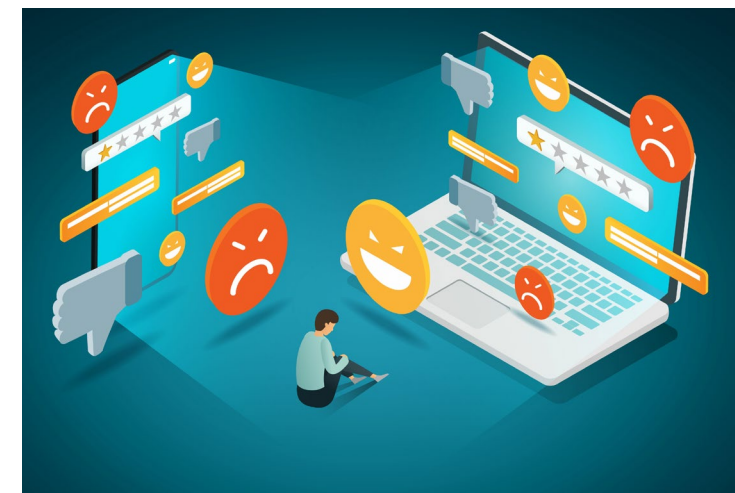
Cyberbullying can have a significant psychosocial impact with harmful outcomes. Elected members need to be open to differing views and feedback from the communities they represent, but they are not required to tolerate social media pages or groups that are set up to inappropriately target, bully, discredit, or share false information.

These types of pages are often set up anonymously and may try to elicit a response. When this occurs, it is recommended that you do not engage. Even if it is known that the allegations are false, responding to people in a situation that creates negative banter or comments is not a sensible thing to do. Platforms like Facebook allow for inappropriate social media conduct to be reported. This includes pages and groups considered to be offensive or that are not complying with its Community Standards, which can be read [here](#).

The primary resource for cyber complaints is the office of the eSafety Commissioner. The [eSafety Commissioner](#) provides guidance on how to deal with cyberbullying and other inappropriate conduct that takes place online. Guidance is also provided on how to capture the relevant material and evidence in the event this conduct needs to be escalated to the police.

Due to the damaging nature and potential reputational damage from cyberbullying some elected members are tempted to initiate defamation proceedings. It is important to keep in mind that this process can be both very expensive and time consuming. Defamation can also be quite difficult to establish as there are several defences to defamation and an unsuccessful case can potentially result in costs being awarded against the applicant. If you believe there are serious repercussions to your reputation and defamation may be a suitable remedy, it is recommended that you consult with a legal professional, preferably one specialising in this area.

Remember, it's okay to step away from social media, you need to do what is right for you!





## Moderating comments

Having the ability to hide, moderate or remove comments is important but should be done carefully.

The same caution should also be applied to blocking users or accounts. Be transparent, always show respect for all persons and accept and value differences of opinion when engaging on social media, just as you would when in the community.

Refer to your council's social media policy and acceptable use guidelines to assist with the process of moderating, blocking, or deleting comments.

If there is a need to delete or hide social media comments or block a user from a page (e.g. if the post is offensive), the offending post and the reason for its deletion/hiding should be captured in the council's official systems.

It is also important to consider any potential infringement of human rights under the *Human Rights Act 2019* prior to deleting comments. Your council should have approved policies in place addressing social media and human rights to provide guidance on this issue. These records should also be included in the council's official record keeping system.



# Case studies

By following the principles outlined in this guide, we hope to help you avoid situations such as those noted below.

## Case study 1 – social media behaviour not as expected

A councillor was found to have engaged in misconduct for several social media posts spanning both their personal and councillor Facebook accounts. This arose from posts made by the councillor including:

- ▶ a post that could be considered to contain intimidatory and unfitting comments along with photographs containing personal information and names of certain individuals
- ▶ a post that contained reference to an individual's freedom of information application that was currently with council
- ▶ a post that contained inappropriate comments; and
- ▶ two posts made by the councillor on their personal Facebook account in a private group that contained inappropriate material.

These acts were all found to be inconsistent with the councillor's obligations under both the *Local Government Act 2009* and the Councillor Code of Conduct. Based on these findings, the councillor was reprimanded for their conduct and required to pay fines totalling \$6,224.75.

Although the councillor argued that some of these posts were from their personal account, the Tribunal found there was sufficient information present that a member of the public could have identified them as an elected member. Ultimately, it was found that the councillor was not displaying the qualities expected of someone in their position, particularly by behaving in a manner which didn't display high-quality leadership to the council and community and constituted a breach of trust.

### Case study 2 – inappropriate use of confidential information

A councillor was found to have engaged in misconduct for one social media post. The councillor in question had been present for an “in committee” portion of a council meeting, which was closed to the public and understood to be confidential.

The councillor then made a post on their councillor Facebook page promoting one of the decisions made by council during the closed portion of the council meeting. As the matter was still confidential, the councillor was found to have engaged in misconduct and was ordered to pay an amount of \$700.

### Case study 3 – misconduct for inappropriate content

A councillor was found to have engaged in misconduct for several social media posts and comments on their personal Facebook page. Over a period of several months, the councillor “liked” and shared posts and made comments across several topics, notably:

- ▶ numerous posts and comments decrying and undermining COVID public health orders and mask mandates, and
- ▶ numerous comments, posts and pictures containing racist and transphobic content.

The councillor argued that this did not count as misconduct as all the posts had been “liked” or shared on their personal Facebook profile. However, the Tribunal found that the details on the profile made the councillor easily recognisable for their role as a councillor and that their conduct therefore may diminish the council’s standing or authority.

The councillor was found to have engaged in misconduct as their conduct involved a breach of the trust placed in them as a councillor and did not support the local government principle of promoting social inclusion and meaningful community engagement. The Tribunal recommended that the councillor receive a month suspension.





**Further**

**information**

### Contact

---


#### LGAQ's Governance and Advisory Team

**Phone** 1300 542 700

**Email** [ask@lgaq.asn.au](mailto:ask@lgaq.asn.au).

 X [@LGAQ](#)

 INSTAGRAM [@localgovqld](#)

 FACEBOOK [@LocalGovernmentAssociationofQueensland](#)

 LINKEDIN [local-government-association-of-queensland/](#)



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



**General Meeting**      **21st August 2024**

<b>Subject</b>	Queensland Feral Pig Initiative – Round 8
<b>Classification</b>	Open
<b>Author</b>	Renee Bester, Director of Corporate Services

## EXECUTIVE SUMMARY

Funding of \$1 million is currently available through Round 8(b) of the Queensland Feral Pest Initiative (QFPI). The round of funding is available for a range of eligible applicants (including local governments) for projects including innovation and diversification of feral pig control tools and techniques. The funding covers projects of up to three years. Expression of Interest applications are due by 5pm on 13<sup>th</sup> September 2024.

## RECOMMENDATION

The Council resolve to:

- Seek the Biosecurity Advisory Committees support regarding an application under the QFPI Round 8b
- Approve in principle an application submission to the QFPI Round 8b

---

## BACKGROUND

Invasive plants and animals impact the lives of all Queenslanders by causing degradation of natural resources, threatening biodiversity, and interfering with human health and recreational activities. They cause significant economic losses to Queenslanders and our agriculture industry, costing an estimated \$720 million to \$1 billion annually.

Managing invasive plants and animals is a shared responsibility between all levels of government, communities, industry, and landholders, and it is well recognised that there are benefits to a regionally coordinated and aligned approach. Direct involvement in the planning, development, and implementation of local or regional projects is recognised as a key method for maximising the benefits of invasive plant and animal management.

The Queensland Government supports effective invasive species management across Queensland through the Queensland Feral Pest Initiative (QFPI). This initiative supports Queenslanders in delivering invasive plant and animal control programs across the state.

Etheridge Shire Council are within the Gulf Catchment that is classed as having an abundant and widespread feral pig population.

## LINK TO CORPORATE PLAN

Corporate Aim No. 2: A sustainable environment of natural assets, water, wastewater and waste management  
Corporate Outcome No. 2.3: Best practice natural environment and pest management.

## BUDGET & RESOURCE CONSIDERATIONS

Nil.

## LEGAL CONSIDERATIONS

Nil

## POLICY IMPLICATIONS

Nil.

## CONSULTATION

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

<b>Consultation</b>	<b>Tick</b>	<b>Policy Consideration</b>	<b>Action</b>
---------------------	-------------	-----------------------------	---------------

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

**RISK ASSESSMENT**

Risk Assessment Outcome: Low

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

**Report Prepared By:**

**Report Authorised By:**

**Renee Bester**

**Ken Timms PSM**

**Date: 8<sup>th</sup> August 2024**

**Date: 8<sup>th</sup> August 2024**

**ATTACHMENTS**

Include attachments such as:

- Ministerial Media Statement
- QFPI Round 8(b) Applicant Guidelines

## The Queensland Cabinet and Ministerial Directory

### [Media Statements \(/\)](#)

> [Subscribe \(/Subscribers/Create\)](#)

> [Help and Support \(/Help\)](#)

# Applications open for \$1 million fund to boost feral pig control

Published Friday, 02 August, 2024 at 02:30 PM

## Minister for Agricultural Industry Development and Fisheries and Minister for Rural Communities

[The Honourable Mark Furner](#)

- Round 8b to focus on innovative approaches to manage feral pigs
- \$1 million to fund integrated solutions for effective pig control
- Improving the accessibility and affordability of feral pig control tools

Applications are now open for the latest round of funding of the Queensland Feral Pest Initiative (QFPI), dedicated to effectively managing feral pigs through innovative and diverse approaches.

Round 8b of the QFPI aims to support projects that will revolutionise feral pig control tools and techniques, ensuring a sustainable and effective approach to pest management across Queensland.

Applicants are being sought with projects focused on supporting Queensland communities, forming or strengthening partnerships, encouraging resilient communities and building capacity and capability throughout the sector.

A total of \$1 million funding will be made available over three years.

The QFPI aims to leave a legacy by improving the accessibility and affordability of feral pig control tools and enhancing sustainable practices.

For further information and to apply, please visit the DAF website.

### Quotes attributable to Minister for Agricultural Industry Development and Fisheries Mark Furner:

"Round 8b of the Queensland Feral Pest Initiative is a pivotal step towards revolutionising feral pig management.

"This funding will help develop integrated solutions for more effective and sustainable feral pig control.

"Supporting projects that promote partnerships, resilience, and community engagement, and playing a crucial role in shaping the future of pest management across our state.

"We are committed to aligning with Queensland's biosecurity strategies and enhancing the accessibility of tools to manage feral pigs, benefitting our communities long-term."

**ENDS**

**Media contact:** Bryce Heaton 0427 781 920

[Copyright \(https://www.qld.gov.au/legal/copyright/\)](https://www.qld.gov.au/legal/copyright/) | [Disclaimer \(https://www.qld.gov.au/legal/disclaimer/\)](https://www.qld.gov.au/legal/disclaimer/) | [Privacy \(https://www.qld.gov.au/legal/privacy/\)](https://www.qld.gov.au/legal/privacy/)

| [Right to information \(https://www.premiers.qld.gov.au/right-to-info.aspx\)](https://www.premiers.qld.gov.au/right-to-info.aspx) | [Accessibility \(https://www.qld.gov.au/help/accessibility/index.html\)](https://www.qld.gov.au/help/accessibility/index.html)

| [Jobs in Queensland Government \(https://www.smartjobs.qld.gov.au/\)](https://www.smartjobs.qld.gov.au/) | [Français \(Other languages\) \(https://www.qld.gov.au/languages/\)](https://www.qld.gov.au/languages/)

The State of Queensland 1997-2024 (Department of the Premier and Cabinet)

[Queensland Government \(https://www.qld.gov.au/\)](https://www.qld.gov.au/)



# Queensland Feral Pest Initiative

## Round 8(b) Feral Pig Management

### Innovation and Diversification - Applicant Guidelines

Department of Agriculture and Fisheries  
August 2024





This publication has been compiled by the Department of Agriculture and Fisheries.

© State of Queensland, 2024

*The Department of Agriculture and Fisheries proudly acknowledges all First Nations peoples (Aboriginal peoples and Torres Strait Islanders) and the Traditional Owners and Custodians of the country on which we live and work. We acknowledge their continuing connection to land, waters and culture and commit to ongoing reconciliation. We pay our respect to their Elders past, present and emerging.*

The Queensland Government supports and encourages the dissemination and exchange of its information. The copyright in this publication is licensed under a Creative Commons Attribution 4.0 International (CC BY 4.0) licence.



Under this licence you are free, without having to seek our permission, to use this publication in accordance with the licence terms.

You must keep intact the copyright notice and attribute the State of Queensland as the source of the publication.

Note: Some content in this publication may have different licence terms as indicated.

For more information on this licence, visit [creativecommons.org/licenses/by/4.0](https://creativecommons.org/licenses/by/4.0).

The information contained herein is subject to change without notice. The Queensland Government shall not be liable for technical or other errors or omissions contained herein. The reader/user accepts all risks and responsibility for losses, damages, costs, and other consequences resulting directly or indirectly from using this information.

## Table of Contents

<b>1. About the Queensland Feral Pest Initiative</b> .....	<b>1</b>
1.1 Background.....	1
1.2 Overview .....	1
1.3 Round intent .....	2
1.3.1 Investment objectives .....	2
1.3.2 Investment priorities .....	2
1.4 Round initiation and key dates .....	3
<b>2. Eligibility</b> .....	<b>4</b>
2.1 Eligible applicants .....	4
2.2 Eligible projects.....	4
2.3 Ineligible expenditure.....	4
<b>3. Applications and assessment</b> .....	<b>5</b>
3.1 Key information.....	5
3.2 Stage 1: Expression of Interest (EOI).....	6
3.3 Stage 2: Invitation to submit a full application .....	6
3.4 Notification of assessment outcomes .....	7
<b>4. Successful applicants</b> .....	<b>7</b>
4.1 Grant Agreement .....	7
4.2 Expectations during project delivery .....	8
4.2.1 Reporting .....	8
<b>5. Rights and responsibilities</b> .....	<b>9</b>
5.1 Applicant’s responsibilities.....	9
5.2 Queensland Government’s rights .....	9
5.3 Disclaimer .....	10
5.4 Confidentiality and privacy.....	10
5.5 Complaints.....	11
5.6 Further information .....	11
<b>Appendix A - Potential projects and example focus areas</b> .....	<b>12</b>
<b>Appendix B - Application assessment criteria</b> .....	<b>14</b>
<b>Appendix C - Glossary</b> .....	<b>16</b>

# 1. About the Queensland Feral Pest Initiative

## 1.1 Background

Invasive plants and animals impact the lives of all Queenslanders by causing degradation of natural resources, threatening biodiversity, and interfering with human health and recreational activities. They cause significant economic losses to Queenslanders and our agriculture industry, costing an estimated \$720 million to \$1 billion annually.

