

MINUTES

21 FEBRUARY 2023 – 9:00 AM
COUNCIL CHAMBERS



1. OPENING BUSINESS	3
1.1 PRESENT	3
1.2 APOLOGIES	3
1.3 LEAVE OF ABSENCE	3
1.4 CONFIRMATION OF MINUTES	3
1.5 OBLIGATIONS OF COUNCILLORS	4
1.6 PETITIONS	6
1.7 CONDOLENCES	6
1.8 RECOGNITIONS	6
1.9 ACKNOWLEDGEMENT OF COUNTRY	6
1.10 COUNCILLOR MEETING ATTENDANCE	6
2. REPORTS	7
2.01 CHIEF EXECUTIVE OFFICER	7
2.01.01 DEPARTMENT OF STATE DEVELOPMENT, INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING	7
2.01.02 MODEL MEETING PROCEDURES (MMP)	7
2.01.03 BEST PRACTICE STANDING ORDERS FOR LOCAL GOVERNMENT AND STANDING COMMITTEE MEETINGS	8
2.01.04 ELECTORAL COMMISSION QUEENSLAND	8
2.01.05 DEVELOPING NORTHERN AUSTRALIA CONFERENCE 2023	9
2.01.06 LAND DESCRIBED AS LOT 8 ON SP288611 – 31 GRAY STREET	10
2.01.07 QUEENSLAND HOUSING STRATEGY 2021-2025 - LOCAL HOUSING ACTION PLAN	10
2.01.08 UNIVERSITY AND TERTIARY STUDENTS SCHOLARSHIPS	11
2.01.09 HUGHENDEN OFFSTREAM WATER STORAGE FACILITY	12
2.02 CORPORATE AND FINANCE SERVICES	13
2.02.01 FINANCIAL REPORT	13
2.02.02 DELEGATIONS REGISTER – COUNCIL TO CEO AMENDMENT	14
2.02.03 QUARTERLY PROGRESS REPORT - OPERATIONAL PLAN IMPLEMENTATION	15
2.03 ENGINEERING	15
2.03.01 LIFEFLIGHT – PAVEMENT CONCESSION AT THE HUGHENDEN AIRPORT	15

P. 07 4741 2900 F. 07 4741 1741
PO Box 274 Hughenden Q 4821
34 Gray St, Hughenden Q 4821
flinders@flinders.qld.gov.au
www.flinders.qld.gov.au

Mayor
Jane B McNamara
mayor@flinders.qld.gov.au

Deputy Mayor
Kim I Middleton
deputymayor@flinders.qld.gov.au

Cr Kelly A Carter
Cr.Carter@flinders.qld.gov.au

Cr Clarence N Haydon
Cr.Haydon@flinders.qld.gov.au

Cr Nicole G Flute
Cr.Flute@flinders.qld.gov.au

Cr Arthur W Bode
Cr.Bode@flinders.qld.gov.au

Cr Trevor G Mitchell
Cr.Mitchell@flinders.qld.gov.au

Chief Executive Officer
Hari Boppudi
ceo@flinders.qld.gov.au

Director of Engineering
Andrew Nunn
doe@flinders.qld.gov.au

Director of Corporate & Financial
Services
Melanie Wicks
dcfs@flinders.qld.gov.au

Director of Community Services
& Wellbeing
Barbra Smith
dcsw@flinders.qld.gov.au

MINUTES

21 FEBRUARY 2023 – 9:00 AM
COUNCIL CHAMBERS



2.03.02 TENDER – 102.2022.11 – PRE-QUALIFIED SUPPLIERS OF PLANT HIRE	16
2.03.03 NEW GRANDSTAND SEATING FOR HUGHENDEN SHOWGROUNDS EVENTS.....	17
2.03.04 TENDER 102.2022.13 – MANAGEMENT OF HUGHENDEN LANDFILL	17
2.04 COMMUNITY SERVICES AND WELLBEING	18
2.04.01 MINOR INFRASTRUCTURE GRANT APPLICATION.....	18
2.04.02 COMMUNITY GRANT PROGRAM – COMMUNITY EVENTS STREAM ROUND 4	19
2.04.03 FACILITY AND INFRASTRUCTURE STREAM - ROUND 4 - PROJECTS FROM MARCH TO JUNE 2023.....	21
3. CLOSED BUSINESS.....	23
4. PROPOSED MEETING CALENDAR.....	24

P. 07 4741 2900 F. 07 4741 1741
PO Box 274 Hughenden Q 4821
34 Gray St, Hughenden Q 4821
flinders@flinders.qld.gov.au
www.flinders.qld.gov.au

Mayor
Jane B McNamara
mayor@flinders.qld.gov.au

Deputy Mayor
Kim I Middleton
deputymayor@flinders.qld.gov.au

Cr Kelly A Carter
Cr.Carter@flinders.qld.gov.au

Cr Clarence N Haydon
Cr.Haydon@flinders.qld.gov.au

Cr Nicole G Flute
Cr.Flute@flinders.qld.gov.au

Cr Arthur W Bode
Cr.Bode@flinders.qld.gov.au

Cr Trevor G Mitchell
Cr.Mitchell@flinders.qld.gov.au

Chief Executive Officer
Hari Boppudi
ceo@flinders.qld.gov.au

Director of Engineering
Andrew Nunn
doe@flinders.qld.gov.au

Director of Corporate & Financial
Services
Melanie Wicks
dcfs@flinders.qld.gov.au

Director of Community Services
& Wellbeing
Barbra Smith
dcs@flinders.qld.gov.au

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS

1. OPENING BUSINESS

Cr Jane McNamara (Mayor) opened the meeting with the Council Prayer

Lord,
Please guide and direct us,
In that the decisions to be made,
Will be for the benefit,
Of our whole community
Amen

1.1 PRESENT

Councillors

Mayor Jane McNamara
Kim Middleton
Kelly Carter
Clarence Haydon
Nicole Flute
Arthur Bode
Trevor Mitchell

Staff

Hari Boppudi - Chief Executive Officer
Andrew Nunn - Director of Engineering
Melanie Wicks – Director of Corporate & Financial Services
Barbra Smith – Director of Community Services & Wellbeing
Jackie Coleman – Executive Support Officer

School Students

Jeremy Callaghan (Teacher)	Jackson Cox
Berhanu Hughes	Tai Patterson
Jessica Benham	Bailey Betts
Natalie Cairns	Harrison Anchen
Brooklyn Hawlins	

1.2 APOLOGIES

Nil

1.3 LEAVE OF ABSENCE

Nil

1.4 CONFIRMATION OF MINUTES

That the Minutes of the Ordinary Meeting of Council held 17 January 2023 be taken as read and signed as correct.

