



NOTICE OF MEETING

- Meeting:** General Meeting
- Date:** Wednesday, 20th November 2024
- Location:** **Council Chambers,
Georgetown**
- Commencing:** **9.00am**
- Councillors:** Cr Hughes
Cr Royes
Cr Tincknell
Cr Ryan
Cr Carroll

Agenda Attached

Mark Watt
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 Councilors 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 ADDENDUM REPORTS
12. CONSIDERATION OF GENERAL BUSINESS
13. CONCLUSION

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UNCONFIRMED MINUTES

**GENERAL MEETING OF
ETHERIDGE SHIRE COUNCIL
HELD AT THE SPORTS CENTRE, GEORGETOWN
ON WEDNESDAY, 16TH OCTOBER 2024
COMMENCING AT 9.00AM**

**ETHERIDGE SHIRE COUNCIL
MINUTES OF THE GENERAL MEETING
HELD AT THE SPORTS CENTRE, GEORGETOWN
ON WEDNESDAY, 16TH OCTOBER 2024
COMMENCING AT 9.00AM**

ATTENDANCE

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

OFFICERS PRESENT

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

OPEN GALLERY

Glenda Daly

The following students and staff members from Georgetown State School.

- Liam Fox
- Montana Green
- Bailey Hughes
- Molly Mosch
- Zack Pedersen
- James Terry
- Savannah Mortimer
- Mason Sheahan
- Colton Kernan
- Arwen Riggs
- Mrs Timina LeBrocq
- Mrs Anna Thomas

The Mayor declared the meeting open at 9:12am and welcomed all in attendance.

ACKNOWLEDGEMENT TO COUNTRY

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

PRAYER

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

DECLARATION OF CONFLICTS OF INTEREST

Cr Royes

- Prescribed interest in agenda item #18 - Native Title Determination QUD777/2019 – Gugu Badhun #3
- Declared interest in agenda item #21 – Crushing and Screening of Gravel

Cr Ryan

- Prescribed interest in agenda item #20 - Tender for Sealing Work for Forsayth to Einasleigh Road – ESC 2024-021

APOLOGIES, CONDOLENCES AND CONGRATULATIONS

Condolences:

Council wishes to extend their condolences to the family of Dawn McPherson.
Council wishes to extend their condolences to the family of John Hosie.

Congratulations:

Council wishes to congratulate the following:

- Tye and Ashlyn Ryan of Rockdale Station on the birth of their son, Brantley.
- Wade Jenkins and Sophie Krockenberger on the birth of their daughter, Jordan.
- Sascha Young on receiving College Captain at Blackheath & Thornburgh College.
- Chase Tansey on receiving Boarding Vice Captain & Bacon Bacon (House) Captain at Blackheath & Thornburgh College.
- Sam Cowan on receiving School Captain at All Souls St Gabriels School.
- Jade Cowan on receiving Chad House Captain and Prefect at All Souls St Gabriels School.

Council wishes to congratulate all staff and personnel involved in achieving the Silver Earth Check status.

Apologies:

Nil

CONSIDERATION OF MINUTES

1. General Meeting Minutes – Wednesday 18th September 2024

RESOLUTION

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 18th September be confirmed.

MOVED: Cr. Carroll

SECONDED: Cr. Tincknell

CARRIED
RESOLUTION #24.10.01
5/0

BUSINESS ARISING FROM GENERAL MINUTES

Cr Royes

#24.09.21 – Commencement date of new CEO, Mark Watt.

STANDING ORDERS

Council resolves to suspend standing orders at 9:23am, to engage with Georgetown State School Students.

MOVED: Cr. Royes

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.10.02
5/0

Council resolves to resume standing orders at 10:38am.

MOVED: Cr. Royes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.10.03
5/0

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. Tincknell

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.10.04
5/0

2. Financial Performance as at 30th September 2024

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.

RESOLUTION

That Council receives the financial statements for the period ended 30th September 2024 pursuant, and in accordance with, the Local Government Regulation 2012 (s204).

MOVED: Cr. Carroll

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.10.05
5/0

3. Quarterly 2024/25 Operational Plan Review – First Quarter

EXECUTIVE SUMMARY

In accordance with s174(3) of the Local Government Regulation 2012, tabled for Council's reception is the first quarter (1st July – 30th September 2024) progress report on implementing Council's 2024-2025 Operational Plan.

RESOLUTION

That Council receive the first quarterly progress report on Council's progress toward implementing its 2024/2025 Operational Plan.

MOVED: Cr. Tincknell

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.10.06
5/0

4. Standing Orders and Meeting Procedures Policy – Update

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 July 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. Ryan

SECONDED: Cr. Tincknell

CARRIED
RESOLUTION #24.10.07
5/0

5. Biosecurity Advisory Committee Meeting Minutes Adoption

EXECUTIVE SUMMARY

Council's Biosecurity Advisory Committee held its most recent meeting on 27th September 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 27th September 2024
- resolve to adopt the recommendations provided by the Biosecurity Advisory Committee at the meeting held 27th September 2024

MOVED: Cr. Carroll

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.10.08
5/0

6. Amendment to 2024/25 Fees & Charges

EXECUTIVE SUMMARY

Council determined its 2024/2025 Fees & Charges at the Special Budget Meeting held 28th July 2024. Since then, Council have changed some of its practices which require an amendment to the 2024/2025 Fees and Charges

RESOLUTION

That Council resolve to amend the 2024/2025 Fees & Charges to include:

- Removal of the internet usage charges at the TerrEstrial Centre
- Amend the printing fee at the TerrEstrial Centre to \$0.65/page (flat fee)

MOVED: Cr. Hughes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.10.09
5/0

RESOLUTION

Council resolves to defer the below items to a future meeting:

- Annual fee and subsequent renewal fee for granted applications for Commercial Use of Council Controlled Areas.
- Annual fee and subsequent renewal fee for granted applications for Commercial Use including Roadside Vending.

MOVED: Cr. Royes

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.10.10
5/0

CONSIDERATION OF OPEN SESSION REPORTS

Director of Engineering Services

7. Director of Engineering Services Briefing Report

RESOLUTION

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

MOVED: Cr. Carroll

SECONDED: Cr. Tincknell

CARRIED
RESOLUTION #24.10.11
5/0

ADJOURNMENT

Council adjourned for lunch at 12:21pm

RESUMPTION

Council resumed the meeting at 1:02pm

8. Einasleigh and Mt Surprise Town Maintenance

EXECUTIVE SUMMARY

This report relates to the scope of works and hours required to maintain the Einasleigh and Mount Surprise towns.

RESOLUTION

Council accepts the report and request the Director of Engineering to provide a draft tender document to be presented at the November General Meeting.

MOVED: Cr. Royes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.10.12
5/0

9. Daintree Road Einasleigh

EXECUTIVE SUMMARY

This report relates to the consideration of the request to use the Daintree Road by local people only and install "No through road sign" at the entry of the Daintree Road (Unformed section) in Einasleigh .

RESOLUTION

That Council

1. Accept the request and approves following:

(b) Installation of signs of "No through Road" and "Local traffic only" at intersection of Daintree Street and Einasleigh Forsayth Road.

MOVED: Cr. Ryan

SECONDED: Cr. Hughes

CARRIED
RESOLUTION #24.10.13
5/0

10. Naming the Unnamed Roads in Forsayth

EXECUTIVE SUMMARY

The purpose of this report is to request Council authorise to name the existing unnamed road located to the north side of the lot /plan of 161 MPH41012 and west side of 160MPH4012.

RESOLUTION

That Council resolve to update the road register to the continuation of Eighth Street, Forsayth.

MOVED: Cr. Carroll

SECONDED: Cr. Hughes

CARRIED
RESOLUTION #24.10.14
5/0

CONSIDERATION OF OPEN SESSION REPORTS

Chief Executive Officer

11. Chief Executive Officer Briefing Report

RESOLUTION

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

MOVED: Cr. Hughes

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.10.15
5/0

12. Closure of Shire Offices, Depot Administration, Workshop, Outside Work Crews, Town Crews, Terrestrial Centre and Little Gems Children Centre between Christmas and New Year

EXECUTIVE SUMMARY

Each year council has closed the Shire operations over the Christmas and New Year period to allow staff to enjoy the festive season with family and friends, in appreciation of the dedication to Council throughout the year.

RESOLUTION

That Council:

Endorses the closure of:

1. the Shire and Depot Administration Offices, Terrestrial Centre, Little Gems Childcare Centre, Town Crews and Workshop from Saturday 21st December 2024 to 5th January 2025 with the return to work date being Monday 6th January 2025.

2. the Road and RMPC Crews from Thursday 19th December 2024 to 13th January 2025 with the return to work date being Tuesday 14th January 2025.

Subject to appropriate on call arrangements with senior staff being put into place for emergency matters.

MOVED: Cr. Royes

SECONDED: Cr. Hughes

CARRIED
RESOLUTION #24.10.16
5/0

CONSIDERATION OF OPEN SESSION ADDENDUM

Director Of Corporate Services

13. RADF Committee Flying Minute

EXECUTIVE SUMMARY

Council's Regional Art's Development Fund (RADF) Advisory Committee opened Round 1 of the Community Funds to the amount of \$10000, on the 23rd of September and closed the round on the 7th October 2024. As the Committee could not meet in person prior to the October General Meeting, an e-Poll was conducted to collect member votes.

RESOLUTION

That Council resolve to adopt the recommendations made by the RADF Committee including the following:

- Award \$3000 to The Hat Bar NT for Round 1 of the Community Funding
- Endorse Katie Jones as a RADF Committee member

MOVED: Cr. Tincknell

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.10.17
5/0

14. Draft 2025-2029 Corporate Plan

EXECUTIVE SUMMARY

Council engaged Mead Perry to conduct Council's 2024-2025 Corporate Plan. Mead Perry undertook consultation in the week beginning 7th October with Staff, Council and Communities to discuss the response from the survey results. Mead Perry have drafted a document based on the feedback received and the objectives of the Councillors for endorsement.

RESOLUTION

That Council resolve to:

- Endorse the draft 2024-2029 Etheridge Shire Council Corporate Plan subject to public comment for 30 days, with the final document to be presented to the December 2024 General Meeting.

MOVED: Cr. Royes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.10.18
5/0

CONSIDERATION OF OPEN SESSION ADDENDUM

Director Of Engineering Services

15. Torrlinger Road Extension

EXECUTIVE SUMMARY

This report relates to the extension of the Torrlinger Road as per the request of the resident.

RESOLUTION

That Council resolve to maintain the Torrlinger road network to the homestead.

MOVED: Cr. Hughes

SECONDED: Cr. Tincknell

CARRIED
RESOLUTION #24.10.19
5/0

16. Upgrade of Firth Street, Mt Surprise

EXECUTIVE SUMMARY

This report relates to the upgrade the Firth Street and drainage works near in Mount Surprise.

RESOLUTION

That Council accepts the proposed Firth Street upgrade project and drainage works around the Firth Street in Mount Surprise.

MOVED: Cr. Hughes

SECONDED: Cr. Tincknell

CARRIED
RESOLUTION #24.10.20
5/0

CONSIDERATION OF CLOSED SESSION REPORTS

RESOLUTION

That Council go into closed session at 3:04pm 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 #24.10.21
5/0

CONFLICT OF INTEREST

Cr Royes has a prescribed conflict of interest in agenda item #18 and left the room at 3:10pm and returned at 3:20pm

Renee Bester has a declarable conflict of interest in agenda item #19 and left the meeting at 3:21pm and returned at 3:52pm.

RESOLUTION

Council resolve to come out of closed session at 3:52pm.

MOVED: Cr. Tincknell

SECONDED: Cr. Royes

CARRIED
RESOLUTION #24.10.22
5/0

17. Write Off – Interest on Rates

EXECUTIVE SUMMARY

Council was advised of the following liquidations with regards to mining leases:

1. on 20th November 2023 by the liquidator of assessment 00452-00900-000 that the leases were disclaimed by the liquidator on the 30/06/2023.

2. Council resolved to write off \$156,669.21 at its meeting held 18th September 2024

Council has written off the predetermined amount however, due to system constraints there was a discrepancy between interest accrued and discount not applied which has caused the assessment to have an outstanding balance as at 18th October 2024 including accrued interest.

RESOLUTION

That Council resolve to write off the interest that has accrued on Assessment #00452-00900-000 for the amount of \$1154.67.

MOVED: Cr. Carroll

SECONDED: Cr. Hughes

CARRIED
RESOLUTION #24.10.23
5/0

CONFLICT OF INTEREST

Cr Royes has a prescribed conflict of interest in agenda item #18 and left the room at 3:53pm.

18. Native Title Determination QUD777/2019 – Gugu Badhun #3

EXECUTIVE SUMMARY

Ernest Hoolihan, Harry Gertz, Narda Kennedy, Hazel Ilin and Elsie Thompson on their own behalf and on behalf of the Gugu Badhun #3 filed a native title determination application on 17 December 2019 in the Federal Court (“Application”). The Application covers the local government areas of Etheridge Shire Council and Charters Towers Regional Council. The application is located south of Greenvale west to the Great Dividing Range and east to the Clark River. The Application within Council’s local government area covers the eastern part of Lyndhurst Station (part of Lot 14 on LH 18) and Welcome Downs Station (part of Lot 6 on CD 14). A copy of the register extract is attached at Schedule A.

RESOLUTION

Council resolves as follows:-

1. Council notes the contents of the Report.
2. Council resolves that it accepts the Applicants connection for the purposes of substantive negotiations in reliance of the State conditional acceptance of connection.
3. Council agrees with the tenure analysis provided by the State of Queensland.
4. Council is not aware of any Council infrastructure or other “public works” and agrees to the generic “other interests” clause as detailed in the Report.
5. That the Council delegates to the Mayor and Chief Executive Officer (in consultation with Council) the power to negotiate and agree any further issues identified in the Gugu Badhun #3 Application relating to Council.
6. Subject to 5 above, Council authorises Moray & Agnew Lawyers to sign a s87/s87A agreement on behalf of Council and to consent to a determination of native title.

MOVED: Cr. Hughes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.10.24
4/0

CONFLICT OF INTEREST

Cr Royes returned to the meeting at 3:55pm.

Renee Bester has a declarable conflict of interest in agenda item #19 and left the room at 3:55pm.

19. Application for Commercial Use of Council Controlled Areas

EXECUTIVE SUMMARY

Council has received an application for Commercial Use of Council Controlled Areas for a proposal of cruises on Charleston Dam. Council has investigated this option and implemented appropriate measures (licences, applications and fees) to accommodate such a proposal.

RESOLUTION

That Council resolve to consider the matter once advice is received and a comprehensive policy is developed on the Commercial use of Council Controlled land.

MOVED: Cr. Ryan

SECONDED: Cr. Tincknell

CARRIED
RESOLUTION #24.10.25
5/0

CONFLICT OF INTEREST

Renee Bester returned to the meeting at 3:57pm.

CONSIDERATION OF CLOSED SESSION REPORTS

RESOLUTION

That Council go into closed session at 3:58pm 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. Carroll

SECONDED: Cr. Ryan

CARRIED
RESOLUTION #24.10.26
5/0

CONFLICT OF INTEREST

Cr Royes has a prescribed conflict of interest in agenda item #21 and left the room at 3:59pm and returned at 4:20pm.

ATTENDANCE

Gemma Bethel left the meeting at 4:01pm and returned at 4:05pm.

CONFLICT OF INTEREST

Cr Ryan has a prescribed conflict of interest in agenda item #20 and left the room at 4:20pm.

RESOLUTION

Council resolve to come out of closed session at 4:55pm

MOVED: Cr. Royes

SECONDED: Cr. Carroll

CARRIED
RESOLUTION #24.10.27
4/0

CONFLICT OF INTEREST

Cr Ryan had a prescribed conflict of interest with agenda item #20.

CONSIDERATION OF CLOSED SESSION ADDENDUM

Director Of Engineering Services

20. Tender for Sealing Work for Forsayth to Einasleigh Road – ESC 2024-021

EXECUTIVE SUMMARY

This report relates to the consideration of tenders received for sealing for Forsayth Einasleigh Road from chainage 32.267 km to 37.10 km.

RESOLUTION

Subject to exhausting all other procurement options to seal this road, Council resolves to accept the tender of Stabilised Pavement Australia (SPA) for traffic management, design, supply, seal the two coats of seal on the Forsayth – Einasleigh Road from chainage 32.267 km to 37.10 km to the value of \$ 539,520 (ex GST) .

MOVED: Cr. Royes

SECONDED: Cr. Hughes

**CARRIED
RESOLUTION #24.10.28
3/2**

VOTE

Cr Hughes used his casting vote for the above motion.
Cr Royes and Cr Tincknell requested that their vote be recorded against the above motion.

ATTENDANCE

Cr Carroll left the meeting at 4:58pm and returned at 5pm.

CONFLICT OF INTEREST

Cr Ryan returned to the meeting at 5.03pm.
Cr Royes has a prescribed conflict of interest in agenda item #21 and left the room 5:05pm.

21. Crushing and Screening of Gravel

EXECUTIVE SUMMARY

This report relates to the gravel crushing and screening options.

RESOLUTION

Council acknowledges the work that was put into the tender however are going to explore other options to deliver this service. Council also requests the Director of Engineering to source product comparisons.

MOVED: Cr. Hughes

SECONDED: Cr. Tincknell

**CARRIED
RESOLUTION #24.10.29
4/0**

CONFLICT OF INTEREST

Cr Royes returned to the meeting at 5:11pm.

GENERAL BUSINESS

General Business raised at the October Meeting:

Please note that due to time constraints the below General Business was raised but not discussed.

Cr Royes	Community Resilience Workshop (JCU) a. Council awareness and use of the Community Resilience Profile - Gulf region (produced over 15 years by Prof Allan Dale)
Cr Royes	NWROC Meeting attendance a. NWROC Enabling Infrastructure Plan - presented document (attached) i. https://www.nwqroc.com.au/nwq-enabling-infrastructure-masterplan-2024 b. NWROC Regional Profile - present document (attached) i. https://acrobat.adobe.com/id/urn:aaid:sc:AP:01d15458-d21b-4bd2-8f4a-61f516ece74b c. WQAC Priority Roads Network Report - presented document (attached) i. https://drive.google.com/file/d/1K1gLM68x8UDnh-dE94-EQO7rbXtqFhI8/view ii. WQAC-Priority-Roads-Network-Report-2024.pdf
Cr Royes	FNQROC Meeting attendance a. Kennedy Development Road (Hann Highway) status/lobbying b. Advance Cairns Membership
Cr Royes	LDMG Meeting attendance a. Ensure all Essential services locally are notified of events/activities that may effect their service delivery (Georgetown Clinic - Airport Closure/ Roadhouse Fuel & Food - Road Closures) b. TMR Electronic Road Sign at Forty Mile - update of progress c. Strategy to increase volunteer numbers particularly in Fire/SES

UNCONFIRMED MINUTES – GENERAL MEETING 16TH OCTOBER 2024

Cr Royes	Request Councillor Inspection of Georgetown Town Fence/Walk - to develop strategy/budget to improve both
Cr Royes	Request all Suggestion Box Items to be included in Council Agenda
Cr Royes	Council Housing Report - What we have/ Full capacity/ Current Use/ Future Need
Cr Royes	Develop "Etheridge Shire Regional Profile" Document - to be presented at all Regional/State/Federal Meetings (Similar to NWROC Regional Profile Document)
Cr Royes	Gulf Water Plan Review - Council input
Cr Royes	Process to ensure outcomes of General Business Items are publicly available. (ie: Subsequent Meeting Agenda)
Cr Royes	Further Consultation of the Draft Corporate Plan - Disseminated via the inform and feedback via email.
Cr Royes	Budget: a. Projector/Screen/Teams or Zoom capability for Einasleigh/Mt Surprise/ Forsayth/Georgetown Sports Centre/Community Halls as part of "Learning Centre" development
Cr Carroll	Extending our current Corporate Plan community consultation time frame and opportunities to broaden survey delivery to constituents.

CONCLUSION

There being no further business the Mayor declared the meeting closed at 5:14pm. These minutes will be confirmed by Council at the General Meeting held on Wednesday 11th November 2024.

Cr. Barry Hughes
MAYOR

Business Arising				
#	Resolution	Officer	Action Taken	Progress
16th October 2024 - General Meeting				
24.10.06	That Council receive the first quarterly progress report on Council's progress toward implementing its 2024/2025 Operational Plan.	DCS	Noted. EA to upload to website	Complete
24.10.07	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	Policy register updated.	Complete
24.10.08	That Council: - receive the unconfirmed minutes of the Biosecurity Advisory Committee meeting held 27th September 2024 - resolve to adopt the recommendations provided by the Biosecurity Advisory Committee at the meeting held 27th September 2024	DCS	Noted	Complete
24.10.09	That Council resolve to amend the 2024/2025 Fees & Charges to include - Removal of the internet usage charges at the TerrEstrial Centre - Amend the printing fee at the TerrEstrial Centre to \$0.65/page (flat fee)	DCS	Schedule of Fees and Charges have been updated.	Complete
24.10.10	Council resolves to defer the below items to a future meeting - Annual fee and subsequent renewal fee for granted applications for Commercial Use of Council Controlled Areas. - Annual fee and subsequent renewal fee for granted applications for Commercial Use including Roadside Vending	DCS	Drafted for consideration at November General Meeting	Complete
24.10.12	Council accepts the report and request the Director of Engineering to provide a draft tender document to be presented at the November General Meeting.	DES	Noted	Complete
24.10.13	That Council 1. Accept the request and approves following: (b) Installation of signs of "No through Road" and "Local traffic only" at intersection of Daintree Street and Einasleigh Forsayth Road.	DES	Signs have been ordered.	Complete
24.10.14	That Council resolve to update the road register to the continuation of Eighth Street, Forsayth.	DES	Part of Road Register review.	Complete
24.10.16	That Council: Endorses the closure of: 1. the Shire and Depot Administration Offices, Terrestrial Centre, Little Gems Childcare Centre, Town Crews and Workshop from Saturday 21st December 2024 to 5th January 2025 with the return to work date being Monday 6th January 2025. 2. the Road and RMPC Crews from Thursday 19th December 2024 to 13th January 2025 with the return to work date being Tuesday 14th January 2025. Subject to appropriate on call arrangements with senior staff being put into place for emergency matters.	DCS	Closure advertised and notice to employees sent	Complete
24.10.17	That Council resolve to adopt the recommendations made by the RADF Committee including the following: - Award \$3000 to The Hat Bar NT for Round 1 of the Community Funding - Endorse Katie Jones as a RADF Committee member	DCS	Noted and applicants advised	Complete
24.10.18	That Council resolve to: - Endorse the draft 2024-2029 Etheridge Shire Council Corporate Plan subject to public comment for 30 days, with the final document to be presented to the December 2024 General Meeting.	DCS	Noted and draft plan advertised.	In progress
24.10.19	That Council resolve to maintain the Torringer road network to the homestead.	DES	Noted and road register to be amended	Complete
24.10.20	That Council accepts the proposed Firth Street upgrade project and drainage works around the Firth Street in Mount Surprise.	DES	Noted and the existing road will be kept as it is and flood way will be constructed instead of the pipe culvert.	Complete
24.10.23	That Council resolve to write off the interest that has accrued on Assessment #00452-00900-000 for the amount of \$1154.67.	DCS	Written off in Rates Manager 17/10/2024 for \$1154.28.	Complete
24.10.24	Council resolves as follows: 1. Council notes the contents of the Report. 2. Council resolves that it accepts the Applicants connection for the purposes of substantive negotiations in reliance of the State conditional acceptance of connection. 3. Council agrees with the tenure analysis provided by the State of Queensland. 4. Council is not aware of any Council infrastructure or other "public works" and agrees to the generic "other interests" clause as detailed in the Report. 5. That the Council delegates to the Mayor and Chief Executive Officer (in consultation with Council) the power to negotiate and agree any further issues identified in the Gugu Badhun #3 Application relating to Council. 6. Subject to 5 above, Council authorises Moray & Agnew Lawyers to sign a s87/s87A agreement on behalf of Council and to consent to a determination of native title.	CEO		Complete
24.10.25	That Council resolve to consider the matter once advice is received and a comprehensive policy is developed on the Commercial use of Council Controlled land.	DCS	Policy drafted for November General Meeting	Complete

24.10.28	Subject to exhausting all other procurement options to seal this road, Council resolves to accept the tender of Stabilised Pavement Australia (SPA) for traffic management, design, supply, seal the two coats of seal on the Forsayth – Einasleigh Road from chainage 32.267 km to 37.10 km to the value of \$ 539,520 (ex GST) .	DES	New quotes received and road project to be sealed. The contract has been awarded to SPA .	Complete
24.10.29	Council acknowledges the work that was put into the tender however are going to explore other options to deliver this service. Council also requests the Director of Engineering to source product comparisons.	DES	Pending further information.Received additional one quotation from SMA	Complete
18th September 2024 - General Meeting				
24.09.07	Council resolves to defer the matter until after further Community Consultation is undertaken.	DES	This will be confirmed at the Community Consult meeting in Forsayth scheduled for December.	In progress
Outstanding Business				
14th August 2024 - General Meeting				
24.08.07	That Council resolve to defer the matter of the Drug and Alcohol Policy (A012) to a future meeting/workshop.	WHSA	The matter will be revisited upon the WHS officer returning from leave in September	In progress
24.08.18	That Council resolve to tender out the Town Maintenance Contracts for Mt Surprise and/or Einasleigh providing the tender document includes but is not limited to, a works program and comprehensive reporting tool.	DES	Reports regarding the specification and hours required will be discussed in the October meeting. Report will be presented in the Nov Council meeting .	Complete
21st February 2024				
24.02.16	That Council receive the report on the Georgetown Student Hostel and instruct the CEO to present a report to strategically address issues to the next Council Meeting.	DCS	Process is currently being reviewed in alignment with the present contract held with the Hostel contractors	In progress
15th November 2023				
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	Subject to ownership of the land. Once ownership of land has been settled (early 2025), quotes will be sought for perimeter fence and presented for budget or budget review consideration.	In progress
16th August 2023				
23.08.12	That Council receive Ms Taylor's Mt Surprise Land Use Survey Report, and adopt the following recommendations made therein, specifically: - 1.The recommendations for Category 1, Category 2, Category 3, Category 4, Category 5, Category 6 and Category 7, outlined in the report, where appropriate; and 2.Council make enquiries with the State government in relation to Lot 11 SP252513, area 3.58 hectares, Reserve for Township and Trucking with Council as Trustee, to determine if the Occupation Lease (352OL454) can be cancelled and the lot transferred to Council as freehold land, to facilitate future development opportunities afforded by the Industrial Precinct designation of the lot, which was supported by the State, when preparing the 2020 Planning Scheme for the Shire.	DCS	Referred to consulting Town Planner for action. Matter has been referred back to Council for further consideration of implementation.	In progress



DIRECTOR OF CORPORATE SERVICES – BRIEFING REPORT

GENERAL MEETING: November 2024

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

Councillors,

I present my report for the period of: October 2024

Audit Update

Internal Audit - Council's Executive Management Team are in the process of providing responses to Pacifica for the draft report for Tender Evaluation & Contract Management Review.

External Audit – Council's Financial Statements were approved by QAO and returned to us on 31st October 2024. A great improvement on the quality and timeliness of information provided. There are a number of deficiencies (mostly carried over) that Council will work through over the coming months.

Audit Committee – The next Audit Committee meeting will be scheduled for late November/December 2024 to go over the 2025 Work Plan, Internal & External Audit Plans, actions and some policy changes.

Access to Easement-Road Openings - Ewamian People

The road easement survey has been completed and required documents filed with Moray & Agnew to further progress this matter. No further update since October.

Council Facility Keyless Entry System

Council has appointed Natashka to be the team project lead and she will be setting up the website and will oversee training and general running of the Key system. She is starting this process so that when the technical side of Space to Co is finalised that the website will be ready to go live at the same time. Once SpaceToCo has finalised this (3-5wks), Abinash Narain (Abi) from NQ Video Surveillance will then plan a trip out to finalise the setting up the on-ground technology and we are then live to go. Abi will just have to finalise a few things at the Terrestrial and replace the current pool open mechanisms and some minor maintenance at the Sports Centre.

Independent Living Facility - Housing Infrastructure Grant

Preston Law is currently in the process of drafting tenancy guidelines, agreements and policies.

Casey's Rest Upgrade Project

This project was to comprise of the following funding:

Funding Provider	Amount	Status
North West Minerals Province	\$100,000	Approved
Queensland Police Service	\$18,712	\$1000 secured
Etheridge Shire Council	\$18,713	

The grant application through North West Minerals Province has been approved enabling works to begin. Bill Stanley (QPS) is still hopeful of a positive outcome for the additional contribution that Council is seeking from Police Charity and Qld Police Union.

Student Hostel

Hostel contract negotiation has concluded, and a draft Contract is included within November's Agenda for Council's consideration.

Commercial Lease Negotiations – Savannah House

Council have begun negotiations with the current tenant and will provide further updates as this situation progresses.

Sustainable Destinations Project

Council has successfully been awarded their Silver Certification as of 23rd September 2024. This will be communicated to the community once media releases are approved by both EarthCheck and Department of Tourism and Sport.

Purchase of Lot 4 on CD35 (Lynd Medical Centre)

Council have addressed all obligations including final payment by 2nd October 2024 and are awaiting confirmation from Department of Resources of finalisation.

Governance Review

Council engaged the Governance Advisory Service offered through a partnership between LGMA and the Department to assist LGA's through auditory means to ensure they are meeting their legislative requirements while operating within best practice guidelines. Council has undergone two site visits in 2024 with Policy Review progress well underway.

Arts & Cultural Strategic Plan

Council have engaged Lesley Buckley to assist in the development of the Shires' Strategic Plan. Lesley has used both the Community consultation survey and corporate plan survey results to form the draft document. Future actions include draft strategic plan, complete design, community comment and council endorsement. The draft document is due to be supplied to Council by end of November 2024, ready for design to be completed. This project is scheduled for endorsement in early 2025.

Events & Commitments

DATE	ORGANISATION	TOPIC
15/10/2024	ESC	EMT Meeting
16/10/2024	ESC	October General Meeting
17/10/2024	ESC	EMT Meeting
23/10/2024	EarthCheck	Etheridge EarthCheck Certification
28/10/2024	ESC	Audit Committee Meeting
5/11/2024	ESC	Budget Review
6/11/2024	Allan Parker OAM	Brain Reset Tour
13/11/2024	ESC	Einasleigh Community Connect
15/11/2024	ESC	Biosecurity Advisory Committee Meeting

Thankyou kindly,
Renee Bester
Director of Corporate Services

ETHERIDGE SHIRE COUNCIL



General Meeting **20th November 2024**

Subject	Financial performance as at 31 October 2024
Classification	Open
Author	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 October 2024 pursuant to, 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 to the last day of the month of the reporting period as possible.

POLICY IMPLICATIONS

Advice if called.

CONSULTATION

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

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

RISK ASSESSMENT

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

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5

A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Laurie Hawker

Date: 05/11/2024

Report Authorised By:

Mark Watt, Chief Executive Officer

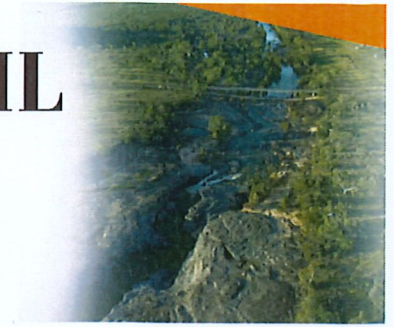
Date: 05/11/2024

ATTACHMENTS

Include attachments such as:

- Financial Report as at 31 October 2024

ETHERIDGE SHIRE COUNCIL



Etheridge Shire Council

Financial Report

**General Meeting of
Council
20th November 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 Vs 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:=

Revenue

Total revenue of \$ 31.2M. to 31-Oct-2024 representing 55% of total budget of \$ 56.9 M.

These statements are for 4 months of the financial year and generally would represent 33 % of the overall budget.

The Recurrent revenue is \$29.262M which is due to the receipt of the 23M Grants Revenue including \$16M Flood Damage grants and \$7.2M of FAGS grants.

Expenditure

Total expenditure of \$20.637M for the period represents 43% of total budgeted expenditure of \$47.938 M.

Expenditure to date for flood damage is \$15.663M, \$6.3M for October.

Expenditure on DTMR works totals \$1.5M Year to Date.

Surplus / Deficit

The Surplus Net Operating result is \$10.551M reflecting strong early positive cash flows.

2 CASH POSITION

2024/2025

Oct-24

CASH AT BANK			
	Operating Account		233,376
SHORT TERM INVESTMENTS			
	QTC Cash Fund		14,739,233
	Total		\$ 14,972,609
<p>The following items should be backed by cash and investments, plus any increases in the surplus of Debtors over Creditors.</p>			
	Cash backed Current Liabilities (AL,LSL,SL,RDO)	-	914,302
	Restricted cash - grants received not yet spent less grants receivable	-	420,000
			-\$ 1,334,302
<p>Balance of estimated rates/other debtors - estimated creditors:</p>			
	(1,139,596 - 1,266,349)		-\$ 126,753
Plus cash surplus	\$ 14,972,609	- \$ 1,334,302	\$ 13,638,306
Working Capital		Total	\$ 13,511,553

3. Monthly Cash Flow Estimate For Month of October 2024

Receipts \$ 000's		Expenditure \$ 000's	
Rates	30,000	Payroll	560,000
Fees and Charges Billings	30,000	Operating and Contractor Payables	10,000,000
Own Roads Program Recoveries	0	PAYG-W; GST	140,000
Main Roads Invoiced Recoveries	621,247	Loan Payments	0
Grants Expected	88,000	Capital Acq	0
Flood Damage NDRRA	8,000,000	Other	0
GST			
	8,769,247		10,700,000

Cash is therefore expected to decrease by approximately \$ 1,920,000 during the next period

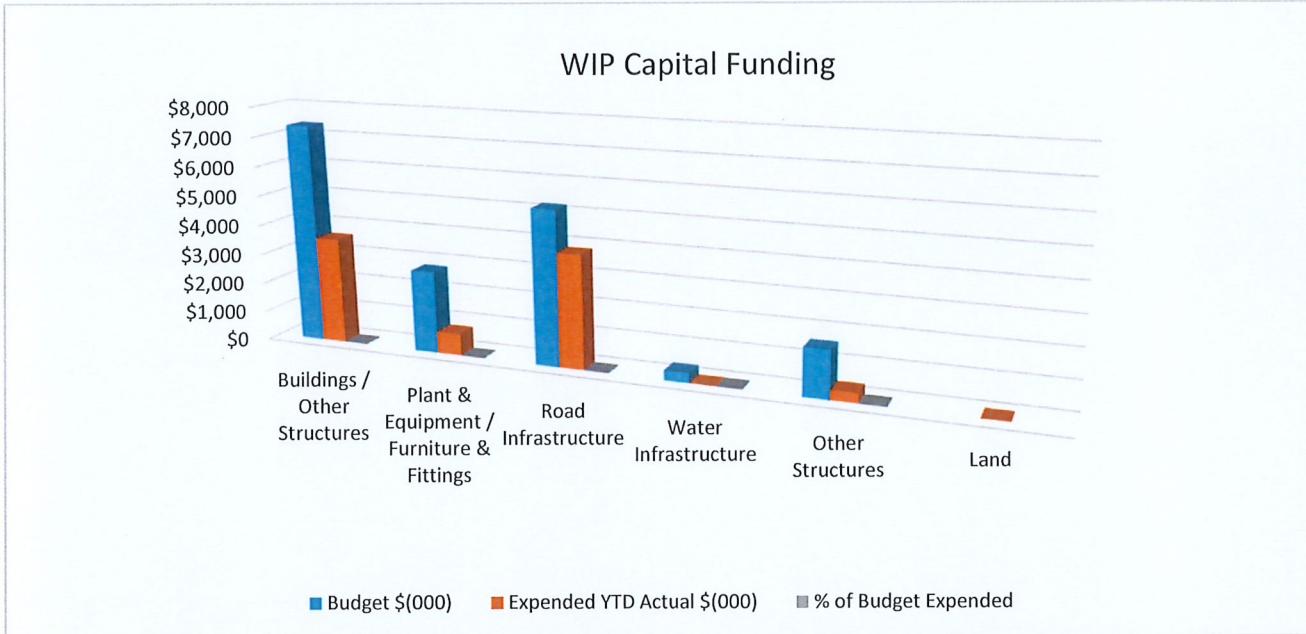
Etheridge Shire Council**4. Comparative Data for****Oct-24**

	2024-25	2023-24	2022-23	2021-22
Cash Position	14,972,609	10,588,038	22,220,513	14,083,783
Working Capital	13,516,969	15,658,614	8,687,201	7,138,060
Rate Arrears	288,079	170,021	53,529	453,627
Outstanding Debtors	851,516	1,157,754	1,001,616	546,787
Current Creditors	1,134,046	0	1,136,657	220,507
Current Loan Payable	81,407	19,961	41,500	62,565

Etheridge Shire Council

5. Capital Funding

Oct-24

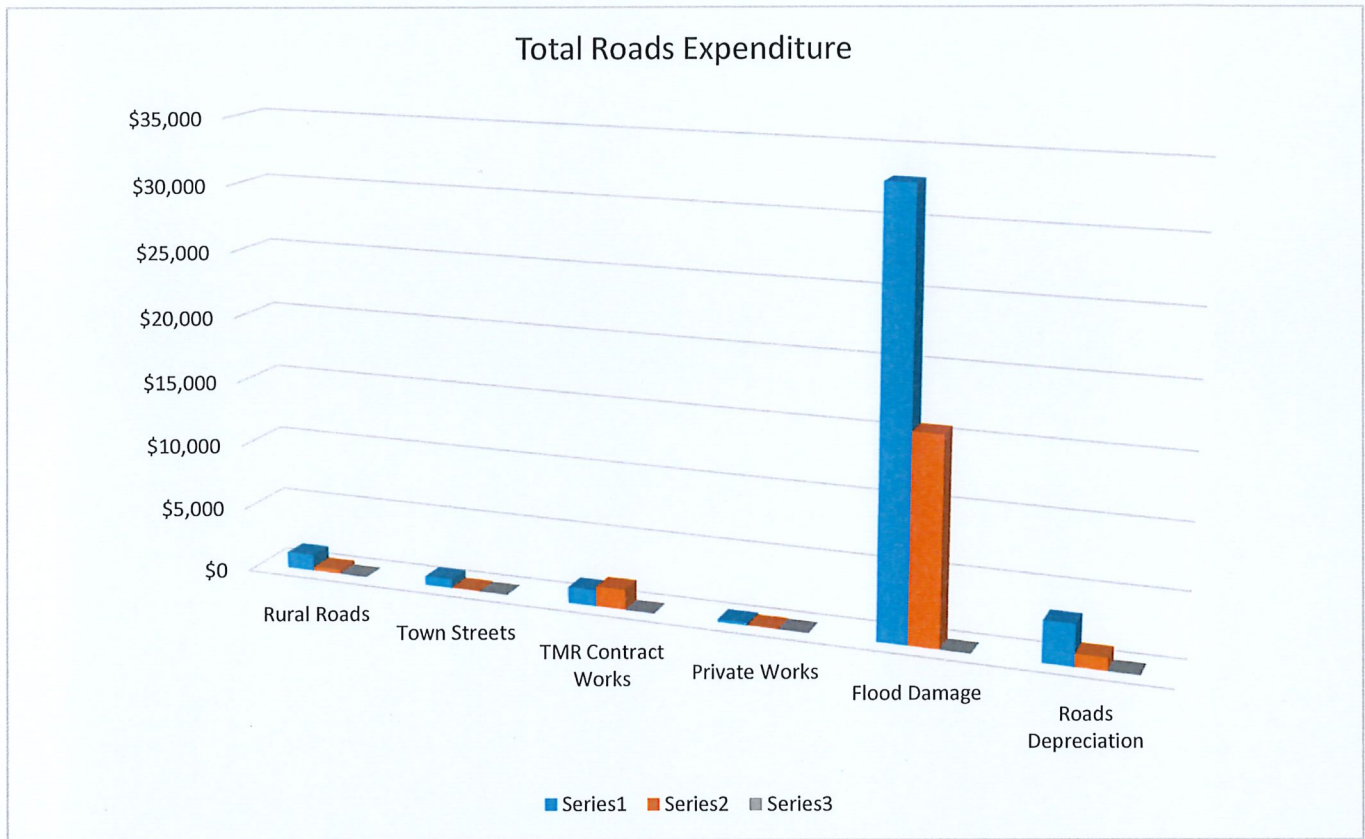


		Budget \$(000)	Expended YTD Actual \$(000)	% of Budget Expended
	Total Capital Funding	\$17,225	\$8,452	49.07%
1	Buildings / Other Structures	\$7,374	\$3,576	48.49%
2	Plant & Equipment / Furniture & Fittings	\$2,761	\$727	26.33%
3	Road Infrastructure	\$5,194	\$3,807	73.30%
4	Water Infrastructure	\$313	\$3	0.96%
5	Other Structures	\$1,583	\$325	20.53%
6	Land		\$14	

Etheridge Shire Council

5. Road Works Expenditure

Oct-24



		Budget \$ 000's	Expended YTD Actual \$ 000's	% of Budget Expended \$ 000's
	Total Road Expenditure	\$39,269	\$18,526	47%
1	Rural Roads	\$1,225	\$297	24%
2	Town Streets	\$655	\$46	7%
3	TMR Contract Works	\$1,219	\$1,532	126%
4	Private Works	\$180	\$28	16%
5	Flood Damage	\$32,879	\$15,664	48%
6	Roads Depreciation	\$3,112	\$959	31%

Funding Amount	Funding	To be Completed date	WIP - October 2024	Completion	PREVIOUS YEARS (Opening balance)	YEAR TO DATE (ACTUALS)	TOTAL EXPENDITURE (ACTUALS)	Closing Balance (post capitalisation)	BUDGET	Consecutive Number
			0400-4150-0000 Work in Progress - Land & Land Improvements							
	ESC		3255-4500-0000 Land purchase - Purchase of Lynd medical centre land & surveying costs		16,034.42	13,571.42	29,605.84	29,605.84		
					16,034.42	13,571.42	29,605.84	29,605.84	-	
			0400-4250-0000 Work in Progress - Buildings							
			3080-4501-0000 Aged Care Facilities -Advisory		86,798.12		86,798.12	86,798.12		
2,000,000.00	FNQRP		3610-4501-0001 FNQRP (24-25) - Cap Imp - Coordination Centre (Gtown)			4,518.00	4,518.00	4,518.00	200,000.00	9
2,000,000.00	FNQRP		3610-4501-0002 FNQRP (24-25) - Cap Imp - Housing Project							
			3270-4500-0000 Cap Imp - Shire Office - Admin office parking area							
3,100,000.00	Loan + ESC		3280-4504-0000 Staff housing - SHP (Staff Housing Project)		50,655.70	1,743,325.99	1,793,981.69	1,793,981.69	3,069,304.00	13
3,100,000.00	Loan + ESC		3280-4505-0000 Staff housing - ILF (Independent Living Facility)		1,119,497.87	1,562,072.85	2,681,570.72	2,681,570.72	2,616,643.00	12
	ESC		3295-4500-0000 Demountable office - Relocation	Y	3,251.19		3,251.19	3,251.19		
	ESC		3350-4502-0003 Depot - Cap improvements - Septic installation	Y	9,136.40		9,136.40	9,136.40		
400,000.00	W4Q	Jun-24	3411-4500-0001 W4Q Capital Works (21/24) - Georgetown - Streetscaping (roads)	Y	366,670.20		366,670.20	366,670.20		
270,000.00	W4Q	Jun-24	3411-4500-0002 W4Q Capital Works (21/24) - Georgetown Sports Centre	Y	114,393.31	558.13	114,951.44	114,951.44		
140,000.00	W4Q	Jun-24	3411-4500-0003 W4Q Capital Works (21/24) - Einasleigh - Drainage improvement (roads)	Y	213,312.55	8,157.50	221,470.05	221,470.05		
100,000.00	W4Q	Jun-24	3411-4500-0004 W4Q Capital Works (21/24) - Fors/Gtown - Water Telemetry	Y						
100,000.00	W4Q	Jun-24	3411-4500-0005 W4Q Capital Works (21/24) - Rural Addressing	Y	39,603.45	75,282.87	114,886.32	114,886.32		
40,000.00	W4Q	Jun-24	3411-4500-0006 W4Q Capital Works (21/24) - Forsavth Cemetery Fencing	Y						
1,580,000.00	(W4Q4)	Jun-27	3412-4500-0001 W4Q Capital Works (24/25) - Multi-Purpose Centre Mt Surprise			4,518.00	4,518.00	4,518.00	120,000.00	8
	LRCI3	Jun-24	3620-4500-0001 LRCI Phase 3 - Forsavth Transfer Station	Y	569,004.97	84,355.37	653,360.34	653,360.34	75,000.00	6
	LRCI3	Jun-24	3620-4500-0002 LRCI Phase 3 - Gtown Sports center (Parking & drainage) (2- See Land)	Y	45,452.61		45,452.61	45,452.61		
	LRCI3	Jun-24	3620-4500-0003 LRCI Phase 3 - Reseals 2	Y	428,053.23		428,053.23	428,053.23		
	LRCI3	Jun-24	3620-4500-0004 LRCI Phase 3 - Industrial estate	Y	6,024.00	3,451.25	9,475.25	9,475.25	222,888.00	5
	LRCI3	Jun-24	3620-4500-0005 LRCI Phase 3 - Storm water drainage - Forsavth	Y	252,644.99		252,644.99	252,644.99		
	LRCI3	Jun-24	3620-4500-0006 LRCI Phase 3 - Reseal Baroota Street Einaslei	Y						
	LRCI3	Jun-24	3620-4500-0007 LRCI Phase 3 - Reseal Terrestrial carpark	Y	9,036.95		9,036.95	9,036.95		
	ESC	Jun-25	4011-4501-0000 Gtown Streets Cap Imp - Georgetown Streetscaping & chairs			3,868.24	3,868.24	3,868.24	20,000.00	10
	ESC	Jun-25	4013-4500-0000 Einasleigh Cap Imp - Streets - Gorge picnic area						50,000.00	11
	ESC	Jun-25	5030-4500-0001 Cap Imp - Upgrade Eins Common Stock Yrds (other structures)		112,975.54		112,975.54	112,975.54		
	ESC	Jun-25	5151-4505-0000 Cap Imp - Mt Surprise Bike Park - Stage 2							
	TED	Jun-26	6010-4500-0000 Cap Imp Terrestrial - TED - Terrestrial Up Build Extension						1,000,000.00	7
	ESC	Jun-24	6010-4503-0001 Cap Imp Terrestrial - Ducted airconditioning replacement	Y	34,305.68		34,305.68	34,305.68		
	DOE	Jun-25	6030-4501-0000 Hostel Cap Imp - Re-roof, drainage & flooring			86,143.20	86,143.20	86,143.20		
					3,460,816.76	3,576,231.40	7,037,048.16	7,037,048.16	7,373,835.00	
			0400-4350-0000 Work in Progress - Other Structures							
450,000.00	RAUP	Jun-25	3620-4506-0001 RAUP- Airstrip Einasleigh & Mt Surprise - Fencing			9,484.90	9,484.90	9,484.90	900,000.00	14
	ESC		4011-4502-0000 Cap Imp - Gtown - Town Fence			27,646.52	27,646.52	27,646.52		
	ESC	Jun-24	4140-4506-0001 Cap Imp Depot - Self bunded Ad blue tank	Y	21,535.41	3,286.09	24,821.50	24,821.50		
	ESC		4500-4512-0000 Cap Imp - Charleston Dam & other fencing						20,000.00	19
120,000.00	NWMP Round 2		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
			5151-4501-0000 Griffith Uni Project - Totem structures & boundary signs		448,134.28	18,081.40	466,215.68	466,215.68		
	ESC		5151-4502-0001 Cap Imp - All Towns - Electronic Community Notice Boards (SMS)						80,000.00	15
600,000.00	HVSPP	Jun-25	5151-4504-0000 Cap Works - Wash down facility		200,368.91	208,687.48	409,056.39	409,056.39	450,000.00	2

45,000.00	PTII	Jun-25	5151-4507-0000	Cap Works - PTII Mt Surprise Bus Stop	15,994.72	57,911.62	73,906.34	73,906.34		
45,000.00	ESC	Jun-25								
	ESC		5152-4500-0001	Cap Imp - Forsavth - Seating					25,000.00	17
	ESC		5152-4500-0002	Cap Imp - Forsavth - Signage						
	ESC		5152-4500-0003	Cap Imp - Forsavth - Fitness Equipment					20,000.00	18
	ESC		5152-4500-0004	Cap Imp - Forsavth - Learning Hub						
	ESC		5154-4500-0001	Cap Imp - Mt Surprise - Learning Hub						
	ESC		5163-4500-0001	Cap Imp - Cemeteries - Improvements					30,000.00	16
	ESC		6010-4502-0001	Cap Imp Terrestrial - Security upgrade	36,807.48		36,807.48	36,807.48		
					788,058.94	325,098.01	1,113,156.95	1,113,156.95	1,583,440.00	
			0400-4450-00000	Work in Progress - Fleet Plant & Equipment						
	ESC		4150-4500-2625	Fuso Shogun 8 Wheeler - Tipper					362,000.00	
	ESC		4150-4500-2630	Fuso Shogun 8 Wheeler - Truck		327,021.39	327,021.39	327,021.39	362,000.00	22
	ESC		4150-4500-2635	Fuso Shogun 8 Wheeler - Truck		328,329.48	328,329.48	328,329.48	362,000.00	
	ESC		new number req.	Caravan compass GIS 21 ft					100,000.00	
	ESC		new number req.	Caravan roadster vacationer					100,000.00	
	ESC		new number req.	Caravan Industrial 2 Man					100,000.00	21
	ESC		new number req.	Caravan Traymark industrial					100,000.00	
	ESC		new number req.	Caravan Traymark industrial					100,000.00	
	ESC		new numbers req.	24-25 replacements (remaining)					1,048,689.60	20
	ESC		4150-4500-3165	Mower		7,701.48	7,701.48	7,701.48	7,701.48	20
	ESC		4150-4500-2650	Fuso FV51 Hooklift		118,608.92	118,608.92	118,608.92	118,608.92	20
				Plant Sales		- 54,545.45	- 54,545.45	- 54,545.45	-	
					\$0.00	\$727,115.82	\$727,115.82	\$727,115.82	\$2,761,000.00	
			0400-4550-0000	Work in Progress - Furniture & Other Equipment		\$0.00			-	
			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	-	
			0400-4650-0000	Work in Progress - Roads Infrastructure						
500,000.00	FNQRP		3610-4502-0001	FNQRP 24-25 - Gilbert River Bridge upgrade					500,000.00	27
79,698.00	LRCI 4 A	Jun-25	3620-4505-0002	LRCI Phase 4 - Recon & Seal Oak Park Road					79,698.00	24
42,100.00	LRCI 4 B	Jun-25	3620-4505-0003	LRCI Phase 4 - Design and reseal for Hayman					240,100.00	24 & 28
145,854.00	LRCI 4 B	Jun-25	3620-4505-0004	LRCI Phase 4 - Einas Forsavth Rd Ch 9480-18960					145,854.00	24
7,900.00	LRCI 4 B	Jun-25	3620-4505-0005	LRCI Phase 4 - Cleaning Road Grids		7,542.50	7,542.50	7,542.50	7,900.00	24
100,000.00	LRCI 4 A	Jun-25	3620-4505-0006	LRCI Phase 4 - Install hip roof MultiPurp Cen					100,000.00	24
162,000.00	LRCI 4 B	Jun-25	3620-4505-0007	LRCI Phase 4 - Design & Reseal Undara Road					162,000.00	24
-	LRCI 4 A	Jun-25	3620-4505-0008	LRCI Phase 4 - Remove the vegetation in the Etheridge River in Georgetown					50,000.00	24
50,000.00	LRCI 4 A	Jun-25	3620-4505-0009	LRCI Phase 4 - Replacement of Media filter in Water Treatment Plant					50,000.00	24
98,556.00	LRCI 4 A	Jun-25	3620-4505-0010	LRCI Phase 4 - Recon & Seal Water Treatment Access Road					98,556.00	24
80,000.00	LRCI 4 A	Jun-25	3620-4505-0011	LRCI Phase 4 - Supply and installation of waste transfer bins					80,000.00	24
75,000.00	LRCI 4 A	Jun-25	3620-4505-0012	LRCI Phase 4 - Replacement of 4 x 1650 mm diameter reinforced concrete pipe-Kidston_road @ ch 25.850 km		3,714.80	3,714.80	3,714.80	75,000.00	24
70,000.00	LRCI 4 A	Jun-25	3620-4505-0013	LRCI Phase 4 - Replacement of 4 x 1200 mm diameter reinforced concrete pipe @ ch 26.175 km		7,429.60	7,429.60	7,429.60	70,000.00	24
66,000.00	LRCI 4 A	Jun-25	3620-4505-0014	LRCI Phase 4 - Replacement of 4 x 1050 mm diameter reinforced concrete pipe @ ch 26.398 km					66,000.00	24
169,000.00	LRCI 4 A	Jun-25	3620-4505-0015	LRCI Phase 4 - Construction of box culvert and concrete floodway at Granite					169,000.00	24
50,000.00	LRCI 4 A	Jun-25	3620-4505-0016	LRCI Phase 4 - Dust pads Einasleith					169,000.00	24
90,000.00	RTR	Jun-25	4011-4500-0000	Cap Works - Hayman Street Drainage	3,413.60	900.00	4,313.60	4,313.60		
			4011-4503-0000	Cap Imp - Crampton Road intersection		6,526.00	6,526.00	6,526.00		
50,000.00	RTR	Jun-25	4012-4500-0000	Resealing work in First street 22/23 survey/design & construction	10,332.92		10,332.92	10,332.92		
8,500.00	RTR	Jun-25	4012-4501-0000	Cap Imp - Cleaning Road Grids						
	ESC		4013-4501-0001	Cap Imp - Etheridge River - Remove vegetation		44,864.65	44,864.65	44,864.65	50,000.00	26
40,000.00	RTR	Jun-25	4014-4500-0001	Mt Surprise Cap Ex - Drainage O'Briens Creek		41,128.92	41,128.92	41,128.92		
30,000.00	RTR	Jun-25	4014-4500-0002	Mt Surprise Cap Ex - Drainage Atkinson St						
40,000.00	RTR	Jul-25	4014-4500-0003	Mt Surprise Cap Ex - Drainage Garnet St						
22,000.00	RTR	Aug-25	4014-4500-0004	Mt Surprise Cap Ex - Drainage Un-Named Rd						
30,000.00	RTR	Sep-25	4014-4500-0005	Mt Surprise Cap Ex - Drainage GDR 0-0.330						
50,000.00	RTR	Oct-25	4014-4500-0006	Mt Surprise Cap Ex - Drainage GDR 0-0.610						
40,000.00	RTR	Nov-25	4014-4500-0007	Mt Surprise Cap Ex - Drainage GDR 0-0.5 West						