Managing invasive plants and animals is a shared responsibility between all levels of government, communities, industry, and landholders, and it is well recognised that there are benefits to a regionally coordinated and aligned approach. Direct involvement in the planning, development, and implementation of local or regional projects is recognised as a key method for maximising the benefits of invasive plant and animal management.

The Queensland Government supports effective invasive species management across Queensland through the Queensland Feral Pest Initiative (QFPI). This initiative supports Queenslanders in delivering invasive plant and animal control programs across the state.

## 1.2 Overview

Since 2015, the Queensland Government has allocated over \$29.3 million in grant funding to assist Queensland communities in constructing cluster fences, building capacity and capabilities, and delivering a diverse range of invasive plant and animal control programs. This investment has been complemented by \$14 million from the Federal Government.

The QFPI has and continues to successfully deliver the following rounds of funding:

- Round 1, announced in 2016, allocated \$15 million for invasive plant and animal projects in drought-affected areas in Queensland.
- Round 2, announced in 2017, allocated \$8.84 million for invasive plant and animal projects in drought-affected areas in Queensland.
- Round 2.2, announced in 2018, allocated \$1.884 million to Local Governments in regional areas to build capacity with the aim of increasing and improving landholders' pest management activities through support and mentoring.
- Round 3, announced in 2019, allocated \$7 million for invasive plant and animal projects in drought-affected areas in Queensland.
- Round 4, announced in 2020, allocated \$1 million for invasive plant and animal projects with a focus on projects that cross a Local Government boundary and leave a legacy for the region.
- Round 5, announced in 2020 as part of the Coronavirus (COVID-19) Unite and Recover Plan, allocated \$5 million to support cluster fencing arrangements in drought-affected areas and deliver projects that complement existing activities, support the concept of shared responsibility, and enhance capability, awareness, and accountability for longer-term management.
- Round 6, a 2020 Election commitment, allocated funding of \$1.52 million across two sub-projects.
  - Sub-project 1 Invasive Plants and Animals: funding was allocated in 2021 to support the increased awareness and capacity building of local governments and landholders to undertake on-ground control activities.
  - Sub-project 2 Local Government Assistance Program: funding was allocated to support local governments in the transition from the 1080 State Government supply to commercial solutions.

- Round 7, announced in 2022, allocated \$976 000 for invasive plant and animal projects with a focus on projects that encouraged the use of novel approaches for improving biosecurity systems.
- Round 8(a), announced in 2023, allocated over \$2.16 million for the employment of four feral pig management coordinators to support the initiation and delivery of effective landscape-scale, cross-tenure feral pig management across Queensland.

### 1.3 Round intent

The Department of Agriculture and Fisheries (DAF), through Round 8(b) of the QFPI will provide up to a total of \$1 million for innovation in and the diversification of feral pig control tools and techniques and is offered to eligible applicants for projects of up to three years.

This round aims to ensure a diverse and humane suite of control tools is available and accessible for use across Queensland, and funding will support innovators in the development and effective deployment of integrated approaches to achieve feral pig control.

#### 1.3.1 Investment objectives

QFPI investment objectives are developed in consideration of government policy priorities. The QFPI Round 8(b) investment objectives are to support projects that:

- align to the [Queensland Biosecurity Strategy](#) and the [Queensland Invasive Plants and Animals Strategy](#)
- align to the [National Feral Pig Action Plan](#) and the associated [Research, Development and Extension Plan](#)
- leave an enduring legacy for Queensland by
  - reducing the impacts of feral pigs on communities in Queensland beyond the life of the project
  - progressing the development of a shared responsibility towards feral pig management
- improve the accessibility and affordability of feral pig control tools across Queensland
- improve the sustainability of feral pig control practices across Queensland including increasing community and industry interest in and acceptance of innovative and diverse feral pig control tools and techniques
- are innovative, complement, or build on past learnings, research, and/or techniques.

#### 1.3.2 Investment priorities

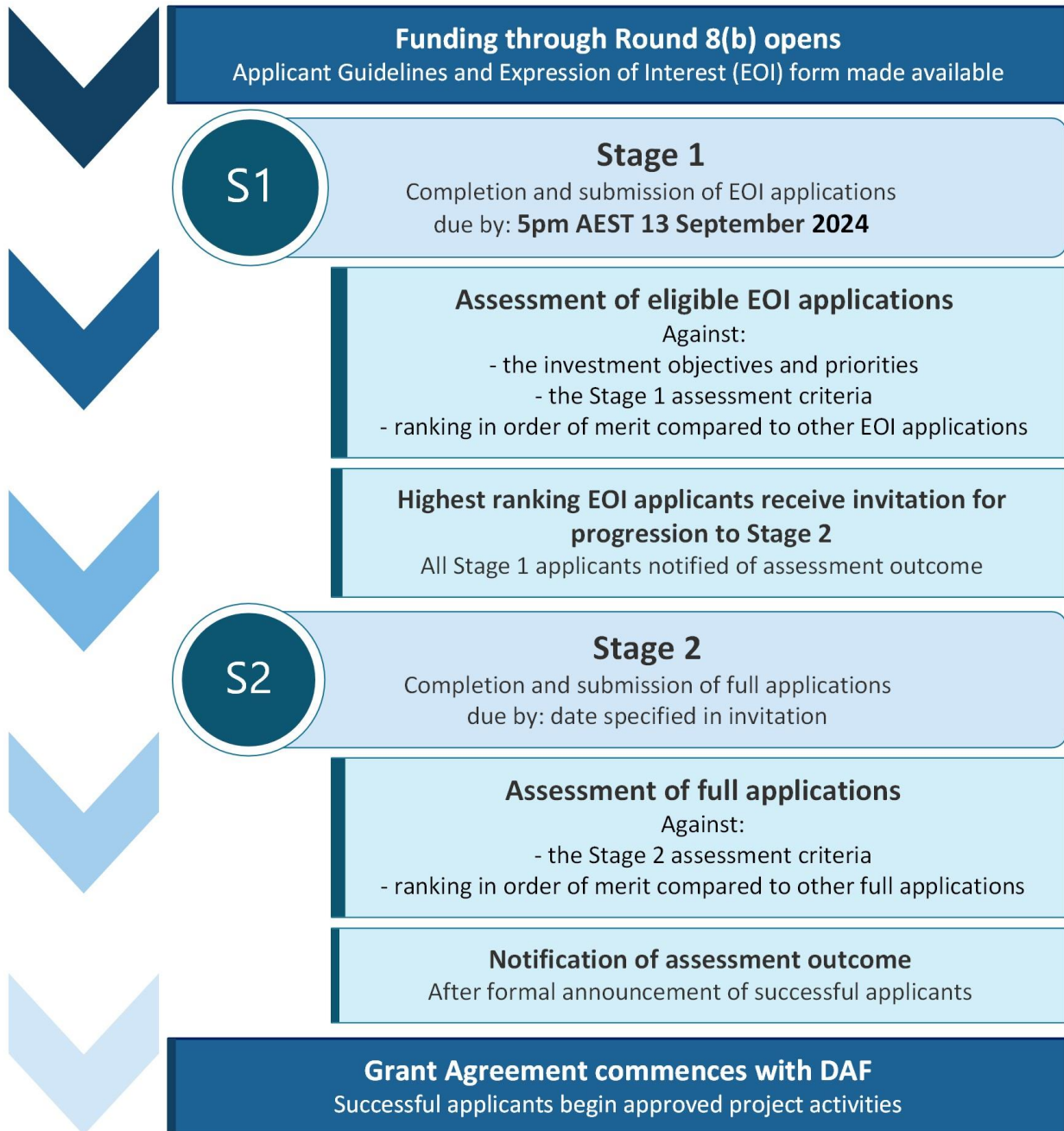
Applications that address one or more of the following QFPI Round 8(b) investment priorities of will be highly regarded:

- Support Queensland communities by
  - creating local employment opportunities
  - addressing previously identified challenges faced by stakeholders
  - targeting Queensland regions and/or communities that are particularly vulnerable to feral pig impacts (i.e. regional areas)
  - implementing projects in partnership with local communities (e.g. engaging investment partners, training and employment agencies, landholders, and local organisations) to achieve outcomes.
- Form and/or strengthen partnerships by
  - meaningfully involving organisations and individuals with complementary areas of expertise
  - building on existing and/or creating new alliances
  - including diverse stakeholders, as relevant to the project, in the project's delivery.

- Encourage resilient communities across Queensland in line with the [Department of Agriculture and Fisheries Strategic Plan](#).
- Build enduring capacity and capabilities of landholders, land managers, and stakeholders including building knowledge, engagement, and participation.

## 1.4 Round initiation and key dates

Funding through Round 8(b) of the QFPI is awarded through a two-stage, competitive application and assessment process. Please refer to the figure below for details regarding the initiation of this round and relevant key dates.



Timeframes for the assessment process will be determined by the number and nature of applications received.

## 2. Eligibility

### 2.1 Eligible applicants

Eligible applicants are:

- Incorporated bodies or ABN/ACN holders
- Universities or other innovation and research providers
- Feral pig control specialists
- Agricultural chemical and/or toxin manufacturers
- Incorporated industry organisations
- Aboriginal and Torres Strait Islander groups
- State farming organisations
- Local governments
- Land and Sea Ranger Groups or Aboriginal Land Councils
- Regional Organisations of Councils (ROCs)
- Regional natural resource management (NRM) groups
- Individuals (must hold an ABN/ACN or equivalent).

Eligible applicants must:

- not have any overdue project acquittals from DAF funding at the time of contracting
- be willing and able to enter into a binding Grant Agreement with DAF (see **4.1 Grant Agreement** for further information)
- have the capacity to conduct the proposed project, including the funds to contribute financially to the project if required.

### 2.2 Eligible projects

Eligible applicants are invited to submit applications for projects that demonstrate innovation in and/or the diversification of the suite of feral pig control tools and techniques currently available in Queensland and align with one or more of the investment objectives and priorities as outlined in **1.3 Round intent**.

A list of potential projects and example focus areas are provided at **Appendix A**.

### 2.3 Ineligible expenditure

The QFPI will not fund applicants, projects, or activities that:

- facilitate in-field control works for feral pigs unless it relates to feral pig research and development or extension
- do not address one or more of the Round 8(b) investment objectives and priorities outlined in **1.3 Round intent**
- have been undertaken before executing a Grant Agreement with DAF
- have previously received, or are currently receiving, government or third-party funding for essentially the same purpose, unless this funding has been declared by the applicant
- are not in accordance with a law of Queensland and/or the Commonwealth
- are required to meet the core “business as usual” requirements of the applicant, particularly statutory responsibilities including but not limited to rent, rates, electricity, water, internet, insurance, software,

accounting fees, organisational overheads, and the purchase of equipment or materials that are normally part of an applicant's responsibility, unless agreed in writing

- are likely to have a significant adverse impact on First Nations cultural heritage and/or have not received approval for the proposed activities through relevant State legislative requirements
- are for political advocacy
- deliver a purely private benefit
- provide bounties for the control of vertebrate pests
- are not in accord with humane vertebrate pest best practice (refer to [Animal Care and Protection Act 2001 \(Qld\)](#), [PestSmart](#), [National Code of Practice for the humane control of feral pigs](#), and [A model for assessing the relative humaneness of pest animal control methods](#))
- are unable to be implemented or delivered within Queensland
- purchase assets and/or capital purchases without express written permission from DAF
- contain undisclosed administration costs greater than 7.5% of the total project/contracted value.

### 3. Applications and assessment

The Round 8(b) application process is a two-stage process involving an initial Expression of Interest (EOI) followed by a full application by invitation only.

To submit an application for funding through Round 8(b) of the QFPI, the applicant must:

- read and understand these guidelines, including all appendices
- submit the appropriate application and any required attachments on the department templates without any alterations, ensuring
  - all sections of the form and required attachments are complete
  - any supporting documentation is attached (e.g. letters of support, regulatory approvals)
- submit all documentation electronically via email to [QldFeralPestInit@daf.qld.gov.au](mailto:QldFeralPestInit@daf.qld.gov.au).

#### 3.1 Key information

- All applications are due by 5:00pm AEST on the applicable closing date.
  - For Stage 1 EOI applications, 13 September 2024.
  - Applicants invited to participate in Stage 2 and submit a full application will be advised of the applicable closing date in the invitation.
- Applications submitted after the applicable closing date and time, at DAFs discretion, may be excluded from the remainder of the assessment process.
- DAF will acknowledge in writing all Stage 1 and Stage 2 applications, including applications deemed ineligible to progress.
- DAF will screen Stage 1 EOI applications to confirm whether the criteria in **2. Eligibility** have been met.
  - Applications that do not meet the eligibility criteria, at DAFs discretion, may be excluded from the remainder of the assessment process.
- Requests for an extension should only be sought in extenuating circumstances.
  - DAF has no obligation to accept a request for extension.
- Stage 2 applications may include undisclosed administration costs up to 7.5% of the total project cost.

- If administration costs exceed this, a detailed breakdown of all administration costs must be included in the budget spreadsheet attachment submitted as part of the full application.
- If multiple eligible applicants come together to deliver the project, an individual or lead organisation (a legal entity) must be identified and will be required to enter into a binding Grant Agreement, take the lead in project governance, and manage funds.

Applications must demonstrate that:

- the proposed project is viable and will achieve innovation in and/or the diversification of the suite of feral pig control tools and techniques currently available in Queensland
- the activities and objectives of the proposed project are realistic and feasible
- sufficient consideration has been given to the skills and qualifications required to undertake and complete the project. Please note that successful applicants intending to hire subcontractors must first obtain written consent from DAF
- the project, if necessary, will meet any applicable legislative, regulatory, or compliance requirements (e.g. permits for the use of vertebrate pesticides, animal ethics approvals, intellectual property patents, etc.).