Resolution No: 3654

Moved Cr Trevor Mitchell

Seconded Cr Kelly Carter

That the Minutes of the Ordinary Meeting of Council held 17 January 2023 be taken as read and signed as correct.

CARRIED 7/0

MINUTES

21 FEBRUARY 2023 – 9:00 AM
COUNCIL CHAMBERS



1.5 OBLIGATIONS OF COUNCILLORS

1.5.1 Prescribed Conflict of Interest - Sections 150EG, 150EH & 150EI Local Government Act 2009

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a council or committee meeting (other than ordinary business matters).

When dealing with a Prescribed Conflict of Interest, Councillors must abide by the following procedures:

- A Councillor who has notified the Chief Executive Officer of a Prescribed Conflict of Interest in a matter to be discussed in a council meeting must also give notice during the meeting.
- A Councillor who first becomes aware of a Prescribed Conflict of Interest in a matter during a council meeting must immediately inform the meeting of the conflict of the interest.
- When notifying the meeting of a Prescribed Conflict of Interest, the following details must be provided:
 - if it relates to a gift or loan given by an entity - state the details of gift or loan
 - if it relates to a sponsored travel or accommodation benefit - state the benefit details
 - if it relates to a contract between the Councillor and Local Government or close associate of the Councillor – state details
 - if it relates to an application or submission - state the subject of the application or submission
 - if it relates to appointment/employment matters of Chief Executive Office position - state conflict details

The Councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject Councillor has written notice from the Minister to participate in the matter.

Once the Councillor has left the area where the meeting is being conducted, the council can continue discussing and deciding on the matter at hand.

1.5.2 Declarable Conflict of Interest - Section 150EN Local Government Act 2009

Councillors are ultimately responsible for informing of any Declarable Conflict of Interest on matters to be discussed at council or committee meetings that might lead to a decision that is contrary to the public interest (other than ordinary business matters).

A Councillor may raise their personal interests in a matter at the meeting to canvas the view of the other Councillors prior to deciding to declare a conflict of interest. If the other Councillors suspect the personal interest might be a conflict of interest, the Councillor may disclose their suspicion and the processes under section 150EW of the LGA.

When dealing with a Declarable Conflict of Interest, Councillors must abide by the following procedures:

- A Councillor who has notified the Chief Executive Officer of a Declarable Conflict of Interest in a matter to be discussed at a council meeting must also give notice during the meeting.
- A Councillor who first becomes aware of a Declarable Conflict of Interest in a matter during a council meeting must inform the meeting of the conflict of interest
- When notifying the meeting of a Declarable Conflict of Interest or it could be reasonably presumed that a conflict exists, Councillors should provide sufficient detail to allow the other Councillors to make an informed decision about how best to manage the Declarable Conflict of Interest in the public interest. The following details must be provided:
 - the nature of the Declarable Conflict of Interest
 - if it arises because of the Councillors relationship with a related party:
 - i. the name of the related party to the Councillor
 - ii. the nature of the relationship of the related party to the Councillor
 - iii. the nature of the related party's interest in the matter
 - if it arises because of a gift or loan from another person to the Councillor or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the Councillor or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.

MINUTES

21 FEBRUARY 2023 – 9:00 AM
COUNCIL CHAMBERS



After a Councillor has declared a conflict of interest, the Councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.

1.5.3 Procedure if no Quorum for Deciding Matter because of Prescribed Conflicts of Interest of Declarable Conflicts of Interest – Section 150EU Local Government Act 2009

(1) This section applies in relation to a meeting if:

- (a) a matter in which 1 or more councillors have a prescribed conflict of interest or Declarable Conflict of Interest is to be decided at the meeting; and
- (b) there is less than a quorum remaining at the meeting after any of the councillors mentioned in paragraph (a) leave, and stay away from, the place where the meeting is being held.

(2) The local government must do 1 of the following:

- (a) delegate deciding the matter under section 257, unless the matter cannot be delegated under that section;
- (b) decide, by resolution, to defer the matter to a later meeting;
- (c) decide, by resolution, not to decide the matter and take no further action in relation to the matter.

(3) The local government must not delegate deciding the matter to an entity if the entity, or a majority of its members, have personal interests that are, or are equivalent in nature to, a prescribed conflict of interest or Declarable Conflict of Interest in the matter.

(4) A councillor does not contravene section 150EK(1), 150EM(2), 150EQ(2)(a) or (3)(a) or 150ES(5) by participating in a decision, or being present while the matter is discussed and voted on, for the purpose of delegating the matter or making a decision under subsection (2)(b) or (c).

1.5.4 Closed Meeting Discussion Items – Section 254J Local Government Regulation 2012

Council and standing committee meetings may resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss any of the following matters:

- appointment, dismissal or discipline of the CEO
- industrial matters affecting employees
- the council's budget
- rating concessions
- legal advice obtained by the council, including legal proceedings that may be taken by or against the council
- matters that may directly affect the health and safety of an individual or a group of individuals
- negotiations relating to a commercial matter involving the council for which a public discussion could prejudice the interests of the council
- negotiations relating to the taking of land by the council under the *Acquisition of Land Act 1967*
- a matter that the council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or state.

A Council or committee meeting cannot resolve that a meeting be closed where the meeting is informed of a Councillors personal interest in the matter by another person and the eligible Councillors at the meeting must decide whether the Councillor has a Declarable Conflict of Interest or Prescribed Conflict of Interest in the matter.

Further, the meeting must not be closed if a quorum is lost due to the number of conflicted Councillors who leave the meeting and the council must;

- delegate the matter
- decide by resolution to defer to a later meeting
- decide by resolution to take no further action on the matter.

Note: None of the above will be considered, discussed, voted on or made during a closed session.

If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



To take a matter into a closed session the council must abide by the following:

- pass a resolution to close the meeting
- the resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered
- if the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session, and an explanation of why it is deemed necessary to take the issue into closed session must be stated
- not make a resolution while in a closed meeting (other than a procedural resolution).

1.6 PETITIONS

Nil

1.7 CONDOLENCES

Nil

1.8 RECOGNITIONS

Nil

1.9 ACKNOWLEDGEMENT OF COUNTRY

The Flinders Shire Council would like to acknowledge the Yirendali people as Traditional Owners and the oldest living culture of the land on which our Council operates, and pay respect to Elders past, present and emerging.