			4020-4500-0000	Capital Imp - Sealed Services - Forsayth - Einasleigh Rd Reseal		437,049.58	370,262.88	807,312.46	807,312.46		
874,719.00	TIDS	Jun-24	4020-4530-0000	Capital Imp - Forsayth Einasleigh 23-24 - Survey & design (TIDS)-27.767 KM - 32.267 KM	Y	3,167,100.37	1,118,091.58	4,285,191.95	4,285,191.95	1,269,422.00	23
854,461.00	TIDS	Jun-25	4020-4535-0000	Capital Imp - Forsayth Einasleigh 24-25 - Survey & design (TIDS) - 32.267 k - 37.10 km			896,488.10	896,488.10	896,488.10		
-	RTR	Jun-25	4020-4535-0000	Capital Imp - Forsayth Einasleigh 24-25 - Survey & design (TIDS) - 32.267 k - 37.10 km		-					
170,643.58	Council and W4Q	Jun-24	4020-4540-0000	Forsayth-Eins cap works - sign replacement	Y	170,643.58		170,643.58	170,643.58		
				new number req.						40,000.00	32
40,000.00	RTR	Jun-25	4020-4550-0000	Further Signage TBC			5,672.60	5,672.60	5,672.60		
	RTR	Jun-24	4020-4560-0000	Road realignments (Percy vale Road)				7,890.61	7,890.61	1,335,063.00	25
515,000.00	RTR	Jun-24	4020-4565-0000	Eins-For Rd Ch 32.57-33.27 R2R	Y	7,890.61					
-	RTR	Jun-24	4020-4565-0000	Forsayth-Eins Rd Ch 34.667 KM - 36.267 KM- Reconstruction							
	RTR	Jun-24	4020-4570-0000	Big Joe Bridge Einasleigh R2R - Asphalt work	Y	3,457.78	433.18	3,890.96	3,890.96		
800,000.00	BRP					44,269.63	1,057,777.57	1,102,047.20	1,102,047.20	60,000.00	29
200,000.00	ESC	Jun-25	4040-4500-0000	Cap Imp - Queenslander Creek upgrade							
			4060-4500-0000	Cap Imp - Floodways							
	RTR	Jun-24	4060-4500-0001	Kidston Road R2R	Y	106,373.80	19,164.08	125,537.88	125,537.88		
	RTR	Jun-24	4060-4500-0002	Acate Creek Road R2R	Y	191,784.35	12,550.00	204,334.35	204,334.35		
	RTR	Jun-24	4060-4500-0003	Oakleigh Station Road R2R	Y	3,012.00		3,012.00	3,012.00		
-	RTR	Jun-25	4060-4500-0010	Replacement of 4 nos - 375 mm diameter Pipe culvert in Dulthara road at chainage 38.152 km		4,572.17		4,572.17	4,572.17		
-	RTR	Jun-25	4060-4500-0011	Replacement of 4 nos - 375 mm diameter Pipe culvert in Dulthara road at chainage 45.1 km		4,512.07		4,512.07	4,512.07		
	RTR	Jun-24	4060-4500-0012	Gilberton Rd at Ch 51.094	Y			-	-		
	RTR	Jun-24	4060-4500-0013	Gilberton Rd (Kidston) at Ch 26545	Y			-	-		
-	RTR	Jun-25	4060-4500-0014	Replacement of 4 nos - 450 mm diameter Pipe culvert in North head road at chainage 21.10 km		2,587.32		2,587.32	2,587.32		
-	RTR	Jun-25	4060-4500-0015	Replacement of 4 nos - 450 mm diameter Pipe culvert in Vanlee road at chainage 9.46 km		1,260.60		1,260.60	1,260.60		
	RTR	Jun-24	4060-4500-0016	Carpentaria Downs Station Rd	Y	14,890.58		14,890.58	14,890.58		
	RTR	Jun-24	4060-4500-0017	Coniuboy Road	Y	17,255.25		17,255.25	17,255.25		
16,500.00	RTR	Jun-25	4060-4500-0018	Replacement of 4 nos - 450 mm diameter Pipe culvert in Gilberton road at chainage 51.80 km				-	-		
			4060-4501-0000	Cap Imp - Floodways	Y	161,298.14		161,298.14	161,298.14		
			4060-4502-0000	Cap Imp - Culvert Replacement						66,750.00	30
-	RTR	Jun-25	4060-4503-0000	Cap Imp - Floodways (Granite Creek)			8,383.40	8,383.40	8,383.40		
6,424.00	RTR	Jun-25	4061-4504-0000	Re seals - Georgetown		195,454.65		195,454.65	195,454.65	459,000.00	31
8,887.00	RTR	Jun-25	4061-4504-0008	Re sealing work in Hayman Street			6,423.90	6,423.90	6,423.90		
19,261.00	RTR	Jun-25	4061-4504-0009	Re sealing work in Colin Street			8,885.49	8,885.49	8,885.49		
38,377.00	RTR	Jun-25	4061-4504-0010	Re sealing work in Cumberland Street			19,260.90	19,260.90	19,260.90		
	RTR	Jun-25	4061-4504-0011	Re sealing work in Crampton Road			38,376.51	38,376.51	38,376.51		
			4063-4500-0001	Re seals - Mt Surprise - Cox Lane	Y	12,802.19		12,802.19	12,802.19		
			4063-4500-0002	Re seals - Mt Surprise - Garnet Street	Y						
8,063.00	RTR	Jun-25	4063-4500-0003	Re seals - Mt Surprise - Undara Road			133,446.50	133,446.50	133,446.50		
			4065-4500-0000	Re seals - Oak Park	Y	27,184.96		27,184.96	27,184.96		
	ESC		4140-4505-0001	Cap Imp Depot - Seal top yard (1- Land) (budget in land & improvements)						20,000.00	3
						4,587,146.15	3,807,323.16	8,394,469.31	8,194,499.91	5,194,343.00	
			4200-4750-0000	Work in Progress - Water Infrastructure							
	ESC		4320-4500-0002	Capital Imp. Georgetown Water Plant & Equipment at cost - Replacement of Meters		6,769.74	1,294.21	8,063.95	8,063.95		
	ESC		4320-4500-0004	Capital Imp. Georgetown Water Plant & Equipment at cost - New Water Connections		7,996.66		7,996.66	7,996.66		
	ESC		4320-4501-0006	Cap Imp Gtown Water - new main to Etheridge River						35,000.00	33
	ESC		4320-4501-0008	Capital Imp. Georgetown Water Infra - Standpipe Gtown - landfill		15,631.88		15,631.88	15,631.88		
	ESC		4340-4500-0002	Capital Imp. Forsayth Water PPE - Replacement of meters		1,621.28		1,621.28	1,621.28		
	ESC		4340-4500-0004	Capital Imp. Forsayth Water PPE - New Water Connection		2,311.05	1,391.04	3,702.09	3,702.09		
	ESC		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	
	ESC		4500-4506-0002	Charleston Dam Rec Area - Fencing		150,357.45		150,357.45	150,357.45		1
	ESC		4500-4508-0000	Charleston Dam - Water supply pipelines		13,056.61		13,056.61	13,056.61		
						283,117.72	2,685.25	285,802.97	285,802.97	312,626.95	
						9,157,651.54	8,452,025.06	17,609,676.60	17,409,707.20	17,225,244.95	

Etheridge Shire

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ASSESSMENT

ASSESSMENT	1st LEVY	2nd LEVY	SUPP. LEV	WATER LEV	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS	INTEREST	UNALLOC REC	TOTAL	#NAME? AMOUNT	PAYMENT-- DATE
00251-10200-000	1278				685.8						116.71		2080.51	300	14/02/2024
00452-10000-000												1264.35	-1264.35	8548	24/09/2024
00384-10000-000												1795.23	-1795.23	12087.18	24/09/2024
00464-10000-000												2470.84	-2470.84	16591.25	24/09/2024
00441-75000-000												1264.35	-1264.35	8548	24/09/2024
00249-00000-000	1463.89										14.56		1478.45	150	22/10/2024
00385-01169-000	2486.2										22.82		2509.02	1566.55	19/09/2023
00385-01170-000	2532.06										23.23		2555.29	1603.71	19/09/2023
00452-16779-000	2578.85										23.67		2602.52	1641.59	19/09/2023
00405-30226-000	2532.06										23.23		2555.29	2383.51	19/09/2023
00452-11420-000	4284.26				2687.52						387.8		7359.58	2659.7	20/10/2022
00452-50139-000	110.1										20.42		130.52	2376.1	24/10/2024
00359-10012-000	1054				1009	460.2					323.24		2846.44	500	31/01/2024
00268-60000-000	156.71										7.44		164.15	1764.02	14/10/2024
00451-30021-000	1460.2										14.38		1474.58	146	24/10/2024
00451-21339-000	1460.2										14.38		1474.58	146	24/10/2024
00451-00913-000	1460.2										14.38		1474.58	146	24/10/2024
00234-00000-000												565.09	-565.09	100	22/10/2024
00203-00000-000	2344.64				63.94						25.58		2434.16	1960.56	18/09/2023
00498-10000-000	2063.29										43.1		2106.39	11811.01	10/10/2024
00353-30000-000												346.68	-346.68	2009.81	27/09/2024
30032-00000-000												38.05	-38.05	250	6/08/2024
00422-51000-000	6509										59.72		6568.72	5195.2	20/09/2023
00409-30000-000	140.25										4.39		144.64	913.75	8/10/2024
00253-01000-000												164.04	-164.04	2000	11/09/2024
00275-00000-000												1040.79	-1040.79	200	22/10/2024
00482-00000-000												157.68	-157.68	2186.05	28/10/2022
00251-00000-000												0.56	-0.56	1931	23/09/2024
00028-00000-000	1094.2										10.05		1104.25	906.45	27/09/2023
00145-00000-000												135.2	-135.2	3682.28	27/09/2024
00355-05600-000												479.04	-479.04	479.04	4/10/2024
00251-25200-000												592.61	-592.61	592.59	26/09/2024
00480-00000-000												4639.86	-4639.86	11253.57	30/09/2024
00265-15000-000	3249.73										29.81		3279.54	283.07	8/04/2024
00424-02000-000	1752.2										16.06		1768.26	734	30/09/2024
00451-55000-000	1752.2										16.06		1768.26	734	30/09/2024
00451-56000-000	1752.2										16.06		1768.26	734	30/09/2024
00066-00000-000											4.02		4.02	1184	12/10/2024
00106-10000-000												246	-246	60	24/10/2024
00251-10900-000	2322.1										22.02		2344.12	2055.49	27/08/2024
00125-16700-000												662.47	-662.47	100	9/11/2022
00268-67000-000	6877.67										63.11		6940.78	246.15	30/05/2024
00058-10000-000												140.5	-140.5	100	4/04/2023
00086-00000-000											8.46		8.46	1464.62	21/10/2024
00291-00000-000												50	-50	50	5/10/2024

00265-33000-000						406.61	-406.61	50	21/10/2024
00385-85000-000	1862.3				17.08		1879.38	623.9	24/09/2024
00359-30206-000	1082.5				9.93		1092.43	623.9	24/09/2024
00265-53000-000	1628.48	1480.63	1370.73	1263.84	168.23	1121.64	7033.55	3744.73	21/10/2020
30031-00000-000						5.23	-5.23	200	20/09/2024
00531-00000-000	9290				85.24		9375.24	8689.8	23/10/2023
00257-10000-000						122.43	-122.43	2936.83	6/09/2024
00346-01596-000						833.44	-833.44	30	15/10/2024
00498-50000-000	1389.83				12.75		1402.58	530.18	2/10/2024
00479-50000-000						5319.74	-5319.74	11811.01	11/09/2024
00479-30000-000						3380.11	-3380.11	13010.18	10/09/2024
00262-10000-000						160	-160	40	22/10/2024
00141-10000-000	3109.58	535.76			40.26		3685.6	0	
00405-01313-000	3202.73		2353.86		334.67		5891.26	2215.73	14/11/2022
00420-11644-000	11573.43		8933.23		1264.53		21771.19	8363.61	14/11/2022
00433-03548-000	2486.2		1671.4		239.57		4397.17	1619.68	14/11/2022
00452-11347-000	5339.53		3445.71		495.84		9281.08	3161.79	14/11/2022
00405-30203-000	3311.91		2457.84		349.13		6118.88	2311.09	14/11/2022
00433-30192-000	3311.91		2457.84		349.13		6118.88	2311.09	14/11/2022
00433-30193-000	2486.2		1671.4		239.57		4397.17	1619.68	14/11/2022
00433-30195-000	2921.98		2086.48		297.4		5305.86	1970.52	14/11/2022
00433-30196-000	2486.2		1671.4		239.57		4397.17	1619.68	14/11/2022
00433-30201-000	2486.2		1671.4		239.57		4397.17	1619.68	14/11/2022
00338-00000-000	1870.08				17.15		1887.23	1797.95	3/10/2023
00259-00000-000						200	-200	100	22/10/2024
00251-10100-000						4	-4	190	24/09/2024
00238-00000-000						38.23	-38.23	1250	28/10/2024
00441-00000-000	64354.88				590.53		64945.41	25000	13/10/2023
00293-50000-000						795.14	-795.14	4030.88	23/09/2024
00456-10003-000	15644.2		14982.2		2084.97		32711.37	3712.13	30/10/2023
00496-00000-000	1904.58				17.48		1922.06	523.26	2/10/2024
00122-00000-000						689.04	-689.04	50	23/10/2024
00252-10000-000	629.94				7.89		637.83	250	29/10/2024
00451-21337-000	2486.2		1671.4		239.57		4397.17	1619.68	14/11/2022
00385-00880-000	5990.6		3616.2		523.84		10130.64	3517.37	14/11/2022
00021-90000-000	126				4.76		130.76	1058	13/10/2024
00241-00000-000					41.32		41.32	6169.65	2/10/2024
00420-11499-000	5990.6		786.6		156.95		6934.15	757.97	21/11/2022
00265-23000-000	1278		1185.8		165.5		2629.3	924.81	26/09/2022
00370-00000-000						384.72	-384.72	1413.22	20/09/2024
00332-30000-000	1751.08		795.85		230.75		2777.68	150	30/10/2024
00385-03589-000	1752.2				16.08		1768.28	779.86	16/09/2024
00265-51100-000	1900				25.08		1925.08	1039.18	16/10/2024
00081-60000-000	2390.12		557.24		64.45		3011.81	250	6/06/2024
00093-00000-000					6.38		6.38	1042.6	22/10/2024
00353-90000-000					1.37		1.37	225	22/10/2024
00439-00000-000	29.2				0.27		29.47	29.2	29/09/2023
00241-10000-000						600	-600	150	22/10/2024
00197-00000-000		2160.7					2160.7	828.71	22/09/2023
00494-60000-000						4990.13	-4990.13	13609.77	17/09/2024
00233-00000-000	2262.96				20.75		2283.71	200	7/03/2023

00078-60000-000	308								4.54	312.54	200	24/10/2024	
00473-50000-000	814.73								74.87	889.6	5742.86	31/10/2024	
00265-17000-000	1278	1185.8	4417.84	978.52	940.4	968	1877.2	3791.68		15437.44	1000	29/05/2018	
00359-10003-000										40	-40	20	7/10/2024
00373-00000-000										85.1	-85.1	10347.3	10/10/2024
00265-32000-000	1278								11.75	1289.75	2000	15/11/2023	
00353-40000-000									8.03	8.03	2357.4	14/10/2024	
00251-10000-000										400	-400	100	22/10/2024
00405-01283-000	2486.2								22.82	2509.02	623.35	13/10/2023	
00040-00000-000									1.37	1.37	225	22/10/2024	
00208-10000-000										75.52	-75.52	1582.34	22/10/2024
00072-01726-000	1064								9.76	1073.76	260.95	15/09/2023	
00141-20000-000	2743.06								25.18	2768.24	59.12	4/04/2024	
00172-00000-000	2745.46	2098.68							487.99	5332.13	200	31/10/2024	
00039-00000-000	2829	2662.8	2189.92						893.96	8575.68	2115.97	22/10/2021	
00051-50000-000	1240	1174	1112.58						429.12	3955.7	971.47	22/10/2021	
01005-00000-000	244.2								2.25	246.45	243.94	14/03/2024	
00348-00000-000	1727.54								15.85	1743.39	1409.61	16/10/2023	
00276-00000-000										300	-300	75	22/10/2024
00048-10000-000										1264.35	-1264.35	8548	25/09/2024
00357-10000-000										1264.35	-1264.35	8548	25/09/2024
00385-36000-000										1264.35	-1264.35	8548	25/09/2024
00391-90000-000										1264.35	-1264.35	8548	25/09/2024
00406-01100-000										1264.35	-1264.35	8548	25/09/2024
00409-05000-000										1264.35	-1264.35	8548	25/09/2024
00409-70000-000										1264.35	-1264.35	8548	25/09/2024
00422-40000-000										1264.35	-1264.35	8548	25/09/2024
00422-90000-000	1336.32							26.28		1362.6	8573.53	25/09/2024	
00431-20000-000										1264.35	-1264.35	8548	25/09/2024
00451-40000-000										1264.35	-1264.35	8548	25/09/2024
00451-50000-000										1264.35	-1264.35	8548	25/09/2024
00452-60000-000										1264.35	-1264.35	8548	25/09/2024
00453-10000-000										1264.35	-1264.35	8548	25/09/2024
00464-10060-000										1264.35	-1264.35	8548	25/09/2024
00488-10000-000										1264.35	-1264.35	8548	25/09/2024
00104-00000-000	2065.29								18.96	2084.25	514.67	8/04/2024	
00355-05410-000	654.4								6.01	660.41	451.92	6/10/2023	
00479-90000-000										3382.1	-3382.1	12410.59	27/09/2024
00405-30227-000	5729.46								52.57	5782.03	3248.89	12/09/2023	
00130-10000-000	2823.44								30.56	2854	100	25/10/2024	
00559-00000-000	160.5								7.43	167.93	1028.5	21/10/2024	
00505-95000-000	119								13.18	132.18	5910.75	10/10/2024	
00493-00000-000	6114.9								56.11	6171.01	4968.42	13/09/2023	
00126-00700-000										0.01	-0.01	3964.59	10/09/2024
00248-00000-000									3.88	3.88	1037.59	15/10/2024	
00078-20000-000										636.83	-636.83	100	4/08/2024
00125-80000-000										0.01	-0.01	1613	11/09/2024
00522-00000-000										12872.06	-12872.06	4599.99	28/09/2024

258805.33 0 2696.46 0 65064.02 9551.27 2242.36 1108.63 968 1877.2 16869.82 -----

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Level 4. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

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		REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)				
		31 Oct 2024	Budget	31 Oct 2024	Budget	31 Oct 2024	Budget			
1000-0001	Governance									
1000-0002	Elected Members	0	0%	0	153,549	34%	458,000	(153,549)	34%	(458,000)
1010-0002	Governance	0	0%	0	283,728	38%	740,000	(283,728)	38%	(740,000)
1020-0002	Economic Development	150,142	7%	2,141,000	115,744	46%	250,000	34,398	2%	1,891,000
1040-0002	Regulatory Services									
1040-0003	Town Planning	0	0%	10,000	37,586	107%	35,000	(37,586)	150%	(25,000)
1041-0003	Building Control	450	23%	2,000	0	0%	200	450	25%	1,800
1042-0003	Environmental Health	1,881	21%	9,000	13,398	45%	30,000	(11,517)	55%	(21,000)
1043-0003	Local Laws	0	0%	0	0	0%	5,000	0	0%	(5,000)
1040-0002	Regulatory Services	2,331	11%	21,000	50,985	73%	70,200	(48,654)	99%	(49,200)
1050-0002	Disaster Management	1,321,712	>999%	45,000	39,746	30%	133,000	1,281,966	<999%	(88,000)
1060-0002	WH&S	0	0%	0	116,575	42%	280,000	(116,575)	42%	(280,000)
1000-0001	Governance	1,474,185	67%	2,207,000	760,327	39%	1,931,200	713,858	259%	275,800
2000-0001	Corporate									
2000-0002	General Rates	2,606,812	98%	2,655,000	522,558	149%	350,950	2,084,254	90%	2,304,050
2010-0002	General Administration	5,443,324	80%	6,764,773	1,244,373	47%	2,666,500	4,198,951	102%	4,098,273
2020-0002	Employee Services	834,601	38%	2,200,000	714,322	33%	2,143,000	120,278	211%	57,000
2030-0002	ICT	0	0%	0	152,679	42%	365,000	(152,679)	42%	(365,000)
2040-0002	Broadcasting Services	0	0%	0	2,369	36%	6,600	(2,369)	36%	(6,600)
2000-0001	Corporate	8,884,737	76%	11,619,773	2,636,302	48%	5,532,050	6,248,435	103%	6,087,723
3000-0001	Community									
3000-0002	Commercial Rental Properties									
3000-0003	Staff housing	42,958	31%	140,000	111,210	22%	517,000	(68,252)	18%	(377,000)
3002-0003	Savannah House	1,300	33%	4,000	9,083	31%	29,000	(7,783)	31%	(25,000)
3003-0003	Demountable Office (Mary St)	17,000	35%	48,000	451	8%	6,000	16,549	39%	42,000
3004-0003	Aged Care	0	0%	1,200,000	0	0%	0	0	0%	1,200,000
3000-0002	Commercial Rental Properties	61,258	4%	1,392,000	120,743	22%	552,000	(59,485)	-7%	840,000
3010-0002	Libraries	0	0%	6,000	8,864	34%	26,200	(8,864)	44%	(20,200)
3020-0002	Community Development	26,250	109%	24,000	83,305	31%	268,000	(57,055)	23%	(244,000)
3030-0002	Sport & Recreation	0	0%	0	157,303	35%	455,500	(157,303)	35%	(455,500)
3040-0002	Halls	114	2%	5,000	114,582	35%	326,000	(114,468)	36%	(321,000)
3050-0002	Medical Centres	0	0%	0	7,417	15%	49,200	(7,417)	15%	(49,200)
3060-0002	Aerodromes	135,000	30%	450,000	87,623	28%	314,500	47,377	35%	135,500
3070-0002	Terrestrial Centre	95,716	8%	1,137,000	204,999	32%	632,000	(109,283)	-22%	505,000

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Level 4. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

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		REVENUE			EXPENDITURE			SURPLUS/(DEFICIENCY)		
		31 Oct 2024		Budget	31 Oct 2024		Budget	31 Oct 2024		Budget
3080-0002	Little Gems Child Care Centre	40,854	14%	286,000	166,616	34%	494,500	(125,762)	60%	(208,500)
3090-0002	Georgetown Student Hostel	96,588	40%	240,000	91,554	25%	361,450	5,033	-4%	(121,450)
3100-0002	Cemeteries	45	2%	2,000	6,512	33%	20,000	(6,467)	36%	(18,000)
3000-0001	Community	455,825	13%	3,542,000	1,049,518	30%	3,499,350	(593,694)	<999%	42,650
4000-0001	Infrastructure Services									
4000-0002	Parks Gardens Reserves and Grounds	1,840	92%	2,000	242,200	39%	625,000	(240,360)	39%	(623,000)
4010-0002	Rural Lands Protection	13,538	36%	38,000	56,843	13%	425,073	(43,305)	11%	(387,073)
4020-0002	Street Lighting	0	0%	0	3,751	22%	17,250	(3,751)	22%	(17,250)
4030-0002	Roads									
4030-0003	Shire Roads	2,272,369	59%	3,857,650	1,256,438	29%	4,336,500	1,015,931	-212%	(478,850)
4031-0003	Town Streets	0	0%	198,000	45,510	7%	654,542	(45,510)	10%	(456,542)
4032-0003	Flood Damage	16,296,863	51%	32,252,193	15,663,760	48%	32,879,049	633,103	-101%	(626,857)
4030-0002	Roads	18,569,232	51%	36,307,843	16,965,708	45%	37,870,091	1,603,524	-103%	(1,562,249)
4040-0002	Depot and Stores	40,489	32%	125,000	305,702	28%	1,084,800	(265,213)	28%	(959,800)
4050-0002	Recoverable Works									
4050-0003	Private Works	36,111	16%	220,000	28,298	16%	180,000	7,813	20%	40,000
4051-0003	DTMR	2,435,493	51%	4,753,901	1,531,917	126%	1,218,901	903,576	26%	3,535,000
4050-0002	Recoverable Works	2,471,604	50%	4,973,901	1,560,215	112%	1,398,901	911,389	25%	3,575,000
4060-0002	Plant Operations	3,221,571	45%	7,120,000	1,152,420	31%	3,664,000	2,069,151	60%	3,456,000
4000-0001	Infrastructure Services	24,318,274	50%	48,566,744	20,286,839	45%	45,085,115	4,031,435	116%	3,481,628
5000-0001	Utilities									
5000-0002	Water Supply									
5000-0003	Georgetown WTP & Reticulation	348,561	88%	395,100	253,043	30%	848,900	95,517	-21%	(453,800)
5001-0003	Forsayth WTP & Reticulation	97,524	88%	111,200	130,586	48%	271,500	(33,062)	21%	(160,300)
5002-0003	Charleston Dam	0	0%	0	170	0%	120,000	(170)	0%	(120,000)
5000-0002	Water Supply	446,085	88%	506,300	383,799	31%	1,240,400	62,285	-8%	(734,100)
5010-0002	Waste Management									
5010-0003	Georgetown	153,009	102%	150,400	82,968	27%	305,800	70,041	-45%	(155,400)
5011-0003	Forsayth	15,533	104%	14,950	8,242	11%	75,000	7,292	-12%	(60,050)
5012-0003	Einasleigh	11,299	108%	10,500	6,456	34%	18,885	4,843	-58%	(8,385)
5013-0003	Mt Surprise	12,178	101%	12,000	4,854	59%	8,233	7,324	194%	3,767
5010-0002	Waste Management	192,020	102%	187,850	102,520	25%	407,918	89,500	-41%	(220,068)

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Level 4. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

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		REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)	
		31 Oct 2024	Budget	31 Oct 2024	Budget	31 Oct 2024	Budget
5000-0001	Utilities	638,104	92% 694,150	486,319	30% 1,648,318	151,785	-16% (954,168)
TOTAL REVENUE AND EXPENDITURE		35,771,125	54% 66,629,667	25,219,305	44% 57,696,033	10,551,820	118% 8,933,633

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2025 Printed(LAURIEH): 04-11-2024 9:46:57 AM

	OPENING BALANCE	----- YEAR TO DATE 31 Oct 2024	----- BUDGET	----- CURRENT BALANCE 31 Oct 2024	----- BUDGET
<u>CURRENT ASSETS</u>					
0300-0001 ASSETS LIABILITIES & EQUITY					
0300-0002 CASH AND RECEIVABLES					
0300-3000 Bendigo Cash at Bank	404,732	(171,356)	-52%	329,843	233,376 ✓ 117%
0300-3005 Investments	4,926,979	5,568,665	-57%	(9,781,848)	10,495,644 ✓ 127%
0300-3006 22108 Ether Reserve CF	276,656	1,210	0%	270,000	277,866 103%
0300-3007 22821-2024 ILP and Staff Housing	5,008,848	(1,044,624)	---	0	3,964,223 ✓ ---%
0300-3020 Cash on Hand	1,500	0	0%	0	1,500 100%
0300-3030 General Fund Bank Error Adjustment	0	0	0%	0	0 0%
0300-3100 Receivables - Rates	170,021	118,058	144%	81,824	288,079 169%
0300-3110 Rates Receivable Adjustment	53,230	(53,230)	---	0	0 0%
0300-3120 EOY Receipts-Rates	0	0	0%	0	0 0%
0300-3130 Allowance for Impairment - Rates	0	0	0%	0	0 0%
0300-3150 Receivables - Govt Subsidy	188	10,053	---	0	10,241 >999%
0300-3200 Receivables - Debtors	1,199,067	(347,551)	-52%	667,543	851,516 122%
0300-3210 Grants Receivable - Roads	0	0	0%	0	0 0%
0300-3230 Receivables - Animals	0	0	0%	0	0 0%
0300-3240 Bond Receivable	0	0	0%	0	0 0%
0300-3250 Debtors Receivable Adjustment	547,667	(547,667)	---	0	0 0%
0300-3260 EOY Receipts-Debtors	(41,644)	41,644	---	0	0 0%
0300-3270 Prepaid Expenses	119,509	(119,509)	---	0	0 0%
0300-3280 Allowance for Impairment - Debtors	(114,876)	0	0%	0	(114,876) ---%
0300-3290 Debtors Accrual	2,332,503	(2,332,503)	148%	(1,573,325)	0 0%
0300-3300 Stores Inventories	475,095	29,738	34%	87,863	504,833 92%
0300-3310 House & Land - Held for Resale GST	0	0	0%	(53,093)	0 0%
0300-3320 House & Land -Held for Resale Input	0	0	0%	0	0 0%
0300-3330 Store Inventory Accruals	0	103	---	0	103 -17%
0300-3335 Accrued Plant	0	0	0%	0	0 0%
0300-3340 Store Inventory Impairment Provision	0	0	0%	0	0 0%
0300-3400 Contract Receivable	3,520,331	0	0%	190,290	3,520,331 79%
0390-3000 Heritage Mineral Collection	0	0	0%	0	0 0%
0300-0002 CASH AND RECEIVABLES TOTAL	18,879,806	1,153,031	-12%	(9,780,903)	20,032,837 129%
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	18,879,806	1,153,031	-12%	(9,780,903)	20,032,837 129%

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2025 Printed(LAURIEH): 04-11-2024 9:46:57 AM

	OPENING BALANCE	YEAR TO DATE 31 Oct 2024	BUDGET	CURRENT BALANCE 31 Oct 2024	BUDGET
TOTAL CURRENT ASSETS	18,879,806	1,153,031	-12% (9,780,903)	20,032,837	129% 15,540,579
NON-CURRENT ASSETS					
=====					
0300-0001 ASSETS LIABILITIES & EQUITY					
0400-0002 NON-CURRENT ASSETS					
0400-4000 Land & Buildings - Held for Resale	0	0	0%	0	0%
0400-4050 WIP - Land & Bldgs - Held for Resale	0	0	0%	0	0%
0400-4100 Land & Land Improvements	2,104,889	0	0%	2,104,889	119% 1,770,875
0400-4150 WIP - Land & Land Improvements	16,034	13,571	-1%	29,606	---
0400-4200 Buildings	34,155,542	0	0%	34,155,542	87% 39,142,000
0400-4210 Accum. Dep. - Buildings	(12,277,332)	(337,614)	36%	(12,614,946)	103% (12,277,000)
0400-4250 WIP - Buildings	3,460,817	3,575,559	286%	7,036,376	82% 8,600,526
0400-4300 Other Structures	18,131,875	0	0%	18,131,875	100% 18,087,000
0400-4310 Accum. Dep. - Other Structures	(5,726,207)	(166,235)	-11%	(5,892,442)	103% (5,726,000)
0400-4350 WIP - Other Structures	788,059	325,098	4%	1,113,157	14% 7,829,000
0400-4400 Fleet Plant & Equipment	14,033,607	0	0%	14,033,607	100% 14,033,000
0400-4410 Accum. Dep. - Fleet Plant & Equipment	(5,435,757)	(349,755)	-114%	(5,785,512)	106% (5,435,000)
0400-4450 WIP - Fleet Plant & Equipment	0	727,116	-24%	727,116	145% 500,000
0400-4500 Furniture & Other Equipment	2,035,514	0	0%	2,035,514	100% 2,035,000
0400-4510 Accum. Dep. - Furniture & Other Equip	(574,371)	(21,082)	33%	(595,453)	104% (574,000)
0400-4550 WIP - Furniture & Other Equipment	22,478	0	0%	22,478	50% 44,951
0400-4600 Roads Infrastructure	239,453,197	0	0%	239,453,197	100% 239,347,000
0400-4605 Roads Manual adj	0	0	0%	0	0%
0400-4610 Accum. Dep. - Roads Infrastructure	(40,830,045)	(959,608)	---	(41,789,653)	99% (42,083,023)
0400-4650 WIP - Roads Infrastructure	4,587,146	3,803,072	53%	8,390,218	82% 10,225,000
0400-4700 Water Infrastructure	36,518,261	0	0%	36,518,261	103% 35,559,000
0400-4710 Accum. Dep. - Water Infrastructure	(5,694,874)	(145,315)	52%	(5,840,189)	103% (5,694,000)
0400-4750 WIP - Water Infrastructure	283,118	2,685	-12%	285,803	95% 300,000
0400-4800 Heritage Mineral Collection	0	0	0%	0	0%
0480-4000 Land Improvements	0	0	0%	0	0%
0480-4100 Land improvements - Accum Depn	0	0	0%	0	0%
0400-0002 NON-CURRENT ASSETS TOTAL	285,051,950	6,467,493	46%	291,519,443	95% 305,684,329
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	285,051,950	6,467,493	46%	291,519,443	95% 305,684,329
TOTAL NON-CURRENT ASSETS	285,051,950	6,467,493	46%	291,519,443	95% 305,684,329
TOTAL ASSETS	303,931,756	7,620,523	172%	311,552,280	97% 321,224,908

	OPENING BALANCE	YEAR TO DATE 31 Oct 2024		BUDGET	CURRENT BALANCE 31 Oct 2024		BUDGET
<u>CURRENT LIABILITIES</u>							
0300-0001 ASSETS LIABILITIES & EQUITY							
0500-0002 CURRENT PAYABLES AND LIABILITIES							
0500-5000 Contract Liability	1,139,683	0	0%	4,993,486	1,139,683	10%	11,809,000
0500-5100 Rates Refund Suspense	0	0	0%	0	0	0%	(8)
0500-5101 Rates receivable In Advance	53,230	(53,230)	---	0	0	0%	0
0500-5110 Dishonoured Cheques Refund Suspense	0	0	0%	0	0	0%	0
0500-5120 Debtors Refund Suspense	0	0	0%	0	0	0%	0
0500-5200 <u>Accounts Payable</u>	0	1,134,046	-304%	(373,136)	1,134,046	289%	392,000
0500-5210 Accrued Expenses	5,091,933	(5,091,933)	-382%	1,333,716	0	0%	2,476,177
0500-5220 Emergency Fire Service Levy	31,858	95,029	349%	27,195	126,887	205%	62,000
0500-5230 Accrued Time-in-Lieu	63,831	737	3%	27,033	64,567	190%	34,000
0500-5235 Payroll Accrual	0	0	0%	0	0	0%	89,124
0500-5240 RDO	16,051	(6,293)	-219%	2,878	9,758	325%	3,000
0500-5250 Payroll Suspense	0	(30,613)	---	0	(30,613)	---	0
0500-5260 Withholding Tax Suspense	0	0	0%	0	0	0%	0
0500-5270 Advance Pay Suspense	0	0	0%	0	0	0%	0
<u>0500-5280</u> General Suspense	0	1,520	-49%	(3,100)	1,520	---	0
0500-5290 GST Suspense	0	(157,681)	---	0	(157,681)	---	0
0500-5295 Input tax GST Account	0	0	0%	0	0	0%	0
0500-5299 Retentions Current	0	1,157,317	---	0	1,157,317	---	0
0500-5300 Annual Leave Payable	504,405	64,204	-12%	(530,045)	568,609	---	0
0500-5310 Current LSL Payable	294,857	(23,489)	-34%	69,018	271,368	78%	347,000
0500-5400 Current Loan - Workshop	0	0	0%	0	0	0%	0
0500-5410 Current Loan - Forsayth Water	13,561	0	0%	(9,810)	13,561	367%	3,700
0500-5411 Current ILU Staff Housing 6M	189,589	(121,742)	---	0	67,847	---	0
0500-5420 Current Loan - Plant	0	0	0%	0	0	0%	0
0500-0002 CURRENT PAYABLES AND LIABILITIES TOTAL	7,398,998	(3,032,129)	-55%	5,537,235	4,366,869	29%	15,215,993
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	7,398,998	(3,032,129)	-55%	5,537,235	4,366,869	29%	15,215,993
TOTAL CURRENT LIABILITIES	7,398,998	(3,032,129)	-55%	5,537,235	4,366,869	29%	15,215,993

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Details. Excludes committed costs)

Etheridge Shire Council (Budget for full year)

Financial Year Ending 2025

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	OPENING BALANCE	----- YEAR TO DATE 31 Oct 2024	----- BUDGET	----- CURRENT BALANCE 31 Oct 2024	----- BUDGET
<u>NON-CURRENT LIABILITIES</u>					
0300-0001 ASSETS LIABILITIES & EQUITY					
0600-0002 LOANS & LIABILITIES NON-CURRENT					
0600-6300 Non-Current LSL Provision	137,348	22,374	37%	59,704	92% 174,000
0600-6310 Non-Current Annual Leave Provision	0	0	0%	0	0%
0600-6401 622265 2024 ILP and Staff House loan	5,780,428	78,459	---	0	---
0600-6410 Non-Current Loans	3,573	0	0%	0	0% 5,981,751
0600-6500 Non-Current Landfill - Georgetown	1,278,102	0	0%	428,047	73% 1,747,000
0600-6505 Non Current Landfill Old Georgetown	73,522	0	0%	0	---
0600-6506 Non Current Landfill Sanitary pits	63,665	0	0%	0	---
0600-6510 Non-Current Landfill - Forsayth	232,083	0	0%	(238,501)	---
0600-6520 Non-Current Landfill - Einasleigh	179,581	0	0%	0	138% 130,315
0600-6530 Non-Current Landfill - Mt Surprise	238,676	0	0%	0	79% 300,458
0600-0002 LOANS & LIABILITIES NON-CURRENT TOTAL	7,986,976	100,832	40%	249,250	97% 8,333,524
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	7,986,976	100,832	40%	249,250	97% 8,333,524
TOTAL NON-CURRENT LIABILITIES	7,986,976	100,832	40%	249,250	97% 8,333,524
TOTAL LIABILITIES	15,385,974	(2,931,296)	-51%	5,786,485	53% 23,549,517
NETT ASSETS/(LIABILITIES)	288,545,782	10,551,820	-778%	(1,357,018)	100% 297,675,391

(Accounts: 0300-0001-0000 to 5014-2400-0000. All report groups. 34% of year elapsed. To Details. Excludes committed costs)
 Etheridge Shire Council (Budget for full year) Financial Year Ending 2025 Printed(LAURIEH): 04-11-2024 9:46:57 AM

	OPENING BALANCE	YEAR TO DATE 31 Oct 2024	BUDGET	CURRENT BALANCE 31 Oct 2024	BUDGET
<u>COMMUNITY EQUITY</u>					
0300-0001 ASSETS LIABILITIES & EQUITY					
0700-0002 SHIRE CAPITAL & RESERVES					
0700-7000 Shire Capital Account	39,500,666	0	0%	39,500,666	100%
0700-7100 Current Surplus	0	10,551,820	118%	10,551,820	118%
0700-7200 Accumulated Surplus	42,874,489	0	0%	42,874,489	84%
0700-7300 Asset Reval Reserve - Roads	158,907,707	0	0%	158,907,707	100%
0700-7310 Asset Reval Reserve - Land	2,113,661	0	0%	2,113,661	100%
0700-7320 Asset Reval Reserve - Buildings	17,460,264	0	0%	17,460,264	90%
0700-7330 Asset Reval Reserve - Water	7,420,591	0	0%	7,420,591	100%
0700-7340 Asset Reval Reserve -Other Structure	10,318,749	0	0%	10,318,749	100%
0700-7350 Asset Reval Reserve-Plant	0	0	0%	0	0%
0700-7360 Asset Reval Reserve-TERMINERAL	488,854	0	0%	488,854	100%
0700-7400 Reserve Recurrent Expenditure Grants	53,502	0	0%	53,502	---
0700-7410 Capital Grants Reserve	0	0	0%	0	0%
0700-7420 Plant Replacement Reserve	872,351	0	0%	872,351	---
0700-7430 Future Capital Works Reserve	7,448,875	0	0%	7,448,875	---
0700-7440 Capital Works Reserves	1,086,072	0	0%	1,086,072	---
0700-7500 Appn: General Revenue for Capital	0	0	0%	0	0%
0700-7510 Appn: Profit/Loss on Sale NC Assets	0	0	0%	0	0%
0700-7520 Appn: Profit/Loss on Land Sales	0	0	0%	0	0%
0700-7530 Appn: Unfunded Depreciation	0	0	0%	0	0%
0700-7540 Appn: Constrained Works Reserve	0	0	0%	0	0%
0700-7550 Appn: Reserve held Future Recur Exp	0	0	0%	0	0%
0700-7560 Appn: Capital Grants	0	0	0%	0	0%
0700-7570 Appn: Plant Replacement Reserve	0	0	0%	0	0%
0700-7580 Appn: Future Capital Works Reserve	0	0	0%	0	0%
0700-7590 Appn: Capital Works Reserves	0	0	0%	0	0%
0700-0002 SHIRE CAPITAL & RESERVES TOTAL	288,545,782	10,551,820	319%	299,097,602	100%
0300-0001 ASSETS LIABILITIES & EQUITY TOTAL	288,545,782	10,551,820	319%	299,097,602	100%
TOTAL COMMUNITY EQUITY	288,545,782	10,551,820	319%	299,097,602	100%

Etheridge Shire Council

Statement of Comprehensive Income

For the Year Ended Jun 30 2025

	<u>Notes</u>	<u>2025 Actual</u>	<u>Orig. 24/25</u>
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3	2,711,593	2,892,853
Fees and charges	3	117,376	315,600
Interest Income	3 7	47,820	668,100
Other income	3	17,820	63,150
Rental Income	3 8	61,258	192,000
Sales revenue	3	2,514,612	5,053,901
Grants, subsidies, contributions and donations	3 4	23,791,583	40,555,966
Total recurrent revenue		29,262,062	49,741,570
Capital revenue			
Grants, subsidies, contributions and donations	4	1,927,330	7,130,500
Total capital revenue		1,927,330	7,130,500
Expenses			
Recurrent expenses			
Employee benefits		(2,307,955)	(6,336,250)
Materials and services		(16,297,972)	(35,285,463)
Finance Interest Costs		(52,037)	(240,000)
Depreciation and amortisation: PP&E	9	(1,979,609)	(6,076,723)
Total recurrent expenses	6 7	(20,637,573)	(47,938,436)
Net Operating Result		10,551,820	8,933,634
Other Expenses			
Total other expenses		0	0
Net Capital result		10,551,820	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		10,551,820	496,027

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

Etheridge Shire Council

Statement of Financial Position

For the Year Ended Jun 30 2025

	<u>Notes</u>	<u>2025 Actual</u>	<u>Orig. 24/25</u>
Current Assets			
Cash and cash equivalents	3	14,972,610	8,741,500
Receivables	12	1,088,190	1,826,328
Contract Assets		3,520,331	4,461,587
Other Current Assets		0	70,206
Inventories	13	504,936	440,958
		20,086,067	15,540,579
Total current assets	2	20,086,067	15,540,579
Non-current Assets			
Property, plant and equipment	4 7	291,524,366	305,684,329
Total non-current assets	2	291,524,366	305,684,329
TOTAL ASSETS		311,610,433	321,224,908
Current Liabilities			
Payables	17	2,363,955	3,056,293
Contract Liabilities		1,139,683	11,809,000
Borrowings	21	81,408	3,700
Provisions	18	839,977	347,000
Total current liabilities		4,425,022	15,215,993
Non-current Liabilities			
Borrowings	21	5,862,459	5,981,751
Provisions	18	2,225,350	2,351,773
Total non-current liabilities		8,087,809	8,333,524
TOTAL LIABILITIES		12,512,831	23,549,517
NET COMMUNITY ASSETS		299,097,602	297,675,391
Community Equity			
Asset revaluation reserve	25	196,709,827	198,272,431
Shire Capital		39,500,666	39,500,000
Retained surplus/(deficiency)		53,426,309	59,903,438
Reserves		9,460,800	0
TOTAL COMMUNITY EQUITY		299,097,602	297,675,869

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>
Cash flows from operating activities:		
Receipts from customers		12,525,579
Payments to suppliers and employees		(26,505,871)
Interest received		48,429
Rental income		61,258
Non-capital grants and contributions		23,718,332
Borrowing costs		(52,037)
Net cash - operating activities	23	<u><u>9,795,690</u></u>
Cash flows from investing activities:		
Grants, subsidies, contributions and donations		1,896,197
Payments for property, plant and equipment		(7,887,025)
Net cash - from investing activities		<u><u>(5,990,828)</u></u>
Cash flows from financing activities		
Repayment of borrowings		78,459
Net cash flow - financing activities		<u><u>78,459</u></u>
Net increase/(decrease) in cash held		3,883,321
Add cash and cash equivalents - beginning of year		10,618,714
Cash and cash equivalents - closing	3	<u><u>14,972,610</u></u>

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



Meeting Date	20th November 2024
Subject	First Quarter 2024/2025 Budget Review
Classification	Open
Author	Renee Bester, Director of Corporate Services

EXECUTIVE SUMMARY

Under s104 of the *Local Government Act 2009*, Council must have an annual budget as part of its suite of financial planning documents. Councils budget was adopted on 28th July 2024 and compiled with the requirements of s169 of the *Local Government Regulation 2012*.

A review of Council’s budget has been completed. It is proposed that Council amend it’s budget to address issues that have emerged since its adoption. Section 170(3) of the *Local Government Regulation 2012* allows Council to amend its budget any time before the end of the financial year.

RECOMMENDATION

That Council, in accordance with s170(3) of the *Local Government Regulation 2012*, amend its 2024/2025 budget as per the report presented.

BACKGROUND

A desktop review of Council’s budget has been completed by the CEO, Director of Corporate Services, Director of Engineering, Finance Manager and Senior Finance Officer.

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

The net effect of the proposed budget amendment is an increase in Council’s cash position by \$701,950.

LEGAL CONSIDERATIONS

Local Government Act 2009
 Local Government Regulation 2012

POLICY IMPLICATIONS

Nil

CONSULTATION

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

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

RISK ASSESSMENT

Risk Assessment Outcome: Low

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5

A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

Report Prepared By:

Report Authorised By:

Renee Bester, Director of Corporate Services

Mark Watt, Chief Executive Officer

Date: 12/11/2024

Date:

ATTACHMENTS

First quarterly 2024/2025 Budget Review documents

Revenue & Expenditure Details

General Ledger as at 5/11/2024
 Year lapsed 35%
 Allowance (10%) 38.50%

		REVENUE			EXPENDITURE			SURPLUS/(DEFICIENCY)			REVIEW		COMMENTS		
		30-Nov-24	35%	Budget	30-Nov-24	35%	Budget	30-Nov-24	35%	Budget	Revenue	Expenditure			
1000-0002	Elected Members	\$ -	0%	\$ -	\$ 153,556.12	34%	\$ 458,000.00	\$ -	153,556.12	34%	\$ -	\$ 458,000.00	\$ -	\$ -	
1010-0002	Governance	\$ -	0%	\$ -	\$ 283,727.84	38%	\$ 740,000.00	\$ -	283,727.84	38%	\$ -	\$ 740,000.00	\$ -	\$ 70,000.00	Underbudgeted - internal investigations etc
1020-0002	Economic Development	\$ 150,142.00	7%	\$ 2,141,000.00	\$ 115,744.27	46%	\$ 250,000.00	\$ 34,397.73	2%	\$ 1,891,000.00	\$ 150,000.00	\$ -	\$ -	\$ -	Increase budget for revenue received
1030-0002	Civic Receptions and Events	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	
1040-0003	Town Planning	\$ -	0%	\$ 10,000.00	\$ 37,586.34	107%	\$ 35,000.00	\$ -	37,586.34	150%	\$ -	\$ 25,000.00	\$ -	\$ -	
1041-0003	Building Control	\$ 450.00	23%	\$ 2,000.00	\$ -	0%	\$ 200.00	\$ 450.00	25%	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -	
1042-0003	Environmental Health	\$ 1,881.00	21%	\$ 9,000.00	\$ 13,398.34	45%	\$ 30,000.00	\$ -	11,517.34	55%	\$ -	\$ 21,000.00	\$ -	\$ -	
1043-0003	Local Laws	\$ -	0%	\$ -	\$ -	0%	\$ 5,000.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	
1050-0002	Disaster Management	\$1,321,712.20	999%	\$45,000.00	\$39,746.39	30%	\$133,000.00	\$ 1,281,965.81	<999%	\$ -	\$ 88,000.00	\$ 790,000.00	\$ -	\$ -	Increase revenue budget to account for W4Q grant
1060-0002	WH&S	\$0.00	0%	\$0.00	\$126,322.35	45%	\$280,000.00	\$ -	126,322.35	45%	\$ -	\$ 280,000.00	\$ -	\$ 25,000.00	Underbudget due to contractor engaged
2000-0002	General Rates	\$2,607,039.25	98%	\$2,655,000.00	\$522,558.13	149%	\$350,950.00	\$ 2,084,481.12	90%	\$ 2,304,050.00	\$ -	\$ 179,050.00	\$ -	\$ -	Rates writeoff (mining leases cancelled)
2010-0002	General Administration	\$5,445,225.46	80%	\$6,764,773.00	\$1,256,523.79	47%	\$2,666,500.00	\$ 4,188,701.67	102%	\$ 4,098,273.00	\$ -	\$ 31,000.00	\$ -	\$ -	Council rate expense and recruitment of key EMT positions
2020-0002	Employee Services	\$834,600.70	38%	\$2,200,000.00	\$714,322.44	33%	\$2,143,000.00	\$ 120,278.26	211%	\$ 57,000.00	\$ -	\$ 12,000.00	\$ -	\$ -	Workeres compensation claim
2030-0002	ICT	\$0.00	0%	\$0.00	\$152,678.59	42%	\$365,000.00	\$ -	152,678.59	42%	\$ -	\$ 365,000.00	\$ -	\$ -	
2040-0002	Broadcasting Services	\$0.00	0%	\$0.00	\$2,369.37	36%	\$6,600.00	\$ -	2,369.37	36%	\$ -	\$ 6,600.00	\$ -	\$ -	
3000-0003	Staff housing	\$42,958.00	31%	\$140,000.00	\$111,209.69	22%	\$517,000.00	\$ -	68,251.69	18%	\$ -	\$ 377,000.00	\$ -	\$ -	
3002-0003	Savannah House	\$1,300.00	33%	\$4,000.00	\$9,082.97	31%	\$29,000.00	\$ -	7,782.97	31%	\$ -	\$ 25,000.00	\$ -	\$ -	
3003-0003	Demountable Office (Mary St)	\$17,000.00	35%	\$48,000.00	\$450.75	8%	\$6,000.00	\$ 16,549.25	39%	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -	
3004-0003	Independent Living Facility	\$0.00	0%	\$1,200,000.00	\$0.00	0%	\$0.00	\$ -	0%	\$ 1,200,000.00	\$ -	\$ -	\$ -	\$ -	
3010-0002	Libraries	\$0.00	0%	\$6,000.00	\$8,864.04	34%	\$26,200.00	\$ -	8,864.04	44%	\$ -	\$ 20,200.00	\$ -	\$ -	
3020-0002	Community Development	\$26,250.00	109%	\$24,000.00	\$83,604.98	31%	\$268,000.00	\$ -	57,354.98	24%	\$ -	\$ 244,000.00	\$ -	\$ 15,000.00	Underbudgeted RADF expense and Council contribution
3030-0002	Sport & Recreation	\$0.00	0%	\$0.00	\$157,303.42	35%	\$455,500.00	\$ -	157,303.42	35%	\$ -	\$ 455,500.00	\$ -	\$ -	
3040-0002	Halls	\$113.64	2%	\$5,000.00	\$114,581.85	35%	\$326,000.00	\$ -	114,468.21	36%	\$ -	\$ 321,000.00	\$ -	\$ -	
3050-0002	Medical Centres	\$0.00	0%	\$0.00	\$7,416.78	15%	\$49,200.00	\$ -	7,416.78	15%	\$ -	\$ 49,200.00	\$ -	\$ -	
3060-0002	Aerodromes	\$135,000.00	30%	\$450,000.00	\$87,623.32	28%	\$314,500.00	\$ 47,376.68	35%	\$ 135,500.00	\$ -	\$ -	\$ -	\$ -	
3070-0002	Terrestrial Centre	\$96,046.44	8%	\$1,137,000.00	\$204,998.82	32%	\$632,000.00	\$ -	108,952.38	-22%	\$ 505,000.00	\$ 23,000.00	\$ -	\$ -	State Library Wage Subsidy Grant received
3080-0002	Little Gems Child Care Centre	\$41,297.48	14%	\$286,000.00	\$166,615.60	34%	\$494,500.00	\$ -	125,318.12	60%	\$ -	\$ 208,500.00	\$ 1,000.00	\$ -	Sale of Childcare Shirts
3090-0002	Georgetown Student Hostel	\$96,587.50	40%	\$240,000.00	\$92,100.57	25%	\$361,450.00	\$ -	4,486.93	-4%	\$ -	\$ 121,450.00	\$ -	\$ -	
3100-0002	Cemeteries	\$45.45	2%	\$2,000.00	\$6,512.41	33%	\$20,000.00	\$ -	6,466.96	36%	\$ -	\$ 18,000.00	\$ -	\$ -	
4000-0002	Parks Gardens Reserves and Grounds	\$1,840.35	92%	\$2,000.00	\$242,696.64	39%	\$625,000.00	\$ -	240,856.29	39%	\$ -	\$ 623,000.00	\$ -	\$ -	
4010-0002	Rural Lands Protection	\$13,537.94	36%	\$38,000.00	\$6,992.98	13%	\$425,073.00	\$ -	43,455.04	11%	\$ -	\$ 387,073.00	\$ -	\$ 10,000.00	Wild dog scalps budget exhausted
4020-0002	Street Lighting	\$0.00	0%	\$0.00	\$3,751.27	22%	\$17,250.00	\$ -	3,751.27	22%	\$ -	\$ 17,250.00	\$ -	\$ -	
4030-0003	Shire Roads	\$2,272,368.86	59%	\$3,857,650.00	\$1,256,438.19	29%	\$4,336,500.00	\$ 1,015,930.67	-212%	\$ -	\$ 478,850.00	\$ 81,000.00	\$ -	\$ -	FAGS Grant revenue
4031-0003	Town Streets	\$0.00	0%	\$198,000.00	\$45,509.69	7%	\$654,542.00	\$ -	45,509.69	10%	\$ -	\$ 456,542.00	\$ -	\$ -	
4032-0003	Flood Damage	\$16,296,863.11	51%	\$32,252,193.00	\$15,705,409.02	48%	\$32,879,049.00	\$ 591,454.09	-94%	\$ -	\$ 626,856.00	\$ -	\$ -	\$ -	
4040-0002	Depot and Stores	\$40,489.12	32%	\$125,000.00	\$305,740.73	28%	\$1,084,800.00	\$ -	265,251.61	28%	\$ -	\$ 959,800.00	\$ -	\$ -	
4050-0003	Private Works	\$36,110.94	16%	\$220,000.00	\$28,298.10	16%	\$180,000.00	\$ 7,812.84	20%	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	
4051-0003	DTMR	\$2,435,492.80	51%	\$4,753,901.00	\$1,532,716.71	126%	\$1,218,901.00	\$ 902,776.09	26%	\$ 3,535,000.00	\$ -	\$ -	\$ -	\$ -	
4060-0002	Plant Operations	\$3,221,571.05	45%	\$7,120,000.00	\$1,166,352.21	32%	\$3,664,000.00	\$ 2,055,218.84	59%	\$ 3,456,000.00	\$ -	\$ -	\$ -	\$ -	
5000-0003	Georgetown WTP & Reticulation	\$348,584.93	88%	\$395,100.00	\$253,043.46	30%	\$848,900.00	\$ 95,541.47	-21%	\$ -	\$ 453,800.00	\$ -	\$ 1,000.00	\$ -	Budget allocation
5001-0003	Forsyth WTP & Reticulation	\$97,526.58	88%	\$111,200.00	\$130,585.52	48%	\$271,500.00	\$ -	33,058.94	21%	\$ -	\$ 160,300.00	\$ -	\$ -	
5002-0003	Charleston Dam	\$0.00	0%	\$0.00	\$170.05	0%	\$120,000.00	\$ -	170.05	0%	\$ -	\$ 120,000.00	\$ -	\$ -	
5010-0002	Waste Management														
5010-0003	Georgetown	\$153,019.77	102%	\$150,400.00	\$82,968.19	27%	\$305,800.00	\$ 70,051.58	-45%	\$ -	\$ 155,400.00	\$ -	\$ -	\$ -	
5011-0003	Forsyth	\$15,533.83	104%	\$14,950.00	\$8,241.65	11%	\$75,000.00	\$ 7,292.18	-12%	\$ -	\$ 60,050.00	\$ -	\$ -	\$ -	
5012-0003	Einisleigh	\$11,301.29	108%	\$10,500.00	\$6,456.19	34%	\$18,885.00	\$ 4,845.10	-58%	\$ -	\$ 8,385.00	\$ -	\$ -	\$ -	
5013-0003	Mt Surprise	\$12,179.92	101%	\$12,000.00	\$4,853.95	59%	\$8,233.00	\$ 7,325.97	194%	\$ 3,767.00	\$ -	\$ -	\$ -	\$ -	
5014-0003	Kidston	\$0.00	0%	\$0.00	\$0.00	0%	\$0.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	
	TOTAL REVENUE AND EXPENDITURE	\$35,774,069.61	54%	\$66,629,667.00	\$25,299,123.72	44%	\$57,696,033.00	\$ 10,474,945.89	117%	\$ 8,933,634.00	\$ 1,045,000.00	\$ 343,050.00	\$ -	\$ 701,950.00	



Meeting Date	20th November 2024
Subject	2023/2024 Annual Report
Classification	Open
Author	Renee Bester, Director of Corporate Services

EXECUTIVE SUMMARY

Etheridge Shire Council must, pursuant to s182 of the Local Government Regulation 2012, prepare and adopt an Annual Report for each financial year. The draft 2023/2024 Annual Report is presented for Council's adoption.