### 3.2 Stage 1: Expression of Interest (EOI)

Stage 1 of the application process is the completion of an EOI application. The EOI application will consist of several questions intended to provide a concise and comprehensive overview of the applicant and the proposed project, including the QFPI funds sought.

Eligible EOI applications will be assessed by a selection of DAF subject matter experts based on:

- alignment with the QFPI Round 8(b) investment objectives and priorities outlined in **1.3 Round intent**
- the Stage 1 assessment criteria detailed in **Appendix B**
- ranking in order of merit compared to other EOI applications.

Following assessment, applicants with the highest-ranking Stage 1 applications will be invited in writing to participate in Stage 2 of the application process. Applicants not progressing to Stage 2 will not be considered further for funding through Round 8(b) of the QFPI but are welcome to submit applications if future rounds of the QFPI are offered.

### 3.3 Stage 2: Invitation to submit a full application

Progression to Stage 2 will be by invitation only. The full application will build on the information provided in the EOI application and consist of questions intended to gain a deeper insight into the specifics of the proposed project. As part of the full application, applicants will be required to complete and submit a budget spreadsheet detailing the estimated costs associated with project activities.

Full applications will be assessed based on:

- the Stage 2 assessment criteria detailed in **Appendix B**
- ranking in order of merit compared to other full applications.

Full applications will be assessed by the QFPI Oversight Group, which includes representatives from industry, regional bodies, community groups, DAF, and other Queensland Government agencies. A technical panel may be appointed to assist with the assessment. Following assessment, the highest-ranking applicants will be recommended for funding through Round 8(b) of the QFPI.

To ensure objectivity during the assessment, members of the Oversight Group or technical panel will declare any conflicts of interest, including discussions that have taken place with applicants that may represent a real



or perceived conflict of interest. Where a conflict of interest exists, if appropriate, the relevant member will abstain from participating in the assessment of the applicable application. This will be decided on a case-by-case basis by the Chair of the Oversight Group.

The decision in relation to an application is final and may not be appealed. DAF reserves the right during the assessment process to:

- recommend the removal of ineligible activities
- consider the balance of funding between activities and recommend any adjustments to projects to support funding allocations
- propose any necessary conditions to be applied to applications or budgets
- adjust project allocations within or across financial years
- impose conditions on approvals
- redirect investment at any stage if applications do not meet these guidelines.

The assessment process will also identify any issues requiring attention before final approvals are given.

The total allocation of funding through Round 8(b) will be determined upon completion of the application assessment process and will be dependent on the number and eligibility of applications received.

### **3.4 Notification of assessment outcomes**

Stage 1 applicants will be notified of the application outcome via email following the assessment and decision process. Within the notification email, successful applicants will receive an invitation to participate in Stage 2 as well as a full application for completion. The invitation will note a submission date and time that applicants must submit their completed Stage 2 applications by.

Stage 2 applicants will be advised of the application outcome by formal letter from the General Manager, Invasive Plants and Animals, sent via email, following the assessment and decision process and official Ministerial announcement of the successful applicants. Successful applicants will also be published on the [DAF website](#).

Unsuccessful applicants may request feedback within one month of being advised of the outcome.

## **4. Successful applicants**

Successful applicants must complete projects within the agreed grant period unless a Deed of Variation has been formally requested and approved by DAF.

### **4.1 Grant Agreement**

The Queensland Government, through DAF, will negotiate a Grant Agreement with each successful applicant. This is a performance-based, legally enforceable agreement that sets out the terms and conditions governing the funding. Execution of the Grant Agreement will occur once all parties have signed. Until the Grant Agreement is fully executed, the funds are not guaranteed and can be redirected by DAF at any stage.

Before signing, the applicant must ensure the information and terms and conditions of the draft Grant Agreement, including funding deliverables, have been read carefully, ensuring all information is correct.

The Grant Agreement is subject to normal taxation treatment, and no special arrangements will apply. You should seek independent advice on the tax implications of receiving a grant. GST will be added to funding payments (as applicable) to meet legislative obligations under the [A New Tax System \(Goods and Services Tax\) Act 1999 \(Cwth\)](#).

For queries about any of the requirements under the Grant Agreement, please contact the QFPI Team.

## 4.2 Expectations during project delivery

DAF expects all successful applicants involved in the delivery of Round 8(b) will:

- deliver the relevant QFPI investment objectives and priorities through the most appropriate delivery agents and mechanisms
- operate in a transparent way
- keep DAF and the community informed of the progress of their project through required reports and applicable promotional materials which may include web content, social media posts, and other media outlets.

Successful applicants must:

- start grant-funded and DAF approved activities within a reasonable timeframe following execution of the Grant Agreement
- acknowledge the Queensland Government and QFPI on all promotional materials, publications, and external activities associated with the funded project
  - further information on these requirements is detailed within the Acknowledgement clause in Schedule 2 of the Grant Agreement
- only use QFPI funding for eligible costs as detailed in the Grant Agreement and approved budget
- keep appropriate records of all financial expenditure and revenue during the project for audit purposes, as outlined in the Grant Agreement
- request written approval from DAF for any proposed change(s) to the approved project, including the approved budget, extending the commencement or end date, or other items as detailed in the Grant Agreement
  - the applicant must receive written approval from DAF before any changes can be implemented. Not notifying DAF or receiving approval is in breach of the Grant Agreement and may require the applicant to return part, or all, of the funding.

### 4.2.1 Reporting

Reporting on project performance provides evidence about the appropriateness, impact, effectiveness, efficiency, and overall outcome of on-ground investments made by the Queensland Government through QFPI funding.

Successful applicants must comply with the reporting and acquittal requirements of the Grant Agreement. Failure to do so may result in QFPI grant payments being suspended and/or the successful applicant no longer being eligible to receive QFPI funding or being required to return the funding or part thereof.

Successful applicants must submit all reports as listed in the Grant Agreement on the correct templates as provided by DAF. Reporting templates will be sent to successful applicants via email a minimum of 6 weeks before the due date. The amount of detail you provide in your reports should be relative to the project size, complexity, and grant amount.

Upon completion of all project activities, successful applicants will be required to submit an Audited Financial Statement provided or authorised by a Certified Public Accountant, showing the costs and expenses expended during the project period.

## 5. Rights and responsibilities

### 5.1 Applicant's responsibilities

It is the responsibility of the applicant to:

- inform themselves fully and properly of the requirements of the QFPI, these guidelines, and the requirements of the application process
- ensure that their application is complete and accurate, as DAF is not obliged to request additional or missing information
- identify any information contained within their application that they consider should be treated as confidential and provide reasons for the request (noting that DAF will not be in breach of any confidentiality obligations where disclosure is required, as outlined further in **5.4 Confidentiality and privacy**)
- keep a copy of their application(s) and any attachments for their own records
- inform DAF of any changes to their circumstances that may affect their application or their eligibility for funding under these guidelines.

If an applicant is successful in obtaining funding, it is the applicant's responsibility to ensure that they hold the relevant insurance(s) at the time of entering into the Grant Agreement and prior to any project activities being undertaken. DAF may require the applicant to provide copies of the relevant certificates of currency for their insurance.

Applicants are also required to declare in writing to DAF where a real or perceived conflict of interest exists or might arise in relation to their application, the proposed project delivery, or any other Grant Agreement they may enter into with the Queensland Government.

The applicant's participation in any stage of the application process, or in relation to any matter concerning the process, is at the applicant's sole risk, cost, and expense. The Queensland Government will not be responsible for any costs or expenses incurred by an applicant in preparing, lodging, or taking part in the application and assessment process.

The Queensland Government will not accept responsibility for any misunderstanding arising from the failure by an applicant to comply with these guidelines or arising from any discrepancies, ambiguities, inconsistencies, or errors in their application.

Applicants are entirely responsible for the accuracy of all information submitted in their application. If applicants knowingly provide inadequate, false, or misleading information, the application may be excluded from the assessment process.

If an applicant discovers any material discrepancy, ambiguity, inconsistency, or error in their application, they must immediately bring it to the attention of DAF by emailing [QldFeralPestInit@daf.qld.gov.au](mailto:QldFeralPestInit@daf.qld.gov.au). DAF may request further information from an applicant and allow an applicant to remedy any discrepancy, ambiguity, inconsistency, or error in an application. DAF reserves the right to accept or disregard clarification information provided by the applicants and will not consider clarification information that materially improves or amends an applicant's original application.

Applicants should be aware that giving false or misleading information is a serious offence.

### 5.2 Queensland Government's rights

The Queensland Government, through DAF, reserves the right to:

- amend these guidelines in its absolute discretion and will provide reasonable notice of these amendments where possible
- vary, suspend, or terminate the assessment process at any time
- the ownership of any data collected from participants at the implementation, during, and after the closure of a round of the QFPI, subject to privacy and commercial considerations.

### 5.3 Disclaimer

The Queensland Government, including DAF and their officers, employees, agents, and advisors:

- are not, and will not be, responsible or liable for the accuracy or completeness of any information in or provided in connection with these guidelines
- make no express or implied representation or warranty that any statement as to future matters will prove correct
- disclaim any and all liability arising from any information provided to an applicant, including errors in or omissions contained in that information
- except in so far as liability under any statute cannot be excluded, accept no responsibility arising in any way from errors or omissions contained in these guidelines
- accept no liability for any loss or damage suffered by any person as a result of that person, or any other person, placing reliance on the contents of these guidelines or any other information provided by the Queensland Government in respect of the QFPI.

### 5.4 Confidentiality and privacy

Applicants must identify any information contained within their application that they consider should be treated as confidential and provide reasons for the request.

DAF will only consider a request for confidentiality where:

- the information to be protected is identified in specific rather than global terms
- the information is, by its nature, confidential
- disclosure would cause detriment to the parties concerned.

DAF is subject to the legislative and administrative accountability and transparency requirements of the Queensland Government, including disclosures to the parliament and its committees.

Notwithstanding any obligations of confidentiality, DAF may disclose, or allow at any time the disclosure of, any information contained in or relating to any application:

- to their advisers (including the QFPI Oversight Group, technical panel, or an entity engaged with a confidentiality agreement to deliver grant administration services), employees, or internal management for purposes related to the application and assessment processes, including to evaluate or otherwise assess applications and manage any resultant Grant Agreement
- to the responsible Minister
- in response to a request by a house or a committee of the parliament of the state of Queensland
- within DAF, or with another agency, where this serves the Queensland Government's legitimate interests
- where the information is authorised or required by law to be disclosed, noting that information submitted to the Queensland Government is subject to the [Right to Information Act 2009 \(Qld\)](#) and its requirements

- where the information is already in the public domain, otherwise than due to a breach of any relevant confidentiality obligation by the Queensland Government.

In submitting any application, applicants consent to DAF using the information contained in their application for the above-mentioned purposes, for administering the QFPI, and for any other incidental or related purpose.

If you are a successful applicant, some of your personal information may be promoted through departmental and Ministerial media releases or on the department's media and social media platforms.

DAF will store and use the personal information collected by it in compliance with its obligations under the [Information Privacy Act 2009 \(Qld\)](#).

## **5.5 Complaints**

The decision in relation to an application is final and may not be appealed. If, however, an applicant has any concerns in relation to the application or assessment process, the applicant may raise their concerns in writing by email to [QldFeralPestInit@daf.qld.gov.au](mailto:QldFeralPestInit@daf.qld.gov.au).

## **5.6 Further information**

Any enquires can be directed to the QFPI team by emailing [QldFeralPestInit@daf.qld.gov.au](mailto:QldFeralPestInit@daf.qld.gov.au).

# Appendix A - Potential projects and example focus areas

**Please note:** an application may still be considered if it is outside the scope of these Guidelines but is deemed to sufficiently align with the Round 8(b) investment objectives and demonstrates innovation in and/or diversification of the suite of feral pig control tools and techniques currently available in Queensland. This will be at the sole discretion of DAF.

**Table 1. Potential projects to achieve innovation in and/or the diversification of feral pig control tools and techniques, and example project focus areas**

Potential project	Example focus areas
Develop, improve, or augment vertebrate pest control tools, techniques, or strategies for application to feral pigs	<ul style="list-style-type: none"> <li>• Improve or augment an already available control and/or monitoring tool, technique, or strategy, such as:               <ul style="list-style-type: none"> <li>○ specific bait matrices and distribution methodologies</li> <li>○ humane trapping methods and/or mechanisms</li> <li>○ aerial thermal detection tools</li> <li>○ carcass use/management,</li> </ul> </li> <li>to:               <ul style="list-style-type: none"> <li>○ enhance the overall quality, performance, sustainability and/or effectiveness</li> <li>○ drive the scale and impact at a local and/or state level</li> </ul> </li> <li>• Develop and implement new, leading-edge, or advanced tools, techniques, or strategies</li> <li>• Trial culturally sensitive approaches to vertebrate pest control</li> <li>• Undertake small scale production of an innovative prototype to conduct field or operational trials</li> <li>• Plan, design, construct, and conduct field or operational trials across different Queensland environments to:               <ul style="list-style-type: none"> <li>○ validate and demonstrate implementation success, effectiveness, and safety</li> <li>○ collect and analyse data to improve and refine the product</li> </ul> </li> <li>• Plan, design, construct, and conduct industry compliance testing</li> <li>• Develop, validate, certify, and obtain product accreditation</li> <li>• Install, commission, and train stakeholders in the innovative tool, technique, or strategy</li> </ul>
Develop and implement innovative delivery techniques to educate and build the capabilities of stakeholders in humane best practice feral pig control	<ul style="list-style-type: none"> <li>• Plan, design, and conduct an innovative skills development analysis to:               <ul style="list-style-type: none"> <li>○ evaluate current skill levels</li> <li>○ identify gaps</li> </ul>               using the analysis data to devise, develop, and implement innovative strategies to close the identified gaps and upskill stakeholders             </li> <li>• Plan, design, and develop innovative modular training programs that can be tailored to different audiences (e.g. beginners, advanced), such as:               <ul style="list-style-type: none"> <li>○ e-learning courses, webinars, and virtual workshops that can reach a broad audience</li> <li>○ mobile applications that provide on-the-go access to educational resources, tracking tools, and reporting mechanisms</li> <li>○ interactive simulations or virtual reality (VR) experiences that allow trainees to practice humane destruction techniques in a controlled environment</li> </ul> </li> </ul>
Develop, optimise, and/or implement supply chains to support improved access to vertebrate	<ul style="list-style-type: none"> <li>• Improve, optimise, streamline, upscale, or diversify existing supply chains systems such as:               <ul style="list-style-type: none"> <li>○ logistics networks</li> <li>○ distribution networks</li> <li>○ technology integration and/or software applications</li> </ul> </li> </ul>