1.10 COUNCILLOR MEETING ATTENDANCE

Mayor Jane McNamara

- DDMG – 20/01/23
- WQAC – 25/01/23
- LGAQ Communications – 30/01/23
- Grants Workshop – 30/01/23
- ANDEV Meeting – 01/02/23
- MITEZ Meeting – 08/02/23
- NWQROC – 03/02/23
- ADT Meeting – 07/02/23
- MITEZ Meeting – 08/02/23
- QFES Meeting – 09/02/23
- NQSF Advisory Forum – 09/02/23
- Rural Addressing Workshop – 13/02/23
- Sports Committee Webinar – 14/02/23
- LGAQ Meetings – 17-18/02/23

Councillor Kelly Carter

- Grants Workshop – 30/01/23

Councillor Clarence Haydon

- Torrens Creek Community Meeting – 23/01/23
- Cameron Downs Community Meeting – 24/01/23
- Australia Day Ceremonies – 26/01/23
- Grants Workshop – 30/01/23
- MITEZ Meeting – 08/02/23

Deputy Mayor Kim Middleton

- Australia Day Ceremonies – 26/01/23
- Grants Workshop – 30/01/23
- MITEZ Meeting – 08/02/23
- Rural Addressing Workshop – 13/02/23

Councillor Nicole Flute

- Compassionate Communities – 14/01/23
- Cameron Downs Community Meeting – 24/01/23
- Grants Workshop – 30/01/23
- CAC Meeting – 01/02/23
- Chamber of Commerce – 06/2/23
- ADT Meeting – 07/02/23
- Rural Addressing Workshop – 13/02/23
-

Councillor Arthur Bode

- Torrens Creek Community Meeting – 23/01/23
- Prairie Community Meeting – 24/01/23
- Rural Addressing Workshop – 13/02/23
- Dept of Resources – 21/02/23

Councillor Trevor Mitchell

- Torrens Creek Community Meeting – 23/01/23
- Cameron Downs Community Meeting – 24/01/23
- Prairie Community Meeting – 24/01/23
- Australia Day Celebrations – 26/01/23
- Grants Workshop – 30/01/23
- ADT Meeting – 07/02/23
- Rural Addressing Workshop – 13/02/23

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2. REPORTS

2.01 CHIEF EXECUTIVE OFFICER

2.01.01 DEPARTMENT OF STATE DEVELOPMENT, INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING

Background – Letter received from the Department advising Council of the update to the Model Meeting Procedures (MMP) and Best Practice Standing Orders for Local Government and Standing Committee Meeting.

The amendments include changes to COVID19 pandemic safety provisions for conducting Council Meetings. These provisions about conducting meetings remotely and closing meetings for safety reasons were repealed in April 2022. They are no longer a legislative requirement. The teleconferencing section has been removed from the Model Meeting Procedures. This does not affect the provisions for councillors to attend a meeting by audio or audio-visual link as provided in section 254K of the Local Government Regulations 2012 (LGR).

Officer's Recommendation – For Council information.
Noted

2.01.02 MODEL MEETING PROCEDURES (MMP)

Background – The purpose of the model meeting procedures is to set out certain procedures to ensure the local government principles are reflected in the conduct of council meetings, standing and advisory committee meetings as defined in the Local Government Act 2009 (LGA), Local Government Regulation 2012 (LGR), the City of Brisbane Act 2010 (COBA) and the City of Brisbane Regulation 2012 (COBR). However, model meeting procedures do not apply to meetings of the council's audit committee.

It is not intended that the model meeting procedures would deal with all aspects of meeting conduct but only those required to strengthen public confidence in council to deal with the conduct of councillors in meetings.

As required under section 150F of the LGA this document sets out:

- the process for how a chairperson of a council meeting may deal with instances of Unsuitable meeting conduct by councillors
- the process for how suspected inappropriate conduct of a councillor referred to the local government by the Independent Assessor (IA) is to be dealt with at a council meeting
- the processes for dealing with conflicts of interests and recording them
- the process for dealing with a loss of quorum, and
- procedures for closed meetings

Officer's Recommendation – That Council adopt the Model Meeting Procedures (MMP), as presented.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Procedural Motion – Cr Arthur Bode moved a Procedural Motion to re-table item 2.01.02, titled Model Meeting Procedures (MMP) to the next Ordinary Meeting of Council to allow time for Councillors to fully understand the document content

2.01.03 BEST PRACTICE STANDING ORDERS FOR LOCAL GOVERNMENT AND STANDING COMMITTEE MEETINGS

Background – To assist local governments, the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) provides best practice standing orders that local governments can choose to adopt to provide written rules for the orderly conduct of local government meetings.

These best practice standing orders incorporate the DSDILGP model meeting procedures that deal with matters during council meetings that must be adhered to under the Local Government Act 2009 (LGA) including the model meeting procedures and the Local Government Regulation 2012 (LGA). Local governments can revise their standing orders to incorporate the model meeting procedures or adopt the model meeting procedures.

1. Standing orders

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

Officer's Recommendation – That Council adopt the Best Practice Standing Orders for Local Government and Standing Committee Meetings, as presented.

Procedural Motion – Cr Arthur Bode moved a Procedural Motion to re-table item 2.01.03, titled Best Practice Standing Orders for Local Government and Standing Committee Meeting to the next Ordinary Meeting of Council to allow time for Councillors to fully understand the document content

2.01.04 ELECTORAL COMMISSION QUEENSLAND

Background – Fact Sheet received in relation to Postal-Only Ballot for Local Election. A local Government can apply before the 01 May 2023 in the year preceding the quadrennial election to the Minister for a poll to be conducted only by postal ballot for:

- all of the local government's area; or
- 1 or more divisions of its area; or
- A part of its area marked on a map

Officer's Recommendation – For Council discussion.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Resolution No: 3655

Moved Cr Nicole Flute

Seconded Cr Arthur Bode

That Council receive the advice from the Electoral Commission Queensland. Following general discussion on the quadrennial elections in 2024 and the benefits of a Postal Only Ballot, the general census was to not apply to the Minister for the poll to be conducted only by postal ballot.

Mayor Jane McNamara called for a division on **not** applying to the Minister for a postal ballot, votes as follows:

For

Cr Kim Middleton

Cr Trevor Mitchell

Cr Nicole Flute

Cr Clarence Haydon

Mayor Jane McNamara

Against

Cr Arthur Bode

Cr Kelly Carter

CARRIED 5/2

2.01.05

DEVELOPING NORTHERN AUSTRALIA CONFERENCE 2023

Background – Date Claimer - The Developing Northern Australia Conference 2023 is being held at Darwin Convention Centre, NT from Monday 24 July to Wednesday 26 July 2023.

Officer's Recommendation – For Council discussion.

Resolution No: 3656

Moved Cr Arthur Bode

Seconded Mayor Jane McNamara

That Council receive the notice in relation to the Developing Northern Australia Conference 2023, for discussion only

Resolution No: 3657

Moved Mayor Jane McNamara

Seconded Cr Trevor Mitchell

That Council does not attend the Developing Northern Australia Conference 2023 in person, but purchase one virtual licence for the Councillors that would like to participate.