RECOMMENDATION

That Council, in accordance with s182 of the Local Government Regulation 2012, adopt the 2023/2024 Annual Report as presented.

BACKGROUND

The Local Government Regulation requires Councils to prepare an Annual Report for the year in review. The Act & Regulation require certain matters to be disclosed in the Annual Report. We have reviewed the draft Annual Report against the Department's compliance checklist, noting all relevant legislative disclosures have been made.

Council's General Purpose Financial Statements (GPFS) were signed by Queensland Audit Office on 29th October 2024.

Council must adopt its Annual Report within one (1) month of receiving its Audit Report, and publicly display the Annual Report within 2 weeks of adoption. We are currently operating within these time requirements.

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

Nil.

LEGAL CONSIDERATIONS

Local Government Act 2009

Local Government Regulation 2012

POLICY IMPLICATIONS

Nil

CONSULTATION

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

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

RISK ASSESSMENT

Risk Assessment Outcome: Low

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

Report Prepared By:

Report Authorised By:

Renee Bester, Director of Corporate Services

Mark Watt, Chief Executive Officer

Date: 04/11/2024

Date:

ATTACHMENTS

Draft 2023/2024 Annual Report



ETHERIDGE
SHIRE
COUNCIL

2023 - 2024

ANNUAL REPORT



Acknowledgement of Country

....“We would like to acknowledge the Traditional Owners of this land and pay our respects to the elders past, present and emerging for they hold the history, cultural practice and traditions, of their people.”





Welcome to Etheridge Shire Council's Annual Report for 2023 | 2024

Welcome to Etheridge Shire Council's 2023/2024 Annual Report. This report provides a summary of Council's performance and achievements for the past financial year (1 July 2023 to 30 June 2024).

This Annual Report is part of Council's commitment to open, transparent, and accountable governance. It informs Council, ratepayers, community members and other stakeholders of the achievements and challenges of the past financial year and provides key information required under the Local Government Act 2009 and other relevant legislation.

Copies of the 2023/2024 Annual Report and Council's Audited Financial Statements are available free of charge electronically on Council's website at www.etheridge.qld.gov.au or can be purchased from Council's administration office.

Etheridge Shire Council aims to make this Annual Report transparent and easy to read. Council welcomes your feedback and suggestions for improvement.

If you have comments you wish to share, please direct them to Council's Director of Corporate Services by phoning 07 4079 9090 or emailing info@etheridge.qld.gov.au

MESSAGE FROM THE MAYOR

Welcome to the Annual Report,

As Council commences the new four-year term of Local Government, challenges are already appearing on the horizon.

Staff changes, staff retention, gravel pit extraction as well as workforce viability and continuity are becoming more prevalent issues.

To counteract this Council has been working closely with Government Agencies such as Transport and Main Roads and others to ensure planning and programming is at the forefront of discussions at all times.

As the newly elected Council settles into a strong working relationship, there are many positives emerging in terms of governance.

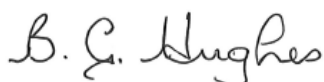
A robust balanced budget has been adopted by Council which will allow for key projects to be delivered across the Shire. This key aspect of Council's business model ensures that momentum is maintained across all the layers of Council's financial responsibilities.

Communities and residents continue to be the primary focus of Council with increased sensitivity to the issues arising and impacting on the areas of livability and employment. Road works once again is the dominant sector of Council's operations, where flood damage and maintenance works are being delivered.

As always it is a privilege to be part of a dedicated Council totally focused on the pursuit of excellence relating to financial management, service delivery, sound governance, with growth and sustainability at the forefront of Council's deliberations.

I commend my report to all residents of Etheridge Shire as a record of Council's operations for the year 2023/24.

Kind Regards,



Cr Barry Hughes
MAYOR





L-R Etheridge Shire Mayor, Cr Barry Hughes, CEO, Ken Timms PSM, NWQROC Chair and Carpentaria Shire Mayor, Cr Jack Bawden, and NWQROC Executive Officer, Greg Hoffman PSM.



Mayors and Deputy Mayors attending the 5th WQAC Assembly in Mount Isa.

CHIEF EXECUTIVE OFFICER'S REPORT

Members of the Etheridge Community

It is a privilege to look back on what has been a remarkable year for the Etheridge Shire. As we reflect on the past 12 months, I would like to thank each and every member of the Council team, as well as our residents, businesses and stakeholders who have contributed to our achievements and shared vision.

While we reflect on the financial year 2023/2024, I am pleased to present the Annual Report detailing our Council's progress, performance, and financial outcomes against the objectives set forth in our Corporate Plan. This year has been marked by significant achievements, challenges, and strategic adjustments, all of which are crucial in our ongoing commitment to delivering exceptional services and enhancing the quality of life for our community.

Financially I can advise that Council is in a strong position and this is demonstrated later in this report. On the back of this outcome, Council have strategically made an investment in the Georgetown housing sector. This will be seen with 6 Independent Living homes and 6 new employee houses being constructed in Georgetown over the next 5 months. Strategically this will stimulate the region's economy and have a positive flow onto investor confidence.

Our roads have the highest priority in our Corporate Plan and significant work has been undertaken on the road network throughout the Shire. A further 10kms of bitumen seal has been achieved on the Gulf Development Road (widening – double lane) and the Kennedy Development Road (sealing). Council continually advocates with TMR for more sealing works on their network. Council has also commenced work on sealing the missing link on the Einasleigh – Forsyth Shire Road this year. Also our smaller Shire roads have not missed out with a re-establishment of the "opening grade" procedure.

I cannot go without mentioning the "wet season". With 2 cyclones and a monsoon creating a longer than normal wet season, this put a lot of pressure on Council's resources to open the roads early. Significant damage was also sustained across the road network and recovery work has already commenced. There was localised flooding in the township of Mt Surprise and this has identified major drainage issues in the community which is strategically being addressed. Also of note was the closure to Routh Bridge, as one of the approaches washed away in the heavy rain.

For the upcoming year, our focus will be on further economic development, enhancing community engagement and advancing sustainability efforts. We are dedicated to building on our achievements and addressing any areas needing improvement to ensure continued progress towards our Corporate Plan's vision.

I extend my deepest gratitude to our team, our Community and our Stakeholders. I would also like to acknowledge and thank our Councillors (both last term and the newly elected) for their leadership and courage over the last year. Together we will continue to focus on our future, learn from the past and strive to provide great experiences, deliver value and create a sustainable future for our community.

Thankyou kindly,



Ken Timms PSM
Chief Executive Officer



OUR ROAD MAP

Mission

To lead the community in line with our guiding principles to achieve our shared vision...

Vision

Etheridge Shire is a place of innovation, diversity and opportunity for all. We have a vibrant and cohesive community which is provided with quality services that maintain a high quality of life. Inclusive and progressive leadership ensures a sustainable community, economy and environment...

Guiding Principles

Safe – We focus on creating a safe workplace to ensure the wellbeing of our staff and the community;

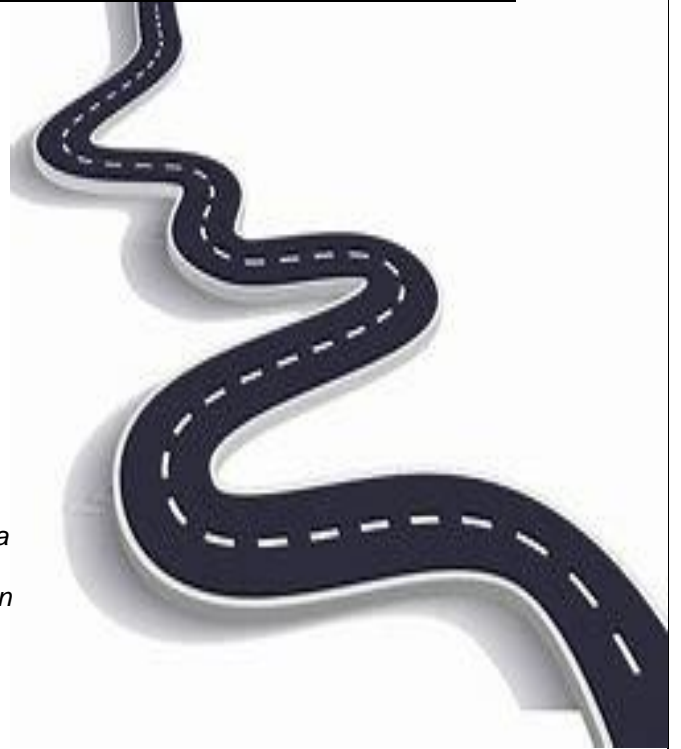
Teamwork – We work together as one Council towards shared goals and for the greater good of the community;

Respect – We will be inclusive, treat people with the courtesy and fairness, and ensure each individual is valued and heard;

Integrity – we will behave in a way that is honest, open and transparent. We will take responsibility for our actions and strive for excellence;

Value – We aim to deliver services efficiently, effectively and in an environmentally and financially sustainable manner; and

Engagement – We engage with our staff and community to inform our decision making, and create awareness of our activities.



OUR ROAD MAP

Our Corporate Vision...

The Corporate Plan is the key strategic business plan for the Council. It provides a focused framework for Council to plan and undertake its business and service delivery over the period of the plan, having regard to various issues, which may have been identified during the planning process, including community engagement.

In the plan, Council sets out:

What it would like to achieve over the period of the plan - Outcomes; and
How it intends going about achieving those outcomes - Strategies.

Our Council's Top 5 Strategic Aims

- A sustainable transport network that meets community needs.
- A sustainable environment of natural assets, water, waste water and waste management.
 - A diversified economic development ensures a prosperous Shire
 - Quality social infrastructure makes the Shire a desirable place to live.
 - Best practice corporate governance and organisational excellence.



A copy of Council's Corporate Plan is available on its website: [Corporate Plan – Etheridge Shire Council](#)

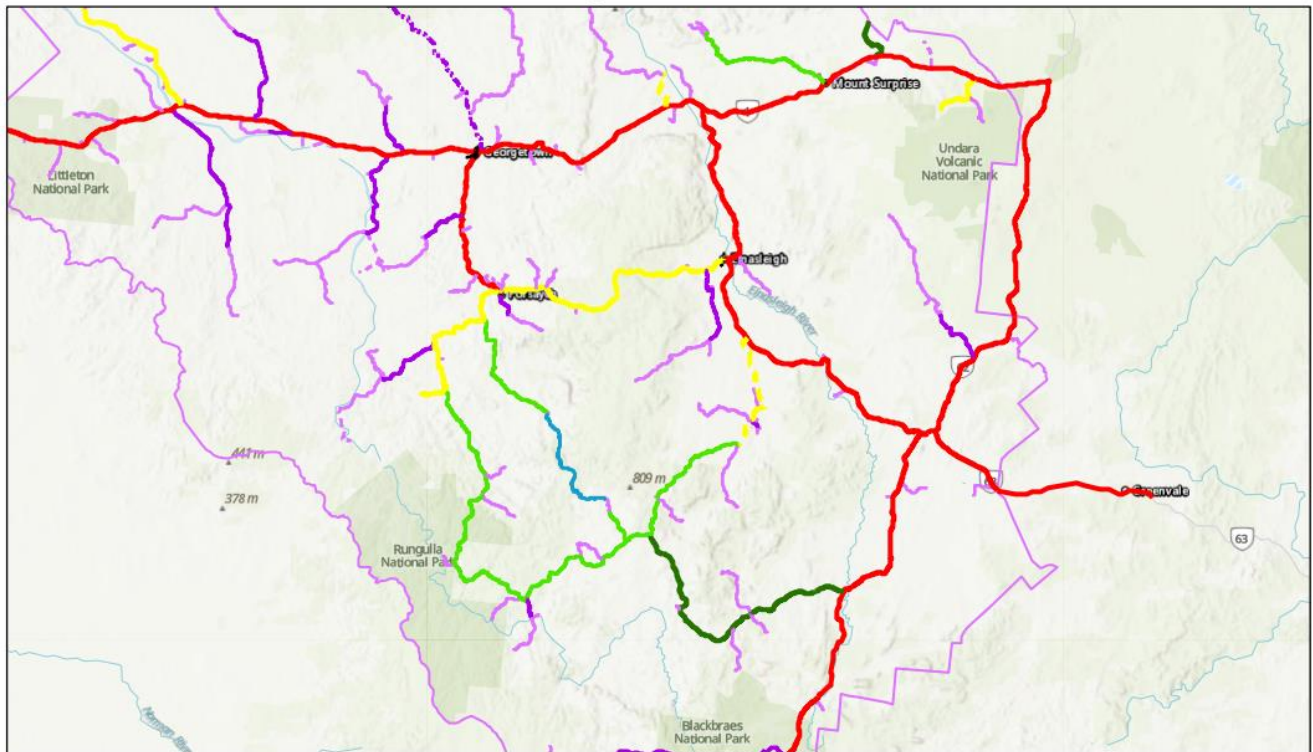
FAST FACTS

Council acknowledges the *Ewamian* People as the Traditional Owners of most of the land and waters within the Etheridge Shire.

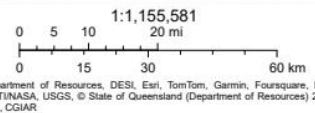
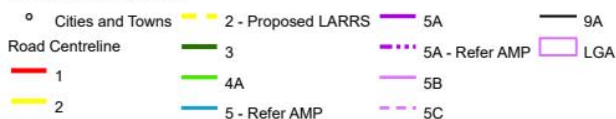
The *Tagalaka* and the *Gugu Badhun* people also claim a connection to a portion of the Etheridge Shire

- 724 people
- Area 39,199 km²
- 2.3% of the total area of Queensland
- 734mm average rainfall per year
- 1 world class mineral collection
- Manages 1 Student Hostel
- Manages 1 Childcare Centre
- Annual Operating Budget \$44 million
- \$303 million in assets
- 311 water connections
- 1,752km of roads and 532 floodways and culverts
- 813 rate assessments (properties)
- Maintained 3.94 hectares of parks and 6,685 hectares of reserve land
- 251 tonnes of waste collected via regular Kerbside collection service.
- Manages 4 aerodromes, 1 Aerodrome is leased.
- Manages 4 landfill sites

Etheridge Shire Council



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Etheridge Shire Council makes no representations and gives no warranties about this maps accuracy and does not accept any liability for any loss or damage that may arise from the use of or reliance on this data. Any queries should be directed to Etheridge Shire Council, (07) 4079 9090.

SNAPSHOT OF ETHERIDGE SHIRE

The Etheridge Shire covers an area of 39,199 square kilometres and is located in the Gulf-Savannah area of Far-North Queensland, approximately 370 kilometres South-West of Cairns.

The Shire is made up of the following towns; Georgetown, Mt Surprise, Einasleigh, Forsayth & Kidston which have a combined urban area of 31.51km².

The Etheridge Shire has a very diverse economy, with agriculture, cattle grazing, mining (gold, copper, zinc & lead) tourism and renewable energy generators within the Shire.

The Shire is very accessible via road and air and there is a diversity of experiences for those visiting, living and investing in the Shire.

Just under 10% of the Shire's area is protected through National Park declarations.

The Shire's estimated resident population as at 2021 was 724 persons with an average annual growth rate of -0.7% over five years.

Population by age as at 2021:

- 17.2% aged 0-14 years
- 59.8% aged 15-64 years
- 23.1% aged 65+ years

Major Features of Etheridge Shire include Blackbraes National Park, Cobbold Gorge, Charleston Dam, Copperfield Gorge, Undara Lava Tubes, Talaroo Hot Springs, Terrestrial Information Centre, Antbed House, Agate Creek Fossicking area, O'Briens Creek Fossicking area, the Einasleigh, Etheridge and Gilbert Rivers, Greens Park, Heritage Park, Oak Park Race Club & Georgetown Golf Club.

Settlement History

European settlement dates from the 1860s, with land used mainly for sheep and cattle grazing. Population was minimal until the 1870s when gold mining commenced, with the establishment of the Georgetown and Forsayth townships.

Considerable growth took place during the late 1800s due to gold mining. The township of Einasleigh was established in 1900, largely due to copper mining. The town's population continued to grow through to the 1920s, then started to decline when mining activity waned.

The township of Mount Surprise was established in 1910, when the railway line was constructed between Forsayth and the Chillagoe smelters. As mining declined during the early 1900s, grazing became the dominant industry, although there was renewed mining activity in and around Forsayth from the 1980s.

The population of the Shire was relatively stable from the 1940s to the 1960s, at less than 900 people, and then increased to about 1,000 people in 1971. The population was relatively stable during the 1970s and 1980s, before rising to about 1,400 in 1991. The population then fluctuated slightly, rising to about 1,500 in 2011, and then declining to approximately 714 people in 2021.



SNAPSHOT OF ETHERIDGE SHIRE

The Terrestrial Centre is an accredited Visitor Information Centre (VIC) located in Georgetown which is owned and operated by the Etheridge Shire Council. The unique tourist and community Centre comprises:

1. TerrEstrial – The Ted Elliot Mineral Collection
2. Unearth Etheridge Display
 1. Gift Shop
 2. Public library
 3. Free wi-fi

Tourism is a growth industry for the Gulf Savannah Region. Although there is no firm figure on total tourism numbers, statistics kept by Council show increasing tourism numbers year on year, highlighting the growing popularity of the Shire's attractions and tourism operators.

The broader Gulf region destination has been branded to encourage tourism growth. The destination brand is known as the 'Savannah Way'; a brand that describes a themed tourist adventure drive linking Cairns in the East and Broome in the West. The drive passes through four World Heritage Areas and 15 National Parks.

The Savannah Way Art Trail is an additional attraction for tourists to follow, our Shire is host to one of the great sculptures on the trail; the Kapok Pod, which can be found in Georgetown. This sculpture was designed "as a symbolic landmark, the sculpture will reinforce a sense of arrival and identity to the town while also providing a complex narrative, speaking of people, place and identity connecting people both physically and emotionally to the location." Manning Daly Art

The Savannah Way brand promises a uniquely Australian experience in a safe and friendly environment. Directional and interpretive signage is located across Queensland along the drive. It is ranked in the top 10 for consumer awareness of all touring routes in Australia.



Terrestrial Visitor Numbers

2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
2058	3548	3537	2681	2868	2532	2893	3212	2925	2851	2812	2967	3236	3516	3037	2844	1307	3748	2763	2871
2027	3045	2880	2133	2020	2166	1992	2337	2287	2139	1909	2005	2920	2530	2436	2087	1289	2494	2441	2213
1322	1752	1707	1470	1317	1504	1408	1307	1120	1217	1324	1261	1446	1695	1257	1366	1471	1936	1697	1424
676	823	694	677	462	539	385	494	554	433	444	463	530	585	517	591	511	763	603	470
396	344	347	250	253	319	314	223	363	287	373	254	250	326	270	204	242	295	309	218
299	278	199	190	150	177	209	130	190	169	190	171	138	138	109	152	119	126	158	228
321	242	170	191	106	281	166	159	195	248	214	140	184	167	129	164	96	123	149	114
317	231	235	190	116	210	163	181	211	195	184	215	136	215	89	120	138	120	141	183
602	269	313	450	206	274	209	258	321	314	239	307	284	182	216	137	169	323	201	230
748	567	779	781	703	703	612	553	673	809	809	798	724	649	679	3	959	896	679	409
1410	1497	1187	1397	1452	1362	1229	1328	1431	1260	1334	1522	1404	1284	1221	13	1814	1568	1310	1027
2637	2601	2008	2208	2035	2255	1961	1904	2069	1992	2216	2460	2520	2041	2019	559	2662	2254	2029	1882
12813	15197	14056	12618	11688	12322	11541	12086	12339	11914	12048	12563	13772	13328	11979	8240	10777	14646	12480	11269

SNAPSHOT OF ETHERIDGE SHIRE

Little Gems Childcare Centre

Little Gems Childcare Centre is a not for profit childcare centre, operated by the Etheridge Shire Council. The centre is licensed under the Education and Care Services National Law to cater for 17 children, aged from six (6) weeks to five (5) years old. The centre is open Monday-Friday from 8:15am-4:30pm.

Little Gems implement The Early Years Learning Framework (EYLF). The EYLF is a national early learning framework for children. The framework acknowledges the important role educators, parents and the physical environment play in a child's learning. Our daily curriculum features a strong emphasis on sustainable practices and includes these as part of everyday life at the centre.

Throughout the year we have supported, raised funds and or promoted the following causes at the centre:

- World's Greatest Shave
- The Pyjama Foundation
- Science Week
- Clean up Australia Day
- NAIDOC Week
- Do it for Dolly Day
- World Environment Day
- Ride 2 School Day
- Harmony Week
- Reconciliation Week



COUNCILLORS

Mayor and Councillors

(Post Local Government Quadrennial Elections dated 16th March 2024 - current Council members)



CONTACTS

Mayor Barry Hughes
0458 621 233
Barry.Hughes@etheridge.qld.gov.au

Deputy Mayor Laurell Royes
0459 278 377
Cr.Royes@etheridge.qld.gov.au

Councillor Ian Carroll
0459 623 582
Cr.Carroll@etheridge.qld.gov.au

Councillor Seven Ryan
0448 089 144
Cr.Ryan@etheridge.qld.gov.au

Councillor Ian Tincknell
0459 136 283
Cr.Tincknell@etheridge.qld.gov.au

Councillor Remuneration and Allowances

Councillor Remuneration is governed by Chapter 8, Part 1, Division 1 of the Local Government Regulation 2012. Section 247 of the Regulation states that a local government must pay remuneration to each Councillor of the Local Government. The maximum amount of remuneration paid to a Councillor is set by the Local Government Remuneration Commission each year (refer to the Commission's Annual Report for their yearly determination. Unless decided by Council by resolution, Councillors are to be paid the amount set by the Local Government Remuneration Commission. For 2021/22, Council did not make a resolution to reduce the amount of remuneration they were eligible to receive.

From 1 July 2023 the remuneration determined by the Local Government Remuneration Tribunal was: -

	Remuneration (current) 2023/2024	Remuneration (current) 2022/2023	Remuneration (current) 2021/2022
Mayor	114,801	110,386	108,222
Deputy Mayor	66,231	63,684	62,435
Councillors	57,400 (note 1)	55,192 (note 1)	54,110 (note 1)
	(As set by the Local Government Remuneration Tribunal effective 1/7/2023)	(As set by the Local Government Remuneration Tribunal effective 1/7/2022)	(As set by the Local Government Remuneration Tribunal effective 1/7/2021)

Remuneration paid to Councillors during 2023-2024

Councillor	General Meetings Attended	Special Meetings Attended	Remuneration (set by the Local Government Remuneration Tribunal)	Mileage & Other Allowances	Total Remuneration Paid
Mayor Barry Hughes	12	5	\$114,801	\$0	\$114,801
Deputy Mayor Laurell Royes	12	5	\$66,231	\$0	\$66,231
Cr Tony Gallagher	9	2	\$43,049	\$1,734	\$44,783
Cr Joe Haase	9	2	\$43,049	\$156	\$43,206
Cr Cameron Barns	8	2	\$41,455	\$2,584	\$44,039
Cr Seven Ryan	3	3	\$14,349	\$0	\$14,349
Cr Ian Tincknell	3	3	\$14,349	\$0	\$14,349
Cr Ian Carroll	3	3	\$14,349	\$0	\$14,349

Notes to the remuneration schedule

Note 1: The monetary amounts shown are per annum figures to apply from 1 July 2023. If an elected representative only serves for part of a full year (that is, 1 July to 30 June) they are only entitled to a pro-rata payment to reflect the portion of the year served.

Note 2: For Councillors in category 1 Councils, a base payment of \$38,266.67 is payable for the 12 months commencing on 1 July 2023. A meeting fee of \$1,594.44 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of Council subject to certification by the mayor and/or chief executive officer of the Council. Mayors and deputy mayors in category 1 Councils are to receive the full annual remuneration level shown.

Note: Etheridge Shire Council is classified as a Category 1 Council.

Councillors will be provided with the following:

In addition to the above remuneration, Council has resolved to provide the addition support to Councillors:

- Secretarial support for Mayor and Councillors via the Executive Assistant to the Chief Executive Officer;
- Laptop computer and/or tablet device
- Use of Council landline telephone and internet access, facsimile and/or scanner, printer, photocopier, paper shredder and stationery
- Any other administrative necessities which Council resolves are necessary to meet the business of Council.

(Refer to Council's Councillor Reimbursement of Expenses and Provision of Facilities Policy)

Committees

Committees Pre & Post-Election (28/03/2024)

Councillor	Committees
Cr Barry Hughes	NWQROC, FNQROC, FNQRRG, Chair of the Local Disaster Management Group, Chair of Audit Committee
Cr Laurell Royes	Local Disaster Management Group, Audit Committee
Cr Seven Ryan	Biosecurity Planning Advisory Committee
Cr Ian Tincknell	Regional Arts Development Fund Committee
Cr Ian Carroll	Sustainability Destinations Committee

Complaints

Mayor & Councillor conduct

The Local Government Act 2009 (the Act) provides a framework for assessing complaints about the conduct or performance of Councillors.

Under the Act, each complaint is required to be assessed to determine whether it is about misconduct, inappropriate conduct, corrupt conduct under the Crime and Corruption Act 2001 or another matter. If the complaint is not frivolous, vexatious or lacking in substance, it is then referred to the appropriate individual, panel or tribunal for further action.

It is a requirement under sections 186(d) and (f) the *Local Government Regulation 2012* that the Annual Report contains details of complaints received about Councillors' conduct or performance. In 2023/24, no Councillor Complaints were received or made under s150I(2), s150AH (1) or s150AR(1) of the *Local Government Act 1993*.

The table shows the reporting requirements contained in the Local Government Regulation 2012 for the financial year.

Complaints on conduct and performance of Councillors			
Unresolved 30 June 2020/21 (carried over from 2018/19)	New Complaints received (in 2022/23)	Complaints resolved (in 2022/23)	Unresolved 30 June 2022/23 (carry over to 2023-24)
1	0	1	0

Further notations:

No complaints were received on conduct and performance of Councillors between 1 July 2023 and 30 June 2024. No orders or recommendations were made by the Office of the Independent Assessor or Councillor Conduct Tribunal during the 2023/24 financial year.

Complaint orders/recommendations summary detail reported in accordance with section 186(e) of the Local Government Regulation 2012

186(e)(i) the name of each Councillor for whom an order or recommendation was made under section 180 of the Act or an order was made under section 181 of the Act	186(e)(ii) a description of the misconduct or inappropriate conduct engaged in by each of the Councillors	186(e)(iii) a summary of the order or recommendation made for each Councillor
Nil	Nil	Nil

OUR PEOPLE

Human Resource Strategy in 2010-11: Council developed a Human Resource Strategy to provide Council with an integrated framework of policies and practices that will guide Council in meeting its workforce needs and enable individuals and the organisation to excel. Council's Human Resources Strategy must be aligned and informed by Council's mission and goals yet remain flexible to accommodate a changing environment.

Council faces a number of key challenges:

- As changes to the demographics of the Australian population continue, the attraction of high-quality staff will become more acute as the generation of baby boomers move out of the workforce;
- With the contraction in the labour market, Council must remain competitive in the employment market to attract and retain skilled staff;
- Changes to the Local Government Award and the State Industrial Relations Act will see new challenges for Local Government in the way we recruit, remunerate and manage our employees.

Six (6) key principles of the strategy

• **Recruitment, selection and appointment**

Aim: Recruitment, selection and appointment policies, procedures and practices position Etheridge Shire Council to attract and retain high quality professional and skilled labour staff in a competitive labour market.

• **Reward, recognition and remuneration**

Aim: To apply flexible remuneration arrangements for staff and have appropriate mechanisms to attract, recognize and reward high performing staff.

• **Equity and diversity**

Aim: To build a socially inclusive working environment that enables all staff to contribute to their full potential and to embed the responsibility for staff equity initiatives and matters within Etheridge Shire Council management practices.

• **Staff development and workplace culture**

Aim: To provide formative staff development programs that enable staff to strengthen those skills, capabilities and experience which contribute to the achievement of organisational goals, job satisfaction and career aspirations.

• **Development of leadership & management capabilities**

Aim: The quality of front-line leadership and management is essential to the retention, motivation and engagement of staff as Etheridge Shire Council strives to meet new organisational challenges.

• **A safe, healthy and productive work environment**

Aim: To promote the highest practicable standard of occupational health and safety with the Etheridge Shire Council and to promote the good health and wellbeing of staff.

"....people are the key to Etheridge Shire Council's future.

The survival, growth and success of Etheridge Shire Council are directly linked to the quality of our staff as individuals and as collaborative team...."

Headcount of Council's staff by year

Annual headcount includes all staff except Councillors. Full-time, part-time, casual, apprentices and trainees. As at 30 June 2024, Etheridge Shire Council retained 63 employees, in comparison as at 30 June 2023, Council retained 65 employees.

FTE (full time equivalent)

58 2023-24 **58.4** 2022-23



Breakdown of staff

FYE 2024

49 Full time

8 Part time

6 Casuals

5 Apprentices / Trainees

FYE 2023

47 Full time

6 Part time

7 Casuals

5 Apprentices / Trainees



Training and development activities

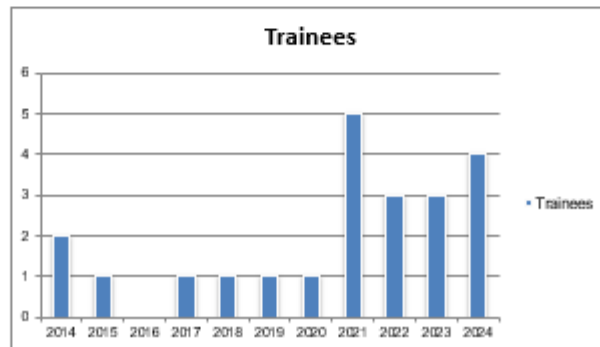
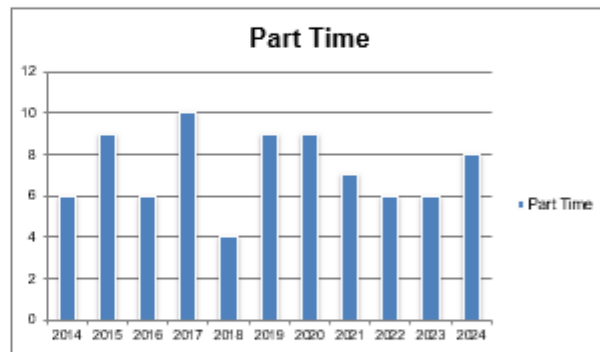
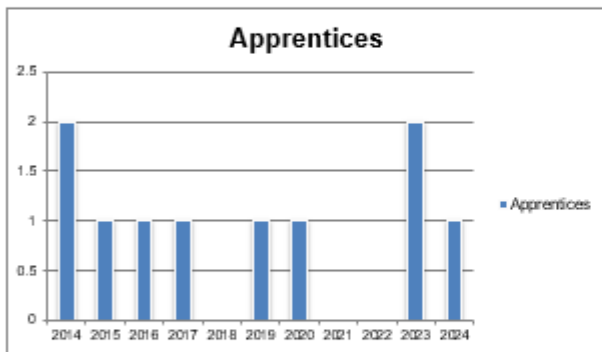
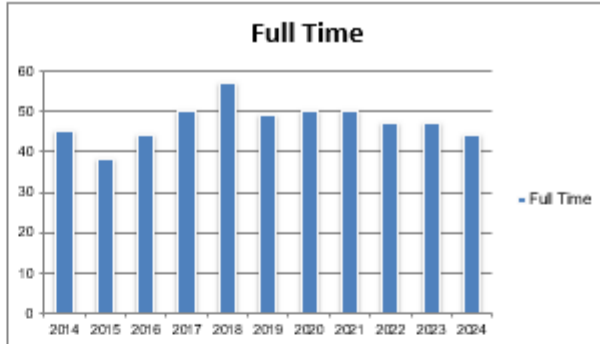
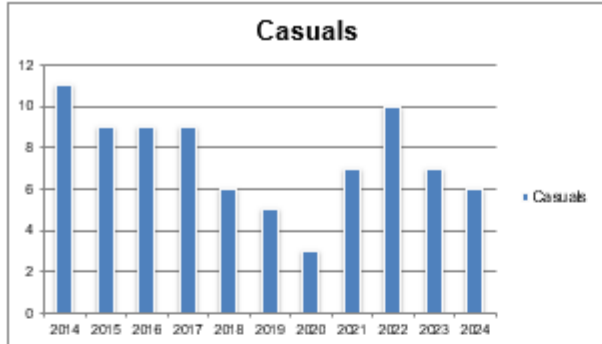
Staff undertook various forms of formal training during the 2023-2024 financial year. Courses included:

- Predominately Cert III Civil Construction and Plant Operations
- TAFE Diesel Fitter (block training)
- Leadership & Development
- Cert III Early Childhood Education & Care
- Cert III in Business Administration
- First Aid & CPR
- Dam Safety Training
- Diploma of Corporate Services

OUR PEOPLE

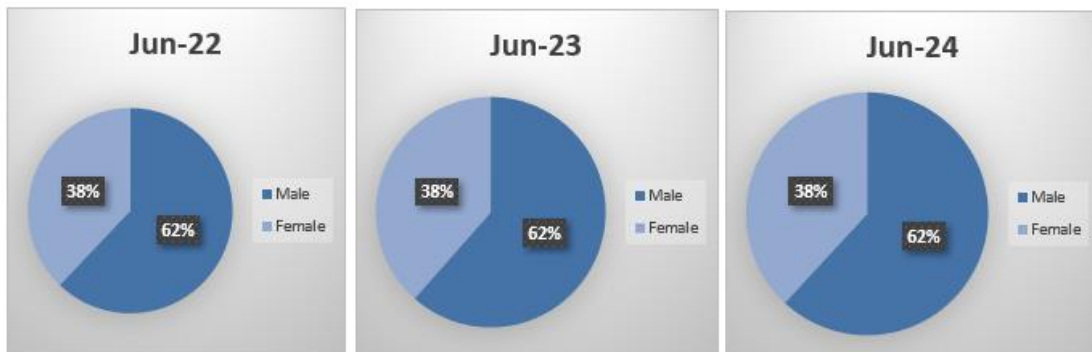
Work Force

The following charts give visual representations of the workplace demographics with a summary of changes over the past 10 years (2014 – 2024)



Employees by Gender

While the outdoor workforce is predominantly male, gender equality is promoted within all areas of Council. Both women and men are employed as labourers, machine operators, office administration staff, childcare and management. Council is proud to be and actively promoting itself as an equal opportunity employer.



Due to Councils average age in all our workforce being 45 years, for the 2023/2024 year, Council is continuing to provide cross skilling in all departments to ensure the ability to develop a sustainable and robust workforce for the future.

Training & Development

Council aims to provide formative staff development programs that enable staff to strengthen those skills, capabilities and experience which contribute to the achievement of organisational goals, job satisfaction and career aspirations.

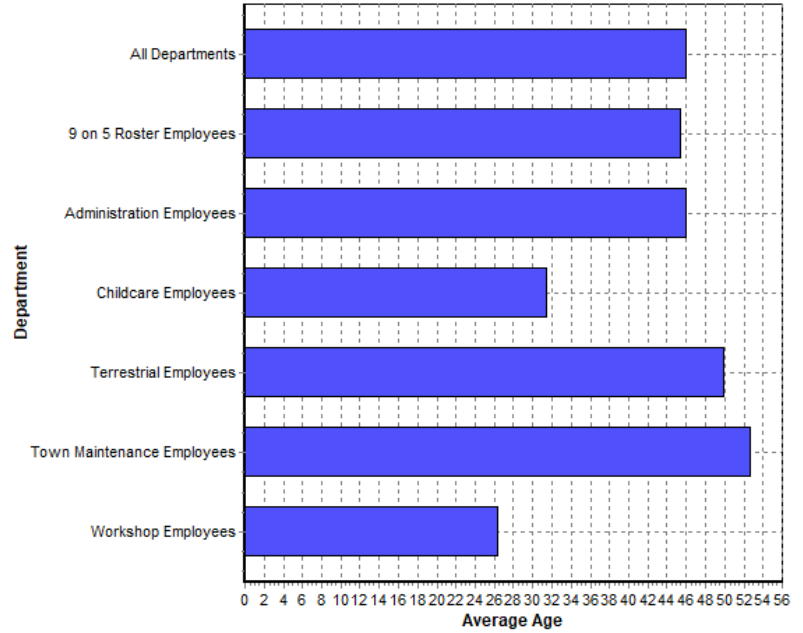
Benchmarking

Striving for best practice is an ongoing task for Council and involves the continuous improvement of policies, procedures and other general functions of Council.

Continual review is essential when maintaining compliance with changes in legislation, industry standards, local government expectations and the needs of staff and the community.

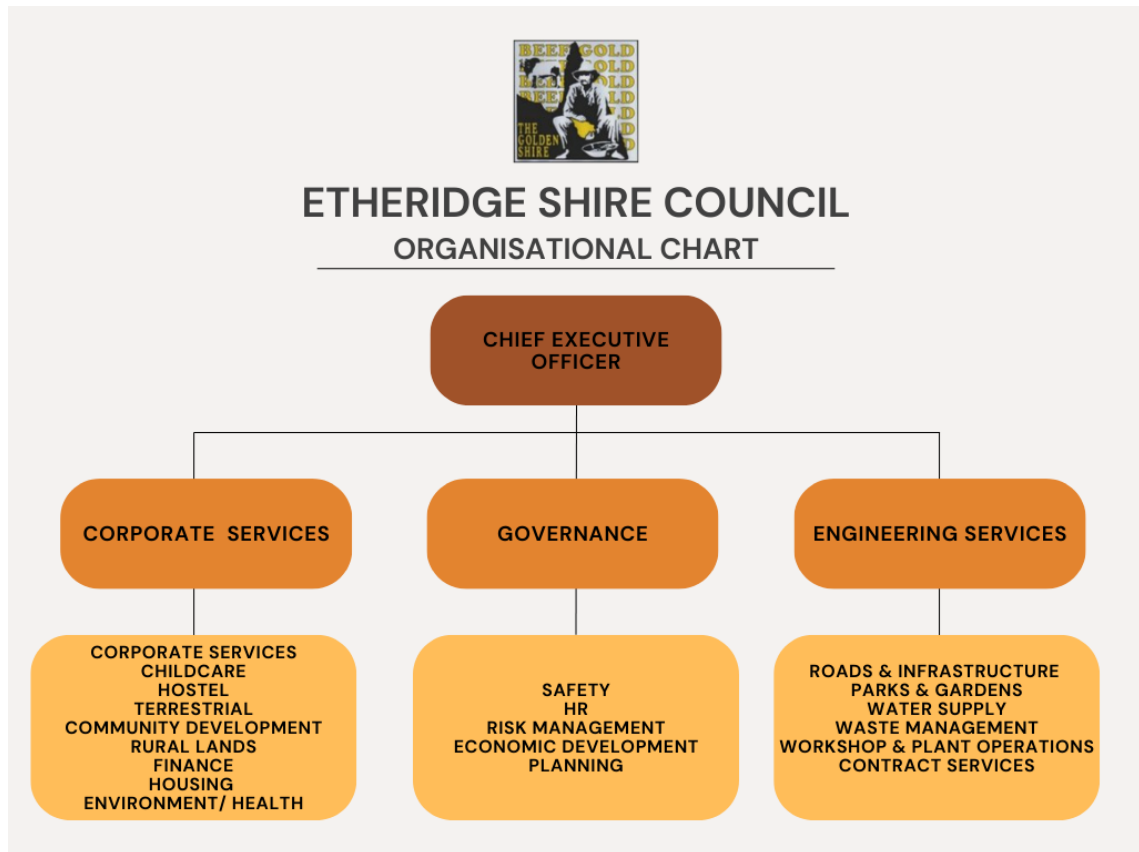
During 2023-2024 financial year, Council continued to review policies and procedures to ensure it maintained consistency with organisational and community needs. It is anticipated that during the 2024-25 financial year, additional policies and procedures will be implemented as the organisation and its needs evolve.

Average Age by Department



Images clockwise: Hannah Pezzotti undertaking her Cert III in Plant Operations, Renee Bester completed a Diploma of Local Government (Corporate Services), Karen Butler completed her Cert III in Early Childhood Education and Care

Organisational structure



Senior officer's remuneration

Under s201(1) of the *Local Government Act 2009* the annual report of a local government must state: -

The total of all remuneration packages that are payable (in the year to which the annual report relates) to the senior management of the local government and the number of employees in senior management who are being paid each band of remuneration.

Senior management of a local government is -

The Chief Executive Officer and all senior executive employees of the local government.

The Senior Officers at Etheridge Shire Council during the 2023- 2024 year were:

Chief Executive Officer

Ken Timms PSM

Director Corporate & Community Services

Andrew McKenzie (to 10/5/2024)

Neil Crotty (Acting DCS) June 2024

Director of Engineering Services

Allan Clark (Acting DES)

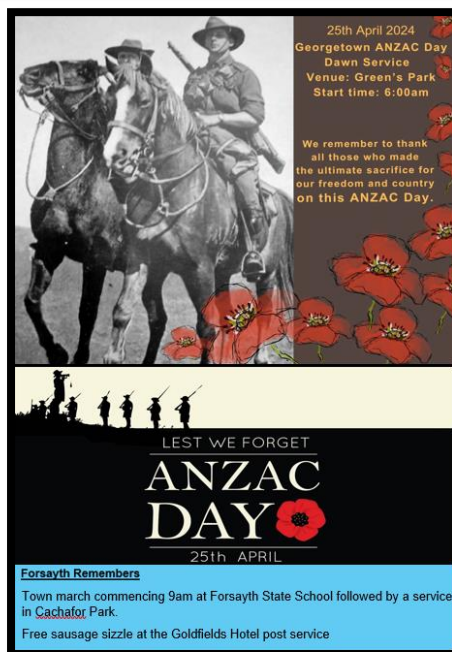
Raju Ranjit (from 30/10/2023)

Total remuneration packages for senior officers during 2023-2024

- 3 senior contract officers received total remuneration packages in the range of \$150,000 – \$265,000 +
- The 3 senior contracts totaled \$726,302.

Contracts are inclusive of salary, superannuation, motor vehicle, housing, telephone and uniforms and based on annual total package.

AWARDS & EVENTS



Etheridge Shire Australia Day Awards 2024

Australia Day Citizen of the Year
Australia Day Young Citizen of the Year
Community Event / Organisation of the Year
Senior Sports Medallion
Junior Sports Medallion
Senior Statesman

Deborah Mosch
Sasha Young
Mt Surprise P & C
Renee Bester
Chase Tansey
Cynthia Haigh

Far right: Australia Day Ambassador – Mr Barry Watson



Regional Arts Development Fund (RADF)

Etheridge Shire Council concluded their final year of the 2021-2024 funding agreement. Following on from previous years, the RADF Advisory Committee met throughout the year to ensure the RADF monies received were being utilised as per the community's priorities. Five members were selected by Council to represent all communities of Etheridge.

The Council's allocation from Arts Queensland for the 2023-2024 year was \$30,275 (including \$5,075 carried forward from previous years) and a Council co-contribution of \$3,000.

There were two rounds of community funding released with applicants being awarded the following: -

Aladdin	Children's Theatre Performance (3 shows)	\$5,500
Whalebone	Children's Theatre Performance (2 shows)	\$4,400
Katie Whitehead Jones	Charcoal & Oil Painting (3 shows)	\$12,995
Rebekkah Haase	Various Art Workshops	\$2,710
Mt Surprise P & C	Bangin' In the Basalt	\$7,000

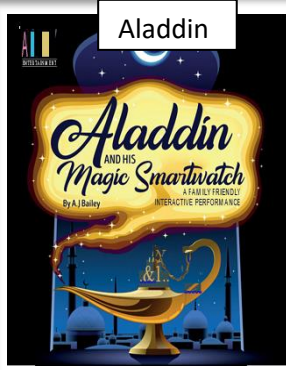
Etheridge Shire Council have now entered a new 4-year funding agreement with Arts Queensland.



Bangin in the Basalt



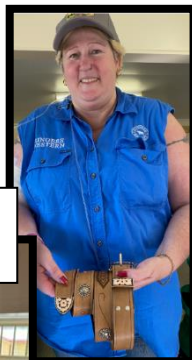
Whalebone



Aladdin



Bekky Haase – Senior's workshop



Ken Woodman – Leather workshop



Charcoal drawing & Oil Painting



GOVERNANCE

❖ General Meetings of Council

Council holds monthly General Meetings to attend to the business of Council. Council must ensure decision making supports the achievement of the Corporate Plan, Operational Plan and Budget, in accordance with the *Local Government Act 2009* and other legislation.

The Local Government Act requires elected members to declare prescribed and declarable personal interests in matters before Council. For a Councillor to have a personal interest there must be an expectation of personal benefit (gain or loss) for the Councillor or an associate. The Local Government Act and Regulation outline the ways in which elected members must manage their personal interests. A register listing Councillor's material personal interests is maintained.

❖ Transactions with Related Parties

Key management personnel compensation (KMP)

KMP includes the Mayor, Councillors and Council's senior management staff (Chief Executive Officer and Directors). The compensation to the KMP for the financial year was as follows:

Short-term employee benefits	\$	1 035 809
Long-term employee benefits	\$	12 489
Post-employment benefits	\$	64 465
Termination benefits	\$	86 071

Transactions with other related parties

Other related parties include close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members.

Close family members include a spouse, child or dependent of a KMP, child or dependent of a KMP's Spouse and any other family member expected to be influenced by a KMP in their dealings with Council.

Council employed 65 employees of which none were close family members of key management personnel.

There are entities and individuals identified as related parties of Council that also live and operate within the Etheridge Shire. On a regular basis ordinary citizen transactions occur between Council and its related parties. Some examples include:

- Payment of rates
- Use of Council facilities such as swimming pools and libraries
- Private Works

Council has not included these types of transactions in its disclosure where they are made on the same terms and conditions available to the general public.

❖ Councillors Code of Conduct

It is so important the community has confidence in its Council and Councillors. The Minister for Local Government released a Code of Conduct for Councillors

on 4th August 2020. All Queensland Local Government Councillors must comply with the Code of Conduct.

The Code provides Councillors with a frame of reference about their roles, obligations and acceptable behavioral standards.

To complement the transparency and compliance measures in the Local Government Act and Regulation, there are a number of requirements contained within section 186 of the Regulation that must be disclosed within Council's Annual Report, regarding complaints made about Councillors. These disclosures are made elsewhere in the Annual Report.

❖ Employee Code of Conduct

The Employee Code of Conduct assists Council in maintaining public trust and confidence in the integrity and professionalism of its employees by ensuring all employees maintain and enhance Council's reputation.

Employees are required to display the personal and professional behaviours that could be reasonably expected from persons holding positions that serve the community. More specifically, it requires employees to perform professional duties with care, skill, fairness and diligence.

Employees are required to engage in ethical conduct, treat all others with courtesy, respect and with due regard to the rights of others. All new employees are provided with training regarding their obligations under the Code of Conduct. Any alleged breaches of the code are investigated in accordance with Council's guidelines.

❖ External audit

Council is audited annually by Queensland Audit Office or a duly authorized representative of the QAO.

This provides a statutory mechanism for external review of Council's financial operations and other corporate matters affecting the sound management of the organisation.

Council has received an "Unmodified Audit Opinion" Report for 2023/24 financial year.

(Note: This is regarded as a good outcome)

❖ Tenders

Changes to Tenders in accordance with s228(8) of the Local Government Regulation 2012

Council had no occasion to invite tenderers to change their submissions in the manner contemplated in the Regulation throughout the course of 2023/24.

❖ Administrative complaints process

Council has adopted an 'Administrative Complaints Policy' which complies with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Complaints welcomed

- Council is committed to dealing fairly with administrative action complaints.
- Anyone who is dissatisfied about a decision or other action of the Council, a Council Officer can easily and simply lodge a complaint.
- Complainants are to be provided with information on the complaints process and, if necessary, assistance to make their complaint.
- Each complaint is initially assessed in terms of its seriousness, safety implications, complexity and degree of urgency.
- Council officers will receive complaints in a professional manner and welcome valid feedback as an opportunity for improvement of the Council's administrative practices.
- Complaints are to be responded to as quickly as possible and in accordance with the timeframes set out in the complaints process.
- Complainants will not suffer any reprisal from Council or its officers for making a complaint.
- Complaints are properly monitored with a view to continuous improvement of the Council's business processes.
- If a complainant is not satisfied that a complaint has been satisfactorily resolved, he/she will be informed of any statutory right of review and, if they request, be provided with details of any further review mechanism that is available.

The complaints process has been established for resolving complaints by affected persons about administrative action of the Council.

However, the complaints process does not apply to a complaint-

1. That relates to competitive neutrality issues;
2. About official misconduct that should be directed to the Crime and Corruption Commission; made under the *Whistleblowers Protection Act 1994*; or relate to actions of an elected member of Council.

“A complaint is a statement of dissatisfaction regarding the unsatisfactory delivery of a product or service offered by Council or the unsatisfactory conduct of Council officers. A complaint may be received in person, over the phone or by written or documented communication including electronic communication.”

A Complaint should not be confused with an action request. For example: -

A person may phone and request a pothole in a road be repaired.

This is a request for service. If they phone to complain that he/she had requested a pothole be repaired weeks ago and nothing had been done, then this constitutes a complaint.

During the 2023/24 financial year a total of 111 'request for action', 11 complaints and 0 administrative action complaints was received throughout the year. This is an increase from 2022/23, mainly due to Council's implementation of Snap Send Solve that has opened a new pathway to register requests for action and complaints.

By 30th June 2024, 11 requests for action, complaints and (the single) administrative action complaint remained unresolved.

❖ Revenue Policy

The Revenue Policy, adopted annually at the budget meeting, governs Council's revenue raising activities. The policy provides details on how rates are levied and explains the differential rating system that more fairly shares the burden of rates including differential categories. All water and waste charges are based on this policy, as well as special levies, rate remissions, payments and discounts, and overheads on private work. Copies of the Revenue Policy are available from www.etheridge.qld.gov.au

❖ Special Rates and Charges

Under Section 190(d)(ii) and Section 190(g) of the *Local Government Regulation 2012*, Council is required to provide details of action taken in relation to, and expenditure on, a service facility or activity for which the local government made and levied a special rate or charge for the financial year and a summary of all rebates and concessions allowed by the local government in relation to rates.

❖ Waste Management - Special Charge

A special charge was levied on properties within Forsyth, Einasleigh and Mt Surprise for "waste management".

The revenue from these rates was used as core funding for the maintenance and operations of all waste management facilities for the towns of Einasleigh, Mt Surprise and Forsyth. The Special Charge funds the activity. However, Council may determine to subsidise the service in view of the high costs of this service over the long term, and the undue hardship that may result if full cost recovery was sought from the special charge.

❖ Rebates and Concessions

Council has three different rebates and concessions in relation to rates. These are pensioner rate concession, natural hardship and economic or social incentives. Full details of these rebates and concessions are available within the Revenue Statement from www.etheridge.qld.gov.au.

❖ Risk management

Etheridge Shire Council is committed to establishing an environment that is not unduly risk averse, but one that enables risks to be logically and systematically identified, analysed, evaluated, treated, monitored and managed.

Risk is inherent in all of Council's activities and a formal and systematic process is adopted to minimise, and where possible, eliminate all risks that directly or indirectly impact on the Council's ability to achieve the vision and strategic objectives outlined in the Corporate Plan.

Enterprise Risk Management Guidelines have been developed to demonstrate the Council's commitment, by detailing the Integrated Risk Management framework to be employed by all staff members, contractors, committees and volunteers engaged in

Council business and defining the responsibilities of individuals and committees involved in managing risk. Council is committed to:

- Behaving as a responsible corporate citizen protecting employees, clients, contractors, visitors and the general public from injury and unnecessary loss or damage;
- Achieving its business objectives by minimising or eliminating the impact of risks it can realistically control;
- Creating an environment where all Council employees will take responsibility for managing risk (by developing and maintaining a strong risk management culture).

Formal risk registers cover strategic, operational and activity-based risks. Regular reviews of these registers take place to ensure the currency of the identified risks and track additional risks.

❖ Risk Tolerance

Council has implemented a "Risk Appetite & Tolerance Statement". Council generally considers "high" & "extreme" risks as not being acceptable and requires action to reduce either the likelihood of the risk occurring and / or the consequences should the risk occur.

❖ Fraud and corruption prevention

Etheridge Shire Council has developed a comprehensive Corporate Governance & Ethics Framework to ensure compliance with legislation and best practice democratic local government. The framework is not a policy or statement of intent, but rather a document which outlines Council's governance policies and practices. It provides readers with an overview of the governance program that has been put in place in order to assist elected members, management and employees in meeting their governance responsibilities. Council is committed to high standards of corporate governance and accountability and seeks continuous improvement in this regard.

Council's Fraud and Corruption Prevention Policy & Management Plan forms part of Council's overall approach to transparent corporate governance. The policy informs all Council officers, Councillors, consultants and contractors of Council's position regarding fraud and corruption and the consequences of failing to comply with the provisions of the policy.

Council is committed to:

- a zero-tolerance approach to fraud and corruption
- corruption and fraud control and management as an integral component of effective corporate governance
- transparent and accountable processes consistent with sound business practices and organisational standards of compliance
- preventing fraud and corruption and investigating all suspected incidents and taking appropriate action
- Maintaining an integrated Fraud and Corruption Prevention Framework to minimise the impact and reduce the risk of fraud and corruption within the work environment.

❖ Right to Information

Requests for information under the *Right to Information Act* (RTI) must be made on the required form (available on Council's website or by contacting Council).

During the period 1 July 2023 to 30 June 2024 Council did not receive any RTI applications.