<p><b>pest control tools, techniques, or strategies for application to feral pigs</b></p>	<ul style="list-style-type: none"> <li>○ traceability</li> <li>● Install, implement, and integrate innovative supply chain management systems, such as: <ul style="list-style-type: none"> <li>○ digital data capture and analysis</li> <li>○ artificial intelligence and/or machine learning</li> <li>○ collaborative supply chain partnerships</li> </ul> to enhance efficiency and accessibility</li> <li>● Plan, develop, and implement innovative supply chains to: <ul style="list-style-type: none"> <li>○ Improve access to a tool, technique, or strategy already available in Queensland</li> <li>○ Introduce a tool, technique, or strategy currently only available interstate or overseas</li> </ul> </li> </ul>
<p><b>Develop a new humane vertebrate pest toxin for application to feral pigs</b></p>	<ul style="list-style-type: none"> <li>● Plan, design, and conduct new research relating to: <ul style="list-style-type: none"> <li>○ toxicology</li> <li>○ specific biological pathways and mechanisms</li> <li>○ formulations that optimise delivery and efficacy</li> </ul> </li> <li>● Plan, design, and conduct environmental risk assessments such as: <ul style="list-style-type: none"> <li>○ an exposure assessment</li> <li>○ an effects assessment</li> <li>○ risk characterisation</li> </ul> </li> <li>● Translate innovative research findings into tangible tools, techniques, or strategies</li> <li>● Collate or analyse data to support product use or registration</li> </ul>

## Appendix B - Application assessment criteria

Table 2. Stage 1 EOI application assessment criteria

Assessment criteria	Sub-criteria
Innovation for Queensland	<p><b>Innovation</b></p> <ul style="list-style-type: none"> <li>The project is clearly innovative and unique and/or will diversify current feral pig control tools or techniques</li> <li>The project will add considerable value to feral pig control in Queensland (e.g. it will significantly advance current options, it will improve productivity)</li> <li>The project addresses an identified industry need or gap</li> <li>The project offers an innovative solution or improvement to the identified need or gap</li> </ul> <p><b>Queensland focussed</b></p> <ul style="list-style-type: none"> <li>Clear identification of key beneficiaries and/or regions/areas of focus</li> </ul>
Stage 1 project delivery	<p><b>Feasibility</b></p> <ul style="list-style-type: none"> <li>Funding will be used appropriately and meaningfully</li> <li>Activities are well considered, realistic, and achievable</li> <li>Funding requested is appropriate for noted activities</li> <li>The project will be scalable to other regions and/or areas in Queensland</li> <li>Project scalability seems feasible</li> </ul> <p><b>Capacity and capability</b></p> <ul style="list-style-type: none"> <li>Expertise, skills, and resources are appropriate to deliver the project</li> <li>Demonstrates sufficient capacity and capability to deliver and complete the project, either individually or in conjunction with project partners</li> <li>If applicable, details other State or Federal Government funding sources for which an application has been made (awaiting assessment/outcome) or funds granted for the proposed or complementary activities, including how much, for what purpose, the current status of the application, and any other relevant information</li> </ul>

**Table 2 note:**

EOI applications will be assessed based on whether the above assessment criteria are met or not.

Table 3. Stage 2 Full application assessment criteria

Assessment criteria	Sub-criteria
Stage 2 project delivery	<p><b>Secondary feasibility</b></p> <ul style="list-style-type: none"> <li>Objectives appropriately align to activities, are well considered, realistic, and achievable</li> <li>The project's end result will achieve innovation in and/or the diversification of the suite of feral pig control tools and techniques currently available in Queensland</li> <li>Demonstrates sound project planning to manage and deliver the project</li> <li>The project management or governance systems are appropriate and practical</li> <li>Demonstrates thoughtful consideration of the key risks associated with the project and identifies appropriate mitigation strategies</li> <li>Clearly identifies the applicable legislative, regulatory, or compliance requirements</li> <li>Strategies and measures to ensure appropriate compliance are practical</li> <li>If necessary, advice has been sought</li> </ul>



	<ul style="list-style-type: none"> <li>• If applicable, sufficient measures been put in place to protect any intellectual property</li> <li>• The overall project is operational feasible</li> </ul>
<b>Significance, impact, and overall benefit</b>	<p><b>Significance</b></p> <ul style="list-style-type: none"> <li>• The project will be significant for identified stakeholders and/or focus regions/areas</li> <li>• There will be a substantial broader impact</li> <li>• The project will be of high value to and have a considerable positive influence on the identified stakeholders</li> <li>• The project is important to rural and/or regional Queensland</li> <li>• It will significantly improve industry</li> <li>• There is a high potential to build inter-regional linkages</li> </ul> <p><b>Impact and benefit</b></p> <ul style="list-style-type: none"> <li>• The project will benefit Queensland beyond feral pig control</li> <li>• The project will result in economic, commercial, environmental, social, and/or cultural benefits</li> </ul>
<b>Humane and best practice management</b>	<p><b>Humane and best practice pest management</b></p> <ul style="list-style-type: none"> <li>• The project sufficiently aligns to the humane best-practice management of feral pigs</li> <li>• Demonstrates practical strategies to ensure continuous alignment to humane best-practice management throughout project delivery</li> <li>• If applicable, the project will ensure humane best-practice management beyond the life of the project</li> <li>• If applicable, the project will execute feral pig destruction activities humanely</li> </ul>
<b>Implementation within Queensland</b>	<p><b>Application across Queensland</b></p> <ul style="list-style-type: none"> <li>• The strategies to scale the project to other regions and/or areas are feasible and will likely succeed</li> <li>• Scaling will result in a positive impact</li> <li>• There is a high potential for successful application to other vertebrate pest species</li> <li>• If applicable, sufficient consideration has been given to additional humane and best-practice management requirements</li> </ul>
<b>Value for money</b>	<p><b>Impact of QFPI funding</b></p> <ul style="list-style-type: none"> <li>• Clearly identifies the purpose for seeking QFPI funding</li> <li>• QFPI funding will be extremely beneficial to the project and will positively influence the scope</li> </ul> <p><b>Overall value</b></p> <ul style="list-style-type: none"> <li>• The project demonstrates value for money (it will provide a good overall return on investment, it includes co-contributions from the applicant and/or project partners, and/or the risk potential is low for the project's value)</li> <li>• The project budget and expenditure are appropriate for the scope of the project</li> <li>• The proposed budget is appropriate to the risk, complexity, and overall value of the project</li> <li>• If administration costs exceed 7.5% of the total project cost, a detailed breakdown of administration costs has been included and seems justified</li> </ul>

**Table 3 note:**

Full applications will be assessed based on how well the above criteria are met and given a score of 1-5 for each.

## Appendix C - Glossary

Table 4. Terms and definitions relevant to Round 8(b) of the QFPI

Term	Definition
<b>Acquittal</b>	The formal process of completing and closing a project, where all obligations, responsibilities, and deliverables have been fulfilled and verified
<b>Best practice management</b>	A structured and consistent approach to the management of vertebrate pests in an attempt to achieve enduring and cost-effective outcomes. 'Best practice' is defined as the best practice agreed at a particular time following consideration of scientific information and accumulated experience
<b>Conflict of interest</b>	A situation where an individual or organisation has competing interests or loyalties that could potentially influence their decisions or actions in a way that compromises integrity, fairness, or objectivity. Conflicts can arise when personal, financial, or professional interests interfere with the individual's or organisation's ability to perform their duties impartially and in the best interest of the project
<b>Diversification</b>	The process of increasing the variety or range of different control tools or techniques. It involves expanding the options or alternatives to reduce reliance on a single option or source, thereby enhancing resilience, flexibility, and availability
<b>Feral pig management</b>	Encompasses prevention, eradication, containment, and control of feral pigs
<b>Governance</b>	The framework, structure, and processes that ensure projects are effectively managed to achieve their objectives. It encompasses the policies, procedures, and decision-making mechanisms that guide and oversee project activities throughout their lifecycle
<b>In-kind contribution</b>	A non-cash contribution to achieving program or project outcomes
<b>Innovation</b>	The development and implementation of novel solutions that are more effective, efficient, and/or humane compared to existing feral pig control methods
<b>Intellectual property</b>	Includes all copyright, all rights in relation to inventions (including patent rights), plant varieties, registered and unregistered trademarks (including service marks), registered designs and circuit layouts, and all other rights resulting from intellectual activity in the industrial, scientific, literary, or artistic fields, as well as traditional Indigenous knowledge
<b>Invasive animal</b>	An animal, including an invertebrate pest, that has or may have an adverse impact on the environment, the economy, human health, or social amenity
<b>Invasive plant</b>	A plant that requires some form of action to reduce its negative effects on the environment, the economy, human health, or social amenity
<b>Project partner</b>	An individual, organisation, or entity that collaborates with the applicant to achieve mutually agreed upon objectives. They can contribute resources, expertise, and/or capabilities and often share responsibilities
<b>Stakeholder</b>	An agency, organisation, group, or individual who has a direct or indirect interest in a project, or who positively or negatively affects or is affected by the implementation and outcome of that project



## DIRECTOR OF ENGINEERING SERVICES – BRIEFING REPORT

**GENERAL MEETING:** August 2024

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

Councillors,

I present my report for the period of: July 2024

### 1. Transport Main Roads

- Permanent electronic road closure sign for Lynd Roadhouse in progress.
- Log Creek and Somerset Creek - Electronic warning signs in progress.

### 2. Grants (LRCIP Round 3)

- All projects completed within the allocated funding with nil refund.

### 3. Works for Queensland

- All projects completed within the allocated funding with nil refund

### 4. Passenger Transport Infrastructure Investment Program (PTIIP)

- Bus stop in Mount Surprise in progress

### 5. Heavy Vehicle Safety Productivity Program (HVSPP)

- Georgetown washdown bay – Concrete works completed and other activities in progress (95 % Completed )



Photo1 – Facing west



Photo 2 – Facing west



Photo 3 – Facing East – Effluent access channel



Photo 4 – Facing South – Wastewater collection unit



Photo 5 – Facing west

#### 6. **Bridge Renewal Program**

- Queenslander Creek Box culvert, Forsyth – Contract has been awarded
- Application for the Gilbert River / Greens Road had been lodged and waiting for results.

#### 7. **Transport Infrastructure Development Scheme**

- Forsyth – Einasleigh Road – 4.8 km has been sealed (first coat) and second coat on October 2024.
- Second segment under the TIDS has been commenced.

#### 8. **Rural Addressing**

- All completed

#### 9. **LRCIP4**

Project nomination has been submitted to funding agency for an approval.

## 10. State of Queensland Affordable Housing Project

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

- 6 houses have been set up.
- Electrical works in progress
- Storm water pipes have been arrived
- Water main pipes have been arrived
- Under bore work will be commenced soon



AIRIAL PHOTO : SIX LIVING FACILITY- GEORGETOWN, QLD



Photo 2 : Facing South East



Photo 3 : Facing South East ( Houses located in the left side of the access road)



Photo 4: Facing North East ( Houses located in the Right side of the access road)

**Staff Housing**

- Civil design is in progress

## 11. Remote airstrip upgrade program round 10

Tender stage

## 12. Grant application

2024-2028 Local Government Grants Subsidies Program (LGGSP). – Only two projects from each council can apply for this program. The approved infrastructure projects will be granted a subsidy of no greater than 60 % of the eligible project costs. Grant application for following two projects have been submitted on 4/8/2024. The grant application is due on 8/8/2024.

- AC pipe replacement - \$ 125,000
- Supply and Installation of 5 automatic Piezometers for Charleston dam = \$ 125,000

## 13. Roads to Recovery

Project nomination for RTR for 2024/2025 is in progress

## 14. Charleston Dam

- Weekly inspection in progress

## 15. Meetings

- TC Jasper meeting - DRFA Event 24E TMR/LGA Co-ordination Meeting No 2
- FNQ RRTG meeting.

## 16. Calendar of Event

### Previous Month

1/7/024 – Manager's meeting  
 4/7/024 – De brief of budget consultation  
 9/7/024- Genex Site Visit  
 11/7/024- Budget workshop  
 12/7/024- TC Jasper Transport Recovery Coordination meeting  
 15/7/024 – Managers meeting  
 15.7.024 – Supervisor's meeting  
 23/7/024 – EMT Meeting  
 24/7/024 – Special Budget meeting (N/A )  
 25/7/024 – Windfarm meeting regarding Road Agreement Deed via MS Team  
 26/7/024 – FNQROC RRTG meeting via MS Team  
 29/7/024 – Manager's Meeting  
 31/7/024- Meeting re: Organisation Chart

### Next Month (September 2024)

5.09.024 NHVR meeting  
 9.09.024- Manager's meeting  
 10.09.024 – FNQROC RRTG team ESC visit  
 18.09.024- Council Meeting  
 23.09.024- Manager's meeting  
 27.09.024 – RRTG meeting -MS team

Regards

Raju Ranjit  
Director of Engineering Services

Attachment:

- Minutes - DRFA Event 24E TMR/LGA Co-ordination Meeting No 2
- Minutes - FNQ RRTG meeting.