CARRIED 7/0

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2.01.06 LAND DESCRIBED AS LOT 8 ON SP288611 – 31 GRAY STREET

Background – Following full Council discussion on vacant land available for purchase, Council confirmation required for the purchase of vacant land situated at 31 Gray Street, Hughenden – Lot 8 on SP288611 for \$250,000.00 Ex GST.

Officer's Recommendation – That Council confirm the actions of the Chief Executive Officer in entering into a Purchase Contract with the seller for vacant land at 31 Gray Street, Hughenden – Lot 8 on SP288611 for \$250,000.00 Ex GST.

Resolution No: 3658

Moved Mayor Jane McNamara

Seconded Cr Trevor Mitchell

That Council confirm the actions of the Chief Executive Officer in entering into a Purchase Contract with the seller for vacant land at 31 Gray Street, Hughenden – Lot 8 on SP288611 for \$250,000.00 Ex GST.

Mayor Jane McNamara called for a division on the purchase of the vacant block listed, votes as follows:

For

Cr Kim Middleton

Cr Kelly Carter

Cr Arthur Bode

Cr Clarence Haydon

Mayor Jane McNamara

Against

Cr Trevor Mitchell

Cr Nicole Flute

CARRIED 5/2

2.01.07 QUEENSLAND HOUSING STRATEGY 2021-2025 - LOCAL HOUSING ACTION PLAN

Background – This Local Housing Action Plan was developed through a joint initiative involving the Queensland Government, Council and the Western Queensland Alliance of Councils (WQAC) to respond to a range of immediate, emerging and longer-term challenges in the Shire.

Officer's Recommendation – That Council adopt the Queensland Housing Strategy 2021-2025 – Local Housing Action Plan, as presented.

Resolution No: 3659

Moved Cr Kim Middleton

Seconded Cr Trevor Mitchell

That Council adopt the Queensland Housing Strategy 2021-2025 – Local Housing Action Plan, as presented but dispute the reduced population projection to 2041 as significant expansion of the existing renewable energy infrastructure in the Shire is about to commence as well as expansion of the horticultural sector currently underway

CARRIED 7/0

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2.01.08 UNIVERSITY AND TERTIARY STUDENTS SCHOLARSHIPS

Background - In June 2022 Council adopted the University/Tertiary Students Scholarships and Vocational Placements Policy.

The purpose of this policy is to establish a system for awarding and monitoring an annual tertiary scholarship primarily in the fields of:

- Business Management (Including Accounting and IT)
- Health Services (Including Nursing, Veterinary, Allied Health, Aged Care and the like)
- Engineering (Civil, Water and Wastewater)
- Manufacturing (Industrial, Mechanical and Production Engineers)
- Agricultural sciences (Including Agribusiness, Agriculture, Natural resources and land management, and Horticulture).

Council have received 3 applications in the recent round, one of the applications is incomplete and cannot be considered. The following applications are approved in the current round:

- Corrigan Anjeleah; enrolled in Bachelor of Veterinary Science (Honours), James Cook University
- Jones Maddison; enrolled in Bachelor of Nursing Science/ Midwifery, James Cook University

Both applicants met the eligibility criteria, which are detailed below. To be eligible for scholarships, applicants must meet the following criteria:

- be enrolled and/or have commenced as a full-time student in a single (or double) Bachelor degree (AQF Level 7 or higher)
- be a resident of the Flinders Shire Council for a minimum of two years immediately prior to, and at the time of, the application **and/or**
- be a child or a grandchild of a current resident of the Flinders Shire (minimum of 5 years immediately prior to, and at the time of, the application) and are living away from the shire to pursue higher education; and provide a commitment to live and work in Flinders Shire Region after the completion of studies
- be a permanent resident of Australia, Australian citizen, New Zealand citizen or a permanent Australian Humanitarian Visa holder

Under the University/Tertiary Students Scholarship and Vocational Placements Policy, the Chief Executive Officer has reviewed the 2 conforming application and has approved to offer a total annual scholarship amount of \$5,000.00 for both applicants, divided over the 2 semesters. Accordingly, each student will be entitled to \$2,500.00 at the end of each semester of full-time study, provided that each unit of the semester is completed.

Officer's Recommendation – For Council information.

Resolution No: 3660

Moved Cr Arthur Bode

Seconded Cr Kim Middleton

That Council receive and note the University and Tertiary Students Scholarships applications received. For discussion only.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2.01.09 HUGHENDEN OFFSTREAM WATER STORAGE FACILITY

Appendix 2.01.09

Background - Council called for Expressions of Interest for the construction of a 7,000ML single cell earthfill embankment storage and associated civil works as part of the Hughenden Offstream Storage Project (Vendor Panel request number VP329028). The request for expressions of interest involves:

- Construction of earthfill embankment storage
- Associated civil works

The works specific to this request for expressions of interest (RFEI) form part of the overall Hughenden Offstream Storage project which includes the construction of an intake channel, pump station, earth embankment dam and distribution pipework.

A total of 11 Expressions of Interest were received and evaluated by the panel with a panel recommendation of 5 contractors to progress to the tender phase. Report will be presented at meeting for information.

Officer's Recommendation – That Council note and accept the GHD Hughenden Offstream Water Storage Recommendation Report dated 15 February 2023 and authorise the Chief Executive Officer to invite the five shortlisted contractors to progress to the tender phase.

Attendance – Mayor Jane McNamara left the meeting at 9:53am for personal reasons and returned to the meeting at 9:56am

Resolution No: 3661

Moved Cr Arthur Bode

Seconded Cr Kelly Carter

That Council note and accept the GHD Hughenden Offstream Water Storage Recommendation Report presented at the meeting and authorise the Chief Executive Officer to invite the five shortlisted contractors to progress to the tender phase.

CARRIED 7/0

Attendance – Hari Boppudi left the meeting at 10:01am for personal reasons

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2.02 CORPORATE AND FINANCE SERVICES

2.02.01 FINANCIAL REPORT

Background – In accordance with section 204 of the Local Government Regulation 2012, the Chief Executive Officer must present a financial report to the Council at its monthly ordinary meetings. Monthly financial reports consist of:

- Statement of financial performance;
- Statement of financial position;
- Statement of cash flows;
- Statement of Changes in Equity;

The following is a summary of the financial results as at 31 January 2023:

1. Statement of Comprehensive Income		
	\$,000	
Total Recurrent Revenue	20,200	49%
Total Recurrent Expenditure	19,896	50%
Net Operating Result - Surplus/(Deficit)	304	24%
Total Capital Income	1,102	9%
Total Capital Expense	-	-
Net Result - Surplus/(Deficit)	1,406	10%
2. Statement of Financial Position		
	\$,000	
Total Current Assets	43,664	150%
Total Non-Current Assets	254,552	94%
Total Assets	298,216	100%
Total Current Liabilities	4,771	106%
Total Non-Current Liabilities	9,997	105%
Total Liabilities	14,768	105%
Net Community Assets	283,449	99%
Asset Revaluation Surplus	96,358	108%
Retained Surplus/(Deficiency)	187,091	95%
Total Community Equity	283,449	99%
3. Cash Flow Statement		
	\$,000	
Cash at the beginning of the period	41,549	152%
Total Payments Received	29,280	64%
Total Payments Made	(29,821)	64%
Cash as the end of the period	41,008	159%

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Officer's Recommendation – That in accordance with Section 204 of the Local Government Regulation 2012, Council receives and approves the financial report, which includes the following statements, for the period ending 31 January 2023.