❖ Business Activities

A "business activity" of a Local Government is divided into two categories:

- a) *Roads business activity means.*
 - The construction or maintenance of State controlled roads for which the Local Government submits an offer to carry out work in response to a tender invitation other than through a sole supplier arrangement; or
 - Submission of a competitive tender for construction or road maintenance on the Local Government's roads which the Local Government has put out to tender or called for by another Local Government.
- b) *Business activity means*
 - Trading in goods and services to clients in competition with the private sector; or
 - Submission of a competitive tender in the Local Government's own tendering process in competition with others for the provision of goods and services to itself.

Excluded activities are (a) library services, (b) an activity or part thereof prescribed by legislation.

These business activities are referred to as type 3 activities.

Local Governments may elect to apply a Code of Competitive Conduct (CCC) to their identified business activities.

Council has not identified any type 1,2 or business units and has resolved not to apply the CCC to its business activities.

❖ Land and roads prescribed not to have a value

Etheridge Shire Council has control of 6,689 hectares of reserve land under the Land Act 1994 (which includes Reserves for Parks, Recreation, Water Supply, Rubbish Disposal and Local Government Purposes); and 1,797.1 km of Roads. This land does not have a value in the financial statements.

❖ Thresholds for recognition of non-current assets

In June 2023, Council resolved to set the recognition threshold of non-current assets as follows:-

Land	\$1
Buildings	\$10,000
Plant and Equipment	\$5,000
Furniture and Equipment	\$5,000
Roads (and associated components)	\$10,000
Water Infrastructure	\$10,000
Other Structures	\$10,000

Acquisitions below the above thresholds are to be treated as an expense.

❖ **Grants to community organisations (S. 189(1))**

Council revised its approach to providing grants and in-kind assistance to community organisations in 2023/24, following the adoption of an In-kind Support Policy, Grants to Community Organisations Policy and Sponsorship Policy.

Community organisations are invited to apply for assistance for their community events between the months of March to June. Council considers the applications when preparing its Annual Budget. For 2023/24, Council provided assistance to the following organisations: -

In-kind:

Georgetown Turf Club	\$1,502.11
Georgetown Rodeo Association	\$393.68
Georgetown Golf Club	\$2,602.00
Georgetown Bushmans Ball	\$229.84
Georgetown Cricket Club	\$774.69
Georgetown Progress Association	\$2,507.36
Georgetown Gulf Stockman's Challenge	\$1,254.40
Georgetown Pigs & Rigs	\$83.82
Georgetown Hospital – RFDS	\$121.34
Mt Surprise Sports & Rec	\$1,080.00
Forsayth All Sports Association	\$4,324.45
Forsayth Gun Club	\$1,162.00
Einisleigh Race Club	\$1,168.29

Sponsorship:

No sponsorship granted

Infrastructure:

Georgetown Rodeo Association	\$ 7,150.89
Georgetown Golf Club	\$ 1,642.54

❖ **Councillor Discretionary Funds (S. 189(2))**

Councillors do not have discretionary funds at their disposal. Accordingly, no funds were disbursed under Councillor's Discretionary Funds during the year.

❖ **Overseas travel (S.188)**

No Councillors or staff travelled overseas during 2023-2024 in an official capacity.



Lists of Registers

Council maintains a list of registers and documents that are available on request. These include:

- Register of assets
- Register of authorised persons
- Register of cemetery
- Register of complaints
- Register of conflict/material personal interest
- Register of tender / contracts
- Register of Councillor complaints
- Register of delegations
- Register of electoral gifts
- Register of gifts and benefits
- Register of administration policies
- Register of interests
- Register of land records
- Register of licensing
- Register of local laws and subordinate local laws
- Register of regulatory fees
- Register of roads and road maps
- Register of statutory policies
- Register of Council policies

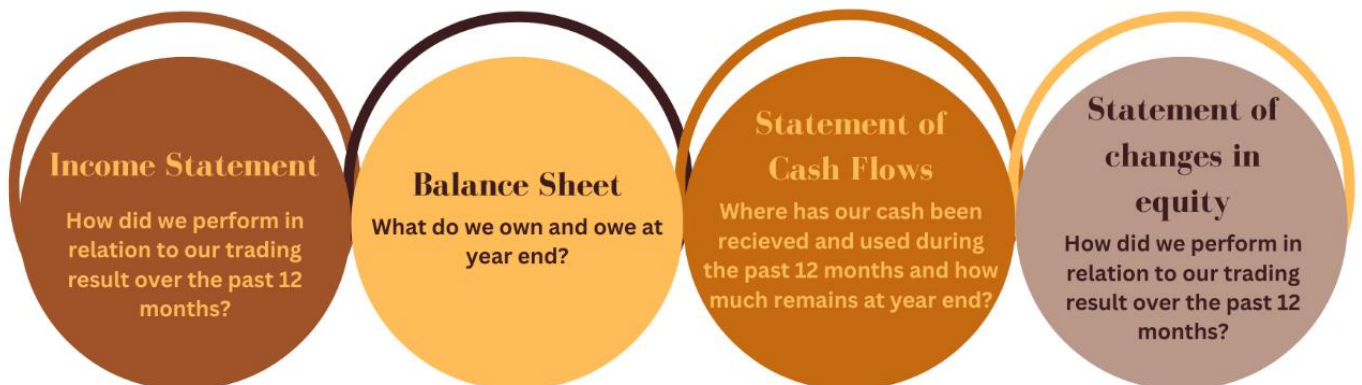


Gilberton Mustering Einasleigh – Photo by TEQ

COMMUNITY FINANCIAL REPORT

A Community Financial Report contains a summary and analysis of a Local Government's financial performance and position for the financial year.

This report makes it easier for readers to understand Council's financial management and performance by focusing on the four key financial statements.



The Community Financial Report is a simplified version of Council's financial performance and financial position for the 2023/24 financial year. The aim of the report is to assist readers in evaluating Council's financial performance by summarizing the information contained in the Annual Financial Statements. The Financial Statements are listed in full on the Council's website and a printed copy can be obtained by contacting Council staff.

Overview

Like every Queensland Local Government, Council's annual financial statements are audited by the Queensland Audit Office (QAO). For 2023/24 Council received an unqualified audit opinion. Essentially this means Council's annual financial statements give a "true and fair view of the Council's financial position as at 30 June 2024, and of its financial performance and cash flows for the year then ended".

Financial Snapshot as at 30 June 2024

	2023/24	2022/23	2021/22	2020/21	2019/20
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
Total Income	44,705	56,487	42,044	29,932	36,510
Total Expense	46,976	56,479	38,289	23,695	26,902
Net Result Surplus(deficit)	2,772	7,296	3,755	6,237	9,608
Capital Expenditure	107	343	1,965	422	187
Cash Position	10,618	18,070	16,118	13,218	14,084
Total Assets	303,931	307,448	279,275	249,671	222,788
Total Liabilities	15,385	16,945	10,212	4,418	6,457
Community Equity	288,545	290,503	269,073	245,253	216,331
% of Revenue derived from Rates	6.1%	4.5%	5.5%	7.5%	6.3%
% of Revenue derived from Grants	65.7%	59.9%	55.4%	50.4%	56.7%
% of Revenue derived from Sales Contracts and Recoverable Works	25.4%	31.5%	37.75%	39%	35%
Total Loans (whole dollars)	\$5,987	\$29	\$41.5	\$52.58	\$62.57

Statement of Comprehensive Income

Revenue

There are two main categories of revenue: recurrent and capital. Recurrent revenue is money raised that is used to fund Council's operations and is generally sourced from rates, levies and charges, grants, subsidies and donations, contract and recoverable works revenue, interest, fees and charges, rent and other income.

Capital revenue is used to fund asset replacement or new assets. Capital revenue is sourced from grants, subsidies and donations, as well as gains/losses on disposal of assets.

Revenues	2023/24	2022/23	2021/22	2020/21	2019/20
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
<u>Recurrent Revenue</u>					
Rates, Levies and Charges	2,736	2,536	2,307	2,239	2,313
Fees and Charges	126	172	295	217	208
Other Income	1,136	447	252	227	359
Sales Revenue	11,334	17,817	15,874	11,708	12,945
Grants,Subsidies, Contributions and Donations	24,491	33,823	18,266	8,510	10,279
<u>Capital Revenue</u>					
Grants,Subsidies, Contributions and Donations	4,881	1,692	5,040	6,587	10,406
Other Capital Income		-	10	444	-
<u>Total Revenue</u>	44,705	56,487	42,044	29,932	36,510

Expenses

Like revenue, expenses can also be classified as recurrent and capital. Recurrent expenses are incurred by Council in providing services to the community. On the other hand, capital expenses relate to cost of replacing or constructing new assets.

Expenses can take the form of wage & salaries, materials and services, finance costs and depreciation. These line items represent the cost to Council of providing services, operating facilities and maintaining assets.

Expenses	2023/24	2022/23	2021/22	2020/21	2019/20
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
<u>Recurrent Expenses</u>					
Employee benefits	7,281	6,965	6,754	6,385	6,149
Materials and services	33,253	43,782	25,262	12,859	16,624
Finance Costs	164	3	3	8	9
Depreciation	6,168	5,385	4,305	4,021	3,933
<u>Capital Expenses</u>	107	344	1,965	422	187
<u>Total Expenses</u>	46,976	56,480	38,289	23,695	26,902

Net Result

The net result is the difference between Revenue and Expense and is expressed as either a surplus (when revenue exceed expense) or a deficit (when expense exceed revenue).

As Council's operations are heavily dependent upon external funding and the timing of payments to when the revenue is recognized (usually in arrears), the net result can fluctuate from year to year and may mislead readers. For example, grants may be received in advance, with the associated expenditure incurred the following year. It is therefore important to look over the longer-term trends in the net result to assess Council's performance.

Net Result	2023/24	2022/23	2021/22	2020/21	2019/20
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
<u>Net Result</u>	2,270	7	3,755	6,237	9,602

The Statement of Financial Position

The Statement of Financial Position (also known as a Balance Sheet), presents Council's financial position at the end of the financial year 30 June 2024. The Statement measures what Council owns (assets) and what Council owes (liabilities), with the difference being net community wealth (equity).

Assets

Assets are generally classified as current and non-current. Current assets are those that can be quickly converted to cash or cash equivalents. Naturally cash is a current asset, as is accounts receivable, and inventory. Non-current assets are assets that cannot be easily converted to cash and have a useful life that may extend over a number of years. Non-current assets are usually made up of land, buildings and property, plant and equipment (PPE).

At the end of the financial year Council had decreased its total assets by \$4.3M. Council's cash position decreased by approximately \$7.5M. Total assets under Council's stewardship is \$303.9M.

Assets	2023/24	2022/23	2021/22	2020/21	2019/20
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
<u>Current Assets</u>					
Cash & cash equivalents	10,618	18,070	16,118	13,218	14,084
Receivables and other	4,265	2,766	1,004	367	1,218
Contract assets	3,502	4,716	4,391	4,570	5,464
Inventory	475	515	708	478	395
<u>Non-current Assets</u>					
Property, plant and equipment	285,051	281,381	257,055	231,038	201,627
<u>Total Assets</u>	303,931	307,448	279,275	249,671	222,788

Liabilities

Liabilities are similarly classified as current & non-current. Current liabilities are those that will be paid in the following financial year, whereas non-current liabilities will be over a number of subsequent financial years.

Council's liabilities (payables) comprise amounts owing for known obligations including borrowings, trade and other payables. Provisions are best estimates of anticipated future obligations. Council maintains provisions for employee entitlements for long service leave and restoration of the Shire's landfills to be realized in future years. Contract liabilities generally represent grant funds received in advance that Council must honor in future years.

Liabilities	2023/24	2022/23	2021/22	2020/21	2019/20
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
<u>Current Liabilities</u>					
Payables	5,257	2,196	3,772	1,943	672
Contract liabilities	1,139	11,809	3,385	652	3,484
Borrowings	203	13	12	11	10
Provisions	799	808	772	944	930
<u>Non-current Liabilities</u>					
Borrowings	5,784	16	30	41	52
Provisions	2,202	2,103	2,241	827	1,309
<u>Total Liabilities</u>	<u>15,386</u>	<u>16,945</u>	<u>10,212</u>	<u>4,418</u>	<u>6,457</u>

Community Equity

Community Equity is the difference between Total Asset and Total Liabilities. It represents the Shire's net worth.

Community Equity	2023/24	2022/23	2021/22	2020/21	2019/20
	\$,000's	\$ 000's	\$ 000's	\$,000	\$,000
<u>Community Equity</u>	<u>288,546</u>	<u>291,317</u>	<u>269,063</u>	<u>245,252</u>	<u>216,330</u>

The Statement of Changes in Equity

Council Equity represents the Council's net worth. It is the difference between Total Assets, less Total Liabilities and is made up of Retained Surpluses and the Asset Revaluation Reserve. The Statement of Changes in Equity explains how the community net worth changes over financial years. The 2023/24 increase (\$28.8M) reflected asset revaluations. Asset revaluations are undertaken by professional, independent and qualified consultants.

The Statement of Cash Flows

The Statement of Cash Flows identifies the cash movements (in / out flows) throughout the year. The statement shows Council's ability to cover its expenditures and where those funds are derived.

Council's cash flows from operating activities incorporate the recurrent activities of Council. The cash flows from investing activities shows Council spent net \$7.8M (2022/23 \$6.01M) investing in property, plant and equipment, the majority of which is funded from Council grant and subsidies and own source revenue. This includes capital works on Council's road network and infrastructure assets.

Financial Ratios

Section 169 of the Local Government Regulation 2012 requires the inclusion of the relevant measures of financial sustainability. These ratios are also included in Council's long term financial plan with reviews conducted on a regular basis. The targets have been set by the Department of State Development, Infrastructure, Local Government and Planning.

	2023/24	2022/23	2021/22	2020/21	2019/20
	%	%	%	%	%
Operating Surplus Ratio (Target 0-10%)¹	-21.34	-3	1.85	-1.62	-3.8
Asset Sustainability Ratio (Target >90%)²	16.2	26	0	0.00	7.56
Net Financial Liabilities Ratio (Target not >90%)³	-2.93	-17	-33	-62.07	-43.91

1. The Operating Surplus Ratio: The operating surplus ratio measures the extent to which revenue raised (excluding capital grants and contributions) covers operational expenses. It is calculated by dividing the Net Result by total Recurrent Revenue. The sustainability target is between 0%-10%. Council's Operating Surplus Ratio is within the sustainability target.
2. Asset Sustainability Ratio: This ratio measures the amount of capital expenditure on the renewal of existing assets compared to the depreciation expense. It is calculated by dividing capital expenditure on asset renewal by the depreciation expense. The sustainability target is >90%. Council's Asset Sustainability Ratio is below the sustainability target.
3. Net Financial Liabilities Ratio: This ratio measures the extent to which Council can fund its liabilities through its operating revenues. It is calculated by total liabilities minus current assets divided by recurrent revenue. The target sustainability ratio is not >90%. Council's Net Financial Liabilities Ratio is well within the sustainability target.

Against the Department's sustainability measures, Council faces some challenges into the future. It could be argued that the sustainability parameters are not optimal measures for Etheridge Shire. Being heavily dependent upon external revenue (and noting the timing of receipts to expenses), Council projects Operating Surplus ratios outside the sustainability targets for 7 of the next 10 years. Similarly, Council will be unable to meet the sustainability target for Asset Sustainability Ratio, given its large asset base, relatively low 'own source revenue' to fund asset replacement or renewal. This is further compounded by grants being tied to new asset construction and not asset replacement or renewal. Finally, and recognising Council's reasonable debt levels (\$5.98M), Council is easily able to exceed the sustainability measure for Net Financial Liabilities ratio well into the future. In summary, Council has performed well by many measures in the 2023-2024 period.

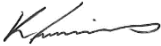
Policies

ETHERIDGE SHIRE COUNCIL



COUNCILLORS REIMBURSEMENT OF EXPENSES PROVISION OF FACILITIES POLICY

POLICY VERSION AND REVISION

Version History		Meeting date	
Post-Election Meeting – Dated 11 th April 2016		28 th March 2024	
General Meeting – Dated 15 th January 2017		Resolution number	
General Meeting – Dated 15 th January 2018		Res #SPEM24.03.04	
General Meeting – Dated 23 rd January 2019			
General Meeting – Dated 24 th January 2024			
Approval by CEO			
Effective date		Review date	
28 th March 2024		31 st December 2024	
Policy Author			
Current incumbent			
Implementation Officer			
Chief Executive Officer			
Current incumbent		Contact number	Official file no.
Ken Timms PSM		4079 9090	ESC – S001

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1. PURPOSE

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

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

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

2. SCOPE

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

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

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

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

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

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

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

3. POLICY STATEMENT

3.1. GENERAL PRINCIPLES

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

In addition, the principles that underpin this policy are:

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

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

¹ Local Government Regulation 2012 (Qld). S250a

² Local Government Regulation 2012 (Qld). S249

³ Local Government Act 2009 (Qld). S4

3.2. EXPENSE CATEGORIES

Professional Development

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

Discretionary Professional Development

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

Travel

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

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

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

Private Vehicle Usage

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

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

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

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

Rates per business kilometre		
Engine capacity		Cents per kilometre
Ordinary engine	Rotary engine	
N/A	N/A	68 cents

Meals

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

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

Incidental Daily Allowance

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

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

Hospitality

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

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

Accommodation

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

3.3. PROVISION OF FACILITIES

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

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

Secretarial Support

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

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

Administrative Tools and Office Amenities

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

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

IT Equipment

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

- laptop computer and/or tablet device and necessary software

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

Telephone and Data

Councillors will be provided with the following:

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

Maintenance Costs of Council-Owned Equipment

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

Uniforms and Safety Equipment

Council will provide to a Councillor:

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

Use of Council Vehicles

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

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

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

Insurance

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

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

Returning of Facilities

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

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

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

Misuse of Council Provided Resources for Electoral Purposes

This policy provides for the following –

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

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

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

3.4. CLAIMS FOR REIMBURSEMENT

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

Claims must be presented within three months of incurring expenses.

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

4. REPORTING

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

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

5. DEFINITIONS

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

Approved Council Business – includes:

- a. Formal meetings of Council, including Ordinary, Statutory and Special Meetings;
- b. Official committee meetings, including advisory committee meetings of which a Councillor is a member;
- c. Formal public consultation meetings;
- d. Civic functions at which a Councillor is attending in his/her official capacity as a Councillor;
- e. Community functions to which a Councillor has been invited in his/her official capacity as a Councillor;
- f. Official inspections;

- g. Formal training, professional development and conferences approved by Council;
- h. Other activities approved by the Mayor and ratified at a subsequent meeting of Council.

Council - means the Etheridge Shire Council.

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

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

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

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

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

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

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

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

6. RELATED LEGISLATION, DOCUMENTS AND REFERENCES

Local Government Act 2009

Local Government Regulation 2012

Procurement Policy

Entertainment Hospitality Policy

7. REVIEW

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

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

⁴ Local Government Regulation (Qld) 2012. S250b

⁵ Local Government Regulation (Qld) 2012. S251

Internal Audit

It is a requirement under Section 190 of the Local Government Regulation 2012, that the annual report has summary of the activities undertaken by the Internal Auditor.

The Internal Audit function represents an integral part of Etheridge Shire Council's governance framework. It is designed to provide the organisation's stakeholders with assurance that business processes are operating appropriately and effectively in accordance with organisational and legislative requirements. The Internal Audit function is designed to assess and evaluate the control measures the organisation has adopted, or plans to adopt, to manage the operational risks to which the local government operations are exposed.

During 2021/22 Council reviewed its Internal Audit function, adopting a new Internal Audit Charter (Policy), reinstating an Audit Committee and appointing Pacifica Chartered Accountants as its Internal Auditor (following the expiry of Arabon Pty Ltd appointment as Internal Auditor on 31st December 2021).

In accordance with s207 of the Local Government Regulation 2012, Council must:

- Undertake an internal audit each financial year;
- Prepare an internal audit plan after evaluating operational risks and relevant accounting documentation;
- Monitor its implementation of the internal audit plan;
- Prepare and present an internal audit progress report; and
- At least once per financial year, a summary of Internal Audit recommendations and the actions taken by management, if any, in response to the recommendations

The purpose of Council's Internal Audit function is to objectively evaluate the organisation's business processes, work practices and systems of internal control to report opportunities for improvement and recommend enhancements to improve effectiveness and control.

Internal Audit operates across all levels of the organisation, with the aim of developing practical recommendations to improve the adequacy and effectiveness of Council financial control systems, activities, operations and procedures.

The Internal Audit Committee reports to Council. To ensure the internal audit activity is directed to areas of most benefit, a number of Council processes have been selected for review over the three (3) year life of the Internal Audit Plan including:

- 2022/2023 - Recoverable Works in recognition of the value to Council of its contracting to Department of Transport & Main Roads, Queensland Reconstruction Authority and members of the public.
- 2023/2024 – Tender Evaluation & Contract Management review in recognition of the value to Council of its tender and procurement procedures for contracts totaling more than \$200,000.

MEETING OUR CORPORATE PLAN

A Sustainable Transport Network That Meets Community Needs

Shire Rural Roads are all Weather, Town Streets are Bitumen with Footpaths, Kerb, Channelling and Drainage

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's road assets.	DES	Develop and implement a shire roads intervention level policy	Nov-22	Policy adopted by Council and Implemented	Being developed
	DES	Identify the current status of shire rural roads and town streets	Sep-22	Updated road register	Road register updated
	DES	Implement maintenance programs on Towns Streets	Dec-22	Program implemented	Program being developed
	DES	Implement maintenance programs on Rural Roads	Jan-23	Program implemented	Program being developed
	DES	Implement maintenance programs on bridges, floodways, drainage etc	Feb-23	Program implemented	Program being developed and Copperfield Bridge being assessed.
Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for roads, incorporating road train access and drainage.	DCS	Funded road depreciation for asset replacement	May-23	AMP updated	Depreciation is charged in line with AMP
	DES	Implement capital programs on Towns Streets	Mar-23	Program implemented	Program being developed
	DES	Implement capital programs on Rural Roads	Mar-23	Program implemented	Program being developed
	DES	Implement capital programs on bridges, floodways, drainage etc	Mar-23	Program implemented	Program being developed
Lobby for adequate funding to enable the repair of the shire road network affected by natural disaster.	DES	Implement reinstatement program for NDRRA	Apr-23	Works are programmed and under budget	2021 works completed and acquitted upon activation of 2023 event. 2023 submission lodged with QRA April 2023.
Work with regional groups and our communities to upgrade Local Roads of Regional Significance.	DES	Attend regional meetings and meet with government representatives	Monthly	Attendance to regional FNQROC meetings	Council have attended Regional Meetings and advocated on behalf of ESC.

Transport and Main Roads is Committed to Developing a Network that is Fully Sealed to Road Train Route Standard

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Maintain relationship with the Department of Transport and Main Roads to undertake road construction and maintenance (Road Train Routes).	DES	Implement TMR programs for RMPC & NDRRA	Feb-23	Contract TMR works on track and under budget	Projects completed in the allocated time frames.
	DES	Attend regional meetings and meet with government representatives to lobby for increased commitment to Main Roads Network	Monthly	Attendance to FNQROC regional meetings	Attended TMR and FNQROC meetings
	DES	Create an audit of TMR infrastructure in the Shire (list of km of Gravel, single lane bitumen and narrow/ problem bridges)	Nov-22	Audit presented to Council	Not commenced
Continue to lobby to raise the national profile of the Georgetown to Forsyth, Kennedy, Gulf and Gregory Development Roads and Bridges and for additional funding for high priority widening and sealing.	DES	Implement TMR upgrade programs	Jun-23	TMR contracts awarded to Council and completed on time and within budget	GDR work nearing completion. KDR project to commence mid July 2023

There are Multiple Public Transport Options

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's airports and airfield assets.	DES	Implement maintenance programs for airports	Mar-23	Annual maintenance program implemented	Completed.
	DCS	Funded airport depreciation for asset replacement	May-23	AMP updated	Depreciation is charged in line with AMP
	DES	Implement capital program for airports	Feb-23	Program implemented	Completed.
Advocate for improved airfield infrastructure and services.	DES	Attend regional meetings and meet with government representatives	Quarterly	Attendance at FNQRRG regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
Advocate for improved rail and bus services	CEO	Attend regional meetings and meet with government representatives	Annually	Attendance at FNQROC & NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.

A Sustainable Environment of Natural Assets, Water, Waste Water and Waste Management

Best Practice Water and Waste Water Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's water and waste water assets.	DES	Implement maintenance programs for the water networks	Oct-22	Maintenance program developed and implemented	Program to be documented
	DES	Implement maintenance programs for the water treatment plants	Dec-22	Maintenance program developed and implemented	General maintenance underway
	DES	Develop and implement a water and waste water intervention level policy	Mar-23	Policy developed and presented to Council	Not commenced
Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program to deliver good quality, reliable water and waste water supplies for all communities	DCS	Funded water depreciation for asset replacement	Dec-22	AMP updated	Depreciation is charged in line with AMP
	DES	Implement Capital programs for the water networks	Mar-23	Program developed and implemented	Underway
	DES	Improvement of the Water Treatment Plants at Georgetown and Forsyth	Dec-22	Upgrade Forsyth WTP operations	Underway
Water Reservoirs are operating and environmentally compliant	DES	Implement maintenance programs for the water reservoirs	Mar-23	Program developed and implemented	Completed and implemented. A review is now required.
	DES	Charleston Dam is completed and operational	Oct-22	Charleston Dam online and operational	Some maintenance issues are required and there are restoration works required on the fish ladder.
Lobby for adequate funding to enable the repair and maintenance of shire water and waste water network affected by natural disaster or other events	CEO	Attend regional meetings and meet with government representatives	Monthly	Advocated at FNQROC / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.

Best Practice Waste Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
An asset management strategy to support the monitoring, maintenance, replacement and	DES	Implement waste collection programs at each town	Nov-22	Strategy presented to Council for adoption	Being undertaken and program to be documented.

enhancement of Council's collection and waste management facilities throughout shire	DCS	Funded depreciation for asset replacement	Mar-23	AMP updated	Depreciation is charged in line with AMP
	DES	Implement waste disposal programs at each facility	Jan- 23	Strategy presented to Council for adoption	Council in both the FNQROC and NWQROC strategies.
	DCS	Effective education program and encourage recycling, reuse and reduction of community waste	Jan-23	Successful media campaign held	This will be done Regionally as the first Action in the Regional Resource Recovery Plan which is targeted to commence in 2024.

Best Practice Natural Environment and Pest Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Develop Council's Biosecurity Plan in consultation with landowners and other stakeholders to reduce the impact of existing and emerging pests.	DCS	Implement works program for biosecurity	Dec-22	Plan adopted by Council	Commenced
In partnership with the community and external agencies, promote and support best practice management of the natural environment.	CEO	Attend regional meetings and meet with government representatives	Monthly	Advocated at FNQROC / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
Minimise the potential of disease outbreaks through implementation of an integrated mosquito management program.	DCS	Implement program as required	Jan-23	Program developed and adopted by Council	Fogging trial completed Mosquito Management Plan referred to EHO to commence with budget allocation in 23/24 to resource it.

An Energy Efficient Shire

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
	CEO	Identify the current status of Council's renewable energy portfolio	Jan-23	Council Status recognised	Council and Community reports completed.

Support of renewable energy. carbon reduction programs and Council's carbon footprint	DES	Attend regional meetings and meet with government and industry representatives	Half Yearly	Attendance at FNQWaste regional meetings	Attending FNQWaste regional meetings.
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Industry has Sustainable Environmental Practices

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Companies and industries are environmentally compliant	CEO	Attend regional meetings and meet with government and industry representatives	Bi-Monthly	Advocated at regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.

A Diversified Economic Development Ensures a Prosperous Shire

A Variety of Land and Housing Options for the Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Maintain a compliant planning scheme that supports the future development of our shire	DCS	Implement the planning scheme	Monthly	Planning applications processed	Planning Scheme implemented. Land Use studies for Georgetown and Mt Surprise completed
	DCS	Review and update planning scheme	May-23	Plan review and presented to Council	Not commenced
Review and update the asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's housing stock	DCS	Implement maintenance program for Council housing	Mar-23	Maintenance program implemented	In Progress (attached to asset valuations)
	DCS	Funded depreciation for asset replacement	Apr-23	AMP updated	Depreciation is charged in line with AMP
Advocating for the release of State Land for future development across the shire	CEO	Promote residential, rural residential and industrial subdivisions throughout shire as land become available and demand increases.	Monthly	Successful media campaign held	Industrial land in Georgetown acquired

A Diversified Economic Base: Rural, Tourism, Mining and Support Services

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Facilitate the development and marketing of a distinctive regional image.	CEO	Review and update shire marketing image	Feb-23	Strategy developed and adopted by Council	Currently developing a concept, this is now pending the development of an Economic Development Plan

Support community development to expand and meet the growing needs of the region through infrastructure, income diversification and advocacy	CEO	Develop and implement a Tourism Plan by consulting with all relevant stakeholders	Feb-23	Plan developed and adopted by Council	Completed
	CEO	Area Promotion	Monthly	Successful Media Campaign Held	Not yet commenced
	CEO	Review the TerrEstrial VIC Business Plan, with a view to identify latent opportunities and extending the tourist experience to include interactive activities.	Apr-23	Business case developed and adopted by Council	Further work to be carried out
Support skills development (youth, business, industry)	DCS	Develop and implement a community skills development program	Dec-22	Program implemented	In progress
	DCS	Review procurement policy and monitor the outcomes	Half Yearly	Outcome report presented to Council for consideration	In progress
Advocate for the development of the Etheridge Agriculture Precinct and associated agricultural industries	CEO	Attend regional meetings and meet with government and industry representatives	Monthly	Attendance at FNROQ / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.

Quality Social Infrastructure Makes the Shire a Desirable Place to Live

An Active Community with a Variety of Recreational Activities

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's parks, garden and recreational facilities	DES	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for parks, garden and recreational facilities	Apr-23	Program developed and implemented	Being developed as part of Sport & Rec plan.
	DCS	Maintain the public conveniences	Monthly	Facilities meet expectations	Public conveniences maintained
	DCS	Maintain the Shire's Cemeteries.	Monthly	Facilities meet expectations	Town Cemeteries maintained. Developing service levels for other cemeteries
	DCS	Maintain Swimming Pool as a safe and attractive venue.	Monthly	Facilities meet expectations	Swimming Pool maintained.
Establishment suitable recreational activities/facilities at water reservoirs	CEO	Construct recreation facilities at Charleston Dam to encourage activity-based tourism.	Apr-23	Project complete	Further developments to be undertaken in 2023/24.

	CEO	Continue our partnership with Department to further enhance the visitor experience on the Copperfield Dam, including construction of recreation facilities to encourage activity-based tourism.	Monthly	Attendance at FNROC / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
Enhance and improve the aesthetics of each town.	DES	Review and implement Georgetown beautification plan	Mar-23	Project approved and underway	Suggest that a Councillor briefing is necessary to progress this program.
	DES	Review beautification plans for Einasleigh, Forsayth and Mt Surprise	May-23	Plan presented to Council for consideration	Not commenced
Advocate for funding for additional sport and recreation infrastructure.	CEO	Review Council's sport and recreation long term plan	Apr-23	Status of current plan considered and reviewed	Seeking funding to undertake the development of same.
	CEO	Attend regional meetings and meet with government and industry representatives	Monthly	Attendance at FNROC / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.

An Invigorated Community with a Variety of Multi-Aged Services

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's Health, Aged Care, Childcare facilities	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Social facilities	May-23	Program developed and implemented	Not commenced
	CEO	Advocate to State and Federal Governments, supporting residents to address social inequity, disadvantage, livelihoods and general well-being.	Monthly	Attendance at FNQROC / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
	CEO	Partner with state government agencies to improve social conditions and livability.	Monthly	Attendance at FNQROC / NWQROC regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
Ensure that services to the community for childcare, youth hostel and aged care are provided.	DCS	Review and implement strategies for an efficient use of the 'Georgetown Hostel'	Mar-23	Current strategy review and updated	Not commenced
	DCS	Review and implement strategies for an efficient operation of the childcare business, including after school care	Mar-23	Current strategy review and updated	Commenced
	DCS	Review and implement strategies for youth programs for leadership, recreation, entertainment and healthy socialization	Feb-23	Current strategy review and updated	In progress. CDEO to workshop potential youth programs with Council in Q4

	DCS	Review and implement strategies for an efficient operation of programs for seniors	Jan-23	Current strategy review and updated	ILF progresses. CDEO to workshop potential Seniors programs with Council in Q4
Construct care facilities to retain citizens in the community.	DCS	Develop plans to build aged care facilities.	Nov-22	Plan presented to Council for consideration	Procurement delayed pending confirmation of funding.
	DCS	Develop plans to build special care facilities.	Jun-23	Overall strategy developed for Consideration	Procurement delayed pending confirmation of funding.
Advocate and facilitate the provision and improvement of central and remote health services.	CEO	Meet with government lobbying for health concerns, including a doctor to the region, aged care and respite and palliative care support.	Monthly	Attendance to regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
Advocate and facilitate for improvements in educational services to be provided within the shire	CEO	Attend Schools and meet with representatives of the school and P&Cs	Half yearly	Attendance to meetings	Not yet commenced, however a Councillor is in regular contact with Shire Schools.
Advocate for sufficient policing and emergency service facilities	CEO	Meet with government representatives	Quarterly	Attendance to DDMG meetings	Mayor, Deputy Mayor and CEO participate in quarterly TEAMS meetings.

A Culturally Aware Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's social infrastructure	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Social Infrastructure	Jun-23	Program developed and implemented	Not commenced
Provide libraries, as learning and information centres	DCS	Review and implement strategies for library service	Jan-23	Strategy is reviewed and implemented	In progress
Engage with and support local arts and cultural groups.	DCS	Review and implement strategies for engaging with arts and cultural groups	Nov-22	Strategy is reviewed and implemented	RADF Committee allocated grants throughout the year. CDEO to workshop potential cultural development programs with Council in Q4
Build and strengthen the Shire's identity through the support and provision of a	DCS	Support volunteers, community groups and events	Sep-22	Community assistance policy is reviewed and implemented	Ongoing promotion of assistance available under Council's Community Assistance policies. Approx \$85,000 provided to community organisations during 2022/23.

variety of events and branding our corporate image.					
Encourage local historians to preserve and promote local history and heritage.	DCS	Support important social milestones on appropriate anniversary dates.	Dec-22	Community calendar of events is developed and supported	Community Events are promoted on our Website and Social Media Platforms.

A Variety of Modern Communication Mechanisms Available for the Whole Shire

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Improve co-operation and communication with relevant stakeholders and all levels of government in the strategic planning of future community infrastructure.	DCS	Develop and maintain a current advocacy plan for the provision of telecommunication services, telemetry and media.	Jan-23	Plan is developed and Implemented	Meetings continue with Telstra.
Review and update the comprehensive asset management strategy to support the maintenance, replacement and enhancement of Council's communication assets.	DCS	Maintain radio re-transmission services for Mt Surprise, Forsayth and Einasleigh.	Monthly	Services are operational	Services maintained.
	DCS	Assist a commercial entity to introduce local radio services.	Jun-23	Options are considered and implemented	Tabled at Oct 2022 meeting with commercial operator given 12 months to provide service.

Best Practice Corporate Governance and Organisational Excellence

Council Provides Community Leadership Through Financial Sustainability and an Open and Accountable Governance

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Councillors take a leadership role in the community, serve as a role model and provide strategic direction for the continued growth and development of the region.	CEO	Review and implement Council's strategic plans	Monthly	Delegations from the monthly Council meetings	Review is progressing on a needs basis.
	CEO	Attend local and regional meetings with community, government and industry representatives	Monthly	Opportunities to attend regional meeting is given	Every opportunity is taken to meet stakeholders in any location.

Pursue and nurture an environment of honesty and integrity in which elected members, managers and staff work together in a spirit of trust and teamwork.	CEO	Adopt appropriate governance structures and make appropriate delegations.	Apr-23	Organisational structure is reviewed	Not yet commenced.
	CEO	Ensure the administration of the region is governed through open and transparent decision-making and reporting processes.	Mar-23	Meetings and legislative requirements are met	An internal Audit Committee Meeting is scheduled for July 23.
	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Corporate Assets	May-23	AMP is updated	Depreciation is charged in line with AMP
	DCS	Maintain compliance with legislation, local laws, policies	Monthly	Local Laws, policies and procedures are reviewed on a regular basis for compliance	Compliance continuously reviewed
Actively participate in the membership of regional development and other organisations in order to achieve mutual regional priorities.	CEO	Actively participate in the regional organisations and statutory supported planning instruments	Monthly	Attendance to regional meetings	Council have attended Regional Meetings and advocated on behalf of ESC.
	CEO	Build the Council's data analytic capability.	Apr-23	Statistical data is collected	Not yet commenced.

Effective Communication Between Council and the Community Across the Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Using appropriate media, promote civil and respectful discussion and participation in relevant issues.	CEO	Branding of Shire	Monthly	Media channel are used to promote Council operations	Council is building a presence on social media and a new E Newsletter has been developed. Other branding options are being developed.
Disseminate accurate and relevant information within the organization, the community and other relevant audiences.	CEO	Review of Council communication mechanisms	Oct-22	Current communication processes are reviewed and report to Council for consideration	The new "Drop in Sessions" have had a 75% success rate and further improvements are being considered.
Review the current practice of holding consultation meetings throughout the Shire and distribution of newsletter 'Inform' to maximise effective community engagement.	CEO	Council will embrace exceptional customer service, valuing staff and promoting ethical standards of practice, supported by clear policies and strategies;	Monthly	Item is raised at every Council meeting to ensure compliance	Issue is raised at every Council Meeting.

Council Operations Support Quality Service Provision and Good Governance

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Ensure the transparency of Council's financial operations and performance and promote awareness within the community of Council's financial management and other strategies.	DCS	Review and implement strategies for an efficient operation of Council administration and finances sections	Nov-22	Number of issues raised	GL re-write completed. Audit Committee meeting held. Audit recommendations being implemented.
	DCS	Review and implement strategies for an efficient operation of Council's internet and internal technology capabilities.	Dec-22	Capabilities of the system is reviewed and reported to Council	Council's website under review. ICT network & fleet progressively upgraded in accordance with strategic replacement model
	DCS	Review and implement a fair and equitable rating system	Feb-23	Review is undertaken and outcomes are reported to Council for their consideration	Rate modelling completed for 23/24
Pursue opportunities for external income sources to enhance financial capacity beyond traditional methods	CEO	Review Council's strategies / operations to reduce costs to Council	Monthly	Report to Council on options of gaining additional revenue sources	Every opportunity for additional funding is raised on a monthly basis.
Ensure the efficiency of procurement and stores activity.	DCS	Review and implement strategies for an efficient operation of the procurement and stores sections	Oct-22	Undertake a review of processes and if required implement improvements	To be completed in Q4
Ensure the efficiency of depot and engineering administration	CEO	Review and implement strategies for an efficient operation of Councils depot and engineering sections	Nov-22	Review current practices and report back to Council on possible improvements	Every opportunity is taken to review procedures and processes.
	DES	Effective works program to better utilise alignments between all funding.	Dec-22	Program to be reported back to Council for consideration	Currently under review as part of the Flood Restoration Works Program.
Maintain a profitable fleet business and manage contractor hire arrangements.	DES	Review and implement strategies for an efficient operation of Council's Plant Fleet	Oct-22	AMP for Council plant and machinery is reviewed and implemented	Not commenced
	DES	Review and implement strategies for efficient use of contractors.	Sep-22	Report is presented to Council for consideration	Not commenced
	DES	Develop a Plant Replacement and upgrade schedule and maintain the operational capacity of plant.	Sep-22	An annual plant for plant replacement is presented to Council, including a 10-year replacement Program	An annual plant for plant replacement is presented to Council, including a 10-year replacement Program

Desirable Staffing Balance that Reflects Council and Community Expectations

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Develop, review and implement a staffing strategy to the efficiency of Council operations	CEO	Review and implement strategies to increase the capacity of Council	Oct-22	As a part of the organisational review.	Part of the Organisation review and amount of work being requested.
Provide accountable, professional, responsible, timely and accessible services to external and internal customers that reflect the values of the organization.	DCS	Review and implement strategies to for customer services	Dec-22	The current process for customer requests and complaints is review and any outcome is presented to Council for consideration	Refinements made in Q4 2022. Snap Send Solve implemented. Customer complaint management system remains under review and improvement

Council is Effective in Attracting and Retaining Qualified, Experienced and Committed Staff

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Ensure Councillors and staff are provided with relevant learning and personal development opportunities to achieve stated strategic priorities and corporate objectives.	CEO	Promote a drug free environment.	Monthly	Outcomes from testing is considered	Random testing being undertaken on a regular basis to ensure compliance.
	CEO	Review and implement strategies for an efficient training and development programs	Monthly	A training needs analysis is developed	Not yet commenced
Implement effective HRM strategy throughout the organisation.	CEO	Review HRM practice for Council.	Dec-22	An annual review is undertaken of current practices	Policy review commenced.
Develop and implement organisation well-being programs.	CEO	Well-being program is part of a HRM review.	Dec-22	An annual review is undertaken of current practices	A program is in place and available to all personnel.
Develop and implement proactive WHS and enterprise risk strategies to reduce threats to the Council and the community.	CEO	Promote and support a safe and healthy work environment in which the importance of family and work/life balance is recognised.	Feb-23	Annual review is favourable, and incidents are minimised	Completed

Council is Effective in Planning, Preparing and Responding to Natural Disasters

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>4th Quarter</u>
Ensure a preparedness to respond to natural disasters and other emergencies and engage in planning activities aimed at minimising the impact of such disasters on the community.	CEO	Advocate for improved weather information infrastructure in the region (stream gauge stations, rainfall gauge stations and radar).	Nov-22	Suitable weather forecasting is in place.	An additional 3 river gauges have been put in place. A recent exercise, it is noted a further gauge is required.
Maintain a compliant, resourced disaster management plan	CEO	Review and update disaster management plan	Sep-22	Get ready is successful	Plan has been reviewed and desktop exercise undertaken.



FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30TH JUNE 2024



Meeting Date 20th November 2024

Subject	Final 2023-2024 General Purpose Financial Statements
Classification	Open
Author	Renee Bester, Director of Corporate Services

EXECUTIVE SUMMARY

Etheridge Shire Council prepares Annual General Purpose Financial Statements in accordance with applicable legislation and Australian Accounting Standards. The financial statements have been finalised, adopted by Councils Audit Committee and certified by QAO on 29th October 2024.

Where a Council has an audit committee, the draft General Purpose Financial Statements must be reviewed by the Audit Committee prior to certification.

RECOMMENDATION

That Council

- receive the 2023/2024 Financial Statements as presented, and;
- make publicly available through inclusion within the 2023/2024 Annual Report.

BACKGROUND

As noted in the Executive Summary, Council prepared its financial statements which were audited by BDO in September. The final financial statements were presented to the Audit Committee and adopted on 28th October 2024. QAO then certified them on 29th October 2024.

Every effort was made by Council and BDO to complete audit by the 31st of October 2024.

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

Council has made a budget allocation for External Audit Fees.

LEGAL CONSIDERATIONS

The Local Government Regulation Qld 2012 requires Council to complete the audit of their financial statements by 31st October 2024.

POLICY IMPLICATIONS

Nil

CONSULTATION

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

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

RISK ASSESSMENT

Risk Assessment Outcome: Medium

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:

Renee Bester, Director of Corporate Services

Mark Watt

Date: 04/11/2024

Date:

ATTACHMENTS

Final 2023/2024 Financial Statements

Etheridge Shire Council
Financial Statements
for the year ended 30 June 2024

Etheridge Shire Council

Financial statements

For the year ended 30 June 2024

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**Etheridge Shire Council
Statement of Comprehensive Income
For the year ended 30 June 2024**

	<u>Note</u>	2024 \$	2023 restated \$
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3(a)	2,736,103	2,536,003
Fees and charges	3(b)	126,234	171,648
Sales revenue	3(c)	11,334,219	18,106,228
Grants, subsidies, contributions and donations	3(d)	<u>24,491,678</u>	<u>33,823,356</u>
Total recurrent revenue		<u>38,688,234</u>	<u>54,637,235</u>
Capital revenue			
Grants, subsidies, contributions and donations	3(d)	<u>4,881,273</u>	<u>2,217,855</u>
Total capital revenue		<u>4,881,273</u>	<u>2,217,855</u>
Rental income		187,725	186,815
Interest received		874,310	208,898
Other income		73,770	51,203
Total income		<u>44,705,312</u>	<u>57,302,006</u>
Expenses			
Recurrent expenses			
Employee benefits	4	(7,281,094)	(6,965,133)
Materials and services	5	(33,253,426)	(43,782,646)
Finance costs		(164,932)	(2,688)
Depreciation	10	<u>(6,168,873)</u>	<u>(5,385,639)</u>
		<u>(46,868,325)</u>	<u>(56,136,107)</u>
Capital expenses	6	(107,775)	(343,603)
Total expenses		<u>(46,976,100)</u>	<u>(56,479,710)</u>
Net result		<u>(2,270,788)</u>	<u>822,296</u>
Other comprehensive income			
Items that will not be reclassified to net result			
Increase / (decrease) in asset revaluation surplus	18	(501,302)	21,432,825
Total comprehensive income (loss) for the year		<u>(2,772,090)</u>	<u>22,255,121</u>

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Etheridge Shire Council
Statement of Financial Position
as at 30 June 2024

	<u>Note</u>	2024	2023 restated
		\$	\$
Current assets			
Cash and cash equivalents	7	10,618,715	18,070,155
Receivables	8	4,265,666	2,766,252
Inventories	9	475,095	514,612
Contract assets	11	3,520,331	5,531,257
Total current assets		<u>18,879,807</u>	<u>26,882,275</u>
Non-current assets			
Property, plant and equipment	10	285,051,951	281,380,833
Total non-current assets		<u>285,051,951</u>	<u>281,380,833</u>
Total assets		<u>303,931,758</u>	<u>308,263,108</u>
Current liabilities			
Payables	12	5,256,903	2,195,889
Contract liabilities	11	1,139,683	11,809,037
Borrowings	13	203,150	13,509
Provisions	14	799,262	808,027
Total current liabilities		<u>7,398,998</u>	<u>14,826,462</u>
Non-current liabilities			
Borrowings	13	5,784,001	16,251
Provisions	14	2,202,976	2,102,522
Total non-current liabilities		<u>7,986,977</u>	<u>2,118,773</u>
Total liabilities		<u>15,385,975</u>	<u>16,945,235</u>
Net community assets		<u>288,545,783</u>	<u>291,317,873</u>
Community equity			
Asset revaluation surplus		196,709,848	197,211,150
Retained surplus		91,835,935	94,106,723
Total community equity		<u>288,545,783</u>	<u>291,317,873</u>

The above statement should be read in conjunction with the accompanying notes and accounting policies.

**Etheridge Shire Council
Statement of Changes in Equity
For the year ended 30 June 2024**

	Asset revaluation surplus \$	Retained surplus \$	Total \$
Balance as at 1 July 2023	197,211,150	94,106,723	291,317,873
Net result	-	(2,270,788)	(2,270,788)
Other comprehensive income for the year			
Decrease in asset revaluation surplus	(501,302)	-	(501,302)
Total comprehensive Loss for the year	<u>(501,302)</u>	<u>(2,270,788)</u>	<u>(2,772,090)</u>
Balance as at 30 June 2024	<u>196,709,848</u>	<u>91,835,935</u>	<u>288,545,783</u>
Balance as at 1 July 2022	175,778,325	93,284,427	269,062,752
Net result	-	822,296	822,296
Other comprehensive income for the year			
Increase in asset revaluation surplus	21,432,825	-	21,432,825
Total comprehensive income for the year	<u>21,432,825</u>	<u>822,296</u>	<u>22,255,121</u>
Balance as at 30 June 2023 (restated)	<u>197,211,150</u>	<u>94,106,723</u>	<u>291,317,873</u>

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Etheridge Shire Council
Statement of Cash Flows
For the year ended 30 June 2024

	Note	2024	2023
		\$	\$
Cash flows from operating activities			
Receipts from customers		12,250,850	18,936,194
Payments to suppliers and employees		(36,540,565)	(52,180,496)
		<u>(24,289,715)</u>	<u>(33,244,302)</u>
Interest received		874,310	209,785
Rental Income		187,725	186,815
Non Capital grants and contributions		17,658,706	40,833,393
Borrowing costs		<u>(42,731)</u>	<u>(2,688)</u>
Net cash inflow (outflow) from operating activities	20	<u>(5,611,705)</u>	<u>7,983,003</u>
Cash flows from investing activities			
Payments for property, plant and equipment	10	(10,724,283)	(9,317,000)
Grants, Subsidies contributions and Donations		2,574,540	2,703,971
Proceeds from sale of property plant and equipment	6	352,618	594,114
Net cash inflow (outflow) from investing activities		<u>(7,797,125)</u>	<u>(6,018,915)</u>
Cash flows from financing activities			
Proceeds from borrowings		6,067,724	-
Repayment of borrowings		(110,334)	(11,740)
Net cash inflow (outflow) from financing activities		<u>5,957,390</u>	<u>(11,740)</u>
Net increase (decrease) in cash and cash equivalent held		<u>(7,451,440)</u>	<u>1,952,348</u>
Cash and cash equivalents at the beginning of the financial year		18,070,155	16,117,807
Cash and cash equivalents at end of the financial year	7	<u><u>10,618,715</u></u>	<u><u>18,070,155</u></u>

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Etheridge Shire Council

Notes to the financial statements

For the year ended 30 June 2024

1 Information about these financial statements

1.A Basis of preparation

Etheridge Shire Council ("Council") is constituted under the Queensland Local Government Act 2009 and is domiciled in Australia.

These general purpose financial statements, covering the period 1 July 2023 to 30 June 2024, have been prepared in accordance with the Local Government Act 2009 and the Local Government Regulation 2012.

Council is a not-for-profit entity for financial reporting purposes and these financial statements comply with Australian Accounting Standards and Interpretations as applicable to not-for-profit entities. These financial statements have been prepared under the historical cost convention except for the revaluation of certain items of property, plant and equipment.

1.B New and revised Accounting Standards adopted during the year.

Council adopted all standards which became mandatorily effective for annual reporting periods beginning 1 July 2023. None of these adopted Standards has resulted in a material impact on reported positions, performance or cash flows. The adoption of the revisions to AASB 101 Presentation of Financial Statements resulted in disclosure of material accounting policy information only rather than significant accounting policies. This means that accounting policy information is disclosed only if it relates to material transactions, other events or conditions and:

- (a) Council has changed accounting policy during the reporting period and this change resulted in a material change to the information in the financial statements.
- (b) Council chose (or was mandated to use) the accounting policy from one or more options permitted by Australian Accounting Standards.
- (c) the accounting policy was developed in accordance with AASB 108 Accounting Policies, Changes in Accounting Estimates and errors in the absence of an Australian Accounting Standard that specifically applies.
- (d) the accounting policy relate to an area for which a Council is required to make significant judgements or assumptions in applying an accounting policy, and the Council discloses those judgements or assumptions in the financial statements.
- e) the accounting required for them is complex and users of the entity's financial statements would otherwise not understand those material transactions, other events or conditions.

1.C Standards Issued by the AASB, not yet effective.

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2024. These standards have not been adopted by Council and will be included in the financial statements on their effective date.

1.D Estimates and Judgements

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes.

1.D Estimates and Judgements (continued)

The significant judgements, estimates and assumptions relate to the following items with specific information provided in the relevant note:

Valuation, depreciation and impairment of Property, Plant and Equipment - Note 10
Provisions - Note 14
Contingent Liabilities Note 16
Revenue recognition - Note 3

1.E Rounding and comparatives

The Financial statements are denominated in Australian dollars. Figures may be subject to small, insignificant rounding adjustments. Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard.

1.F Taxation

Council is exempt from income tax, however Council is subject to Fringe Benefits Tax, Goods and Services Tax ("GST") and payroll tax on certain activities. The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

2. Analysis of Results by Function

2(a) Council functions - component descriptions

- 1 Governance**
Elected and Executive corporate leadership. Comprises support functions for Mayor and Councillors, council and committee meetings, statutory requirements, human resources, media and public relations, planning, economic development and workplace health and safety.
- 2 Corporate Services**
Administration, Finance and organisational support. Based on providing Financial Reporting and Management reporting. This function includes the administration, building, finance, information technology and communication services of council.
- 3 Community Services**
Services directed toward meeting community outcomes. Community functions provide support to emergency services, growing aged care services and child care and education support, disaster management, sporting and recreation, animal control and day to day community and cultural activities.
- 4 Infrastructure**
Civil works and services. Centered on providing high quality and effective road network. Provides and maintains transport infrastructure, including the maintenance and provision of the roads, drainage and footpath networks.
- 5 Utilities**
Major goal is providing safe, sustainable water services. Includes activities relating to flood and waterways management. This function includes the goal of sustainably managing refuse sites including refuse collection and disposal services. Council does not provide sewerage infrastructure.

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

2 (b) Analysis of results by function

Income and expenses defined between recurring and capital are attributed to the following functions:

Year ended 30 June 2024

Functions	Gross program income				Elimination of inter-function transactions	Total income	Gross program expenses		Total expenses	Net result from recurrent operations	Net Result	Assets
	Recurrent		Capital				Recurrent	Capital				
	Grants	Other	Grants	Other								
	\$	\$	\$	\$			\$	\$				
Governance	179,703	19,556	908,988	-	-	1,108,247	(2,086,078)	-	(2,086,078)	(1,886,819)	(977,831)	-
Corporate Services	235,451	3,034,935	(30,373)	-	-	3,240,013	(2,781,181)	-	(2,781,181)	489,205	458,832	21,050,214
Community Services	237,474	515,819	888,375	-	-	1,641,668	(2,214,952)	-	(2,214,952)	(1,461,659)	(573,284)	-
Infrastructure	23,839,050	11,155,762	3,114,283	-	-	38,109,095	(38,617,405)	(107,775)	(38,725,180)	(3,622,593)	(616,085)	282,881,544
Utilities	-	606,289	-	-	-	606,289	(1,168,709)	-	(1,168,709)	(562,420)	(562,420)	-
Total Council	24,491,678	15,332,361	4,881,273	-	-	44,705,312	(46,868,325)	(107,775)	(46,976,100)	(7,044,286)	(2,270,788)	303,931,758

Year ended 30 June 2023

Functions	Gross program income				Elimination of inter-function transactions	Total income	Gross program expenses		Total expenses	Net result from recurrent operations	Net Result	Assets
	Recurrent		Capital				Recurrent	Capital				
	Grants	Other	Grants	Other								
	\$	\$	\$	\$			\$	\$				
Governance	158,018	6,225	40,434	-	-	204,677	(1,094,670)	-	(1,094,670)	(930,427)	(889,993)	-
Corporate Services	7,351,295	2,480,477	-	-	-	9,831,772	(4,943,101)	-	(4,943,101)	4,888,671	4,888,671	40,496,697
Community Services	205,519	784,353	-	-	-	989,872	(2,696,546)	-	(2,696,546)	(1,706,674)	(1,706,674)	-
Infrastructure	26,108,524	17,362,008	2,177,421	-	-	45,647,953	(45,862,190)	(343,603)	(46,205,793)	(2,391,658)	(557,840)	267,766,411
Utilities	-	627,732	-	-	-	627,732	(1,539,599)	-	(1,539,599)	(911,867)	(911,867)	-
Total Council	33,823,356	21,260,795	2,217,855	-	-	57,302,006	(56,136,106)	(343,603)	(56,479,709)	(1,051,955)	822,297	308,263,108

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

3 Revenue

(a) Rates, levies and charges

Rates, levies and other annual charges are recognised as revenue, when council earns the right to entitlement, at the commencement of the associated rating period.