		PREVIOUS YEARS (Opening balance)	YEAR TO DATE (ACTUALS)	TOTAL EXPENDITURE (ACTUALS)	Closing Balance (post capitalisation)	BUDGET
<b>0400-4150-0000</b>	<b>Work in Progress - Land &amp; Land Improvements</b>					
3255-4500-0000	Land purchase - Purchase of Lynd medical centre land & surveying costs	16,034.42	9,007.79	25,042.21	25,042.21	
		<b>16,034.42</b>	<b>9,007.79</b>	<b>25,042.21</b>	<b>25,042.21</b>	
<b>0400-4250-0000</b>	<b>Work in Progress - Buildings</b>					
3080-4501-0000	Aged Care Facilities - Advisory	86,798.12		86,798.12	86,798.12	
3135-4500-0000	Recovery & Resilience (24-25) - Cap Imp - Coordination Centre (Gtown)		4,518.00	4,518.00	4,518.00	200,00€
3270-4500-0000	Cap Imp - Shire Office - Admin office parking area					75,00€
3280-4504-0000	Staff housing - SHP	50,655.70	12,526.91	63,182.61	63,182.61	3,069,30€
3280-4505-0000	Staff housing - ILF (Independent Living Facility)	1,119,497.87	29,134.63	1,148,632.50	1,148,632.50	2,616,64€
3295-4500-0000	Demountable office - Relocation	3,251.19		3,251.19	3,251.19	
3350-4502-0003	Depot - Cap improvements - Septic installation	9,136.40		9,136.40	9,136.40	
3411-4500-0001	W4Q Capital Works (21/24) - Georgetown - Streetscaping (roads)	366,670.20		366,670.20	366,670.20	
3411-4500-0002	W4Q Capital Works (21/24) - Georgetown Sports Centre	114,393.31	558.13	114,951.44	114,951.44	
3411-4500-0003	W4Q Capital Works (21/24) - Einasleigh - Drainage improvement (roads)	213,312.55		213,312.55	213,312.55	
3411-4500-0004	W4Q Capital Works (21/24) - Fors/Gtown - Water Telemetry					
3411-4500-0005	W4Q Capital Works (21/24) - Rural Addressing	39,603.45	44,212.67	83,816.12	83,816.12	
3411-4500-0006	W4Q Capital Works (21/24) - Forsayth Cemetery Fencing					
3411-4500-0005	W4Q Capital Works (24/25) - Multi-Purpose Centre Mt Surprise		4,518.00	4,518.00	4,518.00	
3620-4500-0001	LRCI Phase 3 - Forsayth Transfer Station	569,004.97	2,263.00	571,267.97	571,267.97	
3620-4500-0002	LRCI Phase 3 - Gtown Sports center (Parking & drainage) (2- See Land)	45,452.61		45,452.61	45,452.61	
3620-4500-0003	LRCI Phase 3 - Reseals 2	428,053.23		428,053.23	428,053.23	
3620-4500-0004	LRCI Phase 3 - Industrial estate	6,024.00		6,024.00	6,024.00	222,88€
3620-4500-0005	LRCI Phase 3 - Storm water drainage - Forsayth	252,644.99		252,644.99	252,644.99	
3620-4500-0006	LRCI Phase 3 - Reseal Baroota Street Einaslei					
3620-4500-0007	LRCI Phase 3 - Reseal Terrestrial carpark	9,036.95		9,036.95	9,036.95	
4011-4501-0000	Gtown Streets Cap Imp - Georgetown Streetscaping & chairs					20,00€
4013-4500-0000	Einasleigh Cap Imp - Streets - Gorge picnic area					50,00€
5030-4500-0001	Cap Imp - Upgrade Eins Common Stock Yrds (other structures)	112,975.54		112,975.54	112,975.54	
5151-4505-0000	Cap Imp - Mt Surprise Bike Park - Stage 2	-		-	-	
5151-4506-0000	W4Q 24-27 Cap Imp - Mt Surprise Sports Facility					120,00€
6010-4500-0000	Cap Imp Terrestrial - TED - Terrestrial Up Build Extension					1,000,00€
6010-4503-0001	Cap Imp Terrestrial - Ducted airconditioning replacement	34,305.68		34,305.68	34,305.68	
		<b>3,460,816.76</b>	<b>97,731.34</b>	<b>3,558,548.10</b>	<b>3,558,548.10</b>	<b>7,373,83€</b>
<b>0400-4350-0000</b>	<b>Work in Progress - Other Structures</b>					

4093-4500-0001	Cap Imp - Airstrip Einasleigh - Fencing					450,00C
4094-4500-0001	Cap Imp - Airstrip Mt Surprise - Fencing					450,00C
4140-4506-0001	Cap Imp Depot - Self bunded Ad blue tank	21,535.41		21,535.41	21,535.41	
4500-4512-0000	Cap Imp - Charleston Dam & other fencing					20,00C
5151-4500-0000	NWMP Round 2 - Walking path, signage, TO engagement, bush tucker	65,218.14		65,218.14	65,218.14	58,44
5151-4501-0000	Griffith Uni Project - Totem structures & boundary signs	448,134.28	16,751.16	464,885.44	464,885.44	
5151-4502-0001	Cap Imp - All Towns - Electronic notice boards					80,00C
5151-4504-0000	Cap Works - Wash down facility	200,368.91		200,368.91	200,368.91	450,00C
5151-4507-0000	Cap Works - PTIIP Mt Surprise Bus Stop	15,994.72		15,994.72	15,994.72	
5152-4500-0001	Cap Imp - Forsayth - Seating					25,00C
5152-4500-0002	Cap Imp - Forsayth - Signage					
5152-4500-0003	Cap Imp - Forsayth - Fitness Equipment					20,00C
5152-4500-0004	Cap Imp - Forsayth - Learning Hub					
5154-4500-0001	Cap Imp - Mt Surprise - Learning Hub					
5163-4500-0001	Cap Imp -Einasleigh Cemetery - Improvements					15,00C
6010-4502-0001	Cap Imp Terrestrial - Security upgrade	36,807.48		36,807.48	36,807.48	
				-		
		788,058.94	16,751.16	804,810.10	804,810.10	1,568,44C
<b>0400-4450-00000</b>	<b>Work in Progress - Fleet Plant &amp; Equipment</b>					
4150-4500-2625	Fuso Shogun 8 Wheeler - Tipper					\$362,00
4150-4500-2630	Fuso Shogun 8 Wheeler - Truck					\$362,00
4150-4500-2635	Fuso Shogun 8 Wheeler - Truck					\$362,00
new number req.	Caravan compass GIS 21 ft					\$100,00
new number req.	Caravan roadster vacationer					\$100,00
new number req.	Caravan Industrial 2 Man					\$100,00
new number req.	Caravan Traymark industrial					\$100,00
new number req.	Caravan Traymark industrial					\$100,00
new numbers req.	24-25 replacements					\$1,175,00
		-	-	-	-	2,761,00C
<b>0400-4550-0000</b>	<b>Work in Progress - Furniture &amp; Other Equipment</b>					
2060-4500-0001	Cap Imp - Keyless Entry	22,477.55		22,477.55	22,477.55	
		22,477.55	-	22,477.55	22,477.55	
<b>0400-4650-0000</b>	<b>Work in Progress - Roads Infrastructure</b>					
3610-4502-0001	Rec & Res 24-25 Cap Works Rds - Gilbert River Bridge upgrade					500,00C
3620-4505-0001	LRCI Phase 4 - Roadworks					1,196,10E
3620-4505-0002	LRCI Phase 4 - Mt Surprise Remedial street drainage					198,00C
4011-4500-0000	Cap Works - Hayman Street Drainage	3,413.60		3,413.60	3,413.60	

4012-4500-0000	Work In progress -Roads & Streets - First Street Forsayth 22/23 survey/design & construction	10,332.92		10,332.92	10,332.92	
4013-4501-0001	<b>Cap Imp - Eins Roads - Dust pads Copperfield Bridge</b>					50,000
4020-4500-0002	<b>Capital Imp - Sealed Services - Forsayth - Einasleigh Rd Reseal</b>	437,049.58	231.80	437,281.38	437,281.38	
4020-4530-0000	Forsayth Einasleigh 22/23 - Survey & design (TIDS)	3,167,100.37	420,434.77	3,587,535.14	3,587,535.14	1,269,422
4020-4540-0000	<b>Forsayth-Eins cap works - sign replacement</b> new number req. Further Signage TBC	170,643.58		170,643.58	170,643.58	40,000
4020-4560-0000	<b>Forsayth-Eins Rd Ch 32.57-33.27 (R2R) - Reconstruction</b>	7,890.61		7,890.61	7,890.61	1,335,063
4020-4570-0000	<b>Big Joe Bridge Einasleigh R2R - Asphalt work</b>	3,457.78	433.18	3,890.96	3,890.96	
4040-4500-0000	<b>Cap Imp - Queenslander Creek upgrade</b>	44,269.63		44,269.63	44,269.63	60,000
4060-4500-0001	<b>Cap Imp - Floodways</b>	346,248.14	12,643.30	358,891.44	358,891.44	
4060-4501-0001	<b>Cap Imp - Floodways</b>	161,298.14		161,298.14	161,298.14	
4060-4502-0000	<b>Cap Imp - Culvert Replacement</b>					66,750
4061-4504-0000	<b>Reseals - Georgetown</b>	195,454.65		195,454.65	195,454.65	459,000
4063-4500-0000	<b>Reseals - Mt Surprise</b>	12,802.19		12,802.19	12,802.19	
4065-4500-0000	<b>Reseals - Oak Park</b>	27,184.96		27,184.96	27,184.96	
4140-4505-0001	<b>Cap Imp Depot - Seal top yard (1- Land) (budget in land &amp; improvements)</b>					20,000
		<b>4,587,146.15</b>	<b>433,743.05</b>	<b>5,020,889.20</b>	<b>5,020,889.20</b>	<b>5,194,343</b>
<b>0400-4750-0000</b>	<b>Work in Progress - Water Infrastructure</b>					
4320-4500-0002	<b>Capital Imp. Georgetown Water Plant &amp; Equipment at cost - Replacement of Meters</b>	6,769.74		6,769.74	6,769.74	
4320-4500-0004	<b>Capital Imp. Georgetown Water Plant &amp; Equipment at cost - New Water Connections</b>	7,996.66		7,996.66	7,996.66	
4320-4501-0006	<b>Cap Imp Gtown Water - new main to Etheridge River</b>					50,000
4320-4501-0008	<b>Capital Imp. Georgetown Water Infra - Standpipe Gtown - landfill</b>	15,631.88		15,631.88	15,631.88	
4340-4500-0002	<b>Capital Imp. Forsayth Water PPE - Replacement of meters</b>	1,621.28		1,621.28	1,621.28	
4340-4500-0004	<b>Capital Imp. Forsayth Water PPE - New Water Connection</b>	2,311.05	556.57	2,867.62	2,867.62	
4500-4506-0001	<b>Charleston Dam Rec Area - Charleston Dam Rec Survey Des (4 - See Land ) - playground</b>	85,373.05		85,373.05	85,373.05	277,620
4500-4506-0002	<b>Charleston Dam Rec Area - Fencing</b>	150,357.45		150,357.45	150,357.45	
4500-4508-0000	<b>Charleston Dam - Water supply pipelines</b>	13,056.61		13,056.61	13,056.61	
		<b>283,117.72</b>	<b>556.57</b>	<b>283,674.29</b>	<b>283,674.29</b>	<b>327,620</b>
		<b>9,157,651.54</b>	<b>557,789.91</b>	<b>9,715,441.45</b>	<b>9,715,441.45</b>	<b>17,225,244</b>

<b>Council Meeting Report</b>		
	<b>Budget \$(000)</b>	<b>Expended YTD Act \$(000)</b>
<b>Total capital funding</b>	<b>\$17,225,244.95</b>	<b>\$557,789.91</b>
Land & Other Improvements	\$0.00	\$9,007.79
Buildings	\$7,373,835.00	\$97,731.34
Other Structures	\$1,568,440.00	\$16,751.16
Fleet Plant & Equipment	\$2,761,000.00	\$0.00
Furniture & Other Equipment	\$0.00	\$0.00
Roads	\$5,194,343.00	\$433,743.05
Water	\$327,626.95	\$556.57



**General Meeting      21st August 2024**

<b>Subject</b>	LGAQ Annual Conference
<b>Classification</b>	Open
<b>Author</b>	Renee Bester, Director of Corporate Services

**EXECUTIVE SUMMARY**

Council has received correspondence from the Local Government Association of Queensland that the 2024 LGAQ Annual Conference is scheduled for 21st – 23rd October 2024 in Brisbane. The 2024 Annual Conference will include the Annual General meeting where our sector’s future policy priorities will be debated.

**RECOMMENDATION**

That Council resolve to send the following representative to attend the 2024 LGAQ Annual Conference in Brisbane from the 21st – 23rd October 2024:

- Mayor Barry Hughes
- Deputy Mayor Laurell Royes
- CEO Ken Timms PSM (or equivalent)

---

**BACKGROUND**

In previous years Council has nominated Councillors and Executives to attend the LGAQ Annual Conference on behalf of Etheridge Shire Council. It is an important event to advocate for the shire but also important for professional development and networking.

**LINK TO CORPORATE PLAN**

Links to shire and region advocacy outcomes.

**BUDGET & RESOURCE CONSIDERATIONS**

Approved within current 2024/25 budget considerations.

**LEGAL CONSIDERATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil

**CONSULTATION**

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

Consultation	Tick	Policy Consideration	Action
<b>No consultation required</b>	<input checked="" type="checkbox"/>	Nil	Nil
<b>Inform</b>	<input type="checkbox"/>		
<b>Consult</b>	<input type="checkbox"/>		
<b>Involve</b>	<input type="checkbox"/>		
<b>Collaborate</b>	<input type="checkbox"/>		
<b>Empower</b>	<input type="checkbox"/>		

**RISK ASSESSMENT**

Risk Assessment Outcome: Low

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

**Report Prepared By:**

**Report Authorised By:**

**Renee Bester**

Ken Timms PSM

**Date: 31/07/2024**

Date: 31/07/2024

**ATTACHMENTS**

Nil



# FOR YOUR INFORMATION

For reply please quote: – QRATF/24/4731

16 July 2024

Mayor Barry Hughes  
Local Disaster Management Chair  
Etheridge Shire Council  
mayor@etheridge.qld.gov.au

Dear Mayor

I am writing to you to inform you of the Queensland Reconstruction Authority's (QRA) expanding responsibilities from 1 July 2024 as a result of the Disaster and Emergency Management Reforms.

Through the reforms, disaster management arrangements are being streamlined across the Queensland Fire Department (QFD), Queensland Police Service (QPS) and QRA.