- i. Statement of financial performance;
- ii. Statement of financial position;
- iii. Statement of cash flows;
- iv. Statement of Changes in Equity.

Resolution No: 3662

Moved Cr Kim Middleton

Seconded Cr Nicole Flute

That in accordance with Section 204 of the Local Government Regulation 2012, Council receives and approves the financial report, which includes the following statements, for the period ending 31 January 2023.

- i. Statement of financial performance;
- ii. Statement of financial position;
- iii. Statement of cash flows;
- iv. Statement of Changes in Equity.

CARRIED 7/0

Attendance – Hari Boppudi returned to the meeting at 10:04am

2.02.02 DELEGATIONS REGISTER – COUNCIL TO CEO AMENDMENT

Background – The Delegation Register – Council to CEO has been amended in accordance with the requirements of section 257 of the Local Government Act 2009 for each power under the LGA or another Act which may be delegated by Council to the Chief Executive Officer (CEO).

DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE & RES NO.	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Local Government Act 2009				
Chief Executive Officer	Power, in the pursuit of good rule and local government of Council's local government area, to write off small balance interest charges.	Section 9 of <i>Local Government Act 2009</i>	TBA	The maximum amount of interest that can be written off per ratepayer is \$100.00

Officer's Recommendation – That Council adopt the above additional power referred to in the document titled "Register of Delegations – Council to CEO (Chief Executive Officer of Council)", pursuant to section 257 of the Local Government Act 2009.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Resolution No: 3663

Moved Cr Arthur Bode

Seconded Cr Trevor Mitchell

That Council adopt the above additional power referred to in the document titled "Register of Delegations – Council to CEO (Chief Executive Officer of Council), pursuant to section 257 of the Local Government Act 2009.

CARRIED 7/0

2.02.03 QUARTERLY PROGRESS REPORT - OPERATIONAL PLAN IMPLEMENTATION

Background – In accordance with s174 of the Local Government Regulations 2012, the Chief Executive Officer must present a written report of the local government's progress towards implementing its annual operational plan. A progress report for the 2nd Quarter, 2022-2023 financial year is tabled for Council's review and adoption.

Officer's Recommendation – That Council adopt the 2nd Quarterly Progress Report on implementing the Operational Plan 2022-2023, as presented.

Resolution No: 3664

Moved Mayor Jane McNamara

Seconded Cr Clarence Haydon

That Council adopt the 2nd Quarterly Progress Report on implementing the Operational Plan 2022-2023, as presented with amendments as discussed.

CARRIED 7/0

2.03 ENGINEERING

2..03.01 LIFEFLIGHT – PAVEMENT CONCESSION AT THE HUGHENDEN AIRPORT

Background – LifeFlight (formerly Careflight Group) is one of Australia's largest aeromedical organisations providing rapid response medical care to thousands of people each year. They integrate their own critical care doctors, paramedics, and nurses with air ambulance jets to provide the finest care to seriously sick and injured patients across Australia and around the globe.

They have recently undertaken a survey of all Queensland air strips to determine suitability for their Bombardier Challenger 604 air ambulance jets. It was identified that the aerodrome at Hughenden would require them to have a pavement concession. To ensure efficiency of operations, they are requesting blanket concession for both tyre pressure (PSI) and runway characteristics/grade (PCN).

Landing suitability requirements are as follows:

ACN	A	B	C	D		CL604 Tire Pr (PSI)
F	5	5	6	7		196
R	6	6	6	7		

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



They are also requesting a blanket/ongoing pavement concession for use at your aerodrome.

Officer's Recommendation – That Council authorises LifeFlight the blanket concession for both tyre pressure (PSI) and runway characteristics/grade (PCN).

Attendance – Cr Clarence Haydon left the meeting at 10:14am for personal reasons

Resolution No: 3665

Moved Cr Kim Middleton

Seconded Cr Trevor Mitchell

That Council authorises LifeFlight the blanket concession for both tyre pressure (PSI) and runway characteristics/grade (PCN).

CARRIED 6/0

Attendance – Cr Kelly Carter declared a Declarable Conflict of Interest to item 2.03.02 titled Tender – 102.2022.11 – Pre-Qualified Suppliers of Plant Hire (as defined by Section 150EN of the Local Government Act 2009) due to a working and personal association with some of the tenderers and left the meeting at 10:16am taking no part in the debate or decision of the meeting

2.03.02

TENDER – 102.2022.11 – PRE-QUALIFIED SUPPLIERS OF PLANT HIRE

Background – Tender 102.2022.11 closed on 15 November 2022 for Council to establish a register of pre-qualified suppliers for the hire of plant pursuant to section 232 of the Local Government Regulation 2012 (Qld). This included Dozers, Graders, Loaders, Water Trucks, Side Tipping Trucks, Scrapers, Excavators, Tipping Trucks, Semi-Trailer Water Trucks, Smooth Drum Rollers, Pad Foot Rollers, Multi Tyred Rollers, Stabiliser, Spreader, Articulated Dump Truck and Skid Steer Loaders with Attachments. Tenders were comprehensively assessed against pre-determined evaluation criteria.

Council received 26 tenders in response to this invitation to tender, eight of which were from local suppliers. One tender was deemed non-conforming, and five tenders are from hire companies for dry hire only.

25 tenders received were conforming tenders and, as such, has been appointed as a pre-qualified supplier for the applicable register.

Officer's Recommendation – That Council receive and note the list of the conforming Tenders, as presented by the Director of Engineering and authorise the Chief Executive Officer to enter into a contract with the contractors that are recommended in the report.

Resolution No: 3666

Moved Cr Nicole Flute

Seconded Cr Arthur Bode

That Council receive and note the list of the conforming Tenders, as presented by the Director of Engineering and authorise the Chief Executive Officer to enter into a contract with the contractors that are recommended in the report.

CARRIED 5/0

Attendance – Cr Kelly Carter returned to the meeting at 10:19am

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2.03.03 NEW GRANDSTAND SEATING FOR HUGHENDEN SHOWGROUNDS EVENTS

Background – With the Festival of the Skies event coming soon, the Building Supervisor completed an audit of the grandstand seating at the Showgrounds and found that most were in poor condition and non-compliant. Three quotations were obtained for both to hire scaffolding arena seating and to purchase seating to allow seating for 500 people.