Prepaid rates are customer rates payments received prior to the rating period, initially recognised as a financial liability until the commencement of the rating period. Council has no entitlement to such funds, and consequently, any such receipts are held to the credit benefit of customers rates accounts, until commencement of the ratings period.

<u>Note</u>	2024 \$	2023 \$
General rates / Community levy	2,482,667	2,295,495
Water consumption, rental and sundries	496,948	447,779
Waste management	177,478	162,810
Total rates and utility charge revenue	<u>3,157,093</u>	<u>2,906,084</u>
Less: Discounts	<u>(420,990)</u>	<u>(370,081)</u>
	<u><u>2,736,103</u></u>	<u><u>2,536,003</u></u>

(b) Fees and charges

Revenue arising from fees and charges are recognised at the point in time when the performance obligation is completed and the customer receives the benefit of the services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service. There is no material obligation for council in relation to refunds or returns.

Licences granted by council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

TerrEstrial centre - admission fees	42,915	52,950
Aglistment	35,452	32,700
Other fees and charges	47,867	85,998
	<u>126,234</u>	<u>171,648</u>

(c) Sales revenue

Sale of goods revenue is recognised at the point in time that the customer obtains control of the goods, generally at delivery. Revenue from services is recognised when the service is rendered.

Revenue from contracts and recoverable works generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. This revenue and the associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Where consideration is received for the service in advance it is included in contract liabilities and is recognised as revenue in the period when the service is performed.

<u>Note</u>	2024 \$	2023 \$
Rendering of services		
Contract and recoverable works	10,843,744	17,617,739
Private and Other works	240,961	237,627
	<u>11,084,705</u>	<u>17,855,366</u>
Child care centre	114,483	119,962
Hostel fees	54,051	58,067
	<u>168,534</u>	<u>178,029</u>
Sale of goods		
TerrEstrial Centre - goods	80,980	74,834
	<u>80,980</u>	<u>74,834</u>
Total sales revenue	<u><u>11,334,219</u></u>	<u><u>18,106,228</u></u>

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

(d) Grants, subsidies, contributions and donations (Cont)

Grant income under AASB15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is satisfied.

Performance obligations vary in each agreement but include milestone events, completion to a specification or standard, within a certain time frame. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others. Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, revenue is recognised using either costs or time incurred.

Grant income under AASB 1058

Assets arising from transfers within the scope of AASB 1058, are recognised at the fair value of the asset at the time of transfer. Council recognises any associated liability or equity item relationships similarly at this time, with any resultant benefit then being recognised as either income or expense.

Capital grants

Where council receive funding under an enforceable contract to acquire or construct a specified item of property, plant and equipment which will be under Council's control on completion, revenue is recognised as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred.

Physical assets contributed to council by developers are recognised as revenue when Council obtains control of the asset and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. Non-cash contributions with a value in excess of the recognition thresholds are recognised as non-current assets. Those below the thresholds are recorded as expenses.

	2024 \$	2023 \$
(i) Operating		
General purpose grants	70,076	133,333
State government subsidies and grants	24,268,962	23,994,302
Commonwealth government subsidies and grants	149,487	9,690,774
Donations	3,153	4,947
Total recurrent grants, subsidies, contributions and donations	<u>24,491,678</u>	<u>33,823,356</u>

(ii) Capital

Capital revenue includes grants and subsidies received and tied to specific projects for the replacement or upgrade of existing, non-current, assets and investment in new assets.

State government subsidies and grants	4,333,313	2,031,639
Commonwealth government subsidies and grants	547,960	186,215
Total capital grants, subsidies and contributions	<u>4,881,273</u>	<u>2,217,855</u>

(iii) Timing of revenue recognition for grants, subsidies, contributions and donations

	2024		2023	
	Revenue recognised at a point in time	Revenue recognised over time	Revenue recognised at a point in time	Revenue recognised over time
Grants and subsidies	219,563	29,150,235	9,824,107	25,686,157
Donations	3,153	-	4,947	-
	<u>222,716</u>	<u>29,150,235</u>	<u>9,829,054</u>	<u>25,686,157</u>

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

	<u>Note</u>	2024	2023
		\$	\$
4 Employee benefits			
Staff wages and salaries		5,445,171	5,210,922
Councillors' remuneration		356,112	316,283
Annual, personal and long-service leave entitlements		1,004,014	841,124
Other employee related expenses		138,585	154,332
Superannuation		574,083	589,526
		<u>7,517,965</u>	<u>7,112,187</u>
Less: Capitalised employee expenses		<u>(236,871)</u>	<u>(147,054)</u>
		<u><u>7,281,094</u></u>	<u><u>6,965,133</u></u>

Councillor remuneration represents salary and other allowances paid in respect of carrying out their duties.

	2024	2023
Total Council employees at the reporting date:		
Elected members	5	5
Administration staff (Inc Exec)	19	15
Childcare	5	4
Depot and works staff	34	36
Total full time equivalent employees	<u>63</u>	<u>60</u>

	<u>Note</u>	2024	2023
		\$	\$
5 Materials and services			
Consumables		400,825	344,252
Audit of annual financial statements by the Auditor General		100,275	132,444
Professional services		523,205	574,183
Contract works		23,261,240	19,426,675
Repairs and maintenance		4,129,032	1,961,793
Other materials and services		3,474,842	20,087,316
Water and waste management		957,407	895,531
Communications		136,874	114,967
Insurances		269,726	245,485
		<u>33,253,426</u>	<u>43,782,646</u>

Total audit fees quoted by the Queensland Audit Office relating to the 2023-24 financial statements are - \$96,000 (2022-23 - \$98,833)

6 Capital expenses			
Increased/ (Decreased) provision for landfill closure and monitoring	14	77,402	(112,776)
Loss on disposal of non-current assets			
Proceeds from sale of property, plant and equipment		(352,618)	(594,114)
Less: Carrying value of disposed property, plant and equipment		382,991	1,050,492
		<u>30,373</u>	<u>456,378</u>
Total capital expenses		<u><u>107,775</u></u>	<u><u>343,603</u></u>

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

	<u>Note</u>	2024	2023
		\$	\$
7 Cash and cash equivalents			
Cash at bank and on hand		406,232	18,307
Deposits at call		10,212,483	18,051,848
Balance per Statement of Financial Position and Cash Flows		<u>10,618,715</u>	<u>18,070,155</u>

Cash is held with Bendigo Bank in standard business banking accounts. This bank has a Standard and Poor's short term credit rating of A1+ and a long term rating of AA-. Deposits at call are capital guaranteed and held with Queensland Treasury Corporation.

Restricted cash and cash equivalents over Government grants and subsidies

Council's cash and cash equivalents may be subject to internal and external restrictions identifying amounts for specific purpose allocation. Council's internal restriction are over financial assistance grants for the ensuing financial year, received in advance.

Cash and Cash equivalents	10,618,715	18,070,155
Less: Externally imposed restrictions on use	(1,139,683)	(1,910,344)
Unrestricted cash	<u>9,479,032</u>	<u>16,159,811</u>

(i) Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:

Future capital works	1,139,683	164,374
Future constrained works	-	1,745,970
Unspent and restricted Government grants and subsidies	<u>1,139,683</u>	<u>1,910,344</u>

(ii) Internal allocations of cash at the reporting date:

Internal allocations of cash may be lifted by a Council with a resolution.

Future recurrent expenditure	7,502,377	7,499,230
Total Internally allocated cash	<u>7,502,377</u>	<u>7,499,230</u>

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate, trust bank account and separate accounting records are maintained for funds held on behalf of external, third parties. Council performs a custodial role in respect of these monies, imposing internal restrictions on their use for other Council purposes, and they are neither considered revenue nor recognised as a Council asset as Council has no control over the assets.

	<u>Note</u>	2024	2023
		\$	\$
Trust funds held for outside parties			
Monies collected or held on behalf of other entities yet to be paid out		-	1,539
		<u>-</u>	<u>1,539</u>

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

8 Receivables

Settlement of receivables is required within 30 days from invoice date with additional transaction security not normally obtained. Council applies normal business credit protection procedures prior to providing goods or services, to minimise credit risk. Council does not impair rate receivables as it is empowered under the provisions of the *Local Government Act 2009* to recover any outstanding rate debt from proceeds on disposal of the rateable property.

Current	2024	2023
	\$	\$
Rates	223,251	134,477
Prepaid expenses	119,509	70,206
Trade receivables	<u>4,037,782</u>	<u>2,561,569</u>
Total current receivables	4,380,542	2,766,252
Less: Loss Allowance	<u>(114,876)</u>	<u>-</u>
	<u><u>4,265,666</u></u>	<u><u>2,766,252</u></u>

9 Inventories	<u>Note</u>	2024	2023
		\$	\$
Land Held for resale			
Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value and, being an inventory item, is classified as a current asset. Proceeds from the sale will be recognised as sales revenue on the signing of a legal, unconditional contract of sale.			
(a) Inventories held for sale			
Real estate for resale		<u>-</u>	<u>53,093</u>
		<u>-</u>	<u>53,093</u>
(b) Inventories held for distribution			
Plant and equipment stores		<u>475,095</u>	<u>461,518</u>
		<u>475,095</u>	<u>461,518</u>
Total inventories		<u><u>475,095</u></u>	<u><u>514,612</u></u>

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

10 Property, Plant & Equipment

30-Jun-24

Basis of measurement

Fair value category

Asset values

Opening gross value as at 1 July 2023

Additions:

Disposals

Revaluation adjustment to other comprehensive income(asset revaluation surplus)

Transfers between classes

Closing gross value as at 30 June 2024

Accumulated depreciation and impairment

Opening balance as at 1 July 2023

Depreciation expense

Depreciation on disposals

Transfers between classes

Revaluation adjustment to asset revaluation surplus

Adjustments and Other Transfers

Accumulated depreciation as at 30 June 2024

Carrying amount as at 30 June 2024

Range of estimated useful life in years

Asset Additions comprise

Asset Renewals

Other additions

	Land	Land improvements	Buildings	Other Structures	Fleet, Plant and Equipment	Furniture and Office Equipment	Road, drainage and bridge network	Water	Waste	TerrEstrial Collection	Work in progress	Total
	Fair Value Level 2	At Cost Level 3	Fair Value Levels 2 & 3	Fair value Level 3	At Cost Level 3	At Cost Level 3	Fair Value Level 3	Fair Value Level 3	Fair Value Level 3	Fair Value Level 3	At Cost	
Opening gross value as at 1 July 2023	1,770,875	13,679,361	30,847,705	15,851,079	13,037,762	1,094,766	248,854,788	19,065,725	1,465,629	915,748	2,577,420	349,160,858
Additions:	-	-	-	-	-	-	-	-	-	-	10,737,283	10,737,283
Disposals	(5,090)	-	-	-	(900,252)	-	(54,415)	-	-	-	-	(959,757)
Revaluation adjustment to other comprehensive income(asset revaluation surplus)	-	-	2,288,671	802,265	-	-	(10,033,527)	3,594,744	-	-	-	(3,347,847)
Transfers between classes	339,103	(13,679,361)	1,019,165	1,478,531	1,896,096	-	686,351	13,857,792	(1,465,629)	25,000	(4,157,048)	-
Closing gross value as at 30 June 2024	2,104,888	-	34,155,541	18,131,875	14,033,606	1,094,766	239,453,197	36,518,261	-	940,748	9,157,655	355,590,537
Opening balance as at 1 July 2023	-	128,266	10,508,531	6,183,344	4,968,708	510,790	39,535,670	5,193,757	750,960	-	-	67,780,026
Depreciation expense	-	-	918,621	583,815	1,027,380	63,582	3,149,592	425,883	-	-	-	6,168,873
Depreciation on disposals	-	-	-	-	(573,330)	-	(3,436)	-	-	-	-	(576,766)
Transfers between classes	-	(128,266)	-	750,960	-	-	-	128,266	(750,960)	-	-	-
Revaluation adjustment to asset revaluation surplus	-	-	850,180	(1,791,912)	-	-	(1,851,781)	(53,032)	-	-	-	(2,846,545)
Adjustments and Other Transfers	-	-	-	-	12,999	-	-	-	-	-	-	12,999
Accumulated depreciation as at 30 June 2024	-	-	12,277,332	5,726,207	5,435,757	574,372	40,830,045	5,694,874	(0)	-	-	70,538,587
Carrying amount as at 30 June 2024	2,104,888	-	21,878,209	12,405,668	8,597,849	520,394	198,623,152	30,823,387	0	940,748	9,157,655	285,051,951
Range of estimated useful life in years	Land: Not depreciated.	Land: Improvements: 7 - 100	40 - 100	20-60	2 - 20	2 - 20	5 - 100 Formation - Not Depreciated	20 - 80	20 - 60	Not Depreciated	-	-
Asset Additions comprise	-	-	133,331	-	-	-	674,689	15,577	-	-	-	823,597
Asset Renewals	339,103	-	885,834	12,902	1,896,096	-	11,662	162,854	-	25,000	-	3,333,451

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

10 Property, plant and equipment

30-Jun-23

Note	Land	Land improvements	Buildings	Other Structures	Fleet, Plant and Equipment	Furniture and Office Equipment	Road, drainage and bridge network	Water	Waste	TerrEstrial Collection	Work in progress	Total
	Fair Value	At Cost	Fair Value	Fair value	At Cost	At Cost	Fair Value	Fair Value	Fair Value	Fair Value	At Cost	
	Level 2	Level 3	Levels 2 & 3	Level 3	Levels 3	Level 3	Level 3	Level 3	Level 3	Level 3		
	Asset values											
	1,701,500	12,826,640	27,897,248	14,167,945	12,035,969	1,067,302	219,681,758	11,204,116	1,465,629	726,850	12,994,235	315,769,192
	-	-	-	-	-	-	-	-	-	-	9,317,000	9,317,000
6	-	-	-	-	(1,257,593)	-	(585,308)	(66,350)	-	-	-	(1,909,251)
18	-	852,721	1,909,895	981,399	-	-	21,230,433	820,571	-	188,898	-	25,983,917
	69,375	-	1,040,562	701,735	2,259,386	27,464	8,527,905	7,107,388	-	-	(19,733,815)	-
	1,770,875	13,679,361	30,847,705	15,851,079	13,037,762	1,094,766	248,854,788	19,065,725	1,465,629	915,748	2,577,420	349,160,858

Accumulated depreciation and impairment

Opening balance as at 1 July 2022

Depreciation expense

Depreciation on disposals

Revaluation adjustment to other comprehensive

Transfers between classes

Accumulated depreciation as at 30 June 2023

	-	-	8,975,594	5,376,594	4,972,600	445,838	33,491,008	4,762,178	677,708	-	-	58,701,520
	-	128,266	882,315	423,916	739,917	64,952	2,783,515	289,507	73,252	-	-	5,385,640
6	-	-	-	-	(743,809)	-	(32,341)	(40,759)	-	-	-	(816,909)
18	-	-	650,622	382,834	-	-	3,293,488	182,831	-	-	-	4,509,775
	-	-	-	-	-	-	-	-	-	-	-	-
	-	128,266	10,508,531	6,183,344	4,968,708	510,790	39,535,670	5,193,757	750,960	-	-	67,780,026

Carrying amount as at 30 June 2023

Range of estimated useful life in years

	1,770,875	13,551,095	20,339,174	9,667,735	8,069,054	583,976	209,319,118	13,871,968	714,669	915,748	2,577,420	281,380,833
	Land: Not depreciated. Improvements : 7 - 40	Land: Not depreciated. Improvements: 7 - 100	40 - 100	20-60	2 - 20	2 - 20	5 - 100 Formation - Not Depreciated	20 - 80	20 - 60	Not Depreciated	-	-

Asset Renewals

Other additions

	-	-	69,740	280,144	-	-	973,147	79,547	-	-	-	1,402,578
	69,375	-	970,822	421,591	2,259,386	27,464	7,554,758	7,027,841	-	-	-	18,331,237

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

10 Property, plant and equipment

(a) Recognition

Purchases of property, plant and equipment are recognised as assets unless they are below asset recognition thresholds, currently \$10,000 for infrastructure related assets, \$1 in relation to land, and \$10,000 for plant & equipment. Replacement of a major component of an asset, in order to maintain its service potential, is treated as the acquisition of a new asset. Routine operational maintenance, repair costs and minor renewals to maintain the asset component and useful life of the non-current asset are expensed as incurred. Individual assets valued below the asset recognition threshold, are recognised as assets when they form part of a larger, connected network (e.g. individual components of a park). Land beneath roads, and reserve land under the *Land Act 1994* or *Land Title Act 1994*, is controlled by the Queensland State Government and not recognised in Council's Financial Statements.

(b) Measurement

Property, plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss.

(c) Depreciation

Land, work in progress, TerrEstrial mineral collection, road formations and formation work associated with the construction of dams, levee banks and reservoirs are not depreciated.

Depreciation, where applicable, is calculated on a straight-line basis such that the cost of the asset less its residual value is recognised progressively over its estimated useful life to Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Where assets have separately identifiable components, these components have separately assigned useful lives.

Depreciation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions.

(d) Impairment

Each non-current physical asset and group of assets, held at cost, is assessed for indicators of impairment annually. If an indicator of possible impairment exists, the Council determines the asset's recoverable amount. Any amount by which the carrying amount of the asset exceeds this recoverable amount is recorded as the impairment loss.

(e) (i) Valuation

Council's valuation policies and procedures are set by Management. They are reviewed annually taking into consideration an analysis of movements in fair value and other relevant information. Within every 5 year period, Council arranges a full comprehensive valuation of assets by engaging an external, professionally qualified valuer. During this year, Council has comprehensively revalued its road, drainage and bridge network, water and other structures asset classes. The purpose of these rolling valuations is to ensure carrying amount of each class of asset does not materially differ from its fair value at the reporting date. The valuation process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their assessments of the condition of the assets at the date of inspection.

During the intervening years, Council uses internal and external consulting engineers to assess for material differences in the assumptions for useful life, remaining lives and costs with all infrastructure assets. These results are also considered in combination with suitable indexes from the Australian Bureau Statistics. Jointly, these methods are combined to form the basis of a desktop valuation in the intervening years.

(ii) Valuation processes

In accordance with AASB 13 fair value measurements are categorised on the following basis:

- Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities (Level 1).
- Fair value based on inputs that are directly or indirectly observable for the asset or liability (Level 2).
- Fair value based on unobservable inputs for the asset and liability (Level 3).

(ii) Valuation techniques used to derive fair values

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates	Index applied (change in index recognised 30/06/2024)	Other Interim revaluation adjustments
Land (Level 2)	Market Value	31-Mar-22	Heron Todd White	The property market for residential land and houses is in limited supply, with only a few recent period sales and limited housing and building construction. Land values were assessed using the direct comparison approach, whereby Land owned by Council has a zoning particular to Council's ownership, such as "Community Infrastructure". In these cases, land values have been assessed based upon sale of other land with similar, physical attributes, with allowances being made for the restrictive zoning. Valuation inputs were used where comparable sales evidence was available and meaningful comparisons were possible, without significant adjustment or evidence analysis, or significant professional judgement by Shepherds. Sales evidence was sourced from RP Data, active estate agents and gathered as part of Shepherds normal business processes. Comparable sales evidence can be obtained from Shepherds valuation report.	Nil	Nil
2024: \$ 2,104,888						
2023: \$1,770,875						
Buildings (Level 2)	Market Value	31-Mar-22	Comprehensive Valuer 2022: Heron Todd White	Comprehensive onsite inspections conducted in December 2021, in accordance with AASB13 and AASB16. The property market for residential land and houses is very small with only a few sales in recent years, and with few houses or buildings under construction during the inspection period. Where there is a market for Council building assets, fair value has been derived from sales prices of comparable properties. In the absence of sales evidence, reference has been made to: <ul style="list-style-type: none"> - Rawlinson's, Australian Construction Handbook; - Shepherds industry experience and business processes. In determining the level of accumulated depreciation, the asset has been disaggregated into significant components which exhibit useful lives. Allowance has been made for the typical asset life cycle and renewal treatments of each component. Condition was assessed taking into account both physical characteristics as well as holistic factors such as functionality, capability, utilisation and obsolescence. Where "depth in market" can be identified, we have assessed the fair value of an asset as the best estimate of price reasonably obtained in the market at the date of valuation.	7.44%	Nil
2024: \$4,061,748						
2023: \$2,393,825						
Buildings (level 3)	Current Replacement Cost	31-Mar-22	Comprehensive Valuer Heron Todd White	Where Council buildings are of specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement with a new asset of similar type and service. The gross current values have been derived from reference to market data for recent projects and costing guides issued by the Australian Institute of Quantity Surveyors. (Rawlinson's Australian Construction Handbook.) Where there is no depth of market, the net current value of a building asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. In determining the level of accumulated depreciation, the asset has been disaggregated into significant components which exhibit useful lives. Allowance has been made for the typical asset life cycle and renewal treatments of each component. Condition was assessed taking into account both physical characteristics as well as holistic factors such as functionality, capability, utilisation and obsolescence. Once the accumulated depreciation has been calculated, it is aggregated into a parent asset for aggregation within the financial system.	7.44%	Nil
2024: \$17,816,461						
2023: \$17,945,349						

10 Property, Plant and Equipment (continued)
(e) (ii) Valuation techniques used to derive fair values

Asset class and fair value hierarchy	Valuation Approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied (change in index recognised 30/06/2024)	Other Interim revaluation adjustments
Water Infrastructure (Level 3)	Current Replacement Cost (CRC)	30-Jun-24	Comprehensive Valuer Shepherd	<p>CRC was calculated based on expected replacement costs. In all cases the assets were disaggregated to component level to ensure a reliable measure of cost and service capacity and deterioration of estimated remaining life. Unit rates were developed from a combination of past construction project averages and first principles calculations for assets, where recent construction unit costs are not known.</p> <p>Accumulated Depreciation The accumulated depreciation cost was determined by an assessment of the age from either its construction date or by a condition assessment where an asset was close to the end of its life or where reliable construction data information was unavailable. Where site inspections were not conducted (i.e. for passive assets and active assets for which site inspections were not undertaken), the remaining useful life was calculated on an age basis after taking into consideration current and planned maintenance records.</p>	n / a	Nil
Roads, Bridges and Drainage Networks (Level 3)	Current Replacement Cost	30-Jun-24	Comprehensive Valuer Shepherd	<p>Roads Council categorises its road infrastructure into urban and rural roads and then further sub-categorises into sealed and unsealed roads. All road segments are then componentised into formation, pavement and seal (where applicable). Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment. Council also assumes a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials.</p> <p>CRC was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs, and overhead allocations. Council assumes pavements are constructed to depths of 200mm for urban areas and 150mm for rural roads.</p> <p>For internal construction estimates, material and services prices were based on existing supplier contract rates or supplier price lists and labour wage rates were based on Council's Enterprise Bargaining Agreement (EBA). All direct costs were allocated to assets at standard usage quantities according to recently completed similar projects. Where construction is outsourced, CRC was based on the average of completed similar projects over the last few years.</p> <p>Accumulated depreciation In determining the level of accumulated depreciation, roads were disaggregated into significant components which exhibited different useful lives. A consumption assessment was undertaken based on defects / condition assessments for each segment. For sealed surfaces defected % by area and average international roughness index, for sealed pavements % of rutting by area and average international roughness index for unsealed pavements % of gravel remaining were all used to determine remaining lives.</p>	n / a	Nil

10 Property, Plant and Equipment (continued)

(e) (ii) Valuation techniques used to derive fair values

Asset class and fair value hierarchy	Valuation Approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied (change in index recognised 30/06/2024)	Other Interim revaluation adjustments
Roads, Bridges and Networks (Level 3)	Current Replacement Cost	30-Jun-24	Comprehensive Valuer Shepherd	<p>Bridges Each bridge was assessed individually, with the valuation varying according to deck area, condition and size. Construction estimates were determined on a basis similar to roads.</p> <p>Accumulated depreciation The accumulated depreciation cost was determined by an assessment of the age from either its construction date or by a condition assessment where an asset was close to the end of its life or where no reliable construction data information was available.</p> <p>Drainage Infrastructure Similar to roads, drainage assets are managed by major components pipes, headwalls surfaces and pits. Consistent with roads, Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment and that a segment is designed and constructed to the same standard yet grouped into urban and rural types. Where drainage assets are located underground, and physical inspection is not possible the age, size and type of construction material are used to determine the fair value at reporting date.</p> <p>Accumulated depreciation The accumulated depreciation cost was determined by an assessment of the age from either its construction date or by a condition assessment where an asset was close to the end of its life or where no reliable construction data information was available.</p>	n / a	Nil
Other Infrastructure	Current Replacement Cost	30-Jun-24	Comprehensive Valuer Shepherd	<p>Other Structures Include small shelters, play equipment, fencing and various airstrip and remaining land improvement assets. CRC was calculated based on expected replacement costs, where unit rates were developed from a combination of past construction project averages, from first principles' calculations or indexation.</p> <p>Accumulated depreciation The accumulated depreciation cost was determined by an assessment of the age from either its construction date or by a condition assessment where an asset was close to the end of its life or where no reliable construction data information was available. .</p> <p>Where site inspections were not conducted, the remaining useful life was calculated on an age basis after taking into consideration current and planned maintenance records.</p>	n / a	Nil

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

	Note	2024 \$	2023 \$
11 Contract balances		<u>\$</u>	<u>\$</u>
(a) Contract assets		<u>3,520,331</u>	<u>5,531,257</u>
(b) Contract liabilities			
Funds received upfront to construct Council controlled assets		1,139,683	2,209,105
Non-capital performance obligations not yet satisfied		-	9,599,932
		<u>1,139,683</u>	<u>11,809,037</u>
(c) Revenue recognised that was included in the contract liability balance at the beginning of the year			
Funds received in advance to construct controlled assets		2,209,105	186,144
Non-capital performance obligations not yet satisfied		9,599,932	2,513,333
		<u>11,809,037</u>	<u>2,699,477</u>

Satisfaction of Contract Liabilities

The contract liabilities in relation to capital grants relate to funding received prior to the work being performed since revenue is recognised as council constructs the assets. Council expects to recognise the contract liability as income in the subsequent year.

- (d) Significant changes in contract balances
The decrease of contract liabilities balance relates primarily to QRA flood damage grants whereby Council generally receives the initial 30% upfront prior to the commencement of construction, Council received the 2023 flood damage event upfront payment during the year. Whilst council did commence work, the funds expended prior to the end of the last financial year remained below the initial payment received. These funds were expended during the 2024 financial year.

12 Payables

Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.

Current			
Creditors		-	810,896
Accrued wages and salaries		328,885	96,205
Accrued expenses		4,896,160	1,250,883
Other creditors		31,858	34,805
Other payables		-	3,100
		<u>5,256,903</u>	<u>2,195,889</u>

13 Borrowings

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Thereafter, they are measured at amortised cost. Principal and interest repayments are made quarterly in arrears.

All borrowings are in \$A denominated amounts and interest is expensed as it accrues. No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 15 September 2025 to 15 March 2044.

Council also aims to comply with the Queensland Treasury Corporation's (QTC) borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

Current			
Loans - QTC		<u>203,150</u>	<u>13,509</u>
		<u>203,150</u>	<u>13,509</u>
Non-current			
Loans - QTC		<u>5,784,001</u>	<u>16,251</u>
		<u>5,784,001</u>	<u>16,251</u>

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

14 Provisions

Long Service Leave

The provision for long service leave represents the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value.

Refuse dump restoration

Council has established and maintains a provision for the restoration of the five township landfill sites at the end of their useful lives. Council estimates these sites are estimated to close between 2026 and 2055 and the restoration program will continue over a subsequent thirty years post-closure care program.

The calculation of the provisions use assumptions including application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. The provisions are reviewed at least annually and updated based on the facts and circumstances available at the time.

Refuse restoration provision represents the present value of anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites.

	Note	Current		Non-current	
		2024 \$	2023 \$	2024 \$	2023 \$
Current					
Annual leave		504,405	530,045	-	-
Long service leave		294,857	277,982	137,348	114,296
Refuse site rehabilitation		-	-	2,065,628	1,988,226
		<u>799,262</u>	<u>808,027</u>	<u>2,202,976</u>	<u>2,102,522</u>

Movements in non-employee benefit provisions:

	2024 \$	2023 \$
Refuse site rehabilitation		
Balance at beginning of financial year	1,988,226	2,101,003
Increase due to unwinding of discount	77,402	77,402
Additional provisions	-	-
Amounts used	-	-
Increase/(decrease) due to change in discount rate	-	(3,303)
Increase/decrease due to change in inflation rate	-	(82,565)
Expenditure rehabilitation	-	(2,569)
Increase/decrease in provision due to change in timing of cost.	-	(623,833)
Increase/decrease in provision due to change in projected cost.	-	522,092
Balance at end of financial year	<u>2,065,628</u>	<u>1,988,226</u>

15 Commitments for expenditure

Contractual commitments and arrangement estimates at the end of the financial year, but not recognised in the financial statements are as follows:

Management of ESC Student Hostel (permits attendance variations)	76,715	72,500
Town Planning & WHS Contracts	87,522	-
Road Construction Projects	969,999	-
Independent Living Facility	1,020,212	-
Other Capital projects	167,746	-
	<u>2,322,194</u>	<u>72,500</u>

16 Contingent assets and liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2023, the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Work Care

Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Work Care. Under this scheme Council has provided an indemnity by way of bank guarantee in favour of LGW, drawn against deposits held with QTC to cover short fall funding in the event the self-insurance licence was cancelled and there were insufficient funds available to cover the outstanding liabilities. Only the Queensland Government's workers regulator may exercise any part of the guarantee should the above circumstances arise. The Council's maximum exposure to the bank guarantee is \$112,868 (2023: \$66,303).

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

	2024	2023
	\$	\$
17 Related party transactions		
(a) Transactions with key management		
Key Management Personnel : Etheridge Shire Council Mayor and Councillors, Chief Executive Officer, Director Corporate Services and Director Engineering Services		
Compensation paid to KMP comprises:		
Short-term employee benefits	1,035,809	888,885
Long term benefits	12,490	10,479
Post employment benefits	64,465	53,352
Termination benefits	86,071	-
Total	<u><u>1,198,835</u></u>	<u><u>952,716</u></u>
(b) Loans and guarantees to/from related parties	-	-
There are no loans or guarantees provided to or held with related parties.		
(c) Commitments to/from other related parties		
There are no specific commitments or contracts for future transactions.	-	-
Unspecified transactions may occur during the ordinary course of business.	-	-
(d) Transactions with related parties		
Purchases of materials and services from entities controlled by KMP.	112,908	9,443
(e) Transactions with related parties that have not been disclosed		
Most of the people and entities that may be considered related parties live and operate within Etheridge Shire. Consequently related party transactions may occur during the ordinary course of business. These may include payment of rates, use of community provided facilities at no charge (e.g.) Georgetown swimming pool and Council Library.		
18 Asset revaluation surplus		
The asset revaluation surplus comprises movements of Council's non-current assets, reflecting changing values of assets under direct valuation, conducted by appropriately qualified and independent valuers		
Balance at the beginning of the financial year	197,211,149	175,778,324
Roads, Drainage and Bridges	(8,181,746)	17,893,607
Land	-	-
Land Improvements	-	852,721
Buildings	1,438,491	1,259,273
Water	3,647,776	639,761
Other Structures	2,594,177	598,565
Terrestrial Collection	-	188,898
Increment (Decrement) in revaluation and indexation surplus on assets	(501,302)	21,432,825
Balance at the end of the financial year	<u><u>196,709,847</u></u>	<u><u>197,211,149</u></u>
19 Superannuation		
Total superannuation contributions paid by Council for employees	574,083	589,526
	<u><u>574,083</u></u>	<u><u>589,526</u></u>

All employees have contributions paid to compliant employee choice funds and LGIA. Council contributes at the current SGL rate of 11% of an employees eligible gross ordinary earnings before overtime. Where employees choose to make an additional contribution of 6% of eligible earnings, Council increases its SGL contribution to 12%.

Effective July 2024, the SGL rate was increased to 11.5%.

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

20 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities

	2024	2023
	\$	\$
Net result	<u>(2,270,788)</u>	<u>822,296</u>
Non-cash items:		
Depreciation and amortisation	6,168,873	5,385,639
Impairment of receivables	114,876	-
Unwinding discount on provisions	<u>77,402</u>	<u>-</u>
	<u>6,361,151</u>	<u>5,385,639</u>
Investing and development activities (non-cash):		
Net (profit)/loss on disposal of non-current assets	30,373	456,378
Capital Grants and Contributions	<u>(4,881,273)</u>	<u>(2,217,855)</u>
	<u>(4,850,900)</u>	<u>(1,761,476)</u>
Changes in operating assets and liabilities:		
(Increase)/ decrease in receivables	(1,499,414)	(1,716,635)
(Increase)/ decrease in contract assets	2,888,140	(289,000)
(Increase)/decrease in inventory	39,517	301,425
Increase/(decrease) in payables	3,061,014	(1,730,287)
Increase/(decrease) in contract liabilities	(9,432,113)	7,074,084
Increase/(decrease) in provisions	91,689	(103,043)
	<u>(4,851,168)</u>	<u>3,536,544</u>
Net cash inflow (outflow) from operating activities	<u><u>(5,611,705)</u></u>	<u><u>7,983,003</u></u>

21 Correction of prior year error

During the course of the 2024 financial year it was identified that amounts of expenditure relating to both a particular type of capital grant funding and a particular recoverable works project had inadvertently been excluded from the calculations in relation to the contract assets assessment. As such these amounts of revenue had inadvertently been excluded in 2023. Accordingly this has been rectified in the current year financial statements by way of a prior period adjustment.

The error described above has been corrected by restating the prior year comparative balances such that they appear as if the treatment was consistent with what it should have been.

Comparative figures for 30 June 2023	Original balances as presented at 30 June 2023	Adjustments	Restated balances at 30 June 2023
Statement of financial position			
Contract asset	4,716,257	815,000	5,531,257
Statement of comprehensive income			
Sales revenue	17,817,228	289,000	18,106,228
Capital revenue	1,691,855	526,000	2,217,855

22 Events after the reporting period

There were no material adjusting events after the balance date.

23 Financial Instruments and financial risk management

Financial assets and financial liabilities
Etheridge Shire Council has exposure to the following risks
- Credit risk
- Liquidity risk
- Market risk

Risk management framework

Etheridge Shire Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

Councillors approve policies for overall risk management, as well as specifically for managing credit, liquidity and market risk. The Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. The Council aims to manage volatility to minimise potential adverse effects on the financial performance of the Council.

The Council's audit committee oversees how management monitors compliance with the Council's risk management policies and procedures, and reviews the adequacy of the risk management framework in relation to the risks faced by the Council. The Council's audit committee is assisted in its oversight role by internal audit. Internal audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the results of which are reported to the audit committee.

Etheridge Shire Council does not enter into derivatives.

Etheridge Shire Council
Notes to the financial statements
For the year ended 30 June 2024

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from the Council's investments and receivables from customers

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations. The carrying amount of financial assets represents the maximum credit exposure.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar state/ commonwealth bodies or financial institutions in Australia, in line with the requirements of the Statutory Bodies Financial Arrangements Act 1982 .

No collateral is held as security relating to the financial assets held by the Etheridge Shire Council.

The carrying amount of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council.

Liquidity risk

Liquidity risk is the risk that the Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

The Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposits, both short and long term, to cater for unexpected volatility in cash flows. These facilities are disclosed in note 10.

The following table sets out the liquidity risk in relation to financial liabilities held by Council. It represents the remaining contractual cash flows (principal and interest) of financial liabilities at the end of the reporting period, excluding the impact of netting agreements:

Council	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
2024					
Trade and other payables	-	-	-	-	-
Loans - QTC	501,399	1,951,487	7,182,806	9,635,691	5,987,151
	<u>501,399</u>	<u>1,951,487</u>	<u>7,182,806</u>	<u>9,635,691</u>	<u>5,987,151</u>
2023					
Trade and other payables	810,897	-	-	810,897	810,897
Loans - QTC	13,510	16,251	-	29,761	29,760
	<u>824,407</u>	<u>16,251</u>	<u>-</u>	<u>840,658</u>	<u>840,657</u>

The outflows in the above table are not expected to occur significantly earlier or for significantly different amounts than indicated in the table.

Market risk

Market risk is the risk that changes in market prices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest rate risk

Etheridge Shire Council is exposed to interest rate risk through investments with QTC and other financial institutions.

The Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

Sensitivity

Sensitivity to interest rate movements for variable financial assets and liabilities based on the carrying amount at reporting date.

The Council does not account for any fixed-rate financial assets or financial liabilities at Fair Value through Profit or Loss, therefore a change in interest rates at the reporting date would not affect profit or loss.

Council has conducted an interest rate sensitivity analysis depicting the impact of a 1% change in interest rates. Council has however elected not to separately disclose this table as its overall impact has been determined not to be material.

In relation to the QTC loans held by the Council, the following has been applied:

QTC Generic Debt Pool - the generic debt pool products approximate a fixed rate loan. There is a negligible impact on interest sensitivity from changes in interest rates for generic debt pool borrowings.

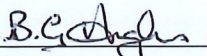
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Management Certificate
For the year ended 30 June 2024

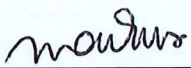
These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 2 to 24, present a true and fair view, in accordance with Australian Accounting Standards, of the council's transactions for the financial year and financial position at the end of the year.



Mayor
Barry Hughes



Chief Executive Officer
Mark Watt

Date: 28 OCT, 2024

Date: 28 OCT, 2024

INDEPENDENT AUDITOR'S REPORT

To the councillors of Etheridge Shire Council

Report on the audit of the financial report

Opinion

I have audited the financial report of Etheridge Shire Council.

The financial report comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information and the certificate given by the Mayor and Chief Executive Officer.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2024, and of its financial performance for the year then ended; and
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the **Auditor's responsibilities for the audit of the financial report** section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial report and our auditor's report thereon.

At the date of this auditor's report, the available other information in Etheridge Shire Council's annual report for the year ended 30 June 2024 was the current year financial sustainability statement - audited ratios, current year financial sustainability statement (contextual ratios) - unaudited and the unaudited long-term financial sustainability statement.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the current year financial sustainability statement.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

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

A further description of my responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of my auditor's report.

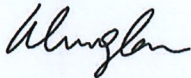
Report on other legal and regulatory requirements

In accordance with s. 40 of the *Auditor-General Act 2009*, for the year ended 30 June 2024:

- a) I received all the information and explanations I required
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, and the *Local Government Regulation 2012*. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.



William Cunningham
as delegate of the Auditor-General

29 October 2024

Queensland Audit Office
Brisbane

Etheridge Shire Council
Current year Financial Sustainability Statement - Audited ratios
For the year ended 30 June 2024

Type	Measure	Target (Tier 7)	Actual Current Year	5-Year Average	Council Narrative
			Council		
Audited ratios					
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	2.79 months	N/A	Council's cash balances declined significantly during the financial year, primarily due to a change in timing of the receipt of the Financial Assistance Grant which was received in June 2023 but then wasn't received until July 2024 - after balance date
Operating Performance	Operating Surplus Ratio	N/A	-21.34%	-5.38%	The above delayed receipt of the Financial Assistance Grant has had a sizable effect on Council's operating performance for 2024.
	Operating Cash Ratio	Greater than 0%	-5.29%	8.69%	Refer to above comments in relation to unrestricted cash cover ratio
Asset Management	Asset Sustainability Ratio	Greater than 90%	16.22%	10.89%	Council has been investing significant amounts in new assets in recent years which have predominantly been funded by Capital Grants rather than from Council funds
	Asset Consumption Ratio	Greater than 60%	80.34%	80.78%	The above has allowed Council to maintain its positive asset consumption ratio
Debt Servicing Capacity	Leverage Ratio	0 to 3 times	-2.93 times	-0.58 times	Council has had very little debt in recent years, however Council has recently (2024) borrowed to fund the construction of accommodation units within the community.

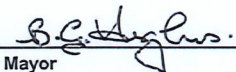
The current year financial sustainability statement is prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2024. The amounts used to calculate the reported measures are prepared on an accrual basis and are drawn from the council's audited general purpose financial statements for the year ended 30 June 2024.

The current year financial sustainability statements that are given to the auditor-general must each be accompanied by a signed certificate in the form below:

Certificate of Accuracy
For the year ended 30 June 2024

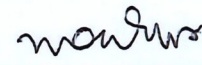
This current year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.



 Mayor
 Barry Hughes

Date: 8 OCT 2024



 Chief Executive Officer
 Mark Watt

Date: 8 OCT 2024

INDEPENDENT AUDITOR'S REPORT

To the councillors of Etheridge Shire Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of Etheridge Shire Council for the year ended 30 June 2024, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with s.212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of Etheridge Shire Council for the year ended 30 June 2024 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2024 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial sustainability statement and our auditor's report thereon.

At the date of this auditor's report, the available other information in Etheridge Shire Council's annual report for the year ended 30 June 2024 was the general-purpose financial statements, current-year financial sustainability statement (contextual ratios) - unaudited, and the unaudited long-term financial sustainability statement.

My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the general-purpose financial report.

In connection with my audit of the financial sustainability statement, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial sustainability statement and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

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

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.



I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

A handwritten signature in black ink, appearing to read "William Cunningham".

William Cunningham
as delegate of the Auditor-General

29 October 2024

Queensland Audit Office
Brisbane

Etheridge Shire Council
Current-year Financial Sustainability Statement (Contextual Ratios) - unaudited
For the year ended 30 June 2024

Type	Measure	Target (Tier 7)	Actual Current Year	5-Year Average	Council Narrative
			Council		
Contextual ratios (unaudited)					
Financial Capacity	Council-Controlled Revenue*	N/A	7.40%	7.96%	As a remote and regional Council with a relatively low population base, the level of rates makes up on a fraction of Council's required income. As such, Council is significantly dependant upon Government support in the form of Grants to fund ongoing day to day operations and deliver a service standard to meet community expectations. This is not unique and is common of Western QLD Councils.
	Population Growth*	N/A	-0.55%	-1.88%	

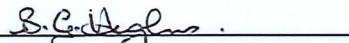
The current year financial sustainability statement - Contextual Ratios is prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2024. The amounts used to calculate the reported measures are prepared on an accrual basis and are drawn from the council's audited general purpose financial statements for the year ended 30 June 2024.

The current year financial sustainability statements that are given to the auditor-general must each be accompanied by a signed certificate in the form below:

Certificate of Accuracy
For the year ended 30 June 2024

This current year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.


 Mayor
 Barry Hughes

Date: 28, OCT 2024


 Chief Executive Officer
 Mark Watt

Date: 28, OCT, 2024

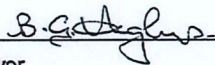
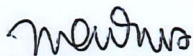
Etheridge Shire Council
Unaudited Long-Term Financial Sustainability Statement
Prepared as at 30 June 2024

Council

Type	Measure	Target (Tier 7)	Actuals as at 30 June 2024	30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029	30 June 2030	30 June 2031	30 June 2032	30 June 2033
Financial Capacity	Council-Controlled Revenue	N/A	7.40%	6.4%	13.3%	13.4%	13.5%	13.7%	13.8%	13.9%	14.1%	14.2%
	Population Growth	N/A	-0.55%	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%
Operating Performance	Operating Surplus Ratio	N/A	-21.34%	3.5%	-7.9%	-7.4%	-6.3%	-5.9%	-5.6%	-5.9%	-6.3%	-6.8%
	Operating Cash Ratio	Greater than 0%	-5.29%	16.2%	18.9%	18.9%	19.7%	19.9%	20.2%	20.0%	19.7%	19.5%
Asset Management	Asset Sustainability Ratio	Greater than 90%	16.22%	213%	156%	77%	78%	79%	79%	79%	78%	78%
	Asset Consumption Ratio	Greater than 60%	80.34%	80.3%	82.6%	83.2%	84.0%	84.8%	85.8%	86.9%	88.1%	89.4%
Debt Servicing Capacity	Leverage Ratio	0 to 3 times	-2.93 times	1.18 times	1.09 times	0.98 times	0.89 times	0.81 times	0.75 times	0.69 times	0.63 times	0.58 times

Council's long term financial management strategy is to foster sustainable growth within the community, and this is consistent with council's long term forecast.

The long-term financial sustainability statement that is given to the auditor-general must be accompanied by a signed certificate in the form below:

Certificate of Accuracy	
For the long-term financial sustainability statement prepared as at 30 June 2024	
This long-term financial sustainability statement has been prepared pursuant to Section 178 of the <i>Local Government Regulation 2012</i> (the regulation).	
In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately	
 _____ Mayor Barry Hughes	 _____ Chief Executive Officer Mark Watt
Date: <u>28</u> / <u>OCT</u> / <u>2024</u>	Date: <u>28</u> / <u>OCT</u> / <u>2024</u>



General Meeting **20th November 2024**

Subject	Audit Committee Meeting Minutes – 28th October 2024
Classification	Open
Author	Renee Bester

EXECUTIVE SUMMARY

In accordance with section 211, Council's Audit Committee met on 28th October 2024 to receive the final 2023/2024 Financial Statements. A copy of the meeting minutes are provided as a written report about the matters reviewed at the meeting.

RECOMMENDATION

That Council receive the unconfirmed minutes of the Audit Committee Meeting held 28th October 2024, and note the business resolved therein.

BACKGROUND

Council's Statutory requirements include the annual audit of its financial statements. The External Audit Plan outlines the following key milestones:

- 16th September 2024 – Complete draft financial statements to audit
- 23rd September 2024 – Feedback on draft financial statements to client
- 30th September 2024 – Year end visit (5 days)
- 18th October 2024 – QAO closing report including audit findings issued to client
- 31st October 2024 – Final management report issued to client

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

Internal and External Audits are budgeted for within the 2024/25 year.

LEGAL CONSIDERATIONS

The Audit Committee was constituted under the Local Government Act & Regulations and holds meetings accordingly.

POLICY IMPLICATIONS

Nil

CONSULTATION

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

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

RISK ASSESSMENT

Risk Assessment Outcome: 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:

Renee Bester

Mark watt, Chief Executive Officer

Date: 04/11/2024

Date:

ATTACHMENTS

Audit Committee Meeting Unconfirmed Minutes – 28th October 2024



UNCONFIRMED MINUTES

**AUDIT COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS, GEORGETOWN
ON MONDAY, 28TH OCTOBER 2024
COMMENCING AT 10.17AM**

**MINUTES OF THE AUDIT COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS, GEORGETOWN
ON MONDAY, 28TH OCTOBER 2024
COMMENCING AT 10.17AM**

ATTENDANCE

Mayor Barry Hughes
Cr. Laurell Royes
Mr. Jason Ritchie, Audit Committee Member (via Teams)

OFFICERS PRESENT

Mr. Mark Watt, Chief Executive Officer
Mr. Laurie Hawker, Finance Manager
Miss. Gemma Bethel, Executive Assistant
Mrs. Renee Bester, Director of Corporate Services (via Teams)
Mrs. Megan Alexanderson, Senior Finance Officer

OBSERVERS

Mr. James Gaustad, BDO (via Teams)

WELCOME

The Mayor declared the meeting open at 10.17am and welcomed all in attendance.

APOLOGIES

Apologies:

Nil

CONSIDERATION OF MINUTES

Audit Committee Meeting Minutes – Friday, 13th September 2024.

RESOLUTION

That the Minutes of the Audit Committee Meeting held at Georgetown on Friday, 13th September 2024 be confirmed.

MOVED: Cr Royes

SECONDED: Cr Hughes

CARRIED
3/0

BUSINESS ARISING FROM PREVIOUS MINUTES

Renee Bester

- Topic/s for Internal Audit.

Jason Ritchie

- Forward plan for Audit Committee Meetings.
- Forward plan for Audit Points (timeframes, expectations ect.)

FINANCE REPORTS

External Audit Final Report

EXECUTIVE SUMMARY

Etheridge Shire Council's final closing report was prepared by BDO Partner, James Gaustad for work performed to 23rd October 2024. This included a site visit from 30th September to 4th October 2024.

The final closing report includes the results of the 2023/2024 audit, the status of audit issues, identified audit misstatements, and other matters in accordance with the audit plan.

RESOLUTION

That the Audit Committee receives the 2024 External Audit Final Closing Report.

MOVED: Cr Royes

SECONDED: Cr Hughes

CARRIED 3/0

Mark Watt requested confirmation regarding information on ex-gratia payments, and James Gaustad provided confirmation.

Final Financial Statements for the period ended 30 June 2024

EXECUTIVE SUMMARY

Etheridge Shire Council prepares Annual General Purpose Financial Statements in accordance with applicable legislation and Australian Accounting Standards. The financial statements have been finalised and will be sent to QAO for lodgement by 31st October 2024.

Where a Council has an audit committee, the draft General Purpose Financial Statements must be reviewed by the Audit Committee prior to certification.

RESOLUTION

That the Audit Committee receive the 2023/2024 Annual General Purpose Financial Statements.

MOVED: Cr Hughes

SECONDED: Cr Royes

CARRIED 3/0

Mark Watt inquired about the current and potential future changes to the operating statement amounts. Laurie Hawker and James Gaustad clarified that these changes are due to the Financial Assistance Grants (FAGS) and timing factors.

CLOSED MEETING WITH AUDIT PRACTITIONERS

The Mayor declared the meeting closed at 10:30am for discussion with Audit Practitioners.

ATTENDANCE

Renee Bester, Laurie Hawker, Megan Alexanderson & Gemma Bethel left the meeting at 10:31am.

After discussion, Mark Watt was authorised to remain in the meeting for discussion with Audit Practitioners.

CEO/DCS UPDATE

No CEO/DCS update was given at this time.

CONCLUSION

UNCONFIRMED MINUTES – AUDIT COMMITTEE MEETING 28TH OCTOBER 2024

There being no further business the Chair declared the meeting closed at 10.59am. These minutes will be confirmed at the next meeting scheduled for later in 2024.

Cr. Barry Hughes
MAYOR



General Meeting 20th November 2024

Subject	Request to waive interest grant discount on overdue rates
Classification	Open
Author	Renee Bester, Director of Corporate Services

EXECUTIVE SUMMARY

Council has received a request to waive interest and grant discount on assessments 00496-00000-000 & 00498-50000-000 due to IT issues experienced in receiving their rates notice.

RECOMMENDATION

That Council resolve to write off accrued interest and grant discount on:

- Assessment 00496-00000-000 to the value of \$1936.40
- Assessment 00498-50000-000 to the value of \$1413.06

BACKGROUND

Council issues 2024-2025 Rates Notices on 30th August 2024 and discount expired on the 30th September 2024.

The resident spoke to Council officer on the 1st October enquiring about rates and to notify Council that they had not yet received a copy of the notice. Council advised they would send a copy of the rates notice; however, the resident paid an amount similar to previous years. A copy of the rates notices was emailed to the resident but bounced back 24 hours later. The resident came to the Council office on 2nd October to collect a printed copy of the rates notice to ensure the outstanding rates and charges were paid in full.

The resident was unaware that the discount period has changed from 45 days to 30 days and therefore was under the impression that they were still within the discount period. The resident has excellent payment history that exceeds 10 years.

Outstanding balances have been calculated through to 22nd October 2024.

LINK TO CORPORATE PLAN

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

Outcome 5.1: Council provides community leadership through financial sustainability and an open and accountable governance structure.

BUDGET & RESOURCE CONSIDERATIONS

The impact on Council's budget is minimal. Rates, Charges and discount were modelled extensively prior to the adoption of the budget.

LEGAL CONSIDERATIONS

The impact on Council's budget is minimal. Rates, Charges and discount were modelled extensively prior to the adoption of the budget.

POLICY IMPLICATIONS

Nil

CONSULTATION

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

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

Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

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

Report Prepared By:

Report Authorised By:

Renee Bester

Mark Watt

Date: 6/11/2024

Date:

ATTACHMENTS

Nil



DIRECTOR OF ENGINEERING SERVICES – BRIEFING REPORT

GENERAL MEETING: November 2024

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

Councillors,

I present my report for the period of: October 2024

1. Transport Main Roads

- A permanent electronic road closure sign for Lynd Roadhouse- TMR is working on it .
- Log Creek and Somerset Creek - Electronic warning signs – TMR is working on it

2. Heavy Vehicle Safety Productivity Program (HVSPP)

- Georgetown washdown bay – Water connection and road works needs to be done
- Directional signages have been ordered (Ref. attachment1)

3. Bridge Renewal Program

- Queenslander Creek Box culvert, Forsayth – Ready for sealing.



Photo 1 : Facing South West



Photo 2 : Facing East



Photo 3 : Facing West

4. Transport Infrastructure Development Scheme

- Forsyth – Einasleigh Road (27.276 km to 32.267 km)- Completed
- Forsyth – Einasleigh Road (32.267 km to 37.10 km)- Ready for sealing. The sale date has been postponed to 21st October from 13th October due to material supply issues.

5. Signs

- The installation of Station signs in zone 4 completed except following signs.
- Soda Creek, Gilberton, The Oaks, Welfern, Oakleigh, Ballynure, Bagstow and Glenmore that have been ordered.
- The installations of the station signs in the Zone 2 are in progress.

6. RTR

Drainage works in Mount Surprise (Ref. attachment 2)

Drainage A – Completed



Photo 4 Facing west



Photo 5: Facing East

Drainage B1: 50 % completed
Drainage C: completed
Drainage D: completed
Drainage E: Completed
Drainage F: 30 % completed

Resealing works

Colin Street - Completed
Crampton Street – Completed
Cumberland Street – Completed
Undara Road (3 km) - completed

7. State of Queensland Affordable Housing Project

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

- Water mains in progress
- Electrical works in progress
- Sewer works in progress

Staff Housing

- Site cleaning completed
- Construction of foundation in progress
- 6 Houses will be on site on 3rd week of November 2024

For detail see Gantt Chart attachments 3

8. Remote airstrip upgrade program round 10

Tender stage

9. Grant application

Grant Program	Projects applied for	Amount applied for	Remarks
2024-2028 Local Government Grants Subsidies Program 2024-2028 (60:40)	<ul style="list-style-type: none">• AC pipe replacement (60:40)	\$ 125,000	Waiting for results
	<ul style="list-style-type: none">• Supply and Installation of five automatic Piezometers for Charleston dam	\$ 125,000	
NAB Foundation Community Grants (100 %)	Purchase of Boat for Charleston Dam for Rescue purpose	\$25,000	Waiting for results

10. Charleston Dam

- Weekly inspection on going
- Maintenance works on the dam wall in progress

11. Georgetown Multi Purpose Centre

- Logo and sign board completed
- Hip roof construction completed except East North and East South corner roof. (Ref. attachment 4)

12. Granite Creek – Gilberton Road Floodway

Contract has been awarded and work in progress.