QRA will have expanded responsibilities in the areas of prevention, mitigation and preparedness, aimed to deliver our mission of delivering stronger, safer and more resilient Queensland communities.

From 1 July, QRA will be responsible for:

- State-level Hazard and Risk functions (including the state risk assessment tool) formerly performed by the Hazard and Risk Unit of Queensland Fire and Emergency Services (QFES);
- certain Community Engagement and Education projects and activities; and
- certain Community Awareness Campaigns (including the expansion of QRA's Get Ready Queensland brand which occurred in October 2023, to include the 'If It's Flooded Forget It' campaign).

QRA has commenced the enhancement of our natural hazard and disaster risk management capability, combining QRA's well established Flood Risk Management and Geographic Information System (GIS) Teams, with capacity to be built to ensure QRA is well positioned to mature and deliver the state-level hazard and risk function. QRA will continue to seek feedback from key disaster management stakeholders, in particular councils and disaster management groups on the effectiveness of the current risk management approach and methodology in Queensland, as QRA's delivery of this function evolves.

For any queries relating to QRA's delivery of the state-level Hazard and Risk function, please contact [Hazard.Risk@qra.qld.gov.au](mailto:Hazard.Risk@qra.qld.gov.au).



QRA will continue to promote natural disaster preparedness messaging through QRA's Get Ready Queensland brand. In October 2023, the Get Ready Queensland brand expanded to encompass the 'If It's Flooded Forget It' campaign ahead of the 2023-24 severe weather season. A number of preparedness materials previously delivered by QFES will also transition to QRA on 30 June 2024. These materials will undergo a period of review to ensure they are consistent, relevant and available to Queensland communities. QRA is working with relevant Queensland Government agencies to ensure appropriate resources continue to be available to support community engagement and education.

For severe weather preparedness information please refer to the Get Ready Queensland website <https://www.getready.qld.gov.au/>. In addition, the Get Ready Queensland Council Hub contains a variety of resources that may be of benefit to Councils and Local Disaster Management Groups. Access can be provided by contacting [getready@qra.qld.gov.au](mailto:getready@qra.qld.gov.au).

QRA will continue to focus on collaborative partnerships with all levels of government, private industries and not-for-profit organisations, and remains committed to supporting Queensland communities in their resilience and recovery efforts.

QRA's Regional Liaison Officers and Resilience and Recovery Officers remain our frontline engagement link for local governments and relevant state agencies. More information and contact details can be found at <https://www.qra.qld.gov.au/RL0>.

As a key stakeholder in your local region, I have also provided a copy of this letter to Mr Ken Timms, Chief Executive Officer, Etheridge Shire Council. I look forward to working with you in our expanded prevention, mitigation and preparedness role.

Yours sincerely



Jake Ellwood  
**CEO, Queensland Reconstruction Authority**

Copy to: Mr Ken Timms  
Chief Executive Officer  
Etheridge Shire Council  
[ken.timms@etheridge.qld.gov.au](mailto:ken.timms@etheridge.qld.gov.au); [info@etheridge.qld.gov.au](mailto:info@etheridge.qld.gov.au)

14 June 2024

Mr Ken Timms  
Chief Executive Officer  
Etheridge Shire Council  
PO Box 12  
Georgetown QLD 4871  
Email: ceo@etheridge.qld.gov.au

Dear Mr Timms

I am writing regarding the expenditure incurred to deliver your local government's election on 16 March 2024.

As you would recall, I wrote to you on 24 April 2023 providing a cost estimate for the conduct of the 2024 local government election for your council, based on the Electoral Commission of Queensland's (ECQ) modelling of expected costs and funding available to deliver the elections. The ECQ has now finalised the costs associated with the conduct of the elections, including the costs attributable to your council in accordance with section 202 of the *Local Government Electoral Act 2011*.

I can advise the total cost to your council of delivering the elections is within the cost estimate provided, being \$11,223 (excluding GST). The table below provides a breakdown of the actual costs by key elements for your information. The payment terms and conditions are detailed in the enclosed tax invoice.

Labour charges	\$11,597
Election materials	\$0
Office space and polling booths	\$2,364
Computer consumables and communication costs	\$0
Freight and postage	\$8,242
TOTAL	\$22,203

As detailed above, the actual cost of election delivery exceeded the cost estimate provided last year. The increased cost was attributable to factors including higher freight expenditure and staffing costs. However, the ECQ has only passed on a portion of the cost to your council.

Additionally, the ECQ has absorbed around 30% of the total expenditure for election delivery, including indirect costs that are not recovered from councils. This includes:

- advertising campaigns and awareness-raising activities

- storage facilities and associated costs of maintaining election materials
- compliance and regulatory activities including reviews of expenditure by electoral participants including candidates, electors, registered political parties and donors, and
- post-election evaluation and review processes.

The ECQ is currently reviewing the data and outcomes of the elections as part of the post-election evaluation and review process and will provide further details of the key electoral information and services delivered in your council area for the 2024 elections after this has been finalised. The ECQ will also release a full report on the delivery of the elections that will be distributed to councils and published on the ECQ's website.

Should you require further information regarding the cost including further cost breakdowns or transaction listings, please contact Ms Maya Marpudin, Chief Finance Officer on 07 3035 8055 or at [finance@ecq.qld.gov.au](mailto:finance@ecq.qld.gov.au).

Yours sincerely



Pat Vidgen PSM  
**Electoral Commissioner**

Reference: Sales Permit 201609017

21 June 2024

The Chief Executive Officer  
Etheridge Shire Council  
PO Box 12  
**GEORGETOWN Q 4871**

Sent by Email to: [info@etheridge.qld.gov.au](mailto:info@etheridge.qld.gov.au)

Dear Sir

**Re: Etheridge Shire Council Sales Permit 201609017**

I am writing in regard to Etheridge Shire Council (Council) Sales Permit 201609017 for getting quarry material issued by the Department of Agriculture and Fisheries (the Department) under the *Forestry Act 1959*. Sales permit 201609017 is due to expire on 31 October 2026 and the Department understands that Council requires the permit to be extended to provide ongoing access to quarry material to support future project requirements.

As a delegated decision maker for the Department, I have reviewed the existing permit, the requirements of the *Native Title Act 1993* (Cth) and the 223 endorsed quarry areas (EQAs) that are currently listed on the sales permit. In doing so, I have formed the view that 18 EQAs are able to be considered for renewal.

The remaining 205 EQAs currently listed on the Council's sales permit cannot be renewed because that renewal is a "future act" for the purposes of the *Native Title Act 1993* (Cth) that would require future act consent from the relevant native title holders in the form of an indigenous land use agreement (ILUA). Without an ILUA, access to quarry material from these 205 EQAs cannot be authorised beyond the sales permit's current expiry date of 31 October 2026.

Table 1 identifies all EQA's currently listed on Council's sales permit, whether future act consent is required or not, and for those requiring future act consent whether the EQA is located within a native title determination or claim area. Map 1 shows the location of each EQA.

With regard to those EQA's requiring future act consent the Department advises that:

- for those located within a native title determination or claim area the Department can assist Council by seeking to negotiate an ILUA with the relevant native title party for the future act consent required for extension on Council's sales permit beyond 31 October 2026.



Department of  
**Agriculture and Fisheries**

27 O'Connell Street  
LMB 383, Gympie  
Queensland 4570 Australia  
Telephone 07 5408 3751  
Mobile number 0427 620 383  
Website [www.daf.qld.gov.au](http://www.daf.qld.gov.au)

- for those located in an area that is not subject to a native title determination or claim the Department is currently considering what assistance it may be able to provide.

To assist the Department in its negotiations and planning, I request Council consider the future needs of each EQA and identify those where extraction of quarry material is no longer required to support future Council works programs and advise the Department of those EQAs Council no longer requires by **30 November 2024**.

The Department notes that Council is party to an ILUA with some of the registered native title parties listed in Table 1. If Council considers these ILUA's provide the necessary future act consent, the Department would welcome an opportunity to review the ILUA's and discuss with Council. It would be appreciated if Council could provide advice on this matter by **30 November 2024**.

Upon receipt of Council's advice regarding its priority EQAs and existing ILUA's the Department will contact the relevant native title holders to arrange meetings to negotiate the required ILUA's. Whilst the Department will use its best endeavours to reach agreement with the respective native title parties, the Department cannot guarantee that future act consent will be obtained.

Forestry staff are available to work with Council to assist in this review of EQA's.

For operational quarry matters, please contact:

Mr Matthew Barry, Operations Manager Quarry Material North on 0476849993 or email [matthew.barry@daf.qld.gov.au](mailto:matthew.barry@daf.qld.gov.au).

If you have any queries, wish to discuss any of the above or require any assistance in this matter, please contact:

Miss Belinda Hoffman on 0427620383 or email [belinda.hoffman@daf.qld.gov.au](mailto:belinda.hoffman@daf.qld.gov.au) .

Yours sincerely



Belinda Hoffman  
**Acting Manager Quarry Material  
Forestry**

Att/Enc

**Table 1 - list of all Endorsed Quarry Areas and future Act Requirements (Sales Permit 201609017)**

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Abingdon Downs 001	001	QETHEL001	1	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 002	002	QETHEL002	2	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 003	003	QETHEL003	3	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 004	004	QETHEL004	4	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 005	005	QETHEL005	5	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 006	006	QETHEL006	6	1	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 007	007	QETHEL007	7	1	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 008	008	QETHEL008	8	1	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 009	009	QETHEL009	9	1	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 010	010	QETHEL010	10	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 011	011	QETHEL011	11	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 012	012	QETHEL012	12	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 013	013	QETHEL013	13	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 014	014	QETHEL014	14	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 015	015	QETHEL015	15	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Abingdon Downs 016	016	QETHEL016	16	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 017	017	QETHEL017	17	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 018	018	QETHEL018	18	4533	PH1199	Yes	No claim or determination
Abingdon Downs 019	019	QETHEL019	19	4533	PH1199	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 020	020	QETHEL020	20	171	EI835473	Yes	Ewamian People #3
Abingdon Downs 021	021	QETHEL021	21	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 022	022	QETHEL022	22	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 023	023	QETHEL023	23	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 024	024	QETHEL024	24	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 025	025	QETHEL025	25	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 026	026	QETHEL026	26	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 027	027	QETHEL027	27	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 028	028	QETHEL028	28	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 029	029	QETHEL029	29	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 030	030	QETHEL030	30	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 031	031	QETHEL031	31	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Abingdon Downs 032	032	QETHEL032	32	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 033	033	QETHEL033	33	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 034	034	QETHEL034	34	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 035	035	QETHEL035	35	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 036	036	QETHEL036	36	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 037	037	QETHEL037	37	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 038	038	QETHEL038	38	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 039	039	QETHEL039	39	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 040	040	QETHEL040	40	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Abingdon Downs 041	041	QETHEL041	41	171	EI835473	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Beverley Hills 01	042	QETHEL059	42	3	GB26	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Beverley Hills 02	043	QETHEL061	43	4	GB25	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Beverley Hills 03	044	QETHEL062	44	6	GB24	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Beverley Hills 04	045	QETHEL063	45	327	PY839254	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Carnes 001	046	QETHEL065	46	5257	SP273184	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Carnes 002	047	QETHEL066	47	5257	SP273184	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)



Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Carnes 003	048	QETHEL067	48	5257	SP273184	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Carnes 004	049	QETHEL068	49	5257	SP273184	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Chadshunt 001	050	QETHEL069	50	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Copperfield Dam 001	051	QETHEL070	51	66	SP304951	No	
Copperfield Dam 007	052	QETHEL071	52	2698	SP166986	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Copperfield Dam 008	053	QETHEL072	53	2698	SP166986	Yes	No claim or determination
Culvet Pit	054	QETHEL073	54	5306	SP201262	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 001	055	QETHEL077	55	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 002	056	QETHEL078	56	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 003	057	QETHEL079	57	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 004	058	QETHEL080	58	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 005	059	QETHEL081	59	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 006	060	QETHEL082	60	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 007	061	QETHEL083	61	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 008	062	QETHEL084	62	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 009	063	QETHEL085	63	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Dagworth 010	064	QETHEL086	64	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 011	065	QETHEL087	65	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 012	066	QETHEL088	66	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 013	067	QETHEL089	67	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 014	068	QETHEL090	68	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dagworth 014	069	QETHEL091	69	5	EI813291	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Dulthara 01	070	QETHEL093	70	4	SP108012	Yes	No claim or determination
Dulthara 02	071	QETHEL094	71	2	PY24	Yes	No claim or determination
Dulthara 03	072	QETHEL302	72	2	PY24	Yes	No claim or determination
Ellendale 01	073	QETHEL098	73	259	SP235328	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Flat Creek 1	074	QETHEL099	74	5306	SP201262	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Flat Creek 2	075	QETHEL100	75	2	GB110	No	
Flat Creek 3	076	QETHEL101	76	2	GB110	No	
Gilberton 010	077	QETHEL109	77	6	SP258871	No	
Gilberton 011	078	QETHEL110	78	6	SP258871	No	
Gilberton 012	079	QETHEL111	79	6	SP258871	No	
Gilberton 35	224	QETHEL303	224	66	SP304951	No	