Quotations received, all prices included delivered to Hughenden:

- Hire Scaffolding Arena Seating (all materials based in Brisbane) \$ 68,000.00 ex gst
- Felton Industries, NSW – 4 tier 6mtr plain aluminium \$106,784.00 ex gst
- Grillex -
 - metro grandstands 4 tier 6mtr wide access steps \$ 99,914.00 ex gst
 - budget seating 4 tier 6mtr no access or egress \$ 61,634.00 ex gst

Officer's Recommendation – That Council purchase the Grillex Metro Grandstand Seating with the access and egress (for extra safety) for the quoted amount of \$99,914.00 ex gst.

Attendance – Cr Kelly Carter left the meeting at 10:24am for personal reasons and returned to the meeting at 10:25am

Resolution No: 3667

Moved Cr Kim Middleton

Seconded Cr Arthur Bode

That Council purchase the Grillex Metro Grandstand Seating with the access and egress (for extra safety) for the quoted amount of \$99,914.00 ex gst.

CARRIED 6/0

Attendance – Cr Kelly Carter declared a Prescribed Conflict of Interest to item 2.03.04 titled Tender 102.2022.13 – Management of Hughenden Landfill (as defined by Section 150EG of the Local Government Act 2009) due to a working and personal association with two of the tenderers and left the meeting at 10:30am taking no part in the debate or decision of the meeting

Attendance – Cr Arthur Bode declared a Declarable Conflict of Interest to item 2.03.04 titled Tender 102.2022.13 – Management of Hughenden Landfill (as defined by Section 150EN of the Local Government Act 2009) due to a being a related person to tenderer Coward Contracting and left the meeting at 10:31am taking no part in the debate or decision of the meeting

2.03.04 TENDER 102.2022.13 – MANAGEMENT OF HUGHENDEN LANDFILL

Background – Tender 102.2022.13 for the Management of the Hughenden Landfill closed on 13 December 2022. Summary of the tenders shown below:

Tenderer
Townley Contracting Pty Ltd
Ian James McLachlan - R.U.M Recycling
Coward Contracting

Officer's Recommendation – For Council discussion.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Resolution No: 3668

Moved Mayor Jane McNamara

Seconded Cr Nicole Flute

That Council notes the details of tenders presented and the Director of Engineering's recommendation and delegates authority to the Chief Executive Officer to enter into a contract with Townley Contracting for \$475,000.00 (Ex. GST) for a three year term, commencing 1 March 2023 and ending 28 February 2027.

Mayor Jane McNamara called for a division on the Director of Engineering's recommendation, votes as follows:

For	Against
Mayor Jane McNamara	Cr Trevor Mitchell
Cr Kim Middleton	Cr Nicole Flute

Mayor Jane McNamara adjourned the meeting at 10:55am to allow time for investigation on the procedure of the meeting.

Mayor Jane McNamara reopened the meeting at 11:28am.

CARRIED 3/2

Under Section 254E (b) of the *Local Government Regulations 2012* after each councillor present has voted on the question to be decided and, if the votes are equal, the person presiding at the meeting has a casting vote. Mayor Jane McNamara was the presiding Councillor and voted in favour of the Director of Engineering's recommendation.

Attendance – Cr Arthur Bode returned to the meeting at 11:52am

Attendance – Cr Kelly Carter returned to the meeting at 11:52am

Attendance – Cr Clarence Haydon returned to the meeting at 11:53am

Attendance – Michael McDougall from the Department of Resources entered the meeting at 11:53am

2.04 COMMUNITY SERVICES AND WELLBEING

2.04.01 MINOR INFRASTRUCTURE GRANT APPLICATION

Background - The Minor Infrastructure Program is now open for funding for infrastructure projects that enhance community participation opportunities through the provision of spaces that are:

- safe - reduced exposure to health and safety risk
- quality- meeting standard required for community level participation
- efficient - more efficient use of the places and spaces (can be used by more people, cater for more activities, be used for longer hours)
- inclusive and accessible - enhancing usability of places and spaces and ensuring no one is excluded from participation.

Projects must deliver new, upgraded or replacement infrastructure, and align with the program objective.

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Funding of up to \$370,000.00 is available, however there is a requirement for a minimum applicant financial contribution of 10% of eligible project costs.

It is proposed that Council apply for funding through the Minor Infrastructure Grant program for upgrades to the showgrounds, including the establishment of an awning for shade on the Outback Arena, additional shower facilities, refurbishment of the cattle yards, and expansion of the RV camping area.

Officers Recommendation: That Council endorse the proposed application to the Minor Infrastructure Grant Program and approve a maximum contribution budget of \$37,000.00 towards the project.

Resolution No: 3669

Moved Cr Trevor Mitchell

Seconded Cr Nicole Flute

That Council endorse the proposed application to the Minor Infrastructure Grant Program and approve a maximum contribution budget of \$37,000.00 towards the project.

CARRIED 7/0

2.04.02

COMMUNITY GRANT PROGRAM – COMMUNITY EVENTS STREAM ROUND 4

Attendance – Andrew Nunn Left the meeting at 11:56am for personal reasons and returned to the meeting at 11:58am

Background – The objectives of the Flinders Shire Council's Community Grants Program - Events Stream, is designed to build relationships with community organisations to provide benefits to the Flinders Shire residents and visitors by ensuring Flinders Shire is a vibrant active community.

The Events Stream Funding is offered in two tiers:

- Event Support - Up to \$1000.00 focusing on supporting local events
- Event Development - Up to \$5000.00 focusing on the development and building capacity of events and seed funding for new and developing initiatives.

Community Grant Program – Event Stream – Event Support (January to June 2023):

Organisation	Event Description	Amount Requested	Recommendation
Hughenden RSL Sub-branch	Event: ANZAC Day Memorial Services 2023 Dawn Service 6.00am & Gunfire breakfast for community and ANZAC Day Parade 10.00am). Cenotaph update with correction of names requires completion by Fletcher Monuments for ANZAC Day.	\$1,000.00	Recommend

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Flinders Hack & Pony Club Inc	<p>Event: Reaching Out</p> <p>Outreach camp with multidisciplinary clinic featuring new event streams of interest Polo X. It will also include a new area of Cow-horse starting, horsemanship with basic preps and jumping and flat work with a not previously included "Start Up" section.</p>	\$5,000.00	Recommend
Flinders Horse Sports Inc	<p>Event: Leaping Legs</p> <p>A show jumping training and coaching school to prepare the attendees for the upcoming local show. It is to build on the previous training and to start newcomers in the area of jumping. It is a very popular area and we had great success providing the large number of supports of the local show and look forward to doing this again this year.</p>	\$1,000.00	Recommend
Hughenden Amateur Swimming Club Association Incorporated	<p>Event: Swim Club Breakup and Awards for 2022 - 2023 season</p> <p>Children will be presented with Medallions and Trophies for their efforts throughout the swimming season 2022 to 2023. We hope this Award night and breakup will enhance our clubs appeal and profile to other swim organisations to hopefully join us for a competitive swimming carnival in the following season. Free BBQ for all members of our club, quick swimming fun activities and sprints for the kids and Awards presented.</p>	\$1,000.00	Recommended

Officer's Recommendation – That Council approve the applications as presented.