13. Calendar of Events

Previous Month:

4.10.024 Regional Waste Management Plan meeting via MS Team
7.10.024- Manager's meeting
8/10/024: DRFA meeting Georgetown
21/10/024: Manager's meeting

Next Month (November 2024):

2.12.024 – Manager's meeting
4.12.024 – Community Connect session – Forsayth at 9 am
10.12.024 – DRFA monthly meeting – Georgetown
11.12.024 – Council meeting
16.12.024 – Supervisor's meeting

**Regards,
Raju Ranjit
Director of Engineering Services**

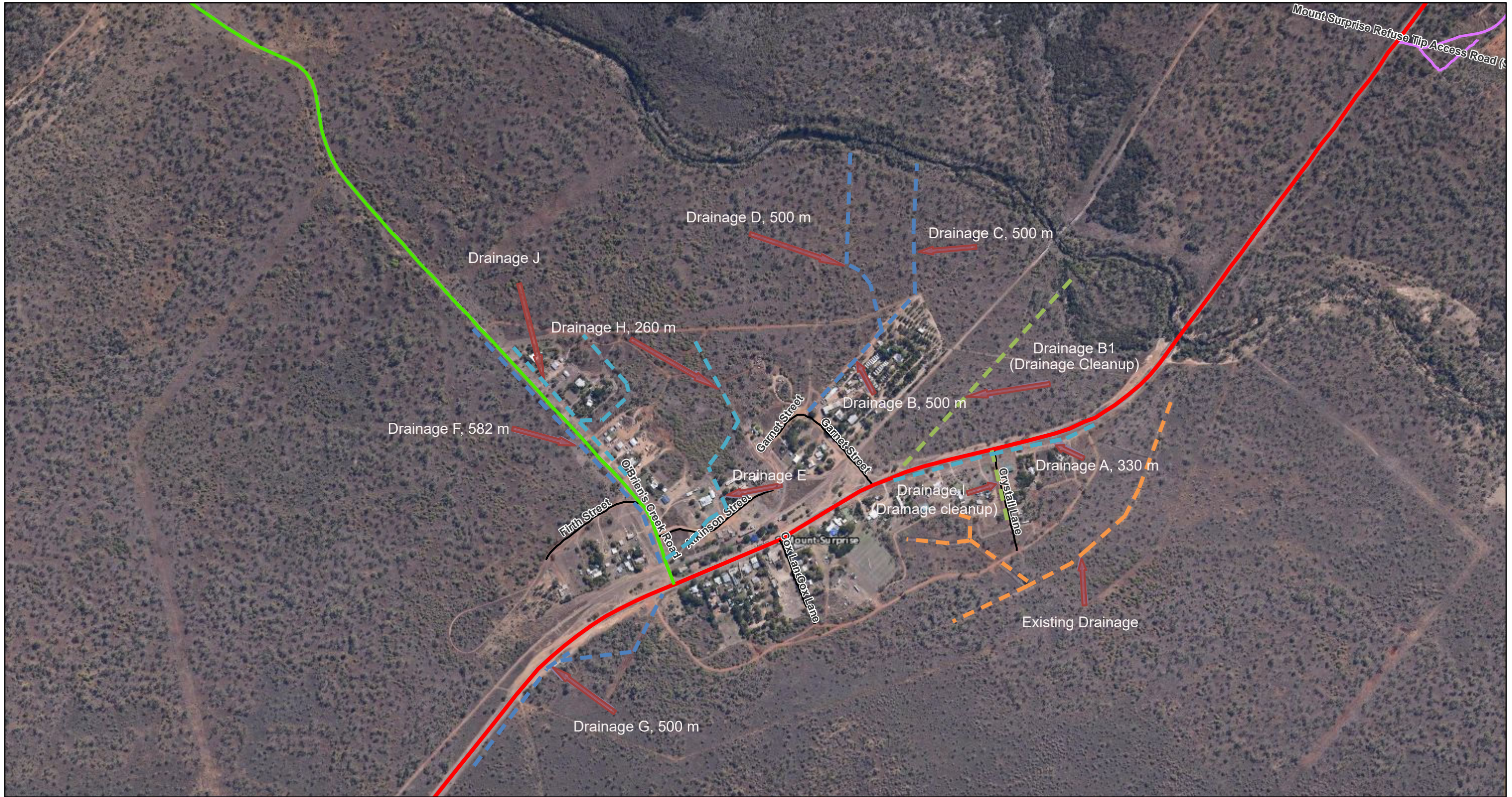
Attachments

1. Washdown facility directional signage
2. Mount Surprise Drainage Layout Plan
3. Gantt Chart for Independent Living Facility
4. Georgetown Multipurpose Centre – Logo and Hip roof project photos



WASHDOWN FACILITY
PREVENT WEED SEED SPREAD

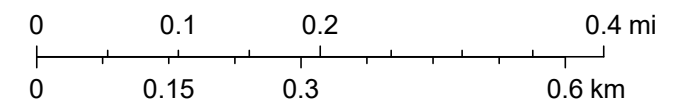
Etheridge Shire Council



25/10/2024, 4:32:30 pm

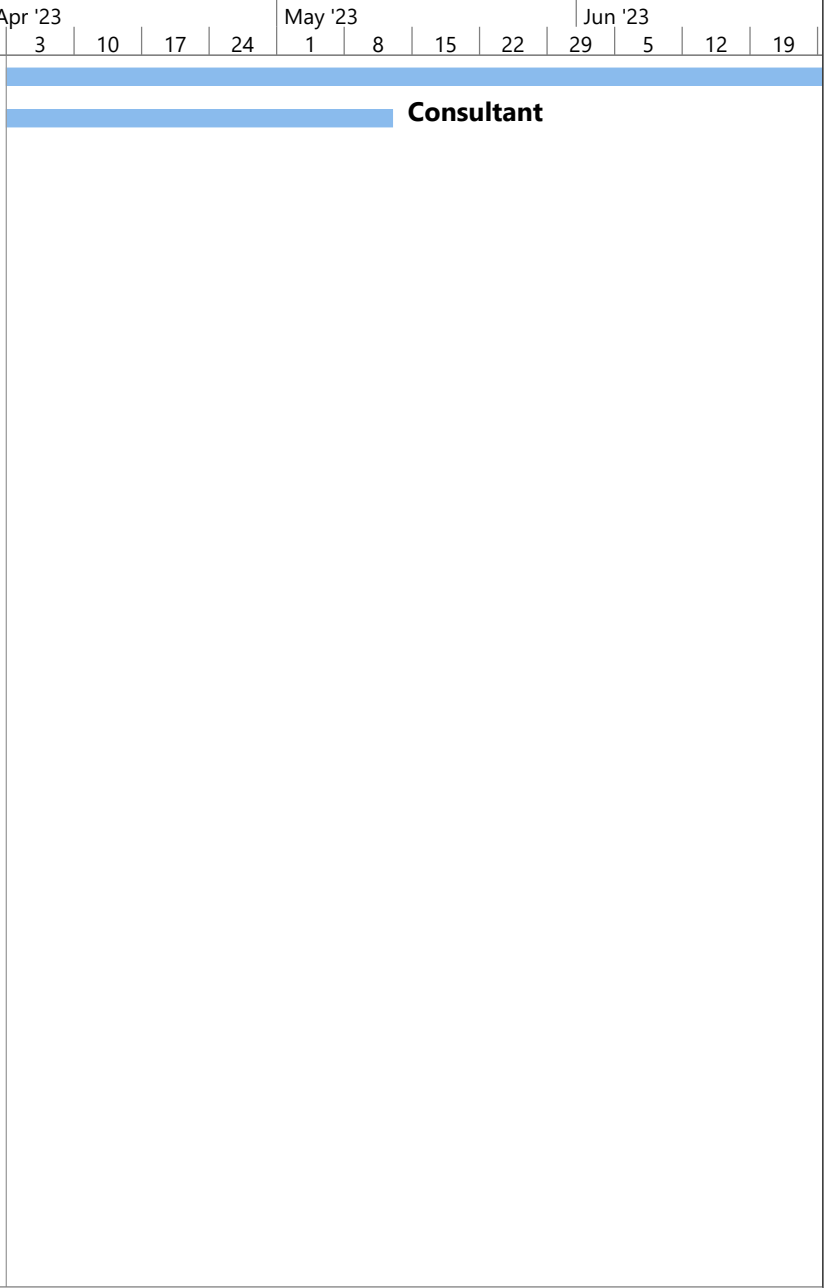
- Cities and Towns
- QLD Globe Imagery
- Red: Band_1
- Green: Band_2
- Blue: Band_3
- Road Centreline
- 1
- 4A
- 5B
- 9A

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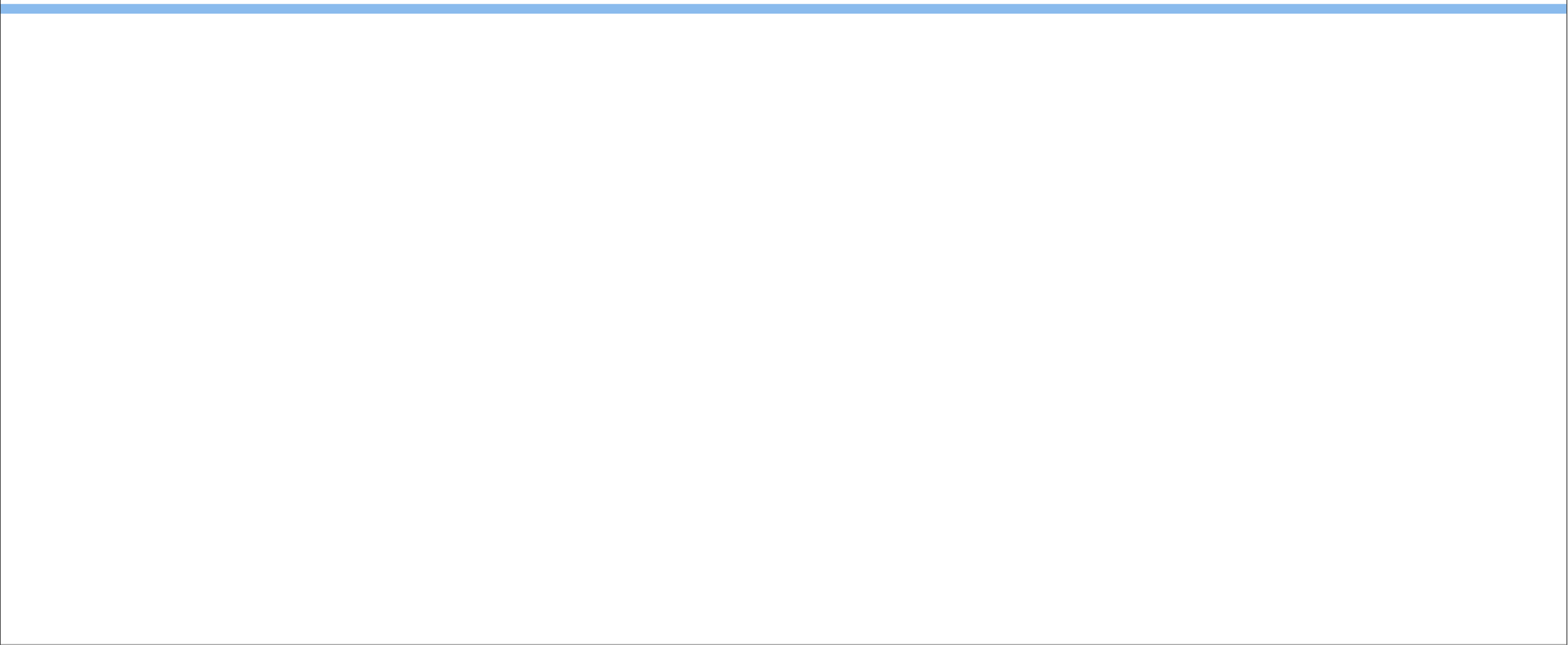
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ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Baseline Cost	Apr '23				May '23				Jun '23			
									27	3	10	17	24	1	8	15	22	29	5	12
1		INDEPENDENT LIVING FACILITY (ILF)	471 days?	Mon 3/04/23	Mon 20/01/25			\$3,105,727.00												
2		CONSULTANT	30 days	Mon 3/04/23	Fri 12/05/23		Consultant	\$45,000.00												
3		SITE CLEARANCE (MILESTONE 1)	6 days	Tue 14/05/24	Tue 21/05/24			\$76,677.00												
4		Setting out, Erosion and sediment control	3 days	Tue 14/05/24	Thu 16/05/24		Council	\$5,223.00												
5		Degrass and removal of topsoil of 100 mm thick	3 days	Fri 17/05/24	Tue 21/05/24	4	Council	\$71,454.00												
6		Slab and installation of building (Milestone 2)	10 days	Tue 16/07/24	Mon 29/07/24			\$1,877,811.00												
7		Stump footing construction by Oly homes	6 days	Tue 16/07/24	Tue 23/07/24		Builder	\$0.00												
8		Prefab houses installation by Oly	4 days	Wed 24/07/24	Mon 29/07/24	7	Builder	\$0.00												
9		Civil works and electrical works	138 days	Mon 15/07/24	Wed 22/01/25			\$1,091,239.00												
10		Road works	5 days	Mon 15/07/24	Fri 19/07/24		Council	\$74,633.00												
11		Storm water drainage works	5 days	Mon 22/07/24	Fri 26/07/24	10	Contractor	\$79,227.00												
12		Water reticulation works	72 days	Thu 15/08/24	Fri 22/11/24		Plumbing contractor	\$141,330.00												
13		Sewer networks	40 days	Wed 28/08/24	Tue 22/10/24		Plumbing contractor	\$141,330.00												
14		Electrical works	40 days	Mon 23/09/24	Fri 15/11/24		Electrical contractor	\$300,932.00												
15		Kerb and guttering works	2 days	Mon 25/11/24	Tue 26/11/24	12	K/G contractor	\$128,787.00												
16		Final road formation	4 days	Mon 2/12/24	Thu 5/12/24		Council	\$30,000.00												
17		Sealing works	1 day	Thu 5/12/24	Thu 5/12/24		Sealing contractor	\$25,000.00												
18		Concrete works for footpath and driveways	5 days	Thu 5/12/24	Wed 11/12/24		Contractor	\$45,000.00												
19		Supply and installation of solar street lights	6 days	Thu 12/12/24	Thu 19/12/24	18	Contractor	\$40,000.00												
20		Fencing	8 days	Mon 13/01/25	Wed 22/01/25		Fencing Contractor	\$40,000.00												
21		Landscaping	6 days	Wed 15/01/25	Wed 22/01/25		Land scape contractor	\$30,000.00												
22		Building completion (milestone 3)	1 day?	Tue 5/11/24	Tue 5/11/24			\$15,000.00												
23		Check up all installations	2 days	Mon 13/01/25	Tue 14/01/25		Building surveyor	\$5,000.00												
24		Inspection and issues of compliance certifications	4 days	Wed 15/01/25	Mon 20/01/25	23	Building surveyor	\$100,000.00												



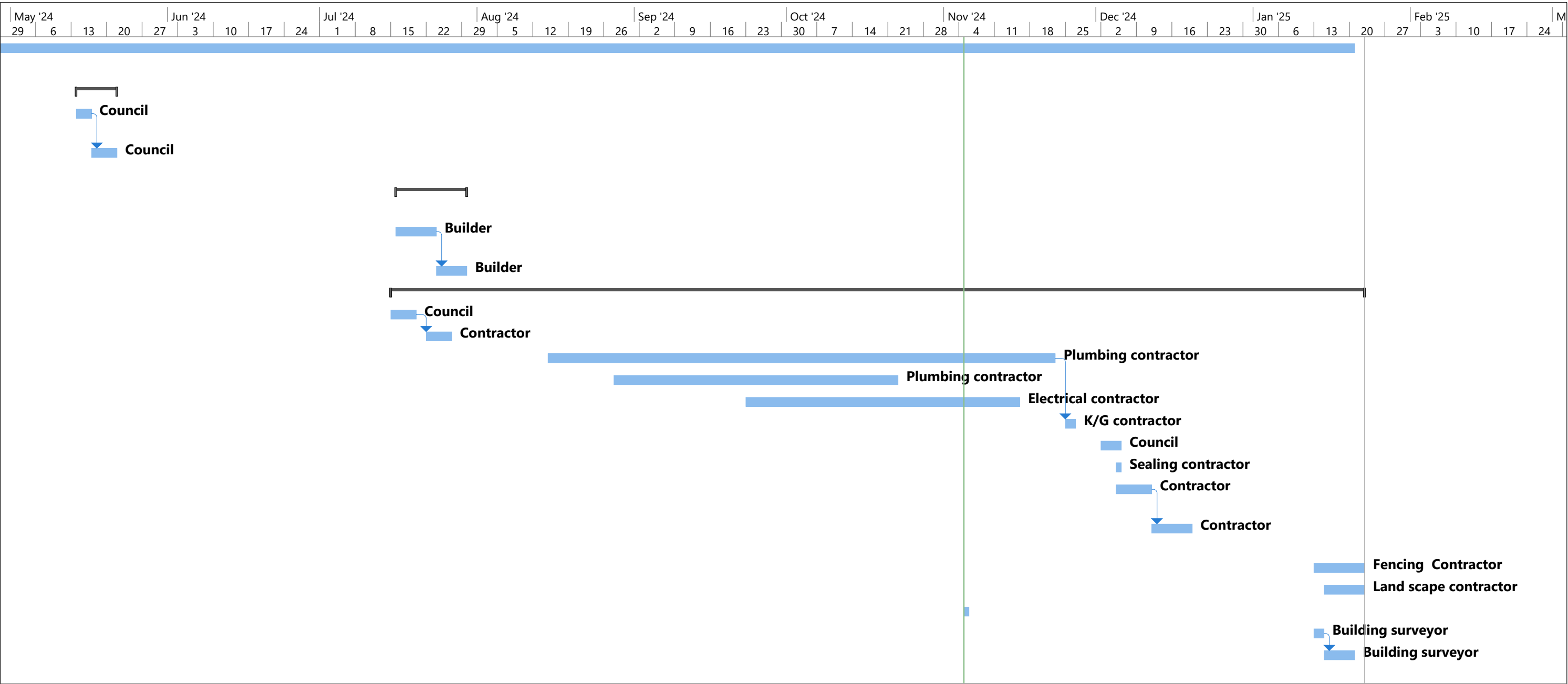
Project: Gantt chart updated
Date: Tue 5/11/24

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			



Project: Gantt chart updated
Date: Tue 5/11/24

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			



Project: Gantt chart updated
Date: Tue 5/11/24

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			



Photo 2 : Facing to East - Hip Roof



Photo1 : Facing to East – Logo and Sign

Capital - Projects -2024/2025 _ As of end of October 2024

S.No	Job Number	Project Description	Project title	Approved Budget	Funding source												Total Estimated Project cost	30/06/2023 Balance carry over projects	Actual year to date	%	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Responsible officer	
					Council own fund	W4Q 024-028	FNQRP (24/25)	RALUP (2024/2025)	NCH	LRCIP4 (2024/2025)	RTR (2024/2025)	TIDS (2024/2025)	BRP / HV5PP (2024/202)	QRA	North West Mineral Province (round 2)	PTIIP (024/025)								
	3610-4501-0001	Coordination Centre (Gtown)	Coordination Centre (Gtown)	\$2,000,000			2,000,000.00									\$	4,000,000.00	\$4,518	0.11%			Raju		
	3412-4500-0001	Multipurposed Community Centre - Mount Surprise	Multipurposed Community Centre - Mount Surprise		\$ 1,580,000.00											\$	3,580,000.00	\$4,518	0.13%			Raju		
	3610-4501-0002	Independent Living Facility	Independent Living Facility	\$0			2,000,000.00																Raju	
	3280-4504-0000	Staff housing - SHP	Staff housing - SHP	\$3,069,304														\$1,793,982	58.45%			Raju		
	3280-4505-0000****	ILF (Independent Living Facility)	Construction of six houses and other associated civil works	\$3,736,141														\$2,681,571	71.77%			Raju		
	4011-4501-0000	Gtown Streets Cap Imp - Georgetown Streetscaping & chairs	Gtown Streets Cap Imp - Georgetown Streetscaping & chairs		\$20,000																		Shane and Muhammad	
	4013-4500-0000	Einasleigh Cap Imp - Streets - Gorge picnic area	Einasleigh Cap Imp - Streets - Gorge picnic area		\$50,000																		Shane and Muhammad	
	3620-4506-0001	Airstrip Einasleigh & Mt Surprise - Fencing	Airstrip Einasleigh & Mt Surprise - Fencing				450,000.00	\$450,000											\$9,484	2.11%			Shane and Muhammad	
	5151-4500-0000	Walking path, signage, TO engagement, bush tucker	Walking path, signage, TO engagement, bush tucker		\$58,440										\$ 120,000.00	\$	178,440.00	\$65,218	36.55%			Shane and Muhammad		
	5151-4504-0000	Cap Works - Wash down facility	Cap Works - Wash down facility		\$750,000	\$150,000									\$ 600,000.00			\$409,056	54.54%			Raju and Shane		
	4040-4500-0001	Bridge / Box culvert - Queensland Creek - Cobbold Gorge Road (old name - North Head Road, Forsyth)	Bridge / Box culvert - Queensland Creek - Cobbold Gorge Road (old name - North Head Road, Forsyth)	\$ 1,000,000.00	\$ 200,000.00										\$ 800,000.00			\$1,102,047	110.20%	amount for additional items, sealing and some portion for the fish passage to be paid. Ready for sealing - The reasons for the over budget were : very high level estimate, increased material cost, additional structures etc.		Raju and Muhammad		
	4020-4535-0000	Upgrading existing unsealed formation to a sealed carriageway providing required drainage and improved visibility	From chainage 32.267 km to 36.367 km	\$ 1,835,544.00	\$ 634,711.00											\$	2,062,001.38	\$2,062,001	112.34%			Raju and Jack		
	4020-4535-0000	Upgrading existing unsealed formation to a sealed carriageway providing required drainage and improved visibility	From chainage 36.367 km to 37.10 km	\$ 168,628.00											\$ 168,628.00			\$ 368,645.61	\$368,646	218.61%	Ready for sealing - The reasons for the over budget were : very high level estimate, increased material cost, additional structures etc.		Raju and Jack	
	5151-4507-0000	Mt Surprise Bus Stop	Mt Surprise Bus Stop	\$90,000	\$45,000											\$ 45,000.00	\$ 900,000.00	\$73,906	82.12%	Project completed		Raju		
	3620-4505-0016	Construction of Gravel dust pad in Einasleigh, QLD	Construction of Gravel dust pad in Einasleigh, QLD														\$ 50,000.00	\$50,000	\$0	0.00%			Jack	
	3620-4505-0009	Replacement of Media filter in Water Treatment Plant	Replacement of Media filter in Water Treatment Plant														\$ 50,000.00	\$50,000	\$0	0.00%			Shane	
	3620-4505-0006	Installation of hip roof in Multipurpose Centre	Installation of hip roof in Multipurpose Centre														\$ 100,000.00	\$100,000	\$0	0.00%			Raju	
	3620-4505-0011	Supply and installation of waste transfer bins.	Supply and installation of waste transfer bins.														\$ 80,000.00	\$80,000	\$112,012	112.01%	Project completed		Raju	
	3620-4505-0010	Reconstruction of Water treatment access road (Patricia Road)	Reconstruction of Water treatment access road (Patricia Road)														\$ 98,556.00	\$98,556		0.00%			Jack	
	3620-4505-0012	Replacement of 4 x 1650 mm diameter reinforced concrete pipe on Kidston road at chainage 25.850 km	Replacement of 4 x 1650 mm diameter reinforced concrete pipe on Kidston road at chainage 25.850 km														\$ 75,000.00	\$75,000	\$3,715	4.95%			Muhammad/ Raju	
	3620-4505-0013	Replacement of 4 x 1200 mm diameter reinforced concrete pipe on Kidston Road at 26.175 km	Replacement of 4 x 1200 mm diameter reinforced concrete pipe on Kidston Road at 26.175 km														\$ 70,000.00	\$70,000	\$7,430	10.61%			Muhammad/ Raju	
	3620-4505-0014	Replacement of 4 x 1050 mm diameter reinforced concrete pipe on Kidston Road @ 26.398 km	Replacement of 4 x 1050 mm diameter reinforced concrete pipe on Kidston Road @ 26.398 km														\$ 66,000.00	\$66,000		0.00%			Muhammad/ Raju	
	3620-4505-0015	Construction of concrete floodway at Granite Creek on Gilberton Road	Construction of concrete floodway at Granite Creek on Gilberton Road														\$ 169,000.00	\$248,000		0.00%	Contract has been awarded		Jack	
	3620-4505-0007	Re-sealing work on Undara Road, Mount Surprise	Re-sealing work on Undara Road, Mount Surprise														\$ 162,000.00	\$8,063	\$170,063	\$133,447	78.47%	Project completed		Jack
	3620-4505-0004	Re-sealing work on Einasleigh Forsyth Road	Design of seal and re-seal work on Einasleigh Forsyth Road (Ch. 18960 to 28440 m)														\$ 145,854.00	\$145,854					Jack	
	3620-4505-0005	Repair the existing various cattle grids on local roads	Repair and cleaning the Road cattle Grids at chainage 400 m on Forsyth Einasleigh Road and at the end of the First Street in Forsyth														\$ 7,900.00	\$7,900	\$7,543				Shane	
	3620-4505-0003	Re sealing work on Hayman Street, Georgetown	Re sealing work on Hayman Street, Georgetown	\$240,100													\$ 42,100.00	\$42,100	\$15,443	48.84%	Project completed		Jack	
	4061-4504-0008	Re sealing work on Hayman Street, Georgetown	Re sealing work on Hayman Street, Georgetown																\$6,648				Jack	
	3620-4505-0002	Reconstruction and sealing of 500 m section of the Oak Park Road	Reconstruction and sealing of 500 m (Chainage 55300 to chainage 55800 m) section of the road. The scope of works includes- sub grading works, formation for the road of 10 m widths, 200 mm thick gravel and two coats of sealing 8 m wide														\$ 79,698.00	\$79,698					Jack	
	3620-4505-0008	Remove the vegetation in the Etheridge River in Georgetown	Remove the vegetation in the Etheridge River in Georgetown	\$50,000	\$50,000														\$50,000	100.00%	Project completed		Jack	
	4012-4500-0000	Reconstruction and resealing of 200 m x 8 m width.	Reconstruction and resealing of 200 m x 8 m width between 0 to 200 m on First street in Forsyth														\$ 4,000.00	\$4,000					Jack	
		Replacement of 450 mm diameter reinforced concrete pipes.	Replacement of 450 mm diameter reinforced concrete pipes on Gilberton Road at ch 51.8 km measured from Cofer field dam road (Rycon Road)														\$ 16,500.00	\$16,500					Muhammad/ Raju	
	4011-4500-0000	Upgrade the open drain and replacement with 600 mm diameter reinforced concrete pipes along the Hayman Street	Upgrade the open drain and replacement with 600 mm diameter reinforced concrete pipes between chainage 0 to 350 m measured from Cumberland street														\$ 90,000.00	\$90,000	\$4,314	4.79%			Raju/ Muhammad	
	4020-4550-0000	Re-alignment and widening the road.	Percyvale Road - Re-alignment and widening the road from 11.60 to 12 km measured from Gilberton Road														\$ 40,000.00	\$40,000	\$5,672	14.18%			Jack	
	4014-4500-0001	Construction of new open drains, pipe culverts and widening the existing drain (Drainage F)	Obrien's creek road - Construction of new open drains, pipe culverts and widening the existing drain between 0 to 582 m measured from GDR														\$ 40,000.00	\$40,000	\$41,129	102.82%			Raju / Muhammad	
	4014-4500-0002	Atkinson street - Construction of 382 m long x 1 m width x 1 m high open drain and Blackmax pipe culvert under O'Brien Creek Road in Mount Surprise (Drainage E)	Construction of 382 m long x 1 m width x 1 m high open drain and Black max pipe culvert under Obrien's creek road in Mount Surprise														\$ 30,000.00	\$30,000					Raju / Muhammad	
	4014-4500-0003	Construction of open drain of 350 m long x 1 m bed width and 1 m high and one pipe crossing of 450 mm diameter balck max pipe(Drainage B)	End of the Garnet Street - Construction of open drain of 582 m long x 1 m bed width and 1 m high and one pipe crossing of 450 mm diameter balck max pipe														\$ 40,000.00	\$40,000					Raju / Muhammad	
	4014-4500-0004	Construction of 290 m long x 1 m bed width and 1 m high open drain (Drainage C)	Un Named Road in Mount surprise (back of the discover centre) Construction of 345 m long x 1 m bed width and 1 m high open drain.														\$ 22,000.00	\$22,000					Raju / Muhammad	
	4014-4500-0005	Construction of open drain of 330 m x 1 m x 1 m high and one pipe culvert (Drainage A)	GDR in Mount surprise - Construction of open drain of 330 m x 1 m x 1 m high and one pipe culvert.														\$ 30,000.00	\$30,000					Raju / Muhammad	
	4014-4500-0006	Construction of an open drain of 500 m long x 1 m bed width and 1 m high and one pipe culverts of 450 mm diameter black max pipe (Drainage G)	GDR in Mojt surprise -Construction of an open drain of 610 m long x 1 m bed width and 1 m high and one pipe culverts of 450 mm diameter black max pipe														\$ 50,000.00	\$50,000					Raju / Muhammad	
	4014-4500-0007	Construction of an open drain of 500 m x 1 m bed width and 1 m high (Drainage D)	GDR in mount surprise between 0 to 0.610 km measured from GDR - Construction of an open drain of 500 m x 1 m bed width and 1 m high.														\$ 40,000.00	\$40,000					Raju / Muhammad	
	4061-4504-0009	Resealing, the proposed section is 300 m in length and 7 m width.	Collin Street , Georgetown , Resealing, the proposed section is 300 m in length and 7 m width.														\$ 8,887.00	\$8,887	\$8,885	99.98%	Project completed		Jack	
	4011-4503-0001	Resealing work in 300 m x 15 m width.	Crampton Street , Georgetown , Resealing work in 300 m x 15 m width.														\$ 38,377.00	\$38,377	\$38,377	100.00%	Project completed		Jack	
	4061-4504-0010	Resealing on 300 m x 15 m wide.	Cumberland Street - Resealing on 300 m x 15 m wide.														\$ 19,261.00	\$19,261	\$19,261	100.00%	Project completed		Jack	
	Total Capital			12,939,716.87	1,208,151.00		4,450,000.00	450,000.00	4,000.00	1,196,108.00	1,052,054.50	854,461.00	1,400,000.00	79,000.00	120,000.00	45,000.00	11,789,117.49	0.00	9,013,378.60				Jack	

FNQRP (24/25)			RAUP (2024/2025)		
Approved fund	Expenditure	Remaining	Approved fund	Expenditure	Remaining
0.00	\$ 600,357.20	-\$ 600,357.20	0.00	19,260.90	-\$ 19,260.90

NOTE

 Final Figures

NCH			RTR (2024/2025)		
Approved fund	Expenditure	Remaining	Approved fund	Expenditure	Remaining
#REF!	#REF!	#REF!	1,178,953.00	1,580,777.60	-\$ 401,824.60

TIDS (2024/2025)			BRP / HVSP (2024/2025)		
Approved fund	Expenditure	Remaining	Approved fund	Expenditure	Remaining
#REF!	#REF!	#REF!	\$ 1,400,000.00	\$ 244,638.54	\$ 1,155,361.46

#REF!			North West Mineral Provice (round 2)		
Approved fund	Expenditure	Remaining	Approved fund	Expenditure	Remaining
#REF!	0	#REF!	120,000.00	65218.15	\$ 54,781.85



General Meeting **20th November 2024**

Subject	EINASLEIGH AND MOUNT SRUPRISE TOWN MAINTENCE - TENDER DOCUMENT & SCOPE OF WORKS
Classification	Open
Author	Raju Ranjit – Director of Engineering Services

EXECUTIVE SUMMARY

This report relates to the tender documents and scope of works required to maintain the Einasleigh and Mount Surprise towns

RECOMMENDATION

That Council receives reports and accepts the tender documents and scope of works given in table 1 and table 2 below :

Table 1 : Einasleigh Town

S.No.	Areas	Description of works	Unit	Tendered Rate
1	Public Toilets	Cleaning and maintenance	Hour	
2	Dump Point	Cleaning and maintenance	Hour	
3	Park, Hall, Clinic and bike park	Mowing, whipping, poisoning, gardens, cleaning, irrigation, fencing, signage, inspection, structure	Hour	
4	Gorge Park	Mowing, whipping and poisoning	Hour	
5	Town streets	Mowing, whipping, pruning trees, poisoning, cleaning, irrigation trees, fencing, signage, empty bins, drainage cleaning and inspection	Hour	
6	Airport	Ground Maintenance, lighting repairs, fencing and inspection weekly	Hour	
7	Landfill	Tidying, pushing & covering, inspections, sorting, removing tyres to Georgetown	Hour	
8	Sports Reserve &	Mowing, whipping poisoning	Hour	

	vacant council land			
9	Cemetery	Mowing, whipping, poisoning, fencing and funerals	Hour	
10	Other	Anzac Day preparation	Hour	
11		<p>Extra over item 1 to provide additional miscellaneous equipment.</p> <p>(Tenderer shall list any additional equipment that may be used)</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p> <p>f. _____</p>	<p>Hour</p> <p>Hour</p> <p>Hour</p> <p>Day</p> <p>Day</p> <p>Day</p>	
		Total		

Table 2 : Mount Surprise Town

S.No.	Areas	Description of works	Unit	Tendered Rate
1	Public Toilets	Cleaning and maintenance	Hour	
2	Dump Point	Cleaning and maintenance	Hour	
3	Park, Hall, Clinic and bike park	Mowing, whipping, poisoning, gardens, cleaning, irrigation, fencing, signage, inspection, structure	Hour	

4	Town streets	Mowing, whipping, pruning trees, poisoning, cleaning, irrigation trees, fencing, signage, empty bins, drainage cleaning and inspection	Hour	
5	Airport	Ground Maintenance, lighting repairs, fencing and inspection weekly	Hour	
6	Landfill	Tidying, pushing & covering, inspections, sorting, removing tyres to Georgetown	Hour	
7	Sports Reserve & vacant council land	Mowing, whipping poisoning	Hour	
8	Cemetery	Mowing, whipping, poisoning, fencing and funerals	Hour	
9	Other	Anzac Day preparation	Hour	
10		<p>Extra over item 1 to provide additional miscellaneous equipment.</p> <p>(Tenderer shall list any additional equipment that may be used)</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p> <p>f. _____</p>	<p>Hour</p> <p>Hour</p> <p>Hour</p> <p>Day</p> <p>Day</p> <p>Day</p>	
		Total		

BACKGROUND

Contractors have been engaging since 2013 to deliver the town maintenance services in Einasleigh and Mount Surprise. The scope of works included are:

- Cleaning and maintenance,
- Mowing & whipping,
- Poisoning the weeds
- Gardening & irrigation,
- fencing,
- Checking signage and replacing,
- inspection, drainage cleaning,
- Emptying the bins,
- Airport inspection & maintenance works,
- Land fill works
- Maintenance cemetery and
- preparation for ANZAC day event.

Council has prepared the scope of works based on the town sizes and activities required to maintain the townships in a satisfactory level. Below is the proposed scope of works.

. Table 3 : Einasleigh Town

S.No.	Areas	Description of works
1	Public Toilets	Cleaning and maintenance
2	Dump Point	Cleaning and maintenance
3	Park, Hall, Clinic and bike park	Mowing, whipping, poisoning, gardens, cleaning, irrigation, fencing, signage, inspection, structure
4	Gorge Park	Mowing, whipping and poisoning
5	Town streets	Mowing, whipping, pruning trees, poisoning, cleaning, irrigation trees, fencing, signage, empty bins, drainage cleaning and inspection
6	Airport	Ground Maintenance, lighting repairs, fencing and inspection weekly
7	Landfill	Tidying, pushing & covering, inspections, sorting, removing tyres to Georgetown
8	Sports Reserve & vacant council land	Mowing, whipping poisoning

9	Cemetery	Mowing, whipping, poisoning, fencing and funerals
10	Other	Anzac Day preparation
11		<p>Extra over item 1 to provide additional miscellaneous equipment.</p> <p>(Tenderer shall list any additional equipment that may be used)</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p> <p>f. _____</p>

Table 2 : Mount Surprise town

S.No.	Areas	Description of works
1	Public Toilets	Cleaning and maintenance
2	Dump Point	Cleaning and maintenance
3	Park, Hall, Clinic and bike park	Mowing, whipping, poisoning, gardens, cleaning, irrigation, fencing, signage, inspection, structure
4	Town streets	Mowing, whipping, pruning trees, poisoning, cleaning, irrigation trees, fencing, signage, empty bins, drainage cleaning and inspection
5	Airport	Ground Maintenance, lighting repairs, fencing and inspection weekly
6	Landfill	Tidying, pushing & covering, inspections, sorting, removing tyres to Georgetown

7	Sports Reserve & vacant council land	Mowing, whipping poisoning
8	Cemetery	Mowing, whipping, poisoning, fencing and funerals
9	Other	Anzac Day preparation
10		<p>Extra over item 1 to provide additional miscellaneous equipment.</p> <p>(Tenderer shall list any additional equipment that may be used)</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p> <p>f. _____</p>

LINK TO CORPORATE PLAN

Corporate Aim No. 4: Quality Social Infrastructure Makes the Shire a Desirable Place to Live

BUDGET & RESOURCE CONSIDERATIONS

Council has allocated a budget for township maintenance and will be carried out by external resources

LEGAL CONSIDERATIONS

Local Government Act 2009.

POLICY IMPLICATIONS

Council's Procurement policy and procedures will be implemented during the tender and evaluation stage applicable

CONSULTATION

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

Consultation	Tick	Policy Consideration	Action
No consultation required	<input type="checkbox"/>	N/A	Consulted with relevant staff

Inform	<input type="checkbox"/>		
Consult	<input checked="" type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: L

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

Report Prepared By:

Report Authorised By:

Raju Ranjit

Date:1/11/2024

Date:

ATTACHMENTS

Tender documents

Etheridge Shire Council



TENDER

ESC2024 -006

Einasleigh Town Maintenance

Tender must be lodged by 3.00pm on Friday, 13 December 2024 at the
Etheridge Shire Council, St George Street, Georgetown 4871



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1. Information for Tenderers

This Tender is for the delivery of town maintenance services for the township of Einasleigh consisting of vegetation control, litter collection, park and oval maintenance and associated activities for a period of Twenty-nine (29) months commencing 1st Feb 2025.

2. Contact Details

Any questions regarding clarification of the specifications or general enquiries should be addressed to the Director of Engineering Services, Mr. Raju Ranjit on phone 0458 621 285 or email raju.Ranjit@etheridge.qld.gov.au

3. Timing for the Works

The duration of the Period Contract is for Twenty-nine (29) months commencing 1st Feb 2025.

4. General Information

The Contractor shall be responsible to the Chief Executive Officer of Council through the nominated Works Supervisor. The nominated Works Supervisor shall be determined by the Director of Engineering Services and the Contractor shall be advised of this person at the time of commencement and when changed.

The Contractor shall work generally unsupervised and will be expected to work in a cooperative spirit with other employees of the Council. **Up to (50) hours per fortnight** will be paid for the completion of the work defined herein. Should it be deemed necessary, additional hours may be ordered by the Works Supervisor.

The Contractor shall be responsible for the following areas: -

- Airport
- Dump Point
- Cemetery
- Town Fence / Grids
- Refuse Tip
- Town street
- Council and public land
- Minor Repairs
- Straying animal control
- Water supply (Park)
- Radio & Television Retransmission
- Toilet Block
- Copperfield Gorge
- Playground
- Equipment

For details, refer to Duties in Part 2.

The Contractor shall participate in structured training undertaken under the Council's Safety Policies on an annual basis. The Contractor will be required to undertake general construction industry induction training prior to commencement of work. This training may be available from Council, or alternatively can be arranged by the Contractor from another source at his/her cost. All safety training conducted by Council will be in the Contractor's own time and shall be conducted by the Council's Workplace Health & Safety Officer.

The Contractor is to comply with the requirements of Council's Workplace, Health and Safety Policy and shall wear/use safety clothing / equipment as required for the duties being performed. Safety clothing / equipment is to be provided by the Contractor at their own cost. A copy of Council's Work Health & Safety Policy is attached.

The Contractor's Workplace Health & Safety performance may be evaluated by internal/external inspections/audits. Any noncompliance with Council's Workplace Health and Safety requirement



will be recorded on a register and this information will be used as criteria in the evaluation of any future tenders.

Licenses required are:

- Type HR for operation of a tractor.
- Certificate of competency for the use of Hazardous chemicals

Generally, the Contractor shall work in and around the town of Einasleigh. but may, at times, be required to perform work in other parts of the Shire. No travel time to Einasleigh will be provided for work at Einasleigh.

The Contract/Tender is to be in the form of an hourly rate with the exception of equipment supplied by the Contractor, which may be at a daily rate. All rates shall be GST inclusive. The normal numbers of hours that shall be approved is **up to (50) per fortnight**, however additional hours may be authorised by the Works supervisor. Contract payments shall be in the form of either EFT or a cheque made payable to the Contractor on a fortnightly basis following submission of an invoice for works performed under this Contract.

The Contractor shall maintain a diary of all work performed.

Invoices shall be detailed in a format approved by the Works supervisor which together with the completed checklists are to be handed to or faxed to the Works Supervisor fortnightly.

The Contract period will expire on 30th June 2027 or earlier if the Contractor is judged to be not fulfilling the contractual conditions.

Failure of the contractor to comply with any of the conditions may result in the termination of the Contract.

END OF INFORMATION FOR TENDERERS



1. Tender Documents

Tenders are invited for Tender ESC 2024 -006 as described in the Tender documentation in accordance with the documents set out below: -

- Information for Tenderers, Document ESC 2024 -006
- Conditions of Tender – Part 1; Document ESC 2024 -006
- Specifications - Part 2; Document ESC 2024 -006
- Tender Forms - Part 3; Document ESC 2024 -006
- Conditions of Contract - Part 4; Document ESC 2024 -006

No explanation or amendment to the tender documents shall be recognised unless in the form of a written addendum issued by the Council.

If the Tenderer has any doubt as to the meaning of any of the portions of the tender documents, the Tenderer shall include a statement of the interpretation upon which the Tenderer relies and on which the offer has been prepared.

2. Tenderer to Inform Himself

The tenderer is deemed to have:

- A. Examined the tender documents.
- B. Examined information relevant to the risks, contingencies, and other circumstances having an effect on his tender and which is obtainable by the making of enquiries.
- C. Satisfied himself as to the correctness and sufficiency of his tender and that his tender covers the cost of complying with the obligations of the Tender documents.

3. Submission of Tender

- A. Submit tender only on the tender forms provided.
- B. Include an address for service of notes for the purpose of this tender and subsequent contact.
- C. Sign the tender forms or if the tender is a corporation or company sign the tender with the company seal.

4. Lodgment of Tender

- 4.1 Send tender by pre-paid post to the principal by the date and time for closing of this tender as detailed in Clause 4.3.
- 4.2 Notwithstanding sub-clause 4.1, facsimile offers received by the date and time for closing of tenders may be admitted for consideration subject to the concurrent submission of a written tender.
- 4.3 Tenders close 3.00pm on Friday, 13 December 2024 at the Etheridge Shire Council, St George Street, Georgetown 4871, or PO Box 12, Georgetown 4871.
- 4.4 The following documentation shall be the minimum requirement for a conforming tender:
 - a) Tender form
 - b) Schedule of Rates
 - c) Outline of experience with similar projects
 - d) Outline of personnel
 - e) Evidence of business location and existing dealings in the Shire

5. Oral Advice

The Council shall not be bound by any oral advice given or information furnished by any member or officer of the Council in respect of the tender but shall be bound only by written advice or information furnished by the Council or by an Authorised Officer of the Council.

6. Acceptance of Tender

The Council may accept the tender that on a view of all the circumstances appears to be the most advantageous or the Council may decline to accept any tender. The Council's written acceptance of a tender, unless and until a Formal Agreement is executed for a successful tender, shall constitute a Contract between the Council and the successful Tenderer.



7. Tender Validity Period

Tenders shall be deemed to be valid for a period of sixty (60) days after the tender closing date.

8. Non Price Tender Selection Process

Tender Selection Process

Tenders which comply with the Conditions of Tendering shall be subject to a price and non-price selection process in which the following criteria and weighting shall be used to determine the successful Tender/s if any:

<u>Criteria</u>	<u>Weighting</u>
Capability and Experiences	20%
Delivery Time Frame	10%
Local Preference	10%
Value for Money	40%
Quality, safety, Environmental management system	20%

Additional information

Experience with Similar Works – Offers must clearly demonstrate their past experience in similar service arrangements for Local Governments or other industries. Information should include the contract project values, durations, work details and specify contact details from previous works.

Workplace Health & Safety Performance - The tenderer will be required to provide a statement as to the extent to which they have developed internal procedures for managing Workplace Health and Safety Risk.

9. Tender Opening

Tenders will be opened at the Etheridge Shire Council Office at St George Street, Georgetown at 3.00pm on Friday, 13 December 2024. Tenderers are welcome to be present at the opening.

10. Pre-requisites to Acceptance

- A. Notwithstanding other requirements of the tender documents, the principal may require a tenderer to submit additional information to allow further consideration of his tender.
- B. Should the Tenderer fail to submit the information required by the date and time stipulated by the principal, the tender may be treated as informal.

11. Rise and Fall

Rise and fall provisions shall apply to this contract in accordance with Clause 32 of the Conditions of Contract.

12. Informal Tenders & Alternative Tenders (Non-conforming Tenders)

Tenders which do not comply with the requirements of, or which contain provisions not required or allowed by the tender documents, will be declared informal. Alternative tenders may be submitted for consideration on the basis that a Conforming Tender is also submitted by the tenderer.

END OF CONDITIONS OF TENDERING



ETHERIDGE SHIRE COUNCIL
TENDER NO ESC 2024 - 006

***Town Maintenance
EINASLEIGH
Tender Form***

DETAILS OF TENDERER:

COMPANY NAME

ADDRESS

CONTACT NAME & TITLE

ABN / ACN

TELEPHONE NO

FACSIMILE NO

EMAIL ADDRESS

CERTIFICATE:

I,

OF

ACCEPT THE CONDITION AND SPECIFICATION OF CONTRACT FOR TENDER ESC 2024
- 006 AND LODGE THIS TENDER IN GOOD FAITH.

SIGNATURE

WITNESS SIGNATURE

WITNESS (NAME IN FULL)



ETHERIDGE SHIRE COUNCIL
TENDER NO ESC 2024 - 006

***Town Maintenance
EINASLEIGH
Schedule of Rates***

Schedule of Tendered Prices

S.No.	Areas	Description of works	Unit	Tendered Rate
1	Public Toilets	Cleaning and maintenance	Hour	
2	Dump Point	Cleaning and Maintenance	Hour	
3	Park, Hall, Clinic and bike park	Mowing, whipping, poisoning, gardens, cleaning, irrigation, fencing, signage, inspection, structure	Hour	
4	Gorge Park	Mowing, whipping and poisoning	Hour	
5	Town streets	Mowing, whipping, pruning trees, poisoning, cleaning, irrigation trees, fencing, signage, empty bins, drainage cleaning and inspection	Hour	
6	Airport	Ground Maintenance, lighting repairs, fencing and inspection weekly	Hour	
7	Landfill	Tidying, pushing & covering, inspections, sorting, removing tyres to Georgetown	Hour	
8	Sports Reserve & vacant council land	Mowing, whipping poisoning	Hour	
9	Cemetery	Mowing, whipping, poisoning, fencing and funerals	Hour	
10	Other	Anzac Day preparation	Hour	



ETHERIDGE SHIRE COUNCIL
TOWN TENDER ESC 2024 - 006– EINASLEIGH
MAINTENANCE
TABLE OF CONTENTS - DOCUMENT ESC 2024 - 006

11		Extra over item 1 to provide additional miscellaneous equipment. (Tenderer shall list any additional equipment that may be used) a. _____ b. _____ c. _____ d. _____ e. _____ f. _____	Hour Hour Hour Day Day Day	
		Total		



Note:

The contractor shall supply of labor, transport, minor equipment, tools, hand mower, ride of mower, whipper snipper, fuels, oils and others as required to carry out the town maintenance in accordance with the specifications.

All equipment provided must comply with Workplace Health and Safety Standards.

All equipment is to be registered and maintained in a roadworthy condition when working in public places, and must display a flashing hazard light

SIGNATURE: _____ DATE: ____/____/____

WITNESS: _____ DATE: ____/____/____

COMPANY/ NAME: _____ ABN: _____



AGREEMENT FOR SERVICES

BETWEEN

ETHERIDGE SHIRE COUNCIL
ABN 57 665 238 857
("the Council")

AND

THE PERSON NAMED IN ITEM A OF THE SCHEDULE
("the Contractor")



THIS AGREEMENT is made on the _____ day of _____, 2024.

BETWEEN **ETHERIDGE SHIRE COUNCIL (ABN 57 665 238 857)** of St George Street, Georgetown in the State of Queensland ("**the Council**")

AND **THE PERSON NAMED IN ITEM A OF THE SCHEDULE ("the Contractor")**

INTRODUCTION

A. The Council has agreed to engage the Contractor to provide the services specified in Item F of the Schedule ("**the Work**") subject to the terms and conditions set out in this Agreement.

NOW IT IS AGREED as follows:

1. **INTRODUCTION**

The parties agree that the matters referred to in the Introduction are true and correct and form part of this Agreement.

2. **INTERPRETATION & DEFINITIONS**

2.1 **Definitions**

In these terms and conditions unless the contrary intention appears or the context otherwise requires or admits the following expressions shall have the following meanings:

"**this Agreement**" means the terms, representations or understandings set out herein and applicable during the whole of the Term of Agreement;

"**Commencement Date**" means the commencement date specified in Item C of the Schedule;

"**Confidential Documentation**" means correspondence, reports, accounts, bank, legal and other documents, recordings or photographs which are marked "Confidential" or which contain or relate to Confidential Information and all copies thereof;

"**Confidential Information**" means all information and knowledge concerning any of the procedures or services existing or future of the Council, ideas and concepts and all business confidences of the Council but excluding any such information, knowledge, ideas and concepts or confidences to the extent that the same are or become public knowledge through no act or failure on behalf of the Contractor or which the Contractor can show was already in the possession of the Contractor at the time of disclosure to the Contractor and was not acquired directly or indirectly from the Council or from any third party under an obligation of confidence for which the Contractor can show has or shall have been received from any third party who did not require the Contractor to hold the same in confidence and who did not acquire the same directly or indirectly from the Council;

"**Contract**" means and includes the Form of Tender, Conditions of Tender, Tender Form, Specification, General Conditions, Drawings, Covering Letter, this Agreement and Minutes of Interviews;

"**Contractor**" means the person more particularly described in Item A of the Schedule;

"**Council**" shall mean Etheridge Shire Council

"**Individual**" means the natural person or persons employed, engaged or contracted by the Contractor to physically perform the Work and who are named in Item B of the Schedule;

"**Inspector**" means any person Authorised in writing by the Council or by the Superintendent to supervise the carrying out of the Contract or any part thereof;



"Principal" shall mean Etheridge Shire Council

"Schedule" means the Schedule attached to this Agreement;

"Services" mean and include plant, materials and services to be provided and work to be done by the Contractor under the Contract;

"Specifications" mean the specifications as mentioned in Item H of the Schedule;

"Superintendent" means the Chief Executive Officer of the Etheridge Shire Council or an officer duly Authorised to act on the Chief Executive Officer's behalf;

"Term of Agreement" means the time that the parties anticipate the Contractor will be required to perform the Work, as more particularly described in Item D of the Schedule.

2.2 Interpretation

Unless the contrary intention appears or the context otherwise requires:

- 2.2.1 the singular includes the plural and vice versa;
- 2.2.2 a reference to a gender includes all genders;
- 2.2.3 a reference to a person includes a reference to a firm, corporation, other corporate body or legal entity;
- 2.2.4 a reference to a natural person includes the heirs, executors, administrators and permitted assigns of that person and a reference to a corporate body includes the successors and permitted assigns of that corporate body;
- 2.2.5 a reference to a person or corporate body shall be taken to include that person or body acting in a trustee or other representative capacity;
- 2.2.6 a reference to two (2) or more persons means those persons jointly and severally;
- 2.2.7 where a word or expression is defined, other parts of speech and grammatical forms of that word or expression have corresponding meanings;
- 2.2.8 headings are for ease of reference and do not affect the construction of this document;
- 2.2.9 a reference to a statute shall include all amendments for the time being in force and any other statute enacted in substitution therefore and all regulations proclamations ordinances and by-laws for the time being in force under that statute and any notice demand order direction requirement or obligation pursuant to or under that statute or those regulations, proclamations, ordinances and by-laws;
- 2.2.10 a reference to a recital, clause, schedule or annexure is to a recital, clause, schedule or annexure of or to this document and a recital, schedule or annexure forms part of this document;
- 2.2.11 a reference to any agreement or document is to that agreement or document (and, where applicable, any of its provisions) as amended, novated, restated or replaced from time to time; and
- 2.2.12 a reference to a consent or approval being required from a party is to the prior written consent of the relevant party in its absolute discretion.



3. AGREEMENT FOR SERVICES

3.1 Agreement

The Council agrees to engage the Contractor for the provision of services to perform the Work on the terms and conditions contained in this Agreement.

3.2 Term

This Agreement shall commence on 1st Feb 2025 and shall continue for a period of Twentynine (29) months from that date or until this Agreement is otherwise terminated by either party in accordance with this Agreement until 30th June 2027.

3.3 The Work

The Contractor shall perform such services as are described to complete the Work described in Item F of the Schedule.

4. CONTRACTOR DUTIES

4.1 General

The Contractor shall be responsible for carrying out the work.

4.2 Contractor must supply vehicle and labour

The Contractor must supply his own vehicle and labour for the carrying out of the Work.

4.3 Best Efforts

The Contractor shall use their best efforts, skills and knowledge in furtherance of the business of the Council and shall diligently exercise their duties and perform their obligations under this Agreement.

4.4 Adherence to Council's Code of Conduct

The Contractor must adhere to the Council's Code of Conduct at all times during the Term of Agreement and any extension thereof.

4.5 Security

The Contractor shall be provided with keys for all Council facilities relevant to this Contract and shall be responsible for the safe keeping and security of the keys and security of the facilities during works and for securing of the facilities on completion of works.

4.6 Employee Details

The Contractor shall provide Council (on or before the date of commencement of works) with full written details of the names of the Contractor's employees who will be carrying out the services and have access to Council facilities, and provide Council with written updates as soon as any changes occur in these details throughout the term of this Contract (including any renewal of same).

5. TERMS OF PAYMENT

5.1 Calculation of Payments

The Council shall pay the Contractor (on receipt of a valid tax invoice from the Contractor) the hourly rates set out in the Schedule "E" plus GST, based on up to 50 working hours each fortnight.



Payments shall be made within fourteen (14) days of receipt of a tax invoice from the Contractor and subsequent authorisation by a delegated Council officer.

5.2 Tax Invoices

All abovementioned tax invoices are to include information regarding the works carried out.

6. COVENANTS BY THE CONTRACTOR

6.1 Performance of Services

The Contractor covenants with the Council that during the Term of Agreement and any extension thereof, the Contractor will ensure that services provided by the Contractor pursuant to this Agreement are performed by the Contractor or its servants, agents or subcontractors diligently, competently, with care and skill and in a proper professional, conscientious, expeditious and workmanlike manner.

6.2 General Construction Induction

The Contractor covenants with the Council that prior to the commencement of the Term of Agreement the Contractor shall ensure that its servants, agents and subcontractors undergo a general construction induction and carry the induction card and produce this card upon demand to the Council Workplace Health and Safety Officer and that if after the commencement of the Term of Agreement, the Contractor engages further servants, agents and/or subcontractors from time to time to perform services under this Agreement and/or any extension thereof, then the Contractor shall ensure that before engaging such servants, agents and/or subcontractors to perform such Work, they shall undergo a general construction induction and carry the induction card and produce this card upon demand to the Council Workplace Health and Safety Officer.

6.3 Equipment, Materials, Operations and Equipment Inspections

6.3.1 The Contractor covenants and warrants with the Council that where the Contractor is required to provide a vehicle or utilise equipment or materials, such vehicle, equipment or materials shall be suitable for the Work and shall be maintained by the Contractor in good working condition.