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Green Hills 001	080	QETHEL118	80	2460	SP273197	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 002	081	QETHEL119	81	15	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 003	082	QETHEL120	82	15	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 004	083	QETHEL121	83	15	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 005	084	QETHEL122	84	15	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 006	085	QETHEL123	85	15	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 007	086	QETHEL124	86	2	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 008	087	QETHEL125	87	2	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 009	088	QETHEL126	88	2	GB30	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 010	089	QETHEL127	89	4616	PH1245	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 011	090	QETHEL128	90	4616	PH1245	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Green Hills 012	091	QETHEL129	91	4616	PH1245	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 001	092	QETHEL130	92	1	PER200770	Yes	No claim or determination
Huonfels 002	093	QETHEL131	93	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 003	094	QETHEL132	94	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 004	095	QETHEL133	95	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Huonfels 005	096	QETHEL134	96	3105	SP273196	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 006	097	QETHEL135	97	3105	SP273196	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 007	098	QETHEL136	98	3105	SP273196	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 008	099	QETHEL137	99	3105	SP273196	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 009	100	QETHEL138	100	3105	SP273196	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 010	101	QETHEL139	101	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 011	102	QETHEL140	102	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 012	103	QETHEL141	103	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 013	104	QETHEL142	104	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 014	105	QETHEL143	105	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 015	106	QETHEL144	106	28	EI3	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 016	107	QETHEL145	107	214	SP278224	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Huonfels 017	108	QETHEL146	108	Road	Reserve	No	
Huonfels 018	109	QETHEL147	109	214	SP278224	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kellys 001	110	QETHEL148	110	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 001	111	QETHEL149	111	3	ET42	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Kutchera 002	112	QETHEL150	112	3	ET42	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 003	113	QETHEL151	113	3	ET42	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 004	114	QETHEL152	114	3	ET42	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 005	115	QETHEL153	115	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 006	116	QETHEL154	116	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 007	117	QETHEL155	117	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 008	118	QETHEL156	118	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 009	119	QETHEL157	119	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 010	120	QETHEL158	120	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 011	121	QETHEL159	121	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 012	122	QETHEL160	122	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 013	123	QETHEL161	123	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 014	124	QETHEL162	124	2034	PH568	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 015	125	QETHEL163	125	2248	SP275915	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 016	126	QETHEL164	126	2248	SP275915	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Kutchera 017	127	QETHEL165	127	2248	SP275915	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Kutchera 018	128	QETHEL166	128	2248	SP275915	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Lake Carlo 001	129	QETHEL167	129	4	LG18	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 002	130	QETHEL168	130	4	LG18	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 003	131	QETHEL169	131	3	LG17	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 004	132	QETHEL170	132	3	LG17	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 005	133	QETHEL171	133	3	LG17	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 006	134	QETHEL172	134	6	LG21	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 007	135	QETHEL173	135	6	LG21	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Lake Carlo 008	136	QETHEL174	136	6	LG21	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Mistletoe 001	137	QETHEL175	137	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Mistletoe 002	138	QETHEL176	138	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Mistletoe 003	139	QETHEL177	139	3075	PH728	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
North Head 01	140	QETHEL182	140	1	SP179214	Yes	No claim or determination
North Head 02	141	QETHEL187	141	4965	PH960	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
North Head 03	142	QETHEL188	142	4965	PH960	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
North Head 04	143	QETHEL189	143	5250	SP304956	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
North Head 05	144	QETHEL190	144	2573	SP273201	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 001	145	QETHEL191	145	14	LH8	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 002	146	QETHEL192	146	14	LH8	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 006	147	QETHEL193	147	235	PH73	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 007	148	QETHEL194	148	235	PH73	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 008	149	QETHEL195	149	235	PH73	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 009-010	150	QETHEL196	150	235	PH73	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 011	151	QETHEL197	151	2	PY26	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 012-013	152	QETHEL198	152	2	PY26	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 014	153	QETHEL199	153	2	PY26	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park 015	154	QETHEL200	154	5	SP196211	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oak Park Race Course 001	155	QETHEL204	155	1	C153433	Yes	Ewamian People #2 (Tatampi Puranga Aboriginal Corporation RNTBC)
Oakleigh 003	156	QETHEL205	156	66	SP304951	No	No claim or determination
Oakleigh 005	157	QETHEL206	157	6	SP258871	No	
Oakleigh 006	158	QETHEL207	158	6	SP258871	No	
Oakleigh 007	159	QETHEL208	159	6	SP258871	No	
Oakleigh 008	160	QETHEL209	160	6	SP258871	No	

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
O'Brien's Creek 01	161	QETHEL213	161	1	SP259960	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
O'Brien's Creek 02	162	QETHEL214	162	1	SP259960	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Paddy's 001	163	QETHEL222	163	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 002	164	QETHEL223	164	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 003	165	QETHEL224	165	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 004	166	QETHEL225	166	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 005	167	QETHEL226	167	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 006	168	QETHEL227	168	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 007	169	QETHEL228	169	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 008	170	QETHEL229	170	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 009	171	QETHEL230	171	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 010	172	QETHEL231	172	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 011	173	QETHEL232	173	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 012	174	QETHEL233	174	143	SP134201	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 013	175	QETHEL234	175	143	SP134201	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 014	176	QETHEL235	176	143	SP134201	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)

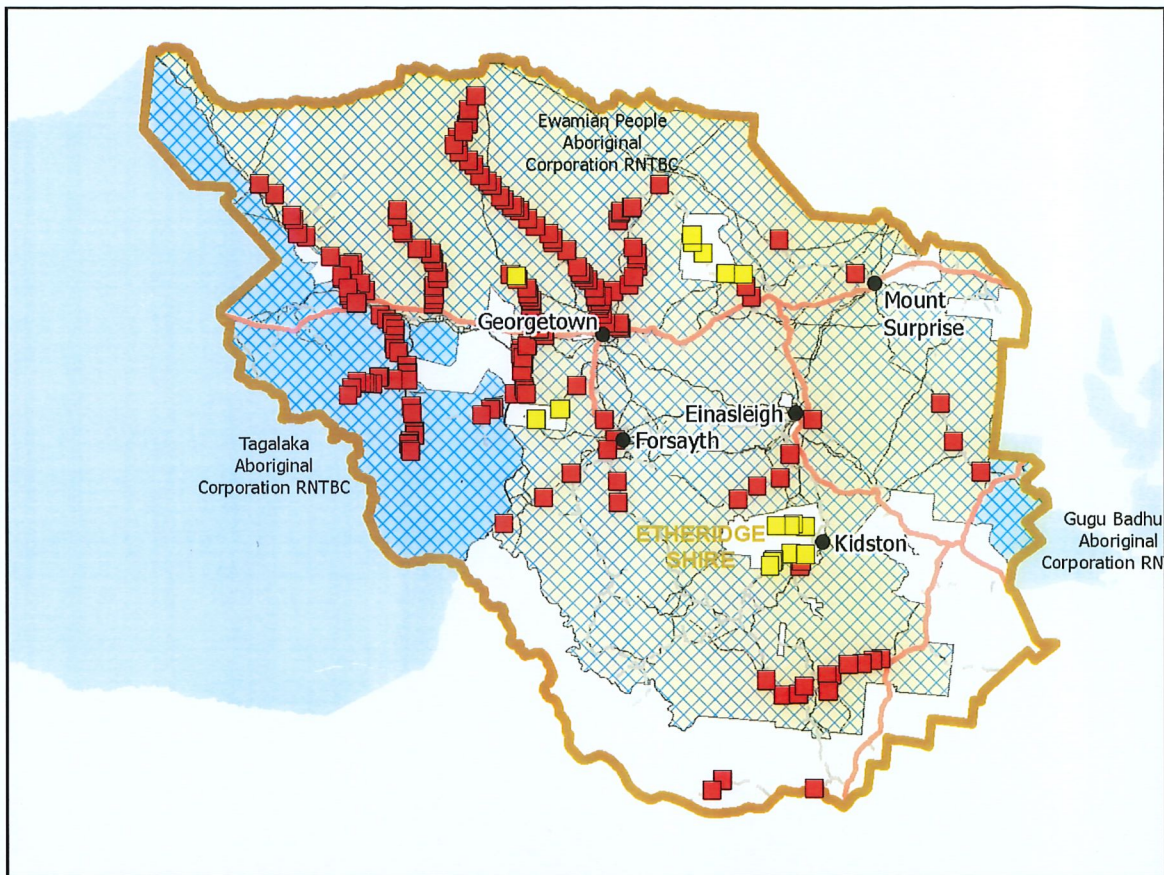


Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Paddy's 015	177	QETHEL236	177	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 016	178	QETHEL237	178	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 017	179	QETHEL238	179	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 018	180	QETHEL239	180	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 019	181	QETHEL240	181	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 020	182	QETHEL241	182	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 021	183	QETHEL242	183	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Paddy's 022	184	QETHEL243	184	5237	PH1367	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Robinhood 01	185	QETHEL250	185	1	SP242983	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Robinhood 02	186	QETHEL251	186	1	SP242983	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Rosella Plains 01	187	QETHEL252	187	1	SP149834	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Rosella Plains 02	188	QETHEL257	188	50	SP143226	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Rosella Plains 03	189	QETHEL258	189	50	SP143226	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 001	190	QETHEL266	190	37	SP280705	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 002	191	QETHEL267	191	38	ET813287	Yes	No claim or determination
Strathmore 003	192	QETHEL268	192	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Strathmore 004	193	QETHEL269	193	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 005	194	QETHEL270	194	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 006	195	QETHEL271	195	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 007	196	QETHEL272	196	38	ET813287	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 008	197	QETHEL273	197	4	SE1	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 009	198	QETHEL274	198	4	SE1	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Strathmore 010	199	QETHEL275	199	4	SE1	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Torrlinger 001	200	QETHEL276	200	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 002	201	QETHEL277	201	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 003	202	QETHEL278	202	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 004	203	QETHEL279	203	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 005	204	QETHEL280	204	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 006	205	QETHEL281	205	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 007	206	QETHEL282	206	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 008	207	QETHEL283	207	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 009	208	QETHEL284	208	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)

Endorsed Quarry Areas by name	Sale Unit	DAF MUID (QLD GLOBE)	Map No. (Schedule 5)	Lot Plan Details		Future Act Consent (ILUA) Required YES/NO	Native Title Party Name
Torrlinger 010	209	QETHEL285	209	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 011	210	QETHEL286	210	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 012	211	QETHEL287	211	254	SP266605	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 013	212	QETHEL288	212	2503	SP243612	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 014	213	QETHEL289	213	2503	SP243612	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Torrlinger 015	214	QETHEL290	214	423	SP146511	Yes	Tagalaka People #2 (Tagalaka Aboriginal Corporation RNTBC)
Vanlee 001	215	QETHEL292	215	2	GB122	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Vanlee 002	216	QETHEL293	216	2	GB122	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)
Vanlee 003	217	QETHEL294	217	2909	PH1368	No	
Vanlee 004	218	QETHEL295	218	2909	PH1368	No	
Vanlee 005	219	QETHEL296	219	2909	PH1368	No	
Vanlee 006	220	QETHEL297	220	2909	PH1368	No	
Vanlee 007	221	QETHEL298	221	2909	PH1368	No	
Vanlee 009	223	QETHEL259	223	5026	PH251	Yes	Ewamian People #3 (Tatampi Puranga Aboriginal Corporation RNTBC)

**Map 1 – Endorsed Quarry Areas (Sales Permit 201609017)**



Queensland Government  
Forestry  
Department of Agriculture and Fisheries



Prepared by: schuberts  
18/06/2024  
GDA2020  
Map Units: Degree

**Legend**

- Populated Places
- State Controlled Roads.
- - - Council Road
- Future Act Consent Not Required
- Requires Future Act Consent
- LGA Boundary
- RNTBC Name
- Ewamian People Aboriginal Corporation RNTBC
- Gugu Badhun Aboriginal Corporation RNTBC
- Tagalaka Aboriginal Corporation RNTBC
- Native Title Determination Outcomes
- ▨ Native title exists (exclusive)
- ▩ Native title Does Exist
- ▧ Native Title is extinguished

**Endorsed Quarry Areas and Native Title**  
Permittee: - Etheridge Shire Council  
Sales Permit - 201609017  
LGA - Etheridge Shire Council

0 25 50 100 Kilometers

1:2,000,000  
Approx. Scale - A4

Prepared by DAF Forestry for Internal use only.  
DAF Forestry does not accept any responsibility for any loss or damage resulting from reliance on this map. No part of this map may be reproduced or copied without prior written permission.  
Copyright DAF Forestry ©



Office of the  
**Commissioner**

**Queensland Fire and  
Emergency Services**

Dear Mayor Barry Hughes,

I am writing to update you on the changes that have occurred at Queensland Fire and Emergency Services (QFES) as a result of the Queensland Government's Disaster and Emergency Services Reforms.

As of the 1 July 2024 QFES has become the Queensland Fire Department (QFD). This change has enabled the new Department to have a dedicated focus on fire and associated hazards while continuing to support Queensland's broader disaster management framework.

The change comes after many months of transitional work including establishing the State Emergency Service, Marine Rescue Queensland and disaster management coordination functions within the Queensland Police Service (QPS) and the movement of some elements of disaster management to the Queensland Reconstruction Authority.

Work in recent months has also focused on strengthening the fire services, Queensland Fire and Rescue (QFR) and Rural Fire Service Queensland (RFSQ), under a renamed *Fire Services Act 1990*.

I am pleased to confirm that our commitment to strong partnerships with local government has not changed and we will continue to contribute to the safety of the Queensland community through prevention, preparedness, response and recovery.

We recognise that these changes are likely to impact on the membership of Local Disaster Management Groups (LDMGs) across the State. Membership is currently being assessed to ensure coverage of all LDMGs and where new members are needed, details will be put forward for consideration and appointment through the usual processes.

One of the significant elements of the reforms under the new QFD is a change to our regions. On 3 June 2024 the organisation commenced a transition to a four-region model for both QFR and RFSQ.

I can confirm that our frontline operational response remains unchanged as well as the core way we do business and serve our communities. You will, however, notice a change to our regional naming conventions and footprint. There will now also be a senior executive from both QFR and RFSQ within the regions to engage on matters of mutual interest.

Emergency Services Complex  
125 Kedron Park Road Kedron  
GPO Box 1425 Brisbane  
Queensland 4001 Australia  
**Telephone 13 QGOV**  
**Website [www.qfes.qld.gov.au](http://www.qfes.qld.gov.au)**  
ABN 93 035 163 778

For your local government area, the details are as follows:

Region/s:	<b>Etheridge</b>
RFSQ Deputy Chief Officer <a href="mailto:nr.dco.rfsq@qfes.qld.gov.au">nr.dco.rfsq@qfes.qld.gov.au</a>	Tony Johnstone 0408 017 172 <a href="mailto:tony.johnstone@qfes.qld.gov.au">tony.johnstone@qfes.qld.gov.au</a>
QFR Assistant Commissioner <a href="mailto:nr.ac.qfr@qfes.qld.gov.au">nr.ac.qfr@qfes.qld.gov.au</a>	Michael O'Neil 0419 653 906 <a href="mailto:michael.o'neil@qfes.qld.gov.au">michael.o'neil@qfes.qld.gov.au</a>

A new Incident Management Concept of Operations (CONOPS) has also been developed for command-and-control arrangements for significant incidents and disaster events. The names of key roles and operational facilities have changed to reflect the boundary changes and to ensure continued interoperability with our partner agencies. If you require information about these changes, please contact Acting Assistant Commissioner Matthew Bulow, State Operations on telephone (07) 3635 3432 during business hours or email [Matthew.Bulow@qfes.qld.gov.au](mailto:Matthew.Bulow@qfes.qld.gov.au).