Resolution No: 3670

Moved Cr Nicole Flute

Seconded Cr Trevor Mitchell

That Council approve the applications as presented.

CARRIED 7/0

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



2.04.03 FACILITY AND INFRASTRUCTURE STREAM - ROUND 4 - PROJECTS FROM MARCH TO JUNE 2023

Background – Applications for Facility and equipment stream closed on 28th January 2023. The grant provides funding to community organisations to support with purchase of equipment and to upgrade facilities. Grants are available of up to \$5000.00 funding per application, with special consideration provided for up to \$15,000.00 in exceptional circumstances.

Two conforming applications were received from the Hughenden Amateur Swimming Association Inc. and Prairie Jockey Club Inc totalling \$14,064.50.

Organisation	Description	Amount Requested	Recommendation
Hughenden Amateur Swimming Association Inc	Applied for \$2500 to support swim club with equipment such as timers, kickboards and aqua rope, BBQ, Fridge Freezer, 10 Chairs, Microwave Oven, Rescue Tube from RLS. This in order to run smoothly on carnivals and club nights but also for safety for their members.	\$2,500.00	Recommended
Prairie Jockey Club Inc	Erect shed over playground equipment Quote from: Carter Sheds Pty Ltd The playground equipment will protect children from sun (sun safety) while playing, keep the equipment out of the sun, neat and tidy, its accessible for the community.	\$11,564.50	Recommended

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



Officer's Recommendation – That Council approve the applications as presented.

Resolution No: 3671

Moved Cr Kim Middleton

Seconded Cr Trevor Mitchell

That Council approve the application from Hughenden Amateur Swimming Association Inc, as presented

CARRIED 7/0

Attendance – Cr Kelly Carter declared a Prescribed Conflict of Interest to item 2.04.03 titled Facility and Infrastructure Stream – Round 4 – Projects from March to June 2023 (as defined by Section 150EG of the Local Government Act 2009) due to having submitted a quotation to the Prairie Jockey Club for the described work and left the meeting at 12:02pm taking no part in the debate or decision of the meeting

Attendance – Cr Arthur Bode declared a Prescribed Conflict of Interest to item 2.04.03 titled Facility and Infrastructure Stream – Round 4 – Projects from March to June 2023 (as defined by Section 150EG of the Local Government Act 2009) due to being an executive officer of the Prairie Jockey Club and left the meeting at 12:03pm taking no part in the debate or decision of the meeting

Resolution No: 3672

Moved Cr Kim Middleton

Seconded Cr Clarence Haydon

That Council approve the application from Prairie Jockey Club Inc, as presented.

CARRIED 5/0

MINUTES
21 FEBRUARY 2023 – 9:00 AM
COUNCIL CHAMBERS



3. CLOSED BUSINESS

That Council close the meeting to the public at under section 254J Local Government Regulations 2012.

- NIL TO REPORT

Confirmed Minutes

MINUTES

21 FEBRUARY 2023 – 9:00 AM

COUNCIL CHAMBERS



4. PROPOSED MEETING CALENDAR

DATE	TIME	MEETING VENUE	TOPIC
Monday 20 February 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 21 February 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 20 March 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 21 March 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 17 April 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 18 April 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 15 May 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 16 May 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 19 June 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 20 June 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 17 July 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 18 July 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 14 August 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 15 August 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 18 September 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 19 September 2023	9:00am – 12:30pm	Council chambers	Council Meeting
Monday 16 October 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 17 October 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 20 November 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 21 November 2023	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 11 December 2023	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 12 December 2023	9:00am – 12:30pm	Council Chambers	Council Meeting

MINUTES
21 FEBRUARY 2023 – 9:00 AM
COUNCIL CHAMBERS



The meeting closed at 12:04pm

Jane McNamara
Mayor
Flinders Shire Council

Confirmed Minutes



Recommendation Report
For
Hughenden Offstream
Storage Request for Expressions of
Interest (RFEOI)

Tender Number: VP329028

Executive Summary

1. Purpose

To obtain Council approval of this Recommendation Report for the VP329028, invite the five shortlisted contractors to progress to the tender phase.

2. Background

Flinders Shire Council (FSC) have called for Expressions of Interest to construct a 7,000ML single-cell earth fill embankment storage and associated civil works as part of the Hughenden Offstream Storage Project. (Vendor Panel request number VP329028). The request for expressions of interest involves:

- Construction of earth-fill embankment storage
- Associated civil works

The works specific to this request for expressions of interest (RFEOI) form part of the overall Hughenden Offstream Storage project, which includes the construction of an intake channel, pump station, earth embankment dam and distribution pipework. Tenders opened on 30/09/2022 and closed on Thursday, 17 Nov at 5:00 pm.

The scores were assigned independently by the evaluation panel. Subsequently, the respondents were ranked based on the RFEOI evaluation criteria.

3. Summary of Tenders received:

At the close of EOI, eleven (11) submissions were received. The EOI was not subject to the public opening. The tenders received include:

1. BK Civil Group
2. CHESHIRE CONTRACTORS PTY LTD
3. Coleman Contracting
4. Entracon Civil Pty Ltd
5. Golding
6. GULF CIVIL PTY LTD
7. Hammer and Co Earthmoving
8. Mendi Constructions Pty Ltd
9. MJ SMITH GROUND PREPARATION PTY LTD
10. RSA Contractors Pty Ltd
11. WTC GROUP AUST PTY LTD

A probity and evaluation plan was developed and implemented for the EOI. The plan broadly included the following:

- Definition of the procurement team
- Conduct, confidentiality and conflict declaration
- Evaluation methodology and criteria
- Suggested protocols for the conduct of the procurement process.

The evaluation was executed in accordance with the plan. The evaluation panel included three personnel experienced in civil construction works, including one representative from FSC and two from GHD. The evaluation panel and a Probity Advisor from an independent party undertook the evaluation.

4. Assessment Criteria and Scoring

The assessment criteria set out in the EOI documentation and as agreed upon with FSC are as follows:

- Relevant Experience (including key team members skills, capacities and availability, including subcontractors)

(40%)

- Ability to carry out work (40%)

- Local Content – direct involvement in Flinders Shire local government area (10%)

- Regional Content – involvement in Queensland (10%)

It is noted the EOI only included non-price criteria.