6.3.2 The Contractor shall be responsible for the suitable selection and provision of plant, equipment and tools, to enable him to carry out the requirements of the Contract.

No equipment, including whipper-snippers, shall be used on the Contract if it has been modified from the manufacturer's specification.

All guards and other safety devices supplied with the equipment and/or specified by the manufacturer must be in place and remain in place on all equipment used during the course of the Contract.

The Contractor shall service, maintain and repair all vehicles, tools and equipment used under the Contract in accordance with Statutory requirements and in particular the *Workplace Health and Safety Act 1995* ("the WHS Act") and regulations.

Equipment shall not be stored within Council controlled lands without the written approval of the Superintendent.

Fuels and combustibles kept on site shall be stored in accordance with Australian Standard AS1940.

Equipment used by the Contractor shall be supplied and maintained such that it will not cause excessive noise or fumes.



All necessary registrations with Queensland Transport and inspections with the Division of Workplace Health and Safety shall be current and remain current for the period of the Contract. The Contractor shall produce evidence of such compliance from time to time during the period of the Contract as requested by the Superintendent.

- 6.3.3 The Contractor shall make all plant available for inspection upon request by the Superintendent or his representative prior to the commencement of Works under the Contract and at any time during the performance of the Contract. The Contractor will be given a minimum of 48 hours notice of the inspection/s.
- 6.3.4 Machinery tyres shall be selected to ensure no damage is done to the grass.
- 6.3.5 The Contractor shall select equipment appropriate to the size of the ovals, the distance between trees, etc, and the ability of the soil to carry the loads generated by such equipment.
- 6.3.6 The allocation of plant to the various grass locations shall generally be the responsibility of the Contractor, however Council reserves the right to reject the use of any particular item of equipment which in the opinion of Council's Superintendent or his Representative, is not suitable for particular locations. Any equipment that causes damage shall not be used, and the Contractor shall use alternative equipment to complete the work.
- 6.3.7 The Contractor shall implement, maintain and record regular programmed mechanical services on all equipment used under this Contract. Servicing shall be in accordance with the manufacturer's specification and recommendations.

6.4 Qualifications and Experience

The Contractor covenants with the Council that its servants, agents or subcontractors have the qualifications and experience appropriate to perform the duties and obligations required to perform the Work and that it is ordinarily engaged in the business of providing such services as are required to perform the Work. The Contractor further covenants that the Contractor and its servants, agents or subcontractors engaged in the provision of services necessary to perform the Work hold the certificates, licences and registrations mentioned and referred to in Item G of the Schedule. The Contractor covenants with the Council that the operators of registered plant shall be skilled, qualified, capable and experienced, and that operators of other equipment shall be skilled and capable.

7. ACKNOWLEDGEMENTS BY CONTRACTOR

7.1 Nature of Relationship

The Contractor agrees and acknowledges that it is engaged by the Council as an independent contractor for the provision of services necessary to perform the Work upon the terms and conditions of this Agreement and that the Contractor is not and cannot be deemed to be an employee of the Council or an agent of the Council or in partnership with the Council.

7.2 Leave Entitlements

The Contractor agrees and acknowledges that they are not entitled to any entitlement accorded to employees by any statute or at Common Law including without limitation annual leave, public holidays, sick leave and long service leave.

7.3 Superannuation

The Contractor agrees to make provision for their own superannuation.

7.4 WorkCover



The Contractor agrees to make provision for their own WorkCover and further agrees that it is, or will register as an employer for WorkCover purposes and further agrees and undertakes to take out policies of insurance covering sickness and accident and worker's compensation in respect of any such sickness or accident for both the Contractor (where the Contractor is a natural person) and any servant employee agent or subcontractor of the Contractor and the Contractor agrees and undertakes to pay all premiums in respect of such insurance. The Contractor further agrees to provide to the Council a copy of a certificate of currency confirming that such current WorkCover policy has been put into place prior to commencement of the Agreement herein and then to provide on an annual basis such certificate of currency within thirty (30) days of policy expiry.

7.5 Insurance

The Contractor agrees to arrange at the Contractor's own expense, and to maintain from time to time and at all times during the Term of Agreement and any extension of the Term of Agreement herein, a policy of insurance of not less than ten million dollars (\$10,000,000.00) with a company registered to carry on business in Queensland as an insurance company and as approved by the Council, indemnifying the Contractor, the Minister and the State of Queensland against any or all claim or claims for or right to damages by any person or entity suffering loss or damage by reason of bodily injury or damage to property arising from or in connection with the Work carried out by the Contractor pursuant to this Agreement or caused by or resulting from such Work or the use of chemicals in conducting such Work and/or the hazards and associated risks thereof or therein and all other insurable public risks in accordance with the Council's direction from time to time and to provide a copy of a Certificate of Currency in respect of such insurance to the Council prior to commencement of the Agreement herein and then to provide subsequent Certificates of Currency on an annual basis within thirty (30) days after the date of the policy expiring.

7.5 Workplace Health and Safety Act and Occupational Health and Safety Plan

- 7.6.1 Prior to commencement of this Agreement, the Contractor shall submit an occupational health and safety plan which will be subject to the approval of the Council and the Contractor acknowledges that the said occupational health and safety plan is to state the hazards, associated risks and the nominated control measures in respect of the duties undertaken by the Contractor hereunder and is to include but not necessarily be limited to the following:
- 7.6.1.1 Details of the work methods to be adopted so that the Work may be performed safely and competently;
 - 7.6.1.2 Details of safety induction training for new employees;
 - 7.6.1.3 Details of operator training and certificates;
 - 7.6.1.4 Certification of the maintenance status of plant and equipment to be used;
 - 7.6.1.5 Details of the servicing and maintenance schedules for the plant and equipment to be used;
 - 7.6.1.6 Risk Assessment Procedure for Hazard Identification, assessment and Control.
- 7.6.2 The Contractor shall accept the appointment as an employer or self-employed person in relation to the Works for the purpose of the discharge of obligations under the WHS Act.
- 7.6.3 The Contractor shall carry out all duties of an employer or self-employed person under the WHS Act, the regulations thereunder and any statutory modification or re-enhancement thereof.
- 7.6.4 The Contractor shall give any notifications regarding Works required by the WHS Act or regulations and shall supply the Superintendent or his representative evidence of such notification before commencing work requiring notification.
- 7.6.5 The Contractor shall pay all fees and bear all costs incurred in complying with the provisions of the WHS Act and regulations.



- 7.6.6 The Contractor shall be required to submit an Occupational Health and Safety Plan prior to commencement of the Contract that will be subject to the approval of the Council. The plan should state the hazards, associated risks, and the nominated control measures for the duties undertaken and should include but not necessarily be limited to the following: -
- 7.6.6.1 Details of the works methods to be adopted so that the Work may be performed safely and competently;
 - 7.6.6.2 Details of safety induction training for new employees;
 - 7.6.6.3 Details of operator training and Certificates;
 - 7.6.6.4 Certification of the maintenance status of plant and equipment to be used;
 - 7.6.6.5 Details of the servicing and maintenance schedules for the plant and equipment to be used;
 - 7.6.6.6 Risk Assessment Procedure for Hazard Identification, Assessment and Control.
- 7.6.7 The Contractor's employees shall wear a high visibility garment (AS4602) and steel toe capped safety footwear (AS2210) at all times whilst undertaking Works under the Contract. Other personal protective equipment such as ear protection (AS1270), safety glasses (AS1337) and sunscreen (AS2604) should also be available to the Contractor's employees at all times, whilst undertaking specific tasks.
- 7.6.8 All staff shall be required to carry at all times their Certificates of Competency for the relevant equipment that they are using and produce these Certificates upon demand to the Council Workplace Health and Safety Officer.
- 7.6.9 All staff working on site within the Shire must have a current General Construction Safety Induction Card.
- 7.6.10 The Contractor shall notify the Superintendent of the occurrence of every accident arising either directly or indirectly from this Contract coming to the Contractor's attention, where such accident caused bodily injury or is likely to.
- 7.6.11 All operators of registered plant shall be skilled, qualified, capable and experienced. Operators of other equipment shall be skilled and capable. Council reserves the right to reject any operator whom, in the opinion of the Superintendent or his representative, is not suitable. Any new operators employed during the course of the Contract shall complete a safety induction program arranged by the Contractor, under the Contractor's Workplace Health and Safety Management System and/or Site Specific Safety Plan.
- 7.6.12 The Contractor and the Contractor's employees shall assess each area and devise and use work methods such that the activities under the Contract are undertaken in a manner that does not compromise public safety.

7.7 Income Tax

The Contractor agrees and acknowledges that they are solely responsible for the payment of all income tax on payments received pursuant to this Agreement and the Contractor consents to the Council furnishing the Commissioner of Taxation with the Contractor's details and details of all payments made to the Contractor by the Council.

7.8 Indemnity

The Contractor agrees and acknowledges that if the Council is required to make any of the payments referred to in sub-clauses 7.2 to 7.5 inclusive and sub-clause 7.7, or any other payment arising because the relationship between the parties is deemed construed or interpreted to be one of employee and employer then the terms of payment shall be adjusted so that the Council is provided with a full indemnity for any such payment.



7.9 Authority

7.9.1 The Contractor acknowledges and agrees that they shall have no power or authority to bind the Council save as directed by the Council in writing and save as specified in this Agreement the Contractor agrees that the Contractor will not hold itself out as having the power or authority to bind the Council.

8. ESTABLISHMENT, DISESTABLISHMENT, TRANSPORT AND ACCOMMODATION

The Contractor shall be responsible for all costs associated with establishment, disestablishment. All travelling expenses will be included in the Schedule of Rates.

The Contractor shall be responsible for all accommodation and meal costs associated with this Contract.

9. PUBLIC UTILITY AUTHORITY SERVICES

"Public Utility Services" shall mean all Public Utility Service Installations including water pipes, sewers, stormwater drains and culverts, gas pipes, electric, traffic signal or telephone wires and any connections therefrom to private property together with any privately owned pipes, conduits, wires or like installations. "Service Authority" shall mean that body responsible for the installation and/or maintenance of such public utility services.

The Contractor shall establish the actual position of all services on the proximity to the works before commencing work on the site which may impact on these public utility services.

Should any service be damaged during the course of the Works the Contractor shall immediately notify the Service Authority concerned.

The Contractor shall bear the costs of reinstating any service damaged during the course of Works under the Contract and shall assume liability for and indemnify the Council against any claim, action or proceeding by the public utility authority concerned to recover consequential damages.

10. CUSTOMER SERVICE/DAMAGE TO PERSONS AND PROPERTY

The Council is committed to providing a high standard of customer service and requires the Contractor to maintain this standard.

The Contractor and the Contractors' workers shall at all times conduct themselves towards the public in a civil and courteous manner and shall perform the Works with as little disturbance or inconvenience to the public as possible.

The Contractor and the Contractors' workers shall at all times have their worksite in a neat, tidy and clean condition, particularly when leaving a worksite.

The Contractors' employees shall, in the event of a member of the public making a complaint to persons or property, give the complainant the following information:-

- The company name and phone number;
- The name of the contact person at the company's office;
- The procedure to be followed in lodging a claim against the company.

A diary shall be kept to record all claims and complaints received detailing names, dates, times, vehicle types and specific details. The Superintendent or his representative may be required to inspect this diary and shall be given access to it within 24 hours of written notice.

Prompt settlement of all reasonable claims whether by the Contractor or by his Insurer is a priority from the Council.

The Contractor shall with each claim for payment submit to the Superintendent or his representative a complete list showing the progressive total of all written and verbal claims received and settled. The list should be in tabular form and include the following details: -



- date and location of incident;
- type of claim;
- alleged cause of claim;
- date of settlement or reason for refusal of claim.

Damage to any footpath, median, tree, shrub or other Council property caused by action of the Contractor shall be rectified by the Contractor at his/her own expense.

Should the Contractor fail to rectify such damage after being required to do so in writing by the Superintendent or his representative in a reasonable time, the Superintendent will arrange to have the damage rectified at the Contractor's expense. The cost of rectification may be deducted from monies due under the Contract.

11. SUB-CONTRACTING

The Contractor shall be entitled to use its competent employees, agents and subcontractors to provide the services required to perform the Work, provided:

11.1 Contractor Responsible

All persons engaged by the Contractor to provide the services shall be and remain employees or agents or subcontractors of the Contractor who shall be solely responsible for all payments to and entitlements of each of them and the Contractor shall indemnify the Council in respect thereof.

11.2 Performance to Satisfaction of Council

11.2.1 The Contractor shall ensure that all employees, agents or subcontractors engaged by it shall provide services and perform the Work to the satisfaction of the Council.

11.2.2 The Superintendent shall appoint the Superintendent's representative to carry out inspection on behalf of the Council. The name and function of each Superintendent's representative shall be notified to the Contractor in writing.

11.2.4 The Council may carry out inspections as are deemed necessary by the Superintendent, to determine whether the services have been provided in accordance with the Specification.

11.2.5 Any services, which in the opinion of the Superintendent are not in accordance with the specification or have failed to pass such inspections the Superintendent may require or as may be specified may be rejected. The Contractor shall replace or remedy such services to the satisfaction of the Superintendent.

11.3 Council's Right to Replace Employee or Subcontractor

The Council may in the event of a breach of clause 11.2 at any time by notice in writing to the Contractor require that the Contractor should cease to provide the service of such person or persons in or about the Council's business and shall provide the services of an alternative person or persons; and

11.4 Use of Individual

The Council acknowledges that the Individual will perform the Work subject to clause 11.2.

12. PROVISION OF MATERIALS

Council shall not supply any materials or services other than those stated in the Specifications. The Contractor shall supply all materials and provide all labour and plant necessary to carry out the services under this contract.

The cost of repairs or replacement of hoses caused through misuse and lack of care to be borne by the Contractor.



13. SUPERINTENDENT

The Council shall ensure that at all times there is a Superintendent and that in the exercise of the functions of the Superintendent under the Contract, the Superintendent:

- acts honestly and fairly;
- acts within the time prescribed under the Contract or where no time is prescribed, within a reasonable time; and
- arrives to a provision of the Contract enabling the Superintendent to give directions, the Superintendent gives a direction, the Contractor shall comply with the direction.

The Superintendent for this contract will be Council's Works Manager.

14. DEFECT REPORTING

The Contractor shall report defects of Council property as soon as the defects become evident. Defects to the Contractor's plant and equipment shall be reported to the Superintendent.

Defect reports shall be in writing and shall show the date of submission to the Council. Etheridge Shire Council's 'Request for Action' booklets shall be used for recording and reporting of such defects.

15. SUB-LETTING OR ASSIGNMENT

The Contractor shall not, without the consent in writing of the Council, assign or sub-let the Works Contract, or any substantial part thereof, nor make any sub-contract with any person or persons for the execution of any portion of the supply of goods or services. Any permission or consent to the assign or sub-let the supply of goods or services to be done under the Contract shall not discharge the Contractor from any liability in respect of the Contract and shall extend only to the consent actually given.

16. OTHER WORK

The Contractor is free to accept work with other parties provided that such work does not create a conflict of interest with the Council.

17. EXPENSES

Except as aforesaid, the Contractor shall be solely liable for all costs charges and expenses charged to or incurred by the Contractor arising from or in connection with the provisions of services by the Contractor.

18. CONFIDENTIALITY

The Contractor covenants and agrees with the Council that they shall:

- at all times observe strict secrecy in relation to the Confidential Information and Confidential Documentation of the Council which is received from the Council or obtained in the course of the performance of their duties under this Agreement;
- not disclose the Confidential Information or Confidential Documentation to any person without the prior written consent of the Council; and
- return all Confidential Information and Confidential Documentation to the Council at the termination of this Agreement.

19. INDEMNITY

The Contractor shall be responsible for and shall indemnify the Council against liability for all loss, damage or injury to persons or property caused by the Contractor or its servants, employees, agents or subcontractors, and the amount of all claims damages costs and expenses which may be paid, suffered or incurred by the Council in respect of any such loss, damage or injury shall be made good at the Contractor's expense and may be deducted from any money due or becoming due to the Contractor.



20. DISPUTES

Any disputes relating to the provision of services under this Agreement or the interpretation or application of this Agreement shall or if not resolved between the parties within a period of fourteen (14) days from the dispute first arising be referred to an arbitrator appointed pursuant to the *Commercial Arbitration Act 1986*.

21. TERMINATION

21.1 Termination by Notice

Either party may at any time terminate this Agreement by the giving of not less than one (1) month's notice in writing to the other party or where the Term of Agreement is less than or equal to two (2) months then this Agreement may be terminated by either party giving not less than two (2) weeks notice in writing to the other party.

21.2 Termination Without Notice

The Council may terminate this Agreement without notice if the Contractor or any employee, agent, servant or subcontractor of the Contractor at any time:

- 21.2.1 commits any serious or persistent breach of any of the provisions contained in this Agreement;
- 21.2.2 is guilty of any gross misconduct;
- 21.2.3 is guilty of any dishonesty serious misconduct or serious neglect of duty;
- 21.2.4 fails to perform the Work specified in this Agreement within a reasonable period of time after being informed by the Council in writing of such failure;
- 21.2.5 fails to remedy any default within a reasonable period of time;
- 21.2.6 acts without due care, diligence or skill; or
- 21.2.7 breaches any of the terms of this Agreement.

21.3 Termination on Happening of Certain Events

Either party may terminate this Agreement immediately upon the happening to the other of any of the following events, namely:

- 21.3.1 if the other party enters into a deed of arrangement or an order is made for it to be wound up;
- 21.3.2 if a receiver or a receiver and manager is appointed;
- 21.3.3 if the other party is placed under official management; or
- 21.3.4 in the case of a natural person, if the person reaches a compromise with their creditors, enters a deed of arrangement, or commits an act of bankruptcy as defined by the *Bankruptcy Act 1966*.

22. VARIATIONS

The Superintendent may direct the Contractor to vary the work under the Contract or execute additional work but such variation shall not be beyond the general scope of the Contract. The Contractor shall not vary work under the Contract except as directed in writing by the Superintendent pursuant to this Clause.

If a change in a legislative requirement necessitates a change to the work under the contract which causes the Contractor to incur more or less cost than would otherwise have been incurred, the difference shall be valued pursuant to this Clause.



Where variations are directed by the Superintendent, the Contractor shall use the applicable rates provided within the Day Rates Schedule in order to determine the reasonable costs of the works.

The Superintendent and the contractor shall agree upon the price for a variation prior to the undertaking of the works. If it is unreasonable for the price to be determined prior to the undertaking of the works then the Superintendent shall determine the price for the works based on the Day Rates Schedule unit rates and the time to complete the works. Additional works may also be ordered on the basis of unit activities schedule on the Day Rates Schedule.

23. COMPLIANCE WITH STATUTORY REQUIREMENTS

The Contractor shall comply with the requirements of all Acts of Parliament of the Commonwealth of Australia and with the requirements of the provisions of all Acts of Parliament of the State or Ordinances of the State of Queensland and with requirements of all ordinances, regulations, by-laws, orders and proclamations made or issued under any such Act or Ordinances and with the lawful requirements of public, municipal and other authorities in any way affecting or applicable to the execution of the Work under the Contract.

24. NOTICES

Any notice required to be given by one party to the other party under this Agreement shall be deemed to be duly given if sent by ordinary prepaid post to the other party at the address referred to in this Agreement or the other address (if any) notified by the other party to be the address for service of notices and service shall be deemed to have been effected upon the expiration of the second business day after posting.

25. NON WAIVER

The failure by the Council to insist upon strict performance of any of the covenants or agreements in this Agreement or any delay by the Council in exercising any of its remedies or rights shall not constitute or be deemed a waiver or variation by the Council of any of the covenants or agreements or a waiver of any default or remedy and no waiver by the Council of any breach shall constitute waiver of further or subsequent breaches by the Contractor.

26. SEVERABILITY

If a court determines that a provision of this Agreement is unenforceable, illegal or void then the remaining provisions shall nevertheless be unaffected and shall continue in full force and effect.

27. CONTINUING OBLIGATIONS

Each obligation and warranty of a party (except an obligation fully performed at termination) continues in force despite termination.

28. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and both parties agree that there are no other terms, representations or understandings except those set out in this Agreement.

29. GOVERNING LAW

This Agreement is governed by the laws of Queensland and both the Council and the Contractor agree to submit to the jurisdiction of the courts of that State.

30. RESERVATION

In the event of any failure by the Contractor to comply with any of the provision of this Contract, Council reserves the right to make alternative arrangements for the supply of services by any means available and to deduct the cost of same from any monies payable hereunder by Council to the Contractor.

31. COSTS



Each of the parties shall bear their own costs and expenses of and incidental to the negotiation and preparation of this Agreement.

32. RISE AND FALL

The contract rates will be adjusted 12 months after the commencement of the contract by (A) in the following formula:-

$$A = B \times \frac{C}{D}$$

Where (B) equals the contract rate at the commencement of the contract.

Where (C) equals the index number released for the quarter immediately preceding the contract year for which the contract price is being calculated.

Where (D) equals the index number released for the quarter immediately preceding the date of commencement of the contract.

“Indexed number” shall mean ‘All Groups CPI Number’ from Brisbane, released by the Australian Bureau of Statistics (ABS).

33. ACCEPTANCE

The Contractor acknowledges that the Contractor or its duly Authorised representative has read and understood the terms and conditions contained in this Agreement and agrees to be bound by this Agreement.

EXECUTED as an Agreement

BY ETHERIDGE SHIRE COUNCIL

)
)
)
)
)

Mayor

This _____ day of _____
2024 in the presence of:

Chief Executive Officer



A Justice of the Peace/Solicitor

SIGNED SEALED and by execution)
hereof DELIVERED by the said)

of)
This day of 2024)
in the presence of:

A Justice of the Peace/Solicitor



SCHEDULE

Item A	Contractor Name (" Contractor ") Contractor Address	
Item B	Individual performing the services (" Individual ")	
Item C	Commencement Date (" Commencement Date ")	1st Feb 2025
Item D	Term of Agreement (" Term of Agreement ")	Twentynine (29) months expiring on 30th June 2027
Item E(i)	Payment Rates (including GST)	Refer to Schedule of Rates on Tender Form
Item F	Services to be performed/tasks to be completed (" Work ")	Refer to Schedule A - Duties
Item G	Specifications	Refer to the Specifications - Document ESC 2024 - 006



TITLE:	Schedule "A" Supplementary Specifications of Works for Einasleigh Town Maintenance
PROJECT NO:	ESC 2024 - 006
AUTHORISED:	Raju Ranjit – Director of Engineering Services

1. SUPPLEMENTARY SPECIFICATION OF WORKS

1.1. General

The Contractor shall be responsible to the Chief Executive Officer of Council through the nominated Works Supervisor. The nominated Works Supervisor shall be determined by the Director of Engineering Services and the Contractor shall be advised of this person at the time of commencement and when changed.

The Contractor shall work generally unsupervised and will be expected to work in a cooperative spirit with other employees of the Council. Up to (50) hours per fortnight will be paid for the completion of the work defined herein. Should it be deemed necessary, additional hours will be specifically ordered by the Works Supervisor.

The Contractor shall be responsible for the following areas:-

- The maintenance of the grounds and gardens at all Council properties within Einasleigh.
- Control of noxious and other weeds on all Council properties within Einasleigh.
- Tree/shrub pruning on all Council properties within Einasleigh as necessary
- Local animal control within the town of Einasleigh.
- Monitoring and repair of the Einasleigh own Fence
- Monitoring and tidy up of Einasleigh Refuse Tip
- Monitoring and minor maintenance of the Einasleigh Airstrip
- Distribution of the Inform newsletter & other Council produced publications

The Contractor shall participate in structured training undertaken under the Council's Safety Policies on an annual basis. The Contractor will be required to undertake general construction industry induction training prior to commencement of work. This training will be available from Council, or alternatively can be arranged by the Contractor from another source at his/her cost. All safety training conducted by Council will be in the Contractor's own time and shall be conducted by the Council's Workplace Health & Safety Officer.

The Contractor is to comply with the requirements of Council's Workplace, Health and Safety Policy and shall wear/use safety clothing / equipment as required for the duties being performed. Safety clothing / equipment is to be provided by the Contractor at their own cost. A copy of Council's Work Health & Safety Policy is attached.

The Contractor's Workplace Health & Safety performance may be evaluated by internal/external inspections/audits. Any non compliance with Council's Workplace Health and Safety requirement will be recorded on a register and this information will be used as a criteria in the evaluation of any future tenders.

Licenses required are:

- Type HR for operation of a tractor.
- Certificate of competency for the use of Hazardous chemicals



Generally the Contractor shall work in and around the town of Einasleigh but may, at times, be required to perform work in other parts of the Shire. No travel time to Einasleigh will be provided for work at Einasleigh.

The Contract/Tender is to be in the form of an hourly rate with the exception of equipment supplied by the Contractor, which may be at a daily rate. All rates shall be GST inclusive. The normal numbers of hours that shall be approved is **up to (50) per fortnight**. Contract payments shall be in the form of either EFT or a cheque made payable to the Contractor on a fortnightly basis following submission of an invoice for works performed under this Contract.

The Contractor shall maintain a diary of all work performed and complete daily time sheets for costing purposes. Timesheets & completed checklists are to be handed to or faxed to the Works Supervisor fortnightly.

The Contract period will expire on 30th June 2027 or earlier if the Contractor is judged to be not fulfilling the contractual conditions.

Failure of the contractor to comply with any of the aforementioned conditions may result in the termination of the Contract.

2. DUTIES

2.1. Airport

The airport is to be inspected weekly prior to the RFDS visit to ensure that all emergency landing lights in working condition, and to ensure that the windsock is in good repair. All debris and antbeds within 15 metres from the edge of the defined runway are to be removed. The fence shall be maintained to a stock proof standard. Some slashing may be required from time to time.

Council will supply materials used for repairing the fence upon approval from the Works Supervisor.

- Checking airport facilities (weekly)
- Maintain airport fence as required
- Slashing as required
- Removing debris/antbeds as required

2.2. Cemetery

The cemetery shall be kept in a neat and tidy condition at all times. The grass shall be mown on a regular basis. Fences are to be kept clear of weeds and shrubs by the use of poisons or whipper snipper.

- Mowing and General tidying up (monthly or as required)

2.3. Town Fences/Grids

Town fences are to be maintained to a "Stock Proof" condition and are to be kept clear of weeds, shrubs, antbeds and general growth for a distance of 2 metres each side of the fence.

Town Grids shall be kept clear of weeds and silt at all times. This can be done manually or through the use of herbicides.

- Maintaining Town Fence in a "Stock Proof" condition (monthly or as required)
- Mowing or Herbicide control of vegetation within 2 metres each side of fence

2.4. Refuse Tip

The refuse tip shall be kept tidy of wind-blown rubbish. Restricted mowing during the growing season is required.



The fence shall be maintained in a "Stock Proof" condition and kept clear of weeds, shrubs and antbeds for a distance of 2 metres each side of the fence. The safety fence and cage are to be kept in good order; the Contractor shall assist with the removal and replacement when re-excavating for new pits or cleaning old pits.

Battery shed shall be kept tidy and batteries stacked in a neat and safe manner.

No fires are permitted except for the burning of Green Waste when a permit has been acquired

- Controlling wind blown rubbish (weekly)
- Reform Green and Bulk waste into respective heaps (monthly)
- Mowing/Slashing or Herbicide Control of vegetation as required

2.5. Town Streets

The town streets shall be kept neat and tidy at all times by the collection of general litter, including dead animals, and removal of silt from the gutters. Any trees that overhang footpaths are to be lopped/pruned to a safe and tidy manner and the off-cuts to be placed in the correct part of the refuse tip.

- Mowing/Slashing as required
- Removal of silt from town gutters (monthly)
- Tree lopping /pruning (monthly)
- Removal/eradication of noxious/declared plants (monthly)
- General tidiness of garden beds and grounds (fortnightly)
- Collection of litter, dead animals and other items of debris as required
- Maintain signs and Guide posts
- Placement and maintenance of barricades in times of road closures due to flooding as required.

2.6. Council and Public Lands

All roads reserves, designated parks and hall grounds are to be regularly mown/slashed so that they are maintained with a tidy appearance.

Other Council land shall only be slashed with the approval of the Works Supervisor.

The following areas need to be mown/slashed/herbicide controlled on a regular basis within the town fence:-

- Cemetery (monthly)
- Einasleigh Hall
- Recreation Reserve
- Vacant Council Owned Land
- Footpaths- (to top of kerb and channel where these exist)
- Road Verges/Earth Drains
- Storm Water Drain all pipe heads and culverts
- Approaches to Elizabeth Creek
- Town Fence (Two metres each side)
- Einasleigh Airstrip
- Einasleigh Toilet Block & Health Centre
- Other Properties as directed by the Works Supervisor.

All garden beds are to be kept neat, tidy and watered where necessary.

The Contractor is to implement a program to eradicate the noxious/declared plants in the town and to keep the approaches to the Elizabeth Creek Bridge clear of growth for a minimum distance of 10 metres each side of the bridge.

- Mowing/slashing as stated above
- Removing/eradicating noxious/declared plants
- Tiding of Council garden beds general grounds
- Collecting litter - dead animals and other items of debris



2.7. Painting

Painting may be required on any of the Council's facilities from time to time. On these occasions, Council shall supply materials and tasks are to be performed to the Works Supervisor's satisfaction.

- Painting of Councils facilities as directed by the Works Supervisor

2.8. Straying Animals Control

Should any animal be found straying in Einasleigh it is the Contractors responsibility to notify the Chief Executive Officer and to follow the Chief Executive Officer's instructions regarding the animal/animals.

- Notify Chief Executive Officer and act in accordance with instructions issued.

2.9. Radio & Television Retransmission

Investigate failure & report to the Information Technology Officer.

2.10. Effluent Disposal

Check and wash effluent dump point as required.

2.11 Vehicle Wash Down Facility (**Not applicable**)

The following maintenance actions are to be performed in a timely manner to ensure the facility remains online.

Daily

- Check the facility is operating normally (*When the facility has to closed to the public, ROAD CLOSED signs are to be erected*)
- Check spray nozzles for direction and aperture clearance
- Clean silt traps (*Silt and pumped sludge is to be stockpiled in the settling pond*)

Weekly

- Visual inspections of all equipment, buildings, fittings etc and record results
- Hose out under ramp to remove build up of washed off material
- Dip both settling tanks to measure silt build up and record

Monthly

- Interpretive signs and roadside directional signs to be kept clean and realigned if necessary

On going

- Maintain one (1) tablet in chlorine tank (in tethered floating dispenser
- Maintain the surrounds in a neat and tidy condition, empty rubbish bin as required
- Vegetation within the compound and immediately adjacent to the facility, pump shed and feed is to be treated with a Glysophate herbicide.
- Report work that is required on the facility and outside the scope of the maintenance contract

3. Equipment

Council will supply, various items of equipment including replacement cutting edges from time to time, necessary for the Contractor to perform the contract:-

- Tractor/slasher combination
- Herbicide spraying equipment
- Specialised Equipment
- Road Safety Signage



The Contractor shall be competent and appropriately licenced in the operation of this equipment and shall maintain the equipment in a safe and satisfactory working condition.

By Agreement with the Works Supervisor the Contractor may supply equipment additional to that specified and be compensated at the rates submitted in items 2 and 3 of the Schedule of Tendered Prices.

Any equipment supplied by the Contractor shall be registered if applicable when working on public roadways or public places. All equipment supplied shall comply with ROPS systems.

The Contractor shall be responsible to fit any cutting edges, blades etc to Council supplied equipment.

Materials used in the maintenance of fences, or the spraying of Herbicide's will be provided by council on the Works Supervisor.

Etheridge Shire Council



TENDER

ESC2024 -008

Mount Surprise Town Maintenance

Tender must be lodged by 3.00pm on Friday, 13 December 2024 at the
Etheridge Shire Council, St George Street, Georgetown 4871



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1. Information for Tenderers

This Tender is for the delivery of town maintenance services for the township of Mount Surprise consisting of vegetation control, litter collection, park and oval maintenance and associated activities for a period of Twentynine (29) months commencing 1st Feb 2025.

2. Contact Details

Any questions regarding clarification of the specifications or general enquiries should be addressed to the Director of Engineering Services, Mr. Raju Ranjit on phone 0458 621 285 or email raju.Ranjit@etheridge.qld.gov.au

3. Timing for the Works

The duration of the Period Contract is for Twentynine (29) months, commencing on 1st Feb 2025.

4. General Information

The Contractor shall be responsible to the Chief Executive Officer of Council through the nominated Works Supervisor. The nominated Works Supervisor shall be determined by the Director of Engineering Services and the Contractor shall be advised of this person at the time of commencement and when changed.

The Contractor shall work generally unsupervised and will be expected to work in a cooperative spirit with other employees of the Council. Payment will be paid based on the time sheet and for the work completion. Should it be deemed necessary, additional hours may be ordered by the Works Supervisor.

The areas included are : -

- Airport
- Cemetery
- Town Fence / Grids
- Refuse Tip
- Town street
- Council and public land
- Minor Repairs
- Straying animal control
- Water supply (Park)
- Radio & Television Retransmission
- Toilet Block
- Copperfield Gorge
- Playground
- Equipment

For details, refer to Duties in Part 2.

The Contractor shall participate in structured training undertaken under the Council's Safety Policies on an annual basis. The Contractor will be required to undertake general construction industry induction training prior to commencement of work. This training may be available from Council, or alternatively can be arranged by the Contractor from another source at his/her cost. All safety training conducted by Council will be in the Contractors own time and shall be conducted by the Council's Workplace Health & Safety Officer.

The Contractor is to comply with the requirements of Council's Workplace, Health and Safety Policy and shall wear/use safety clothing / equipment as require for the duties being performed. Safety clothing / equipment is to be provided by the Contractor at there own cost. A copy of Council's Work Health & Safety Policy is attached.

The Contractors Workplace Health & Safety performance may be evaluated by internal/external inspections/audits. Any noncompliance with Council's Workplace Health and Safety requirement



will be recorded on a register and this information will be used as criteria in the evaluation of any future tenders.

Licenses required are:

- Type HR for operation of a tractor.
- Certificate of competency for the use of Hazardous chemicals

Generally, the Contractor shall work in and around the town of Mount Surprise. but may, at times, be required to perform work in other parts of the Shire. No travel time to Mount Surprise will be provided for work at Mount Surprise.

The Contract/Tender is to be in the form of an hourly rate with the exception of equipment supplied by the Contractor, which may be at a daily rate. All rates shall be GST inclusive. **Payment will be paid based on the time sheet and for the work completion.** Contract payments shall be in the form of either EFT or a cheque made payable to the Contractor on a fortnightly basis following submission of an invoice for works performed under this Contract.

The Contractor shall maintain a diary of all work performed.

Invoices shall be detailed in a format approved by the Works supervisor which together with the completed checklists are to be handed to or faxed to the Works Supervisor fortnightly.

The Contract period will expire on 30th June 2027 with the option of one (1) twelve-month extension, by mutual agreement of both parties, or earlier if the Contractor is judged to be not fulfilling the contractual conditions.

Failure of the contractor to comply with any of the conditions may result in the termination of the Contract.

END OF INFORMATION FOR TENDERERS



1. Tender Documents

Tenders are invited for Tender ESC 2024 -008 as described in the Tender documentation in accordance with the documents set out below: -

- Information for Tenderers, Document ESC 2024 -008
- Conditions of Tender – Part 1; Document ESC 2024 -008
- Specifications - Part 2; Document ESC 2024 -008
- Tender Forms - Part 3; Document ESC 2024 -008
- Conditions of Contract - Part 4; Document ESC 2024 -008

No explanation or amendment to the tender documents shall be recognised unless in the form of a written addendum issued by the Council.

If the Tenderer has any doubt as to the meaning of any of the portions of the tender documents, the Tenderer shall include a statement of the interpretation upon which the Tenderer relies and on which the offer has been prepared.

2. Tenderer to Inform Himself

The tenderer is deemed to have:

- A. Examined the tender documents.
- B. Examined information relevant to the risks, contingencies, and other circumstances having an effect on his tender and which is obtainable by the making of enquiries.
- C. Satisfied himself as to the correctness and sufficiency of his tender and that his tender covers the cost of complying with the obligations of the Tender documents.

3. Submission of Tender

- A. Submit tender only on the tender forms provided.
- B. Include an address for service of notes for the purpose of this tender and subsequent contact.
- C. Sign the tender forms or if the tender is a corporation or company sign the tender with the company seal.

4. Lodgment of Tender

- 4.1 Send tender by pre-paid post to the principal by the date and time for closing of this tender as detailed in Clause 4.3.
- 4.2 Notwithstanding sub-clause 4.1, facsimile offers received by the date and time for closing of tenders may be admitted for consideration subject to the concurrent submission of a written tender.
- 4.3 Tenders close 3.00pm on Friday, 13 December 2024 at the Etheridge Shire Council, St George Street, Georgetown 4871, or PO Box 12, Georgetown 4871.
- 4.4 The following documentation shall be the minimum requirement for a conforming tender:
 - a) Tender form
 - b) Schedule of Rates
 - c) Outline of experience with similar projects
 - d) Outline of personnel
 - e) Evidence of business location and existing dealings in the Shire

5. Oral Advice

The Council shall not be bound by any oral advice given or information furnished by any member or officer of the Council in respect of the tender but shall be bound only by written advice or information furnished by the Council or by an Authorised Officer of the Council.

6. Acceptance of Tender

The Council may accept the tender that on a view of all the circumstances appears to be the most advantageous or the Council may decline to accept any tender. The Council's written acceptance of a tender, unless and until a Formal Agreement is executed for a successful tender, shall constitute a Contract between the Council and the successful Tenderer.



7. Tender Validity Period

Tenders shall be deemed to be valid for a period of sixty (60) days after the tender closing date.

8. Non Price Tender Selection Process

Tender Selection Process

Tenders which comply with the Conditions of Tendering shall be subject to a price and non-price selection process in which the following criteria and weighting shall be used to determine the successful Tender/s if any:

<u>Criteria</u>	<u>Weighting</u>
Capability and Experiences	20%
Delivery Time Frame	10%
Local Preference	10%
Value for Money	40%
Quality, safety, Environmental management system	20%

Additional information

Experience with Similar Works – Offers must clearly demonstrate their past experience in similar service arrangements for Local Governments or other industries. Information should include the contract project values, durations, work details and specify contact details from previous works.

Workplace Health & Safety Performance - The tenderer will be required to provide a statement as to the extent to which they have developed internal procedures for managing Workplace Health and Safety Risk.

9. Tender Opening

Tenders will be opened at the Etheridge Shire Council Office at St George Street, Georgetown at 3.00pm on Friday, 13 December 2024. Tenderers are welcome to be present at the opening.

10. Pre-requisites to Acceptance

- A. Notwithstanding other requirements of the tender documents, the principal may require a tenderer to submit additional information to allow further consideration of his tender.
- B. Should the Tenderer fail to submit the information required by the date and time stipulated by the principal, the tender may be treated as informal.

11. Rise and Fall

Rise and fall provisions shall apply to this contract in accordance with Clause 32 of the Conditions of Contract.

12. Informal Tenders & Alternative Tenders (Non-conforming Tenders)

Tenders which do not comply with the requirements of, or which contain provisions not required or allowed by the tender documents, will be declared informal. Alternative tenders may be submitted for consideration on the basis that a Conforming Tender is also submitted by the tenderer.

END OF CONDITIONS OF TENDERING



ETHERIDGE SHIRE COUNCIL
TENDER NO ESC 2024 - 008

Town Maintenance
MOUNT SURPRISE
Tender Form

DETAILS OF TENDERER:

COMPANY NAME

ADDRESS

CONTACT NAME & TITLE

ABN / ACN

TELEPHONE NO

FACSIMILE NO

EMAIL ADDRESS

CERTIFICATE:

I,

OF

ACCEPT THE CONDITION AND SPECIFICATION OF CONTRACT FOR TENDER ESC 2024
- 008 AND LODGE THIS TENDER IN GOOD FAITH.

SIGNATURE

WITNESS SIGNATURE

WITNESS (NAME IN FULL)



ETHERIDGE SHIRE COUNCIL
TENDER NO ESC 2024 - 008

***Town Maintenance
MOUNT SURPRISE
Schedule of Rates***

Schedule of Tendered Prices

S.No.	Areas	Description of works	Unit	Tendered Rate
1	Public Toilets	Cleaning and maintenance	Hour	
2	Dump Point	Cleaning and maintenance	Hour	
3	Park, Hall, Clinic and bike park	Mowing, whipping, poisoning, gardens, cleaning, irrigation, fencing, signage, inspection, structure	Hour	
4	Town streets	Mowing, whipping, pruning trees, poisoning, cleaning, irrigation trees, fencing, signage, empty bins, drainage cleaning and inspection	Hour	
5	Airport	Ground Maintenance, lighting repairs, fencing and inspection weekly	Hour	
6	Landfill	Tidying, pushing & covering, inspections, sorting, removing tyres to Georgetown	Hour	
7	Sports Reserve & vacant council land	Mowing, whipping poisoning	Hour	
8	Cemetery	Mowing, whipping, poisoning, fencing and funerals	Hour	
9	Other	Anzac Day preparation	Hour	



ETHERIDGE SHIRE COUNCIL
TOWN TENDER ESC 2024 - 008- MOUNT SURPRISE
MAINTENANCE
TABLE OF CONTENTS - DOCUMENT ESC 2024 - 008

10		Extra over item 1 to provide additional miscellaneous equipment. (Tenderer shall list any additional equipment that may be used) a. _____ b. _____ c. _____ d. _____ e. _____ f. _____	Hour Hour Hour Day Day Day	
		Total		



Note:

The contractor is responsible to supply of labor, transport, minor equipment, tools, hand mower, ride of mower, whipper snipper, fuels, oils and others as required to carry out the town maintenance in accordance with the specifications.

All equipment provided must comply with Workplace Health and Safety Standards.

All equipment is to be registered and maintained in a roadworthy condition when working in public places, and must display a flashing hazard light

SIGNATURE: _____ DATE: ____/____/____

WITNESS: _____ DATE: ____/____/____

COMPANY/ NAME: _____ ABN: _____



AGREEMENT FOR SERVICES

BETWEEN

ETHERIDGE SHIRE COUNCIL
ABN 57 665 238 857
("the Council")

AND

THE PERSON NAMED IN ITEM A OF THE SCHEDULE
("the Contractor")



THIS AGREEMENT is made on the _____ day of _____, 2025.

BETWEEN **ETHERIDGE SHIRE COUNCIL (ABN 57 665 238 857)** of St George Street, Georgetown in the State of Queensland ("**the Council**")

AND **THE PERSON NAMED IN ITEM A OF THE SCHEDULE ("the Contractor")**

INTRODUCTION

- A. The Council has agreed to engage the Contractor to provide the services specified in Item F of the Schedule ("**the Work**") subject to the terms and conditions set out in this Agreement.

NOW IT IS AGREED as follows:

1. **INTRODUCTION**

The parties agree that the matters referred to in the Introduction are true and correct and form part of this Agreement.

2. **INTERPRETATION & DEFINITIONS**

2.1 **Definitions**

In these terms and conditions unless the contrary intention appears or the context otherwise requires or admits the following expressions shall have the following meanings:

"**this Agreement**" means the terms, representations or understandings set out herein and applicable during the whole of the Term of Agreement;

"**Commencement Date**" means the commencement date specified in Item C of the Schedule;

"**Confidential Documentation**" means correspondence, reports, accounts, bank, legal and other documents, recordings or photographs which are marked "Confidential" or which contain or relate to Confidential Information and all copies thereof;

"**Confidential Information**" means all information and knowledge concerning any of the procedures or services existing or future of the Council, ideas and concepts and all business confidences of the Council but excluding any such information, knowledge, ideas and concepts or confidences to the extent that the same are or become public knowledge through no act or failure on behalf of the Contractor or which the Contractor can show was already in the possession of the Contractor at the time of disclosure to the Contractor and was not acquired directly or indirectly from the Council or from any third party under an obligation of confidence for which the Contractor can show has or shall have been received from any third party who did not require the Contractor to hold the same in confidence and who did not acquire the same directly or indirectly from the Council;

"**Contract**" means and includes the Form of Tender, Conditions of Tender, Tender Form, Specification, General Conditions, Drawings, Covering Letter, this Agreement and Minutes of Interviews;

"**Contractor**" means the person more particularly described in Item A of the Schedule;

"**Council**" shall mean Etheridge Shire Council

"**Individual**" means the natural person or persons employed, engaged or contracted by the Contractor to physically perform the Work and who are named in Item B of the Schedule;

"**Inspector**" means any person Authorised in writing by the Council or by the Superintendent to supervise the carrying out of the Contract or any part thereof;



"Principal" shall mean Etheridge Shire Council

"Schedule" means the Schedule attached to this Agreement;

"Services" mean and include plant, materials and services to be provided and work to be done by the Contractor under the Contract;

"Specifications" mean the specifications as mentioned in Item H of the Schedule;

"Superintendent" means the Chief Executive Officer of the Etheridge Shire Council or an officer duly Authorised to act on the Chief Executive Officer's behalf;

"Term of Agreement" means the time that the parties anticipate the Contractor will be required to perform the Work, as more particularly described in Item D of the Schedule.

2.2 Interpretation

Unless the contrary intention appears or the context otherwise requires:

- 2.2.1 the singular includes the plural and vice versa;
- 2.2.2 a reference to a gender includes all genders;
- 2.2.3 a reference to a person includes a reference to a firm, corporation, other corporate body or legal entity;
- 2.2.4 a reference to a natural person includes the heirs, executors, administrators and permitted assigns of that person and a reference to a corporate body includes the successors and permitted assigns of that corporate body;
- 2.2.5 a reference to a person or corporate body shall be taken to include that person or body acting in a trustee or other representative capacity;
- 2.2.6 a reference to two (2) or more persons means those persons jointly and severally;
- 2.2.7 where a word or expression is defined, other parts of speech and grammatical forms of that word or expression have corresponding meanings;
- 2.2.8 headings are for ease of reference and do not affect the construction of this document;
- 2.2.9 a reference to a statute shall include all amendments for the time being in force and any other statute enacted in substitution therefore and all regulations proclamations ordinances and by-laws for the time being in force under that statute and any notice demand order direction requirement or obligation pursuant to or under that statute or those regulations, proclamations, ordinances and by-laws;
- 2.2.10 a reference to a recital, clause, schedule or annexure is to a recital, clause, schedule or annexure of or to this document and a recital, schedule or annexure forms part of this document;
- 2.2.11 a reference to any agreement or document is to that agreement or document (and, where applicable, any of its provisions) as amended, novated, restated or replaced from time to time; and
- 2.2.12 a reference to a consent or approval being required from a party is to the prior written consent of the relevant party in its absolute discretion.



3. AGREEMENT FOR SERVICES

3.1 Agreement

The Council agrees to engage the Contractor for the provision of services to perform the Work on the terms and conditions contained in this Agreement.

3.2 Term

This Agreement shall commence on 1st February 2025 and shall continue for a period of Twentynine (29) months from that date or until this Agreement is otherwise terminated by either party in accordance with this Agreement until 30th June 2027.

3.3 The Work

The Contractor shall perform such services as are described to complete the Work described in Item F of the Schedule.

4. CONTRACTOR DUTIES

4.1 General

The Contractor shall be responsible for carrying out the work.

4.2 Contractor must supply vehicle and labour

The Contractor must supply his own vehicle and labour for the carrying out of the Work.

4.3 Best Efforts

The Contractor shall use their best efforts, skills and knowledge in furtherance of the business of the Council and shall diligently exercise their duties and perform their obligations under this Agreement.

4.4 Adherence to Council's Code of Conduct

The Contractor must adhere to the Council's Code of Conduct at all times during the Term of Agreement and any extension thereof.

4.5 Security

The Contractor shall be provided with keys for all Council facilities relevant to this Contract and shall be responsible for the safe keeping and security of the keys and security of the facilities during works and for securing of the facilities on completion of works.

4.6 Employee Details

The Contractor shall provide Council (on or before the date of commencement of works) with full written details of the names of the Contractor's employees who will be carrying out the services and have access to Council facilities, and provide Council with written updates as soon as any changes occur in these details throughout the term of this Contract (including any renewal of same).

5. TERMS OF PAYMENT

5.1 Calculation of Payments

The Council shall pay the Contractor (on receipt of a valid tax invoice from the Contractor) the hourly rates set out in the Schedule "E" plus GST, based on up to 50 working hours each fortnight.



Payments shall be made within fourteen (14) days of receipt of a tax invoice from the Contractor and subsequent authorisation by a delegated Council officer.

5.2 Tax Invoices

All above-mentioned tax invoices are to include information regarding the works carried out.

6. COVENANTS BY THE CONTRACTOR

6.1 Performance of Services

The Contractor covenants with the Council that during the Term of Agreement and any extension thereof, the Contractor will ensure that services provided by the Contractor pursuant to this Agreement are performed by the Contractor or its servants, agents or subcontractors diligently, competently, with care and skill and in a proper professional, conscientious, expeditious and workmanlike manner.

6.2 General Construction Induction

The Contractor covenants with the Council that prior to the commencement of the Term of Agreement the Contractor shall ensure that its servants, agents and subcontractors undergo a general construction induction and carry the induction card and produce this card upon demand to the Council Workplace Health and Safety Officer and that if after the commencement of the Term of Agreement, the Contractor engages further servants, agents and/or subcontractors from time to time to perform services under this Agreement and/or any extension thereof, then the Contractor shall ensure that before engaging such servants, agents and/or subcontractors to perform such Work, they shall undergo a general construction induction and carry the induction card and produce this card upon demand to the Council Workplace Health and Safety Officer.

6.3 Equipment, Materials, Operations and Equipment Inspections

6.3.1 The Contractor covenants and warrants with the Council that where the Contractor is required to provide a vehicle or utilise equipment or materials, such vehicle, equipment or materials shall be suitable for the Work and shall be maintained by the Contractor in good working condition.

6.3.2 The Contractor shall be responsible for the suitable selection and provision of plant, equipment and tools, to enable him to carry out the requirements of the Contract.

No equipment, including whipper-snippers, shall be used on the Contract if it has been modified from the manufacturer's specification.

All guards and other safety devices supplied with the equipment and/or specified by the manufacturer must be in place and remain in place on all equipment used during the course of the Contract.

The Contractor shall service, maintain and repair all vehicles, tools and equipment used under the Contract in accordance with Statutory requirements and in particular the *Workplace Health and Safety Act 1995* ("the WHS Act") and regulations.

Equipment shall not be stored within Council controlled lands without the written approval of the Superintendent.

Fuels and combustibles kept on site shall be stored in accordance with Australian Standard AS1940.

Equipment used by the Contractor shall be supplied and maintained such that it will not cause excessive noise or fumes.



All necessary registrations with Queensland Transport and inspections with the Division of Workplace Health and Safety shall be current and remain current for the period of the Contract. The Contractor shall produce evidence of such compliance from time to time during the period of the Contract as requested by the Superintendent.

- 6.3.3 The Contractor shall make all plant available for inspection upon request by the Superintendent or his representative prior to the commencement of Works under the Contract and at any time during the performance of the Contract. The Contractor will be given a minimum of 48 hours notice of the inspection/s.
- 6.3.4 Machinery tyres shall be selected to ensure no damage is done to the grass.
- 6.3.5 The Contractor shall select equipment appropriate to the size of the ovals, the distance between trees, etc, and the ability of the soil to carry the loads generated by such equipment.
- 6.3.6 The allocation of plant to the various grass locations shall generally be the responsibility of the Contractor, however Council reserves the right to reject the use of any particular item of equipment which in the opinion of Council's Superintendent or his Representative, is not suitable for particular locations. Any equipment that causes damage shall not be used, and the Contractor shall use alternative equipment to complete the work.
- 6.3.7 The Contractor shall implement, maintain and record regular programmed mechanical services on all equipment used under this Contract. Servicing shall be in accordance with the manufacturer's specification and recommendations.

6.4 Qualifications and Experience

The Contractor covenants with the Council that its servants, agents or subcontractors have the qualifications and experience appropriate to perform the duties and obligations required to perform the Work and that it is ordinarily engaged in the business of providing such services as are required to perform the Work. The Contractor further covenants that the Contractor and its servants, agents or subcontractors engaged in the provision of services necessary to perform the Work hold the certificates, licences and registrations mentioned and referred to in Item G of the Schedule. The Contractor covenants with the Council that the operators of registered plant shall be skilled, qualified, capable and experienced, and that operators of other equipment shall be skilled and capable.

7. ACKNOWLEDGEMENTS BY CONTRACTOR

7.1 Nature of Relationship

The Contractor agrees and acknowledges that it is engaged by the Council as an independent contractor for the provision of services necessary to perform the Work upon the terms and conditions of this Agreement and that the Contractor is not and cannot be deemed to be an employee of the Council or an agent of the Council or in partnership with the Council.

7.2 Leave Entitlements

The Contractor agrees and acknowledges that they are not entitled to any entitlement accorded to employees by any statute or at Common Law including without limitation annual leave, public holidays, sick leave and long service leave.

7.3 Superannuation

The Contractor agrees to make provision for their own superannuation.

7.4 WorkCover



The Contractor agrees to make provision for their own WorkCover and further agrees that it is, or will register as an employer for WorkCover purposes and further agrees and undertakes to take out policies of insurance covering sickness and accident and worker's compensation in respect of any such sickness or accident for both the Contractor (where the Contractor is a natural person) and any servant employee agent or subcontractor of the Contractor and the Contractor agrees and undertakes to pay all premiums in respect of such insurance. The Contractor further agrees to provide to the Council a copy of a certificate of currency confirming that such current WorkCover policy has been put into place prior to commencement of the Agreement herein and then to provide on an annual basis such certificate of currency within thirty (30) days of policy expiry.

7.5 Insurance

The Contractor agrees to arrange at the Contractor's own expense, and to maintain from time to time and at all times during the Term of Agreement and any extension of the Term of Agreement herein, a policy of insurance of not less than ten million dollars (\$10,000,000.00) with a company registered to carry on business in Queensland as an insurance company and as approved by the Council, indemnifying the Contractor, the Minister and the State of Queensland against any or all claim or claims for or right to damages by any person or entity suffering loss or damage by reason of bodily injury or damage to property arising from or in connection with the Work carried out by the Contractor pursuant to this Agreement or caused by or resulting from such Work or the use of chemicals in conducting such Work and/or the hazards and associated risks thereof or therein and all other insurable public risks in accordance with the Council's direction from time to time and to provide a copy of a Certificate of Currency in respect of such insurance to the Council prior to commencement of the Agreement herein and then to provide subsequent Certificates of Currency on an annual basis within thirty (30) days after the date of the policy expiring.

7.5 Workplace Health and Safety Act and Occupational Health and Safety Plan

- 7.6.1 Prior to commencement of this Agreement, the Contractor shall submit an occupational health and safety plan which will be subject to the approval of the Council and the Contractor acknowledges that the said occupational health and safety plan is to state the hazards, associated risks and the nominated control measures in respect of the duties undertaken by the Contractor hereunder and is to include but not necessarily be limited to the following:
- 7.6.1.1 Details of the work methods to be adopted so that the Work may be performed safely and competently;
 - 7.6.1.2 Details of safety induction training for new employees;
 - 7.6.1.3 Details of operator training and certificates;
 - 7.6.1.4 Certification of the maintenance status of plant and equipment to be used;
 - 7.6.1.5 Details of the servicing and maintenance schedules for the plant and equipment to be used;
 - 7.6.1.6 Risk Assessment Procedure for Hazard Identification, assessment and Control.
- 7.6.2 The Contractor shall accept the appointment as an employer or self-employed person in relation to the Works for the purpose of the discharge of obligations under the WHS Act.
- 7.6.3 The Contractor shall carry out all duties of an employer or self-employed person under the WHS Act, the regulations thereunder and any statutory modification or re-enhancement thereof.
- 7.6.4 The Contractor shall give any notifications regarding Works required by the WHS Act or regulations and shall supply the Superintendent or his representative evidence of such notification before commencing work requiring notification.
- 7.6.5 The Contractor shall pay all fees and bear all costs incurred in complying with the provisions of the WHS Act and regulations.