Another key change is that, from 1 July 2024, Rural Fire Brigades will formally become part of the new RFSQ and will cease to be unincorporated associations. This is necessary to allow members to be covered by liability protections under new legislation as well as other benefits.

This will also mean some changes to the way Brigade finances are managed. RFSQ will maintain accounts for Brigades in which funds received will need to be deposited. Funds received by Brigades will remain local and for the exclusive use of the Brigade noting Local Area Finance Committees will continue to operate where established. Further details of new accounts and processes for depositing of funds will be provided over coming weeks.

Importantly, with Brigades becoming part of RFSQ, Rural Fire Levy funding received from local Councils will still go to the Brigade it was collected for. I want to reinforce to you that the investment and funding made available by the Queensland Government as part of the reforms does not replace funding received from the Rural Fire Levy. Brigades will continue to need the support of their local communities and the Rural Fire Levy is an essential element.

Many local Councils choose to either establish levies or provide in-kind use of infrastructure and facilities to support their local Brigades. If your Council is currently raising a levy, I encourage you to continue providing this valuable support.

If you are not currently raising a levy and are interested in more information regarding Brigade finances and levies, please contact Acting Chief Officer Ben Millington on telephone (07) 3635 3295 during business hours or email [CO.RFSQ@qfes.qld.gov.au](mailto:CO.RFSQ@qfes.qld.gov.au).

For all other enquires related to the Reforms, please email [Reform.Questions@qfes.qld.gov.au](mailto:Reform.Questions@qfes.qld.gov.au).

I look forward to our continued partnership and working with you to protect our communities.

Yours sincerely

Stephen Smith AFSM  
**Commissioner**

## OFFICIAL

## Payment Allocations — Queensland

State	Council Name	General Purpose (\$)	Local Road (\$)	Total Early Payment (\$)
QLD	Aurukun Shire Council	3,690,025	100,115	3,790,140
QLD	Balonne Shire Council	7,889,900	3,063,963	10,953,863
QLD	Banana Shire Council	7,331,613	5,196,063	12,527,676
QLD	Barcaldine Regional Council	7,937,138	3,011,714	10,948,852
QLD	Barcoo Shire Council	5,028,332	1,253,935	6,282,267
QLD	Blackall-Tambo Regional Council	5,966,181	1,970,275	7,936,456
QLD	Boulia Shire Council	5,943,606	1,091,819	7,035,425
QLD	Brisbane City Council	28,736,646	8,082,467	36,819,113
QLD	Bulloo Shire Council	5,823,664	1,644,123	7,467,787
QLD	Bundaberg Regional Council	2,262,294	369,499	2,631,793
QLD	Burdekin Shire Council	5,888,928	1,763,077	7,652,005
QLD	Burke Shire Council	5,712,906	955,879	6,668,785
QLD	Cairns Regional Council	3,809,322	439,013	4,248,335
QLD	Carpentaria Shire Council	6,874,001	1,700,863	8,574,864
QLD	Cassowary Coast Regional Council	2,821,229	2,435,951	5,257,180

## OFFICIAL

State	Council Name	General Purpose (\$)	Local Road (\$)	Total Early Payment (\$)
QLD	Central Highlands Regional Council	2,298,142	5,577,968	7,876,110
QLD	Charters Towers Regional Council	6,062,041	4,589,555	10,651,596
QLD	Cherbourg Aboriginal Shire Council	2,449,308	56,414	2,505,722
QLD	Cloncurry Shire Council	7,119,264	1,862,197	8,981,461
QLD	Cook Shire Council	8,761,007	3,654,290	12,415,297
QLD	Croydon Shire Council	4,574,788	1,280,386	5,855,174
QLD	Diamantina Shire Council	5,776,019	651,959	6,427,978
QLD	Doomadgee Aboriginal Community Council	3,742,417	89,786	3,832,203
QLD	Douglas Shire Council	3,904,573	998,017	4,902,590
QLD	Etheridge Shire Council	5,128,398	1,755,223	6,883,621
QLD	Flinders Shire Council	6,078,752	2,496,442	8,575,194
QLD	Fraser Coast Regional Council	2,561,440	273,335	2,834,775
QLD	Gladstone Regional Council	2,932,024	5,390,329	8,322,353
QLD	Gold Coast City Council	14,466,185	3,202,252	17,668,437
QLD	Goondiwindi Regional Council	4,913,060	2,944,479	7,857,539



## OFFICIAL

State	Council Name	General Purpose (\$)	Local Road (\$)	Total Early Payment (\$)
QLD	Gympie Regional Council	1,968,838	4,326,419	6,295,257
QLD	Hinchinbrook Shire Council	4,439,539	1,201,536	5,641,075
QLD	Hope Vale Aboriginal Shire Council	3,257,830	104,882	3,362,712
QLD	Ipswich City Council	5,454,473	1,056,081	6,510,554
QLD	Isaac Regional Council	6,239,703	3,756,122	9,995,825
QLD	Kowanyama Aboriginal Shire Council	3,647,478	279,334	3,926,812
QLD	Livingstone Shire Council	1,360,333	2,349,137	3,709,470
QLD	Lockhart River Aboriginal Shire Council	4,081,831	139,843	4,221,674
QLD	Lockyer Valley Regional Council	1,121,766	5,178,826	6,300,592
QLD	Logan City Council	8,204,535	2,789,928	10,994,463
QLD	Longreach Regional Council	8,735,529	2,824,154	11,559,683
QLD	Mackay Regional Council	2,756,187	325,917	3,082,104
QLD	Mapoon Aboriginal Council	3,366,948	45,926	3,412,874
QLD	Maranoa Regional Council	6,185,166	7,440,932	13,626,098
QLD	Mareeba Shire Council	4,776,475	2,513,192	7,289,667

## OFFICIAL

State	Council Name	General Purpose (\$)	Local Road (\$)	Total Early Payment (\$)
QLD	Mckinlay Shire Council	5,268,790	2,138,521	7,407,311
QLD	Moreton Bay Regional Council	11,078,521	2,073,539	13,152,060
QLD	Mornington Shire Council	3,991,544	125,541	4,117,085
QLD	Mount Isa City Council	5,864,681	2,394,943	8,259,624
QLD	Murweh Shire Council	6,569,460	3,572,230	10,141,690
QLD	Napranum Aboriginal Shire Council	3,511,620	137,459	3,649,079
QLD	Noosa Shire Council	1,267,624	164,345	1,431,969
QLD	North Burnett Regional Council	5,675,761	4,704,288	10,380,049
QLD	Northern Peninsula Area Regional Council	4,930,448	288,426	5,218,874
QLD	Palm Island Aboriginal Council	4,232,475	34,167	4,266,642
QLD	Paroo Shire Council	6,589,939	2,372,088	8,962,027
QLD	Pormpuraaw Aboriginal Shire Council	3,916,454	360,732	4,277,186
QLD	Quilpie Shire Council	6,020,667	1,673,839	7,694,506
QLD	Redland City Council	3,622,785	586,554	4,209,339
QLD	Richmond Shire Council	5,191,175	1,804,693	6,995,868
QLD	Rockhampton Regional Council	1,835,554	343,423	2,178,977

## OFFICIAL

State	Council Name	General Purpose (\$)	Local Road (\$)	Total Early Payment (\$)
QLD	Scenic Rim Regional Council	1,008,060	3,134,761	4,142,821
QLD	Somerset Regional Council	1,005,286	2,978,088	3,983,374
QLD	South Burnett Regional Council	2,148,395	3,663,088	5,811,483
QLD	Southern Downs Regional Council	1,773,230	4,458,917	6,232,147
QLD	Sunshine Coast Regional Council	7,947,588	1,036,400	8,983,988
QLD	Tablelands Regional Council	1,455,237	3,105,770	4,561,007
QLD	Toowoomba Regional Council	3,948,818	726,054	4,674,872
QLD	Torres Shire Council	6,984,862	551,909	7,536,771
QLD	Torres Strait Island Regional Council	13,190,847	177,506	13,368,353
QLD	Townsville City Council	4,374,755	719,813	5,094,568
QLD	Western Downs Regional Council	3,278,382	9,135,058	12,413,440
QLD	Whitsunday Regional Council	2,245,576	2,444,293	4,689,869
QLD	Winton Shire Council	5,378,660	2,860,768	8,239,428
QLD	Woorabinda Aboriginal Council	3,047,166	44,710	3,091,876
QLD	Wujal Wujal Aboriginal Council	2,954,236	14,302	2,968,538
QLD	Yarrabah Aboriginal Shire Council	2,604,775	47,337	2,652,112
<b>Qld</b>	<b>Totals</b>	<b>394,993,205</b>	<b>160,107,179</b>	<b>555,100,384</b>

7 August 2024

Hon Catherine King MP  
Minister for Infrastructure, Transport, Regional Development and Local Government  
PO Box 6022  
House of Representatives  
Parliament House  
CANBERRA ACT 2600

E: [Minister.King@MO.infrastructure.gov.au](mailto:Minister.King@MO.infrastructure.gov.au)

Dear Minister

We write to you on behalf of the communities of Western Queensland about the future of REX Airlines.

Our three (3) bodies, the North West Queensland Regional Organisation of Councils ([NWQROC](#)), the Central West Remote Area Planning and Development Board ([RAPAD](#)) and the South West Queensland Regional Organisation of Councils ([SWQROC](#)), collaborate under the banner of the Western Queensland Alliance of Councils ([WQAC](#)) on matters of common interest.

We represent 24 Councils from the Gulf of Carpentaria in the north to the borders of New South Wales and South Australia in the south. We cover 64 percent of Queensland and, in particular, include 20 of the [communities](#) serviced by REX Airlines in Queensland.

Airline services are critical to the health and wellbeing of our residents and our regional economies. Communities and businesses across Western Queensland are understandably concerned that REX has gone into voluntary administration and the potential far-reaching impacts if the airline is unable to continue its operations.

We welcomed your statement on 31 July 2024 that the Government sees REX as an important airline for regional communities and its continuation is in the best interests of regional Australia, the travelling public, its workers and the aviation sector. We wholeheartedly endorse these sentiments. We also welcome your statement today that any financial support from the Australian Government for REX would be for the continuation of its regional services.

Last Friday we arranged a virtual meeting with the Administrators for our Mayors, Deputy Mayors, Councillors and CEOs to share our concerns and understand the opportunities for input into the administration process. We are heartened by the positive comments from the Administrators for the continuation of a restructured REX Airlines to service its regional routes.

We have offered our support to the Administrators through unchanged access to our airports and encouragement of our residents to continue flying with REX during the administration period. In this context we earnestly request the Australian Government to do everything possible within your powers to support the Administrators to ensure Rex Airlines successfully comes out of administration and continues to service our communities.

For any further information please contact Greg Hoffman PSM, Executive Officer, NWQROC at E: [leadershipgroup@wqac.com.au](mailto:leadershipgroup@wqac.com.au) or M: 0418 756 005.

Yours sincerely



CR JACK BAWDEN  
Mayor, Carpentaria Shire Council  
Chair, North West Queensland  
Regional Organisation of Councils



CR TONY RAYNER  
Mayor, Longreach Regional Council  
Chair, Remote Area Planning and  
Development Board



CR SAMANTHA O'TOOLE  
Mayor, Balonne Shire Council  
Chair, South West Queensland  
Regional Organisation of Councils

cc Hon Kristy McBain, Minister for Regional Development, Local Government and Territories

7 August 2024

Hon Bart Mellish MP  
Minister for Transport and Main Roads, and Minister for Digital Services  
GPO Box 2644  
BRISBANE QLD 4001

E: [transportandmainroads@ministerial.qld.gov.au](mailto:transportandmainroads@ministerial.qld.gov.au)

Dear Minister

We write to you on behalf of the communities of Western Queensland about the future of REX Airlines.

Our three (3) bodies, the North West Queensland Regional Organisation of Councils ([NWQROC](#)), the Central West Remote Area Planning and Development Board ([RAPAD](#)) and the South West Queensland Regional Organisation of Councils ([SWQROC](#)), collaborate under the banner of the Western Queensland Alliance of Councils ([WQAC](#)) on matters of common interest.

We represent 24 Councils from the Gulf of Carpentaria in the north to the borders of New South Wales and South Australia in the south. We cover 64 percent of Queensland and, in particular, include 20 of the [communities](#) serviced by REX Airlines in Queensland.

Airline services are critical to the health and wellbeing of our residents and our regional economies. Communities and businesses across Western Queensland are understandably concerned that REX has gone into voluntary administration and the potential far-reaching impacts if the airline is unable to continue its operations.

Last Friday we arranged a virtual meeting with the Administrators for our Mayors, Deputy Mayors, Councillors and CEOs to share our concerns and understand the opportunities for input into the administration process. We are heartened by the positive comments from the Administrators for the continuation of a restructured REX Airlines to service its regional routes.

We have offered our support to the Administrators through unchanged access to our airports and encouragement of our residents to continue flying with REX during the administration period. In this context we earnestly request the Queensland Government to do everything possible within your powers to support the Administrators to ensure REX Airlines successfully comes out of administration and continues to service our communities.

For any further information please contact Greg Hoffman PSM, Executive Officer, NWQROC at E: [leadershipgroup@wqac.com.au](mailto:leadershipgroup@wqac.com.au) or M: 0418 756 005.

Yours sincerely



CR JACK BAWDEN  
Mayor, Carpentaria Shire Council  
Chair, North West Queensland  
Regional Organisation of Councils



CR TONY RAYNER  
Mayor, Longreach Regional Council  
Chair, Central West Remote Area  
Planning and Development Board



CR SAMANTHA O'TOOLE  
Mayor, Balonne Shire Council  
Chair, South West Queensland  
Regional Organisation of Councils