All categories were scored based on the rating system outlined in the Scoring criteria. Each panel member independently reviewed and scored the EOIs ahead of the meeting in which a workshop was conducted to agree on a score. This included panel members providing their justification for scores and collaboratively agreeing to a score.

5. Scoring guideline

The following guideline is used in assessing non-price criteria required to be scored on a sliding scale of 1 to 10.

Description	Definition	Score
Excellent	Exceeds the requirement. Tenderer has provided an outstanding response which substantially exceeds Council's expectations in relation to the relevant criterion. Response identifies factors that will offer potential added value. Sufficient supporting evidence provided.	9-10
Good	Satisfies the requirement with minor additional benefits. Tenderer has provided an above average response which exceeds Council's expectations in relation to the relevant criterion. Sufficient supporting evidence provided.	7-8
Acceptable	Satisfies the requirement. Tenderer has provided an acceptable response which meets Council's expectations in relation to the relevant criterion. Sufficient supporting evidence provided.	5-6
Minor reservations	Satisfies the requirement but with minor reservations. Tenderer has provided a response which meets most of Council's expectations in relation to the relevant criterion, but Council has identified minor deficiencies, concerns or risks. Some supporting evidence provided.	3-4
* Major reservations	Satisfies the requirement but with major reservations. Tenderer has provided a response which meets some of Council's expectations in relation to the relevant criterion, but Council has identified major deficiencies, concerns or risks. Little or no supporting evidence provided.	1-2
* Unacceptable	Does not meet the requirement. Tenderer has provided no response to the relevant criterion or has provided a response which does not meet any of Council's expectations for that criterion. Little or no supporting evidence provided.	0

**Unacceptably low score: the Evaluation Panel may determine that a tender should be rejected, notwithstanding the total aggregate score for that tender, if the Evaluation Panel consensus score for any criteria is 2 or less.*

6. Assessment Overview:

6.1 Compliance Criteria

Of the 11 tenders received, two (2) were deemed non-conforming and were not assessed.

6.2 Reference Checks

N/A

6.3 Probity

Ochre Legal was appointed as the Probity Advisor to review the process.

6.4 Recommendation

Based on the evaluation scoring, the evaluation panel recommends shortlisting five contractors for progression to the tender phase. These include:

- CHESHIRE CONTRACTORS PTY LTD
- Entracon Civil Pty Ltd
- Golding
- Mendi Constructions Pty Ltd
- RSA Contractors Pty Ltd

6 Conclusion

FSC received 11 responses to the RFEOI (VP329028) -Hughenden Offstream Storage – 7,000ML. The EOI evaluation was undertaken in accordance with the assessment criteria described in the EOI documentation and as agreed with FSC.

The evaluation panel assessed in detail the responses for the Hughenden Offstream Storage 7,000ML earth fill embankment dam and associated civil works. Two of the tenders were deemed non-conforming by the evaluation panel (BK Civil Group and Coleman Contracting) and were excluded from the evaluation. This was primarily because no tangible information of use in the assessment was provided in the submission.

Of the nine responses evaluated, the Scoring ranged from 1.2 to 8.8 out of 10. The Scoring of the responses showed four contractors scoring 1.2 to 2.5, which corresponds to “minor reservations” and “major reservations” in accordance with the Scoring criteria (Hammer and Co Earthmoving, MJ SMITH GROUND PREPARATION PTY LTD, GULF CIVIL PTY LTD and WTC GROUP AUST PTY LTD). Five contractors scored between 4.2 to 8.8, which corresponds to “minor reservations” to “excellent” (Mendi Constructions Pty Ltd, RSA Contractors Pty Ltd, CHESHIRE CONTRACTORS PTY LTD, Entracon Civil Pty Ltd and Golding). A summary of the Scoring is presented in the table shown below.

Table: Total evaluation score

Respondent	Total score	Corresponding criteria rating description	Rank
Golding	8.8	Excellent	1
Entracon Civil Pty Ltd	6.9	Good	2
CHESHIRE CONTRACTORS PTY LTD	5.4	Acceptable	3
RSA Contractors Pty Ltd	4.6	Acceptable	4
Mendi Constructions Pty Ltd	4.2	Minor reservations	5
Hammer and Co Earthmoving	2.5	Minor/ major reservations	6
MJ SMITH GROUND PREPARATION PTY LTD	2.0	Major reservations	7
GULF CIVIL PTY LTD	1.9	Major reservations	8
WTC GROUP AUST PTY LTD	1.2	Major reservations	9
BK Civil Group ²	NA		NA
Coleman Contracting ¹	NA		NA

The evaluation team decided that given the significant gap in the Scoring of respondents, respondents with a score less than 4 would not be shortlisted for the project. From the five remaining contractors, three provided responses that were deemed “acceptable” or above in accordance with the Scoring criteria by the evaluation panel (Golding, Entracon Civil Pty Ltd and CHESHIRE CONTRACTORS PTY LTD).



Recommendation Report
For
Management of Hughenden Landfill

Tender Number: 102.2022.13

Executive Summary

1. Purpose

To obtain Council approval of this Recommendation Report for the Tender No: 102.2022.13 to appoint a suitably qualified Manager for the Hughenden Landfill.

2. Background

Tenders were invited for the Management of Hughenden Landfill.

- Tenders closed at 5.00pm on Tuesday, 13 December 2022.
- The scores were assigned independently by the evaluation panel. Subsequently, the respondents were ranked based on price, suitability as Contractor, and experience operating similar facilities.

3. Summary of Tenders received:

- Council received 3 tenders in response to this invitation to tender.

4. Assessment Criteria and Scoring

The assessment criteria used for determining which Tender was most advantageous to the principal is listed below.

Evaluation Criteria:	Criteria	Weighting (%)
	Proposed Contract Fee	40%
	Suitability as Contractor, including financial capacity	30%
	Experience operating similar facilities	30%
Mandatory Criteria:	Evidence of relevant insurances	

5. Assessment Overview:

5.1 Compliance Criteria

Of the 3 tenders received were all conforming tenders.

5.2 Reference Checks

Reference checks will be completed prior to the awarding of the tender.

5.3 Probity

Julianna Cuda from Preston Law was appointed as the Probity Advisor to review the process.

5.4 Recommendation

That Council notes the details of tenders presented and the Director of Engineering's recommendation and delegates authority to the Chief Executive Officer to enter into a contract with Townley Contracting Pty Ltd for \$475,000.00 per annum (Ex. GST) for three years, commencing 1 March 2023 and ending 28 February 2027.

Tenderer	Tendered Price (Excl. GST)
Townley Contracting Pty Ltd	\$475,000.00
Ian James McLachlan R.U.M Recycling	\$545,000.00
Coward Contracting	\$420,000.00