- 7.6.6 The Contractor shall be required to submit an Occupational Health and Safety Plan prior to commencement of the Contract that will be subject to the approval of the Council. The plan should state the hazards, associated risks, and the nominated control measures for the duties undertaken and should include but not necessarily be limited to the following: -
- 7.6.6.1 Details of the works methods to be adopted so that the Work may be performed safely and competently;
 - 7.6.6.2 Details of safety induction training for new employees;
 - 7.6.6.3 Details of operator training and Certificates;
 - 7.6.6.4 Certification of the maintenance status of plant and equipment to be used;
 - 7.6.6.5 Details of the servicing and maintenance schedules for the plant and equipment to be used;
 - 7.6.6.6 Risk Assessment Procedure for Hazard Identification, Assessment and Control.
- 7.6.7 The Contractor's employees shall wear a high visibility garment (AS4602) and steel toe capped safety footwear (AS2210) at all times whilst undertaking Works under the Contract. Other personal protective equipment such as ear protection (AS1270), safety glasses (AS1337) and sunscreen (AS2604) should also be available to the Contractor's employees at all times, whilst undertaking specific tasks.
- 7.6.8 All staff shall be required to carry at all times their Certificates of Competency for the relevant equipment that they are using and produce these Certificates upon demand to the Council Workplace Health and Safety Officer.
- 7.6.9 All staff working on site within Shire must have a current General Construction Safety Induction Card.
- 7.6.10 The Contractor shall notify the Superintendent of the occurrence of every accident arising either directly or indirectly from this Contract coming to the Contractor's attention, where such accident caused bodily injury or is likely to.
- 7.6.11 All operators of the registered plant shall be skilled, qualified, capable and experienced. Operators of other equipment shall be skilled and capable. Council reserves the right to reject any operator whom, in the opinion of the Superintendent or his representative, is not suitable. Any new operators employed during the Contract shall complete a safety induction program arranged by the Contractor, under the Contractor's Workplace Health and Safety Management System and/or Site-Specific Safety Plan.
- 7.6.12 The Contractor and the Contractor's employees shall assess each area and devise and use work methods such that the activities under the Contract are undertaken in a manner that does not compromise public safety.

7.7 Income Tax

The Contractor agrees and acknowledges that they are solely responsible for the payment of all income tax on payments received pursuant to this Agreement and the Contractor consents to the Council furnishing the Commissioner of Taxation with the Contractor's details and details of all payments made to the Contractor by the Council.

7.8 Indemnity

The Contractor agrees and acknowledges that if the Council is required to make any of the payments referred to in sub-clauses 7.2 to 7.5 inclusive and sub-clause 7.7, or any other payment arising because the relationship between the parties is deemed construed or interpreted to be one of employee and employer then the terms of payment shall be adjusted so that the Council is provided with a full indemnity for any such payment.



7.9 Authority

7.9.1 The Contractor acknowledges and agrees that they shall have no power or authority to bind the Council save as directed by the Council in writing and save as specified in this Agreement the Contractor agrees that the Contractor will not hold itself out as having the power or authority to bind the Council.

8. ESTABLISHMENT, DISESTABLISHMENT, TRANSPORT AND ACCOMMODATION

The Contractor shall be responsible for all costs associated with establishment, disestablishment. All travelling expenses will be included in the Schedule of Rates.

The Contractor shall be responsible for all accommodation and meal costs associated with this Contract.

9. PUBLIC UTILITY AUTHORITY SERVICES

“Public Utility Services” shall mean all Public Utility Service Installations including water pipes, sewers, stormwater drains and culverts, gas pipes, electric, traffic signal or telephone wires and any connections therefrom to private property together with any privately owned pipes, conduits, wires or like installations. “Service Authority” shall mean that body responsible for the installation and/or maintenance of such public utility services.

The Contractor shall establish the actual position of all services on the proximity to the works before commencing work on the site which may impact on these public utility services.

Should any service be damaged during the course of the Works the Contractor shall immediately notify the Service Authority concerned.

The Contractor shall bear the costs of reinstating any service damaged during the course of Works under the Contract and shall assume liability for and indemnify the Council against any claim, action or proceeding by the public utility authority concerned to recover consequential damages.

10. CUSTOMER SERVICE/DAMAGE TO PERSONS AND PROPERTY

The Council is committed to providing a high standard of customer service and requires the Contractor to maintain this standard.

The Contractor and the Contractors’ workers shall at all times conduct themselves towards the public in a civil and courteous manner and shall perform the Works with as little disturbance or inconvenience to the public as possible.

The Contractor and the Contractors’ workers shall at all times have their worksite in a neat, tidy and clean condition, particularly when leaving a worksite.

The Contractors’ employees shall, in the event of a member of the public making a complaint to persons or property, give the complainant the following information: -

- The company name and phone number.
- The name of the contact person at the company’s office;
- The procedure to be followed in lodging a claim against the company.

A diary shall be kept recording all claims and complaints received detailing names, dates, times, vehicle types and specific details. The Superintendent or his representative may be required to inspect this diary and shall be given access to it within 24 hours of written notice.

Prompt settlement of all reasonable claims whether by the Contractor or by his Insurer is a priority from the Council.

The Contractor shall with each claim for payment submit to the Superintendent or his representative a complete list showing the progressive total of all written and verbal claims received and settled. The list should be in tabular form and include the following details: -



- date and location of incident;
- type of claim;
- alleged cause of claim;
- date of settlement or reason for refusal of claim.

Damage to any footpath, median, tree, shrub or other Council property caused by action of the Contractor shall be rectified by the Contractor at his/her own expense.

Should the Contractor fail to rectify such damage after being required to do so in writing by the Superintendent or his representative in a reasonable time, the Superintendent will arrange to have the damage rectified at the Contractor's expense. The cost of rectification may be deducted from monies due under the Contract.

11. SUB-CONTRACTING

The Contractor shall be entitled to use its competent employees, agents and subcontractors to provide the services required to perform the Work, provided:

11.1 Contractor Responsible

All persons engaged by the Contractor to provide the services shall be and remain employees or agents or subcontractors of the Contractor who shall be solely responsible for all payments to and entitlements of each of them and the Contractor shall indemnify the Council in respect thereof.

11.2 Performance to Satisfaction of Council

11.2.1 The Contractor shall ensure that all employees, agents or subcontractors engaged by it shall provide services and perform the Work to the satisfaction of the Council.

11.2.2 The Superintendent shall appoint the Superintendent's representative to carry out inspection on behalf of the Council. The name and function of each Superintendent's representative shall be notified to the Contractor in writing.

11.2.4 The Council may carry out inspections as are deemed necessary by the Superintendent, to determine whether the services have been provided in accordance with the Specification.

11.2.5 Any services, which in the opinion of the Superintendent are not in accordance with the specification or have failed to pass such inspections the Superintendent may require or as may be specified may be rejected. The Contractor shall replace or remedy such services to the satisfaction of the Superintendent.

11.3 Council's Right to Replace Employee or Subcontractor

The Council may in the event of a breach of clause 11.2 at any time by notice in writing to the Contractor require that the Contractor should cease to provide the service of such person or persons in or about the Council's business and shall provide the services of an alternative person or persons; and

11.4 Use of Individual

The Council acknowledges that the Individual will perform the Work subject to clause 11.2.

12. PROVISION OF MATERIALS

Council shall not supply any materials or services other than those stated in the Specifications. The Contractor shall supply all materials and provide all labour and plant necessary to carry out the services under this contract.

The cost of repairs or replacement of hoses caused through misuse and lack of care to be borne by the Contractor.



13. SUPERINTENDENT

The Council shall ensure that at all times there is a Superintendent and that in the exercise of the functions of the Superintendent under the Contract, the Superintendent:

- acts honestly and fairly;
- acts within the time prescribed under the Contract or where no time is prescribed, within a reasonable time; and
- arrives to a provision of the Contract enabling the Superintendent to give directions, the Superintendent gives a direction, the Contractor shall comply with the direction.

The Superintendent for this contract will be Council's Works Manager.

14. DEFECT REPORTING

The Contractor shall report defects of Council property as soon as the defects become evident. Defects to the Contractor's plant and equipment shall be reported to the Superintendent.

Defect reports shall be in writing and shall show the date of submission to the Council. Etheridge Shire Council's 'Request for Action' booklets shall be used for recording and reporting of such defects.

15. SUB-LETTING OR ASSIGNMENT

The Contractor shall not, without the consent in writing of the Council, assign or sub-let the Works Contract, or any substantial part thereof, nor make any sub-contract with any person or persons for the execution of any portion of the supply of goods or services. Any permission or consent to the assign or sub-let the supply of goods or services to be done under the Contract shall not discharge the Contractor from any liability in respect of the Contract and shall extend only to the consent actually given.

16. OTHER WORK

The Contractor is free to accept work with other parties provided that such work does not create a conflict of interest with the Council.

17. EXPENSES

Except as aforesaid, the Contractor shall be solely liable for all costs charges and expenses charged to or incurred by the Contractor arising from or in connection with the provisions of services by the Contractor.

18. CONFIDENTIALITY

The Contractor covenants and agrees with the Council that they shall:

- at all times observe strict secrecy in relation to the Confidential Information and Confidential Documentation of the Council which is received from the Council or obtained in the course of the performance of their duties under this Agreement;
- not disclose the Confidential Information or Confidential Documentation to any person without the prior written consent of the Council; and
- return all Confidential Information and Confidential Documentation to the Council at the termination of this Agreement.

19. INDEMNITY

The Contractor shall be responsible for and shall indemnify the Council against liability for all loss, damage or injury to persons or property caused by the Contractor or its servants, employees, agents or subcontractors, and the amount of all claims damages costs and expenses which may be paid, suffered or incurred by the Council in respect of any such loss, damage or injury shall be made good at the Contractor's expense and may be deducted from any money due or becoming due to the Contractor.



20. DISPUTES

Any disputes relating to the provision of services under this Agreement or the interpretation or application of this Agreement shall or if not resolved between the parties within a period of fourteen (14) days from the dispute first arising be referred to an arbitrator appointed pursuant to the *Commercial Arbitration Act 1986*.

21. TERMINATION

21.1 Termination by Notice

Either party may at any time terminate this Agreement by the giving of not less than one (1) month's notice in writing to the other party or where the Term of Agreement is less than or equal to two (2) months then this Agreement may be terminated by either party giving not less than two (2) weeks notice in writing to the other party.

21.2 Termination Without Notice

The Council may terminate this Agreement without notice if the Contractor or any employee, agent, servant or subcontractor of the Contractor at any time:

- 21.2.1 commits any serious or persistent breach of any of the provisions contained in this Agreement;
- 21.2.2 is guilty of any gross misconduct;
- 21.2.3 is guilty of any dishonesty serious misconduct or serious neglect of duty;
- 21.2.4 fails to perform the Work specified in this Agreement within a reasonable period of time after being informed by the Council in writing of such failure;
- 21.2.5 fails to remedy any default within a reasonable period of time;
- 21.2.6 acts without due care, diligence or skill; or
- 21.2.7 breaches any of the terms of this Agreement.

21.3 Termination on Happening of Certain Events

Either party may terminate this Agreement immediately upon the happening to the other of any of the following events, namely:

- 21.3.1 if the other party enters into a deed of arrangement or an order is made for it to be wound up;
- 21.3.2 if a receiver or a receiver and manager is appointed;
- 21.3.3 if the other party is placed under official management; or
- 21.3.4 in the case of a natural person, if the person reaches a compromise with their creditors, enters a deed of arrangement, or commits an act of bankruptcy as defined by the *Bankruptcy Act 1966*.

22. VARIATIONS

The Superintendent may direct the Contractor to vary the work under the Contract or execute additional work but such variation shall not be beyond the general scope of the Contract. The Contractor shall not vary work under the Contract except as directed in writing by the Superintendent pursuant to this Clause.

If a change in a legislative requirement necessitates a change to the work under the contract which causes the Contractor to incur more or less cost than would otherwise have been incurred, the difference shall be valued pursuant to this Clause.



Where variations are directed by the Superintendent, the Contractor shall use the applicable rates provided within the Day Rates Schedule in order to determine the reasonable costs of the works.

The Superintendent and the contractor shall agree upon the price for a variation prior to the undertaking of the works. If it is unreasonable for the price to be determined prior to the undertaking of the works then the Superintendent shall determine the price for the works based on the Day Rates Schedule unit rates and the time to complete the works. Additional works may also be ordered on the basis of unit activities schedule on the Day Rates Schedule.

23. COMPLIANCE WITH STATUTORY REQUIREMENTS

The Contractor shall comply with the requirements of all Acts of Parliament of the Commonwealth of Australia and with the requirements of the provisions of all Acts of Parliament of the State or Ordinances of the State of Queensland and with requirements of all ordinances, regulations, by-laws, orders and proclamations made or issued under any such Act or Ordinances and with the lawful requirements of public, municipal and other authorities in any way affecting or applicable to the execution of the Work under the Contract.

24. NOTICES

Any notice required to be given by one party to the other party under this Agreement shall be deemed to be duly given if sent by ordinary prepaid post to the other party at the address referred to in this Agreement or the other address (if any) notified by the other party to be the address for service of notices and service shall be deemed to have been effected upon the expiration of the second business day after posting.

25. NON WAIVER

The failure by the Council to insist upon strict performance of any of the covenants or agreements in this Agreement or any delay by the Council in exercising any of its remedies or rights shall not constitute or be deemed a waiver or variation by the Council of any of the covenants or agreements or a waiver of any default or remedy and no waiver by the Council of any breach shall constitute waiver of further or subsequent breaches by the Contractor.

26. SEVERABILITY

If a court determines that a provision of this Agreement is unenforceable, illegal or void then the remaining provisions shall nevertheless be unaffected and shall continue in full force and effect.

27. CONTINUING OBLIGATIONS

Each obligation and warranty of a party (except an obligation fully performed at termination) continues in force despite termination.

28. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and both parties agree that there are no other terms, representations or understandings except those set out in this Agreement.

29. GOVERNING LAW

This Agreement is governed by the laws of Queensland and both the Council and the Contractor agree to submit to the jurisdiction of the courts of that State.

30. RESERVATION

In the event of any failure by the Contractor to comply with any of the provision of this Contract, Council reserves the right to make alternative arrangements for the supply of services by any means available and to deduct the cost of same from any monies payable hereunder by Council to the Contractor.

31. COSTS



Each of the parties shall bear their own costs and expenses of and incidental to the negotiation and preparation of this Agreement.

32. RISE AND FALL

The contract rates will be adjusted 12 months after the commencement of the contract by (A) in the following formula:-

$$A = B \times \frac{C}{D}$$

Where (B) equals the contract rate at the commencement of the contract.

Where (C) equals the index number released for the quarter immediately preceding the contract year for which the contract price is being calculated.

Where (D) equals the index number released for the quarter immediately preceding the date of commencement of the contract.

“Indexed number” shall mean ‘All Groups CPI Number’ from Brisbane, released by the Australian Bureau of Statistics (ABS).

33. ACCEPTANCE

The Contractor acknowledges that the Contractor or its duly Authorised representative has read and understood the terms and conditions contained in this Agreement and agrees to be bound by this Agreement.

EXECUTED as an Agreement

BY ETHERIDGE SHIRE COUNCIL

)
)
)
)
)

Mayor

This _____ day of
2024 in the presence of:

Chief Executive Officer



A Justice of the Peace/Solicitor

SIGNED SEALED and by execution)
hereof DELIVERED by the said)

of)
This day of 2025)
in the presence of:

A Justice of the Peace/Solicitor



SCHEDULE

Item A	Contractor Name (" Contractor ") Contractor Address	
Item B	Individual performing the services (" Individual ")	
Item C	Commencement Date (" Commencement Date ")	1 st February 2025
Item D	Term of Agreement (" Term of Agreement ")	Twentynine (29) months expiring on 30th June 2027 with the option of one (1) twelve-month extension, by mutual agreement of both parties, or earlier if the Contractor is judged to be not fulfilling the contractual conditions.
Item E(i)	Payment Rates (including GST)	Refer to Schedule of Rates on Tender Form
Item F	Services to be performed/tasks to be completed (" Work ")	Refer to Schedule A - Duties
Item G	Specifications	Refer to the Specifications - Document ESC 2024 - 008



TITLE:	Schedule "A" Supplementary Specifications of Works for Mount Surprise Town Maintenance
PROJECT NO:	ESC 2024 - 008
AUTHORISED:	Raju Ranjit – Director of Engineering Services

1. SUPPLEMENTARY SPECIFICATION OF WORKS

1.1. General

The Contractor shall be responsible to the Chief Executive Officer of Council through the nominated Works Supervisor. The nominated Works Supervisor shall be determined by the Director of Engineering Services and the Contractor shall be advised of this person at the time of commencement and when changed.

The Contractor shall work generally unsupervised and will be expected to work in a cooperative spirit with other employees of the Council. Up to (50) hours per fortnight will be paid for the completion of the work defined herein. Should it be deemed necessary, additional hours will be specifically ordered by the Works Supervisor.

The Contractor shall be responsible for the following areas:-

- The maintenance of the grounds and gardens at all Council properties within Mount Surprise.
- Control of noxious and other weeds on all Council properties within Mount Surprise.
- Tree/shrub pruning on all Council properties within Mount Surprise as necessary
- Local animal control within the town of Mount Surprise.
- Monitoring and repair of the Mount Surprise own Fence
- Monitoring and tidy up of Mount Surprise Refuse Tip
- Monitoring and minor maintenance of the Mount Surprise Airstrip
- Distribution of the Inform newsletter & other Council produced publications

The Contractor shall participate in structured training undertaken under the Council's Safety Policies on an annual basis. The Contractor will be required to undertake general construction industry induction training prior to commencement of work. This training will be available from Council, or alternatively can be arranged by the Contractor from another source at his/her cost. All safety training conducted by Council will be in the Contractor's own time and shall be conducted by the Council's Workplace Health & Safety Officer.

The Contractor is to comply with the requirements of Council's Workplace, Health and Safety Policy and shall wear/use safety clothing / equipment as required for the duties being performed. Safety clothing / equipment is to be provided by the Contractor at their own cost. A copy of Council's Work Health & Safety Policy is attached.

The Contractor's Workplace Health & Safety performance may be evaluated by internal/external inspections/audits. Any non-compliance with Council's Workplace Health and Safety requirement will be recorded on a register and this information will be used as a criteria in the evaluation of any future tenders.

Licenses required are:

- Type HR for operation of a tractor.
- Certificate of competency for the use of Hazardous chemicals



Generally the Contractor shall work in and around the town of Mount Surprise but may, at times, be required to perform work in other parts of the Shire. No travel time to Mount Surprise will be provided for work at Mount Surprise.

The Contract/Tender is to be in the form of an hourly rate with the exception of equipment supplied by the Contractor, which may be at a daily rate. All rates shall be GST inclusive. Payment will be paid based on the time sheet and for the work completion

Contract payments shall be in the form of either EFT or a cheque made payable to the Contractor on a fortnightly basis following submission of an invoice for works performed under this Contract.

The Contractor shall maintain a diary of all work performed and complete daily time sheets for costing purposes. Timesheets & completed checklists are to be handed to or faxed to the Works Supervisor fortnightly.

The Contract period will expire on 30th June 2027 with the option of one (1) twelve-month extension, by mutual agreement of both parties, or earlier if the Contractor is judged to be not fulfilling the contractual conditions.

Failure of the contractor to comply with any of the conditions may result in the termination of the Contract.

2. DUTIES

2.1. Airport

The airport is to be inspected weekly prior to the RFDS visit to ensure that all emergency landing lights in working condition, and to ensure that the windsock is in good repair. All debris and antbeds within 15 metres from the edge of the defined runway are to be removed. The fence shall be maintained to a stock proof standard. Some slashing may be required from time to time.

Council will supply materials used for repairing the fence upon approval from the Works Supervisor.

- Checking airport facilities (weekly)
- Maintain airport fence as required
- Slashing as required
- Removing debris/antbeds as required

2.2. Cemetery

The cemetery shall be kept in a neat and tidy condition at all times. The grass shall be mown on a regular basis. Fences are to be kept clear of weeds and shrubs by the use of poisons or whipper snipper.

- Mowing and General tidying up (monthly or as required)

2.3. Town Fences/Grids

Town fences are to be maintained to a "Stock Proof" condition and are to be kept clear of weeds, shrubs, antbeds and general growth for a distance of 2 metres each side of the fence.

Town Grids shall be kept clear of weeds and silt at all times. This can be done manually or through the use of herbicides.

- Maintaining Town Fence in a "Stock Proof" condition (monthly or as required)
- Mowing or Herbicide control of vegetation within 2 metres each side of fence

2.4. Refuse Tip



The refuse tip shall be kept tidy of wind-blown rubbish. Restricted mowing during the growing season is required.

The fence shall be maintained in a "Stock Proof" condition and kept clear of weeds, shrubs and antbeds for a distance of 2 metres each side of the fence. The safety fence and cage are to be kept in good order; the Contractor shall assist with the removal and replacement when re-excavating for new pits or cleaning old pits.

Battery shed shall be kept tidy and batteries stacked in a neat and safe manner.

No fires are permitted except for the burning of Green Waste when a permit has been acquired

- Controlling wind blown rubbish (weekly)
- Reform Green and Bulk waste into respective heaps (monthly)
- Mowing/Slashing or Herbicide Control of vegetation as required

2.5. Town Streets

The town streets shall be kept neat and tidy at all times by the collection of general litter, including dead animals, and removal of silt from the gutters. Any trees that overhang footpaths are to be lopped/pruned to a safe and tidy manner and the off-cuts to be placed in the correct part of the refuse tip.

- Mowing/Slashing as required
- Removal of silt from town gutters (monthly)
- Tree lopping /pruning (monthly)
- Removal/eradication of noxious/declared plants (monthly)
- General tidiness of garden beds and grounds (fortnightly)
- Collection of litter, dead animals and other items of debris as required
- Maintain signs and Guide posts
- Placement and maintenance of barricades in times of road closures due to flooding as required.

2.6. Council and Public Lands

All roads reserves, designated parks and hall grounds are to be regularly mown/slashed so that they are maintained with a tidy appearance.

Other Council land shall only be slashed with the approval of the Works Supervisor.

The following areas need to be mown/slashed/herbicide controlled on a regular basis within the town fence:-

- Cemetery (monthly)
- Mount Surprise Hall
- Recreation Reserve
- Vacant Council Owned Land
- Footpaths- (to top of kerb and channel where these exist)
- Road Verges/Earth Drains
- Storm Water Drain all pipe heads and culverts
- Approaches to Elizabeth Creek
- Town Fence (Two metres each side)
- Mount Surprise Airstrip
- Mount Surprise Toilet Block & Health Centre
- Other Properties as directed by the Works Supervisor.

All garden beds are to be kept neat, tidy and watered where necessary.

The Contractor is to implement a program to eradicate the noxious/declared plants in the town and to keep the approaches to the Elizabeth Creek Bridge clear of growth for a minimum distance of 10 metres each side of the bridge.

- Mowing/slashing as stated above
- Removing/eradicating noxious/declared plants



- Tiding of Council garden beds general grounds
- Collecting litter - dead animals and other items of debris

2.7. Painting

Painting may be required on any of the Council's facilities from time to time. On these occasions, Council shall supply materials and tasks are to be performed to the Works Supervisor's satisfaction.

- Painting of Councils facilities as directed by the Works Supervisor

2.8. Straying Animals Control

Should any animal be found straying in Mount Surprise it is the Contractors responsibility to notify the Chief Executive Officer and to follow the Chief Executive Officer's instructions regarding the animal/animals.

- Notify Chief Executive Officer and act in accordance with instructions issued.

2.9. Radio & Television Retransmission

Investigate failure & report to the Information Technology Officer.

2.10. Effluent Disposal

Check and wash effluent dump point as required.

2.11 Vehicle Wash Down Facility (**Not applicable**)

The following maintenance actions are to be performed in a timely manner to ensure the facility remains online.

Daily

- Check the facility is operating normally (*When the facility has to closed to the public, ROAD CLOSED signs are to be erected*)
- Check spray nozzles for direction and aperture clearance
- Clean silt traps (*Silt and pumped sludge is to be stockpiled in the settling pond*)

Weekly

- Visual inspections of all equipment, buildings, fittings etc and record results
- Hose out under ramp to remove build up of washed off material
- Dip both settling tanks to measure silt build up and record

Monthly

- Interpretive signs and roadside directional signs to be kept clean and realigned if necessary

On going

- Maintain one (1) tablet in chlorine tank (in tethered floating dispenser
- Maintain the surrounds in a neat and tidy condition, empty rubbish bin as required
- Vegetation within the compound and immediately adjacent to the facility, pump shed and feed is to be treated with a Glyphosate herbicide.
- Report work that is required on the facility and outside the scope of the maintenance contract

3. Equipment

Council will supply, various items of equipment including replacement cutting edges from time to time, necessary for the Contractor to perform the contract:-

- Tractor/slasher combination
- Herbicide spraying equipment
- Specialised Equipment



- Road Safety Signage

The Contractor shall be competent and appropriately licenced in the operation of this equipment and shall maintain the equipment in a safe and satisfactory working condition.

By Agreement with the Works Supervisor the Contractor may supply equipment additional to that specified and be compensated at the rates submitted in items 2 and 3 of the Schedule of Tendered Prices.

Any equipment supplied by the Contractor shall be registered if applicable when working on public roadways or public places. All equipment supplied shall comply with ROPS systems.

The Contractor shall be responsible to fit any cutting edges, blades etc to Council supplied equipment.

Materials used in the maintenance of fences, or the spraying of Herbicide's will be provided by council on the Works Supervisor.



General Meeting **20th November 2024**

Subject	PROJECT FOR TIDS FUNDING 2025/2026
Classification	Open
Author	Raju Ranjit – Director of Engineering Services

EXECUTIVE SUMMARY

This report relates to the TIDS funding 2025/2026 Project.

RECOMMENDATION

1. That Council receive and agree to apply TIDS funding for Forsayth Road (State Controlled road) for \$ 1.5 million to reconstruct and seal the 1.84 km from Chainage 23.43 km to Chainage 25.27 km

BACKGROUND

Forsayth Road (6704) is a state controlled that links Georgetown and Forsayth. Then the Forsayth Road joint to Forsayth Einasleigh Road and Gregory Development Road. It plays a vital role to provide services for communities and commercial groups. The Forsayth Road is 40.24 km and has following sections are still unsealed.

From (km)	to (km)	Length (Km)	Remarks
11.7	15.85	4.15	Forsayth End
20.85	22.43	1.58	
23.43	25.27	1.84	Georgetown End

Due to the unsealed sections on the road, the road is impassable during the wet weather. In order to improve access, amenity and safety for all road users, reduce road user costs and reduce delays during wet seasons etc, Council is intending to support the Department of Main Roads to seal these unsealed sections section by section.

Discussion with the TMR and RRTG have been conducted and the proposal has been well received. The estimated project is \$ 3 m for the 1.84 km section. The funding arrangement will be \$ 1.5 m TIDS and \$ 1.5 m TMR.

The scope of works of the project are:

- Survey and design
- Mobilisation and de mobilisation
- Preparation sub grade
- Subbase works
- Base course
- Associated cross drainage works
- Sealing

LINK TO CORPORATE PLAN

Corporate Aim No. 1: A Sustainable Transport Network That Meets Community Needs

BUDGET & RESOURCE CONSIDERATIONS

The funding for the proposed project will be

TIDS: \$ 1,5 m

TMR: \$ 1.5 m

All the activities of the project will be carried out by contractors and Council team.

LEGAL CONSIDERATIONS

Local Government Act 2009.

POLICY IMPLICATIONS

Not applicable

CONSULTATION

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

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

RISK ASSESSMENT

Risk Assessment Outcome: L

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

Report Prepared By:

Report Authorised By:

Raju Ranjit	
Date: 7/11/2024	Date:

ATTACHMENTS



General Meeting **20th November 2024**

Subject	BUDGET FOR NEW PROJECTS
Classification	Open
Author	Raju Ranjit – Director of Engineering Services

EXECUTIVE SUMMARY

This report relates to the budget review for the two projects.

RECOMMENDATION

That Council

1. Reviewed and allocate of \$ 76,302 to construct a section of the Oak Park Road in Bagstowe and \$ 101,444 for Patricia Road reconstruction & sealing project in Georgetown.

BACKGROUND

Council received a request from the Oak Park Road, Bagstowe resident regarding dust control (sealing works) on a section of the Oak Park Road (500 m long section) in front of the residents in the Bagstowe.

Addition, the Patricia Road is an access road to Georgetown Water treatment plant that becomes impassable during the wet weather. The water treatment plant is an essential service and requires an all-weather access. The proposed length of the road is 600 m that starts from the Forsayth Road and ends at the Water treatment Plant.

Both the projects were approved for LRCIP4. The details are as follows:

S.No.	Project	Estimated cost	LRCIP4	Short fall amount
1	Oak Park Road (500 m long section)	\$ 156,000	\$79,698	\$ 76,302
2	Patricia Road (550 mm long section)	\$200,000	\$98,556	\$101,444

LINK TO CORPORATE PLAN

Corporate Aim No. 1: A Sustainable Transport Network That Meets Community Needs

BUDGET & RESOURCE CONSIDERATIONS

The allocated fundings are \$79,698 and \$ 98,556 for Oak Park Road and Patricia Road project respectively. It is recommended Council to review the existing budget and allocate additional budget of \$ 76,302 and \$101,444 for these two projects.

LEGAL CONSIDERATIONS

Local Government Act 2009.

POLICY IMPLICATIONS

Not applicable

CONSULTATION

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

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

RISK ASSESSMENT

Risk Assessment Outcome: H

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

Report Prepared By:

Report Authorised By:

Raju Ranjit

Date: 6/11/2024

Date:

ATTACHMENTS

Nil



CHIEF EXECUTIVE OFFICER – BRIEFING REPORT

GENERAL MEETING: November 2024

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

Councillors,

I present my report for the period of: October 2024

Update

Welcome to the November 2024 CEO Briefing Report.

I have assumed the role of CEO and during my first week I attended the Annual LGAQ Conference in Brisbane. This was a good opportunity to refresh contacts, meet neighbouring Council representatives and become aware of the many issues facing local government. It was also a good opportunity to spend time with the Mayor and Cr Carroll, who were also in attendance.

The QAO Contract Auditor (BDO) provided final sign-off of annual financial statements for the period ended 30 June 2024. The Mayor and CEO signed the statements on 28 October 2024, with the QAO signing them on 29 October 2024. Adoption of the Annual Report 2024 is included in the November agenda.

Operational Plan Matters

Operationally Council has commenced with the implementation of the strategies set by Council, a copy of such is part of today's agenda.

Corporate Plan 2025–2029

- Council's draft Corporate Plan was subject to community consultation on four (4) communities.
- Subject to further responses and review by myself, it is intended to present the Corporate Plan to the December Meeting for final adoption.

Workplace Health & Safety

- Given the contractor agreement has been extended to December, consideration of an ongoing arrangement needs to be considered and this will be undertaken as soon as possible.

Projects

I am currently working on the following projects and below is an update for the reporting period:

Etheridge Agg Precinct

- Council continues to await a funding announcement to enlist the services of an EDO to instigate and progress this project.

- Draft funding agreements were provided during the period by the Department of Agriculture and Fisheries, which once executed, will commence the project.
- A business plan and position description for the project needs to be developed to meet the requirements of the project.

Tourism Master Plan – Griffith Uni

Funded Projects

- Growing Regions Program – Developing Tourism Along the Savannah Way (Aust. Government)
- North West Queensland Economic Diversification Strategy – Tourism Signage

NWQROC - North Queensland Resilience Program

As part of the NWQROC, Council was asked to confirm its eligible approved priorities under the North Queensland Resilience Program. The below projects were confirmed, which fit into the allocated funding per Council of \$4,547,830.

ESC.DM04	Combined Disaster Centre	\$2,000,000
ESC.TI09	Upgrade Water Assets (Safety Valves Forsayth)	\$47,830
ESC.TI12	Provide back-up power to critical water infrastructure	\$50,000
ESCT.102	Replace fence & fence gates (Mt Surprise & Einasleigh airstrips)	\$450,000
ESC.HS14	Construct 6 x two bedroom independent living facility	\$2,000,000

Calendar of Events

Attendance

- | | | |
|--------------------|---------------------------|------------|
| ○ 21 to 25 October | LGAQ Conference | Brisbane |
| ○ 22 October | Meeting with Griffith Uni | Brisbane |
| ○ 29 October | LGMA Assets Meeting | Georgetown |
| ○ 30 October | Meeting with Griffith Uni | Teams |
| ○ 31 October | Meeting with Shepard | Georgetown |

Planned meetings

- | | | |
|------------------|---------------------------|------------|
| ○ 1 November | NWQROC | Zoom |
| ○ 1 November | Advance Cairns | Teams |
| ○ 7 November | Meeting with Telstra | Teams |
| ○ 12 November | DDMG Meeting | Teams |
| ○ 12 November | QRA Meeting | Teams |
| ○ 13 November | Monthly Community Connect | Einasleigh |
| ○ 20 November | General Meeting | Georgetown |
| ○ 22-25 November | Personal Travel | Brisbane |

Other

- Since assuming duties, I have worked closely with the previous CEO, Ken Timms PSM and I pass on my appreciation for his efforts over the last four years and assisting me with transitioning to the new role.

Regards,
 Mark Watt
 CHIEF EXECUTIVE OFFICER



General Meeting 20th November 2024

Subject	Policy Adoption & Fee Implementation – Commercial Use of Council Controlled Areas
Classification	Open
Author	Mark Watt, Chief Executive Officer

EXECUTIVE SUMMARY

The purpose of this report is for council to consider adopting a Commercial Use of Council Controlled Areas Policy to further inform decisions when applications are received.

Additionally, annual and renewal fees are required to be introduced in relation to applications that may be approved in alignment with the abovementioned policy.

The policy and associated fees have been drafted after consultation with all stakeholders to ensure that it meets Council's intent and strategic direction. The policy remains equitable for all businesses within the region and to control impacts on public spaces.

RECOMMENDATION

That Council:

1. Adopt the Commercial Use of Council Controlled Areas Policy
2. Amend the 2024-2025 Fees & Charges to include:
 - a. Include an annual fee and subsequent renewal fee of \$230 for granted applications for Commercial Use of Council Controlled Areas - High or Low Impact and Activity.
 - b. Include an annual fee and subsequent renewal fee of \$150 for granted applications for Commercial Use – Outdoor Dining
 - c. Include an annual fee and subsequent renewal fee of \$147 for granted applications for Commercial Use – Mobile Vending

BACKGROUND

1. **Policy Adoption**

Council is required under Subordinate Local Law 1 (Administration) 2014 to review and approve the allocation and use of Council Controlled Areas for commercial activities. It was requested that a policy be developed and presented for consideration and adoption:

Resolution #24.10.25 That Council resolves to consider the matter once advice is received and a comprehensive policy is developed on the Commercial Use of Council Controlled Area

Investigation and consideration have been given to 'council owned and council-controlled areas' to determine how this policy applies. The definition in the policy "Community Land or Council Controlled Areas" means public open space (including waterways) that has been set aside for the community either by State, where Council is trustee, or by Council, in the case of freehold and leasehold land, for which Council has the responsibility to manage.

This policy will apply to:

- Any land where Council is the owner or trustee;
- Any land owned by Council and subleased to a third party;
- Any land where Council is the trustee (not lessee) and subleased to a third party

The policy focuses on commercial activities within our region, our local businesses, customers and the public who utilise the land for its general purpose. The intent is for it to be clear for all parties on what is required for the area to be safe, retained and available for its purpose and to ensure that Commercial activities on Council areas are managed appropriately.

2. Amendment to Fees & Charges

Every year as per the Local Government Regulations 2012, resolve to set the Fees & Charges for the LGA for a period of 12 months. The set fees and charges can be amended at any time through the year by resolution.

As per resolution #24.10.10 Council resolves to defer the below items to a future meeting:

- Annual fee and subsequent renewal fee for granted applications for Commercial Use of Council Controlled Areas.
- Annual fee and subsequent renewal fee for granted applications for Commercial Use including Roadside Vending

At Councils August meeting, it was resolved to charge an application fee for Applications relating to the Commercial Use of Council Controlled Areas and Roadside Vending. As a progression of this, successful applicants would be issued a licence for the period applicable in the policy, and this would be associated with a fee and subsequently renewal fees that would be applicable to applicants who wish to continue use. The fees recommended are the median of fees charged in a range of Councils that offer similar opportunities.

		Commercial use			
		Other (High or Low Impact Activity)	Outdoor Dining	Mobile Vending	Goods on footpath
Local Government	Cairns Regional Council	Capacity of vessel	\$ 273.00	\$ 146.00	\$ 223.00
	Longreach Regional Council	\$ 115.00	\$ 150.00	\$ 270.00	\$ -
	Moreton Bay Regional Council	\$ 222.50	\$ 136.00	\$ 136.00	\$ 68.00
	Gladstone Regional Council	\$ 239.00	\$ 213.00	\$ 239.00	\$ 213.00
	Sunshine Coast City Council	\$ 2,042.00	\$ 122.00	\$ 147.00	\$ 198.00
	Etheridge Shire Council	\$ 230.75	\$ 150.00	\$ 147.00	\$ 198.00

LINK TO CORPORATE PLAN

Corporate Aim No. 2: A sustainable environment of natural assets, water, wastewater and waste management

- Outcome No. 2.3: Best practice natural environment and pest management
- Outcome No. 2.5: Industry has sustainable environmental practices

Corporate Aim No. 3: A diversified economic development ensures a prosperous shire.

- Outcome No. 3.2: A diversified economic base: rural, tourism, mining and support services.

BUDGET & RESOURCE CONSIDERATIONS

Not applicable.

LEGAL CONSIDERATIONS

Local Laws

Legal advice sought from Preston Law

POLICY IMPLICATIONS

Adoption of new policy

CONSULTATION

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

Consultation	Tick	Policy Consideration	Action
No consultation required	<input type="checkbox"/>	Consultation has occurred with relevant stakeholders, legal representatives, other local governments (Cairns, Longreach, Moreton Bay, Sunshine Coast & Gladstone)	TBA
Inform	<input checked="" type="checkbox"/>		
Consult	<input type="checkbox"/>		
Involve	<input type="checkbox"/>		
Collaborate	<input type="checkbox"/>		
Empower	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

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

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

Report Prepared By:

Report Authorised By:

Renee Bester

Ken Timms PSM

Date: 04/09/2024

Date: 04/09/2024

ATTACHMENTS

Include attachments such as:

- Draft Commercial use of Council Controlled Areas



COMMERCIAL ACTIVITIES ON COUNCIL CONTROLLED AREAS POLICY

POLICY VERSION AND REVISION

Version History		Meeting date	
No previous versions		20 th November 2024	
		Resolution number	
Approval by CEO			
Effective date		Review date	
20 th November 2024		31 st October 2028	
Policy Author			
Chief Executive Officer			
Current incumbent			
Mark Watt			
Implementation Officer			
Chief Executive Officer			
Current incumbent		Contact number	Official file no.
Mark Watt		4079 9090	



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1. PURPOSE

The purpose of this policy is to outline the framework and principles for making decisions about the allocation and use of council-controlled areas for commercial activities when considering granting an approval under *Subordinate Local Law No. 1 (Administration) 2014* for the prescribed activity of “Commercial Use of Local Government Controlled Areas and Roads”. This policy ensures that community use is priority, while allowing for the operation of commercial activities in instances that also provide a benefit to the community.

2. SCOPE

This policy applies to commercial activities on all Local Government Controlled Areas and Roads in the Council area. In general, this includes all land under the control or management of Council such as offices, depots, facilities, vacant land, parks, reserves, roads and road reserves, footpaths and recreational reserves. Council retain the control and management of the land (owned and as Trustees) when subleasing areas or roads to a third party.

This policy does not override other policies and processes but only applies to the extent to which they are not in conflict with other policies or processes. To be clear, this policy does not apply to temporary entertainment events and any activity associated with the event.

The policy does not apply to:

- commercial activities on National Parks, land and waterways that are controlled directly by the State, including schools, private land and any other land and waterways that Council does not control unless the State Government has specifically granted such control over those areas to Council;
- activities associated with private functions e.g. photographers, party goods hire etc.;
- commercial activities where the activity operates in conjunction with the lessee and is only operating during the time the land is used for its primary purpose.
- Council-controlled areas where a lease authorises the use of land;
- Community celebrations or events, markets and performances

3. POLICY STATEMENT

Council acknowledges the primary purpose of Local Government Controlled Areas and Roads is for community use. Council is committed to ensuring that land set aside for the community is preserved for such community use in accordance with its obligations under the *Land Act 1994*, the *Local Government Act 2009* and the relevant Local Laws. The preservation of community land for its primary purpose is paramount; however, it is recognised that in some circumstances, a secondary use for commercial purposes may enhance the use of the community land and provide a benefit to the community.

Council may consider granting the commercial use of community land in circumstances, in alignment with the principles set out in this policy. Applicants must address the guiding principles; any additional principles specific for the type of commercial use proposed and be able to meet the requirements of the approval as issued.

3.1. GUIDING PRINCIPLES

The following principles apply to all commercial use activities on Council Controlled Areas and will be considered when assessing any applications for such use.

3.1.1. Community Use Takes Precedence

The primary purpose of the land is for community use, and as such, is the first consideration when making decisions regarding commercial use. Any conflict with the below uses or users of the land must be resolved for approval to be given:

- Informal social gatherings and celebrations
- Formal events and celebrations
- Quiet reflection
- Passive recreational activities
- Residents and tourists
- Community groups



- Amenity to the local area

An assessment of whether the land can accommodate and sustain an ongoing commercial use will consider the above examples. Where a proposed commercial use conflicts with or cannot be accommodated without detriment to the primary purpose, the proposal will not be approved.

3.1.2. Alignment with Council's Vision

Proposals for the commercial use of Council controlled areas must align with Council's vision and strategic direction as articulated in Council's Operational Plan. Alignment can include but not limited to:

A sustainable environment of natural assets, water, waste water and waste management

Best practice natural environment and pest management

- In partnership with the community and external agencies, promote and support best practice management of the natural environment

Industry has sustainable environmental practices

- Companies and industries are environmentally compliant

A diversified economy ensures a prosperous shire

A diversified economy base: rural, tourism, mining and support services

- Support community development to expand and meet the growing needs of the region through infrastructure, income diversification and advocacy
- Improve business and policy outcomes to support local businesses.

3.1.3. Community Benefit

Commercial use of Council Controlled Areas must provide benefits to the community, and may include commercial activities that:

- promote the primary purpose of the land; or
- support or service the needs of the users of that land, where they are unable to be serviced from adjoining private land; or
- contributes to tourism within Etheridge Shire and the region; or
- will not diminish the purpose of the land or level of service provided, i.e. will not have an unreasonable adverse effect on free and equitable access to the land or its use; or
- cannot operate anywhere other than the community land, such as aquatic activities.
- Supports and compliments local businesses

3.1.4. Limited impact

Commercial use of community land must not unduly impact on the primary users of the community land, local businesses, the environment or Council assets and maintenance programs. To assess the potential impact on the community land, the following will be considered:

- noise and other pollution,
- visual impacts,
- flora and fauna,
- access,
- vehicle parking,
- safety,
- increased use and degradation of the space,
- operational maintenance activity times and durations,
- the local community's desire and tolerance for the proposed activity,
- the local area's population and growth,
- existing businesses and 'like for like' menu items, and
- the ability for the location to support various types of activities.



3.1.5. Compliance with other agencies requirements

Depending on the location, some applications may also specify special requirements such as the following:

- satisfactory land management plans; and
- approval of other authorising agencies (eg. Department of Natural Resources and Mines, Department of Transport and Main Roads)

3.1.6. Licence or Permit Based Approval – No exclusive Use or Ongoing Rights

Applicants should be aware that approvals do not grant exclusive use to the land and do not confer ongoing occupation rights. Approvals are transferrable however transfer must be approved by Council and will only be valid for the remainder of the existing approval period. Further, an approval may be revoked without compensation in specified circumstances such as unsatisfactory safety standards or lack of compliance with approval conditions. At the end of each term, a renewal must be made if commercial operations are to continue.

4. TYPES OF COMMERCIAL USE

Council receives a variety of proposals for commercial activities on Council Controlled Areas and are generally categorised as below. If an application is made outside of the below types of commercial use, it will be assessed based on the guiding principles above and relevant legislation.

Some locations can better accommodate proposed commercial activities than other locations due to existing levels of use and the impacts of the activities proposed.

Etheridge Shire does not have high demand for commercial use and such, cannot define activity type specifically such as fitness, entertainment, beach etc. Therefore, in this policy commercial use is defined into the four categories below to broadly cover a range of commercial uses.

4.1. HIGH USE/HIGH IMPACT

High Use/ High Impact permits for commercial activities that have a higher density of use and/or are located in high profile areas and therefore may have a more significant impact on the use of Council Controlled Areas.

High Use/High Impact applications are subject to an application process for a licence for a three (3) year term. Council will decide to what extent high-use/high-impact activity may occur and the locations and types of activities that are appropriate (i.e. the number of permits, the types of activities and the specific locations). Some locations have restrictions on their use, which will affect the extent and number of activities that can be accommodated. There may also be further approvals required by State Government departments.


Permit/licence fees and application fees will be developed and approved by Council. Council will assess applications received. Assessments will be made in accordance with the guiding principles of this policy, considering the results of a review of the previous term including, where appropriate:

- performance and professionalism of permit/licence holders;
- feedback from Councillors, previous applicants, permit/licence holders and the community, risk management/safety analysis; and
- any complaints received.

For proposals that are outside the existing activities, an Impact Assessment Report will be required, and a Council resolution to either add the new activity to the policy or allow a limited trial. The Impact Assessment should be assessed against the guiding principles in this policy.

4.2. LOW USE/LOW IMPACT

Low Use/Low Impact permits for commercial activities that are not considered High Use / High Impact and where activities will have a lesser intensity of use, including fitness classes, itinerant vendors and activities conducted by not-for-profit organisations. The following will be considered for determining if an activity is Low Use / Low Impact:

- 
- further permit applications can easily be accommodated in the area;
 - the activity is irregular, occasional or regular minor use;
 - there is little/no impact on the space or the community use; and
 - the activity is considered a trial to ascertain potential for inclusion as a High Use / High Impact activity.

Low Use / Low Impact applications for an annual permit may be considered at any time in accordance with Council's local laws and any other relevant legislation.

Permit/licence fees and application fees will be charged in accordance with Council's adopted fees and charges at the time. Fee exemptions may apply for not-for-profit organisations.

At the expiry of permits each year, permit holders will be invited to renew their permit for a further 12 months and pay the required fees and charges.

Low Use / Low Impact permits may be appropriate for a trial period to ascertain the suitability for inclusion as a High Use / High Impact permit. Following a successful trial, an Impact Assessment Report will be required, and a Council resolution to award a permit in accordance with the high-use/high-impact three (3) year permit terms.

4.3. OUTDOOR DINING

Outdoor Dining for commercial activities that require access to community land for the purpose of conducting outdoor dining in conjunction with an adjacent food and drink business, operating on private land. The following will be considered for determining if an activity is outdoor dining:

- supports local business;
- encourages business operators to enhance the use of footpaths;
- improves amenity;
- creates vitality and ambience; and
- ensures community safety.

Outdoor Dining applications for an annual permit may be considered at any time in accordance with Council's local laws and any other relevant legislation.

Permit fees and application fees will be charged in accordance with Council's adopted fees and charges at the time. Fee exemptions may apply for not-for-profit organisations.

At the expiry of permits each year, permit holders will be invited to renew their permit for a further 12 months and pay required fees and charges.

4.4. MOBILE & STATIONARY VENDING


The primary purpose of the commercial use is for undertaking mobile or stationary vending from a stall, mobile van, trailer or the like. The activity may or may not be applicable to road reserves. Applicants are required to address the guiding principles and possess the required level of public liability insurance for the duration of their activities.

In addition, applicants must address the below criteria to the satisfaction of Council:

- whether the activity competes with fixed premises and offers 'like for like' menu items;
- how the activity contributes to providing local employment;
- whether the goods or items are supplied by local suppliers;
- whether the goods or services proposed are needed to meet public demand.

Applicants must apply to Council for a permit to operate on land that is subleased, if they are operating

Applications for Stationary Roadside Vending on State Controlled land are exempt from Councils approval process as the applicant will be required to gain approval from Queensland Department Transport and Main Roads. Applicants can request Council to provide a letter of support or objection for submission with their application to Department Transport and Main Roads.



5. COMMERCIAL ACTIVITIES OCCURRING AS PART OF A TEMPORARY ENTERTAINMENT EVENT

Temporary Entertainment events require approval from Council where operated on a Council controlled area or road. Where such approval has been granted, separate commercial activity approvals for each individual stall holder are not required.

6. APPLICATION PROCESS

Applications for new commercial activities can be made at any time and must be made on the current approved application form. Any applications submitted with required information missing will be requested to provide further information before proceeding.

When assessing and determining a decision on an application, Council will consider (as a minimum) the following:

- if the proposed activity aligns with the Guiding Principles outlined in this policy;
- if the proposed activity aligns with additional specific principles outlined in this policy for the type of commercial activity proposed;
- if the application complies with the requirements of Subordinate Local Law No. 1 (Administration) 2014;
- whether all fees and required documents have been submitted.

Application and annual fees are determined by resolution of Council prior to commencing annual renewal processes.

All applications for new or renewal of approvals will receive a decision in writing with the reasons for the decision clearly articulated. Any approved decisions will incorporate a set of minimum standards or conditions for operating on Council Land that must be complied with.

7. DEFINITIONS

To assist in interpretation of this policy the following definitions apply:

- **“Commercial”** means soliciting or carrying on the supply of goods or services (including food or drink) for profit
- **“Community land or Council Controlled Areas”** means public open space (including waterways) that has been set aside for the community either by the State, where Council is trustee, or by Council, in the case of freehold and leasehold land, for which Council has the responsibility to manage.
- **“Community use”** means the use of community land for artistic, social, recreational or cultural activities that do not incorporate commercial activities.
- **“High Use/High Impact locations”** means locations that have a higher intensity of use and therefore a potentially more significant impact on community land including waterways, popular parks and some roadways, pathways, footpaths and trails.
- **“High Use/High Impact activities”** means commercial activities that have a higher intensity of use and/or are located in high profile areas and therefore may have a more significant impact on the use of Council Controlled Areas.
- **“Low Use/Low Impact locations”** means locations other than High Use/High Impact locations where activities will have a lesser intensity of use.
- **“Low Use/Low Impact activities”** means commercial activities that are not considered High Use/High Impact and where activities will have a lesser intensity of use.
- **“Minimal Use”** means activities that have minimal or limited interference or disruption with the pedestrian or vehicle operation of a road and/or road corridor.
- **“Mobile roadside vending”** means an operator soliciting or carrying on the supply of goods or services (including food or drink) for profit in circumstances where-
 - a) the operator travels from place to place; and
 - b) the operator supplies the food or services to a customer in response to the customer waving down the operator



- **"Operation of temporary entertainment event"** means the opening to the public, or the preparation for opening to the public, of an entertainment event and for which the opening to the public does not constitute development under the Planning Act.
- **"Primary purpose"** means the purpose for which the land was set aside for the community. Examples of primary purpose include sport and recreation, environmental purposes, beach protection and coastal management.
- **"Secondary use"** means the use of community land that does not align with the land's primary purpose, or is commercial in nature.
- **"Stationary Roadside Vending"** means an operator soliciting or carrying on the supply of goods or services (including food or drink) for profit in circumstances where-
 - a) the operator carries on the activity from
 - i. a specified place; or
 - ii. a number of specified places; but
 - b) the activity is not footpath dining.

8. RELATED LEGISLATION, DOCUMENTS AND REFERENCES

Legislation

- Land Act 1994
- Local Government Act 2009
- Subordinate Local Law No. 1 (Administration) 2014
- Environmental Protection Act 1994
- Transport Operations (Road Use Management) Act 1995
- Planning Act 2016
- Safety in Recreational Water Activities Act 2011
- Work Health and Safety Act 2011

Documents:

- Etheridge Shire Council Corporate Plan 2021-2024
- Application Form – Commercial Use on Council Controlled Areas

9. REVIEW

This policy is required to be reviewed within every four year period.



FOR YOUR INFORMATION



Office of the
Director-General

Department of
Transport and Main Roads

Our ref: MC143434

Your ref: 0224/KT:rb

24 October 2024

Councillor Barry Hughes
Mayor
Etheridge Shire Council
mayor@etheridge.qld.gov.au

Dear Councillor Hughes

Thank you for your correspondence to the Honourable Bart Mellish MP, Minister for Transport and Main Roads and Minister for Digital Services, about funding for the Gregory Developmental Road project in Etheridge Shire. The Minister has asked that I respond on his behalf.

A state election is scheduled for 26 October 2024 and the Queensland Government is now in a caretaker period.

The Queensland Government is committed to maintaining a safe and resilient road network for all travellers. The *Queensland Transport and Roads Investment Program 2024–25 to 2027–28* outlines investments in Etheridge Shire Council local government area valued at \$13.07 million, comprising \$2.67 million of state funding and \$10.4 million of Australian Government funding, for road upgrades to state-controlled roads.

Based on advice received in November 2023 from the Honourable Mick de Brenni MP, Minister for Energy and Clean Economy Jobs, the Gregory Developmental Road (The Lynd–Quartz Blow Creek) progressive sealing and road widening project was submitted for funding consideration under the Regional Economic Futures Fund (REFF), administered by the Department of State Development and Infrastructure.

The Department of Transport and Main Roads (TMR) has been advised of the outcome of the REFF, and unfortunately, the candidate was not successful in gaining funding. However, I note the importance of Gregory Developmental Road to the Etheridge Shire, including its role in supporting the renewable energy precinct development and general transport movements for the Kidston Renewable Hub.

The project will be considered for future funding opportunities, subject to competing statewide priorities and available funding.

As you are aware in 2023–24, TMR allocated an additional \$500,000 to the Etheridge Shire routine maintenance performance contract (RMPC) for maintenance (grading) of the Gregory Developmental Road in Etheridge Shire (98D) associated with traffic operations for the Kidston Renewable Hub. This allowed for four medium formation grades for the first 55-kilometre of 98D up to the mine turn-off. Additionally, grading of the road is also being carried out in 2024–25 as part of maintenance activities under the RMPC.

Further to this, TMR has allocated a total of \$900,000 to re-sheeting approximately 8 to 10 kilometres of the road (98D) over the next two years.

I trust this information is of assistance.

Yours sincerely

A handwritten signature in black ink, appearing to read 'SSt', is positioned above the printed name.

Sally Stannard
Director-General
Department of Transport and Main Roads

"Bags Luce"

Lisarleigh

4871

29-10-24

To, The Chairman + Fellow Councillors,
Elderidge Shire
Georgetown 4871

Dear Sir,

On behalf of the Seniors who attended the "Seniors Day" last week in Georgetown, I would like to thank you all for making such an enjoyable day possible.

For those of us who did attend had a wonderful day - the Council has a band of very talented ladies working in your Office

Thank you once again for making such a Day possible,

Kindest Regards

Mary Dixon